



Dear Parents and Students:

Welcome to George G. Dodge Intermediate School!

The following is a list of some general information for George G. Dodge Intermediate School to help you start the school year 2017-2018. Please visit the District website www.twinsburg.k12.oh.us. You can pay fees and prepay lunches through EZPAY, click on the Dodge tab to keep informed of our school current and upcoming events.

School Hours: 7:40a – 2:30p Our doors open at 7:25a each morning. (Students may not be dropped off prior to 7:25a.) After 7:40a the child is considered tardy and a parent will need to accompany the child to the Welcome Center to sign him/her into school and a tardy pass will be issued at that time. Please note all tardies are unexcused unless accompanied by a doctor note.

Dodge Tours: August 11th from 12:30-2:00, teachers will not be available. Tour only.

Open House: Open houses will be August 17th for 4th grade, August 23rd for 5th grade, and August 31st for 6th grade. All are 6-8p. This will be a great time to meet your child's teacher.

Telephones: The following is a list of important numbers to make note of:

Dodge Attendance (24 hour phone line)	(330) 486-2268
Dodge Intermediate Office	(330) 486-2200
Dodge Intermediate Clinic	(330) 486-2210
Dodge Intermediate Guidance Office, Mrs. Cheryl Lyndon	(330) 486-2209
Dodge Intermediate Cafeteria (before 1:30pm)	(330) 486-2191
Twinsburg Board of Education Office	(330) 486-2000
Transportation Department	(330) 486-2348

Absence Telephone Line: (330) 486-2268 When your child will be out of school due to illness please call the school by 7:00 am to report their absence. Please report the child's first and last name, reason for the absence and their teacher's name. Please note this line is available 24 hours. If we do not hear from the parent/guardian of the absent student, we will make every attempt to reach the parent/guardian or contact those listed as emergency contacts. If we are unable to reach a parent, to ensure the safety of a student, our local police department may be notified to make a well check to the student's home.

PLEASE NOTE: Notes are to be sent to the school whenever a child's daily routine will be different. If every day pick up just one note for the extended period of time or for the year is needed. We must have the name of the person picking up the student and they must provide ID.

Drop off and Pick up is in the front of the building.

Early release: For **SECURITY** purposes when you need your child to be released from school early due to an appointment, policy states a written note must be sent to school via the student to his/her teacher. Please include the following in the note: Child's first and last name, child's teacher, first and last name of person picking up the child and time you want the child in the office for you to pick up. You may park in the front parking lot and proceed to the Welcome Center with your state ID or driver's license to sign the child out of school. If the child is returning to school from an appointment you will need to sign them in at the Welcome Center and a pass will be issued to the student to return to class. If the student is being picked up for a doctor appointment according to policy a doctor note must be provided for an excused absence.

If a student is going to be picked up **EVERYDAY** the parent can fill out paperwork in the Welcome Center with their state ID or driver's license and a car tag will be given. This is **ONLY** for students who will be picked up **EVERYDAY**, if only on occasion then a car tag is not needed. For those children that are on occasion the parent will provide the note as stated above to the teacher, park in the front parking lot and proceed to the Welcome Center at dismissal with their ID and sign the child out.

FIRE-LANE: Please refrain from parking in the Fire-Lane for safety reasons. Please note if ticketed there is a \$250.00 fine.

If you have further questions, please feel free to contact the school at (330) 486-2200.