

## BUILDING HOURS

ECH & JK morning hours are **8:10 – 11:00 a.m.** Elementary students **should not arrive before 7:30 a.m. when adult supervision begins.** Early Childhood and/or Junior Kindergarten children **should not arrive before 12:00 noon.** In order to cut down on excessive traffic in the building, the following additional procedures apply:

1. All sponsors of activities will remain in the building until students have gone. If necessary, students may wait in the area just inside the front doors.
2. The advisors of any activity held before or after school hours will submit a facility use form and obtain approval as to when the doors should be unlocked and locked.