

**September
2010**

Cherry Hill School

IMPORTANT INFORMATION



ABSENCES

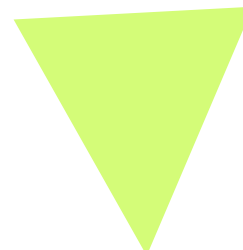
If your child is going to be absent or late for any reason, call the school at 201-261-3405 and press 1, between the hours of 7:30 a.m. and 8:30 a.m. Leave the following information: child's name, grade, teacher and reason for absence. To help prevent the spread of communicable diseases, we remind you of our guidelines. If your child has any of the following symptoms, he / she must remain at home until symptom free for 24 hours: persistent cough, diarrhea, vomiting, strep throat, fever of 100 or higher, difficulty breathing, unusual rash, and pink eye. *If symptoms persist, please contact your doctor.*

A note is required for all absences (illness and religious reasons). It should be presented to your child's teacher upon his / her return to school.

In cases of an excused absence before the close of school, a note from the parent must be brought to the office. When it is necessary for someone else to pick up your child, please indicate this on your request and advise that person to have identification with him or her. Children will not be permitted to leave the building alone.

ARRIVAL AND DISMISSAL

Children are asked to arrive at school at 8:25 a.m. when the first bell rings; the tardy bell rings at 8:35 a.m. Students will be notified which entrance to use according to their classroom assignments. During inclement weather, please do not have your child arrive any earlier than 8:25 a.m. Teaching your child the responsibility of getting to school on time is excellent training for his / her future. Children will enter and exit from the same location everyday. Children are dismissed at 3:00 p.m.



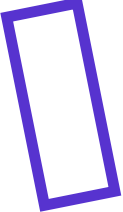


BICYCLES

Students in grades 3-6 are permitted to ride their bicycles to and from school. All children should walk their bicycles from the corners to the school and place them in the racks on the school grounds. All bicycles must be secured with a lock. Every child should have his / her bicycle inspected and licensed during the town inspection. Check with the Police Department for the inspection schedule. Children riding bicycles are expected to observe all bicycle safety rules. An approved bicycle helmet is required.

CONFERENCES

Conferences between parents and teachers are valuable. Appointments should be made by note or telephone or email and should be requested at least one day prior to the desired consultation. Please report to the office before going to the classroom. Our scheduled Parent teacher conferences dates are as follows: Tuesday, November 30, Thursday, December 2nd and Thursday, March 17th.



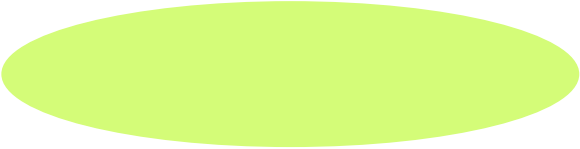
DAILY PREPARATION FOR SCHOOL

Thanks to the PTO for purchasing homework planners. Continue to reinforce the need for your child to use this planner to be organized and prepared for learning each day. Check the school website for important notices in addition to your child's pockets and backpacks. Encourage your child to organize all his/her materials, lunch, books, sneakers (for Phys.Ed.), homework, musical instruments, and library books, etc. before he/she leaves in the morning. Students will not be permitted to call home for forgotten items. Children should come to school with their lunch in the morning. Teaching children to be responsible for remembering their supplies is an important elementary school goal.

DELAYED OPENINGS / EARLY DISMISSALS

A 10:00 a.m. delayed opening may be necessary in case of bad weather. Parents will be notified by phone of delayed openings and early dismissals. If the weather turns for the worse during the school day, the school will make every attempt to notify parents of early dismissal. In the event of an early dismissal, no child will be released prior to 3:00 p.m. unless he / she is picked up by a parent or other adult authorized by the parent.

During the school year the early dismissal days at CHS will be 12:45pm. At NBC kindergartens will follow the early dismissal A/B schedule. Full day students will be dismissed at 12:30pm. Please follow the school calendars for this information.





EMERGENCY CLOSINGS

WOR 710 AM and 1010 WINS AM radio will be used to report all emergency school closings beginning at 6:15 a.m. The website, www.riveredgeschools.org, is also a source of information regarding school closings. Parents will be notified by phone of emergency closings. An automated phone message will be activated in cases of school closings or emergencies.

EMERGENCY SITUATION PLAN

In the event school should need to be closed while in session, every attempt will be made to phone parents with information concerning the situation. The River Edge Police Department in conjunction with the River Edge school system has a reverse 911 procedures in place. A message will be sent to participating parents via telephone in the event of an emergency.


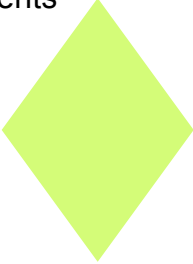
LUNCH HOUR

Lunchtimes and recess are scheduled between 11:30 a.m. and 12:52 p.m.

<u>Grades</u>	<u>Eat</u>	<u>Recess</u>
1 and 2.....	12:00 – 12:25.....	12:25 – 12:52
3 and 4.....	11:30 – 12:00.....	12:00 – 12:22
5 and 6.....	12:30 – 12:52.....	12:00 – 12:22

Students must bring a note to school indicating permission to leave for lunch. Those children going home for lunch should meet their parents at a designated point outside the main entrance of the school. Students must return from lunch on time. Upon returning from lunch, students must either line up with their class outside at recess or report to the multipurpose room via the side door. Please observe parking signs when picking up and discharging children during the lunch hour. Do not pull into the driveways. Children need to use the side walkway.

For those children who will eat lunch in school every day or the same days each week for the entire year, one note indicating this at the beginning of the year is sufficient. If plans change, be sure to alert us by sending another note. Parents are strongly encouraged to send a nutritional lunch with their child to school in the morning. To foster independence, children are encouraged to open prepackaged snacks on their own. To have an orderly and safe lunch, all children staying for lunch must observe certain lunchroom and playground rules. If a child continually breaks these rules, he or she will lose the privilege to eat in the lunchroom. On inclement days, all students will participate in various indoor activities and eat lunch at their regular times.



PARENT / GUARDIAN RESPONSIBILITY



Discuss plans of dismissal with each child and instruct him / her in these procedures:

- Exact route he / she is to take walking or bicycling home
- Where he / she is to go in case you are not home when he / she arrives
- Where he / she is to go if he / she knows you are not going to be home
- What he / she is to do if he / she is usually picked up by you or someone else and you do not arrive at the school after a reasonable period of time

SCHOOL SAFETY

All visitors must report to the office to sign in and receive a Visitor's Badge. This includes parents. NO exceptions will be made.

TRANSPORTATION OF CHILDREN

Students can be discharged or picked up on either side of Bogert Road. Please observe the parking signs when picking up and discharging students. Children should always cross Bogert Road at one of the corner crosswalks or at the crosswalk in front of the school. There is a Crossing Guard posted at each of these locations to aid students in crossing.

**PLEASE DO NOT BLOCK THE CROSSWALK OR
PULL INTO THE SCHOOL DRIVEWAY OR
CHURCH PARKING LOT WHEN
DISCHARGING CHILDREN**

Parents are requested to establish a drop-off and pick-up spot with their child that is outside the school building.

Students are not permitted to walk through the parking lot. Students must use sidewalks upon arrival and dismissal.

There are parking spaces in the front lot of the school on Bogert Road. There are 3 spaces designated "Visitor" parking and are meant for visitors to the school, but not for drop-off or pick-up of children. Two spaces in front are designated as "Handicapped" and proper identification is required for this space. Parking in the church lot is for staff members only.

For more on Cherry Hill School information, please visit our web site

www.riveredgeschools.org

