

Primos Elementary School

**Parent Handbook
2017-2018**

**861 Bunting Lane
Primos Pa, 19018**

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 life long learners who will become productive citizens in our community... Success - Nothing Less!



PRIMOS STAFF 2017-2018

PRINCIPAL

Jonathan Wisneski

5th Grade Team

Lead Teacher

Bill Rogers

Tracy Nunan

Stacey Venit

Secretary

Maria Evangelista

Matt Casertano

Building Assistants

Diane Hoban

Marie Pipitone

Related Arts

Custodian

Rob DiMaio

P.E.

N. Papatsiaras

Art

Regina Ceribelli

Library

Jessica WorriLOW

Kindergarten Team

Music

Kami Kruc

Instrumental

Chris Kulp

Samantha Zdun

Nicole DiTullio

Learning Support

1st Grade Team

Colleen Black

Alyssa Bost

Lauri Millett

Nancy Palis

Nancy Mount

Tanya McMullen

Reading

2nd Grade Team

Lauren Ellis

Joanne Cain

Michelle Mooney

Lisa McMahon

Teresa Host

Katie Rankin

Autistic Support

Teacher

Kathy Campbell

Assistant

Kim McDevitt

3rd Grade Team

Teacher

Diana Gifford

Assistant

Sandra Hopkins

Jenn Lardani

Kelly McIntosh

Mary Hennessy

Christine Turner

Teacher

Anna Eisenberger

Assistant

Annette Liberati

4th Grade Team

Teacher

Lindsay Toriello

Assistant

N/A

Heather Prestileo

Trish Crumlish

Donna Pawloski

Peg Moffitt

Autistic Support Continued...

Teacher

Rachel Davis

Assistant

Jane Tumolo

Teacher	Tara Sable		Sue Mitchell
Assistant	Cathy Rodgers		
		OT	Linda Palisano D. Chiacchiere
Teacher	Meg McKniff		
Assistant	Jacklyn McKeon	PT	Sara McMenamin
Teacher	Meghan Lumpkin		
Assistant	Erika Ruppert	H & S Visitor	Anne Hensel
<u>Sp Ed Assistants</u>		Psychologist	Nakeia Smith
Lori LaVerghetta		Nurses	Karen Dardine
Maureen Maguire			
Comp. tech/ Lib.	Lisa Hoey	Noontime Aides	Elaine Liberio Crystal Lee Susan Cecero
Gifted Support			
ELL	Karly Abbott	PCA	T. Ferguson
Speech	Lauren Haley	PCA	Tracy Mallory

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 folders.

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

- AM/PM Kindergarten
- Positive Behavior Interventions and Supports (PBIS)
- Inclusion classes
- Free and Reduced Breakfast and Lunch programs
- Full time Nursing
- 4th and 5th grade Fitness Team
- Chorus and Eagle Choir
- Instrumental instruction
- Garden Club
- Book Club
- Student Council
- Safety Patrol
- New 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
Secretaries: Ms. Maria Evangelista

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 – Red and Blue

SCHOOL MASCOT – Eagle – “Flappy”

Website – <http://primos.upperdarbysd.org/>

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 1, 2 and 3 will be dismissed from the side doors near the staff parking lot. Students of grades 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, this parents/guardians 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 holds its meetings in the cafeteria at 6:30pm on the second Wednesday of every month. Please check the school's monthly calendar.

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.