

**In a Perfect World...**

Learning the ropes and following the rules can be tough. I know that this isn't Lake Woebegone, but I must admit, it's pretty close to perfection around here. We want to keep it that way. Please know that every procedure here at Southeast is for the safety, protection, happiness and maximum learning for everyone. If you are new to Southeast, we hope the following information will assist in making this a smooth transition for you and your child. If you are a returning Southeast patron, please take a moment to re-familiarize yourself with this information. We look forward to having another safe and worry-free school year. See you soon!

<b>CONCERN</b>	<b>REQUEST</b>	<b>REASON</b>	<b>IN A PERFECT WORLD</b>
<b>Parking on the red curbs.</b>	If you must exit your car, please do not park on a red curb.	These are areas designated for emergency vehicles only (ambulances, fire trucks, etc.)	Have your child ride the bus. He'll make new friends!
<b>My child is unable to attend school today.</b>	Please call the office at 299-4415 x5802 as soon as possible.	For safety reasons, we want to know where your child is at all times.	No one misses school.
<b>Forgotten items (e.g. lunch, backpack, jacket).</b>	Please leave these items at the front desk with your child's name and that of the teacher and we will see that your child gets them. Promise!	We try hard to minimize classroom interruptions.	Every child remembers everything before he boards the bus. It could happen...maybe.
<b>Need to talk to your child's teacher?</b>	It's best to make an appointment by phone or email.	We understand the importance of having the undivided attention of your child's teacher as well as the need for privacy.	You can have a private informative conversation with your child's teacher.
<b>Delivering a message to your child.</b>	Please call before 3:00 p.m.	You want to make sure your child gets the message. The end of the day is extremely hectic.	All pick-up decisions are made by the family at breakfast, giving your child the comfort of a planned day.
<b>I want to come eat lunch with my child.</b>	Great! We want you to come! Please help by sitting with your child at the guest table and keeping all aisles clear.	The aisles must be clear in order for our staff to see and assist the children.	Ask your child to help you with the cafeteria rules. He knows what to do.
<b>Who's that man on the playground?</b>	This is a time for children to develop social skills. We ask that only staff members be on the playground during recess.	It is extremely difficult for our teacher assistants to monitor strange adults on the playground. Not all children or staff know who you are.	The children recognize all adults on the playground and know that they are safe.
<b>Who's in the building?</b>	Please enter the building through the main entrance and check in using LobbyGuard.	Not everyone is nice. Some people have criminal records.	Everyone is nice and no one has sinister intentions.
<b>I need to pick up my child early.</b>	Come to the office and please bring a picture ID to check him out. We will get your child for you.	We try to minimize all classroom interruptions. Safety becomes an issue when we allow people to come and go from classrooms.	Send a note or email telling the teacher your intentions of an early pick-up. Come to the office in plenty of time and we will immediately send for your child.
<b>Where is my child?</b>	Please caution your child never to ride the bus home with another student without a bus pass.	We (and you) need to know where your child is at all times during the school day.	Bus passes are issued at the front desk for emergency reasons.