

WINSLOW TOWNSHIP SCHOOL DISTRICT

HANDBOOK FOR PRESCHOOL FAMILIES

2024-2025



***Preparing Our Students for
Tomorrow... Today!***

**WINSLOW TOWNSHIP SCHOOL DISTRICT EARLY CHILDHOOD
EDUCATION CENTER**

SCHEDULES

REGULAR SESSION

7:50 AM - 2:15 PM

DELAYED OPENINGS

9:50 AM - 2:15 PM

EARLY DISMISSAL

7:50 AM - 11:55 AM

**SCHOOL CLOSING NUMBER: 572 Radio: KYWAM 1060
TV Channel: 3, 6, 10, & Fox**

Please be sure that the school has up-to-date emergency contacts and telephone numbers. The school **must** be notified in writing when phone and contact information changes

WINSLOW TOWNSHIP SCHOOL DISTRICT MISSION STATEMENT



The Mission of the Winslow Township School District, a large, diverse and growing community, is to educate all students to become independent, life-long learners, critical thinkers, and caring, confident members of their community. The district, in partnership with the community, and in a climate of cooperation and mutual respect, will provide an academic environment which values excellence and diversity, encourages students to strive for personal excellence, and assists them in acquiring the knowledge, skills and attitudes necessary to contribute positively to a rapidly changing world.

This Student and Parent Handbook is designed to prepare students and their families for success in school and to assist school staff in maintaining open communication with parents. Our goal is to provide each child with every opportunity to be successful and be in a supportive school environment. We invite all parents/guardians to join us in this endeavor.

OVERVIEW OF THE PRESCHOOL PROGRAM

The Winslow Township School District Preschool program is designed to provide a developmentally appropriate preschool curriculum that aligns with the New Jersey Department of Education Preschool Teaching and Learning Standards. In addition, it provides comprehensive individualized education experiences for children.

The program targets children's social, emotional, speech/language, literacy, motor, and cognitive growth. This framework also provides sensory integration development, which is a crucial foundation for early learning. Preschool children possess a natural curiosity for learning and see themselves as full participants in a variety of experiences that extend their sense of self.

Curriculum content is presented through specific studies and is based on play. During these carefully planned play-based experiences, children learn about cultural norms and expectations, discover the workings of the world, and negotiate their way through their surroundings.

In addition to the curriculum itself, the daily schedule offers multiple opportunities for structured play to provide a context for learning. The preschool teacher's primary role is facilitating learning and capitalizing on natural opportunities to move the child forward along the developmental continuum. These opportunities develop independence and personal responsibility through both problem-solving and decision-making. They also support the development of self-esteem, appreciation of cultural diversity, and an understanding of the child's place in the world. All children are given opportunities to develop at their own pace with hands-on investigations and explorations that foster strong educational foundations for future knowledge, learning, and success.

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WINSLOW TOWNSHIP BOARD OF EDUCATION

40 Cooper Folly Road, Atco, New Jersey 08004

(856) 767-2850 (Main Number)

Website: www.winslow-schools.com

ADMINISTRATIVE STAFF

Dr. H. Major Poteat, Superintendent

Dr. Dorothy Carcamo, Assistant Superintendent

Ms. Tyra McCoy Boyle, Business Administrator

Ms. Sheresa Clement, Director of Curriculum and Instruction

Ms. Cheryl Schwartz, Supervisor of Early Childhood Education

Ms. Tammy Wall, Director of Transportation

DISTRICT PRESCHOOL STAFF

Ms. Tangika Rouse - Preschool Instructional Coach

Ms. Nicole Polite - Preschool Intervention and Referral Services

Ms. Christina Sansone - Preschool Intervention and Referral Services

Ms. Laura Duca - Social Worker

Ms. Amanda Familiare - Community Parent Involvement Specialist

Ms. Lauren Zorzi - Community Parent Involvement Specialist

Winslow Township Early Childhood Education Center 511 Edwards Avenue Chesilhurst, NJ 08089 Denise Barr, Principal	
Winslow Township School No. 1 413 Inskip Road, Blue Anchor, NJ 08037 609-561-8300 Mr. Nathan Davis, Principal Ms. Alexandra Gonzalez, Asst. Principal	Winslow Township School No. 2 125 First Avenue, Sicklerville, NJ 08081 609-561-8450 Ms. Christa McBride, Principal Ms. Lauren Lee, Asst. Principal
Winslow Township School No. 3 131 Sicklerville Rd., Sicklerville, NJ 08081 856-728-1080 Ms. Tamika Gilbert-Floyd, Principal Ms. Alexandra Gonzalez, Asst. Principal	Winslow Township School No. 4 541 Kali Rd., Sicklerville, NJ 08081 856-728-2440 Ms. Lori Kelly, Principal Mr. Jamil McEnnis, Asst. Principal

AFFIRMATIVE ACTION/SEXUAL HARASSMENT

The Board of Education maintains an instructional and working environment that is free from discrimination and harassment of any kind. All administrators, supervisors, staff, students and vendors are advised that discrimination and harassment is prohibited. Sexual harassment and discrimination of staff or children interferes with the learning process and will not be tolerated in the Winslow Township Schools. Any child or staff member who has knowledge of or feels that he/she is being sexually harassed or discriminated against is encouraged to report the matter to the building principal, teacher or the district Affirmative Action Officer. A copy of Board policy on this issue is on file in each principal's office and in the Board of Education Office.

Sexual Harassment is one of the most complex and difficult issues that schools face. Comments, jokes, gestures, notes and even graffiti may be acts of verbal sexual harassment, if these acts have a sexual content. Schools must be able to distinguish the difference between conduct that is sexually harassing, and that which is "teasing." The Office of Civil Rights (OCR), the government agency charged with the oversight of the Title IX, the law that governs the schools, has made distinctions that should assist schools in determining whether or not a particular behavior is sexual harassment. OCR states that there must be a pattern for such a behavior before it rises to the level of sexual harassment and that the behavior/conduct must be persistent, severe, or pervasive.

The Winslow Township Board of Education wants all administrators, teachers, staff members, students and parent/guardians to be well informed about their rights and responsibilities regarding harassment and discriminatory actions. The Board has appointed an Affirmative Action Officer who has the responsibility to monitor the district's compliance with policies and procedures that prohibit discrimination and harassment.

**District Affirmative Action Officer Mr. Dion Davis
(856) 767-2860 EXT. 7521**

DISTRICT AFFIRMATIVE ACTION STATEMENT

In accordance with the requirements of Title VI of The Civil Rights Act of 1964 (Title VI); Title IX of Education Amendments of 1973 (Title IX); Section 504 of the Rehabilitation Act (Section 504); the Americans with Disabilities Act of 1990 (the ADA); or the Age Discrimination Act of 1975 (the Age Discrimination Act), the Winslow Township School District does not discriminate on the basis of race, color, national origin, gender, sexual orientation, disability, or age in its educational programs and activities.

If you have questions regarding the district's responsibilities under these regulations, if you wish to make a complaint, or if you require services related to a disability pursuant to Section 504 and the ADA, please contact the following individual(s) designated to coordinate the district's efforts to comply with Title IX, which prohibits discrimination based on sex, Section 504 and the ADA, which prohibit discrimination based on disability, and the Age Discrimination Act, which prohibits discrimination based on age:

Affirmative Action Officer

Mr. Dion Davis

District 504 Officer

Dr. Dorothy Carcamo

Winslow Township Board of Education 40 Cooper Folly Road
Atco, NJ 08004
856-767-2850

For further information, contact:

United States Department of Education Office for Civil Rights
New York Office

32 Old Slip, 25th Floor,

New York, New York 10005-2500

Phone: 646.428.3900; Fax: 646.428.3843

E-mail address: OCRNewYork@ed.gov.

ARRIVAL / DISMISSAL PROCEDURES

School begins at 7:50 am sharp. Students may enter the building beginning at 7:50 am.

Punctuality is of the utmost importance. Student tardiness interrupts the education process. The parent is required to present a note of explanation for late arrivals. Parents must come to the office to “sign-in” late arriving students.

STUDENT DISMISSAL PROCEDURES

According to Board of Education Policy No. 3280, no pupil may leave school before the end of the school day without permission from the building principal. Pupils leaving before regular dismissal, must be met in the school office and be signed out by parent/guardian or a person authorized to act in behalf of a parent/guardian. Parents must provide the following information, in writing, to the school office:

- The means by which a pupil is to be transported to and from school. (e.g., school bus, family vehicle, or walk) The bus only stops at place of residence.
- The name, address and telephone number of any individual who is authorized to pick up the child from school or accompany a child from school to their after-school destination.
- Any request for changes to the dismissal conditions, outlined above, must be communicated, in writing, and in advance, to the building principal.

Parents are requested not to ask that children be excused early except when an emergency makes early dismissal unavoidable. Such requests should be submitted in writing, giving the reason for the request, and presented to the principal at the beginning of the school day.

EARLY DISMISSAL

A sudden emergency may make it necessary to dismiss school early. An excessive accumulation of snow, a lack of heat, or an inadequate water supply could cause such action. Please make sure you have made arrangements for your child for an early dismissal.

PICK UP

Parents are **REQUIRED** to provide photo identification to pick up their child. Their name must be in our system for us to release your child to the appropriate adult. Pick up times are prompt and parents must be on time.

ATTENDANCE

The Board of Education requires that the pupils enrolled in the schools of this district attend regularly in accordance with the laws of the state. The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. Pupils absent from school for any reason are responsible for the completion of the assignments missed because of their absence. **Unverified absences** from school or from class within the school day constitute trancies and shall be subject to the disciplinary rules of the Board.

Verified absences/tardiness include the following: religious observance; suspension; court attendance; death or serious illness in the family; necessary and unavoidable medical or dental appointments. Absence from school is **NOT excused** for any of the following: performance of household or baby-sitting duties; vacation, and hunting. Excessive absences and/or lateness may result in retention in grade, and possible referral to the court system.

Board of Education policy #5410 requires that a student must have been in attendance at least one hundred sixty-four days (164) during the school year to be considered for promotion to the next grade.

The above warning does not necessarily apply to students who have documented extended illnesses and who have received homebound instruction covering these periods. It refers to students with a total of more than 16 days of absence during the school year. When exceptional circumstances pertain and when retention is imminent, the parent may make an appeal to the Building Principal or Superintendent of Schools.

GENERAL ATTENDANCE GUIDELINES

Students must be present at least four hours to be marked present for the day.

In order to participate in an after-school activity, a student must be present in school the day of the activity. If a student is absent from school, he/she will not be permitted to participate in any after school activities for that day.

For purposes of student safety, parents who know in advance that their child will be absent from school, will arrive late, or will require early dismissal, must notify the Main Office by telephone and submit a written note of explanation. In the event that a parent does not call, the school may contact the parent to verify the child's absence.

Parents/guardians must accompany their children when arriving late or signing out early. The school will seek assurance that the parents or guardians are aware of the child's absence from school.

Students returning from an absence must present a note to the school with an explanation signed by the parent or guardian. If the absence is greater than 5 days, a physician's statement, citing the date(s) and reason for the absence, and medical clearance is required upon the student's return to school.

A student with twenty (20) consecutive unexcused absences will be dropped from roll.

Back dated notes/verification of absences will not be accepted.

Reminder: All documentation of verified absences must be submitted within 5 school days of the student's return to school.

ATTENDANCE OFFICER/TRUANCY

A Board appointed School Attendance Officer will check prolonged absence, frequent absence, frequent tardiness, or non-documented absences. Parents may be required to appear before a judge for the student's excessive absences.



BIRTHDAY RECOGNITION

We enjoy celebrating birthdays in our preschool! Edible Treats **are not permitted** at school. Families can coordinate celebrations with the classroom teacher that may include sharing non edible treats with the class. For example: stickers, party favors, or art projects to be completed.



BUS REGULATIONS

The school district is responsible for students from the time children are at the bus stop in the morning until they are dropped off in the afternoon. Therefore, all provisions of the Code of Conduct will be enforced accordingly.

The rules for student behavior apply at the bus stop and on the bus, as well as in the classroom.

1. Observe good rules of safety when walking to and from the bus stop.
2. Be at your bus stop five (5) minutes early and behave yourself while waiting for the bus to arrive.
3. Respect private property at the bus stop location.
4. Do not stand in the road while waiting for the bus.
5. Stay in place until the bus stops and board in single file. Running or pushing is prohibited.
6. Obey the bus driver. The driver is in charge of you and must be respected at all times.
7. Bus drivers are authorized to assign students to a specific seat.
8. Seat belts must be worn when available.
9. Do not distract the bus driver while the bus is moving.
10. Sit in your assigned seat.
11. Do not stand or change seats.
12. Avoid shouting, whistling or unacceptable language.
13. Unnecessary conversation with the bus driver is prohibited.
14. No "rough-housing," pushing, slapping, fighting, throwing things, etc.
15. Do not open or close windows without the driver's permission.
16. Keep all parts of the body inside the bus.
17. Do not place your books, coat, boots, etc., in the aisle.
18. Do not leave waste paper or trash on the bus, or throw anything out of the windows.
19. Do not eat on the bus.
20. Remain seated until the bus stops.
21. Leave the bus in an orderly and quiet manner. Be sure to look both ways before crossing the street.
22. All bus students must ride the bus to and from school.

Students who violate the rules for safe transportation, as described above, may be subject to suspension of bus-riding privileges in accordance with the Code of Conduct contained in this document. Students and parents should be aware that most buses are equipped with video camera equipment.

BUS PROCEDURES

1. Students will be transported only from the child's home.
2. Parents of pre-school children are required to be at the bus stop at least five (5) minutes before their child is dropped off. This will alleviate the burden of having to bring children back and forth to parents' or guardians' homes when there is no one at the bus stop.
3. If a child misses a bus, it will be the responsibility of the parents or guardians to arrange transportation to the school. If a child is sick during the day, and the illness requires the child to leave school, it will be the responsibility of the parent/guardian to pick up the child.
4. The Winslow Township School District will try to accommodate parents by creating bus stops as close as possible to child's home. This task can be extremely difficult and we ask for parents' cooperation and understanding when we establish bus stops. Children may have to walk one or three blocks especially when riding after-school activity buses.
5. If it becomes necessary during the school day to request a change in your child's transportation/after school care arrangements, this change must be presented to the school office in writing. For example, if your child takes a bus home and you will be picking him/her up, or if your child must take their regularly assigned bus home and will not be attending the after-school program, these changes must be in writing. Last minute changes by telephone will not be permitted.

Remember, that if you pick your child up at any time during or after the school day, it is necessary to show proper identification to the school office.

CALENDAR OF EVENTS



September 18, 2024	Back to School Night
October 16, 2024	Vocabulary Parade
November 19-21, 2024	American Education Week Guest Readers
December 10-12, 2024	Parent/Teacher Conferences
April 2-3, 2025	Parent/Teacher Conferences
May 30, 2025	Field Day
June 4, 2025	Trip to Home School

CHANGE OF ADDRESS

It is extremely important that the school office has a current address and telephone number for every student. Call the main office to update the address or telephone number if there are any changes.

CHANGE OF CLOTHES

All children should have a full change of clothes in the event of a spill or accident. Please send your child to school with a complete change of clothing that includes undergarments, clothes and socks. Please have these items labeled with your child's name in a Ziplock bag. They will be swapped out on an as needed basis.

CLASSROOM VISITS

Parents are invited to visit classrooms and to confer with teachers and principals when classes are not in session. **Parents must first report to the principal's office and obtain a visitor's pass, as well as be escorted to the classroom. Siblings or other children are not permitted during the visit**

DAILY CHECKS



Please be sure to check your child's backpack each night for notes, newsletter, permission slips and other written communication. Families may set up a time to discuss any questions or concerns about their child, in addition to the annual parent-teacher conference.

DISTRICT PHILOSOPHY OF DISCIPLINE

Winslow Township faculty, staff and school administration are dedicated to providing the children of Winslow Township with a learning environment based on mutual respect and responsibility.

It is expected that all children will conduct themselves in a manner that will foster a positive learning environment. Any conduct or behavior that interferes with the common good of the school community, disrupts the education of others, creates a safety hazard, or imperils the security or welfare of other children may result in disciplinary action.

THE BUILDING ADMINISTRATOR AND DISCIPLINE

The Building Administrator is directly responsible for student discipline after the teacher has exhausted all possible avenues for behavior changes.

DRESS CODE



The following dress code has been developed in accordance with Board of Education Policy No. 5511.

General Rules

Pupils are expected to be clean and well-groomed in their appearance. Pupils are expected to avoid dress and grooming that is likely to create a material and substantial disruption to the school environment. Dress or grooming that jeopardizes the health or safety of the pupil or of other pupils or is injurious to school property will not be tolerated.

Pupil Dress Code Regulations

Pupil attire shall be neat and clean. Torn, cut and ripped clothing is not permitted.

Apparel shall not be so tight-fitting, sheer, transparent, brief, low-cut or revealing above or below the waist to be indecent, distracting or disruptive to the school environment.

In all grades, dresses, skirts and acceptable shorts shall not be more than 4 inches above the knee.

Sleeveless tops or blouses are permitted provided that the width of the material passing over the shoulders (strap) is a minimum of two inches in width. Thin spaghetti straps tops are not permitted. Sweat-shirts, warm-ups, and T-shirts are permitted if they are not torn or not cut or tied to expose the midriff.

Footwear is required. Plastic beach thongs and excessively high heels or platform shoes are not permitted because they pose a safety hazard to the wearer when walking quickly. Slippers of any type are not permitted. All sandals must have a heel strap attached and worn appropriately, at all times.

Dress shall not present inappropriate pictures, slogans, emblems or any type of symbols that may be provocative or inciting. This includes

liquor, tobacco or other substances that may be detrimental to health. "Quasi-attire", such as armbands, buttons, pins or other methods of symbolic expression are permitted as long as it cannot potentially be expected to actually cause disruption, disorder or present a clear danger and is not associated with a gang or secret society.

Pupils attending any school functions (field trips, dances, activities during school hours) will not be permitted to participate unless they are attired in accordance with this dress code; however, certain physical education activities and field trips may require modification of these regulations. Decisions will be made by the principal considering the circumstances and requirements of the activity.

Hairstyles shall be clean and well-groomed.

Hats and coats may not be worn in the building except in extenuating circumstances at the discretion of the principal. "Hats" shall not include head wear of religious significance.

Hoodies (head covering) are not permitted.

Enforcement

Pupils not conforming to the dress code shall be disciplined by the principal in accordance with Board policies.

Teaching staff members will report perceived violations of the dress code to the Building Principal, who will interpret and apply the code.

Pupils who publicly represent the school or a school organization at an activity away from the school district are required to dress in full accordance with the reasonable expectations of the staff member in charge of the activity. Pupils unwilling to comply with this requirement will disqualify themselves from participation.

Pupils will not be permitted to attend a school-related function, such as a field trip, after-school activity unless they are attired and groomed in accordance with this dress code.

The principal may waive application of the dress code on a day especially scheduled for pupils' free expression in dress and grooming.

A pupil whose dress or grooming has been found by the principal to violate this regulation may appeal the principal's determination to the Superintendent/designee, whose decision will be final.

EMERGENCY CLOSING/ DELAYED OPENING

In the event that there is a need to close schools or to delay the start time, parents will receive a district phone broadcast, as well as notifications placed on the district and school websites. Additionally, local television stations will be made aware of school closings.

FIELD TRIPS

Students participating in field trips must have a permission slip signed by the parents/guardians, and must travel to and from the field trip location with their group. Only students who are fully potty trained will be permitted to participate in trips outside of the school district.

FINES/ FINANCIAL OBLIGATIONS

Parents/Guardian will be held responsible for all fines accrued with the Winslow Township School District. All fines and financial obligations must be resolved before a student is permitted participation in extracurricular activities.

HARASSMENT, INTIMIDATION and BULLYING

The Winslow Township Board of Education prohibits acts of harassment, intimidation and bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment. (Policy No. 5512)

HOME AND SCHOOL PARTNERSHIPS

The staff of the Winslow Township School District fosters close communication and cooperation between the home and school. The

Home School Associations (HSA) help build our school community. Parents are encouraged to become involved with the HSA, and to support the many activities that they provide for the students.

LABELING

It is extremely important that you label all of your child belongings. Sometimes children do not recognize their own items, which can make it challenging to determine which item belongs to each child. Please label all items before sending them to school with a permanent marker, label, or sewn in label.

LEGAL CUSTODY AND ACCESS TO NON-CUSTODIAL PARENTS

A copy of legal custodial documents/agreements which restrict a parents'/guardians' right to access a student must be presented to the district at the time the document is placed in effect. This documentation will be placed in the student's cumulative file and on the emergency card. It is the custodial parent's responsibility to see that these legal documents are available to school officials, and up to date.

LOST AND FOUND ARTICLES

All articles found in school will be placed in the lost and found area in the school building. It is important that coats, hats, sweaters, etc., are labeled with the child's name.

LUNCH PROGRAMS

Your child may buy lunch and/or milk, or bring lunch from home. Parents /guardians of children buying lunch are encouraged to purchase lunch in advance.

A meal prepayment plan is available in your school. Information regarding this program is available in your school. Information regarding this program is sent home every school year. A menu is also sent home

each month.

Free or reduced-price lunch are available to those who qualify and applications are sent home early in the school year. Applications are also available in the main office of your child school.

STAYING INSIDE AT LUNCHTIME

A parent's note requesting that, for health reasons, the student remains inside following lunch, will be honored for one (1) day only. If it is necessary that a student have no outside activity for a prolonged period (more than 1 day), a doctor's note is required stating the reason(s) and the length of time.

RECESS

When weather permits, students will go outside for recess and are expected to follow rules given by the teacher.

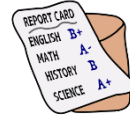
PRESCHOOL INTERVENTION AND REFERRAL SERVICES (PIRS)

When a student is identified as having difficulty within the standard curriculum, he/she may be referred to the Preschool Intervention and Referral Services (PI&RS) team for consultation. The team is made up of staff members and administrators, who convene to assist with developing a plan to help the student excel.

PROGRESS REPORTS/ CONFERENCES

Report cards provide updates of pupil progress to parents/guardians. Individual contacts or conferences with teachers or administrators are additional tools of parental communication. Report cards are sent home three times a year. Parent conferences are scheduled once in the fall and once in the spring. Additional conferences may be scheduled by the parent by contacting the school.

REPORTING ACHIEVEMENT



Student progress is recorded throughout the school year and developmental levels are shared with parents. Teaching Strategies Gold is one of the state-approved methods of assessment and our choice for measuring progress with our preschool students. It is a developmentally appropriate, ongoing, observation-based assessment that occurs when teachers observe children during regular, everyday activities on a continuous basis throughout the years. This type of assessment offers a broad, more meaningful picture of development.



REST TIME

Each full day of school there will be a resting period. A cot will be provided for your child. Your child will need a crib sheet and/or a small blanket. Please send these items in a bag marked with your child's name. All bedding will be sent home at the end of the week to be washed. Return all items to school on the following Monday. Children are encouraged to nap; however, if they are not sleepy, they will be given a book or quiet toy to use on their cot during rest time.

SCHOOL SECURITY DRILLS

Safety and security drills are conducted routinely to make sure that students and staff are prepared in the event of an emergency. During a drill or an actual emergency, parents are not permitted to enter or call the school. Our primary and immediate focus is keeping students and staff safe. We are committed to open and transparent communication; therefore, we will communicate with parents via text and our parent communication system so that you have the correct information.



SCHOOL SUPPLIES

- Full size backpack (should hold 8.5 x 11 inch folder)
- 1 box of tissues
- 1 box of baby wipes
- 1 box of sandwich size and 1 box of gallon size Ziploc bags
- 1 package of small and 1 package of large paper plates
- 1 package of paper lunch bags
- 1 labeled bag containing a full change of clothes
- 5 glue sticks
- Play-doh
- Blunt tip child safety scissors
- Nap supplies: fitted crib sheets, small blanket, or nap mat. No sleeping bags.
- Refillable water bottle

Please label all items with your child's first and last name.



STUDENT HEALTH

When a child is ill, parents/guardians are often uncertain as to whether or not to send the child to school. To prevent the spread of communicable diseases and to ensure rapid recovery with a minimum of after-effects, a child should stay at home if he/she has a sore throat, ear ache, enlarged glands, fever or chills, running nose, an unexplained rash or skin eruption, stomach pain, diarrhea, red or oozing eyes; is acting listless or drowsy; has a headache, a flushed face, a lack of appetite; is vomiting; or displays any unusual behavior. A child sent home from school with a fever, vomiting or diarrhea, **may not return for at least 24 hours**. A child sent home for a rash/skin alteration must have a doctor's note to return to school. A child sent home for head

lice/nits must be examined and deemed nit free by the school nurse before being permitted to return to school.

Please be sure the school has current telephone numbers and emergency information at all times.

HEALTH PROGRAM

The school nurse conducts height, weight, blood pressure, vision, and hearing screening tests, as well as growth surveys yearly. First aid is provided by a teacher or nurse of minor injuries that may occur at school. Any abnormal symptoms observed in a child are reported to the parents/guardians. A school nurse is on call for any injury or illness that may require special attention while a child is in school.

ADMINISTERING MEDICATIONS

The Board of Education shall not be responsible for the diagnosis and treatment of pupil illness. The administration of prescribed medication to a pupil during school hours will be permitted only when failure to take such medicine would jeopardize the health of the student or the student would not be able to attend school if the medicine were not made available during school hours. For purposes of this policy, "medication" shall include all medicines prescribed by a physician for a particular student, including emergency medication in the event of bee stings, asthma, etc.

Before any medications, including over the counter medications, may be administered to a student during school hours, the Board requires:

A written order by the physician for the particular student which shall include:

The purpose of the medication;

The dosage;

The time at which or the special circumstances under which the medication shall be administered;

The length of time for which the medication is prescribed;
The possible side effects of the medication, and
A written request of the parent/guardian which shall give permission for such administration and relieve the Board and its employees of liability for administration of medication.

The school district physician shall develop procedures for the administration of medication provided that:

All medications, whether prescribed or over the counter shall be administered by the school nurse or the pupil himself/herself (with parental permission and the school nurse present).

Medications shall be securely stored in the original labeled container. All medications shall be brought to school by a parent/guardian or adult pupil, and shall be picked up at the end of the school year or the end of the period of medication, whichever is earlier.

All medications should be placed in the original pharmacist package or vial.

STUDENTS EXEMPT FROM IMMUNIZATION

Students are exempt who have a written statement from a physician that a specific immunization is medically contraindicated for a specified period of time, with reasons for the medical contraindication.

A written statement signed by the parent/guardian that the proposed immunization interferes with the free exercise of the pupil's religious rights is also cause for exemption.

General philosophical or moral objection to immunization shall not be sufficient for an exemption on religious grounds.

Please note: Children who do not fulfill the immunization requirements for registration before the first day of school, shall not be permitted to attend until such time as the requirements are met.

STUDENT DAILY SCHEDULE



Opening Activities

Circle Time - Morning Message

Centers/Choice Time

Outdoor

Lunch

Rest/ Nap Time

Outdoor

Circle Time - Mid-Day Message

Centers/Choice Time

Group Meeting / Dismissal

STUDENT RESIDENCY

The Board of Education recognizes its responsibility to provide a free public education to all school age children domiciled or lawfully resident with the school district. To that end, the Board reserves the right to verify the residency or domicile of any applicant for admission to or currently enrolled student in the schools of the district.

Any student enrolled in the district schools who becomes a non-resident of the district on or after April 1st of any school year, may continue to attend the school provided the parent submits a written letter to the Superintendent of Schools, requesting permission for the student's continued enrollment for the remainder of the school year. If permission is granted, the parent will be responsible for transporting the student to and from school.

Parents/guardians who misrepresent that they are legal residents of Winslow Township, in order to send their children to schools, will be held financially responsible for tuition as permitted by law.

STUDENT RIGHTS

The general approach to discipline shall be a positive one. This shall include attempting to identify the social, emotional, and academic problems that underlie a student's poor attitude or misconduct and strive to meet his/her social, emotional and academic needs.

In counseling a student for conduct or attitude and in taking disciplinary action, teachers and administration will attempt to show that it is the behavior that is unacceptable, not the student.

Equal opportunity and equal treatment are provided every student without discrimination.

All students will be treated in a fair and reasonable manner.

All students' legal due process rights will be respected.



TIPS FOR THE TRANSITION TO PRESCHOOL

- Talk to your child about what to expect on their first day of school so they will not be as nervous.
- Establish good morning and good night routines so children are comfortable and know what to expect.
- Educate your child about preschool by reading them stories and telling them about school.
- Ensure your child has the proper supplies so they can be prepared for their day.
- Visit the location of your child's school so they can become aware of their surroundings.
- A child is best served when parents and teachers work as a team. Talk to your child's teachers about his/her adjustment to preschool; home reactions may vary from school reactions. (Rely on the teachers, not other parents, to assess your child's transition. Each child is unique.)
- Make time to be involved; your child gains much support and pride when you organize a field trip or read during story time.
- Expect a reaction . . . or a delayed reaction. Whether this is your child's first, second, or third year of preschool, there are adjustments to be made. And he/she may be so excited about school that other emotions remain hidden for several weeks.
- While you are looking forward to hearing about your child's day, he/she may not be able to share it with you immediately. Some children need time to assimilate an experience before they talk about it, and others think of school as "their own" and put up a wall of privacy.
- Be patient. You can always talk to your child's teacher for the inside scoop.

TOILETING

If your child does not use the toilet independently, please notify the teacher. If your child is wearing pull-ups or diapers, please send in additional pull-ups and/or undergarments, labeled with your child's name. Our main goal is to have them potty trained.

TOYS

We ask that our preschoolers not bring in toys from home. We do not want their toys to be misplaced or accidentally broken. If by chance, a child does bring a toy to school, she/he will be asked to put it in their backpack/cubby until the end of the day.

TRANSFER OF STUDENTS

To transfer a student out of the Winslow Township School District, the parent/guardian is requested to:

- Advise the school principal that the student will no longer attend school in Winslow Township. Notify the school at least 5 days prior to the student's transfer.
- Return all school property.