

WELCOME

September 2011

Dear Parents and Guardians:

I would like to take this opportunity to welcome you to a new school year. We are looking forward to another successful school year at the Jacobs Elementary School.

A strong partnership between school and home will result in success for your child. You can help with this partnership in many ways. By regularly showing interest in your child's schoolwork, asking questions, and giving praise for accomplishments, you can reinforce what the school is trying to accomplish. Visiting school and attending as many school activities as possible also sends a message to your child that education is extremely important. Lastly, by stressing the need for regular attendance conveys to your child a commitment to school.

I wish you and your child a successful school year. Please do not hesitate to contact me at 781-925-4400 if you have any questions or concerns regarding school matters.

Sincerely,

Judith Kuehn

Judith Kuehn, M.Ed., C.A.G.S.
Director of Student Services

INTEGRATED PRESCHOOL PROCEDURES AND INFORMATION

Staff Information

Superintendent	Kathleen Tyrell, Ed.D
Assistant Superintendent	
Director of Student Services	Judith Kuehn
Jacobs Elementary Principal	Jean Penta
Jacobs Elementary Asst. Principal	Christine Cappadona
Moderate Preschool Teacher	Stephanie Gomes
Moderate Preschool Teacher	Elaine Menice
Intensive Preschool Teacher	Katie Gerrior Perniola
Team Chair, School Psychologist	Anya Sherman

Essential Phone Numbers

Hull Integrated Preschool	781-925-4400
Jacobs Elementary School	781-925-4400
Student Services	781-925-4400 x 1121
Dunham Transportation	781-749-4901 (for those students receiving transportation)

Preschool Lottery

Any Hull preschooler who will be 3 by September 1 of the following school year is eligible for the Hull Public Schools Preschool Lottery. The lottery process begins at the end of January and is completed by the end of March. ***These preschoolers must be toilet trained.*** Regular attendance and full classroom participation is required.

A waiting list will be created for students not selected in the lottery.

If a three-year-old child is accepted as a typical preschooler and the parents choose to continue him/her in the 4-year-old program, the child is automatically in the program the following year.

The 2010 – 2011 preschool tuition rate is \$1,750. Payments – Security deposit due July 1, 2010; First semester tuition due August 30, 2010 of \$675.00 and Second semester tuition due January 1, 2011 of \$875.00. Financial aide is available if necessary.

Registration

All students must be registered by the Jacobs Elementary School office prior to the first day of school. ***Please return your registration materials to your child's teacher during the meet and greet session or your child will not be able to attend preschool.***

All preschoolers who attend school for walk in therapy must be registered at the Jacobs Elementary school office. No child can attend school or therapy without a completed registration on file. Please call the Jacobs School office at 781-925-4400 or Lynn Peters at 781-925-4400 ext. 1121 to obtain more information pertaining to the registration process

Classroom Day

The moderate integrated preschool has a morning and afternoon session and each session meets Monday through Thursday. The morning session meets from 8:45 – 11:15. The afternoon session meets from 12:00 – 2:30.

Children with significant disabilities participate in the intensive preschool classroom. Based on individual needs, students with significant disabilities attend either a full day or half-day session. The Team will consider individual needs and determine the length of the school day. The preschool for students with significant disabilities is in session Monday through Thursday. Typically developing peers attend Monday through Thursday from 8:45 – 11:15.

Arrival

Children should not arrive prior to the preschool start time. Your child's teacher will provide you with specific information regarding pick up and drop off locations and procedures. A teacher and/or a paraprofessional will meet the students and bring them to the classroom. **Please do not bring students directly into the classroom.**

Transportation

For students who receive transportation services it is recommended that your child be ready at least a half an hour before his/her session begins on the first day of school. After the first day it will be easier to determine the pick up /drop off time. Students are *required by law* to ride in a *car seat or booster seat* to be provided by the parent or guardian. *Please check the back of the car seats and be aware they can expire.* The parent/guardian must remove the car seat from the van each day.

Please notify the school and Dunham Transportation Company in writing if someone other than a parent/guardian will pick up your child from school or the bus stop. Also, please notify the transportation company if your child will not be attending school or using transportation services. If possible, please call the night before, but call at least 1 hour before pick up time in the morning. For your child's safety, changes to the home pick up/drop off location can only be through discussion with the Director of Student Services. In cases of family emergency, please call the student services secretary, Lynn Peters at 781-925-4400 x 1121.

If an appropriate adult is not available to meet the van, your child will be returned to Jacobs Elementary School Front Office to await your arrival or your designee's arrival. Calls will be made to your home and to the people listed on your child's emergency card. Under certain conditions, your child may be brought to the police station.

Parents in the Classroom

All parents are welcome in the preschool classes. However, to avoid disruption to classroom activities and upsetting individual students, visits should be scheduled. Please communicate with the classroom teacher and agree on the time and date as well as the probable length of your visit. If you come for your scheduled visit or to volunteer please be sure to sign in at the main office and wait for an escort to the classroom. During visits, the teacher, specialists, and paraprofessionals are not able to have conversations

during class time. The structure and rhythm for preschool classrooms are carefully orchestrated and require the concentration of the preschool staff. Please note that all parent volunteers must have a CORI on file at the main office.

Communication

If any questions or concerns arise during the school year please do not hesitate to contact your child's teacher. The best times to reach teachers by phone are between 8:30 – 8:40 and 2:35 – 3:00. Teachers are also available through e-mail. If there is any emergency when school is in session and you need to speak with a teacher immediately, please call the main office at Jacob's Elementary school at 781-925-4400.

Each month you will receive a newsletter informing you of class news, themes of the month, and any special events or days off.

Please be sure to check your child's backpack daily for notices.

Information may be found on individual classroom websites.

Parent Teacher Conferences

Parent teacher conferences are scheduled during the school year. The preschool follows the same schedule for parent teacher conferences as the Jacobs Elementary School.

Parent Training

During the school year, parents will be informed of and encouraged to attend parent trainings on selected Friday's. The purpose of parent training is educating parents on a variety of topics. The goal of the program is to increase home school communication and to carry over skills from the classroom into the home.

Change of Student Information

Please notify the school immediately of any change in student information, for example, address or telephone number. If you are moving from Hull, please come to the main office to sign a records release form.

Early Release Days

Early release days are scheduled throughout the school year for staff professional development. On these days, which are designated on the Hull Public Schools' yearly calendar (attached at end of handbook), children attending the morning sessions will be dismissed at the regular time. **There is no afternoon preschool on these early release days. All students will be dismissed at 11:15.**

Field Trips

Class field trips may be scheduled during the school year. Parents will be notified in advance and may be asked to pay for transportation. Teachers and parent volunteers serve as chaperones for children on these trips.

Clothing

Parents are asked to send their child with an extra set of clothes (shirts, pants, underwear, and socks) to be kept at school. This is not just for the occasional bathroom accident but

also for messy art accidents. Children feel more comfortable in their own clothes, should the need for a change of clothes occur. Students in the full day program should bring along a blanket for naptime. Comfortable clothing is a must each day. Children should be appropriately dressed for the weather. Boots, hats, mittens, snow pants, and jackets are a must in the winter as we do go out to the playground each day. Sunscreen may be needed in warmer weather.

Toilet Training

All peer models must be toilet trained to participate in the program.
There are NO exceptions.

Special education students who are utilizing diapers and /or pull-ups need to provide a supply of these as well as wipes. Toilet training will be provided on an individual basis for special education students.

Birthdays

Birthdays are celebrated in the classroom as close to the actual date as possible. All summer birthdays will be celebrated in June. If you would like to send in a special snack on that day, please coordinate with your child's teacher. Due to severe allergic reactions, classrooms are peanut free. This necessitates awareness of specific ingredients used to make snacks. If you need assistance with selecting an appropriate snack, please contact your child's teacher.

Holidays

Discussion of special holidays is incorporated into the curriculum providing an opportunity for children to learn about different celebrations and traditions. If you have any special holiday traditions or celebrations that you would like to share with your child's class please let us know. However, it is recognized that not all families wish to observe or have their children observe these holidays. Parents who would like their child to be *exempt* from specific celebrations should contact the principal.

Snack

Children should bring a healthy snack with them each day. Please include a drink and *healthy snack* in your child's *backpack* daily. If your child has any food allergies, communicate this in writing to your child's teacher and the school nurse. **Please remember the Jacobs Elementary School is a peanut free school due to allergies.**

Children in the full day preschool program should send 2 snacks and a lunch each day.

Lost and Found

Parents and children are encouraged to check the school lost and found area on a regular basis for missing items at the main office.

Publication of Names and Photographs

During orientation you will complete a form indicating whether you wish or do not wish to have such information be released to the news media or printed in school programs.

Guidance

The Jacobs Elementary School has an adjustment counselor two days per week. You may contact the adjustment counselor to make an appointment to discuss your child's needs (781-925-4400).

Inclement Weather

Follow the guidelines set for the Hull Public Schools during inclement weather. Radio announcements will be given as soon as possible over stations, WJDA, WBZ, WHDH, and WRKO. No school announcements area also carried on channels 4, 5, and 7. If school is delayed, many times the morning preschool may be canceled.

Special Education

Special education services are provided to eligible students as indicated on their individual educational program (IEP). Eligibility is determined as a result of a Team evaluation process. Parents should address questions regarding special education services with their child's teacher. Students must have a signed IEP on file to begin the preschool program.

Special Education Parent Advisory Council

The Special Education Parent Advisory Council (SEPAC) is a district-wide organization of parents that supports the total special education community. The SEPAC members provide guidance and assistance to parents, staff, the community, and special education students. You may contact Judy Kuehn, Director of Student Services at 781-925-4400 for information on SEPAC.

Parent Teacher Organization

The P.T.O. welcomes all parents and teachers to participate and suggestions are welcome. Meetings are held at the Memorial Middle School and announced in the monthly newsletter. There are three school representatives who serve as liaisons between the Jacobs School and the general council. These individuals will be listed in the principal's newsletter. The purpose of the P.T.O. is to support programs throughout the school year to enrich the curriculum and assist teachers with providing meaningful experiences for all students.

* In addition to this pre-school handbook you will receive a Jacobs Elementary School handbook.

Hull Public Schools
Integrated Preschool

2010 – 2011
Parent Handbook



Jacobs Elementary School
180 Harborview Road