PowerSchool Portal/ Emergency Information	Log into PowerSchool using URL: https://wilton.powerschool.com/ For safety purposes, **please be sure you log into the PowerSchool Parent Portal to update your child's emergency information** before the start of school. The Portal will be open Wednesday August 20, 2019.
School Hours	Cider Mill is in session from 7:40 am to 2:10 pm. Students may begin entering the building at 7:20am. Cider Mill Main Office hours are from 7:00 am to 3:30 pm. 203-762-3351; **Continuing Education Aftercare (http://www.wiltoncontinuinged.org)** **SCHOOL HOURS** **Regular School Day** **Cider Mill School** 7:40 - 2:10 **Middlebrook/WHS** 8:20 - 2:50 **Miller-Driscoll School** 9:05 - 3:35 **Shortened Day/ Early Release** Cider Mill School 7:40 - 11:55 Middlebrook/WHS 8:20 - 12:30 Miller-Driscoll School 9:05 - 1:15 **Early Dismissal** *(unplanned, weather)* Middlebrook/WHS 8:20 - 10:30 Cider Mill School 7:40 - 11:30 Miller-Driscoll School 9:05 - 12:30 <table><tr><td>**School**</td><td>**1-Hour Delay Start Time**</td><td>**2-Hour Delay Start Time**</td><td>**3-Hour Delay Start Time**</td></tr><tr><td>Middlebrook/WHS</td><td>9:20 a.m.</td><td>10:20 a.m.</td><td>11:20 a.m.</td></tr><tr><td>Cider Mill</td><td>8:40 a.m.</td><td>9:40 a.m.</td><td>10:40 a.m.</td></tr><tr><td>Miller-Driscoll</td><td>10:05 a.m.</td><td>11:05 a.m.</td><td>12:05 p.m.</td></tr></table>
Absence/Tardy	If your child will be absent or tardy, please call (203) 834-4950 or email cmattend@wiltonps.org by 9:00 A.M. Children arriving after drop off ends at 7:40 A.M., must be signed in at the Main Office by a parent or caregiver.
Bus Transportation	Bus assignments, estimated time of arrival in the morning and the designated bus stop are available through PowerSchool. Please access this LINK to the WPS Bus Information Sheet for more details. Be sure to be at your bus stop at least 5-10 minutes before the scheduled arrival. Bus Barn Contact Information: 203-762-8600
Calendar	The Cider Mill School calendar is available at www.wiltonps.org/cider-mill. The Wilton Public Schools' district calendar can be found at the following link.
Lost & Found	Lost items should be reported to the office. Students should turn in any "found" items to the office. The lost and found in Cider Mill is located in Kent and Cannondale. Valuable "finds" are kept in the office. Please check out "Lost and Found" from time to time as remnants are donated quarterly to charity.
Lockers	Students will have an individual locker to be used primarily to store outer clothing and backpacks. Lunches generally are kept in lunch buckets near the classroom. Since students do not use locks on their lockers at Cider Mill, if necessary, the teacher can hold any valuables related to school projects. Only magnetic decorations may be used in lockers. No stickers or items requiring tape, peel and stick backs are to be used in or on any lockers.
Communication	You may contact the school at 203-762-3351. Staff members may also be reached by email using the following format: last name then first initial @wiltonps.org. (Example: falconej@wiltonps.org School Messenger is used to communicate information through email.
Birthdays & Celebrations	Children's birthdays are celebrated in various ways in our classrooms. At the start of the school year, your child's teacher will let the parents know how he/she would like to celebrate the birthdays in the classroom. Some teachers have parents read a special book while others may have parents to do a craft with the class. Our school policy allows for healthy treats to be brought into school to be shared with classmates for birthdays and other special whole-class celebrations. For each celebration, individual children may bring in a special treat selected or prepared by their own parent to enjoy.
Drop Off & Pick Up	There are two drop off/pick up lines. As you pull into the driveway, North is to the right of the school and South is to the left of the school. Drop off runs from 7:20 am to 7:40 am. After 7:40 am parents or caregivers must park and sign their child in at the Main Office. Doors are locked promptly so teachers can start instruction. In the afternoon, children are dismissed to the pick-up areas at 2:10pm. During pick-up time, please *remain in your car and remain in line at all times*.

Lunch	Students may bring their lunch from home or purchase it at school. Hot and cold lunches cost $2.75. Monthly menus from Chartwells, our food services provider, are located on our website at https://www.wiltonps.org/departments/chartwells-food-service. Funds may be deposited into your child's account on www.myschoolbucks.com or parents can send a check made out to "Chartwells" to school with their child. Chartwells Contact Information: 855-832-5226
School Store	The school store will be open for students 1 day a week during lunch. Students may bring up to $5.00 to buy items AFTER they eat their lunch. Some items that are available at the school store are pencils, erasers, strings books.
School Dismissal Manager	Before the start of school, parents will receive an email from School Dismissal Manager with their activation codes to set up an account. Children's dismissal plans **MUST BE ENTERED BY 12:30 P.M.** on a regular day and **10:30 A.M.** on an early dismissal day for each day. Children will be sent home based on the *default plan* entered into SDM if a different plan is not entered. Pick up notes should be sent to the teacher if the child is being picked up prior to 2:10 P.M., as teachers do not see their School Dismissal reports until the end of the day. See LINK for more information.
Smart Devices	iPods, cell phones, Smart Watches, electronic games, are not appropriate to have in class and if brought to school should be stored in lockers. "Kindles" (and other e-book readers) can be brought in class with the teacher receiving parental permission. Please note the school is not responsible for lost or stolen devices.
Visitors	Parents, relatives, and friends are always welcome to visit our school. Visitors must always enter the school through the main entrance and register at the school office before going to the classroom. Visitors are required to wear a Visitor Name tag when at school for your child's safety. Visitors must sign out as they leave. ALL VISITORS MUST PRESENT LICENSE OR PASSPORT TO REGISTER INTO THE COMPUTER SYSTEM.
Homework Policy & Guiding Principles	- Reading is completed nightly as part of homework. -Homework should not exceed times; speak to the teacher if assignments are taking longer. -Purpose of homework: review, reinforce and practice concepts learned at school -If a child doesn't understand a concept, parents should excuse the student from homework; send a note to the teacher -Science/social studies homework is minimal; most projects are school-based and completed in school, NOT for homework. -Students should practice some keyboarding over the course of the week.

Grade-level homework guidelines	Grade 3 (no more than 30 min/day)	Grade 4 (no more than 40 min/day)	Grade 5 (no more than 50 min/day)
	Math - 20 - 40 min/week ELA- 60 - 80 min/week Keyboarding - 15- 20 min/week	Math- 40 - 60 min/week ELA- 80 - 100 min/week Keyboarding- 20 - 25 min/week Sci/Soc. St.- as needed	Math- 60 - 80 min/week ELA- 100 -120 min/week Keyboarding- 30 - 40 min/week Sci/Soc. St. - as needed
Grade-level Keyboarding	10-15 WPM 85% Accuracy	15-20 WPM 85% Accuracy	20-25 WPM 90% Accuracy
Band/instrument practice = 20 min/day or 100 min/week; Strings practice = 15 minutes/day			