



UPPER DARBY
PRIMOS
ELEMENTARY SCHOOL

861 Bunting Lane
Primos, PA. 19018

Parent Handbook
2019--2020

Mission Statement:

At Primos Elementary School it is our mission to provide a quality education that meets the needs of individual students in a safe, nurturing environment. We are committed to developing lifelong learners who will become productive citizens in our community... Success, Nothing Less!

2019-2020 Primos Staff

Principal	William Rogers		
Lead Teacher	Matthew Casertano		
Secretary	Ebony Nicols	AS 101	Natalie Ficchi
Building Assistants	Diane Hoban	Assistant	
	Marie Pipitone	AS 102	Lauren Scarpato
Custodian	Robert DiMaio	Assistant	Kimberly McDevitt
Security Guard	Michael Lang	AS 106	Amber DiGregorio
		Assistant	Sandra Hopkins
K-100	Samantha Zdun	AS 107	Lindsay Toriello
K-103	Nicole DiTullio	Assistant	Michelle Gantz
		AS 108	Claire Bartlett
		Assistant	
1-105	Nancybeth Palis	AS 109	Tricia Kagen
1-111	Nancy Mount	Assistant	
1-112	Tanya McMullen	AS 117	Meghan McKniff
1-119	Jade Cheng	Assistant	Theresa Goldschmidt
		AS 117	Meghan Lumpkin
2-113	Michelle Mooney	Assistant	Kelly Sullivan
2-114	Shannon Quay		
2-115	Teresa Host		
2-118	Brianna Dunn	Sp Ed Assistants	Lori LaVerghetta
			Maureen Maguire
3-120	Jennifer Lardani		
3-219	Matthew White		
3-221	Mary Hennessy	Comp. tech/ Lib.	Lisa Hoey
		AEP	Jessica Cleary
4-212	Heather Prestileo	ELL	Colleen Baker
4-220	Patricia Crumlish	Speech	Jeannette Rizzo
4-218	Marla Massimo		Susan Mitchell
		OT	Linda Palisano
5-211	Kelly McIntosh		Chrisanne Hoover
5-213	Donna Pawloski	PT	Sara McMenamin
5-214	Stacey Venit	H & S Visitor	Erin Connolly
5-217	Tracy Nunan	Psychologist	Nakeia Smith
		Nurses	Jackie Hamilton
P.E.	Nicholas Papatsiaras		Christine Mackenzie
Art	Regina Ceribelli		
Library	Jessica WorriLOW	MTSS	Caitlyn Monahan
Music	Kami Kruc		Nicole Shields
Instrumental	Christopher Kulp		
		ARAMARK	Chris White
Learning Support	Diana Gifford		Mickey Gibson
	Julia French		Marjana Kashari
	Lauri Millett		
(LTS)	Osemen Omo-Osagie	Noontime Aides	Susan Cerceo
			Crystal Lee
Reading	Lauren Ellis		
	Joanne Cain	PCA	Alexis Hamilton

Program Highlights

Built in the 1950's, Primos Elementary School has a long tradition of excellence. When the school was closed in 1982, the building was rented by the YMCA and used as the public library for ten years. The Upper Darby School District reopened and rededicated the school in 1992. Primos serves approximately 500 children from Primos, Secane, Clifton Heights and Aldan.

Our curriculum is designed to motivate each student academically, while providing social supports nurturing the whole child. Primos school is one of the Autistic Support centers for the Upper Darby School District, with eight teachers serving sixty students. The Home and School Association provides family-centered activities in the fall, winter and spring, including the Back to School Barbeque, Bingo Night, and Breakfast with Santa. They also conduct annual fundraising and provide Wednesday Communication updates.

Primos is proud to offer the following student activities and programs:

- AM/PM Kindergarten
- Positive Behavior Interventions and Supports (PBIS)
- Inclusion classes
- Free Breakfast and Lunch programs
- Full time Nursing
- 4th and 5th grade Fitness Team
- Eagle Choir/ORF Band/Orchestra
- Instrumental instruction
- Basketball Club
- Reading Olympics
- Student Council
- Safety Patrol
- Multi-sensory playground (Fall/2015)

Though we are proud of our achievements, we continue to set high goals for our future. At Primos Elementary School, we are committed to providing our students the highest quality education and demonstrating the joy of learning.

Upper Darby School District and Primos Elementary School Information

This handbook will provide you with the important information about the programs and policies of Primos Elementary School and the Upper Darby School District. Please keep this guide as a reference to use throughout the year.

Primos Elementary is a school where we have built a culture of understanding, a safe learning environment and a place where students learn to be productive citizens in the community. Our programming is designed to stretch each student academically and socially throughout the school year.

OFFICE HOURS 8:00 AM – 4:00 PM

Secretary: Mrs. Ebony Nichols

PHONE NUMBERS

Primos Elementary Phone Number610-622-6755

Primos Elementary Number for Reporting Absence.....610-622-6961

Primos Elementary Fax Number.....610-623-9422

SCHOOL COLORS – Purple and Gold

SCHOOL MASCOT – Royals

Website – <https://www.upperdarbysd.org/primos>

Arrival Procedures

Grades 1-5: 8:50AM

Morning Kindergarten: 8:50AM

Afternoon Kindergarten: 12:30PM

The doors to Primos Elementary School open at 8:30AM. Upon arrival, children are expected to enter the building through the main entrance and proceed through the building to the back playground. All children will locate their homeroom line on the playground and be seated until their teacher arrives. On rainy days the Kindergarten AM students, Grades 1 and 2 will report to the cafeteria in the morning. Grades 3, 4 and 5 will report to the gym.

The Kindergarten PM students should arrive at the small bus loop doors by 12:25PM. The teachers will pick up the students and walk them to their classrooms.

Dismissal Procedures

Grades 1-5: 3:15PM

Morning Kindergarten: 11:30AM Afternoon

Kindergarten: 3:15PM

The AM Kindergarten students will be walked to the small bus loop doors. The teachers will hand off the children to their parents. Grades K, 1, and 2 will be dismissed from the side doors near the staff parking lot. Students of grades 3, 4, and 5 will be escorted to the to the side entrance closest to the playground. All students taking a bus home or to a day care will report to the cafeteria at 3:15PM. Any student who is not picked up by 3:25PM will be brought to the office and a phone call will be made to the student's family members.

Bus Loop Procedures

Morning Drop Off – The front loop in the morning is designed to be a quick drop off point. Parents should enter the loop, stay to the right of the cones (closest to the curb) and stop in front of the main entrance of the school. All students should exit

their vehicles on the school side. All cars must stay in the drop off lane in a single file line. The left side of the cones must remain open for possible emergencies.

Afternoon procedures – In the afternoon the bus loop in front of the main entrance of the school is strictly used for Upper Darby School District busses and day care busses. Parking and picking up students is prohibited. If you are late and need to pick up a student, you must park on the street and walk to the main office.

****The side parking lot entrance is for staff only****

Lateness

A student is considered late to school if they arrive after 8:50AM. Please refer to the Elementary Code of Conduct for consequences related to student lateness.

Early Dismissals

If a child must be dismissed from school early, please send in a note explaining the reason. The parent or person coming for the child must report to the school office to sign the child out. The child will be called to the office when you arrive for pick-up. The child will be dismissed from the office only. Parents are not permitted to go to the child's classroom. After 3:05PM the office will not call a child down for an early dismissal.

Student Absences

The schools of Pennsylvania law state that excused absences are: illness of the student, death in the immediate family, and exceptionally urgent reasons that directly affect the child.

A child absent from school must present upon his/her return a written excuse stating the reason for the absence. When children return to school following an absence, a parent/guardian must sign their written excuse, if the absence does not exceed four (4) days. After a five-day illness absence, a doctor's signature is needed. If a child is late for any session, he or she must give the principal a written excuse signed by the parent.

It is the policy of the Upper Darby School District to excuse pupils from school if their religious affiliation requires them to observe a holiday. Legal excusal will be granted on written request from the parent or guardian of the pupil involved.

Parents/Guardians are asked to submit such requests prior to the day they would like their child excused.

If your child will be absent or late to Primos Elementary School, parents/guardians must send in a note with the following information:

Child's name

Room number

Reason for absence or lateness

Primos recommendations for art classes:

Art

Students should bring a smock (large t-shirt, button down shirt, or store-bought smock) to school during the first week of school. The smock will remain in class and should be worn during art class to protect clothing.

Bus Stops

School bus stops will be at locations established by the administration in accordance with the Board Policy and the Public Code of 1949, as amended. Transportation will be provided only to and from the established bus stop for the residence of qualified students and will not be provided to babysitters, day care providers, relatives, etc.

Home and School Association

It is important to have cooperation between the home and school in order to provide the best possible learning environment for the children of Primos. In order to promote this, there is a Home and School organization right here at Primos Elementary School. Our Home and School organization information is located on the district's website.

Primos Elementary School's Home and School Association typically holds its meetings in the cafeteria at 6:30pm on the second Wednesday of every month. Please check the school's monthly calendar for any changes.

Safety and Behavior

Each child's safety is a major concern of the school. A few sound rules are listed below.

Students should:

- **Arrive ten minutes before the start of school so that they can go directly into the building. The playgrounds are not supervised before or after school.**
- **Walk on the sidewalk at all times.**
- **Cross streets only at intersections, where a police officer, a traffic supervisor, or a member of the school safety patrol is on duty, and obey his or her directions.**
- **Proceed directly to school and return home immediately after being dismissed unless otherwise directed by parents.**
- **Be considerate and helpful to younger children.**
- **Refrain from throwing snowballs on the way to or from school and on the school grounds.**
- **Refuse to enter or approach strange automobiles or to ride with strangers.**
 - *Please discuss the above rules with your children.*