



ORANGE AVENUE SCHOOL

260 Orange Avenue • Milford, CT 06461

Joe Apicella

Principal

japicella@milforded.org

Shannon Saleski

Teacher Leader

ssaleski@milforded.org

Phone: (203) 783-3537

FAX: (203) 783-3619

Dear Lions,

I hope you all had a great summer, and you are excited to start a new school year! Last year was a great year for OAS and I am confident that the 2019-2020 school year will be even better. I continue to be impressed and amazed at what great staff, families and students we have here. I am proud to be the Principal of OAS.

Some important notes about this upcoming year:

- **Chromebooks** - one to one chromebooks is expanding to grades 3, 4, and 5. These students should have their chromebook by the end of fall.
- **Spanish** -Kindergarten and grade 1 students will have Spanish for 30 minutes on A and C days. We are excited about this new experience.
- **Specials** - The specials schedule will be the same as last year. We will be following a rotation schedule (Days A, B, C, and D). In addition, students will have the opportunity to have additional music, media, art, or PE throughout the year. The regular special rotations and “extra” specials can be found on the monthly calendar sent home at the beginning of the school year and available on our website.
- **Arrival and Dismissal information** - can be found on the back of this letter. It will also be emailed to you before school begins and can be found on our website.

This mailing includes a bright yellow Dismissal Form. This form is extremely important, as it tells the teacher how your child will be dismissed on the first day and beyond, as well as who is authorized to pick up your child. **This form must be completed and returned on the first day of school.**

Please enjoy the remaining weeks of summer. If you have any questions after reading the information online, you can email me or call the school at 203-783-3537. I look forward to seeing all our students on Wednesday, August 28th.

Sincerely,
Joe Apicella
Principal

Arrival Procedures

- Classes will begin promptly at 8:40 a.m. Students should arrive between 8:20 and 8:30 a.m.
- Students can be dropped off after 8:20 a.m. **There is no adult supervision prior to 8:20 a.m.** Buses will unload after 8:20 a.m.
- All students will line up in the hallway outside of their classroom. While waiting, students can read a book from their book bag or talk to their neighbor. Playing with toys or trading cards is not allowed during this time. At 8:30 a.m. all students will enter their classrooms.

If you will be driving your child to school: DO NOT DROP OFF IN THE FIRE LANE IN FRONT OF THE SCHOOL

There are two choices for drop off:

1. Drop-Off Loop: (preferred and easier and available for all grades) **The student drop-off area is the loop to the left side of the school.** There will be an OAS staff member to greet students getting dropped off. When you use the student drop-off, **pull up as far as you can and have your child exit your vehicle on the passenger's side directly onto the sidewalk.** Once inside, your child will proceed to their designated line-up area.
*There is no parking in the drop-off area. The traffic needs to flow for this drop-off area to work properly. If you need to park, please use the parent parking lot.
2. Parent Parking Lot: **The parent parking lot is the parking lot in front of the school.** Please park your car in a parking space and help your child out of the car. **Never let your child cross the parking lot or main driveway by themselves,** as the parking lot is very active during arrival, and it would be an unsafe environment for unsupervised children.

***Remember to say goodbye outside of the front door. Students should enter by themselves and go to their line-up area.**

Dismissal Procedures

- ✓ The school day ends at 3:25 p.m.
- ✓ All Kindergarten students will wear their lanyards the first day of school with their dismissal information on the lanyard. These lanyards must be worn to school every day for the first few weeks of school. If at any point in the year the lanyard comes home, please make sure it is returned the next day.

If your child goes to the YMCA Program: The YMCA staff will gather the students registered to their program in the all-purpose room, take attendance, and begin their session. To pick up your child from the program, you must call the YMCA staff.

If you are picking your child up from school:

- ✓ Parents picking their child up from school must park in a space in the parent parking lot and walk to the designated grade-level pick-up door. (Front door for grades Prek-2, Door 4 for grades 3-5) Please do not park in the drop-off lane.
- ✓ Prek-2 Students will be dismissed one at a time from the designated door (Note large grade level signs above the main entrance) by the classroom teachers on duty. Stand near your designated door at dismissal time, but please do not crowd the door. Please escort your children to your car—no student should be allowed in the parking lot unattended.
- ✓ **Please be prepared to show ID for the first few weeks.**
- ✓ Teachers will not release a student to an adult that is not listed on your emergency card. If you send someone to pick up your child who is not on your emergency card, you must send a note in to your classroom teacher. If unforeseen circumstances arise during the day, please contact the main office.

If you have more than one child...

•Regular Pick-Ups: For the few families that have more than one child getting picked up, we will send the older child to the younger child's location.

•Non-regular pick-ups with more than one child: If you are picking up for one day, you will need to get each child at their designated door the day you pick-up.

IMPORTANT!! PLEASE RETURN THIS FORM WITH YOUR CHILD ON THE *FIRST* DAY OF SCHOOL.

OAS 2019-2020

Dismissal Information Form

Student's Name _____ Grade _____ Room # _____

Teacher's Name _____

*Please check the appropriate boxes below.

My child's dismissal will be ...

	Monday	Tuesday	Wednesday	Thursday	Friday
The School Bus Bus # _____					
Parent Pick-Up					
Walker (4 th and 5 th Grade Only)					
YMCA					
Boys & Girls Club					

-
- **If there is a change in your child's dismissal, please send in a note to the classroom teacher. Unless there is a note, your child will be dismissed according to the above schedule. If an emergency should occur during the day, please call the office at (203)-783-3537.**
-

Please complete both sides.



Child's Full Name: _____

My son/daughter will be picked-up primarily by:

A. _____ relationship _____

Home # _____ (Cell #) _____

B. _____ relationship _____

Home # _____ (Cell #) _____

In the event that the primary persons are unable to pick-up my son/daughter at the end of the day, he/she may be released to the following persons:

1. _____ relationship _____

Home # _____ (Cell #) _____

2. _____ relationship _____

Home # _____ (Cell #) _____

3. _____ relationship _____

Home # _____ (Cell #) _____

I understand that my child will not be released to anyone other than these five people unless I have made arrangements in writing in advance.

Signed,

Parent/Guardian Signature

Date: _____