



School #5

Parent Information Packet

2016-2017

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WELCOME BACK!

When: The first day of school is **Thursday, September 1, 2016**

Times: All children will begin their day at **8:15 A.M SHARP** and are dismissed at **3:05 P.M.**




Start the year off right by setting a morning routine that will enable your child to arrive to school **on time**. Children who arrive late often start the day with unnecessary anxiety as they strive to catch up with their peers to unpack and begin their day's work.

Do not send students to school prior to 8:05 A.M. without a scheduled appointment i.e. extra help, clubs, breakfast, etc

ARRIVAL PROCEDURES


For the **first three days (9/1, 9/2 and 9/6)** of school, arrival will take place as follows:

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- ✓ **Grades 1 – 2:** Line up on the *Stuart Place* blacktop area at the rear of the building. Teachers will meet children and escort them to their classrooms. For ease of identification, orange cones will display a sign with each teacher's name, grade and room number.
 - ✓ **Grades 3 – 6:** May enter through our main doors and walk directly to their assigned classroom/homeroom. Staff members will be at entry doors and throughout the building to direct students and parents.
 - ✓ **Students arriving by bus:** All busses will be greeted by school personnel. Students taking the bus to school will be escorted (Grades 1-3) or directed (grades 4-6) to class.

Beginning **Wednesday, September 7, 2016** regular arrival procedures commence. Students may enter at 8:05 A.M. through the front entry and door number #1. Each of these entries will be monitored. Students are to walk directly to their classroom where their teacher will be waiting to greet them. Staff will be in the hallways to assist students as needed.

DISMISSAL PROCEDURES

Throughout the entire school year all children will be dismissed as follows:

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- ✓ **Grades 1 – 2:** Teachers escort students through the primary wing doors #2 and #3, to their line up area. Students are dismissed only upon seeing parent or guardian. **Please do not block the entrance/exit doors.**
 - ✓ **Grade 3:** Teachers escort students through the gym doors closest to the back lot. Students are dismissed only upon seeing parent or guardian.
 - ✓ **Grade 4 – 6:** Through the exit doors nearest to their classroom in the main wing, doors #5, #6, #7, #8.
 - ✓ **Students taking the bus:** Students will be escorted or directed to our auditorium and will be supervised by school personnel as they board the bus.

See the attached map for guidance.

IMPORTANT: Instruct your children to report to the main office in the event they do not find their parent/guardian at dismissal.

STUDENT APPOINTMENTS & THE BREAKFAST PROGRAM

The school breakfast program, which begins on the first day of school, is offered to all of our students at a cost of \$2.25 per day. Breakfast is served from 7:30 A.M. - 8:15 A.M. in our cafeteria. Children who participate in morning activities will eat their breakfast and then be dismissed to that activity. Other students will remain in the cafeteria and will be released to their classes at 8:15 am. Unless they have an appointment with a teacher, a morning activity or will participate in the school breakfast program, **no students should be on the school grounds before 8:05 p.m.**

SAFETY/ TRAFFIC/ BUS CIRCLE

The safety of our children is and should always remain our number one priority. Inevitably, there will be traffic and difficulty parking during arrival and dismissal times. It is important to look beyond personal convenience in order to ensure student safety and security. Consider joining a car pool or walking to school, and above all else be patient, considerate and understanding during these busy times of the day.



Be sure to do your part towards helping us maintain the safest school environment possible by following the procedures detailed below:

- Starting at 8:05 AM we offer a morning valet service facilitated by a special group of parent volunteers. In order to help move morning traffic along, drive your car into the circle and do not exit the car, the volunteers will open your car door, assist your child out and ensure they walk in the building.
- At dismissal, the bus circle must be reserved for our buses and will not be available for other purposes. **Absolutely no cars should be parked in the circle after 2:30 for any reason at all.**
- The parking lot off Oceanside Road is to be used **exclusively** by the School #5 staff. Under no circumstances should parents enter or park their vehicle on the curb by the driveway or in the parking lot, doing so creates an extremely unsafe situation. A chain and cones are used at dismissal time to maintain safe visibility for students walking home.
- You are welcome to park in our back parking lot in **any available legal spot**. If all parking spots are taken, please exit the lot.
- DO NOT park in illegal spots in particular on the corner of Howard Place or on the school side of Oceanside Road, doing so blocks the view of our students making it particularly dangerous for them to cross.
- **Reminder: Dogs are not permitted on school grounds.**

Volunteers Needed! If you are available and interested in volunteering for our morning valet service, please call our main office at 678-7585

CROSSING GUARDS

For those of our students who walk to school, crossing guard coverage is provided by the Nassau County Police Department, 4th precinct, at the intersections of:

- Oceanside Road and Oswald Court
- Long Beach Road and Stuart Place

The Rockville Centre Police Department provides coverage at the intersections of :

- Oceanside Road and Merrick Road
- Long Beach Road and Merrick Road

South Nassau Communities Hospital provides crossing assistance at:

- One Healthy Way and Oswald Court.



If your children are walking or biking to school, please practice their route with them prior to the opening of school, review safety procedures and show them where they have a crossing guard to assist them. According to New York State Law, all children biking must wear a safety helmet.

LUNCH

The children have a fifty minute lunch period, part of that time is in the cafeteria and the remainder is a recess period. The cost of a school lunch is \$2.60. In the event a child loses or forgets his/her lunch or lunch money, a lunch pass will be issued to that child. **Since our funds are limited, we insist that lunch passes be repaid the next school day.**

We encourage the use of our *My Schoolbucks*, an online portal to establish a school lunch account. Please refer to the district websites for more information.

Free and reduced lunch is available for households that meet the federal income guidelines. A free and reduced lunch application will be sent home on the first day of school and can be obtained in the main office. Completed forms should be signed and returned to your child's teacher or dropped off at the main office.

We maintain peanut free tables for our students with peanut allergies. If you have any questions or concerns regarding your child's specific food allergy, please call our school nurse, Mrs. Bigansky at 678-7587.

PARENTS & VISITORS

The safety and security of our students is of the utmost importance, therefore all School #5 entrance doors are locked. When visiting our school, please use the front entrance or our handicapped ramp entry door. A buzzer is located at the right hand side of these doors. Picture identification must be displayed before you will be granted entry. Once entry is granted you will be asked to sign in with our hall monitor, leave identification and receive a visitor pass. If you have an appointment with a teacher, our hall monitor will notify that teacher that you have arrived. At the end of your visit retrieve your identification, sign out and exit through the **front door**.



Parents signing their child out of school during the day must do so at the front desk. Your child will then be called from class and will meet you at the front lobby. Any emergencies should be handled through the main office to **avoid disruptions of classroom instruction**. Teachers are available to see you by appointment.

BUS PASSES & C.A.R.E.S

Students who are issued bus passes by the district transportation office may ride the school bus to and from school. At dismissal time, bus students line up in an assigned supervised area to board the bus home.

Our district provides an after school CARES program at School #6. For more information about the CARES program and the cost, please call 594-2336. Children attending the CARES after school program are transported by school bus to School #6.



On any given day, should your child's customary routine change, **please provide a note in the morning informing the classroom teacher and our office staff of the alternate dismissal plans**. Additionally, you must notify CARES if your child is not attending the program on a regularly scheduled CARES day.

ATTENDANCE

Regular school attendance is critical to your child's success. However, we understand that there are occasions in which your child will need to be absent. In the event that they will be, please call our school nurse, Mrs. Bigansky at 678-7587, to report the absence first thing in the morning. If she does not hear from you, you may receive a phone call to confirm the absence. You must send a note detailing the cause of absence with your child upon return to school.



Infinite Campus (IC) Parent Portal

Last year you were provided with your child's teacher and room assignment via your Parent Portal account on Infinite Campus (IC). The information was noted in the *comment section* of the report card. Please review this information with your child so they are aware of where to report on the first day of school.

If you have yet to establish your Parent Portal account, please call our office. All parents/guardians must be familiar with IC Parent Portal, as this will be the only way to view your child's report card and other pertinent information throughout their K-12 educational years.



STAY CONNECTED! Twitter

Twitter is another forum we use to communicate our School #5 story and provide parent resources/articles. You are encouraged to open your own **Twitter** account and follow us:

@OceansideSch5

