

Lithia Springs Families,

It is with great excitement that I welcome you to Lithia Springs Elementary School for the 2024-2025 school year! Our school theme for this year is “Lithia Springs ROCKS”, which is exactly how we can describe not only our staff and students, but also the incredible families and community we serve! Mrs. Cook and I are so excited to kick off this school year! As we begin our journey as a new administration team, we look forward to continuing our established traditions that we know and love and beginning new ones this school year!

School begins **Monday, August 12**. The instructional day is from 7:40 A.M. to 1:55 P.M., with Mondays being early release days at 12:55 P.M. For the safety and supervision of our students, they may be dropped off beginning at 7:10 A.M. Any student arriving to school after 7:38 A.M. must report to the Main Office with their parent or guardian to receive a tardy pass.

We recognize what a big event the first days of school are not only for our students and teachers, but also our families. **The first 3 days of school, you will be permitted to walk your child to their classrooms between 7:10 and 7:30 as they begin their school journey for the 2024-2025 school year**. **All visitors must be signed in through the Main Office for the safety of our students, families and staff members**. Beginning Thursday August 15, Lithia Springs is a closed campus, which means we will not allow parents to sign in and walk their child to class in the mornings. We have staff members at all entry points, hallways and throughout the building to ensure all students arrive in their classrooms safely.

We look forward to working together to make this school year the best experience for you and your child. Please visit our website at <https://www.hillsboroughschools.org/lithiasprings> for additional information on the opening of the 2024-2025 school year.

Sincerely,

Amber Cronin, Principal

Important Information for Lithia Springs Families

The instructional school day is from 7:40 A.M. to 1:55 P.M., with Mondays being early release days at 12:55 P.M. For the safety and supervision of our students, they may be dropped off beginning at 7:10 A.M. Any student arriving to school after 7:38 A.M. must report to the Main Office with their parent or guardian to receive a tardy pass.

Lithia Springs is an AVID school, which means we are empowering our students with skills that will help ensure college and career readiness for all students. As an AVID school, communication is something we value. Your child will be utilizing their AVID binder and this planner as a two-way communication tool between school and home. Please check your child’s binder each night to stay updated on what they are learning about in school and for important information.

If your child will be absent, please call the attendance line at 813-744-8016 and select option 1. The attendance line is available 24 hours a day and messages are checked frequently throughout the school day. Please note that an absence will be considered as unexcused unless you have reported it on the attendance line. Please check the student handbook for absence guidelines. Automated unexcused and excused absence calls are made at 10:00am the day of the absence.

If you need your child to leave school early due to an appointment, please go to the Main Office and present a valid government issued ID. Students will only be released to those who are listed on the emergency card. If you need to pick up your child early, you can pick up before 12:25 P.M. on Mondays, and before 1:25 P.M. on Tuesdays to Fridays. **For the safety of students, under no circumstances do we accept transportation changes by phone.** All transportation changes must be written in a note to the classroom teacher and signed by the parent or legal guardian. Every effort will be made to contact parents in an emergency situation, such as sickness, injury, etc. Please ensure that two additional emergency contacts are listed on the Student Enrollment Registration documents for use when parents are not available.

During arrival and dismissal for car riders, please remain in your car and continue to the designated drop off/pick up point. **For student, parent and staff safety, as well as the efficiency of our drop off and pick up procedures, we do not permit parking and walking up.** Kindergarten students who ride the bus must have a green tag attached to their backpack, and an adult must be at the bus stop for the student to exit the bus. Kindergarten students who are not picked up at the bus stop by a parent or guardian will be returned to school.

Students who ride bicycles to school must walk their bike onto the school grounds. Bicycle racks are located on the northeast side of the building and the northwest side of the building. Bicycles should be locked onto the rack. Each student is responsible for his/her own lock. The school is not responsible for lost, stolen, or damaged bikes. All children should wear helmets.

We work very hard to ensure the safety of our students and will do everything we can to implement regular dismissal procedures so students can avoid implementing a new plan. However, due to the unpredictable Florida weather, the decision to call Rainy Day or not is left to the discretion of the administration and is based on up-to-the-minute weather conditions. We will send out a parent link by 1:45 (12:45 on Mondays) announcing that we will be dismissing by a rainy-day dismissal so that you can plan accordingly. If we have Rainy Day dismissal, all walkers and bikers will be picked up through the car line.

Lithia Springs Elementary is a closed campus, but if you visit our campus for a planned event or to volunteer during regular school hours, you must sign-in at the front office and receive a visitor badge/sticker that must be worn while you are on campus. It is important that we know who is on campus at all times. Please note that it is our Lithia Springs policy that no outside fast food/drinks are permitted to be delivered to students to consume in the cafeteria or class.

Parent link is a communication system used at all district schools to disseminate important information or emergency updates via your home, work, cell phone, and/or email. If you are not receiving the Lithia Springs text messages, emails, or recorded phone messages you may have opted out at one point to this form of communication from Hillsborough County Schools. To restart text (SMS) messages: reply START to "60680" from the phone line that has been opted out for non-emergency messages. Reply START to "54968" for emergency messages. For phone calls: Call the Blackboard Phone Hotline at "855-502-STOP (855-502-7867)" from the phone line that has been opted out.

Please label your child’s clothing and other personal items. The lost and found is located in the lunchroom. We accumulate many items throughout the year, so feel free to have your student check periodically.

Once the school day starts, we are maximizing instructional time which includes limiting interruptions to our classrooms. If you need to drop something off for your student, please label it and put it on the cart in front of the main office. Student work will be placed in the teacher’s mailbox and lunches will be on a lunch cart by the entrance to the cafeteria for students to collect on their way into lunch. Lunches will need to be dropped off by 10:00am.

Please visit our school website [Lithia Springs Elementary / Homepage (hillsboroughschools.org)](https://www.hillsboroughschools.org/lithiasprings) or our district website [Hillsborough County Public Schools / Homepage (hillsboroughschools.org)](https://www.hillsboroughschools.org/home) for additional information.