



Toltec School District  
 3315 N Toltec Road  
 Eloy, Arizona 85131  
 District 520/466-2360

- Toltec Elementary School 520-466-2350
- Arizona City Elementary School 520-466-2450

## **Toltec School District**

Toltec Elementary Principal: Misty Huffman  
 Arizona City Principal: Denise Rogers  
 District Superintendent: Dr. Jeff Van Handel

**We are Kids at Hope!**

### **STUDENTS ON CAMPUS POLICY**

**Please, initial next to each paragraph, sign and date at the bottom and return.**

- Parents must not leave their children on a school campus longer than fifteen (15) minutes, either before, or after the school day. School grounds are not supervised except during the hours of 7:20am – 4:20pm. The school day begins at 7:45am and ends at 4:00pm.
- Parents must drop off/pick up students in the proper area in the back of the school campus. Students leaving through the front office must have a parent/guardian sign them out and are considered an Early Sign Out. Students arriving to school through the front office are considered Tardy and must sign in.
- Students may not stay after school for sports games or other after-school functions unless a parent/guardian is present, in which case the student must be signed out by the parent/guardian in the front office. No exceptions.
- Students may not stay after school for sports games or other after-school functions with another adult (other than parent/guardian), chaperone, or teacher, unless a signed and dated, written parent/guardian consent has been received by the office prior to 12pm on the day of a sports game or other after-school function. No exceptions.
- Any changes to the student’s regular bus/pick-up arrangements must be made in writing by the parent/guardian on or prior to that day. If there is a last minute change, it must be made no later than one hour prior to the end of the school day. This is to assure that all changes and arrangements can be properly made prior to the end of the day.
- If extenuating circumstances prevent a parent/guardian from picking up a student on time, the school must be notified within fifteen minutes of the end of the school day.
- Any student found to be on campus without meeting these guidelines will need to be picked up by their parent/guardian immediately. Students will not be released to walk home or go with another student or adult. No Exceptions.
- If students are repeatedly left on campus outside of the school day hours, an administrator will attempt to contact the parent/guardian to discuss and resolve the problem. If the problem continues, the student may be considered abandoned and the police will be notified.

**ACKNOWLEDGEMENT**

**I have reviewed, understand and agree to comply with the above Toltec School District policies.**

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Parent Name \_\_\_\_\_ Signature \_\_\_\_\_