

# Quail Run Elementary



## Welcome Information

Welcome to Quail Run Elementary School! We are thrilled that you are becoming a part of our commUNITY. The information below is designed to help you transition into our building. If the document sparks additional questions, please contact us using the contact information included in our document, or you can always visit our building website. Again, welcome to Quail Run!

### **General Contact Information:**

Main Phone Line: 785-832-5820

[www.usd497.org/quailrun](http://www.usd497.org/quailrun)

Facebook Page: Quail Run Elementary PTO

### **Times to Know:**

8:30 AM-Building Opens

8:45 AM-Classes Start

3:45 PM-Dismissal Begins

*\*\*Wednesday Dismissal at 2:20 PM*

### **Arrival/Dismissal:**

Quail Run's grounds can be difficult to navigate, especially with our new safety protocols. Please see the attached map, describing drop off/pick-up locations, traffic-flow, as well as which doors students should enter the building through.

### **People to Know:**

- James Polk, [Principal-james.polk@usd497.org](mailto:Principal-james.polk@usd497.org)
- Nicole Dunlap, Administrative Assistant- [nicole.dunlap@usd497.org](mailto:nicole.dunlap@usd497.org)
- Audra Jackson, Attendance Secretary- [audra.jackson@usd497.org](mailto:audra.jackson@usd497.org)
- Heather Ruckman, School Nurse- [heather.ruckman@usd497.org](mailto:heather.ruckman@usd497.org)
- Jaclyn Hersh, School Counselor- [jaclyn.hersh@usd497.org](mailto:jaclyn.hersh@usd497.org)
- **Main Line:** 785-832-5820

### **School Lunches:**

Our school offers breakfast and lunch to all students. You can see the menus on the district website. You can find the application for Free & Reduced Lunches on the district website or the Quail Run website under "Parent, Resources."

### **Absences:**

If your child is going to be absent or is ill, please contact Miss Audra in the office. You can use the main school line or her direct number: 785-832-1705. You can also email:

[grun.attendance@usd497.org](mailto:grun.attendance@usd497.org).

**PTO:**

We are lucky to have an amazing PTO at Quail Run. Our PTO supports our staff and students by volunteering time, organizing fundraisers, and providing general support throughout the school year. More information on attached document.

**Boys & Girls Club:**

Before and after school care is available through BGC. If you are interested in more information you can email them at [quailrun@bgclk.org](mailto:quailrun@bgclk.org)

**Medications:**

If your child needs to take medications or we need to have them on hand in case of an emergency, please reach out to Nurse Heather, [heather.ruckman@usd497.org](mailto:heather.ruckman@usd497.org). She needs to check in any medications for students.