

SOUTH ELEMENTARY SCHOOL

www.west-fargo.k12.nd.us

HOME OF THE SOUTH STARS!

Loren Kersting, Principal

Sylvia Mattson, Adm. Asst.

117 6 Ave W.

West Fargo, ND 58078

Phone: (701) 356-2100

Fax: (701) 356-2109

SCHOOL HOURS:

8:15 A.M. - 2:45 P.M.

*Everyone **must** check in at the office
when visiting our school.*

WELCOME!



Any family new to the district is assigned a school according to their attendance area (which is determined by their residential address). Please

contact the South office at 356-2100 to determine if you have the correct attendance area. If not, we will direct you to the appropriate school. If we are on our summer break, please contact the District office at 356-2000.

If you are new to the West Fargo School District and would like to register your child(ren) at South Elementary School you are asked to bring with you each child's immunization record and present a copy of their birth certificate, we will make a copy for our records.

Administrative staff is in the office usually the first working day of August through the second week in June. Our office is open from 8:00 a.m.-4:00 p.m., Monday - Friday. Feel free to contact us

if you have any questions. We have our answering machine on when we are not in the office, so please leave us a message and we will get back to you as soon as we return.

REGISTRATION

All students, those new to the district and those returning from last year,



must register **every** August for the new school year. The dates and times are posted on our website. Please bring your documents in with you at registration. We look forward to meeting new families and visiting with our current families during this registration process. We have extra staff on hand to help make this process flow as quickly and smoothly as possible. You may make payments on breakfast/lunch accounts, for milk/juice and craft fees during registration.

INFORMATION CHANGES

If you change telephone numbers at home, work, or your cell phone, please notify the school office at 356-2100 as soon as possible. You may leave the message on our answering machine anytime after 4:00 p.m. and before 7:30 a.m. in the morning.



It is very important that our student database is accurate in case your child becomes ill during the day and we need to contact a parent/guardian.

ABSENCES

Please call 356-2100 to report your child tardy or absent from school. Leave your child's name, their teacher's name and state the reason they will be absent or late. If we are not in the office to answer, please leave a message on our answering machine. We have our answering machine on every day from 4:00 p.m. - 7:30 a.m. Therefore, you may call at any time.



BUS INFORMATION



No parking is allowed in the bus pick-up/drop off area.

Our buses drop off and pick-up on the north side of our building. **No parking is allowed in the bus**

If transportation plans for your child change before the end of the day, please contact the school office by no later than 2:15 p.m. This will allow the office time to relay the message to the student.

If you have questions or need to locate your child while they are on the bus, please contact the Bus Barn at 356-2120 and they will assist you.

SAFETY FIRST

Parents, if you drop off and pick-up children at South Elementary School please be careful and only drop them on the school side of the street! Encourage your riders to cross at the crosswalks only. If your child walks home after school make sure you talk to them about the importance of crossing the street at the crosswalks. We can never be too careful.

Remember, we have had concerns with children cutting between parked cars trying to cross the street. This is so dangerous because drivers cannot see the children until they are in the street. We want all our children to be safe both before and after school.

PARKING

Parking is a big issue here at our school. Our parking is limited, as you all know; therefore, we need to make sure we keep our children's safety in mind.

We need to ask that you please leave our crosswalks open. For safety sake, I would ask that you leave eight feet on either side of our crosswalk open so children and on-coming vehicles can be seen. Please remember it is a safety issue.

No double-parking is allowed, your vehicle may be ticketed.



AMBASSADORS

Students new to South Elementary are welcomed by fifth graders who are participating in a program called the Ambassadors Club. Ambassadors greet new students in the office, provide tours of the facility, and introduce school staff to the new student(s).



Students transferring to South also receive a "welcome folder" compiled by the Ambassadors. The Ambassadors are easy to spot with their green sashes. Ambassadors are recommended by their classroom teachers.