

RPRY Family Handbook

FOR THE 5787 / 2026-27 SCHOOL YEAR

EMPOWERING THINKERS, ENRICHING SOULS

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INTRODUCTION

Overview of The Family Handbook



Welcome to our Family Handbook — your go-to resource for navigating the ins and outs of RPRY. This comprehensive guide is designed to empower you with the information needed to thrive in our school.

From understanding our core values to embracing professional conduct, you'll find valuable insights into policies, responsibilities, and the myriad opportunities for growth and community building within our school.

We believe that a well-informed and engaged parent and student body is key to our collective success, and this handbook is your roadmap to a fulfilling and successful RPRY journey with us.

Directory

Who's Who at RPRY

For the Main Office	Ms. Camille Douglas rpry@rpry.org, ext. 202
For the office of Head of School (Rabbi Ribalt)	Ayelet Shakarchi ashakarchi@rpry.org, ext. 223
For general questions regarding Early Childhood	Mrs. Elana Kurtz ekurtz@rpry.org, ext. 210
For questions regarding social and emotional matters	Mrs. Ilana Bohm ibohm@rpry.org, ext. 211
For questions regarding the Lower Elementary School (and general studies grades 4-8)	Mrs. Chana Luchins cluchins@rpry.org, ext. 205
For questions regarding Upper Elementary School	General Studies Mrs.Luchins cluchins@rpry.org, Judaic Studies Rabbi Eli Meir Kramer emkramer@rpry.org
For questions regarding the Middle School	Rabbi Eli Meir Kramer emkramer@rpry.org, ext. 203
For questions regarding educational support and Think Tank	Mrs. Yael Chait ychait@rpry.org, ext. 290
For questions regarding tuition and financial aid	Mr. Nesanel Baida nbaida@rpry.org, ext. 207
For questions regarding Admissions	Mrs. Sara Fischer sfischer@rpry.org, ext. 204
For health issues and concerns	Nurse Wendy Johnson nurse@rpry.org, ext. 217
For questions regarding school records	Mrs. Leora Lerner educationoffice@rpry.org, ext. 219
For questions regarding fundraising and development	Mrs. Sara Fischer sfischer@rpry.org, ext. 204
For the Head of School	Rabbi Michael Ribalt mribalt@rpry.org
For RPRY plus	rpryplus@gmail.com
For attendance/pick up/carpool changes	Ms. Camille Douglas rpry@rpry.org, ext. 202
For questions regarding facility rental	Mr. Nesanel Baida nbaida@rpry.org, ext. 207
For questions regarding lunches	Mrs. Rhona Eserner lunches.rpry@gmail.com

The School Day

School Hours

	Monday-Long Friday	Regular Fridays
EC/LE (Pre-N - Grade 3)	7:50 a.m. – 3:25 p.m.	7:50 a.m. – 1:45 p.m.
UE (Grade 4-5)	7:50 a.m. – 3:50 p.m.	7:50 a.m. – 1:45 p.m.
MS (Grade 6-8)	7:40 a.m. – 3:50 p.m.	7:40 a.m. – 1:45 p.m.

Arrival and Dismissal

Supervised Morning Entrances

- 7:30am – 7:50am : Back EC Door (MS students)
- 7:50am – 8:15am : Back EC Door Carpool Lane (All students)
- 8:15am and on: Front Door Main Entrance

Please note:

- Middle School Boys: Davening begins at 7:40am in the Beit Midrash. Boys putting on tefillin are advised to arrive by 7:30am.
- Middle School Girls: Arrival is in the Gym at 7:40am. Classes begin at 7:50am.
- Upper Elementary School (Grades 4-5): Arrival is in the Gym at 7:50am. Classes begin at 8:00am.
- Lower Elementary School (Grades 1-3): Arrival is in the Gym at 7:50am. Classes begin at 8:00am.
- Early Childhood (Pre-N - Kindergarten): Classes begin at 8:00am in respective classrooms. If dropping off your child after 8:15am in the front, please have your child wait to have a staff member walk him or her to class. For security purposes, no parent should be walking through the building during arrival.

Drop Off Procedures

- **All Drop Offs should be through the Edgemount Road entrance until 8:15am.**
- The back door by the carpool lane is only open from 7:30am (MS only) to 8:15am for all other students. Please pull up to the curb on the right and let children out on the passenger side only.

When dropping off, please pull all the way forward to the farthest available spot (even if that means that it is not directly in front of the EC door), to allow drop-off to continue seamlessly.

The School Day

Arrival and Dismissal Cont.

Drop off Procedures (cont.)

- For walkers crossing Harrison Street, children and parents alike must cross with the crossing guard, at the crosswalk.
- Late arrivals (after 8:15am), **must sign in at the Main Office.**
- Students arriving after 8:00am will be marked late by classroom teachers.

Parking

- During the Yeshiva Day, parents must park in a legal parking spot on Harrison, Edgemount or in the Yeshiva parking lot. There is no parking in front of the Yeshiva on Harrison or in the carpool lane. Care must be taken not to block anyone's driveway, a fire hydrant or the fire lane.
- **Do NOT make K-Turns/U-Turns on Harrison in front of the Yeshiva.**

Dismissal

- **For your child's safety, ALL dismissal changes- including any Aftercare changes- the office must be notified in writing to rpry@rpry.org, by 3pm, with the details of the change.**

East Brunswick Bus Students

- Kindergarten-3rd grade bus students will be supervised in the Beit Midrash with the carpool students and will be escorted to the bus when it arrives.
- 4th-8th grade bus students will board the bus when they are dismissed from class at 3:50pm.

Carpools and Walkers

- All authorized designated pickup people should be already listed in your enrollment section.
- If your child will be walking home from school on a regular basis please notify the office at rpry@rpry.org before the start of the school year.
- All walkers must sign out at the front office and exit through the main entrance.
- Only students in Upper Elementary School and Middle School will be allowed to walk home. At a parents' discretion they may walk home a younger sibling. Please notify the school of such an arrangement.

The School Day

Arrival and Dismissal Cont.

We value your time and are looking to make arrival and dismissal as smooth and seamless as possible. In an effort to make dismissal more efficient please help us with the following:

- Please pull your car as close to the curb as possible and move your car all the way to the frontmost available spot, even if it isn't the spot closest to the door from which your child will be entering or exiting.
- When the car in front of you leaves or moves please continue to move up with them to make room for additional cars.
- If using your cell phone while waiting, please be mindful of cars moving forward or staff members sharing instructions to move things along.
- Please do not leave your car. If you need to leave in order to assist your child, please make sure your car is moved up as far as possible and not sticking out before doing so.
- Please avoid conversations outside of your car while leaving your car idle so that we can make room for others and keep things moving.
- Please drive carefully, signal when leaving, be mindful of students entering cars and help keep everyone safe.

Aftercare

Hours of Operation: (Please note there are days during the school year that Aftercare is not in operation. Please refer to the official school calendar to note those dates.)

Monday – Thursday:

Early Childhood – 4th Grade..... 3:25 pm – 6:00 pm

Regular Fridays:

Early Childhood – 4th Grade.....1:45 pm – 3:00 pm

Long Fridays:

Early Childhood – 4th Grade.....3:25 pm – 5:00 pm

The School Day

Arrival and Dismissal Cont.

Safety Note: There is no supervision of students after dismissal time unless students are enrolled in Aftercare or an after school program. The school cannot accept legal responsibility for students left in school after dismissal time and not enrolled in an after-school program, whether they remain in the building or on the grounds.

Early Dismissal Days

- Early Friday Dismissal dates are listed on the annual calendar
- Early dismissal during Parent-Teacher Conference Days is 2:00pm.
- Please check the calendar for other special days.

Policies and Procedures

RPRY strives to build a school community where students are supported to grow and thrive academically, socially, and emotionally. Expectations at RPRY are driven by our four key values:

R Respect: RPRY students will speak respectfully to and about their peers and teachers.

P Personal space: RPRY students will respect other people's personal space and belongings.

R Responsible: RPRY students will be mindful of schedules and be where they are supposed to be.

Y B'Yachad: RPRY students will be inclusive.

Hallways and Shared Spaces

Our value of **Respecting** personal space and belongings is essential to school culture. This includes how we treat shared spaces as well. When shared spaces are kept neat and clean it allows students to enjoy, feel comfortable in, and thrive in those spaces.

No belongings are allowed to be kept on the hallway floors. Beyond the effect it has on school culture it can also be dangerous and create a fire hazard. There are ample cubbies, desks, lockers, hooks for all student belongings. Belongings found on the hallway floor will be removed and placed in the lost and found or in an administrator's office. Students will be responsible for any items left on the floor. Students are expected to treat school property with respect. Students who damage or waste any school property in classrooms, bathrooms etc. will be held responsible for reimbursing the school.

Books, Seforim, Workbooks & School Supplies

As part of teaching **R**esponsibility:

1. Students are required to keep all school property in good condition.
2. Students may not write in books or otherwise damage or mistreat them.
3. Students/parents may be held responsible for replacing lost books and workbooks.

School Supplies: So that they can maximize the learning of the school day students are expected to come to school prepared with all the supplies listed on their grade's supply list posted on our website.

Policies and Procedures

Chromebook/School Devices

- Using a Chromebook or school device is a privilege and should be in line with the expectations set by the classroom teacher.
- Students are expected to take care of their Chromebook/ device properly and are responsible if it is damaged or they damage someone else's.
- Chromebook use is intended for in class use only; Chromebooks may not be at or used during lunch, recess, or in the hallways unless supervised by a teacher.
- Chromebooks may not be taken home.
- Chromebooks should only be taken out in class at the direction of the teacher. Chromebooks should be closed and out of sight until asked by the classroom teacher to take them out.
- Students who are found using Chromebooks at a time when it is not allowed will have their Chromebook taken away. Chromebooks will need to be picked up from an administrator who will determine when it can be retrieved. Students will be responsible for any work missed while the Chromebook was taken away.

Chromebooks should not be distracting. During class, only the programs, windows, and tabs that are relevant to the class, as permitted by the classroom teacher, are allowed to be open. A teacher who finds a student engaging in material/apps/programs that are not directly relevant to the specific class work of that day, has the right to take the Chromebook and give it to an administrator who will determine when and if it is appropriate to continue Chromebook use.

Personal Device & Electronics Policies

Electronics, Cell Phones, & Games

In line with our values of **Respect**, personal space, responsibility, and creating a community that is B'Yachad:

- RPRY does not encourage purchasing smart phones for our students. Cell phones, electronic games, smart watches, and other electronic devices not issued by the school are not permitted to be used (or worn) in the school building.
- Students through 6th grade may not bring phones or electronic devices to school.
- If a child does bring a cell phone or other electronic device to school, it must be registered with the school and handed in at the beginning of the day. Students will pick up their phones at the end of the day.
- If a student uses or displays a cell phone or other electronic device during school hours, the device will be confiscated. Parents will need to retrieve the device from an administrator.

Trading cards, toys, or games may not be used during class time. They may be used during recess at the teacher's discretion. No trading or selling of anything in school is allowed.

Policies and Procedures

Food and Event Policies

Lunch and Snacks

- All food brought to school must be kosher. Products with OU, OK, Kof-K, Star K, CRC symbols are acceptable, as is the hashgacha of the Va'ad Harabonim of Raritan Valley.
- RPRY is a nut aware school. Please check all ingredients and do not send any snacks or foods that contain nuts or may contain nuts.
- To avoid health problems and/or kashrut issues, students should not share or trade food with peers during lunch and snack time.
- No home-baked or cooked foods may be brought to school for distribution, such as for class parties.
- Early Childhood snacks and lunches should not include items that may pose a choking risk.
- A well-nourished child is alert and ready to learn; a hungry child may have difficulty performing at his/her best during the school day. Parents are asked to offer their children a nutritious breakfast each morning, and send healthy snacks and lunch to school.

Bar/Bat Mitzvah

As a courtesy, RPRY manages a calendar on which families can list bar and bat mitzvahs so as to avoid conflicts.

While we do not feel it is the school's place to dictate rules about when families can have bar and bat mitzvahs, we do want to provide a resource to help with the coordination. This calendar is intended to facilitate communication so that families can make responsible decisions about scheduling. This helps to maintain shalom and to maximize participation in everyone's simcha.

In addition, the expectation is that all classmates from the class will be invited. When inviting students from the class below or above, please either invite the entire class or just a small group so no one feels excluded.

If you'd like to add your simcha, or to make any changes, please email **llerner@rpry.org** with the request.

Policies and Procedures

Food and Event Policies Cont.

Parties and Gatherings

In School Birthdays:

Parents who would like to send a special treat to school in honor of their child's birthday are asked to reach out to the teacher for guidelines and scheduling.

Out of School Parties:

As part of our value of inclusiveness and being B'Yachad we want to avoid hurting any child by excluding them. When hosting parties or get-togethers please make sure everyone in the class is invited. If that is not feasible, please limit the party to 2-3 children so that students will not be left out. Inviting all students to parties and events promotes a positive and supportive social atmosphere, nurturing lasting connections among classmates. In all cases, invitations are not to be distributed in school; they must be mailed or e-mailed directly to families.

WhatsApp Groups

Partnership between parents, faculty, and administrators is something that we value immensely and is crucial to the success of our students and school. Partnership stems from healthy and open communication between school and home. Often, hearing reports from your children about what is happening in school or in a classroom may not provide you with the full story or context. It is for this reason that we encourage you to reach out directly to your children's teachers with questions and concerns that you might have. Additionally, administrators are committed to answering your questions in a timely manner.

Private WhatsApp groups can be an excellent way for parents to share information amongst themselves. However, they also run the risk of becoming toxic and countercultural, threatening the healthy partnership between parents and educators. As a school community committed to establishing a culture of kindness, respect, and empathy we strongly ask that those groups remain a place of positive discourse and that any concerns or questions that come up be redirected to our attention. In this way, we are certain that you will get the information that you need, that your feedback will be taken into serious consideration, and that the relationship between school and home will continue to thrive on behalf of your children.

Policies and Procedures

Behavior and Discipline Policies

Responsibility-Centered Discipline

When students live up to our RPRY values, they bring out the best in themselves and are part of creating the positive culture that we are so proud of. When students need help living up to these expectations, our discipline process is guided by the Responsibility-Centered Discipline (RCD) approach which encourages students to take responsibility for their actions, learn from their mistakes, and plan for improving in the future.

At our discretion, consequences may include but are not limited to:

- Participation in a guided reflection process designed to teach alternative behavior
- Temporary removal from the classroom
- Loss of privileges
- Parent conference (in person/by phone)
- In-school suspension
- Out-of-school suspension
- Expulsion

Bullying

The values of **R**espect, **P**ersonal Space, and B'**Y**achad are ones that allow all students to feel safe in our school community which in turn allows students to reach their greatest potential. **As such, harassment, intimidation, or bullying is not tolerated at RPRY. The administration and staff of RPRY prohibits acts of harassment, intimidation, or bullying against any student.**

In addition, school administrators, faculty, staff, and volunteers are required to demonstrate appropriate behavior, treating others with civility and respect and refusing to tolerate harassment, intimidation, or bullying. Our bullying policy is guided by the definitions set forth in New Jersey's Anti-Bullying Bill of Rights Act N.J.S.A. 18A:37-14. Consequences for a student who commits an act of harassment, intimidation, or bullying shall be varied according to the nature and severity of the behavior, the developmental age of the student, context, and the student's history of behaviors and performance.

Policies and Procedures

RPRY Wardrobe & Dress Code

Proper dress is important in promoting a Torah atmosphere at RPRY and in line with our values of **R**espect and B'**Y**achad. Our children should reflect Torah standards in their dress and appearance. The RPRY Wardrobe helps foster a proper educational environment and assures an appropriate level of modesty (tzniut) in dress.

EC and Kindergarten children are encouraged to wear comfortable clothes for ease of play and easy bathroom access. Boys in Pre-K and Kindergarten are encouraged to wear a kippah and tzitzit daily. Socks and sneakers are encouraged to be worn for safety and comfort.

Grades 1-8

The wardrobe expectations are noted in the [Wardrobe Brochure](#).

Please note a few highlights:

- All short sleeve shirts for boys and girls must be purchased from Lands' End and must have the RPRY logo.
- Boys are expected to wear a kippah and tzitzit to school at all times.
- Girls are expected to wear skirts that fall below the knee. This is true no matter where skirts are purchased through.

Our goal is to work with you and your child to meet wardrobe expectations in the most positive and caring way. To be transparent about this process please note:

- On the first occurrence that your child does not meet expectations, you will receive an email from the school office from wardrobe@rpry.org, sharing the specific expectation that was not met. We hope that this email serves as a reminder to you and your child to meet wardrobe expectations the next day.
- If the expectation is not met again, your child's administrator will give parents a call to discuss the issue.
- Our hope is that there is not a third occurrence, but should the expectations not be met a third time, the student will not be able to return to class until they are in compliance with the RPRY Wardrobe.
- Any time a child is not in compliance with the wardrobe, they may be asked to correct their attire.

Policies and Procedures

RPRY Wardrobe & Dress Code Cont.

All Students should wear closed shoes (for safety). Sneakers must be worn or brought to school on Physical Education (gym) days. Socks must be worn.

Full School

Please make sure to purchase white shirts and blue pants/skirts for special occasions that we celebrate together as an entire school community.

Hair, Grooming, and Personal Appearance

Students are expected to maintain a neat and well-groomed appearance consistent with the dignity and values of a Jewish Day School. Student's personal styles and appearance, in school, should be moderate.

Hairstyles, makeup, jewelry, piercings, and other aspects of personal appearance should be tasteful, dignified and appropriate for the school environment. Boys' haircuts must also conform to the requirements of Halacha.

The administration reserves the right to determine whether a student's hair, grooming, or personal appearance is consistent with these guidelines and may require appropriate adjustments when necessary.

Parents

We ask that parents join us in creating the school culture that we strive to create every day. Please partner with us by being role models for your children and our students. Parents entering our building are asked to respect and support the spirit of RPRY's Wardrobe by adhering to its policies.

Policies and Procedures

Attendance

Absence and Early Pickup

Regular attendance in school teaches our value of being **R**esponsible, will allow students to thrive and maximize success, and will enhance our school culture of being B'Yachad.

In case of absence:

- Please email your child's teacher and copy rpry@rpry.org.
- In case of illness, please also copy the nurse at nurse@rpry.org.

In case of early pick-up of students, please follow these guidelines to ensure student safety:

- Send an email to rpry@rpry.org to inform us of the early pickup and the time. Please inform us at least 1 hour in advance. (Please do not text your child's teacher directly regarding pickup, but notify the main office.)
- Sign your child out at the office window.
- Wait for office personnel to call your child to the office.

No student will be released unless a parent or other designated adult signs him or her out personally. Parents are not permitted to go to their child's classroom at any time without explicit permission. Please do not ask for your child to come to the office earlier than your arrival time.

The latest time for early pickup is 3:00 PM. We cannot facilitate early pickup so close to our regular dismissal time. When the need arises to pick up a UE or MS child at LS dismissal time please inform the office by 2:50 PM so that there is ample time to communicate this change.

If your child regularly attends aftercare and will not be participating on a given day, please reach out to your child's teacher and send an email to rpry@rpry.org to ensure that your child will be dismissed at the regular dismissal time.

When scheduling after-school appointments please be mindful that you may encounter delays in the carpool lane. Please plan accordingly.

Policies and Procedures

Attendance Cont.

Latenesses and Absences

Arriving on time contributes to a smooth start of the school day, sets students up for a successful day of learning, allows students to fully participate in everything the school day has to offer, and enables them to be fully integrated into our school community.

Students who arrive late miss valuable learning opportunities including enrichment support, interrupts the flow of the classroom, and will affect academic success. Repeated latenesses may require an in person meeting with parents and administration.

Persistent lateness or absenteeism will affect your child's grade and may necessitate a review of your child's enrollment at RPRY.

We appreciate your support in helping your child get to school ready and on time.

Academics

Homework

As part of our belief in encouraging RPRY students to be **R**esponsible students should be mindful of their academic expectations.

Homework for Grades 1-8

At RPRY, the joy of learning comes from deep engagement during the school day, whether through the medium of play or social mediation. Daily reading for pleasure is one of the most beneficial homework assignments for children in all grades, as it continues to build children's vocabulary and background knowledge, and reinforces decoding and fluency. Homework should allow children to review skills and crystalize their procedural knowledge. As children develop, there may be aspects of projects or research that may be part of the homework process. Policies are set by the principal of learning in conjunction with the classroom teachers to best meet the needs of the classes. If your child consistently struggles with these expectations, please reach out to your child's teacher to work with you to make adjustments.

Approximate length of time for study (combined Judaic and General Studies) may be up to:

- 1st grade 15 minutes
- 2nd grade 20 minutes
- 3rd grade 25 minutes
- 4th grade 30 minutes
- 5th grade 35 minutes
- 6th grade 40 minutes
- 7th grade 45 minutes-1 hour
- 8th grade 50 minutes-1 hour

Help your children develop good study habits by:

1. Scheduling a designated time and place and providing adequate lighting to do homework
2. Ensuring that your child has the materials he or she needs to do the work, e.g., pen, pencil, papers, etc.
3. Ensuring that the homework period is free of interruptions

We appreciate your cooperation in partnering with us to help your child succeed!

Academics

Testing

Middle School Testing Policy

In order to balance student workload and to ensure the success of our students please take note of our testing policy:

1. Students can have a maximum of 2 tests per day.
2. There must be a minimum notice of 4 school days before any tests.

"Tests" includes: tests, quizzes, projects, essays, presentations

Extended Time

Extended time that is designated "time and a half" means that if a test is 40 minutes, a student can receive an additional 20 minutes, either immediately afterwards or at a designated separate time, typically a lunch or gym period.

Shorter quizzes, for example, of 20 minutes, would garner an additional 10 minutes for extended time.

Middle School Academic Expectations

Every RPRY student is expected to make a reasonable and sustained effort to meet the academic requirements of their courses.

A low grade by itself is not a failure of responsibility. Students have different strengths, challenges, and learning needs, and at times students may struggle academically despite their best efforts. Students are, however, expected to participate fully in the academic process to address areas of difficulty.

If a student does not successfully complete a course, the student may be required to participate in an Academic Recovery Plan. If a student does not successfully complete the Academic Recovery Plan, their readiness for promotion to the following grade may be reconsidered.

See the full Middle School Responsibility Expectations for additional information.

Academics

Report Cards and Conferences

There are two Parent-Teacher Conferences a year for all grades. Check the calendar for exact dates.

Regular communication from teachers includes weekly newsletters, as well as emails or phone calls, as needed. We will keep you well informed of your child's progress throughout the school year.

Grades 1-8:

The school year is divided into three (3) marking periods or trimesters. Report cards will be posted on Renweb for each marking period. You will be notified by email when report cards are posted.

Early Childhood:

Early Childhood parents will receive their child's developmental checklists accompanied by an anecdotal report twice a year.

Accessing Report Cards

Report cards for grades 1-8 are posted on Parent Locker, which will be rolled out during the first two months of the school year. You will be notified when report cards are ready for viewing.

Health and Safety

Health and Medications

As part of our values of **R**especting others and valuing the **P**ersonal space and health of our entire school community:

- The school is required by NJ law to have state mandated immunization records for each student. According to State law the school must deny attendance to students whose records are incomplete. Please avoid placing your child in this situation by completing all necessary health forms in a timely fashion.
- Please provide nursing office with all updated medical action plans including allergies, asthma, diabetes, injuries etc.
- Please do not send a child to school if he or she is not feeling well. Students who are sent home from school with fever may not come back to school the following day. Students must be fever free (below 100.0) for at least 24 hours without fever reducing medication.
- A student who is absent due to a communicable illness (measles, coxsackie, fifth's disease, conjunctivitis/pink eye, diphtheria, diarrhea etc.), will not be readmitted to class without proper, written certification from a physician.
- Any student with two or more bouts of diarrhea will be sent home from school and may not return to school until symptoms have resolved.
- Any student returning to school after an injury (whether the injury happened in school or not), must present a doctor's note to the school nurse. The note must include the diagnosis, length of disability, and any limitations or special considerations needed by the student, e.g., use of crutches, inability to write, inability to walk steps, limited physical education, etc.
- Students needing to be sent home for medical reasons must be picked up within one hour of receiving notice from nursing office. Please ensure that your emergency contacts are available in case of these circumstances.

Please be in contact with the school nurse about all student illness or injury via email to nurse@rpry.org

Medications

Children who need to take prescription and/or over-the-counter medications during the school day **MUST** have the following on file with the school nurse:

- A supply of the medication
- A detailed prescription from the child's doctor (this applies even to over-the-counter medications)
- Written, dated permission from the parent for the medication to be given in school

*All medications (prescription or over the counter) **MUST BE** administered by the school nurse or authorized administration.

Health and Safety

Health Cont.

Keep Us Informed

For your child's safety, if your child is taking medications outside of school hours, it is imperative to inform the school nurse and either the Guidance or Think Tank Department. In addition, please inform the school nurse and either the Guidance or Special Services Department of any change in dosage, time, or medication. Confidentiality will be maintained, but our awareness of possible changes in the student's behavior or medical condition will prevent inappropriate responses on our part. It is extremely important that all of us who are involved in direct service to your family have this information.

The Nurse is available at ext. 217, the Guidance Department is at ext. 211, and the Think Tank Department is at ext. 225.

Lice

Children with lice may not come to school and will need to be sent home by the nurse if it occurs during school hours. Students must be treated before readmittance and must be home for 24 hours. Upon return, the family must provide a note from the provider who conducted the treatment to the school nurse. If the family chooses to do their own treatment the nurse will need to do a recheck before admittance. Under certain circumstances siblings or classmates may need to be checked.

Toilet Training

Children entering PreK and above should be fully toilet trained by the start of school. Parents may need to pick up a child who has frequent accidents.

Transportation

Buses and Other Modes of Transport

Buses

On the bus (whether to and from school or on a school trip) students are expected to:

- Be **R**espectful and follow directions from the bus driver or teacher
- Behave appropriately, just as if they were in a classroom, using low voices
- Refrain from using inappropriate language, teasing, or name-calling
- Remain seated and buckled in at all times
- Refrain from eating or drinking
- Keep hands to themselves
- Keep the aisle and emergency door clear of obstructions
- Keep their arms, feet, and head inside the bus at all times
- Discard trash in appropriate containers
- Keep the bus clean

Failure to abide by these rules results in compromised safety and can be cause for the suspension of bus service for your child.

Bicycles, Scooters, and Motorized Transportation

Students who ride bicycles etc. to school should lock them to the bicycle rack at the side of the school. No parking will be allowed in the school building. Bicycles are to be used only for transportation to and from school. It is state law that children wear helmets. In order to prevent possible accidents, skateboards and skates are not allowed to be used in school.

School is not responsible for any damage, theft, or loss of the bicycle and or injury that may occur on the way to or from school.

Visitors

We look forward to welcoming you to our building!

Upon entering the building all visitors are required to sign in with our security officer and receive a Visitor's Pass. Under no circumstances are parents or other visitors to go elsewhere in the building without specific authorization.

Transportation

Emergencies/Inclement Weather

Should it be necessary to close or delay school because of inclement weather or other emergencies (such as loss of power), you will receive an email message from the school. Communication regarding school closing or delayed opening will be made by 6:15 A.M.

East Brunswick Bus Students

In the event that the buses are not running due to inclement weather, the school may still be open. Please arrange to carpool to school.

Thank you for partnering with us!



Thank You