

Timber Point Elementary School PARENT HANDBOOK

*Timber Point Elementary School
200 Timber Point Road
East Islip, New York 11730*

Danielle Naccarato, Principal

Phone: 631-224-2004

To Report Student absences/lateness:

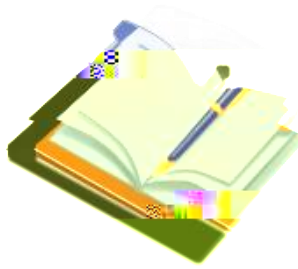
631-224-2004 option 3

Fax: 631-581-4078

Web Address: www.eischools.org

Mission Statement

Our Mission is for East Islip to be a District of Excellence and to educate students with the skills and knowledge to become exceptional learners and leaders. We will provide a safe and positive learning environment in partnership with our greater community.



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Dear Parents/Guardians,

I am very excited to be welcoming back you and your children to what I am sure will be a fantastic school year.

ARRIVAL AT SCHOOL

Supervision for students begins at 9:27 a.m.; therefore, children should not arrive at school prior to that time. Parents who need to leave for work early should contact child care services for early supervision. School begins at 9:42 a.m. For safety and security of our students, parents may not accompany their children to class.

Children are taken off the buses starting at 9:27 a.m. School staff is available to assist children off buses and make sure they get to class. Children who are brought to school by car should be dropped off at the located by the blacktop.

Children who arrive **after** 9:42 a.m. are to be brought to the Front Desk by a parent or guardian, where they are signed. School staff will make sure your child gets to class safely.

BUS SERVICE/DISMISSAL PROCEDURES

Bus service is provided for most children based on mileage from your home to the school. Students eligible for bus service will receive an individualized bus stop letter in August which should be saved as a reference. Students also receive a pre-printed label with their identifying information on them. Please place a label on your child every y read.

Do not place it on outer clothing.

In the morning, children are taken off the bus starting at 9:27 a.m. School staff will assist children off buses and make sure they get to class.

In the afternoon, the children are called to their buses by class. Children are lined up in the gym and cafeteria and are escorted to their buses at dismissal times by paraprofessionals. No child is permitted to ride on any bus other than his/her designated bus.

The only allowable changes dismissal routine are:

- A bus child being picked up as a walker
- Early dismissal (before 3:00 p.m.)

Note to School

You must send a written note to the teacher on that day.

PLEASE NOTE:

PLAY DATES SHOULD BEGIN AFTER YOUR CHILD ARRIVES HOME. PLEASE DO NOT CHANGE YOUR

WALKERS

Walkers arrive at 9:27 a.m. and follow a staggered dismissed: Grade K at 3:30, Grade 1 at 3:35 and Grade 2 at 3:42

has not arrived. The child will remain in school until the parents, guardians, or an appropriate emergency contact is reached.

- Please enter school property using School House Road.
- When entering School House Road, you can park along the side of the road after buses have lined up.
- Please do not park where s

CHILD CARE PROGRAM

A morning childcare program is in operation from 7:00 a.m. to 9:42 a.m. The Breakfast program is in operation from 9:00 am to 9:30 am at a cost of .75

ATTENDANCE AND FIRST ALERT

Good attendance is encouraged! Please call the Attendance Line to LET US KNOW if your child will be absent or late for school. Please call this number, 224-2004 option 3, starting at 4:00 p.m. on the day before the absence or as early as possible (and no later than 9:30 a.m.) in the morning when your child is absent or late. The list of children absent will be compared to the list of parent call-ins. Calls will be made to the home or work number of any parent/guardian who did not call in to say their child is absent from school. Appropriate records of all calls and responses will be kept.

Thank you for your cooperation with these procedures, which involve your

EARLY RELEASE

No child will be released early from class without parental permission. Parents are asked to come to the Front Desk where the child must be signed out on the Early Dismissal form. Children must bring in a note when it is expected that they will be leaving school early. The note should contain the time the child will be picked up at the Front Desk and the reason for the early dismissal.

Parents are urged, if at all possible, not to make medical and/or dental appointments during school hours. If you have an appointment close to dismissal time, please arrange to pick up your child at 3:00 p.m. This will enable us to follow our regular dismissal procedures without interruptions or causing confusion for the children.

Please note that parents or guardians must present picture ID when signing out a student. No child will be allowed to leave with another adult unless the parent has sent in a written note giving the school permission to release the child to that person. The designated person must present picture ID.

EMERGENCY INFORMATION

Make certain a current emergency number is on file on the Parent Portal in case a child becomes ill at school and a mbers are essential. Please include cell numbers, and all phone numbers of authorized escorts o list. **Please check yearly and UPDATE any changes directly on the Parent Portal.**

CLASS PLACEMENT

A great deal of time is devoted to the development of class lists. Placement of the children is always in the best interests of the students. We form heterogeneous and well-balanced classes, equalizing the number of boys and girls when possible. Your chi conditions under which your child learns best. In order to maximize student learning, it is essential that equitable, compatible, balanced classes be assembled academic and social success will be foremost in the minds of the committee as they formulate class assignments for next year. If you have any information about your child and the kind of learning environment that would help us in the placement decision, please share it with us **in writing** Attention: Mrs. Naccarato. **Special requests for a specific teacher will not be honored.***



BACKPACKS/ITEMS FROM HOME

Backpacks should be to your child. The backpack should be small enough to fit into a narrow locker but large enough to hold a folder. Please note Backpacks with wheels are not permitted in school. Please refrain from having your child hang toys on the outside of t heir backpack. Children should bring items (toys, books, etc.) only when requested by teachers, for sharing or for a class activity.



BIRTHDAY/CELEBRATIONS

Please p teacher prior to your birthday to discuss plans for the celebration. Keep in mind that teachers decide the best time for a celebration based on their class schedules. Families generally celebrate by sharing a special snack/treat with the class. Please keep the district wellness and allergy policy in mind when planning for a snack. **(Home baked goods and other foods prepared at home can only be used for individual consumption. Food brought in for birthdays and special events must be purchased in stores, commercially prepared, and contain complete ingredient lists with no nuts or nut products.)** day with a small gift, such as a of birth inscribed on the cover. This book could be placed in the classroom library

falls during a vacation or the summer months, the teacher may designate a day to celebrate when class is in session.



HOMEWORK

The staff has agreed upon homework that we feel is academically and developmentally appropriate for students. Please read to your child for 10 minutes a day. Your child will bring home either a reading log or reading calendar that you may be asked to initial, showing that this homework was completed. It is a good idea to talk about the story.

Questions t

- What was your favorite part?
- What happened at the beginning, the middle, the end?
- Who were the characters? How did they feel?
- Where did the story take place? How do you know?
- Did you like this story? Why or why not?
- You can also share your thoughts about the story.

Additional homework will be given weekly, either on specific nights or in a weekly packet. Examples of assignments include having students:

- Complete Foundations Packets (to reinforce letter writing skills).
- Collect specific objects
- Make observations
- Complete a cut and paste activity.
- Complete worksheets that support lessons done in class.
- Write or illustrate a response to literature.

An occasional special project may also be assigned.

Due to security and safety, the building will promptly close at dismissal. Unfortunately, students & parents will NOT be permitted to return to classrooms for any reason. Please inform your child to be sure he/she has all belongings, homework, etc. before leaving for dismissal. Parent cooperation is greatly appreciated in helping secure our school.

FIELD TRIPS AND CLASSROOM EVENTS

Whenever a field trip is taken, a signed parental permission slip is required. Parents accompanying a class on a field trip MAY NOT bring siblings. Class chaperones for trips will be assigned accordingly. During the year, at the _____ ion, parents will be invited to classroom events, such as a celebration related to the curriculum or a special class activity. Due to space limitations and to ensure safety, siblings currently attending Timber Point may not attend _____ whole-class events held indoors or outdoors during the school day.

DISCIPLINARY PROCEDURES

Our goal is to support children in the development of those skills that will help them recognize



New York State Education Law mandates physical examinations for all students in Grades K and 1, as well as all new students entering the school district. A form for this purpose is available at every school, as well as our school website. Please have your physician complete this form and return to Health Office within 30 calendar days of entering school.

If medication is to be taken by a student during school, the medication cannot be dispensed unless there is a prescription from the doctor, and written permission provided by the parent. Each school year a new prescription must be provided. The medication must be in the original container, labeled legibly and completely. Medications forms are available on the school website and health office. Cough drops, eye/ear drops and over the counter products are included. Over the counter sunscreens can be administered by Nurse during the school day with written permission from parent of student.

nurse stating when physical education and outdoor activity may be resumed.

When children are sick or have a fever, they should rest at home. Please call the following phone number if the child will not be at school #631-224-2004 option 3. When returning to TP, a note should accompany the child to explain the absence. Documentation from the physician is requested for any absence more than two days.

If there are any question or concerns throughout the school year, please do not hesitate to call Colleen Barnes RN School Nurse at # 631-224-2004 option 4.

