

# **WELCOME TO DARCEY SCHOOL!**

## **Our Mission**

Our early childhood team is dedicated to the development of young children in a secure and nurturing environment that promotes curiosity, a love of learning, and the joy of discovery. Our staff works collaboratively with families and the community to provide a creative and flexible educational program. We recognize the strengths of each individual, encourage self-confidence and establish a strong foundation for lifelong learning. We believe in providing enriched educational experiences which enable children to become independent thinkers and problem solvers who can work and play well with others and have respect for the world in which they live.

## **Helping Families is our Business**

Darcey School is a special place for young children and their families. In all of our programs, teachers, children and parents are working, playing and learning together. We believe this nurturing environment encourages and guides children to do their best and provides the support families need. Our dedicated team of early childhood specialists understands the changing physical, emotional social and academic aspects of a growing child. By integrating their experience and skills in child development, psychology, speech/language pathology, occupational therapy, physical therapy and pediatric nursing, they work together in teams to provide all the special services a young child may require. We encourage families to be involved at Darcey School Early Childhood Center. In addition to classroom participation, we have a very active Parent Teacher Association. It is this ongoing commitment of teachers and families to the children's success at Darcey that truly makes this a special place. Working together, we do make a difference!

## **GOALS OF DARCEY SCHOOL**

- To establish a positive, safe and challenging learning environment for all children.
- To provide relevant instruction to address students' individual needs.
- To develop a strong home-school partnership.

## **DARCEY SCHOOL EXPECTATIONS**

Throughout your child's day, we reinforce the following school expectations to maintain an environment conducive to learning.

- All students have the ability to behave in a responsible manner.
- All students are capable learners and are able to make good decisions.
- All students can learn from their mistakes and will take responsibility for their actions.

## **CHESHIRE PUBLIC SCHOOLS EXPECTATIONS**

Your year(s) at Darcey are just the beginning of your child's Cheshire education. Below are listed the Performance Standards that we hope every student will achieve by the time they graduate from Cheshire High School. We begin the foundational work on meeting these standards at the early childhood level and it will continue through all the years in Cheshire schools.

### ***Collaborative/Cooperative Worker***

Performance Standard: Students participate collaboratively as well as cooperatively as a member of a team. Collaboratively, the student gathers ideas from the group to develop an individual position. Cooperatively, the student works to resolve divergent ideas in order to achieve a common purpose.

### ***Community Contributor***

Performance Standard: Students exert a high level of effort and perseverance. The student contributes to the well-being of the school and community, works well with students and staff from diverse backgrounds, and shows respect for self and others.

### ***Complex Thinker***

Performance Standard: Students use a variety of complex reasoning skills, including inquiry, to pose and answer questions, to solve problems, and to explore ideas. The student shapes information into knowledge and knowledge into understanding.

### ***Effective Communicator***

Performance Standard: Students communicate thoughts, ideas, and information clearly, effectively, and in an organized fashion; the student does this in multiple ways including oral, written, technical, and artistic expression.

### ***Knowledgeable Person***

Performance Standard: Students access, process, integrate, and apply information in order to construct knowledge. The student uses relevant skills and strategies from the disciplines to turn knowledge into understanding.

### ***Self-Directed Learner***

Performance Standard: Students are autonomous, reflective, and responsible learners. The student demonstrates leadership, self-regulation, independence, and an ability to set and achieve goals.

### ***Skilled Information Processor***

Performance Standard: The Cheshire High School student gathers information and applies concepts from the arts and humanities, sciences, and technology. The student interprets and synthesizes information and accurately assesses the value of information in any given task.

## **WHAT FORMS OF COMMUNICATION CAN I EXPECT FROM THE SCHOOL?**

Cheshire Public Schools uses PowerSchool which gives parents real-time access to attendance and school announcements. Parents can opt to receive automatic updates to one or more email addresses. The PowerSchool link is available anywhere in the world, just by logging onto the Internet. All information is secure, and information about your child is only available to you. Once you have set up your Power School account it will be yours until your child graduates from Cheshire High School.

## **ACCESSING POWERSCHOOL – CREATING YOUR INITIAL ACCOUNT**

You have or will receive a separate access code and password letter for each of your children. The letter will include directions for setting up the account. When you set it up you can select to have school notices e-mailed to you directly. Also please be sure to fill in the **CODE RED** fields, which are the phone numbers to reach you if there was a town- wide emergency that was responded to with the automatic emergency dialing system. If you have not received your child's access and directions letter, or if the sign-on process is unclear, please don't hesitate to call the Darcey office. Directions are also posted on the Darcey website. [www.cheshire.k12.ct.us/Darcey](http://www.cheshire.k12.ct.us/Darcey) If you do not have access to a computer and/or want school notices sent home by paper in back packs, please let your child's teacher know. In addition to the information posted on Power School, classroom teachers send home either weekly or monthly class newsletters. A "Week Ahead" notice is posted each week on Power School or e-mailed home to parents who have selected that option on their Power School account. This notice has information about the calendar activities and programs for the upcoming week. A monthly "Darcey Newsletter" is published every month with articles from the principal, PTA and others and is sent home on paper.

## **COMMUNICATION WITH TEACHERS**

Darcey teachers can be contacted through notes, e-mail directly from the school web-site, or by phone. Please note that time-sensitive information should not be sent through e-mail or voice mail. Teachers are busy with students all day long and don't always have time to check their e-mail until lunch or after school. They do not have phones in their classrooms so when you leave a voicemail, they will not pick it up until they have had the opportunity to go to the staff room to see their individual light flashing. In an emergency or a time-sensitive message please speak directly to a secretary in the office.

## **THE TITLE 1 PROGRAM AT DARCEY SCHOOL**

Darcey is fortunate to be the recipient of the Cheshire school district's Title 1 funds from the federal government. These funds are used to enhance the educational program for our kindergarten students. With these funds we have hired Instructional Assistants for the classrooms to assist the teachers in providing for the individual instructional needs of our wide range of kindergarten students, particularly in the areas of literacy and math. As part of this program and related to one of our school goals noted on p.2 "**To develop a strong home-school partnership**", the Darcey School Planning and Management Team (DSPMT) has established the following "**Parent Involvement Compact**".

### **THE PARENT INVOLVEMENT COMPACT**

The Darcey School community believes that each parent's involvement in their child's education can have a positive impact on that child's academic success. To encourage this involvement the principal will address the parents at the kindergarten orientation and the kindergarten Open House each school year to:

- Inform parents of the various student support services available to students at Darcey School;
- Seek input from parents with regards to these services;
- Inform parents of the variety of ways they can be involved in their child's education at school and at home.

Parents and the entire school staff shall share responsibility for improving student academic performance by:

- Fostering the sharing of the mission of the school, which is the "development of young children in a secure and nurturing environment that promotes curiosity, a love of learning and the joy of discovery";
- Providing parents with opportunities to learn about the curriculum and instructional strategies at evening workshops focused on literacy, at the Kindergarten Open House, at parent/teacher conferences, and through regular written communication between school and home related to the kindergarten social studies and science units;
- Striving to involve parents in their child's learning through involvement in the classrooms, special classes and at school events;
- Requiring annual parent acknowledgement in the Darcey Parent Handbook of the following School-Parent Compact:

"The Darcey School community believes that each parent's involvement in their child's education can have a positive impact on their academic success. I agree that I will:

- Encourage my child's love of learning
- Take advantage of opportunities to learn more about what and how my child is learning at Darcey School
- Read and if needed, respond to communications from the school (look through the backpack each evening!)

- Be involved with my child's learning
- Establish routines at home that foster learning.”

## **PARENT INVOLVEMENT POLICY**

Parent involvement is very important to the success of our students. Parent volunteers are an extremely important resource, and they are greatly appreciated by teachers and staff for enriching our school program. Parents are encouraged to be involved in many capacities, such as: volunteering in the classroom to support learning, membership in the PTA, serving on PTA committees, serving as room parents, volunteering in the art, music, physical education and library classes, and organizing and running special projects and activities throughout the year.

We are particularly interested in learning about the various cultural traditions of our Darcey families. Parents are welcome to share information about their family's culture with their child's class. Please contact your child's teacher if you would like to come to school and speak with the class about such topics as your country of origin, a special holiday or a tradition. This is a wonderful way for all of our students to learn about different cultures represented in our school community.

Teachers use parent volunteers in their classrooms according to their individual teaching styles and preferences. You will hear directly from the teacher at Open House as to the way in which you can be involved in your child's classroom. Please do not bring younger siblings when volunteering at Darcey. This is important for safety reasons and to avoid disruptions of instructional time in the classrooms.

The **Darcey Planning and Management Team** is the lead decision making and planning body of the school. The team members work to build a community where all members have a voice in the decision-making process. Responsibilities of the committee include: establishing guidelines for school programs, improving social relations among adults, students and between adults and students, establishing policy guidelines for school programs, responding to school concerns directly or by delegating the response to a subcommittee, planning the annual school calendar and planning, monitoring and evaluating Strategic School Plan. The group meets after school 6 times a year from 3:30 – 5:00 pm. If you are interested in serving on the Planning and Management team, please contact Ann Donnery at 203- 272-3343.

## **A COMMITMENT TO HIGH QUALITY STAFF**

The Cheshire Public Schools has always had a commitment to hiring, training and retaining teachers of the highest caliber and we are very proud of the strong teaching staff that we have. For your information, because Darcey School receives Title I funding, parents may request information regarding the professional qualifications of their child's classroom teacher.

## **SCHOOL HOURS:** **WHAT ARE THE REGULAR SCHOOL HOURS?**

The school office hours are 8:35 to 3:55 p.m., Monday through Friday

Kindergarten hours are 8:50 to 3:20  
Stephen August Early Intervention Center sessions:  
AM 9:00-11:30 PM 12:30-3:00

For safety and comfort, children should arrive no earlier than 10 minutes before their school session begins. Please refer to the safety procedures in regard to dropping off your child. Your child can be dropped at school no earlier than: 8:45 (Kindergarten) 8:55/12:25 (EIC)

## **WHAT SHOULD I DO IF MY CHILD WILL BE ABSENT FROM SCHOOL?**

If a child is absent from school, parents should call the **SCHOOL AT 272-3343 and (select item 1)** then leave the child's name, classroom teacher's name and **reason for the absence**. If the school has not been notified by a phone message or a written note (when a family knows ahead of time that their child will be absent), a secretary will be calling your home to verify your child's absence. Please note that children who arrive at school after 10:15 in the AM will still be counted as "absent" in the student attendance data per a new rule from the CT State Department of Education.

## **MY CHILD WILL BE TARDY**

Parents arriving at school late must enter through the front door and notify the office of the child's name and teacher before walking their child to the classroom.

## **DISMISSAL PROCEDURES**

### **Kindergarten Dismissal**

- Dismissal for kindergarten pick up is **3:20**
- All Kindergarten parents must enter through the main doors in the front of the building.
- When buzzed in state your name, your child's name and the teacher's name.
- Proceed to the office. Do not hold the door open for anyone and be prepared to show your ID.
- Sign your child out in the log book and take a sign out slip from the basket.
- Wait in the main foyer until "All parents may go to the classrooms" is called.
- Any parent who comes earlier than the designated time will be considered a visitor and therefore must go through the main doors and follow visitor procedures.

### **Early Intervention Center Dismissal:**

- Dismissal for the preschool is **11:30** and **3:00**
- All preschool parents must park in the back lot and enter through the back doors.
- When buzzed in state your name, your child's name and the teacher's name.
- Proceed directly to the classroom and sign your child out. Be prepared to show ID if necessary.

- **If you are picking up a kindergartner as well please sign out in the office and wait for the announcement “All parents may go to the classrooms”.**
- **Any parent who comes earlier than the designated time will be considered a visitor and therefore must go through the main doors and follow visitor procedures.**

If you are picking up your child from school rather than having him/her ride the bus please send a note to your child’s teacher saying that he/she will be “**parent pick-up**” that day. Indicate if someone other than the student’s parents or guardians will be picking up your child. Staff will ask to see a picture license as identification for safety reasons. In case of an emergency, if you were unable to send a note with the child prior to parent pick-up, please notify the office at 203 272-3343 at which time, the secretary will verify your code word.

### **I NEED TO DROP-OFF MY CHILD BEFORE SCHOOL:**

If you are dropping off your child at school, please observe the following safety procedures:

#### **For Kindergarten:**

1. Only buses are allowed in the circular drive in front of the school. Please do not use the circular drive. Park your car in the lot to the left of the school.
2. Children must be escorted to the door. No child should be left to cross the parking lot or circular drive area without an adult.
3. Parents who bring their children early must wait with them in the front foyer until they can be admitted to class (See “School Hours”).
4. Parents must enter through the front door to pick-up children and must sign out in the office all children they are picking up. See below.

#### **For Early Intervention Center:**

1. Same as above except park in the rear lot and enter though the rear door.
2. Please escort your child directly to the classroom.

### **A WORD ABOUT SCHOOL SECURITY**

All the doors in the school building are locked at ALL times, including before school, while school is in session and after school. To gain entry at anytime you will need to ring the doorbell at the front or back entrance, and speak into the intercom stating your name and your purpose for visiting. All visitors are visible on video monitors by the office personnel. A secretary will buzz you into the building and ask you to come to the office to sign in and receive a visitor’s name tag.

All Darcey staff wear an identifying nametag with a picture ID. There are video cameras in all hallways and stairwells and at the front and back doors. Thank you for cooperating with our security policies.

## **TRANSPORTATION**

Please note that transportation issues or concerns should be directed to the Transportation Department at 203 272-2472.

### **WHAT ARE THE PROCEDURES AT THE BUS STOP?**

#### **E.I.C. students:**

Bus transportation is provided door-to-door for those Early Intervention students who qualify. All other E.I.C. families must provide their own transportation.

#### **Kindergarten students:**

Bus stops are assigned by the Transportation Department. Kindergarten students must be accompanied by a parent or guardian to and from their bus stops. It is policy that the bus driver cannot allow a child to leave the bus if an adult is not waiting. The driver must return with the child to school, and a parent is notified by phone that they need to pick up their child at Darcey.

For the safety of your child, he/she will not be allowed to ride home on another bus or dropped off at another stop unless it is an emergency or a hardship related to a childcare situation, in which case the principal may issue a "day pass". Requests for a day pass must be made in writing and are subject to the principal's approval. They are not issued for social purposes.

### **IF I HAVE AN EMERGENCY AND WILL BE UNABLE TO MEET THE BUS, WHAT SHOULD I DO?**

First try to make arrangements with a friend or neighbor to meet the bus. If a friend/neighbor cannot meet your child at his stop, call the school, state the emergency and give the code word (used as a security measure) and ask to have your child ride a different bus and/or get dropped at a classmate's stop.

### **WHAT PRECAUTIONS ARE TAKEN TO TEACH MY CHILD ABOUT BUS SAFETY?**

A Bus Safety Program is conducted at Darcey during Kindergarten orientation and the first week of school. At that time all bus safety rules are reviewed with Kindergarten students and they will have a short "practice" bus ride at Orientation.

In addition to the Bus Safety Program, teachers reinforce all safety and behavioral expectations with students.

For the safety of your child and other children, please do not attach key chains to backpacks.

### **WHAT IF MY CHILD LOSES SOMETHING ON THE BUS?**

Any items that are left on the kindergarten bus will be returned to the Dattco office. Call Dattco at 203

699-8877 and report the loss. The article will be traced and you will be notified if it is found. For E.I.C. students, call Cheshire Public Schools transportation at 203 272-2472.

## **WHAT ABOUT DELAYED OPENINGS AND EARLY CLOSING DUE TO SNOW?**

During inclement weather, please listen to local radio stations for notice of any delayed openings or early closings; or you may look at the Cheshire Public Schools website which has a link to the school closing and delay information. **www.cheshire.k12.ct.us** Additionally you may call Cheshire Public Schools @ 203 250-2410 after 6:30 a.m. for a recorded announcement.

Darcey School operates as follows. With a delay of 90 minutes, Kindergarten will begin at 10:20 and the Early Intervention Preschool morning program **will be cancelled**. Afternoon EIC preschool sessions will begin at the regular time of 12:34 p.m. and be dismissed at 3:00 p.m. as usual.

## **WHAT ABOUT EARLY DISMISSAL?**

There are **two planned** days in the school year when school is dismissed early; the day before Thanksgiving break, (Wednesday) and the last day of school. Kindergarten students will be dismissed at 1:25. EIC morning sessions are dismissed at 10:50 a.m. Afternoon sessions begin at 11:30 a.m. and are dismissed at 1:25 p.m. Please refer to your Cheshire Public Schools calendar, which is available on the Cheshire Public Schools website.

### **Unplanned**

When school is dismissed early due to **inclement** weather there will be no afternoon session for the Early Intervention Center. When our office is notified of an early dismissal a parent phone tree will be activated to attempt to notify each family. We will also notify all the daycare centers.

## **SCHOOL HOLIDAYS AND VACATIONS**

Please refer to the Cheshire Public Schools calendar which is on the Cheshire Public Schools website, [www.cheshire.k12.ct.us](http://www.cheshire.k12.ct.us)

## **WHEN IS OPEN HOUSE?**

Darcey School schedules an evening Open House at the beginning of the school year for parents to visit their child's classroom and learn about the program. Kindergarten Open Houses are held in September and EIC Open House is held in October. Due to space considerations, parents are asked to leave Kindergarten children at home that evening.

During American Education Week, parents are encouraged to visit their children's classrooms during the day while school is in session. You will be notified as to the dates.

## **WHEN ARE KINDERGARTEN PARENT-TEACHER CONFERENCES?**

Kindergarten parent conferences will be held in October and March. The teachers will share information about your child's progress. Teachers also welcome any helpful information that you have about your child, such as health needs or problems, outside interests or hobbies, feelings about school and relationships with brothers and sisters, etc. Teachers are available throughout the year. **Please call any time if you have concerns about your child.**

## **WHAT IS THE POLICY ON FIELD TRIPS?**

Your child's teacher will provide you specific information about the trips. School board policy states that all field trips will be approved in advance by the principal, and will relate to the school curriculum in some way. Parents will be requested to sign a permission slip for their child to participate in the event. A limited number of parents accompany the classes as chaperones.

There is money available through the PTA to pay for field trips or special events for any child whose family is experiencing financial hardship. Please call the principal if assistance is needed. This information is kept confidential between the family and the principal.

## **ART, MUSIC, PHYSICAL EDUCATION, LIBRARY**

Kindergarten students will receive instruction in these subject areas. Your child's teacher will inform you of the specific day and time of these "specials".

## **WHEN ARE PROGRESS REPORTS ISSUED?**

Darcey School issues progress reports in January and June to all kindergarten students. EIC and kindergarten students who have Individualized Education Programs (IEPs) will receive progress reports on their goals and objectives in January and June.

EIC students enrolled as "typical peers" will receive a Child Profile of the benchmarks on the CT Preschool Assessment Framework at an end-of-year parent/teacher conference.

## **MEDICAL INFORMATION ARE PHYSICAL EXAMINATIONS REQUIRED?**

Physical examinations are required within one year of the start date of school for all new students entering or transferring into the Darcey School EIC or Kindergarten.

Each child must have a health assessment by one of the following medical personnel of the parents or guardians choosing to ascertain whether the student has any physical disability or other health problem tending to prevent him or her from receiving the full benefit of school work and to ascertain whether such school work should be modified in order to prevent injury to the student or to secure for the student a suitable program of education:

1. A legally qualified physician;
2. An advanced registered nurse;
3. A physician's assistant.

**Such health assessment shall include:**

1. Physical examination which shall include hematocrit or hemoglobin tests, height, weight and blood pressure;
2. Updating of immunizations required ( refer to letters mailed home for specific grade requirements);
3. Vision, hearing, postural and gross dental screening;
4. Any other information including a health history as the medical provider believes to be necessary and appropriate.

The physical examination and immunization data must be reviewed and approved by the school nurse prior to the child's entry into the school. There is no grace period allowed for this requirement per Connecticut State Law.

Policies concerning exemptions from immunizations can be discussed with the school nurse.

**STUDENT INFORMATION FORM**

The green emergency form is required for every EIC and Kindergarten student and has been distributed. It is imperative for the school to have the information requested for each student. Parents or guardians must supply names of people who are able to take a sick child home if a parent is unavailable. **If, during the school year, any of the information on the form changes, please update your information on your Power School account.**

**WHAT SCHOOL HEALTH SERVICES ARE AVAILABLE AT DARCEY?**

The school nurse administers vision and hearing screenings to all kindergarten students in the fall and early winter. Parents are contacted by phone and in writing if a problem is suspected and a professional vision or hearing exam is needed. The school nurse will assist families in locating resources for healthcare. In addition, if you think that your child may need an additional screening later on in the school year, please contact the school nurse and it will be done.

Voluntary insurance is offered in September to provide financial protection for students who may not be covered under your private insurance policy. This covers your child in case of an accident on school property, while participating in school activities and traveling to and from school.

## **IF YOUR CHILD BECOMES ILL AT SCHOOL:**

The school nurse may need to contact you to come and pick up your child. Please include on the green student information form the names of persons you know will be available, and in the sequence you would like them to be called. Please include your cell phone numbers on the green forms.

## **HELPFUL HINTS FROM THE SCHOOL NURSE:**

- If your child has had a fever, vomiting or diarrhea, please keep him/her home for at least 24 hours after the last episode of illness.
- Head lice has occasionally been a problem in recent years. If you discover head lice or nits (eggs) call your pediatrician or the school nurse for directions to follow on how to treat and what preparations are recommended (some are not as effective as others and lead to rapid reinfestation). The school nurse needs to be notified so that classmates can be checked.
- If your child has conjunctivitis ("pink eye") or a rash, please keep your child at home and consult his/her Doctor for evaluation and treatment.
- Please notify the school nurse if your child has contracted any of the following: strep throat, scarlet fever, chicken pox, fifth's disease, head lice, cocksackie virus, conjunctivitis, lyme disease, ringworm or impetigo.
- For safety reasons, we do not permit children to use cough drops at Darcey School.

## **WHAT IF MY CHILD NEEDS MEDICATIONS?**

The school nurse may administer prescription and over the counter medications only upon written medical orders signed by a physician and with parental authorization. A special form is available in the nurse's office for this purpose.

The medication, in its original container and properly labeled, should be delivered directly to the school nurse by the parent or a designated adult. It is illegal for a child to carry any medication to or from school.

## **POLICY WITH REGARDS TO ALLERGIES**

Please be sure to inform the nurse if your child has a severe allergy, which requires any special handling at school. If your child has food allergies please plan to supply special snacks to be kept at school and used when there is a special food treat brought into the room by another student. Although we will inform the other parents in the room of ingredients not to be used, we can't guarantee that food coming from other students' homes is completely free of the allergen and we will not take a chance of giving your child a food that may cause an allergic reaction. There are no exceptions to this policy. Please communicate your child's needs very clearly to the school nurse so that we can work together to make sure your child's health needs are met in school.

## **CLOTHING AND PERSONAL PROPERTY**

Please send your child to school in clothes that are comfortable for sitting, running and climbing; that are simple in design and large enough to be put on by him/her; and that are not easily torn. Print your child's name on all clothing that he/she might take off at school: coats, sweaters, caps, boots, mittens, etc.

Dress for the weather! We go outside to play, even in the winter. **WE DISCOURAGE UMBRELLAS**, as they can be dangerous. Send firm-soled slippers or shoes to school so that your child may change from boots.

Please help your child learn to zip or snap his/her own clothing.

**We discourage open-toed shoes and dressy shoes**, because they can be dangerous when running or climbing. Most teachers do not permit students on the playground with open-toed shoes for safety reasons. It is a good idea to have a pair of sneakers in the backpack for this reason, or just make sure to consistently send your child to school in sneakers. Remember to have your child wear sneakers on gym days.

Your child may need a paint smock. An old shirt will work well. Please label it with your child's name.

Occasionally your child will bring home notes from the teacher or school office. Each child should have a book bag or backpack to insure safe delivery of notices and projects. All items brought to school by your child should be labeled with his/her name.

**Please do not send valuable or delicate items, cell phones, toys, electronic toys or gadgets, or trading cards of any kind.** If your child's daycare allows them to bring such items to their setting they must remain in the backpacks and not taken out on the bus or in the classroom. Please help us avoid conflicts between children by following this important rule. Each child will be responsible for the care of personal possessions and their safe return home. Problems occur on the buses when children have special toys or trading cards with them.

Guns and other weapon toys are prohibited.

## **CELEBRATIONS, BIRTHDAYS AND SNACKS**

Birthdays, special events and holiday celebrations are an important part of a child's life. Classroom celebrations vary among teachers and parents will be notified in advance of any planned activities as well as the classroom birthday snack policy.

Parents are asked not to send invitations to birthday parties or similar events for distribution at school unless **every** child in the class receives an invitation. Only teachers are allowed to distribute class lists. The office will not release addresses or phone numbers. Parents may choose to include their name, address and phone in the "Darcey Directory" which is developed and distributed by the P.T.A. each year to **P.T.A. members**.

## **DARCEY SCHOOL'S SUGGESTIONS FOR SUPPORTING THE CHESHIRE WELLNESS POLICY**

To quote from the Cheshire Policy # 6142.101(b):

“The Cheshire Public Schools encourage the use of nutrient dense foods for all school functions and activities. Nutrient dense foods are those foods that provide students with calories rich in the nutrient content needed to be healthy. At any school function (parties, celebrations, feasts, sporting events, etc.) healthy food choice options should be available.”

**In order to comply with this policy, and because we are aware that good nutrition is linked to better behavior and academic performance, at Darcey School we are encouraging parents to use the following guidelines when preparing snacks for children.**

Please help us teach your children about healthy food choices and the importance of good nutrition by using this list when sending food to school for snacks. Examples of appropriate snack items were provided by the Cheshire Board of Education Policy manual and will be observed throughout your child's years in the Cheshire schools.

- Low-fat muffins, granola bars, and crackers
- Low-fat yogurt
- Jello and low-fat pudding cups
- Raw/fresh vegetable sticks (e.g. carrots)/slices with low-fat dressing or yogurt dip
- Fresh fruit and 100% fruit juices
- Fruit juice and vegetable juice and bottled water
- Low- fat and skim milk products
- Pretzels
- Whole grain bread products such as bread sticks, rolls, bagels and pita bread
- Ready to eat low sugar cereals

### **Safe School Climate Plan**

#### Cheshire Public Schools Safe School Climate Plan

The purpose of the Safe School Climate Plan is to promote consistency of approach and to create a climate in which all types of bullying are regarded as unacceptable. Attitudes and practices can contribute to bullying, to lower levels of confidence, self-esteem and lack of achievement.

The following plan, “The Cheshire Public Schools Safe School Climate Plan,” addresses the mandated areas of compliance which are required under C.G.S.10-222d as amended by P.A. 11-232. In addition to the following current efforts, the administration, faculty and staff of the Cheshire Public School District commit to continue to improve, enhance, and update both the

Plan and its implementation biennially in order to best serve the students, parents, guardians and the community.

The Board of Education promotes a secure and happy school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. Therefore it shall be the policy of the Board that bullying of a student by another student is prohibited.

## 1. Prohibition Against Bullying

The Board of Education prohibits bullying (a) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board, and (b) outside of the school setting if such bullying (i) creates a hostile environment at school for the victim, (ii) infringes on the rights of the victim at school, or (iii) substantially disrupts the education process or orderly operation of a school.

## II. Definitions

“Bullying” means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, or a physical act or gesture by one or more students repeatedly directed at or referring to another student attending school in the same school district that:

- A. causes physical or emotional harm to such student or damage to such student’s property,
- B. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,
- C. creates a hostile environment at school for such student,
- D. infringes on the rights of such student at school, or
- E. substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics. The student (or students) against whom the activity is directed and the student (or students) directing the activity must be attending school in the Cheshire Public Schools.

“Cyberbullying” means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or

any electronic communications.

“Mobile electronic device” means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.

“Electronic communication” means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

“Hostile environment” means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate.

“Outside of the school setting” means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education.

“School employee” means (a) a teacher, substitute teacher, school administrator, school Superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional Board of Education or working in a public elementary, middle or high school; or (b) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional Board of Education.

“School climate” means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and adults.

Please go to the Darcey website and click on “Safe School Climate Plan” to review the complete plan.

### **General Intervention Strategies to Promote a Safe School Climate**

In addition to the prompt investigation of complaints of bullying and direct intervention when acts of bullying are verified, other actions may ameliorate potential problems with bullying in school or at school sponsored activities. While no specific action is required and school needs for such interventions may vary from time to time, the following list of potential intervention strategies shall serve as a resource for administrators, teachers and other professional staff members in each school:

## **Strategies May Include**

1. Use of peers to help ameliorate the problem.
2. Modeling by teachers of positive, respectful, and supportive behavior toward students.
3. School-wide meetings to encourage positive relationships.
4. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere.
5. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others.
6. Teachers and other professionals may find opportunities to educate students about bullying behavior through class discussions, counseling, and reinforcement of socially appropriate behavior.

## **WHAT TO DO IF...**

**You have a question or a concern:** When you have a question or concern, first call or write a note to your child's classroom teacher. If you feel the issue is not satisfactorily resolved, please call the principal for further clarification or resolution.

**You know in advance that your child will be absent:** If you know in advance that unique family circumstances will require your child to be absent from school, please notify the school in writing.

**You change your address or phone number:** Make the change in your Power School account.

**You plan to move:** Please inform the office and sign a "Release of Information Form" as well as give the school office the information needed to forward records. Records will be mailed directly to your new school district.

**Your child has lost something:** A lost-and-found box is located in the school office.

**You want to visit the school:** For security reasons, all parents and visitors must report to the office immediately upon entering the building, where they will sign in and be issued a visitor's badge.

**CHESHIRE PUBLIC SCHOOLS  
29 Main Street  
Cheshire, CT 06410**

**Dr. Greg Florio, Superintendent**

**Phone Numbers to Remember:**

Darcey School	203 272-3343	Darcey B-3	203 272-9108
Curriculum/Instruction	203 250-2412	Special Education	203 250-2422
Transportation Dept.	203 272-2472	Dattco	203 699-8877
Main Office (Board of Ed)	203 250-2400	Supt. of School	203 250-2420
Assistant Superintendent	203 250-2431	Adult Education	203 250-2421
Buildings and Grounds	203 250-2574	Business Office	203 250-2429
Closing/Information Line	203 250-2410		

[www.cheshire.k12.ct.us/Darcey](http://www.cheshire.k12.ct.us/Darcey)