



Marina Village Middle School Office Drop-Off Policy

In order to minimize disruptions to the academic environment and promote students' personal responsibility, the Marina Village Middle School staff has implemented the following policy with regard to items dropped off at school by parents:

- Academic assignments, projects, homework, etc. that are delivered after the start of the school day will be time stamped and placed in the appropriate teacher's mailbox. The teacher will be notified of the delivery and will retrieve the item(s) at his/her discretion.
- Student lunches that are delivered after the start of the school day will be placed in a lunch delivery basket and brought to the lunch area to be claimed by the student at the start of their lunch period. Yard supervisors will assist in the distribution of forgotten lunches.
- P.E. clothing and band instruments that are delivered after the start of the school day will be made available during lunch periods and/or every effort will be made to have them delivered to the appropriate band or locker room to be claimed by the student at the start of their P.E. or band period.

Thank you for your support, assistance, and understanding as we seek to maintain an effective and distraction-free classroom environment.



Marina Village Middle School Office Drop-Off Policy

In order to minimize disruptions to the academic environment and promote students' personal responsibility, the Marina Village Middle School staff has implemented the following policy with regard to items dropped off at school by parents:

- Academic assignments, projects, homework, etc. that are delivered after the start of the school day will be time stamped and placed in the appropriate teacher's mailbox. The teacher will be notified of the delivery and will retrieve the item(s) at his/her discretion.
- Student lunches that are delivered after the start of the school day will be placed in a lunch delivery basket and brought to the lunch area to be claimed by the student at the start of their lunch period. Yard supervisors will assist in the distribution of forgotten lunches.
- P.E. clothing and band instruments that are delivered after the start of the school day will be made available during lunch periods and/or every effort will be made to have them delivered to the appropriate band or locker room to be claimed by the student at the start of their P.E. or band period.

Thank you for your support, assistance, and understanding as we seek to maintain an effective and distraction-free classroom environment.