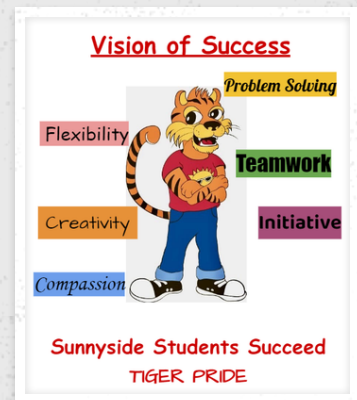
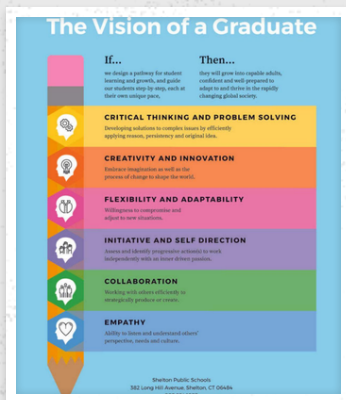


SUNNYSIDE SENTINEL

2023-2024 PROCEDURES



SCHOOL CALENDAR 2023-2024



Shelton Public Schools Calendar 2023-2024

IMPORTANT DATES

School begins for staff only August 24th

Professional Development Days (PDD)

Aug 23-28, Sept 22-Oct 26, Oct 23-Nov 2, 12, 27

Jan 12, Feb 15, Mar 1, 8, 15, 22, May 13

Early Dismissal Days

September 22 PDD for Staff

October 20, 27 Day after Conferences

November 13, 24 Day after Conferences

November 22 Day before Recess

December 22 Day before Recess

January 12 PDD for Staff

February 15 PDD for Staff

March 1, 8, 15, 22 Day after Conferences

May 13 PDD for Staff

June Last 4 Days of School

Important Days/Holidays

September 4 Labor Day

September 25 Yom Kippur

October 9 Columbus Day

November 7 Election Day

November 23, 24 Thanksgiving Recess

December 23-January 1 Holiday Recess

January 15 MLK Jr Day

February 16, 19 Winter Recess

February 19 Presidents' Day

March 29 Good Friday

April 8-12 Spring Recess

May 27 Memorial Day

Marking Periods

Grades K-4

November 29 60 Days

March 3 60 Days

June 7 61 Days

Grades 5-12

November 3 65 Days

January 19 65 Days

March 26 65 Days

June 7 66 Days

Parent Conferences

Grades K-4

Oct 19, Oct 26, March 14, 21

Grades 5-12

Nov 16, 20, February 29, March 7

"Back To School Night" Schedule

SHS - Sept 13 AES - Oct 3

PHS - Sept 19 ESS - Oct 4

SIS - Sept 26 SSS - Sept 21

BHS - Sept 28 LHS - Sept 14

SHS Mid-term will be scheduled in January-dates TBA

Kindergarten registration dates TBA

August (12)						
M	T	W	Th	F	S	S
	1	2	3	4		
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31			

24 Convocation A.M./

Building Meetings P.M.

25, 28 PD PK-12

29 Teacher Workday

30 First Day of Students

September (19)						
M	T	W	Th	F	S	S
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		

4 Labor Day

22 Early Dismissal/PD PK-12

25 Yom Kippur

See "Back to School Night" Schedule

October (21)						
M	T	W	Th	F	S	S
2	3	4	5	6		
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
30	31					

9 Columbus Day

19 Conferences K-4

20 Early Dismissal/PD 5-12

26 Conferences K-4

27 Early Dismissal/PD 5-12

November (28)						
M	T	W	Th	F	S	S
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30			

7 Election Day/ PD PK-12

16, 20 Conferences 5-12

17, 21 Early Dismissal/ PD K-4

22 Early Dismissal

23, 24 Thanksgiving Recess

December (18)						
M	T	W	Th	F	S	S
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		

22 Early Dismissal

24 Christmas Eve

25 Christmas Day

25-29 Holiday Recess

January (21)						
M	T	W	Th	F	S	S
1	2	3	4	5		
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29	30	31				

1 New Year's Day

12 Early Dismissal/PD PK-12

15 Martin Luther King Jr. Day

***TO ACCESS THE MOST CURRENT INFORMATION
PLEASE VISIT OUR DISTRICT WEBSITE AT: www.sheltonpublicschools.org

February (29)						
M	T	W	Th	F	S	S
5	6	7	8	9		
12	13	14	15	16		
19	20	21	22	23		
26	27	28	29			

16, 19 Winter Recess

15 Early Dismissal/PD PK-12

19 Presidents' Day

29 Conferences 5-12

March (20)						
M	T	W	Th	F	S	S
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29		

1, 8 Early Dismissal/ PD K-4

7 Conferences 5-12

14, 21 Conferences K-4

15, 22 Early Dismissal/ PD 5-12

29 Good Friday

April (17)						
M	T	W	Th	F	S	S
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		

8-12 Spring Recess

** Note: Dates subscripted in June and April indicate order of dates in session in case of unscheduled school closings due to weather/emergency closures.

May (22)						
M	T	W	Th	F	S	S
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30	31		

13 Early Dismissal/PD PK-12

27 Memorial Day

June (5)						
M	T	W	Th	F	S	S
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		

4, 5, 6, 7 Early Dismissal Days

7 Tentative Last Day

Legend						
No School						
Early Dismissal						
End of Marking Period						
Professional Development (PDD)						

Weather related cancellation days will be added to the end of the school year. Faculty, staff and students should plan to attend school on these days. "NO SCHOOL" announcements will be made on radio stations WICC, WBEI, WESS & WPLR, as well as TV channels WTNH (8), WVIT (30), WTC (FOX 61), and the automated emergency calling system in the case of early dismissal of students.

Approved 5/25/22, updated 7/11/23

SUNNYSIDE ELEMENTARY SCHOOL

SCHOOL PROCEDURES 2023-2024

BUS INFORMATION

Bus transportation is provided for all students. Bus Route information will be posted before the beginning of the school year on the district's website. Appropriate behavior is expected at all times on the bus. Failure to follow expectations may result in a bus report and possible bus suspension.

Students are expected to ride their assigned bus, and follow their submitted Dismissal Plan unless a change is necessary for daycare purposes ONLY! In this emergency circumstance bus changes must be made ahead of time and in writing to the homeroom teacher as well as the main office (sporter@sheltonpublicschools.org). No student will be permitted to change

without written consent. Please fill out a **Dismissal Plan Form** and send it in to the office as soon possible after it is received on the first day of school.

BIRTHDAYS - CAN I CELEBRATE AT SCHOOL?

Birthdays are a special day for students and will be recognized during morning announcements. Food items including fast food lunches and goodie bags containing candy are not allowed in school. Celebrations of birthdays should not disrupt the school day or endanger any student with food allergies. Children may bring in trinket gifts to pass out to their class if desired. Parents may arrange with the classroom teacher to come in to read a special book to the class on the child's birthday.

MORNING DROP OFF PROCEDURE

Side entrance doors will open at 8:45 and remain open until 9:00. All cars must enter from River Road by turning into the schools driveway. You may not turn into the school using the right away to the athletic fields and boat launch. No cars may enter the bus loop during this time. (8:35-9:00)

Cars in the drop off line must yield to pedestrians in the crosswalk and to the buses exiting the drop off loop. Staff will be directing traffic-please follow all directives given

If you need to get out of your car or unbuckle your child, you must park in one of the parking spots in the circle. Exiting your car in the drop off line is not permitted. Drop off is for children who can independently exit the car. Students must exit out of the passenger side at all times.

Dogs are not allowed on school property at any time during school hours.

For safety reasons, only students are allowed to enter the building during morning drop off. All students are expected to be in their seats by 9:01 or are considered tardy (if not arriving to school via bus).

If the drop off doors are closed, please drive around to the front of the school. Students will ring the bell and will be admitted into the building-parents do not need to come to the door or into the building-we will take care of everything!

PARENT PICK UP: DISMISSAL PROCEDURES 2023-2024 SCHOOL YEAR

Dismissal: Parent Pick-Up

Basic Procedure: Parents will enter the driveway on the left of the building near the playground. Parents will drive alongside the building following the traffic cones around the circle. Parents will stay in their cars. Once you have received your child(ren), you will follow the traffic back to the River Road to exit.

The details:

Staff will come around to the cars, on the driver's side, in the order that they are in line to take down the name of the child and the name of the parent/guardian.

Students will be called in order to line up in the gym. The line will walk down to the side recess/morning drop off doors.

Staff will walk children out and to their cars. At this time, we ask that parents/guardians remain in their cars. Children are expected to open the door themselves.

Once your child(ren) is in the car, we ask that you continue following the line of traffic to exit the school parking lot so that staff may continue to dismiss all children in a timely manner. Cars are not allowed to pass each other once in line. Please wait for the cars ahead to exit and abide by the traffic arrows.

- If you physically walk to pick up your child (your vehicle is NOT on school property), you will go to the side gym doors by the crosswalk. Your child will be in the gym waiting for you. Staff will hand your child to you.

*** NEW THIS YEAR!*** DISMISSAL FORM

In order to have a smooth and efficient dismissal we are asking each family to fill out a dismissal form. The form will be sent home with your child on the first day of school. If you intend to pick up your child on the first day of school please send in a note with your child or email Shannon Porter, lead secretary, @ sporter@sheltonpublicschools.org



Sunnyside School Dismissal Form 2023.pdf



Download

289.0 KB

Sunnyside School Dismissal Form 2023-2024

Student Name: _____

Grade: _____ Teacher: _____

Please check the line and circle the correct days that apply to your child's **permanent dismissal plan** for the 2023-2024 school year. If you have more than one child at Sunnyside School, please complete one form per child.

☐ Riding bus # _____ home

DAILY, OR (CIRCLE APPLICABLE DAYS) Monday, Tuesday, Wednesday, Thursday, Friday

☐ My child will be picked up at school by: _____

DAILY, OR (CIRCLE APPLICABLE DAYS) Monday, Tuesday, Wednesday, Thursday, Friday

☐ Attending the YMCA program at Sunnyside (Please note you must be enrolled in the YMCA program to select this option)

DAILY, OR (CIRCLE APPLICABLE DAYS) Monday, Tuesday, Wednesday, Thursday, Friday

☐ Riding the bus to the Boys & Girls program (Please note you must be enrolled in the Boys and Girls program to select this option)

DAILY, OR (CIRCLE APPLICABLE DAYS) Monday, Tuesday, Wednesday, Thursday, Friday

Parent/Guardian Printed Name: _____ Date: _____

Parent/Guardian Signature: _____

If you need to make a change to your permanent dismissal plan please submit a new form with the change. In the event of an emergency dismissal change please contact the office by 12:00 PM so we can share the information with your student and their teacher. Please call the office at 203-922-3021 and follow up with an email to Shannon Porter sporter@sheltonpublicschools.org and Alisha Huggler ahuggler@sheltonpublicschools.org.

CAFETERIA SERVICES

Lunch and breakfast are available daily for purchase. In addition to the hot lunch choice- chicken nuggets, bagel, grilled cheese and salad are available each day.

A menu will be sent home electronically at the beginning of each month with food choices (subject to availability). Students may also bring lunch from home. We do not have room in the cafeteria for visitors to eat lunch with students.

We are a nut free school-any foods containing nut products may not be brought in-including Nutella. Only food served by the cafeteria or lunch boxes from home will be permitted. Please check all ingredients and treats, especially if you are sending your child in with a boxed lunch such as "Lunchable". Many times the candy in those items contain nuts.

We do not have a microwave for students to heat lunches and staff will not cut up food for students. Please be sure your child knows how to open their lunches, drinks and lunch boxes. Now is a great time to practice!

[CLICK HERE FOR MONTHLY MENUS](#)

A copy of the free and reduced lunch form will be sent home on the first day of school.



INCLEMENT WEATHER

There may be days due to weather that school is unexpectedly dismissed early. Notifications will be sent via IC messenger email, phone calls, posted on the Shelton Public Schools website (www.sheltonpublicschools.org) as well as communication through Social Media.

Please be sure to have alternate transportation arrangements made for these unexpected delays.

BEFORE/AFTER SCHOOL CARE

Before and After School Care is available here at Sunnyside Elementary School and is run by the YMCA.

Please contact Felicia Beall at the Valley YMCA to answer any questions and to register your child. **All communication and payments are handled by the YMCA, not SES.**

Phone Number: 203-732-5527 **Email:** Fbeall@cccymca.org

SAFETY DRILLS

Safety drills such as fire drills, lockdown drills, shelter in place and evacuations will take place at various times during the school year. At least one type of drill will be conducted monthly

SCHOOL ATTIRE

Please ensure students are dressed appropriately for the weather. Most rooms in the school are not air conditioned so it can get quite warm, especially in the beginning of the year. Students are allowed to wear shorts and short sleeves-we do not have a uniform.

Students should wear closed toe shoes each day-flip flops and slides are **not** allowed. If your child comes to school in those, you will be called to ask to bring a change of shoes. If you cannot get here with shoes, they will sit at recess. Crocs must have back straps on them at all times.

Students should dress for playing outside in all temperatures and weather conditions (with the exception of rain/snow) all year long. On days when students have PE, sneakers must be worn.

MEDICATION

Students are NOT allowed to carry medications on them at any time. All medications administered in school must be brought to school by an adult.

Medicines must be packaged in the original pharmacy container with the name of the student, doctor name, medication name and dosage. Medication must be accompanied by a signed authorization from the physician and parent/guardian with the time to be taken, reason and duration.

Over the counter medications must follow the same procedure. Please contact Nurse Tracy with any additional questions you may have

tbike@sheltonpublicschools.org

























STUDENT BELONGINGS

Students may not reenter the building after dismissal to pick up forgotten items.

Student cell phones and smart watches must remain in backpacks in the off position during the school day. Students are not allowed to use these devices while at school. If your child contacts you during the day, please call the office instead of responding.

Be sure to label all student items including jackets, sweatshirts, water bottles and lunch boxes. We have an overflowing lost and found collection each year. Anything left at the end of the year will be donated

POSITIVE BEHAVIOR SUPPORT IN SCHOOL : SHOWING OUR TIGER PRIDE

SUNNYSIDE TIGERS ARE PERSEVERING RESPONSIBLE INDIVIDUALS DEDICATED TO EXCELLENCE!						
	CLASSROOM	HALLWAY	BATHROOM	CAFETERIA	RECESS	BUS
RESPECT	 <ul style="list-style-type: none"> • Sitting appropriately in seat • Raise hand to speak & listen when others speak 	 <ul style="list-style-type: none"> • Walk quietly 	 <ul style="list-style-type: none"> • Respect privacy & personal space • Low voice levels 	 <ul style="list-style-type: none"> • Quietly eating • Listening to & following directions 	 <ul style="list-style-type: none"> • Follow directions • Listen to teachers on duty 	 <ul style="list-style-type: none"> • Always use quiet voices • Listen to the adults on bus
RESPONSIBILITY	 <ul style="list-style-type: none"> • Stay focused • Follow directions • Take the initiative to prepare for the day 	 <ul style="list-style-type: none"> • Use your hallpass when you leave the class 	 <ul style="list-style-type: none"> • Don't waste time - IN & OUT in a timely manner 	 <ul style="list-style-type: none"> • Wait to be called for food • Come prepared or wait patiently in line 	 <ul style="list-style-type: none"> • Clean up equipment • Use equipment properly 	 <ul style="list-style-type: none"> • Stay in your seat • Keep your belongings in your backpack
SAFETY	 <ul style="list-style-type: none"> • Use supplies appropriately • Keep hands, feet, and objects to yourself 	 <ul style="list-style-type: none"> • Walk at appropriate speed • Keep hands & feet to yourself 	 <ul style="list-style-type: none"> • Wash & dry your hands • Walking feet at all times 	 <ul style="list-style-type: none"> • Walk with your food • Keep feet under your table 	 <ul style="list-style-type: none"> • Be aware of your body • Practice self-control • Keep hands & feet to self 	 <ul style="list-style-type: none"> • Line up quietly • Sit properly in your seat • Keep hands & feet to self
KINDNESS	 <ul style="list-style-type: none"> • Show compassion • Have empathy for others 	 <ul style="list-style-type: none"> • Quiet wave to greet others 	 <ul style="list-style-type: none"> • Take turns with bathroom & sink 	 <ul style="list-style-type: none"> • Use manners when eating 	 <ul style="list-style-type: none"> • Include everyone • Take turns on equipment 	 <ul style="list-style-type: none"> • Be a good role model • Help others on the bus



SUNNYSIDE SCHOOL

@darla_lussier

Sunnyside Tigers show their PRIDE

P- Persevering
R- Responsible
I- Individuals
D- Dedicated
E- to Excellence

Technology Issue? Contact:

<mailto:mpiccolo@sheltonpublicschools.org>- Library Media Specialist, Michelle Piccolo

<mailto:helpdesk@sheltonpublicschools.org>- District Tech Center

dlussier@sheltonpublicschools.org

