

Sage Elementary School Office News

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Carolyn Espinosa, Principal
Miss Heidi & Miss Jenny, School Secretaries
School Office: 541.316.2830 Fax: 541.3162831



Upcoming Events

Back To School Night	9/16
Health Screening	
(Dental, Hearing, Speech)	9/18
Health Screening (Vision)	9/24
School Pictures	10/8

Safety at Sage

- Have you noticed? Another set of doors have been installed by the office. These doors will remain locked during the day as an extra safety measure for students, parents, staff and community members.
- All Visitors MUST check in at the office and wear a "Visitor" sticker. Staff members will be referring visitors back to the office if they do not have a visitor sticker on.
- For everyone's safety, please follow the parent drop off, pickup and parking signs posted in the front/parent parking lot.
- AM Drop-Off: 8:40am is the earliest that you can drop off your student.
- Planning on picking up your student early? Please call in advance so that we have time to let their teacher know. The sooner, the better!
- After School Messages (end of day): Please call into the office by 2:30pm to let us know of any changes to student pickup.
- PM Dismissal:
 - Front Door - Kindergarten, First Grade and Walkers
 - East Door (Bus Side) - Third and Fifth Grade
 - West Door (Cemetery Side) - Second and Fourth Grade
- Parent parking and student pickup IS NOT PERMITTED in the staff/bus area.
- There is no drive-by pickup. Use sidewalks and crosswalks when meeting and picking up students, do not walk between cars. Staff will not release students to run out to a car.

Other Notes...

- NO DOGS are allowed on school grounds during school hours.
- No flip flops.
- Please do not send medicine to school with your student. Parent/Guardian will need to bring any medicine that student is to take into the office and fill out a form with the nurse.
- Nurse Ruth is here daily from 9:00 am to 1:00 pm.
- Please review the attached Parent/Student Handbook.

Did you know?

- Sage Elementary School was built in 2010
- Office hours are 8:00am to 4:30pm



**Let's have a safe, fun
and terrific year!**