**Oriole News**

Lennox Elementary

605-647-2203

option 3

[http://www.lennox.k12.sd.us](http://www.lennox.k12.sd.usus)

Our school hours are:

8:20 AM - 3:30 PM.

\*\*\*Students will be counted Tardy if they enter their classroom after the 8:25 tardy bell.

\*\*\*Students should not arrive at school before 8am.

8/19/2025

If you have not been receiving DONOTREPLY@k12.sd.us emails, please let Shannon Keatley know. We have sent a few out containing important info and want to make sure everyone is getting them. Call or email at 647-2203 option 3 or shannon.keatley@k12.sd.us

* **Students should not arrive at school before 8AM** unless you have paid for them to attend the Totally Kids program. If they walk to school, please help students adjust their departure time from home to arrive at the right time, if you drop them off, please be mindful of that time as well. Students eating breakfast at school may arrive no earlier than 8:00. Thanks for your cooperation.
* For everyone's safety and to prevent traffic congestion we are asking that you only use the drive through loop if you can drop your kids off or pick them up without having to leave your vehicle. If you want to walk your students to the door, you will need to use the parking spaces on the north side of the school or the parking lot to the east of the gym.
* If you are dropping off by the main entrance at Lennox Elementary you must pull into a parking spot to have your students exit your car. Please do not have them jump out while you stop in the street.
* **Medication Forms**- All med forms require a doctor’s signature before we can administer any over the counter or prescription meds. Forms are available on our school website, Lennox Elementary or Intermediate office, or from Nurse Renee.
* **Parent/Teacher Conferences-** This year we will be using Sign-up Genius to schedule conferences. An email will be sent with the link to sign up and the link will also be in next week’s Tuesday folder.
* **School Messenger** – This is an instant parent contact telephone broadcast service for all emergency schedule changes such as late starts, early dismissals, etc. When you receive a call from School Messenger (caller id will say 647-2203) please say “Hello” and wait for the message to begin. There will be a short pause before the message begins. If you are having trouble receiving the messages, please contact us with questions.
* **Tuesday Folders**- Your student will bring home a plastic folder every Tuesday. Please return it to school on Wednesday. This is how we send home important notes and information. Feel free to send lunch money or other correspondence back in the folders. Lost or destroyed folders will be replaced at a cost of $1 payable in the office.
* **Picture Information**–Picture retakes are scheduled for **Wednesday, September 18th**. If you purchased activity passes for your student and it is not indicated on the ID with an “A,” please let us know.
* **Homecoming**- Homecoming is Monday, September 15th. The parade is on Friday, September 19th at 1:30 PM, with students being dismissed after the parade. A list of homecoming dress up days will be sent home at a later date. Buses will run normal routes but may be slightly earlier than normal.
* **School Visitors**-For the safety of all students, parents and visitors will NOT be allowed to enter the hallways.
* ALL doors are locked at all times. If you come to the elementary during the school day you will need to enter into the Elementary office. *Students and staff have been instructed NOT to let anyone in any door.*
* Unless you have scheduled with your student's class room teacher ahead of time, visitors will not be able to enter the hallways of the school during the school day.
* Deliveries of treats or forgotten items must be delivered and left in the Elementary office. Shannon will let the student's teacher know that they have a delivery.
* When bringing a student to school late you will need to drop them off at the office. The student will be expected say good bye in the office and walk to their classroom. Staff will be sure that they find their class if they are unsure.

\*\*\*All kindergarten students are walked up to the kindergarten pick up doors or their bus by teachers at the end of the day.

* **Students leaving early-** If you need to pick up your student earlier than 3:30pm please call the office ahead of time and we will have your student come to the office at that time and we will dismiss them to you when you arrive.
* **Lunch Menus**-Please visit our school website at [www.lennox.k12.sd.us](http://www.lennox.k12.sd.us) . You can access and print the monthly lunch and breakfast menus. School Menu’s by Nutrislice is an app that you can download to your smart phone as well to view menus.
* **Student Directory**- We will be doing a student directory. Look for an email soon.
* **Calendar**- Please check our website ([www.lennox.k12.sd.us](http://www.lennox.k12.sd.us)) for our school year calendar as well as a constantly updated event calendar
* **Starting next week Oriole News will be emailed out via the Donotreply@k12.sd.us email on Tuesday afternoons and will not be printed and sent in Tuesday folders**. Oriole News contains important weekly updates and information, please be sure to read it each week to stay informed about school happenings. It can also be found on the school website- under the top picture choose “Oriole News” or scroll down for “Lennox Elementary News” to view.