

Greenwich Public Schools  
Greenwich, CT  
Instruction

**Elementary Birthday Celebrations**

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Greenwich Public Schools recognizes the significance of birthday celebrations for elementary aged students, our priority is to protect instructional time during the school day. We ask that the following guidelines be adhered to in each of our elementary schools:

Celebration:

- Parents or Guardians will confer with classroom teachers to determine the date and time of an in-class celebration. The time may not interfere with instructional time (examples of appropriate times during the school day include: snack time, inside recess, lunch period, etc.). School personnel will determine the appropriate time of the celebration.
- Celebrations will be limited to 10 minutes.
- Although parents may attend such celebrations, it is strongly encouraged that parents drop off non-food celebration items at the main office prior to the start of the school day, avoiding any disturbance to classroom instruction. Parents must adhere to the 10 minute limit for their birthday celebration visitation due to the impact extending this time would have on instructional time.

Non-Food Birthday Celebration Items:

- In accordance with the Greenwich Public Schools Wellness expectations birthday items must include non-food items only.
- Each school will determine the non-food items/activities that may be included in the classroom birthday celebration.
- Students are not allowed to distribute the celebration items to and/or visit other classrooms.

Other:

- Parents and Guardians are asked to refrain from sending invitations, thank you notes or other correspondence regarding non-school sponsored parties to school for distribution, unless all children in the classroom are/were invited.

**Regulation Updated: November 2021**