

SEPTEMBER 1 - 5

**CAR LINE KUDOS!** We're so pleased with how well car line has gone this first week! Thank you for your patience and attentiveness in helping this system run safely and efficiently.

A note about car line: Please do not use the afternoon pickup time (3:00 - 3:15) to try to speak with our teachers who are outside on duty. All of their focus and attention should be on keeping our students safe and ensuring our line is moving efficiently. Thank you for your cooperation with this!

**SEW REMINDER:** Students must have all permission slips turned in by Tuesday, 9/2 in order to attend SEW. Those who have not yet turned them in were given new forms today at school. Please make sure to take care of this over the long weekend. If you have questions please email <a href="mailto:lcolford@gcspatriots.com">lcolford@gcspatriots.com</a>

**FACTS FAMILY PORTAL.** The same Family Portal in FACTS that parents accessed for completing enrollment packets and ordering student lunches is also useful for keeping up with your child's grades! For returning families, the features are very different from what you are used to in our previous system, Gradelink. However, as we work toward calibrating FACTS to accommodate the particular needs of our school and families, we are confident that parents will be pleased with the upgrade! We appreciate your patience as our teachers learn to use FACTS. As always, please contact us with any questions <a href="mailto:info@gcspatriots.com">info@gcspatriots.com</a>.

**SAVE LUNCH MENU.** If you would like to save a screenshot or print a copy of your child's menu, here's how:

- 1. Go to <a href="https://factsmgt.com">https://factsmgt.com</a> and click Log In Here.
- 2. Click Family Portal Login.
- 3. Type your school's district code (GC-MI), your username, and password.
- 4. When Family Portal displays, click the Menu icon if the left navigation menu does not display.
- 5. Click Student, then select Lunch.
- 6. Select the month icon on the upper right side to see orders for the month.
- 7. Select Print.
- 8. If you have more than one student, use the student pulldown menu to select the next student.
- 9. Select Print.
- 10. Your orders are in **blue** text, so make sure to print in color.

Please note that you will be unable to adjust the student menu after the August 28<sup>th</sup> deadline. If you need to make a change, please notify the school office.

**EARLY DISMISSAL/ARRIVAL.** If a student will be arriving late or picked up early from school, please contact the Main Office to give advance notice. This helps our staff prepare for the arrival and dismissal of students in a timely manner. Thank you for your help!

**STUDENT ABSENCE.** Please report all student absences by 9:00 AM. If you reach our voicemail, please leave a message. If your child is sick, we ask that you leave a description of symptoms, including fever, vomiting and diarrhea (students may return to school once these symptoms have ceased for at least 24 hours without the use of medication). This will prevent the spread of illness within our school community. Thank you!

HAPPY LABOR DAY WEEKEND! SEE YOU TUESDAY!