



Bell Prairie 2020-21 Procedures



Per CDC, county and city guidelines, visitors will not be allowed into the building at this time. Please refer to the information below. For additional questions, please call the office at 321-5020.

Late drop off/Pick up

For tardy students or students needing to be checked out/in, there will be a sign out sheet in the atrium, just outside of the office door.

Please ring the doorbell, tell staff who you are signing in/picking up, sign in/out your child on the sheet, and wait in the foyer for your child. We will still dismiss through the office.

If you are signing in your child, please write them a pink tardy slip.

If we are unfamiliar with you, for the safety of your child, we will ask for you to provide identification.

Student absences

Please email your teacher if your child will be absence for any reason, or call the office at 321-5022 before 9:00am.

If your child has had a fever, diarrhea, or vomiting, please make sure they are symptom free for 24 hours before returning to school.

Transportation Changes

If you need to change your child's transportation, please make sure you let their teacher and/or the office know prior to 2:00pm.

Items forgotten at home

Please make every effort to send your child with everything they need each day. If something is forgotten at home, please email your child's teacher first to let them know what was left at home.

*We have extra bottled water for students who have left their water bottles at home.

*If your child forgot their lunch, he/she will be offered a hot lunch from the cafeteria. If your child cannot eat school lunch for allergy related reasons, we will have a drop off table in the atrium. Please still email your teacher, and alert the office of the item you are dropping off by ringing the doorbell.

*For iPads left at home, please determine with your child's teacher if they will need their iPad for the day. If you and your child's teacher decide it is best for your child to have it at school, you can leave it on the drop off table.

Thank you for abiding by these rules to keep our students and staff safe!