

# Rieke's Quick-Start School Guide

## Bell Schedule



**7:53 am**

First Bell

**8:00 am**

Tardy Bell

**10:45 am-11:25am**

2nd/3rd Lunch/Recess

**11:05am-11:45 am**

K-1st Lunch/Recess

**11:25am - 12:05pm**

4th/5th Lunch/Recess

**2:30 pm**

Dismissal for students

20 mins for Lunch  
and  
20 mins for Recess

What's the morning drop-off plan?

### Morning Drop-Off Procedures:

You can drop off students as early as 7:45 am. Bus kids will be met by staff and escorted to the school.

- Late students need to check-in at the office. After 8:15 am, please sign your student in.



3 ways to notify Rieke that your child is going to be absent or late to school.

1. [riekeattend@pps.net](mailto:riekeattend@pps.net), or
2. Calling 503-916-5768, or
3. Using Parentvue

How will my student get home?

Please make sure your teacher knows your end-of-day dismissal plan.

### End-of-Day Procedures:

- Parent pick-up is promptly at 2:30 pm. **DO NOT PARK** in round-a-bout, park in neighborhood if parking lot is full.
- To have your student take the bus, look up your closest bus stop at [www.pps.net/transportation](http://www.pps.net/transportation).
  - Bus tags are required to take the bus home. Blank ones are available in the office and need to be filled out by parent/guardian and attached to your student's backpack.
- If dismissal plans change email your teacher with advanced notice (not day of). **CALL the school for same-day dismissal changes.**
- For early pickups, allow plenty of time, as we won't call the classroom until the parent/guardian arrives at school. Students must be signed out by parent/guardian.
- Temporary bus passes are provided if your student is riding a bus home with a friend. Provide the office with the bus number and the stop address.
- Last minute end-of-day dismissal changes are for emergency situations only. Please coordinate playdate outside of school hours.

What's my student's ID number?

You can find your student's ID on the label of the back-to-school packet, in ParentVUE or by contacting the office.

This number never changes and is needed for School Pay, SchoolCafe.com, and various other PPS services.



Free Breakfast and Lunch for the 2024-25 school year! Yay!

Visit [pps.net/rieke](http://pps.net/rieke) for lunch menus

We ♥ Volunteers!

Get started with a background check at: [pps.net/volunteer](http://pps.net/volunteer)

The first time you volunteer you will need to provide the office with your driver's license. Once we scan it you can sign-in on the kiosk.

- All classroom visitors will need to provide driver's license for the office to scan.*
- Field Trip Volunteers **MUST** have a completed background checks and sign-in in the office.*

### Rieke School Website:

[pps.net/rieke](http://pps.net/rieke)

Attendance:

[riekeattend@pps.net](mailto:riekeattend@pps.net)

Principal Jon Jeans:

[jjeans@pps.net](mailto:jjeans@pps.net)

PTA:

[riekepta.org](http://riekepta.org)

Instagram:

[@riekeschool](https://www.instagram.com/riekeschool)

[@rieke\\_pta](https://www.instagram.com/rieke_pta)



Smart Watches and Cell Phones are NOT allowed to be used in school. They must be on airplane mode and be put away in backpacks.



If a student needs to contact a parent/guardian during the school day we have a phone in the office designated for student use. It's a great idea to teach them parent/guardian phone numbers.

Need extra support to start the year successfully?  
Please email our school Counselor, Ian Johnstone:  
[ijohnstone@pps.net](mailto:ijohnstone@pps.net)

# RIEKE ELEMENTARY

