

## OCEAN CITY PRIMARY SCHOOL

550 West Avenue

Ocean City, New Jersey 08226 – 3891

Phone: (609) 399-3191

[www.oceancityschools.org](http://www.oceancityschools.org)



Cathleen Smith, Principal

Dear Primary School Families,

August 2020

Welcome to the 2020-2021 school year! *“The start of something new, brings the hope of something great, anything is possible!”* (Author unknown) I am so excited for our **first day of school, Tuesday September 8, 2020.**

**COHORT “O”** will be in-person on September 8th and 9th. **COHORT “C”** will be in-person on September 10th and 11th. The entire week is half- days, September 8th-11th with a 1:30p.m dismissal.

I hope you had a fun and exciting summer with friends and family. As we wind down the summer, we will be getting ready for the new school year with new friends, new faces and a new start. I can’t wait to see your smiling faces in the hallways and virtually. However, with masks our smile will be hidden. Don’t worry, keep smiling but throw a thumbs up sign to everyone you see to share your smile. Smiles, and now thumbs up signs are contagious!

Included with this letter are the following:

- Lunch Menu/Info
- Letter from Joel Dougan, School Guidance Counselor
- District Calendar
- PK – Third Grade Supply Lists/Online Order Flyer
- Pre-school and Kindergarten Classroom Visitation
- Student Content Letter
- Dismissal Request Form/Dismissal Diagram
- Student Accident Insurance
- PTA Membership Application
- Back to School Night Flyer
- Name Tags (PK, Kindergarten & 1st grade only)
- PowerSchool Account Access (PK, K and new students only)



What follows is also information you need prior to the start of school:

### **Daily Home Screening for Students-**

Parents are asked to submit the below initial screening checklist for each child in your home by August 31st. Please submit one form per child, making sure to utilize the form associated with your child’s school to ensure it is routed to the appropriate school nurse. Parents are responsible for screening their child(ren) each morning before school.

**If any of the answers previously submitted change throughout the school year, please contact your the school nurse immediately.**

<https://forms.office.com/Pages/ResponsePage.aspx?id=9pmyvWMp1kGghBtdwSyjCiPJ9Ht3v8tHjwpk8sY-IPhUNTVEOUFOSVBHTIU2UzNQQjFIMzhUNIE0Si4u> This link has been emailed to you.

**Pre-school and Kindergarten Classroom Visitation-** Preschool and Kindergarten Visitation will be on Thursday, September 3rd, **COHORT “O”** from 2pm-3pm and Friday, September 4th, **COHORT “C”** from 2pm-3pm. Your invitation is included for all Pre-K and Kindergarten students. Staff will meet parents outside according to the teacher, which will be posted outside. Parents will not enter the building but will remain outside. The Visitation will last 15 minutes inside the building. Virtual PreK and Kindergarten students will have a set time to meet their teachers virtually.

### **PowerSchool Instructions for New Families**

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The system is a secure and green process, which allows the district to verify all student demographics, emergency, and medical information for your child prior to the start of the new school year. The system will also allow you to electronically sign the annual permissions forms for school district policies. The instructions are enclosed for PK, Kindergarten and new families to the district. Please make sure to update emergency contact information as soon as you receive this information.

**School Arrival/Dismissal** – Arrival and dismissal will be slightly staggered to ensure safe protocols entering the building and exiting the building. We are asking parents to remain in their cars until drop off times. We are also asking parents to leave as soon as their child is dropped off/picked up to ensure the next parent has a place to drop students off and pick-up.

<b>Grade</b>	<b>Drop-off Time</b>	<b>Pick-up Time</b>	<b>Location</b>
Pre-K and Kindergarten	8:35 am	2:50 pm	6th Street Front Entrance
1st Grade	8:35 am	2:50 pm	5th Street Main Entrance
2nd Grade	8:45 am	3:00 pm	5th Street Main Entrance
3rd Grade	8:45 am	3:00 pm	6th Street Front Entrance

If your parents are driving you to and from school, you must cross West Avenue only at a corner where the school crossing guard is stationed. Please pull to the curb for drop off and pick-up for everyone's safety. Double parking is not permitted. Parents and guardians are not permitted in the building during drop off/dismissal.

*Important: Please make sure a note is sent into school if your dismissal routine will be different than the one established. We understand emergency situations arise but please let the office know **by 2:30 of any changes in the dismissal procedure for that day.** This way we can make sure all students are safe and accounted for at the end of the school day.*

**Transportation** – During the first two weeks of school, PK, Kindergarten and 1<sup>st</sup> grade students - please wear the name tag that is included with this packet - which contains your lunch number, bus number and teacher name. The first two weeks will be an adjustment period and times for arrival and departure will be established. The rules for bus safety found in the Primary School Policy Booklet and Calendar will be distributed on the first day of school. Students must wear a mask on the bus. Please review these with your parents/guardians.

**Dismissal Requests From School** – A Dismissal Requests from School form is contained in this packet. Please have your parents complete this form and return it to your teacher by **Monday, September 14 for Cohort O and by Thursday, September 17 for Cohort C.** This is very IMPORTANT so we know who can pick you up from school. A diagram of our classroom dismissal for parent pick up is also included.

**Student Accident Insurance** Please visit our website at <http://oceancity.nj.ocp.schoolinsites.com/> under the "Parents" link to view more information on Student Accident Insurance.

**Attendance** – The attendance policy of the Primary School can be located in the Policy Handbook that is distributed on the first day of school. Your regular attendance to school is vital to your education. Please make sure you take your child's temperature everyday before school. Do not send your child to school with a fever. Please refer to the



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enclosed district calendar to help you when you are planning family activities. Plus, we really miss you when you are not in school!

Please use these last days of August to prepare for the start of school. Help eliminate anxiety in the morning by having clothes and school supplies ready the night before. **Remember to** establish a bedtime routine that will enable you to get a minimum of eight hours of sleep. **Also, it is very important to make sure you** have enough time for a good breakfast before leaving for school. Sleep is food for the brain and breakfast is food for the body. To have the energy to meet the demands of each school day, you need both. The ability to concentrate is important for success so make sure you eat a good breakfast and get enough sleep. Also, please make sure children are washing hands and wearing masks.

### Lunches/Recess

Students will eat lunch in the cafeteria. We will use a mixture of desks and lunch tables to keep the students at least 6ft apart. Hand sanitizing stations are going to be used before and after students eat lunch. Students will have recess in four different locations outside.

### Specials

Specials will be held in the classrooms unless Physical Education is held in the multipurpose room or outside. We are working to have students work outside throughout the day. When that occurs, students will be reminded to wear sunscreen and bring hats.

If you have any questions or concerns, please do not hesitate to call us. I cannot wait to see you on our first day of school Tuesday September, 8th.

Members of the Ocean City Community have donated a limited amount of book bags and some supplies. If you are in need, or know of a family in need of a book bag or supplies, please tear off the last page of this letter and return to the main office as soon as possible. Supplies will be distributed on a first come first serve basis.

Sincerely,

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Cathleen Smith, Principal

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Dr. Cathleen M. Smith, Principal

Enclosures

Z:\FirstDay\OPENING DAY\Students>Welcome PK-3rd

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We are in need of school supplies:

Parent(s) Name \_\_\_\_\_

Child(ren's) Name \_\_\_\_\_ Girl/Boy (Circle One) Grade \_\_\_\_\_ In Person \_\_\_\_\_ Virtual \_\_\_\_\_

Name \_\_\_\_\_ Girl/Boy (Circle One) Grade \_\_\_\_\_ In Person \_\_\_\_\_ Virtual \_\_\_\_\_

Book Bag & Supplies \_\_\_\_\_ Book Bag Only \_\_\_\_\_



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