

Our Philosophy Reaching the Heart, Teaching the Mind Parent Square Updates from office staff & administration Direct communication tool with all teachers RenWeb Gradebooks Report Cards Lesson Plans (Middle School)

We focus on nurturing hearts while guiding minds toward academic excellence.

Effective communication is key; we provide weekly updates to keep parents informed through class newsletters in elementary school and program wide newsletters in middle school.

Parent Square notifications & direct communication with teachers to encourage collaboration.

Ren Web is used for all student progress and tracking - gradebooks, reportcards, etc. Lesson plans and digital assignments hyperlinked for middle school.

Class specific (Elementary)Program wide (Middle School)



Our Daily Drop-Off Policy

- Before school care begins at 7:00 am in Palmer Hall (fees apply) and from 8:00 am to 8:30 am on the playground (free). Children are walked to classrooms at 8:20 am.
- Before school car drop-off zone is only in front of the playground entrance gate.
- School starts at 8:30 am

Before school care begins at 7:00 am, in Palmer Hall, fees billed in FACTS. Before school care from 8:00 am - 8:30 am is typically on the playground and is free of charge. We begin walking children to the classrooms at 8:20 am.

Always walk your child to a safe drop off location, unless you're in a sanctioned drop-off zone. Please do not create back ups in other zones as this causes safety issues for your children and others. Before school car drop-off zone is only in front of the playground entrance gate.

Gates near the library, playground, and preschool are open for students to make their way to the playground or classrooms, until 8:30 am. Any late drop-offs need to go to the main gate, near the flag pole and to the office for tardy slips.

School begins at 8:30 am



Our Daily Pick-Up Policy

- Kindergarten dismisses at 2:45 pm and grades 1-8 dismiss at 3:00 pm.
- At end of day, students are picked up at classroom doors and checked out by teachers; if not picked up within 10 minutes, they go to after school care on the playground.
- Only authorized persons can pick up children; designations must be made at registration and can be updated through the office or RenWeb.

Kindergarten dismissal is 2:45 pm and grades 1-8 dismiss at 3:00 pm.

Students are picked up at their classroom doors and are checked out by their teacher. If students are still with their teacher after 10 minutes they are taken to after school care on the playground.

Middle School students can be released at 3:00 pm without a parent present, if the dismissal form has been submitted at orientation or to the front office during the school year.

No child will be released to anyone other than authorized persons, unless previous arrangements have been made. Parents must designate authorized persons at the time of Registration and can make changes by contacting the office throughout the year, or update in RenWeb.



Childcare Services

Before school childcare, 7:00 am - 8:00 am, \$4.00 for any fraction of the hour. Located in Palmer Hall.

After school childcare, 2:55 pm - 5:00 pm, \$10.00 for any fraction of the hour. Located on the upper playground.

Late pick up fee; \$1.00 per minute

We value the peace of mind for parents our childcare programs create. We have trusted and trained staff that provide before school and afterschool care.



Reporting Absences

An "excused" absence is due to illness, medical/dental appointments, funeral involving immediate family members, religious retreats, or court appearances when the student is under subpoena. Absences for other reasons are invariably considered unexcused (California Education Code 48205).

The school reserves the right to refuse attendance to students having any form of infectious or communicable disease (i.e. Measles, Chicken Pox, Mumps, Staph or more serious conditions such as Smallpox, TB, etc.), until such time as a doctor has authorized (in writing) a return to school.

If a student is ill, (s)he is expected to stay home.

Students should be kept home at least 24 hours after a fever or diarrhea has subsided without the aid of medicine.

If a student is absent 3 or more days, they should return with a doctor's note. Please give the note to the office staff prior to returning to class.

If a student is found to have a nuisance disease such as Impetigo, Pink Eye, Hand/Foot/Mouth Disease, or Scabies, we will ask that he be taken from school and not return until he has seen a doctor. Upon his return to school, he must have a note from the doctor stating that he has been seen, treated, and is able to return to class.

If a PCS student is found at school to have head lice (pediculosis), parent will be contacted and student will be picked up at the end of the school day. Student must be treated that evening with lice-killing products and nit combing, with student returning to class the following day. Parent should inspect student every 3 days to determine if any lice remain. A second treatment 7-10 days after first treatment may be needed.



Gate Policy & Campus Safety

- All gates are locked during school hours for student safety. During school day, access is only permitted through the front office and Gate #5.
- All visitors must check in with the office and wear a visitor badge.
- Students may not be released to anyone not on the approved list.
- Full Security Team and Camera Monitoring System



Lunch Procedures

On-Campus hot lunch - Heat Nutrition

Lunch drop-off at table near Palmer Hall entrance

Please do not take lunches to students directly or the front office. Lunch aides will help ensure your child's lunch gets to them.

If you are dropping off lunch as a surprise, feel free to let the front office know in advance so we can notify appropriate staff.



Heat Nutrition

Meals will typically include a main entree, sides, and a full salad bar option. A variety of snacks can also be puchased.

Meals for K-3rd grade: \$6.50 Meals for 4th - 8th grade: \$8.75 Extra snacks available: \$1.25 Bigger portions: \$2.00

Verified 2025/2026 prices:

\$6.50 k-3

\$8.75 4-8

\$1.25 snacks

\$2.00 bigger portion & seconds



Continued Partnership

- Volunteer opportunities in the classroom, events, and campus life.
- Parent Prayer Team & Parent-Teacher Fellowship (PTF).
- Your involvement strengthens our community!



We're Here for You

- Our staff and faculty are your team.
- We welcome your questions, concerns, and feedback.
- Let's partner well—our students are worth it!

Thank you for joining us!



Phone

805-934-1253

Website

pacificchristianschool.net

