

Dear Parent(s)/Guardian(s),

ONLY 3 DAYS UNTIL THE FIRST DAY OF SCHOOL! This email is to provide you specific information about **LUNCH/END OF SCHOOL** procedures for the first day. We apologize for the length of this email, but it contains important information with some changes from last year.

LUNCH

LUNCH PROCEDURES

- Lunch occurs over three 30 minutes sessions during 4th period **EVERYDAY**.
- Lunch is held in four main areas: Main Cafeteria, Small Cafeteria, Courtyard, and 9th Grade Cafeteria (for our 9th grade students).
- **[CLICK HERE>>](#)** to see this year's lunch schedule.
 - o **PLEASE NOTE! On the first day of school, ALL students will report to their 4th period before being released to lunch.**

LUNCH OPTIONS

- School lunch is provided mainly through traditional school lunch and ala-carte items. We also provide the following outside ala-carte items weekly:
 - o **Monday:** Chick-Fil-A Sandwiches (**INCLUDING THE FIRST DAY OF SCHOOL**)
 - o **Wednesday and Friday:** Papa John's Pizza
 - o **Thursday:** Zaxby's
- Lunches can be purchased two different ways; Cash or through SchoolPay
 - o **[CLICK HERE>>](#)** to access the SchoolPay website to set up your child's lunch account.
- **Please note that students will have to provide their student ID to purchase food items. This is a policy that will NOT be enforced until the 2nd week of school.**

END OF SCHOOL

Our school day concludes at 3:50pm.

PARENT PICKUP

- **As a reminder, For the first couple of days, please expect there to be LONG delays in the afternoon.** Please adhere to the following procedures for Parent Pick Up.
- **[CLICK HERE>>](#)** for a map of the Bartram Trail campus and visual representation of both of the following Parent Pickup locations:
 - o **AUDITORIUM PARKING LOT:**

- Once you enter the parking lot, there is one way in and one way out. **Please use both lines when ENTERING.** [CLICK HERE>>](#) to view a more specific diagram of this process.
- Your student will be required to wait on the sidewalk until you pull up. **For safety reasons, we will not be letting students walk to vehicles in line or on the main school road.**
- **FRONT ADMINISTRATION CIRCLE:**
 - The other location you may pick up your student is the front by the administration building.
- **No student can be picked up in the bus loop, the 9th grade center, or any other parking lot.**
- **All drivers must abide by the traffic laws, meaning no U-turns, no driving on the grass to get around the other vehicles, parking in designated areas only, not cutting across parking spots, abiding by posted speed limits, wearing seat belts, etc.**
- **A St. Johns Sherriff's Office Deputy will be on campus to make sure all rules are followed.**

BUS RIDERS

- **ALL 7th period teachers have been provided with individualized student bus lists.** Please have your student check with their 7th period teacher to correctly identify their bus.
- **Buses will leave the Bartram Trail campus at exactly 4:00pm daily.** Please make sure that your student gets to the bus loop in a timely manner.

For more information about the whole school day, [CLICK HERE>>](#) to view the email that went out yesterday about 1st day of school morning procedures.

We are excited to have the Bear Nation family on campus! Please do not be hesitate to ask questions (this goes for your students as well).

Thank you for everything you do for Bear Nation!