

Message From the Principal

(Hidden Trails Elementary School)

The rooms must be left neat and must be secured when you leave. Children may not use the library books or other resources in the rooms that do not belong to your program.

The school cannot disseminate any recruitment flyers or messages to our families. All recruitment must be done off campus. If you would like to put the flyer on PeachJar, please contact Andrea Johnston our district Peach Jar Liaison.

Because you will be coming onto campus before our school day ends, all staff and/or volunteers must check in the front office and be run through our district Raptor System this means they must have a valid state-issued ID with them when they come in.

All staff and volunteers must use the adult bathrooms located in the front office until the office closes at 4:30. Students may use the student bathrooms.

We cannot provide you with keys, someone will let you in the classrooms and you will need to make sure you are not locked out. We have electric locks, so the door remains locked at all times.

We have another program using our lunch table area so if you have food you must eat in the areas outside of the classrooms. We have a horrible ant problem so no food is to be left or stored in the classrooms.

Our trash is picked up at 4:00 so you will be responsible for emptying the trash after 4:00 if it contains any food items. If it is just paper our custodian will take care of it.