

## Frequently Asked Questions

**What are the school hours?**

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

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

School begins at 8:20 a.m. If you arrive after 8:20, please report to the office and check-in your child. Do not walk your child to class or let your child walk in by himself/herself. Excessive tardiness can result in a truancy referral.

**What are the check-out procedures?**

Report to the office and check-out your child. Do not go to your child's classroom. All check-outs must go through the office.

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

Please call the office before 9:00 a.m. for your child's make-up 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, all students report to designated areas before school.

**How do I schedule a conference?**

Call the office at 225-567-9281 to schedule a conference. You can also send a note to your child's teacher. Conferences are held from 7:50-8:15a.m. each morning. Days may vary depending on the teacher's duty schedule.

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

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