



August 26, 2016

Hello CMS families!

Welcome back to another school year. And for our newest students and families, welcome to our school community! We are a staff full of passion, intelligence, and excitement for teaching and learning.

We love our students, and we want to see them here at school every day. Please ensure that your child attends school consistently and on time. We start our school day at 7:45am. Let us know if we can provide support to your family in any way to help make this a realistic goal.

I have attached our Family Handbook, and I'd like to highlight a few important items.

SAFETY is our top priority. Our building locks at 7:50am every day. We ask that you use the front entrance and check in at the main office to receive a visitor's badge if you will be staying. You may be asked for identification.

START OF DAY

- Buses drop off students at the Rumford St side of the building between 7:30-7:45am.
- Students may be dropped off by car in the morning at our front entrance before school. Our staff facilitates this procedure.
 - If your child eats breakfast with us in our caf, you may drop off at 7:25am.
 - Otherwise, we ask that you drop off after 7:30am, and your child can enjoy the playground supervised by staff.
 - Teachers meet their classes on the playground between 7:40-7:42am to begin their day.
- Morning kindergarteners play in the enclosed basketball area along the Rumford St side of the building until their teachers meet them there at 7:45am. Parents may park and walk their kindergartener along Rumford St to the school. Please do not park in the bus zone.
- Afternoon kindergarteners meet their teacher at the Rumford St entrance at 11:45am. Anyone arriving after this time is required to enter through our main entrance.

END OF DAY

- Morning kindergarteners depart at the Rumford St exit at 10:30am. Please do not park in the bus zone.
- Afternoon kindergarteners follow our departure procedures for all students.
- Buses pick up students at the Rumford St side of the building starting at 2:30pm.
- Car pick up begins after 2:30pm at our front entrance. Our staff facilitates this procedure.
- Our walkers depart after 2:30pm through the exits on the Warren St side of the building only. You may meet your child at these doors, not at the front of the school. *Please do not walk through our neighbors' private property along Warren St.*

NO DOGS

- There are no dogs or other pets allowed on school grounds. This is a district policy.

Thank you for taking the time to review these procedures. We look forward to the start of our school year with your children next Tuesday, August 30th!

Regards,
Kris Gallo ☺