



Langston Road Primary School Day in the Life of a Colt

“Colts Kickstart Bright Futures”

2026-2027

Dr. Christie Bergh
Principal

Mrs. Kayla Shumway
Assistant Principal of Instruction

Mrs. Kelly Scarbrough
Assistant Principal of Discipline

Mrs. Kaitlyn Wells
School Counselor



Dear Colt Families,

Welcome to Langston Road Primary School!

It is my honor and privilege to serve as the principal of this incredible school community. Whether you are joining us for the very first time or returning for another exciting year, we are thrilled to partner with you as we work together to help every child grow, learn, and thrive.

At Langston Road Primary School, our motto is simple: **Colts Kickstart Bright Futures**. Every decision we make is centered on creating a safe, supportive, and engaging environment where students can reach their fullest potential academically, socially, and emotionally.

This document serves as a guide to help our families understand the expectations, procedures, and opportunities available throughout the school year. We encourage you to review it carefully and refer to it whenever questions arise.

Our school community is built upon our STAR Expectations:

S – Stay Safe
T – Take Responsibility
A – Always Work Together
R – Respect Yourself and Others

These expectations provide the foundation for how we learn, interact, and grow together each day. In addition, we are committed to living out our school's 10 WE Principles, which teach students the importance of integrity, accountability, teamwork, perseverance, and leadership. These values help us create a positive school culture where every child feels valued, supported, and empowered to succeed.

We believe that the strongest schools are built through strong partnerships between home and school. When families and educators work together, students benefit tremendously. We encourage open communication, active involvement, and ongoing collaboration as we support your child's educational journey.

As you read through this document, please know that our staff is committed to providing a high-quality learning experience for every student. We are passionate about helping children develop confidence, character, and a love of learning that will serve them well beyond their years at Langston Road Primary School.

Thank you for entrusting us with your child each day. We look forward to a year filled with growth, achievement, and memorable experiences as we continue working together to kickstart bright futures for every Colt.

With gratitude and excitement,

Christie Bergh
Principal

"Together, we are building a community where every Colt can shine."



A Day in the Life of a Langston Road Primary Colt 2026-2027

Morning Drop-Off: 7:45 – 8:30

All car riders are dropped off in the front parking lot. Bus riders will enter the school through the bus ramp in the back of the school. Please park in the front lot only if you need to come to the office. Most items can simply be sent in with your child, unless it is medication which needs to be hand delivered to our Health Tech. Cars cannot park in the drive through lane. No walk-ups are allowed in the morning due to the safety of our students.

Students will enter the building through the main doors beginning at 7:45am and report to the cafeteria. They will have an option to get a “grab and go” breakfast or eat a hot breakfast in the cafeteria. After 8:30, all students will need to be signed-in with a parent and will receive a tardy pass to get to class. We will have a morning duty staff that will monitor the sidewalks and halls from 7:45 – 8:30 daily. Students should be in the classroom by 8:30.

Morning Procedures

Students arriving prior to 8:00 are to report to the lunchroom. Students will have the opportunity to have breakfast, but if they have already had breakfast, they may take a grab and go bag and be seated until they are dismissed for class at 8:00. Students arriving between 8:00 and 8:30 may either go directly to class or to the lunchroom for breakfast.

Our announcements will start daily at 8:25 a.m. Our instructional day will start promptly at 8:30. Our morning bells will sound at 8:00 (students may go to class), 8:25 (five minute warning and beginning of announcements), and 8:30 (tardy bell). Again, all students must be in their classrooms by 8:30 to avoid being marked tardy.

On the first day of school we will offer an opportunity for ALL parents to walk their children to class for the first time. Parents will then go to the lunchroom for a BooHoo Yahoo party. Parents will enjoy a light breakfast and participate in a meaningful activity. We want this to be a memorable time for our families.

Families will also have many opportunities throughout the year to come into the school. We will have holiday lunches, celebrations for our student of the month, celebrations for our character of the month, and many other events. We are also offering Colt Family Fridays where parents will have the opportunity to come eat with their child during lunch. This will be done on a rotation. You will receive more information on this very soon.



Important Morning Notes

At 8:30 all teachers leave their duty locations to begin preparing for their students. At no time should a parent drop off a child at Langston Road Primary without an adult on duty. After 8:30 a parent will need to bring the child to the office for a tardy slip.

Coffee After Carline

This is an exciting event we will be hosting throughout the year to provide families with important information about upcoming events, updating them on what their child is learning, and providing information on other topics that will ultimately lead to success for their child. Our Coffee after Carline events will be held in the Media Center after morning drop off from 8:30am-9:30am. More information regarding dates will be communicated soon.

Recess and Snack

Children receive time for recess and snacks daily. If you send a snack from home, your child will be given an opportunity to eat the snack. Please send in a water bottle with your student if possible. They will have multiple opportunities to refill them throughout the day. Snack will never be withheld from a child as a consequence.

Afternoon Dismissal: 3:30

We will utilize a computerized silent dismissal system. In this dismissal system students are held in their classrooms until an authorized adult arrives to pick them up or their van/bus arrives. This is a very safe system for dismissal.

Once you arrive in our dismissal lane with your pick up number, we will call your student and bring them to the pickup area. You will then give your child's name to the staff member at the front of the school so we can have your child go to the correct cone. We do ask that all parents remain in their cars to pick up their children. **Please understand that bad weather will delay dismissal.**

We will "double stack" all cars in both lanes around the perimeter of our parking lot. During dismissal we will merge the cars to one lane. **If you do not have your pick up number, you will be asked to park, come to the front office, and show your ID.** It is helpful to write your child's name in bold, black marker on the back of the pick up card. This will allow staff at the cones to do one final check before loading a student into a car. We **do not** accept pictures of your child's car rider tag; you must have the actual card with you for safety purposes.

Changes in Transportation

Please be sure to let the front office staff know if there is a change in transportation by 3:00pm. This ensures that all parties are aware of the change. You may call the front office and make them aware of this change.



Other Helpful Information

Medication and Wellness

Nothing is more important than the health and safety of our students and staff. To ensure everyone is safe, these regulations are strictly followed.

- If a child requires medication, the medication should be brought in by the parent and delivered to our Health Tech. **Under no circumstance should a child bring in medication themselves.** Medication is defined as anything that treats a symptom(s) such as cough drops, lotions, sprays, roll-ons, pills, etc.
- In order to attend school, a child must be fever free for 24 hours without the aid of a fever reducer such as Tylenol.
- In the event that a child develops a fever at school, the parent will be contacted and the child will be required to go home.
- If a child becomes physically ill, the parent will be contacted and the child will be required to go home as well.

Langston Road Primary will follow all safety and well-being protocols of the Houston County School District closely and thoroughly.

Visitors

You are welcome to schedule an appointment to come into the school. Please be sure to sign-in with the front office when you enter the school. You will receive a badge when you sign in. This will need to be worn at all times while visiting the school. The visitor badge helps us keep track of who is in the building, and it makes it obvious as you walk down the halls and sidewalks that you are someone who has a purpose for being here.

We will also have special events during the course of the year in which we can receive visitors. Examples of these events are performances, book fairs, promotion ceremonies, and lunches, just to name a few. Please ensure that you have your ID on you at all times when visiting the school. We must check ID to ensure the safety of our students and staff.

Volunteers

There will be opportunities for you to volunteer at the school. Our faculty and staff will reach out before various events or opportunities to ask for volunteers. Volunteers will need to sign in at the office and receive a badge. All volunteers, including parents, must receive a background check. A background check form may be picked up in the front office.

If you are interested in serving on our PTO we would LOVE to have you! Please let us know if you are interested in serving and volunteering.

Tardies, Early Dismissals, and Absences

All tardy and early dismissals will be handled through the office except on special event days like field day. All students must be accompanied by their parents or guardian while they are checked in or out of the school.



If your child is tardy, please bring them to the office and sign them in. We will call the classroom and let the teacher know that your child is on the way to the classroom.

If you need to check your child out from school for an early dismissal the process is very similar. You will come to the office, sign the student out with our front office staff and we will call them to the office for you. Due to dismissal at 3:30, we cannot have early dismissals after 3:15. **If you need to get your child early from school, please be sure to come to the office BEFORE 3:15. For Pre-K, please try to avoid dismissals between approximately 1:45-3 if possible due to nap time.**

If your child is absent from school, simply bring us a note from home within three days of the absence. Excessive absences will be handled on an individual basis.

Excused Tardies / Early Dismissals / Absences:

- | | |
|---|-------------------------------|
| 1. Personal Illness including Health Related Appointments | 3. Religious Holiday |
| 2. Illness or death in immediate family | 4. Court Mandated Absence |
| | 5. Military Family Deployment |

All other reasons are unexcused.

**This information is taken directly from the Houston County School District Student Handbook.*

Parent Conferences

During the course of the year, you may be asked to come in for a conference, but you can also request a conference at any time. These conferences can be used to discuss particular issues, or can be to simply check in with your child's progress. You may be asked to come to the school in October for a brief conference and/or December and May (PK parents) to discuss your child's progress, but conferences can be requested by the parent, the teacher, or an administrator at any time. Please consider these conferences as a vital communication tool between you and the school.

Birthday Parties

In the Houston County School District there are only two parties per year. There is a Holiday Party in December and an End of the Year Party. There are no other parties; however, parents may choose to bring a "special snack" for their child's birthday. These snacks will be enjoyed at snack time by the students and must be store-bought in sealed packages. **Please keep in mind that students cannot receive gifts, flowers, or balloons at school.** If you intend to bring a special snack, please communicate in advance with your child's teacher so that you can receive important information about possible allergies in the classroom. We ask for all snacks to be store bought for allergy purposes. Snacks containing peanuts or peanut butter are prohibited. This is in the best interest of safety for all students. Please check the student handbook for more information.



“Living the STAR Life”

Our school-wide behavior plan is a Positive Behavior Intervention System. In this system, we give students very clear behavioral expectations. We focus on rewarding positive behavior, but we also have consequences for negative behaviors. We reteach the desired behaviors throughout the day as well. Our PBIS expectations are called STAR. You will often hear us mention to the students that we are living the “STAR life.” Our belief is that Colts Stay Safe, Take Responsibility, Always Work Together, and have Respect for ourselves and others. Please be sure to check for messages on the HCSD app for notes from your child’s teacher regarding behavior (when needed).

After School Program (ASP)

We do provide a very reasonably priced after school care option. Please keep in mind this is an additional service. It does have a registration fee as well as a daily or weekly fee. Please refer to the ASP registration information for much more information regarding ASP. There will be information provided at Meet and Greet. If you have any questions or need additional information, please contact the front office.

Field Trips

Each grade level will go on at least one field trip during the school year. PreK will have a fall and a spring field trip. All parents are invited to attend field trips. If you do not have a background check, you will only be able to interact with your own child. Adults with an approved background check may help chaperone if the teacher prefers this option. Parents and guardians will be expected to drive separately; only adults employed by the school district will be allowed to ride on the bus. Also, all students attending the field trip must ride the school bus to and from the destination. If you want to sign your child out of school at the conclusion of the field trip, you may do so in the front office.

Academic Expectations

At Langston Road Primary School we have high expectations for all students. Our motto is “Kickstart Bright Futures” and we plan to do just that. Our students will receive whole group and small group instruction in reading, writing, and math. Students will have the opportunity to explore science and social studies concepts throughout the day as well as a separate time of the day. Students are expected to give their best each day when they come to school. We want to partner with you to ensure all students at Langston succeed.



Homework

Students will be required to read independently or with an adult each night for at least 20 minutes. We want to encourage a love of reading at an early age and reading with your child each night is a great way to assist us with that goal. Students may have additional homework assignments however it is our belief that our primary students should not have to focus on school work after leaving our building. We want them to focus on social skills that are learned through play. If you would like additional work for your child, please reach out to their teacher.

Technology

Our second grade students will bring their laptops each day beginning the third or fourth week of school. It is their responsibility to take care of their laptop and charge it each night. The charger will remain at home. Please monitor their internet use on the school laptop each night.

Parent and Family Engagement

We will have many opportunities for you to volunteer at Langston Road Primary School. Our family engagement liaison is Mrs. Hannah Mericle. She will be hosting events throughout the year as well as offering parent informational classes.

We will also be hosting *Coffee After Carline* throughout the year for parents to come in after arrival and learn about different things going on at LRPS. The first one will be titled, *A Day in the Life of a Colt*. This will be a great opportunity to learn all about Langston Road Primary School.

We also have a PTO. Please feel free to volunteer to help out with our PTO. This organization assists in fundraising, spoiling our teachers, and taking care of our students. You will have many opportunities to volunteer with this group, such as at our PBIS parties, serving ice cream snacks at recess, or taking care of our teachers during Happy Everyone Week. Please let us know if you are interested in serving.



The 10 WE Principles: The Colt Way

At Langston Road Primary School, we believe that leadership, character, and academic success begin with how we treat others and how we approach our work each day. Throughout the school year, students and staff will focus on our 10 WE Principles, which serve as the foundation of our school culture. Each month, we will spotlight one principle through classroom lessons, morning meetings, guidance activities, school-wide events, morning announcements, and daily interactions. Together, these principles help us create a school where every Colt can learn, lead, and grow. Our goal is to help every Colt develop the character and leadership skills needed to kickstart a bright future.

1. WE Do the Right Thing Always (We make positive choices even when no one is watching)

Students will learn to:

- Show honesty and integrity
- Make responsible decisions
- Demonstrate strong character

2. WE Lead by Example (Leadership is not about a title-it is about our actions)

Students will learn to:

- Model positive behavior
- Demonstrate respect for others
- Be role models in the classroom and throughout the school

3. WE Say What We Are Going To Do, Then We Do It (Our words and actions should match)

Students will learn to:

- Follow through on commitments
- Be dependable and trustworthy
- Take responsibility for their responsibilities

4. WE Take Action (When we see a need, we step up and help)

Students will learn to:

- Be proactive problem-solvers
- Show initiative
- Make a positive impact in their school and community

5. WE Own Our Mistakes (mistakes are opportunities to learn and grow)

Students will learn to:

- Accept responsibility for their actions
- Learn from setbacks
- Demonstrate accountability



6. WE Pick Each Other Up (we are stronger when we support each other)

Students will learn to:

- Encourage their peers
- Show kindness and empathy
- Celebrate and support others

7. WE Measure Ourselves by Outcomes, Not Activity (Being busy is not the same as making progress)

Students will learn to:

- Focus on goals and growth
- Take pride in quality work
- Reflect on their learning and accomplishments

8. WE Challenge Each Other (We help one another become our very best)

Students will learn to:

- Encourage effort and perseverance
- Hold themselves and others to high expectations
- Support classmates in reaching their goals

9. WE Embrace Challenge (growth happens when we step outside of our comfort zone)

Students will learn to:

- Persevere through difficult tasks
- Develop a growth mindset
- View challenges as opportunities to learn

10. WE Obsess Over the Details (excellence is found in the little things)

Students will learn to:

- Take pride in their work
- Pay attention to the details
- Develop habits of responsibility and excellence



Building Bright Futures Together

The WE Principles are more than monthly themes. They are values that guide how we learn, work, and treat one another every day. By partnering with families to reinforce these principles at home and at school, we are helping our students develop the character, leadership, and life skills needed to become successful learners and responsible citizens.

Together, WE will build a culture where Colts Kickstart Bright Futures!

We are glad that you are here with us at Langston Road Primary School and look forward to working with you and your family. We want your experience here to be positive and we will work to instill a lifelong love of learning in your child. If we can ever be of any assistance, please do not hesitate to reach out. Your child's teacher is your first advocate, but feel free to call on the office staff at any time. We are all here to "Kickstart Bright Futures" for each Colt that walks through our doors.

Office Staff

Christie Bergh- Principal
Kayla Shumway – Assistant Principal of Instruction
Kelly Scarbrough – Assistant Principal of Discipline
Kaitlyn Wells – Counselor
Melissa Castle-Media Specialist
Renee Rutland- Health Tech
Christina Long – Secretary/Bookkeeper
Stephanie Smith – ATS Clerk
Ana Morro-Lead Custodian
Juanita Lewis- Part-time Office Clerk
Hannah Mericle: Family Engagement Liaison

Main Office Phone: 478-988-6148