

FREQUENTLY ASKED QUESTIONS



What are the school hours?

8:20 a.m. to 3:21 p.m.

What do I do if my child is late for school?

If you arrive to campus after 8:20, please report to the office to check your child in to school. Do not walk your child to class or let your child walk in by himself/herself. Please note that excessive tardiness can result in recess detention and/or a truancy referral.

What are the checkout procedures?

Report to the office to check your child out of school. Do not go to your child's classroom. All checkouts must go through the office. You must have an ID AND be on the checkout list to check a child out of school.

How do I collect my child's make-up work?

Please call the office before 9:00 a.m. to request your child's work. You may pick up the assignments after 2:00 p.m. This allows the teacher time to gather all materials and books needed to complete assignments.

Can I walk my child to class?

No. Students only are to report to designated areas before school.

How do I schedule a conference?

Call the office at 225-567-9281 to schedule a conference. A note will be put in the teacher's box and she will contact you. You can also send a note to your child's teacher.

Can I eat breakfast /lunch with my child in the cafeteria?

Due to the large number of students that our cafeteria serves between Albany Lower and Albany Upper, we unfortunately are not able to allow parents to eat with their child.