

DAILY SCHEDULE

SCHOOL OFFICE

- Hours 7:30-4:00
- Telephone Number (530) 885-4490 Fax Number (530) 885-0182
- Address: 11610 Atwood Road
Auburn, CA 95603
- School Website: sjs.auburncatholic.com

SCHOOL DAY

Flag raising 8:00am

Grades K to 8 - 8:00am to 3:00pm

CLASS SCHEDULE

- 8:00am Warning Bell
- 8:15am Tardy Bell, Class begins - Grades K -8
- 9:45 – 10:00 am Recess for Grades 5 - 8
- 10:05 – 10:20am Recess for Grades 1 - 4
- 11:30 – 12:10pm Lunch Break for Grades 1, 2, 5, 6
- 12:10 – 12:50pm Lunch Break for Grades 3, 4, 7, 8
- 3:00pm Dismissal

- Kindergarten recess and lunch times are scheduled by the teacher.

MINIMUM DAY

An 11:45am dismissal will be scheduled periodically for staff meetings, conferences, and before vacations. Note the monthly calendar for these days.

BEFORE/AFTER SCHOOL SUPERVISION

Supervision is provided after dismissal each day for a fifteen-minute period from 3pm to 3:15pm on regular days and from 11:45am to noon on minimum days.

Students who arrive before 8:00am or stay longer than 3:15pm or noon on minimum days (unless involved in an after school supervised program) will be enrolled in the Extended Day Program. Parents will be charged accordingly.

TELEPHONE

- The office telephone may be used by students only in cases of emergency. Permission from the homeroom teacher, the school secretary, or the principal is needed.
- Only in cases of an emergency will the secretary take phone messages for students during the school day. Emergency messages will be delivered to the students via the secretary or teacher.
- Cell phones for students are not permitted on campus.

ABSENCES

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- The Diocese of Sacramento specifies a certain number of days for a school year. Therefore, students are required to attend class everyday unless it is impossible to do so.
- Parents are to notify the school office on the day the student is absent **before 9:00am.**
- **A written excuse signed by the parent or guardian is required on the day of the student's return to school.**