



LEVITTOWN PUBLIC SCHOOLS
Northside School
35 Pelican Road
Levittown, New York 11756



Success for Every Student

Frank Mortillaro, Principal
(516) 520-8395

August 2013

Dear Northside Kindergarten Families:

On behalf of the faculty and staff, I would like to welcome you to your first year at Northside School! We look forward to working with you and your child and encourage you to be part of our Northside Learning Community.

Listed below is important information that you will need to know for the first day of school.

- **Opening Day of School:** All students report on Wednesday, September 4, 2013.
- **Name Badges:** Please be sure that your child wears one name badge each day for the first three days of school (Wednesday, September 4th, Monday, September 9th and Tuesday, September 10th) as it will help our staff promptly identify kindergarten children.
- **Lunch:** Your child can buy lunch beginning the first day of school, Wednesday, September 4, 2013. The cost of lunch is **\$2.35**.
- **Transportation:** You will find a bus pass enclosed if your child is eligible for bus transportation.
- **Arrival and Dismissal Procedures:** Please **carefully** review the reverse side of this letter.
- **School Supplies:** Preordered EPI School Kits will be given to your child on the first day of school, if you haven't picked up your kit.

Students will be receiving more information regarding Northside's procedures and programs upon their return to school.

As we value a positive home-school connection and strive to keep you informed, please be sure to carefully review all communications sent home with your child from the Northside Learning Community including your child's teacher and the Northside PTA on a daily basis.

Please do not hesitate to contact me if you have any questions or concerns as my goal is to provide an environment that ensures "Success for Every Student."

Sincerely,

Frank Mortillaro
Principal

NORTHSIDE ARRIVAL AND DISMISSAL PROCEDURES FOR KINDERGARTEN

In order to ensure the safety and security of your children, we request that all parents and students carefully adhere to the following arrival and dismissal procedures:

Arrival:

- If you are transporting your child to school by car, please be aware that there is no parking, stopping, or standing in front of the school. Also, entering the circular driveway is prohibited as it must remain unobstructed to allow for bus drop off.

For Students of Mrs. Cohen, Ms. Kirk, Ms. Mongiello, and Mrs. D'Amuro's Classes:

- Parents transporting their children to school should meet the kindergarten teachers listed above at the Kindergarten Entrance adjacent to Room 108. We request that parents do NOT go further than the Kindergarten Entrance when escorting your children to school in the morning. All parents will have the opportunity to visit their children's classrooms on Northside's Back to School Night on Wednesday, September 18, 2013 at 7:00 PM.
- The entrance doors will be opened at 9:00 on Wednesday, September 4th. Students will be allowed to enter the building at the same doors at 8:45, beginning on Monday, September 9th.
- Kindergarten students arriving on buses will be escorted to their classes.

For Students of Mrs. Nyquist and Mrs. Downing's Classes:

- Parents transporting their children to school should meet their kindergarten teachers listed above at the kindergarten entrance adjacent to the 300 hall along the bus circle at the front of the building. Please remember that this is a "walk-up" arrival and cars are prohibited from entering the front circle at this time. We request that parents do NOT go further than the kindergarten entrance when escorting your children to school in the morning. All parents will have the opportunity to visit their children's classrooms on Northside's Back to School Night on Wednesday, September 18, 2013 at 7:00 PM.
- The entrance doors will be opened at 9:00 on Wednesday, September 4th. Students will be allowed to enter the building at the same doors at 8:45, beginning on Monday, September 9th.
- Kindergarten students arriving on buses will be escorted to their classes.

Please review all dismissal procedures on the next page.

Dismissal:

- Entering the circular driveway at dismissal is prohibited as it must remain unobstructed to allow for safe bus dismissal.

For Students of Mrs. Cohen, Ms. Kirk, Mrs. Mongiello, and Mrs. D'Amuro's Classes:

- Parents picking up their children should meet their kindergarten teacher at the same location the child was dropped off for arrival. They will be released at the kindergarten entrance adjacent to room 108.

For Students of Mrs. Nyquist and Mrs. Downing's Classes:

- Parents picking up their children should meet their kindergarten teacher at the school at the second grade exit on the back field. Please see the enclosed map for reference.
- When it is necessary for your child to leave prior to dismissal, we require a signed written request be sent to your child's teacher which includes the date, time, and the name of the person that will be picking up your child. The person picking up your child will be required to show a Driver's License for the purpose of identification. Please be aware that we cannot release children to persons other than parents or those designated on the Emergency Contact Card. Persons picking up children early should enter through the front doors, follow the appropriate sign in procedures, and proceed to the Main Office.

Please also note the following:

- At all times, parents must use the rear parking lot ONLY (behind the building). All of the spaces in the first parking lot are either reserved or assigned to faculty and staff. It is illegal to park in undesignated spaces.
- At all times, families visiting the school **MUST** enter through the front doors, follow the appropriate sign in procedures, and proceed to the Main Office.
- **Late Arrivals:** If you are bringing your child into school late, please walk your child into the building at the main entrance to sign them in.