

STOUGHTON PUBLIC SCHOOLS

RICHARD L. WILKINS ELEMENTARY SCHOOL
1322 CENTRAL STREET
STOUGHTON, MA 02072

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Welcome to the 2020 - 2021 School Year!

While this is a very different year for all of us, one thing remains the same - we are extremely excited to see all of our students in whatever capacity they have chosen!

You are recognized as the *most important* person in your child's educational success. Cooperation of home and school will help create a climate in which every student is able to pursue intellectual excellence throughout his/her life. On behalf of the staff, I wish you a great year and look forward to seeing you and your child.

The first week of school your child will bring home a great deal of information and paperwork. Please take the time to look it over and return to school any of the papers that require your information and/or signature. This year emergency forms are also available to be updated on the Parent Portal. ***Emergency forms must be updated, front and back, signed and returned immediately.***

WELCOMES, GOODBYES & VIRTUAL LEARNING ACADEMY TEACHERS

Prior to the start of the school year, I wanted to be sure to identify some staffing changes that have occurred at the Wilkins for the 2020-2021 School Year.

- Mrs. Sousa has retired from the role as our school nurse. Mrs. Driscoll will be our new school nurse!
- Mrs. Forsman has retired from the role as EL teacher. Ms. Zelinsky will be our new EL teacher!
- Mrs. McCann will be taking a leave of absence this year. We are in the process of hiring a new EL teacher to replace her.
- Ms. Flewelling is joining us this year as a kindergarten paraprofessional.
- Some of our teachers will be teaching classes in the Virtual Learning Academy for our fully remote students!
 - Ms. Garrant will be teaching the VLA kindergarten class for Wilkins students.
 - Mrs. Getchell will be teaching the VLA first grade class for Wilkins students.
 - Ms. Pike will be teaching the VLA second grade class for Wilkins students.
 - Ms. Sarnie will be teaching the VLA third grade class for Wilkins students.
 - Mrs. Heaney will be teaching the VLA fourth grade class for Wilkins students.
 - Ms. Gaul will be teaching the VLA fifth grade class for Wilkins students.

SCHOOL HOURS

School hours for all students, Monday - Friday are 8:25 AM - 2:45 PM.

There is no longer morning recess. Teachers will take classes outside at various times in the morning.

The first in-person day of school for all students in Cohort A is Monday, September 14, 2020.

Cohort B students will start their in-person learning on Thursday, September 17, 2020. Since students who are in Cohort B will have their first in-person day after the start of school, please plan on hearing from your child(ren)'s teacher with information on how to virtually participate beginning on Monday, September 14th, as all Cohort B students are expected to log in for attendance on this first day of school, September 14th.

Wednesday, September 16, 2020, as with all Wednesdays, will be virtual for all students. Each school day, regardless of in-person or at-home learning,

All students, regardless of learning mode, are expected to be at school or online every school day by 8:30am as students will start their learning no later than 8:45 AM. Codes and directions of how to access individual Google Classrooms and the Google Meets will be sent by teachers to their students before the start of school.

STUDENT ARRIVAL / DISMISSAL PROCEDURES

The following arrival and dismissal procedures have been established in order to assure the safety of our students. *Please always be courteous to other drivers and vigilant in watching out for the safety of our students.*

ARRIVAL

On in-person learning days, students may be dropped off no earlier than 8:25 AM, since we do not have supervisory coverage available until that time. ***Your punctuality is greatly appreciated.***

Parents/guardians are asked to drop off students at the cafeteria door in the lower parking lot at 8:25 AM. When exiting the parking lot, please follow the arrows and signs in the parking lot and exit by turning RIGHT onto Central Street. During Drop Off time, please do not get out of your car.

Students arriving after 8:50 AM will be marked tardy for the day. Tardy students need to be escorted into the foyer and signed in by a parent/guardian. Only students will be allowed access beyond the foyer. Students must go directly to the office to retrieve a tardy slip and then proceed to their class. A staff member will greet the parent/guardian in the school foyer where they must sign in their tardy student.

Please do not park in the two handicapped parking spots in the front of the building without a visible handicap sign on the dashboard of your car. The front driveway is reserved for busses and staff parking only.

DISMISSAL

Dismissal will begin at 2:40 PM. Students go home many different ways. Please always let the school know if there is a change in the dismissal routine for your child. If someone other than a parent/guardian will be picking-up your child, please send a note to the school indicating such. ***Any change in dismissal or early dismissal requires a note with parent/guardian signature.***

Students who will be walking home from school will be dismissed at 2:40 PM. Students in grades 2 and 5 exit through the door at the far end of the building in the front (nearest the courthouse). Students in grades 3 and 4 exit through the door in the middle of the building in the back (by the playground). Students in grades K and 1 exit through the door at the far end of the building in the back (nearest the courthouse). Students may walk home unaccompanied by an adult if the school is notified of this request in writing by a legal guardian.

Students who will be utilizing the carpool will be dismissed from the cafeteria door in the lower parking lot. Carpool dismissal will start at 2:45 PM. Cars will enter the lower lot from the west side of Central Street. NO LEFT turns will be allowed into the parking lot from the east side of Central Street. Cars waiting in line on Central Street will put their hazard lights on. To ensure efficiency, parents/guardians need to remain in their car and quickly have children get in the car. Therefore, please practice having your child belt themselves in so that the traffic pattern moves as quickly as possible during this hectic time. Please exit the parking lot by turning RIGHT onto Central Street. There are NO left turns allowed onto Central Street during dismissal time. If arriving in the carpool line early, please also be mindful that cars are not allowed to idle while parked. As with drop off, the front driveway is reserved for busses and staff parking only. Carpool stops promptly at 3:00 PM. Please plan accordingly. If you arrive at the school after 3:00 PM to pick up your child, you will need to

park and enter the foyer at the front entrance. Finally, please remember to be respectful and kind to the staff at carpool and to the other parents/guardians utilizing this dismissal option at all times.

PAY AND RIDE BUS PROGRAM

Students who are eligible for free bus transportation, and pay and ride students, will receive a postcard with their bus assignment, bus stop, and approximate morning pick-up time 2 to 3 days before school starts. Please keep this postcard and use it as a temporary bus pass for the first few days of school until the driver gets to know your child. Only children who are eligible for free bus transportation and pay and ride students will be allowed on the buses. These students may only ride on their assigned bus to their assigned bus stop.

PURCHASING SCHOOL LUNCH/BREAKFAST

In order to make the process of purchasing lunches quicker and easier for students, parents and guardians are encouraged to pre-purchase lunches on a weekly or monthly basis. Students may purchase lunch, which includes milk, or milk separately. Lunch may be purchased on a daily basis. Lunch money for those paying on a weekly or monthly basis should be sent to school in an envelope addressed to the cafeteria with your child's first and last name as well as room number. Payment must be made by cash, bank check or money order payable to the Stoughton Public Schools. Online payment is also available at www.schoolcafe.com. A monthly school lunch menu will be posted on the website prior to the beginning of each month. Breakfast is available daily. Breakfast costs \$1.25 per meal and lunch costs \$2.75 per meal. Applications for Free and Reduced Lunch will be sent home at the beginning of each school year.

This year, all breakfasts and lunches will be grab and go style. Food and beverages will be pre-packaged. For those students wanting breakfast, breakfast will be available to pick up upon arrival.

Lunches will also be grab and go style and will be brought to the classrooms by the cafeteria staff. Students will eat their lunches in their classrooms. Prior to eating, all students will wash their hands and sanitize their desk area.

Information on breakfast and lunch on remote days or for fully remote students will be provided once finalized.

ABSENCES/TARDINESS

Please call the school office before 8:00 AM if your child is going to be absent or tardy. Give your name, child's name, classroom number or teacher's name, and the reason for absence or tardiness. Parents are automatically notified of any absence each morning. Students who are tardy **MUST** be escorted into the foyer by a parent/guardian upon arrival. **PLEASE SEE ARRIVAL PROCEDURES ABOVE.** *Students arriving at 8:50 or after are considered tardy.*

PARENT CONFERENCES

This year, Back to School Night and Parent Conferences will be virtual. At this time, they have not been scheduled. Please stay tuned for more information. Parents are encouraged to contact teachers at any time during the school year to share concerns or ask questions regarding their child's progress.

COVID-19 INFORMATION

Please click on the link below to access information about COVID-19 symptoms and absences.

[COVID Flowsheet](#)

COMMUNICATION

Please check the website often for <https://wilkins.stoughtonschools.org/> the monthly calendar, Principal Newsletters, lunch menus and valuable information about the school. Additionally, our Wilkins Twitter Profile is @WilkinWildcats - be sure to follow us on Twitter for pictures and updates. The "backpack" on our school's website contains copies of notices and community events - this application is now handled district-wide and will contain helpful information for all SPS elementary students. Finally, please be sure to follow Stoughton Public Schools Facebook page if you utilize this social media platform as well.

IMPORTANT UPCOMING DATES

Wilkins School Kindergarten Orientation - Thursday, September 3 @ 1:30 -
<https://meet.google.com/cfp-riwq-tye>

Wilkins School New Student Orientation - Thursday, September 3 @ 2:00 -
<https://meet.google.com/ins-azft-cej>

Chromebook Distribution (**Chromebooks will be distributed out of the Wilkins School for Wilkins Students**) - Tuesday, September 8th [Cohort and Chromebook Information](#)

District-Wide Virtual Parent Q & A Session - Wednesday, September 9 ~ 7:00pm - 8:00pm -
<https://meet.google.com/yhk-dqib-dqq>

Individual Class Meet & Greets - Thursday, September 10 ~ 1:30pm - 2:45pm

Information regarding these Meet & Greets will be coming from your child(ren)'s classroom teacher.

If you have any questions, please do not hesitate to call, 781 344-7005.

Sincerely,
Mrs. Monahan