

Plumsted Township School District Student Handbook 2026-2027

NEW EGYPT PRIMARY SCHOOL



**Unleashing Unlimited Opportunities...
Empowering One Warrior At A Time!**

School Hours

School Day: 9:20 a.m. - 3:20 p.m.

Early Dismissal: 9:20 a.m. - 1:20 p.m.

2 Hour Delayed Opening: 11:20 a.m. - 3:20 p.m.

Board of Education

Mrs. Ashley Raywood, Board President
Mrs. Lyndsey Gill, Board Vice President
Dr. Vincent Giardina
Mr. Craig Goldberg
Mrs. Kathryn Kovacs
Dr. Thomas Semko
Mr. Robert Stepnowski

Central Administration

David Ytreboe, Superintendent
Heather DeGrandis, Director of Planning, Research, and Evaluation
Jessica Drucker, Director of Pupil Services and Early Childhood Education
Sean Gately, Business Administrator

New Egypt Primary School

At the New Egypt Primary School, we are most fortunate to have a highly skilled and talented staff that believes in the philosophy of Every Child, Every Day, Whatever it Takes!

Our child-centered environment is designed to meet the academic, social, emotional, and developmental needs of every student. Our effectiveness is supported by current research, the implementation of differentiated learning, and best practices. Our school will provide a safe community of caring learners who support one another and strive to achieve their personal best.

The Plumsted Township School District shall inspire all students to realize their personal potential. A rich and challenging learning environment, in partnership with the community, will develop critical thinkers, lifelong learners, and productive citizens in an emerging global society.



TABLE OF CONTENTS

Welcome Letter.....	4
Quick Reference.....	5
Communication	
Parent Square.....	6
Chain of Command.....	6
Drop Off/Pick-up Procedures	
Arrival.....	7
Late Arrival.....	7
Dismissal.....	7
Delayed Opening Schedule.....	8
Early Dismissal Schedule.....	9
Leaving Early.....	10
School Closing.....	10
Power Failure.....	10
Attendance Policy.....	10/11
Reporting Absences.....	11
Building Security	
Video Surveillance.....	12
Safety Drills.....	12
Dropping Off Items.....	12
School Food & Health Services	
Food Services.....	12
Medications.....	13
Illness/Injury in School.....	14
Keeping Children Home.....	14
Communicable Diseases.....	14
Immunizations.....	14-15
Progress Reporting	
Report Cards.....	15
Parent-Teacher Conferences.....	15
Promotion Retention.....	15
Student Services	
Guidance.....	16
Preschool Intervention & Referral Team.....	16
Response to Intervention.....	16
Child Study Team.....	17
Child Find.....	17
504.....	17
Student Section	
Code of Conduct.....	18-21
Student Expectation.....	18
Lunchroom/Playground Behavior.....	18
Transportation.....	19
Additional Information.....	19-20
Appropriate Dress.....	20
HIB.....	20-21
Our Goal.....	21

Dear Primary School Families,

On behalf of the staff at New Egypt Primary School, we are so excited to welcome you to a new school year! We hope that you enjoyed your summer break while relaxing, going on adventures, and creating memories with your friends and family. We have missed our youngest Warriors and extend a warm welcome to our new Warriors and families joining us for the first time this fall

We are confident that this will be an incredible school year for students and staff. Our dedicated staff has been in their classroom setting up a warm, welcoming environment for your children. New tile floors were installed in all of the preschool classrooms. Our custodial staff has been cleaning, waxing, and polishing the floors, while maintenance has been making repairs. Our much-appreciated PTO is preparing to welcome families, provide exciting events and programs, and offer volunteer opportunities.

We believe that EVERY student can and will succeed. It is our job as educators to find all students' strengths and gifts and help them flourish. We are passionate about advocating for ALL students, ensuring that their educational, behavioral, and social/emotional needs are met.

In preparation for this upcoming school year, please review the student handbook with your child and be sure to acknowledge that you did so by signing off in the Genesis Parent Portal. We appreciate your dedication and commitment to partnering with our school to make this our most successful school year yet!

Sincerely,

Jessica Drucker and Ginger White

Jessica Drucker
Director of Pupil Services & Early Childhood

Ginger White
Early Childhood Education Assistant Principal
New Egypt Primary School

Quick Reference
(print this page out for a quick reference)

School Hours
Full Day: 9:20 a.m. - 3:20 p.m.
Early Dismissal: 9:20 a.m. - 1:20 p.m.
Delayed Opening: 11:20 a.m. - 3:20 p.m.

Arrival
Doors open at 9:16 (Late after 9:20)

Absences
Please call (609) 758-6800, press 1-1-2, and leave your name, child's name, teacher's name, the date, and the reason why the child is going to be absent.

Main Office: (609) 758 - 6800 x5000

Mrs. Jessica Drucker, Director of Pupil Services & Early Childhood
Mrs. Ginger White, Early Childhood Education Assistant Principal
Mrs. Sarah Van Ness, Primary Building Secretary
Mrs. Stacy Corby, Administrative Assistant to the Director of Pupil Services and Early Childhood and District Registrar
Mrs. Christine DeSantis-Conevery, School Nurse
Mrs. Heather Collins, Guidance Counselor PK-2
Ms. Madyson Reilly, CPIS/Social Worker
Mrs. Tracy Staples, PIC/PIRS

Food Services: Breakfast - \$1.95 & Lunch - \$3.30
Car Drop-off: Please pull up as directed, turn your car off, and assist your child in exiting the car; a staff member will be there to take your child
Birthdays: No food, please; pre-packaged non-edible items are acceptable
Snack: Please only send enough food to be eaten within a 5-minute timeframe; students are encouraged to bring a water bottle; no sugary drinks
Technology: Please do not send your child with an Apple/Android/V-Tech watch. They can be very distracting to your child.
Toys/Trading Cards: Please be sure these items stay home.



DISTRICT COMMUNICATION

Please note that if you are in need of language translation services, the school district has staff who can support you and your family. Please alert the school so that arrangements can be made.

ParentSquare

In an effort to streamline communication and make it easier for parents/guardians to be aware of classroom, school building, and district information, we will be using one tool district-wide. This will allow you to receive all school notifications in one place!

You will be able to stay connected anywhere via the ParentSquare communication app or the online parent portal.

1. Download the ParentSquare app on your mobile device or go to the ParentSquare website
2. Log in with the email or phone number registered with the school (make sure the school has your current email **AND** mobile phone number)
3. Set your notification preferences in ParentSquare
4. Start receiving posts and announcements

ParentSquare is now the official communication tool of the Plumsted Township School District. If you have any difficulty accessing ParentSquare, please call the main office at extension 5000.

Where to Go to Have Your Questions Answered

Please follow the following chain of command for any questions or concerns about your child's educational program.

1. **The Teacher** – Each teacher has a voice mailbox. You may also leave a message with the office for a teacher to call you back. Message the teacher through Parents Square or send a direct email.
2. **Early Childhood Education Assistant Principal** – Once the teacher has been contacted and you still have some concerns, you should then contact the Early Childhood Education Assistant Principal at 609-758-6800 ext. 5110.
3. **Director of Pupil Services, Technology, & Early Childhood** -- Once the Assistant Principal has been contacted and you still have some concerns, you should contact the Director at 609-758-6800 ext. 5008.
4. **The Superintendent of Schools** – A conference with the Superintendent of Schools is most appropriately held if you feel that questions or concerns have not been addressed adequately at earlier levels. To make an appointment, you should contact the Plumsted Township Superintendent by dialing 609-758-6800 ext. 3-4.
5. **The Board of Education** – The last level of contact with the district about a question or concern is the Plumsted Township BOE.

DROP-OFF/PICK-UP PROCEDURES

Arrival of Students

Students should not arrive at school before 9:16 AM, unless they are in NEEDs or there was a pre-approved activity scheduled. Teachers and support staff are involved in daily meetings; therefore, no supervision is available before this time.

Late Arrival

When students arrive late for school (after 9:20 AM), they must be accompanied by an adult and report directly to the main office to be signed in. It is important for your child to receive a tardy slip at the main office to avoid being marked absent for the day.

Arrival and Dismissal

Regular arrival is **9:16 AM - 9:20 AM**. Parents will drop off their child following the directed car rider route.

Regular dismissal on a full day is at **3:20 PM (1:20 PM on early dismissal days)**. Car riders will be called at 3:10 PM and dismissed before the bussed students. **Parents should pick up their kids in front of the building at the main doors.** Parents may not come into the school building during dismissal to pick up their children. ***Please note there is a 100% ID check.**

Parents picking up their children who normally ride a bus must sign their child out in the main office. If, for any reason, there is a change in your child's normal dismissal routine, a note must be sent to the classroom teacher informing them of the change. Students must ride their assigned bus.

Arrival and Dismissal Procedures

Car Rider Arrival

Car Lane **Bus Lane**

- Students should not arrive at school before 9:16 AM, unless they are in NEEDs

School Hours

9:20 AM - 3:20 PM

Early Dismissal

9:20 AM - 1:20 PM

THANK YOU

Car Rider Dismissal

- ✓ 100% ID Check
- ✓ Person must be on approved list in Genesis
- ✓ Contact Sarah Van Ness and Stacy Corby at 609-758-6800 X 5000 via phone call or Parent Square with any last minute dismissal changes
- ✓ Pick up in front of school entrance
- ✓ Car riders will be called at 3:10 PM and dismissed before the bussed students.

NEPS DELAYED OPENING INFORMATION



2-HOUR DELAY SCHOOL HOURS:

11:20 AM – 3:20 PM



DROP OFF:

11:16 AM



PRESCHOOL CAR RIDER PICK UP STARTS:

3:10 PM & KINDERGARTEN AT 3:15 PM



THERE IS NO BREAKFAST AND SNACK ON DELAYED OPENING DAYS
SINCE LUNCH IS SERVED ABOUT AN HOUR AFTER ARRIVAL.



KINDERGARTEN SCHEDULE

11:20 – 12:00	Morning Meeting and Morning Work
12:00 – 12:20	Number Corner
12:20 – 12:50	Lunch
12:50 – 1:10	Recess
1:10 – 1:50	UFLI
1:50 – 2:30	Math
2:30 – 3:00	Centers
3:00 – 3:20	Closing, Pack up, Dismissal



PRESCHOOL SCHEDULE

11:20 – 11:35	Arrival / Limited Choice
11:35 – 11:55	Morning Meeting / Large Group
12:55 – 12:25	Choice
12:25 – 12:35	Read Aloud
12:35 – 1:05	Lunch
1:05 – 2:05	Quiet Play / Rest
2:05 – 2:20	Gross Motor / Movement
2:20 – 2:50	Limited Choice / Small Groups
2:50 – 3:10	Read Aloud / Closing Circle
3:10 – 3:20	Dismissal



Since students will only be in school for a little over 1 hour 30 minutes before rest, an option of quiet activities will be provided students who do not need to rest (playdough, coloring, books, etc.)



THANK YOU FOR YOUR SUPPORT!

We appreciate your partnership in making delayed opening days successful!



NEPS EARLY DISMISSAL INFORMATION



EARLY DISMISSAL SCHOOL HOURS: 9:20 AM – 1:20 PM



DROP OFF: 9:16 AM



PRESCHOOL CAR RIDER PICK UP STARTS: 1:10 PM
& **KINDERGARTEN:** 1:15 PM



THERE ARE NO SCHOOL LUNCHES SERVED ON EARLY DISMISSAL DAYS.
PLEASE SEND IN A LIGHT LUNCH AND SNACK FOR YOUR CHILD.



PRESCHOOL SCHEDULE

9:20 – 9:50	Arrival / Snack / Limited Choice
9:40 – 10:00	Morning Meeting / Large Group
10:10 – 10:45	Gross Motor
10:45 – 11:00	Read Aloud
11:00 – 12:05	Choice
12:05 – 12:25	Small Groups
12:25 – 12:55	Light Lunch / Snack
12:55 – 1:10	Read Aloud / Closing Circle
1:10 – 1:20	Dismissal



KINDERGARTEN SCHEDULE

9:20 – 9:40	Morning Work
9:40 – 10:00	Morning Meeting
10:00 – 10:30	Number Corner
10:30 – 10:40	Light Lunch / Snack
10:40 – 11:00	Reading
11:00 – 11:30	UFLI
11:30 – 12:00	Writing
12:00 – 12:30	Math
12:30 – 1:00	Centers
1:00 – 1:20	Closing, Pack, Dismissal



THANK YOU FOR YOUR SUPPORT!

We appreciate your partnership in making early dismissal days successful!

Children Leaving Early from School

When picking up your child early for a scheduled appointment, please send in a note to notify the teacher so that homework can be provided ahead of time. Students who need to leave school before the end of the regular school day must be called for by the main office. A parent or guardian must report to the office and sign the student out. Only authorized people listed on a student's registration card may sign the child out. **Anyone signing out a student will be required to show I.D. and must be at least 18 years of age.**

Please note that removing students early continually is a disruption to your child's learning experience.

School Closings

If school is closed or delayed in opening due to inclement weather or other emergencies, you will receive a notification via Parent Square as well as a call from our Automated Emergency Notification System with a recorded message advising you of school closing/delayed opening information. Please be sure the school has an up-to-date daytime telephone number to use. Should your phone number change during the school year, contact the school immediately. School closings will also be posted on the school website at www.newegypt.us.

For emergency closings while school is in session, the Automated Emergency Notification System will call the primary phone number on file. Updates will be provided via Parent Square as well as posted on the district's webpage.

Power Failure

During a power failure, the phones in the office only function for a short period of time via back-up battery. In the event of a power failure, an emergency phone will be activated. If you need to reach us during a power failure, you may contact the main office at 609-758-6868. Please note this line only operates when the power goes out.

ATTENDANCE

Policy

The Plumsted Township School District has an obligation to require that students be present in school each day to receive the maximum benefits of a thorough educational program. Students will be considered to have attended school when they have been present at least four hours during the school day. **This does not include lunch and recess time.**

Students are permitted excused absences from school as deemed allowable under the district attendance policy. Some of these instances are, but not limited to: a death in the family, court appearances, and religious holidays. Absences from school for any reason other than those identified in Board Policy are **unexcused absences** (i.e., illness without a doctor's note, vacations or family travel). All absent students, regardless of the reason, must complete assignments and be prepared to resume all academic responsibilities. Parents/guardians are responsible for notifying the school early in the day when a child will

be absent and for informing the school of the reason for the absence. Any unverified absences from school are also considered unexcused absences.

For students in Kindergarten, prolonged or repeated absences, excused or unexcused, deprive the student of the classroom experience deemed essential to learning **and may result in retention at that grade level.**

When a student fails to report to school, accumulating up to **four unexcused** absences, the district shall:

- Make a reasonable attempt to notify the student's parent/guardian before the start of the following school day.
- Make a reasonable attempt to determine the cause of the unexcused absence through parent contact.
- Identify, in consultation with the student's parent/guardian, any necessary action to address patterns of unexcused absences.
- Follow all procedures according to the law and board policy 5142 Safety and policy 5141.4 Child Abuse and Neglect.
- Cooperate with law enforcement and other authorities and agencies as appropriate.

If the pattern of unexcused absences continues and **five to nine unexcused** absences are accumulated, the district shall additionally develop an action plan and specify interventions for supporting the student's return to school with regular attendance, which may include:

- Referral to Response to Intervention team.
- Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs.
- Consideration of an alternate educational placement.
- Referral to a community-based social and health provider agency.
- Referral to court or court programs.

The orderly conduct of class activity depends upon the prompt and precise beginning of the school day. Tardiness hinders the proper conduct of school activity. A student who is continually tardy to school will be subject to disciplinary action as outlined in the board attendance policy.

All discipline regarding the attendance of students shall be consistent with board policy.

Preschool Parents

Please note: 10 unexcused absences may result in the student being removed from the preschool program. Your child may be dropped from the roster if regular attendance cannot be established or absence exceeds 10 days. This allows for a student on the waiting list to be given the opportunity to enroll in the program. Families will be given every opportunity to establish regular attendance and will be dropped from the roster only when they are unwilling or unable to do so. Students ages 5 and under with truant matters cannot be taken to court; however, students ages 5 and under with truant matters can be dropped from the roster. Dropping a student is not an expulsion or punitive. Parents/guardians will have to register their child again to return to the program. If there is a waitlist, the child will be put on the bottom of the waitlist.

Procedure for Reporting Absences -

Regular attendance is required so that students maintain consistency in their educational program. However, should your child be absent from school due to illness, for an appointment, etc., please call our attendance voicemail at **(609) 758-6800, prompt 1-1-2, and leave your name, child's name, teacher's name, the date, and reason why the child is going to be absent.** You may also make requests for homework on the attendance voicemail.

BUILDING SECURITY

The safety and security of our children is the highest priority. The following procedures will be followed:

- Once the school day begins, all doors will be locked.
- All parents and visitors require appointments and must enter and exit through the main entrance.
- All parents and visitors will be signed in at the main entrance and receive a visitor's pass that must be worn while in the building. **The visitor badge is for one location. Please do not go to other areas of the building or additional classrooms.**
- Parents who visit or volunteer are **not permitted to bring other children with them.** A visitor/volunteer's time will be completely utilized by the classroom students.

Video Surveillance Monitoring

Surveillance cameras are located throughout the exterior of the school building. Anyone on school property may be videotaped.

Safety Drills

Fire drills and security drills are held to prepare all students and teachers should an emergency arise. To prevent confusion, absolute silence is to be maintained during the entire drill. Teachers will guide students to a designated location. During a fire drill, all pupils and staff must leave the building. Safety and security drills will also be conducted. In accordance with the law, parents/guardians will be notified anytime a security drill is conducted (excluding fire drills). The specific type of drill or procedures will not be disclosed for safety reasons.

Dropping off Items

Once the academic day has started at 9:20 AM, it is our goal not to interrupt instruction. If you need to drop off items to your child such as lunch, eyeglasses, homework, etc., we ask that you label the item with your child's name and teacher, place it on the shelf in the vestibule, and ring the bell to notify the office staff of what you are leaving. A staff member will retrieve items from the shelves and deliver them to the classrooms.

SCHOOL FOOD & HEALTH SERVICES

The federal free lunch program has ended. Parents are encouraged to apply for free or reduced meals using the application link on our website.

We have contracted with an outside food service, Nutri-Service Management Inc., to provide breakfast and lunch. Breakfast will be served between 9:20 and 9:35 AM. The price for a full breakfast is \$1.95. The price for a full lunch will be \$3.30*. **White milk will be served with all lunches unless a doctor's note is provided**, in which case juice will be substituted.

*Please visit the district website for information about menus and purchasing meals for both breakfast and lunch during the 2026-2027 school year.

Early Dismissal Meals

- Breakfast **will be** served
- Lunch **will not** be served. Please send your child in with a light lunch on those days.

Delayed Opening Meals

- Lunch **will be** served.
- Breakfast **will not** be served.

SCHOOL NURSE

The following is a brief overview of the services provided by our school nurse. Please see the website for additional information.

The school nurse is available to handle medical emergencies and general first aid.

Medications

By law, the nurse cannot give any medications without a written doctor's order and parental permission. nor can she make a medical diagnosis of illness. **Any medication prescribed by a doctor that is to be taken in school must be brought to the nurse by the parent or guardian (not the student) for her to administer and hold.** This includes all prescription and all over-the-counter medications, including aspirin, Advil, and Tylenol. Written orders are to be provided to the school from the primary care physician/nurse practitioner. You can obtain a form for medications from the school nurse.

The medication is to be brought to the school in the original container, appropriately labeled by the pharmacy or physician. The school will provide a secured, locked space for the medication.

The school nurse (RN), substitute nurse, or parent/legal guardians are the only persons permitted to administer medications in school.

A new medication form must be completed each new school year and whenever the physician changes the prescription.

Illness or Injury in School

If a student becomes sick or is injured while at school, the nurse will administer first aid as necessary to prevent further complications.

If a student is sick in school, the parent/guardian will be contacted to come and transport him/her home, and the student will be referred to either the student's physician or the emergency room. **Please note: a parent or guardian must be available to pick up the student within 30 minutes of being notified.**

If any injury is serious, the parent will be contacted to transport the student to a doctor or the hospital. Only in extreme emergencies, where the parent or other person designated on the emergency health card cannot be located, will a seriously injured pupil be transported to the hospital.

Guideline for Keeping Children Home

If your child is complaining of feeling ill, has a fever, diarrhea, or has been vomiting the night before school, please keep them at home. **Please note that children must be free of vomiting, diarrhea, or fever for 24 hours (without Tylenol or Advil fever-reducing medication) before they return to school.**

Communicable Diseases

Parents are requested to notify the school nurse whenever a child has a contagious disease. A doctor's note may be necessary before returning to school.

- **Chicken Pox** – Communicable from five days before the rash until lesions become dry or not more than six days after the last crop of vesicles. (If the child does not have a doctor's note to return, the nurse will examine the child to determine if all lesions are dry).
- **Conjunctivitis** – Communicable for the first 24 to 72 hours and until discharge has ceased. The child will need a doctor's note to return to school, or the eye is symptom-free.
- **Strep Throat** – If untreated, communicable for several weeks. If treated, communicable for less than 24 hours. Children are excluded from school for 24 hours after beginning antibiotic therapy and need a doctor's note to return to school.
- **Lice** – Since lice multiply fast, they should be treated promptly. Any child discovered to have lice will be immediately excluded from school. After treatment by medicine called a "pediculicide," a parent or guardian should bring the student **to the nurse's office for re-examination** before returning to school. **Children will not be admitted into school until their hair and scalp are completely free of nits (eggs).**

Medical Policies

There is an established, uniform set of immunization requirements applicable to children in all schools in New Jersey. These requirements apply to all children attending school, not only new entrants.

Required Immunizations are:

1. Diphtheria, Tetanus, Pertussis (DTP)
2. Polio vaccine (OPV/IPV)
3. Measles, mumps, and rubella vaccine (MMR)
4. Mantoux test (TB) is required for new students (transfer in) from other countries. It is strongly recommended for all other students
5. HEPATITIS B vaccine
6. Varicella (chicken pox vaccine)

The ultimate method by which these regulations are enforced is by the exclusion of children who do not meet the immunization requirements. Specific power for such exclusion is provided in the law (Chapter 150, P.L. 1974, N.J.S.A. 26AA-9). It is not the intent of the regulations to keep children out of school, but to ensure that children receive immunizations to prevent disease in themselves and the spread of disease to others.

The Flu vaccine is a requirement for child care/preschool attendance for those who are 6 through 59 months of age. At least one dose of flu vaccine is due by November 30th of each year. Children who do not have documentation of receiving the flu vaccine or don't have a valid medical or religious exemption by November 30th will need to be excluded from school until the end of flu season, which is usually until March 31 in NJ. Such students may return to school sooner than March 31 if they...

- Submit documentation of receiving the flu vaccine or submit a religious/medical exemption

N.J.A.C. 8:57-4.19 stipulates that children six months through 59 months of age attending any licensed child care center, or preschool facility on or after September 1, 2008, shall annually receive at least one dose of influenza vaccine between September 1 and November 30th of each year.

PROGRESS REPORTING

Kindergarten Standards Based Report Cards and Preschool Report Cards

A report card is provided to parents two times a year. These report cards are intended to monitor a student's progress towards mastery of the New Jersey Student Learning Standards. Parents/guardians can access the report card by logging into the parent portal in Genesis. Preschool Report Cards are shared via hard copy.

In addition to the formal report cards, written notifications reporting a student's interim status will also be issued twice per year.

Parent-Teacher Conferences

Parents may request a conference at any time during the year. Formal Parent/teacher conferences are scheduled in early November, with additional conferences in the spring if needed. **Teachers cannot hold conferences during instructional times.**

Promotion/Retention Policy

A pupil in Kindergarten will be promoted to the next succeeding grade level when they have completed the course requirements; has achieved the instructional objectives set for the present grade; has demonstrated the proficiencies required for movement into the educational program of the next grade; has met the attendance policy as outlined by the Board of Education; and has demonstrated the degree of social, emotional, and physical maturation necessary for successful learning experience in the next grade.

If it is determined that a pupil's **progress and/or attendance** are not sufficient to meet the promotion standards, the teacher shall notify the parent(s) or legal guardian(s) and the pupil and offer immediate consultation to the pupil's parent(s) or legal guardian(s).

Classroom teachers shall recommend to the Building Principal the promotion or retention of each pupil. Parent(s) or legal guardian(s) and adult pupils may appeal a promotion or retention decision to the Building Principal, whose decision shall be final.

In grades PK-5, the parent(s) or legal guardian (s) will be **notified during the first week of May**, when the possibility of a pupil not being promoted is determined.

It is noted that if a student is not making progress toward the grade-level instructional goals, interventions will be discussed and put into place. The goal is to provide interventions and help the student perform to the best of his/her ability.

STUDENT SERVICES

Note: Below is a general description of the many services provided to support all students. Please visit the school website to learn more about the various services listed below.

Guidance Services

Guidance Services are available to students, parents, and teachers. The role of the counselor is to assist students with personal, social, and home problems. In addition, the counselor acts as a liaison between the students, parents, school, and community. The school counselor regularly consults with parents, teachers, administration, the Child Study team, the Response to Intervention team, outside professionals, and community agencies. In order for the counseling program to be effective, it must be based on confidentiality. Therefore, unless the child or another individual's safety is believed to be at risk, the school advisor is not at liberty to discuss particular facts about any student receiving counseling with staff. Confidentiality guarantees trust between student, family, teacher, and the school community.

Preschool Intervention and Referral Team (PIRT)

The primary role of the PIRT team is to provide support to the Preschool classroom teacher by modeling strategies and providing written interventions for children who exhibit persistent challenging behaviors and learning difficulties. Interventions will be discussed, implemented, and data will be collected to determine the student's progress toward goals set at PIRT meetings. With home-school collaboration, we work to ensure that your child is in a nurturing environment, where his/her strengths are highlighted and celebrated. Every child learns at a different pace and in his/her unique way. If your child is referred to PIRT, it's to provide support to ensure that he/she is working to his/her best potential while working toward kindergarten readiness and developmental skills, including social and emotional development, motor skills, language and communication skills, and cognitive skills.

Response to Intervention (RTI)

The Response to Intervention Team (RTI) and the Multi-Tiered System of Supports (MTSS) are supplemental student support services that provide school staff with a collegial problem-solving mechanism for learning, behavior, and health-related issues. The school's RTI Team is integrated into the school's overall program and is supported by research-based educational practices and planning principles.

Child Study Team

Students with special educational needs are provided services at school. Included on the staff are Speech and Language Pathologists, Occupational Therapists, Physical Therapists, and Basic Skills Teachers.

Child Find

Educational opportunities for children with disabilities are available in the Plumsted Township School District as required by state law. If you live within the boundaries of the Plumsted Township School District and either have or know of a child between the ages of birth and twenty-one that may have a physical, mental, or emotional disability, please contact the Department of Student Services at 609-758-6800 prompt 2-3. The school district will arrange for a free evaluation by the Child Study Team.

Section 504

Section 504 is a federal law prohibiting discrimination against individuals with a disability or impairment by any program or activity receiving federal financial assistance. In order to fulfill our obligation under Section 504, our school will not knowingly permit discrimination against any person with a disability or impairment in any of the programs and practices of the school. The school district has the responsibility to identify, evaluate, and, if the child is deemed eligible under Section 504, afford access to appropriate educational services.

The Plumsted Township School District does not discriminate on the basis of disability in admission to its programs, services or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations.

If you have any questions, complaints, or requests for additional information regarding the ADA and Section 504 please contact the Director of Pupil Services for the Plumsted Township Schools at (609) 758-6800 extension 1408.

STUDENT SECTION

The following section addresses student-centered matters. All parents/guardians are expected to review it with their children to ensure their understanding of the expectations and behaviors associated with attending school.

STUDENT CODE OF CONDUCT

[District Student Discipline/Code of Conduct Policy](#)

[5160 Suspension Policy](#)

[2415.06 - Unsafe School Choice Option](#)

Preschool & Kindergarten Code of Conduct

Our Wee Warrior Expectations

At New Egypt Primary School, we recognize that young children are still learning how to manage emotions, solve problems, follow directions, and make safe choices. Our goal is to **teach appropriate behavior while maintaining a safe, caring, and respectful school environment.**

STUDENTS EXPECTATIONS

- **Be Safe:** Keep hands, feet, and objects to themselves and follow safety directions in school, the classroom, and on the bus. The cafeteria, gym, library, playground, class trips, after-school activities, etc., are all extensions of the classroom.
- **Be Kind:** Use kind words, gentle actions, share, take turns, and include others.
- **Be Respectful:** Listen to adults and classmates, respect personal space, and care for school property.
- **Be Responsible:** Follow routines, take care of belongings, clean up, and ask for help when needed.
- **Be Present:** Attend school and be on time
- **Be Dressed Appropriately:** Follow dress code
- **Be Your Best:** Do your BEST and be your BEST

LUNCHROOM & PLAYGROUND BEHAVIOR

- All students have the right to enjoy a quiet and relaxing lunch. Students' behavior should support this goal.
- All students should treat the cafeteria monitors and food servers with respect.
- Students should remain seated except to purchase food or throw away trash.
- Children are required to clean up their own eating area.
- Students on the playground must follow all directions provided by the monitors.
- Fighting, pushing, shoving, or name-calling will not be tolerated.
- No rough play or tackle games are permitted.
- Only one child on a swing at one time.
- No flying or jumping off the swings or other playground equipment.
- No gymnastics.

TRANSPORTATION

We believe all students can behave appropriately and safely while riding a bus to school. School bus safety is a team effort. Please go over the following guidelines with your child.

- Follow the directions from your bus driver.
- Stay in your seat and tightly fasten your seatbelt.
- Keep arms and hands inside the bus and away from open windows.
- Be courteous to fellow students and the bus driver.
- Use an indoor voice while riding the bus. Remember that loud talking and laughing can distract the bus driver.
- Treat bus equipment as you would valuable furniture in your own home. Report any damage immediately to the bus driver.
- Be on time at the designated bus stop (5-10 minutes early is suggested). This helps to keep your bus on schedule.
- Electronic devices, **including cell phones**, are NOT permitted on the school bus.
- Laser pointers are not permitted on the school bus.
- Animals and pets are not permitted on the bus.
- Students are only permitted to ride their assigned bus.

The privilege of riding the school bus will be suspended for misbehavior on the bus or at the bus stop. Repeated disregard of these guidelines will result in further punitive action, which may include suspension from school.

BEHAVIOR SUPPORT AND CONSEQUENCES

When a student has difficulty meeting expectations, staff will respond in a **calm, consistent, and developmentally appropriate manner**. Responses may include:

- Reminder and redirection
- Reteaching and practicing the expected behavior
- Providing choices or a brief calming/reset opportunity
- A logical consequence related to the behavior
- Repairing harm or helping restore the environment
- Increased adult support or supervision
- Family communication
- Additional school-based behavioral support when needed

For **serious or unsafe behavior**, staff will immediately prioritize the safety of all students. The child will receive appropriate adult support, and administration and/or the family may be notified as appropriate.

Consequences will take into consideration the child's **age, developmental level, individual needs, and the circumstances of the behavior**.

ADDITIONAL INFORMATION

- Electronic devices (**including Smart Watches**) are not permitted on school grounds or on the bus.
 - Exception: Cell phones are for emergencies only. They are to be turned off during school hours and kept in the student's backpack. The Plumsted Township School District will not be responsible for lost items.
- Laser pointers **are not permitted** on school grounds or on the bus.

- Students wishing to use personal technology such as a Nook, Kindle, or iPad, must have a written request from a parent and receive approval from the building principal. Students **must follow** the acceptable use policy.
- Trading cards (i.e. Pokemon, baseball, etc) are **not permitted** on school grounds.
- Items from home should only be brought to school in the event that they are to be used as a classroom share assigned by the teacher.
- Any prohibited items that are brought to school will be confiscated by a staff member and will only be released to the child's parent/guardian.
- It is suggested that expensive and/or meaningful items are not brought to school; staff cannot be responsible for any items that are lost or stolen.
- Birthday invitations, at the discretion of the classroom teacher, may be given out at school provided that they are **inclusive to the entire class**.

APPROPRIATE DRESS

The following clothing/attire is unacceptable during school hours and at school functions:

- Clothing with inappropriate messages.
- Clothing that references alcohol, drugs, cigarettes, weapons, violence, and/or bigotry.
- Halter-tops, belly shirts, and midriffs.
- Shirts or blouses that are cut off.
- No flip-flops or platform shoes, for safety reasons. All sandals must have a back strap for support. Sneakers are required to participate in physical education class.
- Hats, sunglasses, and outerwear are not to be worn inside the school building.

HARASSMENT, INTIMIDATION, & BULLYING (HIB)

Following is a brief overview of the district's harassment, intimidation, and bullying (HIB) policy. Please visit the website for the [FULL POLICY](#).

As stated in the Board of Education Policy #5512, the Board prohibits the engagement of any act or behavior of harassment, intimidation, or bullying towards others. Harassment, intimidation or bullying means any gesture, any written, verbal or physical act, or any electronic communication, whether it is a single incident or a series of incidents that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds and that:

1. a reasonable person should know, under the circumstances, will have the effect of harming a person or damaging the student's property, or placing a person in reasonable fear of harm to his person or damage to his property; or
2. has the effect of insulting or demeaning any person or group of people in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school; or
3. creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

In the event that a possible incident of harassment, intimidation, or bullying has occurred, please notify the school counselor or school administration immediately so that an official investigation can be conducted.

Please be aware that if an investigation determines an act of HIB has been committed, the school district may implement disciplinary consequences and/or remedial measures including, but not limited to, detention/suspension, removal from classroom, notification of law enforcement (if appropriate), and/or counseling.

OUR GOAL

We understand that young children make mistakes as they learn. Every behavior is an opportunity to teach a new skill.

Teach • Support • Practice • Repair • Try Again

Our goal is to help every child become a safe, kind, respectful, and responsible **Wee Warrior!**