



Scott Avenue School

11701 Scott Avenue
Whittier, CA 90604
(562) 907-6440

Hal Eldred, Principal

August 2011

Dear Parents,

As new principal, I'm delighted to welcome both new and returning students and their families to the 2011-2012 school year at Scott Avenue. During the summer I've had the opportunity to glimpse of what the Scott Avenue School is all about. First off, (I probably don't have to tell you this) Scott Avenue School is a truly an amazing place! Students demonstrate a high level of success in both academic and extracurricular activities. As the new school year starts we will continue to identify those successes and build upon them. I'm looking forward to working together with staff and parents to continue Scott Avenue's legacy of success.

The first day of school will soon be upon us. The following information will provide you and your family with dates and procedures that will ensure a great start to the school year.

School will begin on Tuesday, August 30th.

CLASS LISTS POSTING: Monday, August 29th on kindergarten fence

- Kindergarten is posted at 2:15 PM, 15 minutes prior to the 2:30 PM Kindergarten Welcome.
- Grades 1 through 5 are posted at 4:00 PM.

SCHEDULES: Grades K – 5 **Monday, Wednesday, Thursday, Friday** - 8:10 a.m. - 2:25 p.m.
Tuesdays - 8:10 a. m. – 1:25 p.m.

FIRST DAY PROCEDURES

On the **first day** of school **ONLY**, all students report directly to their classrooms no later than 8:10 a.m. If you are going to walk your child/children to class, you'll need to park on the street and walk onto campus. Our parking lot is closed and is only available for drive through valet service. **After the first week of school, parents are asked to remain behind the front gates.** If you need to communicate with the teacher, please write a note, send an e-mail or leave a voice mail. This helps the teacher to give the children her undivided attention as children enter his/her classroom and keep the routine of the day.

MORNING PROCEDURES

Breakfast Program

- Served daily from 7:30 a.m. – 8:00 a.m. in our cafeteria.
- **Supervision (7:30 a.m. – 8:00 p.m.) only for those students buying breakfast.** Students **not having breakfast** should **not be on campus before 7:55 a.m.**
- Price - \$1.00, Free or reduced breakfast is available to those who qualify

BEFORE SCHOOL

- 7:55 a.m. bell rings, students enter campus through front gates
- From 7:55 a.m. – 8:05 p.m.
 - Kindergarteners line up on the Kindergarten playground
 - 1st graders go directly to their rooms
 - 2nd and 3rd graders line up on the playground according to class number
 - 4th – 5th graders sit at designated lunch tables
- Students arriving after 8:05 a.m. go directly to their classes.
- Students arriving at or after 8:10 a.m. go directly to office and get a tardy slip. **Students must be in their seats by 8:10 a.m. or they are considered tardy.** Please be aware that over three (3) tardies a trimester is considered excessive. Attendance information is posted on the school website www.ewcsd.org .

- For security and safety, all gates are locked at 8:10 a.m. **All parents/visitors must enter through the school office and check in/out when entering school grounds.**

VALET DROP-OFF

- 7:45 a.m. to 8:10 a.m. parking lot is open only for parents using our drop-off valet service.
- There are four numbered drop-off stations. Please pull forward to the first available drop-off station.
- Pull up close to the curb so that valets do not have to step off the curb.
- Make eye contact with the valet indicating approval for them to open the passenger door(s) for the student(s) to exit. **For safety and to keep the traffic flowing, please do not let your child/children out on the driver's side of the car.**
- Unlock your car doors. Valets will open and close the car doors.
- Student valets may assist with backpacks, etc.
- Student escorts are available to walk students to gates and kindergarteners to the kindergarten playground.
- The **valet system** is in effect during the **morning drop-off time only. If you prefer not to use "Valet" service, you will need to park on a side street and walk your child onto the school grounds.** The curb area, along the street, directly in front of the school is a loading/unloading zone for families with older children. Do not park and leave your car in this zone as you can be ticketed.

DISMISSAL INFORMATION

- For **student safety, school parking lot is closed one hour before dismissal.**
- **Only those cars having a valid Scott Avenue Parking Permit/Handicapped Sign may park in school parking lot. A 2010 - 2011 permit must be visible while in the parking lot.** Scott Avenue Parking Permits will be issued on **limited basis** for handicapped or childcare providers picking up 6 or more students on a daily basis. Applications are available in the school office.
- **Kindergarten** students are dismissed at the front corner side gate.
- **1st – 3rd grade students** are dismissed from their room number at the front of the school. Teachers will walk students to the front of the school using the dismissal walk lane. For safety, it is important to keep the dismissal walk lane and the area around class numbers cleared. Students are to inform their teacher when they are leaving from designated area.
- **4th and 5th grade students** are dismissed through upper mesa gates.
- **All students should be picked up by 2:30 p.m.**

TUESDAYS

- **Every Tuesday**, is designated as Professional Development Day. Teachers use this time from 1:30 p.m. – 3:15 p.m. for staff development, collaboration and program planning. **Students are dismissed at 1:25 p.m.. All students should be picked up by 1:30 p. m.**

Lunch

A cafeteria lunch is available for \$1.50. Free and reduced (\$.40) lunches are available for those who qualify. **Applications for free and reduced breakfast/lunch have been sent to your home.** Applications are also available through the school office. ***A new application must be completed every year*** and takes approximately 10 working days to process after being received at district food service department. ***If your child/children were on free or reduced price last year or they may qualify this year, please complete an application for this year no later than the first week of school.*** Last year's applicants will only receive these benefits through September 30 and then must pay full price unless this application is approved prior to September 30. (See www.ewcsd.org for more details). Prepaid cafeteria meals are available for purchase either on-line through MyschoolBucks.com or by using the pre-payment envelope available in the school office. Money paid goes directly to the child's meal account. (See www.ewcsd.org for more details)

If you wish to send lunch with your child, please avoid sending sodas, sugary snacks, or high fat foods. We want to set healthful examples for our children and strive to prevent childhood obesity and the serious health issues it can cause. The Wellness policy is reviewed on the district website at www.ewcsd.org. **Late lunches from home** will be placed on a table outside of the health office and your **child** will be **responsible for coming to get it at their lunch time.**

BACK TO SCHOOL NIGHTS

August 23	Kindergarten	6:30 p.m.		
September 7	Third Grade	6:00 p.m.	Fifth Grade	7:00 p.m.
September 13	Second Grade	6:00 p.m.	Fourth Grade	7:00 p.m.
September 14	First Grade	6:00 p.m.		

COMMUNICATIONS / CONTACTS

We would like to ensure that a close school to home communication is established and maintained. **The primary method for the school to communicate with you is through your child.** Throughout the year, you will receive a monthly **Scott Avenue School News Flash** (important dates, events and information), individual event notices, school messenger phone calls, and notices from your child's teacher. Please ask your child daily for these communications and/or check their backpacks. In addition, you may access our Scott Avenue School Calendar at www.ewcsd.org/staff/ Go to **Schools, Scott Avenue**. You will find the **web calendar link** after "Message from the Principal". You may also find school news posted on "Twitter".

There are several ways you can communicate with the school. Although teachers are not interrupted during the teaching day with phone calls, you may leave a voice mail. It is school policy to return calls as soon as possible. You may also send an email. To contact any teacher, office personnel or myself by **email** use the **first name initial, last name@ewcsd.org**.

The office will reopen Thursday, August 18th. Mrs. McConnell, School Office Coordinator and Mrs. Dennis, School Office Assistant will be available to answer your questions at that time. Office hours are from 7:30 a.m. to 4:00 p.m. During the month of August, our office is closed between 11:30 a.m. and 1:30 p.m.

Once again, welcome to Scott Avenue. If at any time during the year you have a concern or recommendation regarding your child or our school, please feel free to contact us. We welcome all parent input. The staff and I look forward to working with you this year.

Sincerely,

Hal Eldred
Principal, Scott Avenue