

Chickamauga Elementary School

New Student Interview Procedures & Kindergarten Evaluations

for the Summer of 2021

- 1) **When:** We have set two dates for interviewing new students that do not live in the city limits and evaluations of **all** new kindergarten students. All new students regardless of grade level must complete an application online at www.chickamaugacityschools.org but **only non-city** students must interview with the principal. **All** new kindergarten students (both city resident and non-city resident) must complete a one-on-one evaluation with a kindergarten teacher. *Please make sure that the online application is complete prior to the interview and/or kindergarten evaluation.* The two dates for interviewing and kindergarten evaluations are June 17th & June 18th.
- 2) **Where:** The interviews & kindergarten evaluations will be conducted in the elementary school classrooms (kindergarten evaluations) and the elementary library (student interviews).
- 3) **Time:** We will be interviewing new students with their parents and conducting kindergarten one-on-one evaluations with a kindergarten teacher from 7:00 A.M. to 6:00 P.M. each day. This allows working parents to complete the process before or after work if needed.
- 4) **Coronavirus precautions:**
 - a. We chose the elementary library so that the assistant principal and I would have plenty of room for proper social distancing for the interviews.
 - b. Each interviewing zone will have a desk for the interviewer and several chairs facing the desk at a minimum of 6 feet from the interviewer's desk. Maintaining social distancing is going to be a focus. Each interviewing zone and kindergarten evaluation zone will have sanitizer and the custodial staff will thoroughly clean each interviewing zone and kindergarten evaluation zone after each interview and evaluation.
 - c. There are no set times for your interview and/or kindergarten evaluation. Just come to the elementary school at a time that is convenient for your family. You will line your car alongside the elementary school sidewalk in the horseshoe. Please stay in your car until directed by a CES staff member that an interview or evaluation slot is open. This will prevent individuals from gathering in the Chickamauga Elementary School lobby.
- 5) If you still have concerns about the interview process after reading the Coronavirus precautions in item #4, please email Jeff Sikes at jeff.sikes@glschools.org