



John Burroughs Elementary
551 S. Richardson Ave.
Columbus, OH 43204
Ph. 614.365.5923
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mission: Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

Dear John Burroughs Families:

August 14, 2023

Welcome to the 2023-2024 school year! This year promises to be filled with exciting learning opportunities that will engage and motivate your students. At Burroughs, we are focusing on providing learning environments that maximize the potential for each student's individual success as well as ensuring that each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

We will kick off the school year with an ice cream social on Monday, August 21st from 2:45 to 3:45pm. During this time, students and parents will have the opportunity to meet the teachers and community partners, review our school schedule, connect to your child's Clever account, and answer any questions you may have.

The first day of school for students in grades 1-5 will be on Wednesday, August 23rd. Students can begin arriving at school at 8:45am for breakfast. The school day officially starts at 9:00am. Dismissal will be at 3:15pm. **All students must be picked up no later than 3:30pm.**

The first day of kindergarten is Monday, August 28th. Your child's teacher will contact you to set up a time to complete the 30-minute Kindergarten Readiness Assessment, and orientation will be on the first day of kindergarten from 9:00 until 9:30am. Dismissal will be at 3:15pm.

The first day of pre-school is Thursday, September 7th, and your child's teacher will be in touch with more information about orientation to be held on September 5th or 6th.

Arrival: Students should not arrive before 8:45am as there is no one on duty to supervise them. Walkers, car riders, and bus riders in grades K-5 will enter from the playground through the cafeteria doors. The driveway is a one-way road. Follow the signs accordingly. Cars can pull to the playground sidewalk, drop off their child, and continue out the driveway. There is no parking in the driveway or along the sidewalk. Walkers should only cross at the crosswalk. The only crosswalk that is supervised is at South Richardson Avenue.

Dismissal: Bus riders (K-5) will be escorted to the cafeteria at 3:15pm and walked to the bus. Walkers, bike riders, and parents meeting their students will be dismissed at 3:15pm from the following locations: PK/K (Larkin, Steggeman, and Limmer) Northwest main building doors; K, 1 (Rhoades, Taylor) Northeast main building doors; 1 (Haas, Simon) Sullivant Avenue doors; 2, 3 Playground; 4 Southwest main building doors; 5 Southeast main building doors.

For student absences, please call the school at (614) 365-5923 and leave a message or use the attendance email: attendance.burroughs@columbus.k12.oh.us. A driver's license/ID is required to pick up a student. We ask that students not be signed out after 3:00pm. To access the Parent Portal, please email parentportalaccess@columbus.k12.oh.us. Please update your address, telephone, and email address through the Parent Portal. In addition, class supply lists are found on the school website.

Reminders: Cell phones must be powered off and stored in the student's bookbag or with the teacher from 8:45am until 3:15pm. Except for cultural and religious purposes, hats/hoods/hoodies are not allowed to be worn inside the school during the school day.

We cannot wait to once again partner with you and your family. Enjoy the rest of your summer! See you soon.

Dr. Mike Eicher, Principal

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