

Welcome to Uriah Hill School



Pre-Kindergarten Handbook

Important Phone Numbers

Peekskill City School District Administration Building

1031 Elm Street, Peekskill, NY 10566(914) 737-3300

Registration Office.....(914) 739-0682, ext. 246

Uriah Hill School (914) 739-0682

980 Pemart Avenue, Peekskill, NY 10566

Main office ext. 231

Nurse ext. 234



Peekskill PTO Welcomes You!

The Peekskill PTO welcomes you and invites you to become a member. We are a volunteer organization dedicated to the betterment of all schools and our children's education.

The officers of the PTO include a president or co-presidents, a treasurer and a secretary. Meetings are held once a month. All parents and faculty are welcome at these meetings.

Parents are asked to volunteer whatever time they can to help with these committees in setting up various social events and fundraisers that are held throughout the year.

When we join the PTO, come to meetings and volunteer our time, we show our children just how important we think their school is in our lives, as well as theirs. So come join us. Make new friends, have some fun and make a difference in your child's school! Your help is truly appreciated and will enhance your child's school experience.

Thank you!

PTO Contacts:

Denise Lopez president@peekskillpto.org

Margery Rossi vicepresident@peekskillpto.org

Marisa O'Leary secretary@peekskillpto.org

Ha Wallace treasurer@peekskillpto.org



How Can You Help?

- Teach your child his or her name, address and phone number.
- Work with your child on tying shoes, using zippers and buttons.
- Play games teaching left from right, turn-taking and sharing.
- Give your child the opportunity to listen and follow directions.
- Help your child to respect authority, be considerate of others and refrain from interrupting.
- Read with your child EVERY NIGHT!
- Give your child time each day to use pencils, paper, crayons, glue and scissors.
- If a situation should arise at home that you think might affect your child's performance at school, please notify your child's teacher.
- In order to contact your child's teacher please call the main office or place a note in your child's backpack. If leaving a message with the main office, please leave a **detailed** message with the secretary and your call will be returned within a day.
- Label all of your child's belongings, and any envelopes containing money or important notices! (Child's name, date, teacher's name, content)
- Most importantly...check your child's backpack every night.



SCHOOL HOURS

Your child's day begins promptly at...

Full Day Classes: 8:30 a.m. - 2:30 p.m.

Half-Day Classes:	AM Classes	PM Classes
	8:30 a.m. - 11:00 a.m.	12:00 p.m.- 2:30 p.m.

ARRIVAL

If you are arriving 15 minutes later than your child's scheduled time, please sign in with the security monitor for a late pass. An adult **MUST** accompany a child into the building.

If you are arriving earlier than your child's scheduled time, please wait with your child on the designated colored line outside of school until start time.

DIMISSAL

Students will be dismissed at 11:00 a.m. and 2:30 p.m. in the gym/auditorium. All students must be signed out by a parent, guardian, or authorized person.

For your safety and your child's safety, during dismissal, **children will only be released to the adults specified on the Emergency Card.**

If there is a change of individual or you are releasing your child to an adult NOT listed on the Emergency card, you **MUST** submit a note to your child's teacher indicating this permanent or temporary change. In the note, include the following information:

- date
- child's name
- full name of the person authorized to pick up your child
- telephone number of authorized person
- telephone number of the parent
- additional details, for example, when the new person will pick up your child

Early Dismissal

A written request is required if your child needs to be released from school early. Parents should check in with the security monitor to pick up and sign their child out. This is for your child's safety and protection.

Emergency School Closing

Occasionally, it is necessary to close or delay the opening of school, or to dismiss school early, due to adverse weather conditions.

These closings, delayed opening and early dismissal will be announced on local radio stations, such as; WHUD 100.7, Cablevision Channel 77 and the school district website: www.peakskillcsd.org.

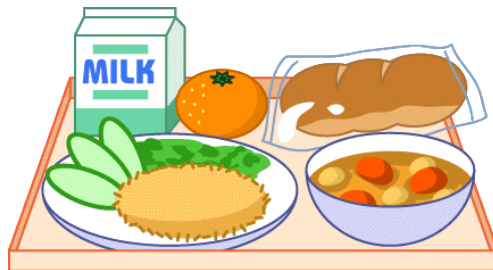
The district will also attempt to contact each family with the automated Connect-Ed system.



BREAKFAST AND LUNCH PROGRAMS

The Peekskill City School District has been approved for the Community Eligibility Provision (CEP) meal program. All children in the school will receive meals/milk at no charge regardless of household income.

Forms have been mailed home and will also be sent home the first day of school. These forms are to determine eligibility for additional State and Federal program benefits that your child may qualify for. The information on the form may also qualify the District for additional federal assistance, and we request that all parents/guardians complete the form.



Monthly menus will be sent home at the beginning of each month.

All students will eat in the cafeteria. Breakfast and lunch will be served in two sessions:

Half Day students will go directly to cafeteria at arrival and eat breakfast from 8:30 a.m. to 9:00 a.m. and lunch from 12:00 p.m. to 12:30 p.m.

Full Day students will eat breakfast from 9:00 a.m. to 9:30 a.m. and lunch from 11:30 a.m. to 12:00 p.m.

Expanded Day students will eat breakfast from 8:30 a.m. to 9:00 a.m. and lunch from 11:30 a.m. to 12:00 p.m.

IN LIGHT OF THE HIGH INCIDENCE OF NUT ALLERGIES, URIAH HILL STRIVES TO BE A PEANUT FREE SCHOOL. PLEASE DO NOT SEND IN NUT PRODUCTS FOR LUNCH OR SNACK.

Parents and Other Visitors

Parents and other visitors are requested to enter through the main front door where they will be asked to sign in by the security monitor. All visitors will be issued a visitor's pass for the time period they are visiting the building. **All visitors must have photo I.D.**



Field Trips

Parents will always be notified, in advance, of any trips and information regarding the date, time, location and cost. Teachers will inform parents if chaperones are requested.



Birthdays

Check with your child's teacher regarding birthday celebrations. All celebrations need to be discussed in advance with your child's teacher.



Change of Information

Any changes in phone numbers (home or cell), addresses, emergency contact, or other household information MUST be reported to the main office **immediately**. In addition, please include a note to your child's teacher with updated information.

Any changes regarding dismissal procedures must be made in the main office the day before the change is to take place. Written notification MUST be given to your child's teacher of this change.

Attendance

Children should attend school every day that the school is open. The following is a list of legal absences:

- Sickness of the child
- Death in the immediate family
- Emergency illness in the family
- Snow emergency
- Religious observances
- Doctor's appointment
- Court appearance

A written excuse is required for all absences from school. A note MUST be given to your child's teacher with the following information: your child's name, date of absence, reason for the absence, and your child's teacher's name. Please notify the school if your child will be out sick. Your child's teacher will contact you, if your child is absent three or more consecutive days.



Your Child's Progress

Pre-Kindergarten students will receive three report cards throughout the year. In addition, conferences will be scheduled in the fall and spring, to discuss your child's academic and social progress. Please be sure to schedule a parent conference during these times. Teachers CANNOT discuss your child's progress with you outside of school.

During conferences, try to have any questions you may have written down. Inform your child's teacher of any problems or changes that you feel may impede your child's progress in school. Remember that open communication between parent and teacher can only help your child.

P.B.I.S

Positive Behavior Intervention Support

Uriah Hill School joins with other schools in the District to promote good behavior among all of our students. Our school-wide program is the P.B.I.S. model, which promotes and continually emphasizes the need for students to be safe, responsible, and respectful.

- **Be Safe**
- **Be Responsible**
- **Be Respectful**



Things to Remember...

- Write a note when your child is absent and call the school.
- If your child is being picked-up early, a note must be sent with your child.
- Label ALL clothing (coats, sweaters, sweatshirts, hats, boots, gloves, backpacks, lunchboxes, etc.).
- The following items are NOT PERMITTED in school: chewing gum, cough drops, lip gloss, cell phones (real or fake), toys (of any kind, but especially guns, knives or other weapons), silly bands, and electronics.
- Please check your child's backpack DAILY!

