

Williamson Central School

Williamson, NY

Deep Roots | Core Values | Bright Futures

Dear Parents of WCS Elementary Students,

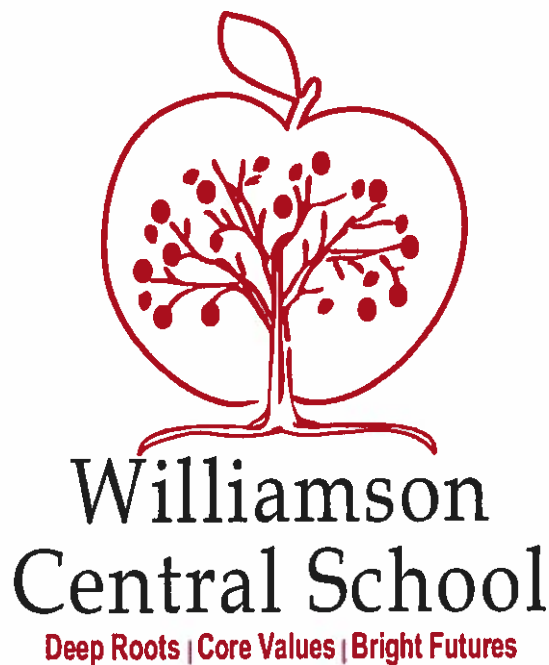
Welcome to Williamson Central School District! This guide will provide you with information and acquaint you with the Williamson Elementary School. The school houses approximately 420 students, UPK through Fourth Grade.

We look forward to working with you and your student. Please call me if you have any concerns or questions at 315-589-9668.

Ellen Saxby
Elementary Principal

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ENTRANCE REQUIREMENTS

Information required for entering school includes a complete immunization record, proof of age (birth certificate) and proof of residency.

New students entering WES will be screened in reading and math by our Reading Specialist to achieve the best placement for the student.

Kindergarten and UPK registration is held in March. Children must be five years of age for kindergarten and four years of age for UPK on or before December 1 of the entering year. Before a child can enter school, all immunization requirements must be met along with a complete physical (see immunization requirements). A screening will be conducted on each entering kindergarten student to assess their skills.

SCHEDULE

The official school day runs from 8:41 am - 3:20 pm. Parents are asked not to drop off students before 8:30 am. Each day's schedule involves a special class, lunch, and a 30 minute playground period.

SPECIAL CLASSES

Special classes rotate on an 'A' through 'F' day schedule and include Art, Music, Physical Education, and Library. Sneakers are required for P.E. classes. Smocks are needed for art class.

SPECIAL SERVICES K-4

Reading and Math Specialists work in conjunction with all K-4 classroom teachers to improve the skills of all students. Reading and Math specialists also provide direct instruction in both small groups and 1:1 settings.

Speech and Language Therapists provide students with support in improving articulation and understanding the structure of language. Services are available following either a CSE or MTSS referral.

Psychological Services are available for K-4 students. Students may be referred for this service based on a documented need.

School Nurse provides any health needs. The Nurse can be reached at ext. 2520 or ext. 2521.

REPORT CARDS

Report cards will be sent home three times during the year in November, March, and June. Parent/teacher conferences can be called at any time by either parent or teacher. Teachers will hold at least one conference for each student each year. Kindergarten parents will receive the first report card at their first parent/teacher conference. The report card provides you with a profile of your child's academic and behavior/work habits.

PLACEMENT

Placement for the following school year is based upon committee recommendation as to where we can best meet the needs of the student. In instances where parents are in disagreement with the recommended placement, parents should contact the Building Principal.

PLAYGROUND

1. Students have playground activities for 30 minutes daily under monitor supervision.
2. Outside playground, which requires proper clothing, is held when possible. If weather does not permit, it is held inside with indoor activities provided.
3. Students are expected to obey all playground rules. If they break the rules, the following steps are taken:
 - a. Verbal warning from the monitor.
 - b. Student assigned a time-out.
 - c. Detention is assigned on the playground by the monitor.
 - d. Students referred to Principal.
4. Clothing requirements for winter months (November 1 - April 1)
 - a. Gloves or mittens
 - b. Hat
 - c. Boots
 - d. Coat or snowsuit
 - e. Snow-pants or a second pair of pants to wear



HEALTH

For entry into UPK, each child must meet the following immunization requirements set by State Law:

Immunization	Number of Doses
Polio	3
Hepatitis B	3
Diphtheria/Tetanus/Pertussis	4
Measles/Mumps/Rubella	1
Varicella (Chickenpox)	1
Hemophilus Influenzae	1 to 4
Pneumococcal Conjugate	1 to 4

For entry into Kindergarten, each child must meet the following immunization requirements set by State Law:

Immunization	Number of Doses
Polio	4 doses or 3 if the 3rd dose at 4 years of age or older
Hepatitis B	3
Diphtheria/Tetanus/Pertussis	5 doses or 4 doses if the 4th dose given at 4 years of age or older or 3 doses if series started at age 7 or older
Measles/Mumps/Rubella	2
Varicella (Chickenpox)	2

Clinics are available at the Public Health Center on Route 31 in Lyons. Call 315-946-5749 for more information.

Physicals are required when entering the school district for the first time and when entering UPK or Kindergarten, Grade 1 and Grade 3. It is best if family doctors give the pre-school physical.

State law requires that we must have written instructions from a physician and a request signed by the parent or guardian in order to have a student receive any medication at school. Medicine should be brought to school by the parent in the original prescription bottle. It will be kept locked in the Health Office.

When injuries cannot be fully treated by the nurse, parents are contacted and encouraged to take the student to their own doctor or hospital. When the child is injured at school and needs professional attention, insurance papers are prepared by our nurse. School insurance coverage takes over where the family

insurance leaves off; however, there is a limit on our insurance as there is on your insurance. Contact the school nurse for further details.

Parents are asked to make the nurse aware of any significant health problems and/or allergies.

ATTENDANCE

Good attendance is crucial to the learning process. Students returning to school after an absence are required to provide the school with a note signed by a parent stating the reason for the absence and the date of the absence. If no excuse is brought in, the student is marked illegally absent.

Tardiness is discouraged and interferes with the learning program. Students arriving at school after 9:00 am are considered 'tardy.'

Early dismissal for any reason, such as dentist or doctor appointments, requires a parent note. The student shows the note to his or her teacher and it is taken to the Health Office. A blue slip, which allows the students to leave the school grounds, will be prepared. The parent reports to the Health Office to sign the blue slip before the student is released.

SCHOOL LUNCH

Breakfast & Lunch are served daily in the Elementary School. Prices are available on the school website, www.williamsoncentral.org, under the 'School Lunch' tab.

Menus are sent home each month, published weekly in the *Sun & Record*, and available on the website. Free and Reduced lunches are available for those children whose families meet the regulations. Forms and information are available in the Main Office and on the website.

SUPPLIES

Textbooks and other materials required to meet our curriculum goals are supplied by the WCS District. Prior to the beginning of the school year, your child's teacher will provide you with a list of school supplies needed in the classroom. Special supply requests are made from time to time.

TRANSPORTATION INFORMATION

1. Notification of Bussing Arrangements

A new "Annual Student Transportation Application" must be completed each year. The form is sent to each child's home during summer and is also available on the website, www.williamsoncentral.org, under the 'Transportation' tab.

The "Annual Student Transportation Application" must be returned before August 1 each year.

2. Bus Passes

When a change in either pick up or delivery site is sought, a bus pass must be created. Parents are required to provide in writing, via an email to webbuspasses@williamsoncentral.org, the accurate information (teacher's name, student's full name, date, name and address of the new destination) about the requested changes in bussing arrangements. The email needs to be received no later than **1:00 pm** of the day of the proposed change. Please do not call the Bus Garage for changes.

3. Bus Rules

Bus safety is our top priority. Please encourage compliance with the following rules:

A. Rules for getting on the bus:

1. Be on time
2. Stay off the road at all times while waiting for the bus
3. Do not move toward the bus until it has come to a complete stop
4. Look both ways before crossing the road to board a school bus

B. Rules while on the bus:

1. Keep hands and head inside at all times
2. Keep bus safe and clean at all times
3. Do not throw anything out of the bus windows
4. Remain in your seats while the bus is in motion
5. Remain on the bus in case of a road emergency unless directed by your driver to do otherwise
6. Obey the bus driver at all times

C. Rules for leaving the bus:

1. Cross the road only after being directed by the School Bus Driver, making sure you are at least ten feet in front of the bus
2. Do not leave the bus at places other than the regular bus stop unless you have a bus pass to do so

Misbehavior will be reported to the Director of Transportation and/or Principal when the driver deems necessary. Bussing privileges can be suspended in cases when the child's misbehavior is deemed a threat to health or safety.

4. Walking and Riding Bikes to School

Students in the Elementary School are not allowed to walk or ride a bike to or from school. If you have any questions or concerns, please contact the Building Principal at 315-589-9668, ext. 2501.

ACTIVITIES

4th Grade Chorus

Students may join chorus at the beginning of Grade 4 and after winter break.

4th Grade Band

Screening for participation in band is conducted at the end of Grade 3. Students begin instrument lessons in the fall of Grade 4. New students expressing an interest in band should contact the band director.

Roller-skating

Roller-skating parties are scheduled by grade level throughout the year in the Elementary School Gym from 3:30–4:45 pm. Parents must provide transportation home promptly at 4:45 pm.

Robotics

Students in grade 3 may participate in an introduction to robotics club. These students are encouraged to participate again in grade 4 to delve deeper into robotics.

Odyssey of the Mind

Students in grades 3 and 4 have the opportunity to join a creative problem solving team.

GENERAL INFORMATION

Goldenrod Rule - The Elementary School uses deep mustard yellow paper (goldenrod) to indicate the need for you to **read, sign, and return** a paper. When you see a goldenrod paper, please be sure to **read, sign, and return** the form to school.

Snow Days or other emergencies are announced over the AM radio station WHAM Rochester 1180, and/or on television Channel 13. Please be certain that your emergency closing information is up to date.

Teacher Contact - Teachers at the Elementary School can receive calls between 8:00 am - 8:40 am and after 3:20 pm. At other times, callers are asked to leave a message in the teacher's voicemail. Teachers can also be reached via e-mail.

Elementary School Office Hours 7:30 am – 4:00 pm 315-589-9668

Building Principal	Miss Ellen Saxby	Ext. 2501
Assistant Principal	Mrs. Karen Hoody	Ext. 2511
Elementary Secretary	Mrs. Paula Shultes	Ext. 2505
Elementary Secretary	Mrs. Joanne Greaney	Ext. 2506
Elementary Nurse	Mrs. Hayley Musclow	Ext. 2520
Attendance	Mrs. Diane Flanders	Ext. 2521