



Mark Kowalski
Superintendent

1207 Cambridge Rd. * Coshocton OH 43812
PH: (740) 622-1901 * FX: (740) 623-5803 * www.coshoctoncityschools.com

Dear Parents/Guardians:

With the start of the 2023-2024 school year, we want to make sure that you are aware of some important pieces of information including (attached): (Please be sure to read both the front and back of all pages.)

- School Emergency Procedures
- Student Online Enrollment – Please remember to enroll your student or update the information for a returning student through our online system **FinalForms** at <https://coshocton-oh.finalforms.com/>
- National School Lunch and Breakfast Program Information
- Health Information from the School Nurse

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mark.kowalski@coshoctoncityschools.com



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<https://twitter.com/CoshoctonCS>

Mission Statement

Coshocton City Schools, in partnership with family and community, will empower individuals to become literate, respectful, responsible, and independent life-long learners in an ever-changing global society.



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**Coshocton City School District
Emergency Notification Procedures
“Your Student’s Safety is Our Priority”**

In the event of an emergency situation, crisis, or serious threat to safety at Coshocton City Schools, parents and/or guardians will be notified via multiple media and social media outlets:

1. Phone Call via our All Call System
 - a. Parents/Guardians must be aware that the phone number(s) listed in **FinalForms** (Student Online Form Submission Platform) is the number(s) that will be notified during the event of an emergency, crisis, or threat to safety.
 - b. To verify that the correct phone number(s) are listed in your student(s) **FinalForms**, please visit <https://coshocton-oh.finalforms.com> and sign in with your login credentials.
2. Text Message
 - a. Parents/Guardians must be aware that the phone number(s) listed in **FinalForms** is the number(s) that will be notified during the event of an emergency, crisis, or threat to safety.
 - b. To verify that the correct phone number(s) are listed in your student(s) **FinalForms**, please visit <https://coshocton-oh.finalforms.com/> and sign in with your login credentials.
3. E-Mail
 - a. Parents/Guardians must be aware that the e-mail account(s) listed in **FinalForms** will be the e-mail account(s) that will receive the notification in the event of an emergency situation, crisis, or serious threat to safety.
 - b. To verify that the correct e-mail addresses are listed in your student(s) **FinalForms**, please visit <https://coshocton-oh.finalforms.com/> and sign in with your login credentials.
4. District Social Media
 - a. Coshocton City Schools App (download in the App Store or Google Play)
 - b. District Facebook Feed: CoshoctonCitySchools
 - c. District Instagram Feed: CoshoctonCitySchools
 - d. District Twitter Feed: CoshoctonCS
 - e. Coshocton High School Twitter Feed: @Skins_CHS
5. Coshocton City School District Website: www.coshoctoncityschools.com
6. Public Media
 - a. 99.3 FM WTNS Coshocton
 - b. Coshocton Tribune: www.coshoctontribune.com

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Jennifer Andrews
Director of Food Service

Dear Parent or Guardian:

We are pleased to inform you that **Coshocton City Schools** will once again be participating in the Community Eligibility Provision for the 2023-24 school year.

What does this mean for you and your children attending the school(s) identified above?

Great news for you and your students! All enrolled students of **Coshocton High School and Coshocton Elementary School** are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2023-24 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application.

If you need further assistance, please contact **Jennifer Andrews at (740) 623-5804**.

Sincerely,

Jennifer Andrews
Food Service Director
Coshocton City Schools

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is available in English and other languages.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027), found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:
mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
fax: (202) 690-7442; or
email: program.intake@usda.gov.
This institution is an equal opportunity provider.

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August 16, 2023

Dear Parents and Guardians,

Welcome back to Coshocton City Schools!! I am looking forward to working with each of you to ensure the health and safety of our students and staff. We know from research that students learn best when they are healthy and it is a privilege for me to be able to provide care to your children when needed.

As the school year begins, I would like to remind you of some important school policies to make note of:

Immunizations: Proof of immunization is required by the State of Ohio to be on file **prior** to the beginning of the school. Vaccines are required for Kindergarten, 7th, and 12th grade.

Medications: It is school policy that students **are not** permitted to carry medications with them at school. All medications including Over the Counter medications are to be administered, stored, and locked in the school nurse's office. If your child has medication that needs to be administered at the school, please ask for the **PHYSICIAN'S ORDER FORM**. The form needs to be filled out and signed by you and your child's physician.

****Medication must be brought to the school by an adult in the original container with a pharmacy label in place. Forms can also be found online under the **School Nurse** tab.**

Food Allergies/Anaphylaxis/Asthma: If your child has food allergies that can lead to anaphylaxis or has asthma that requires an Epipen or inhaler, a **PHYSICIAN'S ORDER FORM** is needed. Please call my office for assistance.

****Children are allowed to carry an Epipen or inhaler as a medical necessity with doctor and parent permission. Food Allergies require documentation from a physician if certain foods are to be withheld.**

Health Concerns: Please inform the school nurse of medical conditions or concerns and any changes in health status. It is important for the school nurse to know medications your child takes regularly. All medical information is confidential.

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Vision and Hearing Screenings: Our school district routinely performs Vision and Hearing screenings as mandated by ORC 3313.50 to identify students who have vision or hearing problems or might be at risk for vision or hearing problems. Routine Vision and Hearing screenings are conducted by your school nurse for grades 1, 3, 5, 7, 9, 11, and Kindergarten. Any student with an IEP or a new student will be screened as well.

Clothing: At times children have accidents, spills, or torn clothing. If your child is prone to accidents, please make sure you provide them with a complete change of clothing in their backpack.

FinalForms: It is very important that your student's FinalForms are updated and accurate. We use this information to contact you throughout the year or in the case of an emergency. It is also important that you include any medical information that you feel is necessary for school staff and me to know for your student to have a healthy, safe, and successful school year.

If at any time you have questions or concerns about the health of your child, please don't hesitate to contact me.

In good health,
Laura Roberts, BSN, RN
(740) 622-5514 ext. 3008
laura.roberts@coshoctoncityschools.com

#CoshoctonPride



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