



Spencer Pointe School

1721 South Spencer Road, New Lenox, Illinois 60451

Phone 815-462-7988 Fax 815-462-3978

August 2021

Dear Spencer Pointe Families:

Welcome to the 2021-2022 school year! We are excited to be BUILDING A GREAT YEAR! This is our school wide theme this year and we are looking forward to a more typical year for all of our students. We have an awesome school and we can not wait for you to join us. We will be focusing on building great readers, mathematicians and scientists. We will also focus on developing caring global citizens by placing an emphasis on character development. We know the impact of kind words and actions and this will be one of the focuses of our learning community with some of our youngest learners. Thank you for setting great examples at home!

Here is some important information to start the school year.

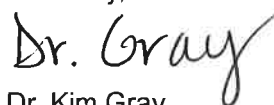
- You will be able to login to Powerschool on **Wednesday, August 4th** to view your teacher assignment and bus information. If you forgot your login information please call the school and we can reset your password for you.
- We will welcome all students for a self-guided **Find Your Way Day** on **Thursday, August 12th** from 12:00-7:00 pm. Please take this time to find your classroom and drop off your school supplies. We hope this later time can accommodate all families. Teachers will not be in attendance on this day.
- As in the 20-21 school year, all lunch orders will be sent electronically. If you want a school lunch provided to your child, please look for this information in the near future. It is important to adhere to the order timelines so we can ensure that all students have a lunch each day.
- The first day of school is **Wednesday, August 18th**. It is a full day of school so please be sure to pack a lunch if you did not order a school lunch online. Also, all of our classes do have snack time so please send a healthy snack for your child. Snack time is only about 10 minutes so please pack accordingly.
- **Snack milk** forms will be available to all students at Find Your Way Day. Please have all snack milk forms and payments to school by Friday, August 20th. Snack milk will start on Monday, August 23rd.
- **Water bottles:** Please send a water bottle in for your child. Water fountains can be used only to refill water bottles. Students cannot drink directly from the water fountains.

- **COVID-19 Screener:** Parents will receive an agreement to sign signifying that a COVID-19 symptom screener will be conducted daily for each child prior to arriving at the bus stop or school. The COVID-19 symptom screener is to be conducted at home and will not be collected at school.
- Regular school hours are 9:15-3:40. Walkers and car riders should plan to arrive after 9:05. Several staff members will be available to help all students find their way.
- Spencer Pointe is a drop and go campus. **Please be sure your child can enter and exit a car independently.** Parents should not be exiting the car. All students that are after school car riders should have their last name posted in the car window. Please take a moment to create a sign that you can put up each day. Thank you in advance for helping keep our kids safe! (SEE ATTACHED TRAFFIC MAP FOR DROP OFF AND PICK UP). At this point we will **only** be using the **Spencer Pointe side** of the building for drop off and pick up. If the number of daily car riders increases we may have to revert to last year's procedure and split by alphabet. This will be communicated via Connect-Ed if a change needs to be made.
- The office is open every day from 8:00am-4:30pm. Our phone number is 815-462-7988.
- Mark your calendars for Spencer Pointe Expectation Night on Tuesday, August 24th. More information will be sent home soon. This will be a virtual event this year.

Our 1st graders will be receiving nametags at the Find Your Way Day on August 12th. To ensure each child feels comfortable on their first day walking through the doors, please practice saying the teacher name and bus number with your child. As previously stated, there will be plenty of people to help along the way.

If you have any questions or concerns, please feel free to contact us at any time. We are looking forward to a wonderful school year with our students and their families. On behalf of all of the staff at Spencer Pointe School, we welcome you back and are looking forward to a great year!

Sincerely,



Dr. Kim Gray
Principal



Mrs. Jenni Pender
Assistant Principal

TRAFFIC PATTERN FOR 2021-2022

Spencer Pointe Drop Off and Pick Up Procedures

Entrance Time:	9:05 am
Tardy Bell:	9:15 am
Dismissal Time:	3:40 pm

A staff member will be on duty at 9:05 am. Please keep students in your vehicle until a staff member is present.

Curbside Drop Off/Pick Up: **We are trying to avoid traffic backup that blocks entrance to the parking lot. Please do NOT enter the Drop Off/Pick Up Lane prior to 8:55 am or 3:20 pm.**

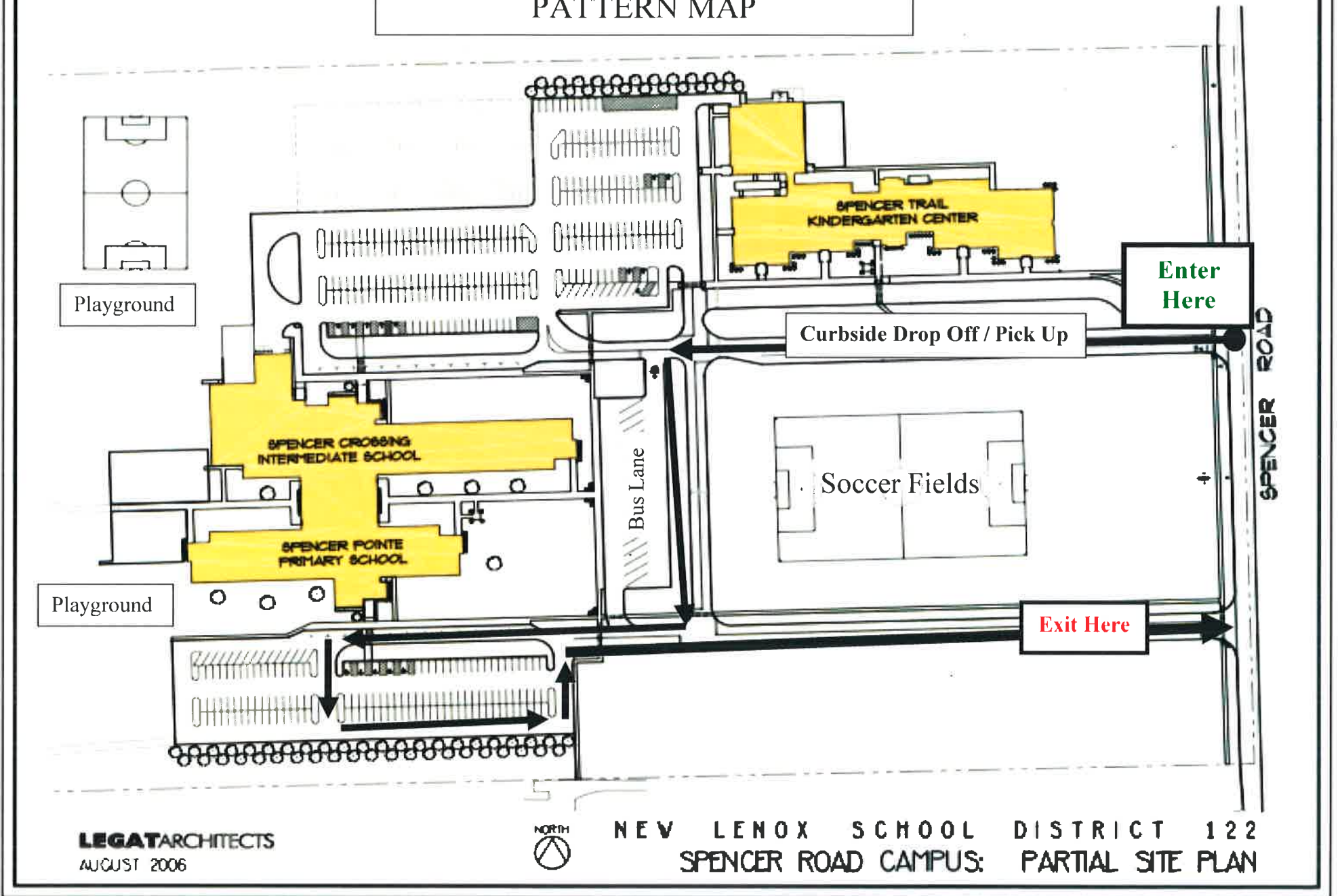
- Please enter the North Drive off of Spencer Road @ Spencer Trail.
- Turn Left at stop sign parallel to bus parking lot, then turn Right at stop sign to enter curbside car rider drop off/pick up lane.
- The one-way traffic pattern is in effect for the front drive that runs along the south side of the building.
- Stay to the left and out of the marked fire lane. This is now a 1-lane road.
- To keep the traffic flowing, please pull up and drop off your student. Please have them exit **curbside** for safety.
- Please **immediately exit the curbside lane** after unloading/loading your child. This will allow the next students to be dropped off or picked up in a timely manner.
- When picking up students at the end of the day, **please have a sign in your window with your student's last name and stay in your car.** Cones will be placed on the sidewalk. Students will only be allowed to enter their vehicle once it has pulled beyond the cones. For safety purposes, students will not be allowed beyond the cones. **Please have your child enter vehicle at curbside. Please immediately exit the parking lot after child enters vehicle.**

Miscellaneous items for drop off and pick up procedures:

- **If you need to pick up your child early or arrive after school has begun, please park in the parking lot and enter the main office to sign your child in/out.**
- When driving on campus, please remember to drive slowly, stay off your cell phone, and obey all traffic laws for the safety of our students.

(See Traffic Pattern Map On Reverse Side)

SPENCER POINTE TRAFFIC PATTERN MAP



LEGATARCHITECTS
AUGUST 2006



NEW LENOX SCHOOL DISTRICT 122
SPENCER ROAD CAMPUS: PARTIAL SITE PLAN