

ADDENDUM: The Suzuki Learning Center of Northside Drive, LLC

C2. STAFF DIRECTORY

Main number: 404-351-0012

Fax number: 404-351-0015

Front desk staff: frontdeskns@suzukischool.com

For your convenience, the contact numbers for the Administrative Staff are listed below. In the event of an emergency, or if you have any type of concern, please do not hesitate to directly contact any of the following individuals:

Individual	Cell Phone	Email address
Paula Charles, President	404-542-3561	pcharles@suzukischool.com
Robert Charles, CFO	404-642 3561	rcharles@suzukischool.com
Kelly Perryman, Director – Northside	678-698-9016	kperryman@suzukischool.com
Ashante Gilstrap, Assistant Director – Northside	404-808-2202	agilstrap@suzukischool.com
Myesha Moore – Assistant Director of Health & Safety	402-214-1679	mmoore@suzukischool.com

Northside Classrooms:

- Level 1: levelonens@suzukischool.com
- Level 2: leveltwons@suzukischool.com
- Pre-Primary 1: Pre-Primaryonens@suzukischool.com
- Pre-Primary 2: Pre-Primarytwons@suzukischool.com
- Pre-Primary 3: Pre-Primarythreens@suzukischool.com
- Pre-Primary 4: Pre-Primaryfourns@suzukischool.com
- Primary 1: primaryonens@suzukischool.com
- Primary 2: primarytwons@suzukischool.com

Primary 3: primarythreens@suzukischool.com

G4. MEDICAL EMERGENCY PROCEDURES

In the event of a medical emergency, if an ambulance service is deemed necessary, 911 is called. All children are requested to be taken to hospitals closest to the Northside campus which would be **Children's Hospital/Scottish Rite**.

Note: The cost of such ambulance service is the responsibility of the parent.

H1. GENERAL DROP OFF - FOR PARENTS OF NORTHSIDE

One of the agreements we made with the neighborhood association when we were obtaining the required special use permit for the Suzuki School Northside Drive Campus was that we would instruct our parents who are traveling west on Peachtree Battle Avenue to NOT TURN LEFT onto Northside Drive, as this creates a bad traffic problem at that light; instead, we ask that families continue on Peachtree Battle Avenue across Northside and then turn left into the main driveway for the Ahavath Achim Synagogue where they may drive in front of the large Synagogue and then proceed to enter the Suzuki School driveway. We want to be good neighbors, and we must ask you to honor this requirement.

H3. AUTOMATED ATTENDANCE TRACKING

The School utilizes an automated attendance tracking system at the Parent Entrance. Each person who is authorized to either drop-off or pick-up your child must be designated on the Master Control Log as a parent or as an authorized Pickup. The School will determine whether an individual who designated as authorized pick-up will be provided their own PIN to use at the automated attendance tracking system, or whether they will be required to stop by the Front Desk to sign in and get a name badge.

It is mandatory that the system be used each day by the parent, and that parents do not tailgate other families entering the school. Parents are prohibited from sharing their PIN with each other or with other individuals picking up their child. The Suzuki School reserves the right to request the withdrawal of a child if the family does not honor this policy. Please understand that your child's attendance must be automatically monitored for staffing and safety purposes.

N1. MENU AND BEVERAGE CONSIDERATIONS

The Northside campus location (in the Ahavath Achim Synagogue) is a Kosher Sensitive school. The weekly menus are planned based on either a vegetarian menu or a meat-based menu so that milk and meat products are not combined in the same meal.

Each day we provide a vegetarian option for children who are designated in our records as purely vegetarian. In addition, pork and shell fish are not served at the Northside Campus. All meat served at Northside must be kosher certified. At the Northside location only, milk is not served with the lunch meal on the meat-based days. Instead, we serve juice or water. On those days, we will offer milk as part of the afternoon snack.

O5. INGRESS/EGRESS PROCEDURES

Ingress and Egress Requirements for the Northside Location: There are three (3) entrances onto the campus on Northside Drive – two (2) from Peachtree Battle Road and one (1) from Northside Drive. Instead, progress to the main entrance of the property and enter the school from there. Please note that we close off the gate on Peachtree Battle and the second gate on Northside Drive from 9:30AM to 4:30PM. During this time, the only access into our parking lot will be off Northside Dr. The entrance off Peachtree Battle will be open only during drop-off and pick-up, between 7:00AM to 9:30AM and 4:30PM to 6:00PM.