# Welcome to Acton Elementary!



## **Acton Elementary School**

8010 Acton Road Indianapolis, IN 46259

## **School Phone Numbers**

Main Office: 317-862-6108 Attendance Line: 317-803-5105

FAX Line: 317-862-7251

SCHOOL	l Hours:
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8:55 AM-3:55 PM

# Car Rider Line:

Please use the car rider line for <u>ALL</u> drop-offs and pick-ups. <u>Students are not permitted to be dropped off or picked up at the front office.</u>

# Picking Up at the Office:

All students not riding the bus or in YMCA care should be **car riders**. We ask that you **not** make it a routine to pick up your child in the office at the end of the day. If you need to pick up at days end, we ask that you call at least a half hour in advance. If calls are made minutes before the last bell, we may not be able to accommodate you.

#### Field trips

Field trips are a valuable part of our curriculum. If a parent is asked to chaperone a trip, it is important to know that siblings cannot attend, pictures of students cannot be posted on social media, and parents must practice close supervision. We ask that adults not talk or text on phones while chaperoning field trips.

#### When You Have a Concern

Any time you have a question or concern about the school process, we invite you to first gather all the facts from your child's teacher. The classroom teacher should be the first line of communication. Teachers can be contacted via email or voicemail. Please understand that they are busy with instruction during the school day but will make themselves available at other times.