

BRASS CASTLE SCHOOL

WELCOME BACK MESSAGE

★ DR. GARCIA ★

Welcome back! As we prepare for another wonderful year at Brass Castle School, I want to share some important reminders and updates.

LET'S GO

ADVENTURE

JUL 17

Important School Day Information

- Student Arrival begins at 8:30 AM – please drop off promptly and safely.
- School Starts at 8:50 AM – students should be in class and ready to learn.
- Dismissal begins at 3:10 PM – thank you for following safety procedures.
- First Week of School – patience and cooperation are key as routines settle in.
- Stay Connected – be sure your contact info is current in OnCourse Connect.

SAVE THE DATES!

- AUGUST 25 – PRESCHOOL & KINDERGARTEN ORIENTATIONS
- AUGUST 27 – FIRST DAY OF SCHOOL (FULL DAY)
- AUGUST 29 – EARLY DISMISSAL (12:40 PM)
- SEPTEMBER 1 – LABOR DAY (NO SCHOOL)
- SEPTEMBER 9 – 6TH GRADE BACK-TO-SCHOOL NIGHT
- SEPTEMBER 16 – PS, K, 4TH & 5TH GRADES BACK-TO-SCHOOL NIGHT
- SEPTEMBER 25 – BRASS CASTLE PICTURE DAY

Annual Registration Process

All returning families must complete the annual registration through the OnCourse

Connect Parent Portal:

[OnCourse Connect Login](#)

- ✓ Update emergency contacts
- ✓ Verify student progress information
- ✓ Complete all required forms
- ✓ Opt in to SchoolMessenger for important updates

ADVENTURE



STAY CONNECTED WITH
SCHOOLMESSENGER

TO RECEIVE IMPORTANT SCHOOL AND
DISTRICT TEXT MESSAGES (CLOSURES,
ALERTS, EVENTS):
TEXT "Y" OR "YES" TO 67587 FROM YOUR
MOBILE PHONE

We are excited for a year filled with adventure, growth, learning, and success.
Let's make this year great!

STUDENT DROPOFFS/PICKUPS



STUDENT ARRIVAL



- ARRIVAL TIME - 8:30AM - 8:45AM (LATE BELL RINGS AT 8:50AM) STUDENT ARRIVALS AFTER 8:45 AM MUST BE DROPPED OFF AT THE MAIN ENTRANCE OF THE BUILDING. PLEASE DO NOT DROP STUDENTS OFF BEFORE 8:30AM, AS STAFF SUPERVISION IS NOT AVAILABLE.
- STUDENTS REPORT DIRECTLY TO HOMEROOM UPON ARRIVAL, SO PLEASE ENSURE YOUR STUDENT KNOWS HIS/HER HOMEROOM TEACHER'S NAME. STAFF WILL BE AVAILABLE THROUGHOUT THE BUILDING TO ASSIST.
- STUDENT DROP OFF (CAR RIDERS OR SUPERVISED WALKERS) - FAMILIES MUST DRIVE THROUGH THE BRASS CASTLE LOOP ON THE MIDLAND AVE. SIDE OF THE BUILDING (CLOSEST TO THE SCHOOL PLAYGROUND AREA). SAFETY IS ALWAYS A PRIORITY. THEREFORE, STUDENTS AND PARENTS SHOULD FOLLOW THE CAR LINE AND STUDENTS REMAIN IN THEIR CARS UNTIL DIRECTED BY A STAFF MEMBER TO EXIT THE CAR. PARENTS/GUARDIANS OF STUDENTS REQUIRING ASSISTANCE TO EXIT THE CAR, MAY ASSIST AT THIS TIME. WE KINDLY REQUEST PARENTS/GUARDIANS WALKING THEIR STUDENT TO SCHOOL NOT WALK THROUGH THE BUS LANE/SIDEWALK AREA DURING ARRIVAL OR DISMISSAL TIMES FOR SAFETY AND SECURITY REASONS. YOUR UNDERSTANDING IS APPRECIATED.
- STUDENT WALKERS (NO SUPERVISION REQUIRED) MAY ENTER THE BUILDING ON THE MIDLAND AVE. SIDE OF THE BUILDING.

STUDENT DISMISSAL

- DISMISSAL TIME - 3:10PM - 3:20PM.
- PLEASE ENSURE YOUR STUDENT(S) AND THEIR TEACHER(S) KNOW HOW STUDENTS WILL GET HOME EACH DAY. A GOLDENROD FORM WAS SENT HOME WITH THE SCHOOL MAILING THIS SUMMER. THIS FORM SHOULD BE USED TO INDICATE A CHANGE IN THE STUDENT'S DISMISSAL TRANSPORTATION FOR THE FIRST DAY OF SCHOOL OR THEREAFTER. THIS INCLUDES STUDENTS ENROLLED IN AND ATTENDING THE ALPHABEST EXTENDED CARE PROGRAM. CHANGES TO DISMISSAL PROCEDURES FOR YOUR STUDENT MUST BE CALLED/EMAILED TO THE MAIN OFFICE AND YOUR STUDENT'S TEACHER BY 2:00PM, AS NEEDED. NOTE, IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL, PLEASE CALL TO CONFIRM THE MESSAGE WAS RECEIVED.
- STUDENT PICKUP (CAR RIDERS OR SUPERVISED WALKERS) - FAMILIES MUST DRIVE THROUGH THE BRASS CASTLE LOOP ON THE MIDLAND AVE. SIDE OF THE BUILDING (CLOSEST TO THE SCHOOL PLAYGROUND AREA). SAFETY IS ALWAYS A PRIORITY. THEREFORE, PARENTS SHOULD FOLLOW THE CAR LINE AND REMAIN IN THEIR CARS. PLEASE DO NOT CALL YOUR STUDENT OVER TO THE CAR. A STAFF MEMBER WILL DIRECT STUDENTS, WHEN IT IS SAFE, TO A DESIGNATED CONED AREA. PARENTS/GUARDIANS OF STUDENTS REQUIRING ASSISTANCE TO ENTER THE CAR/BUCKLE SEATBELTS, MAY ASSIST AT THIS TIME. NOTE, A STAFF MEMBER WILL BE PROVIDING PICKUP SIGNS TO DISPLAY ON YOUR CAR WINDOW DURING STUDENT PICKUP. WE KINDLY REQUEST PARENTS/GUARDIANS WALKING THEIR STUDENT TO SCHOOL NOT WALK THROUGH THE BUS LANE/SIDEWALK AREA DURING ARRIVAL OR DISMISSAL TIMES FOR SAFETY AND SECURITY REASONS. YOUR UNDERSTANDING IS APPRECIATED.
- STUDENT WALKERS (NO SUPERVISION REQUIRED) WILL BE DISMISSED AT 3:20PM.