

Harry F. Abate Elementary School

1625 Lockport Road
Niagara Falls, New York 14305
(716) 278-7960



Parent Handbook

2019 -2020

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Harry F. Abate Elementary School

1625 Lockport Street
Niagara Falls, NY 14305
(716)278-7960
Fax (716)278-7979

Mrs. Lynne Tompkins, Principal
Ms. Angela Manella, Assistant Principal

September, 2019

Dear Parents, Guardians and Students:

Welcome to Harry F. Abate Elementary School!

I am very excited to begin another school year with you and your children at Harry F. Abate Elementary School. The administrative team, teachers, and staff have been working very hard this summer to prepare for the arrival of your child(ren) in September. As Principal, my primary goal is to support the Harry F. Abate faculty and staff members while offering quality instruction to your child(ren) in a safe and nurturing environment.

Every month you will receive a school newsletter that will provide an abundance of timely and useful information. Please read this packet so that you will be aware of upcoming dates, events and important information needed to help your child be successful in school.

- Please remember that registration for your child is completed at the Central Administration Building, 630 – 66th Street School in the Central Registration Office. You may reach this office at (716) 286-4273.
- Your child will come home from school with many informational pieces of paper that need your attention and possibly your signature. Please read them over carefully, fill them out, and return them with your child.
- Every student will be able to receive **free** breakfast and lunch again this year, thanks to the Richard B. Russell National School Lunch Act amendment to the Healthy, Hunger Free Kids Act of 2010. Although breakfast and lunch are free, we must continue to **collect the 2019-2020 Household Income Form from all students**. The information collected from the Household Income Application helps the District to continue to apply for grants and receive Title I monies. Please complete your "Meal" application and send it back to school as soon as possible.

"All of our Best efforts Aim Toward Excellence!"

Sincerely,

Mrs. Lynne Tompkins, Principal

District Mission Statement

The Niagara Falls City School District's mission is to guarantee educational excellence for every student and to prepare students for successful employment, continuing education and life-long learning in an ever-changing world.



Niagara Falls Board of Education Strategic Goals

1. To exceed and continuously improve learner outcomes against academic standards
2. To achieve the highest level of employee cooperation, trust and empowerment
3. To effectively control financial costs while maintaining quality education
4. To achieve the highest level of partnerships with our community

The Mission of Harry F. Abate Elementary School:

By the end of sixth grade, all students at Harry F. Abate will meet or exceed New York State standards in English Language Arts, Math, Science, and Social Studies, ready to enter middle school prepared to do grade-level work without need for remediation.

School Directory

Harry F. Abate Elementary School
1625 Lockport Street
Niagara Falls, NY 14305-2697

School Telephone Number		278-7960
Psychologist	Nicole Cafarella	286-1261
Health Office	Charlene Murphy	278-7964
Lunch Applications	Front Desk	278-7973
Transportation Issues	Pam Fuller	278-7973
or	Annie Carr	286-4239
Report Card problems	School Office	278-7960
Academic progress	Your child's teacher	278-7960
For a discipline problem	Mr. Fruscione	286-1267
To volunteer	Front Desk	278-7973
Special Education	School office	278-7968
or	CSE	286-4280
Curriculum questions	School office	278-7960
or	Instructional Office	286-4269
District Policy questions	Human Resources	286-4225



Niagara Falls Board of Education

The 2019 – 2020 Board of Education

Robert M. Restaino -President

James Cancemi - Vice President

Dr. Ronald Barstys

Earl Bass

Bishop Kevin Dobbs

Paul Kudela

Anthony Paretto

Russell Petrozzi

Nick Vilardo

The Niagara Falls Board of Education meets the fourth Thursday of each month (with the exceptions as publicized) with presentations at 5:30 p.m. and voting sessions at 7:00 p.m. The public is invited and welcomed at all meetings, which are held at Central Office, 630 – 66th Street.



**HARRY F. ABATE ELEMENTARY SCHOOL
STAFF LIST
2019 - 2020**

ADMINISTRATIVE TEAM

Principal
Assistant Principal

Lynne Tompkins
Angela Manella

TSA-Dean of Students

Samuel Fruscione – Room 151

CLERICAL STAFF

Connie Andreini
Leslie Ellis

INSTRUCTIONAL TEAM

<u>Grade</u>	<u>Room</u>	<u>Teacher</u>
Pre K 3	146	Andrea Ciccone
	147	Trish Hennegan
	148	Angela Martin
	149	Mary Kay Reygers
Pre-K 4	115	Laura Piazza
	116	Kristen Grandinetti
Kindergarten	104	Kristen Martell
	106	Wendy Magaddino
	107	Courtney Butera
Grade 1	212	Andrea Woyksnar
	214	Marie Ponzi
	215	Patrina Leo
Grade 2	206	Gail Clarke
	207	Cheryl Johnson
	209	Marissa Grant-Chapman
2 Enrichment	157	Tiffany Navaroli (Gadacz)
Grade 3	241	Allison Jaworski
	242	Devon Printup
3 Enrichment	156	Catherine Dunstan
Grade 4	239	Janelle Brydges
	240	Elizabeth Colangelo
	247	Jessica Fortunate
4 Enrichment	154	Bridget Wagner

Grade 5	248	Jennifer Macri
	251	Margaret Robideau
	252	Danielle Marra (Brown)
5 Enrichment	153	Donna Nadrowski
Grade 6	238	Mary Jo Edwards
	249	Andrea Tomala
	250	Tony Nastasi /C. Melson
6 Enrichment	155	Peter Carlo
Self Contained (15:1:1)	245	Allen Cowart
	112	Lauren Lamparelli
	145	Danielle Narkiewicz
Self Contained (12:1:1)	208	Casey Bird (Harrison)
	213	Valerie Klender
Consultant Teacher	202	Jackie Vogt Nelson
Consultant Teacher	244	Kristen Forcucci
Consultant Teacher	202	Sara Morreale
Teaching Assistant	202	Toni Baratta
Teaching Assistant		Malcom Houston
Physical Education	Pool/210	Amanda LaChance
	Main Gym	James Stypa
Art	226	AnnMarie Melloni
Music	227	Kelly Gawron (Vocal)
	124	Michael Kineke (Instrumental)
PEP Teaching Assistants	204	Schamille Beaman
	204	Danae Robertson
Speech	216	Katie Guthrie
School Psychologist	221	Nicole Cafarella
School Social Worker	158	Tiffany Nalls-Ford
Pupil Service Assistant	219	Janine Carlo
School Counselors	201	Kristina Zaffran
	235	Cathy Touma-D'Angelo

SUPPORT SERVICE TEAM

Nurse	Clinic	Charlene Murphy
Health Clinic Associate	Clinic	TBD
Safety Officer	162	Craig Nadrowski
Senior School Monitor	163	Pam Fuller
Physical Ed. Associates	Gym/Pool	Dona Washington
		Matthew Hudson
Library Associate	234	Denise Rowles
Pre-K 3 Assoc.	146	Jessica Cartonia
	146	Cieyana Woodhall
	147	Cathy Dorsogna
	147	Teresa Puccio
	148	Linda McDonnell
	148	Gail Favaloro
	149	Sandee Shaffer
	149	Shaquilla Brinson
Pre-K 4 Assoc.	115	Paula Fruscione
	115	Kelly Ferguson
	116	Ronald Hudson
	116	Taylor Fleming
Head Cook		Gloria Scalzo
Assistant Cook		Patricia Bruno
Food Service		Carolyn Chatmon
		Mary Ann DiTillio
		Emily Fink
		Isabelle Mclellan
		Marsha Patronski
		Dorothy Gallagher
Breakfast/Lunch Associates		Donna Perrier
		Linda Cantara
		Angeliz Padilla
		Raymond Sanchez
Custodian		Eddy Street
Porter		John Eagan
Cleaners		Corey Sims
		Louise D'Anna
Technical Service Rep.	(Rm 233)	Robert Tavano

ABATE SCHOOL CALENDAR 2019-20

Thursday, September 5, 2019	First Full Day for Students
Thursday, Friday, Tuesday September 5/6/10	Pre K3 Screening AM/PM: Pre K4 Screening (if needed and by appointment only)
Monday September 9, 2019	Superintendent's Conference Day-No School
Wednesday, September 11, 2019	First Day for Pre-K4 and Pre-K3 Students
Thursday, September 12, 2019	Open House 5:30-7:30 p.m.
Thursday, September 19, 2019	First Parent Group meeting 5:30-6:30 p.m.
Thursday, October 10, 2019	School Pictures
Monday, October 14, 2019	Columbus Day Holiday-No Students/No Staff
Tuesday, November 5, 2019	Elementary: Superintendent's Conference Day-No School
Monday, November 11, 2019	Veterans Day (observed)
Thursday, November 14, 2019	STEM Night & Inventors Fair
Thursday November 21, 2019	Picture retake day
Wednesday-Friday, Nov. 27- 29	Thanksgiving Holiday
Saturday, December 14, 2019	District Science Fair
Friday, December 20, 2019	Last day of classes before Winter Recess
Monday, December 23, 2019 through Wednesday, January 1, 2020	Winter Recess
Thursday, January 2, 2020	Return from Winter Recess
Monday, January 20, 2020	Rev. Martin Luther King Jr. Day - Holiday
Monday, February 17 - Tuesday, February 18, 2020	President's Day Holiday
Wednesday, February 19, 2020	Superintendent's Conference Day - No school for Elementary Students. Parent/Teacher Conferences – P.M. and evening
Monday, March 9, 2020	Superintendent's Conference Day-No school for students
Friday, March 20, 2020	No School
Monday, April 06 – Friday April 17, 2020	Spring Recess
Monday, April 29, 2020	Return from Spring Recess
Monday, May 13, 2020	Superintendent's Conference Day – No School for students
Friday, May 22, 2020	No School for Students
Monday, May 25, 2020	Memorial Day Holiday
Thursday, June 25, 2020	Elementary: 11:55 a.m. dismissal Last Day for Students

Enrolling in School

If you are new to the Niagara Falls City School District or you are registering a student for the first time, please register at Central Office located at 630 66th Street, Niagara Falls, New York 14304. Parents transferring students from another school district should bring a copy of each child's Birth Certificate. **A birth certificate is the only legal document accepted for proof of age**, a form from the hospital cannot be accepted. You must also bring medical records (including immunization records) and educational records. Verification of address **must** be presented at the time of registration. Utility bills, lease agreements, or a notarized statement of address from the landlord or social services are acceptable as verification of address.

The entrance age for Pre-Kindergarten 3 is three years old on or before December 1st. The entrance age for Pre-Kindergarten 4 is four years old on or before December 1st. The entrance age for Kindergarten is five years old on or before December 1st. There are **no exceptions** to this State-recommended beginning age.

All information is confidential and kept on file in our office. It is very important that we have all up-to-date information; therefore: **ALERT THE ABATE SCHOOL, MAIN OFFICE IMMEDIATELY, OF CHANGES IN YOUR CHILD'S ADDRESS, PHONE NUMBER OR EMERGENCY NUMBER.**

Attendance/Discipline Policy for Students Attending Abate on Special Permission:

Students attending Abate on Special Permission are expected to attend school regularly and on time and to maintain appropriate and acceptable behavior. Special Permission is **conditional**. If students violate school policies, attendance codes, or school rules, their Special Permission will be **revoked** and they will be required to return to their home school immediately.

Daily Schedule

Pre K 3

Monday, Wednesday, Thursday, Friday

9:15 a.m. – 2:35 p.m.

Tuesday

9:15 a.m. – 1:45 p.m.

PK 4

Monday, Wednesday, Thursday, Friday

8:45 a.m. – 2:45 p.m.

Tuesday

8:45 a.m. – 1:45 p.m.

Kindergarten – Grade 6

Monday, Wednesday, Thursday, Friday

8:45 a.m. – 3:00 p.m.

Tuesday 8:45 a.m. – 2:00 p.m.

ALL elementary students will be released at 11:55 a.m. on the following dates:

February 19, 2020

June 25, 2020 (last day)

Attendance Requirements

Regular attendance is important for success in school. Parents should make every effort to have their child in school, rested and ready for instruction. Only illness, emergency, medical or dental reasons should keep a child from attending school. A student must bring a note for the absence as required by State Attendance Policy.

Tardiness is also a serious problem since work and assignments are missed. Parents should stress with their children the importance of arriving to school on time, ready to work.

Attendance Policy

Absence:

It is expected that students will attend school daily and punctually, unless there is a serious reason.

Excused Absence

Sickness

Sickness or death in the family

Quarantine

Attendance at health clinic, etc.

Unexcused Absence

Visiting Relatives

Vacation

Baby-sitting

Oversleeping, etc.

Our Policy:

- * Call the school if your child will be absent
- * **Send in a written excuse when your child returns to school**
- * If your child has been absent more than the usual amount of times, a warning letter will be sent to you
- * If your child continues to be absent and the absences are more than twenty days (without a valid medical reason) we will consider this educational neglect and will report such to the appropriate agency.
- * An absence without a written excuse will be considered an illegal absence
- * If a medical appointment is necessary during the school day and the child will report to school when finished, please send in a written excuse/note the day before the appointment so that the child will not be charged with an absence or tardiness.
- * If a child must leave school early for an appointment, a note must be presented for signature in the school office. The child will be called down to the front desk when an adult arrives to pick him/her up.

Tardy:

- * **When your child is tardy they are to report to the front desk before going to their class.**
- * A written note must be sent to the school with an explanation for tardiness.
- * Parents will be contacted in instances of recurring tardiness.

Change of Address/Telephone:

It is extremely important that every student maintain an up-to-date address and working telephone number in the school office. Notify the school immediately if you have a change of address or telephone number. Also, please let us know if your work place and work number changes. **It is also extremely important that we have an emergency name and phone number. Please call the school if your emergency contact and telephone number have changed.**

TO EXCUSE A STUDENT FROM SCHOOL EARLY



1. Write a note that **CLEARLY** states

- the student's full name (first and last)
- teacher's name and classroom #
- time that the student will be excused
- reason for excuse

2. Send the note to school with the student to give to his/her classroom teacher

- If you are unable to write a note ahead of time, please call (716) 278-7973 **BEFORE** 2:00 P.M. to notify the Front Desk that the child will be excused. The Front Desk will notify the teacher.

3. If you do not send a note ahead of time, you may come into the building to request that the student be excused early. However, **THE FRONT DESK WILL NOT CALL STUDENTS DOWNSTAIRS AFTER 2:55 P.M.** (1:55 on Tuesdays, 11:50 on half-day Tuesdays)

- All classes begin dismissal at 3:00 p.m.
- You will need to write a note when you arrive at the front desk.
- The front desk staff will be pre-occupied with other dismissal duties at that time.

4. If you call to request that your child **NOT** ride the bus and you plan on picking the child up instead, you **MUST** arrive at school **before** the busses leave the parking lot, which is typically 5 to10 minutes after dismissal. If you do not arrive prior to the busses leaving, you child will be placed on the bus.

5. When you arrive to pick the student up from school, you must come into the building to sign the student out. At that time, the Front Desk will call the classroom to send the student downstairs.

- Please note – the Front Desk **WILL NOT** call the student downstairs **until you arrive**. This is to avoid the situation of having several students waiting in the lobby, if their transportation is delayed.
- If someone other than the parent or guardian will pick the student up, that person **must be listed as an emergency contact** in the school records in order for the student to be released. They should have identification readily available, if requested.

BUILDING PROCEDURES



BREAKFAST AND LUNCH

Breakfast Program: Grades K-6

Breakfast will be served daily from 8:30 a.m. to 8:55 a.m. Students are to use the main doors upon arrival and go directly to the assigned cafeteria room.

***Note: PreK 3 & PreK 4 eat with their classroom.**

Please do not send your child any earlier than 8:30 a.m. **Please stress to your child that under no circumstances are they to leave school property after you have sent them to school, unless authorized by school staff.

All students at Harry F. Abate Elementary are eligible to receive a **FREE breakfast and FREE lunch**, through the “*Richard B. Russell National School Lunch Act amendment to the Healthy Hunger Free Kids Act of 2010*”. **ALL families must fill out** new application forms and determination of continued eligibility will be based on new guidelines. New application forms will be sent home or may be obtained in any school office.

ENTRANCE AND EXIT PROCEDURES 2019-20

In an effort to maintain a safe and orderly environment, we have developed policies/procedures for students entering and exiting the building. These procedures will prevent excessive traffic in and out of the building at dismissal. It also helps us to monitor to whom the students are released, as well as, monitor entry and exit of the building by keeping un-used doors locked. Parents/guardians/visitors are encouraged to park in the parking lot in the front of the building.

ENTRY PROCEDURES:

Pre K 3 Only ALL PRE K 3 STUDENTS WILL ENTER AT 9:15 a.m. NO EARLIER/NO EXCEPTIONS

Pre K 3 students eat breakfast with their class after 9:15 a.m.

- **Door 17** Mrs. Martin (rm 148) Mrs. Hennegan (rm. 147)
- **Door 20** Mrs. Ciccone (rm. 150) Mrs. Reygers (rm 149)

Pre K 4 – 6th Grade

BREAKFAST – (8:30 – 8:55 A.M.)

- **Door #1** - All walkers and students who are dropped off
- **Door #17** - All bus students

NON- BREAKFAST – (8:45 – 9:00 A.M.) – bell rings at 8:45 a.m. for entry to classrooms

- **Door #1** - All 3rd – 6th grade walkers and students who are dropped off will go into the Forum and remain until the 8:45 bell rings, at which time they will go to their class, escorted by their teachers and associates to their classrooms.
- **Door #4** - All Pre K4 – 2nd grade walkers and students who are dropped off
- **Door #17** –All bus students

LATE STUDENTS – (AFTER 9:00 A.M.) – late bell rings at 9:00 a.m.

- **Door #1** – All students must sign in at the front desk and receive a late pass to class

EXIT PROCEDURES:

ALL Pre K 3 students are dismissed at 2:35 p.m. (Tues. 1:35) ALL MUST BE PICKED UP ON TIME/NO EXCEPTIONS.

DOOR #20 – Mrs. Ciccone (Rm. 146) & Mrs. Reygers’s (Rm. 149) students will dismiss at Door 20

DOOR #17 - Mrs. Hennegan (Rm. 147) & Mrs. Martin’s (Rm. 148) will dismiss at Door # 17

DOOR #9:

- **Pre-K4 walkers** (Students are seated in Room 110 and dismissed at 2:45 p.m.)

KINDERGARTEN DISMISSAL DOORS – (Students are picked up at their outside dismissal doors)

- Door #6 - Mrs. Martell – rm. 104
- Door #8 – Mrs. Magaddino – rm. 106
- Door #9 – Mrs. Butera – rm. 107

DOOR #4: Grades 1 & 2 – Walkers –

- Grade 1 and 2 – will be dismissed at 3:00

DOOR #1: Grades 3, 4, 5, and 6 – Walkers – **dismissed by teacher at Door #1**

DOOR #17: Pre K 4, Kdg., 1st & 2nd grade **BUS** students (students are escorted by Staff “bus buddies”)

Bus Students – Grades 3, 4, 5, 6 – dismissed to the bus from the 1st floor only (not from the classrooms)

Older students must go outside to the appropriate dismissal door to pick up siblings.

Parent/guardians must wait outside of the building for all pick-ups.

DELAYED START PLAN

The purpose of a delayed start to schools is to allow temperatures to rise in the morning or to allow more time for roads, sidewalks and /or lots to be cleared. The determination of this will be made by the Superintendent of Schools.

If a delayed start is called, schools will start accordingly:

- Elementary 10:45 a.m. (8:45 a.m. is the normal start)

In essence, we have created a two-hour delay.

- **All staff will follow their normal work day schedules.**
- Schools will offer a continental type breakfast.

TRANSPORTATION



State subsidized bus transportation is provided free to all children in Kindergarten through 12th grade who live more than 1.5 miles from the schools they attend. Eligibility will automatically be determined by the District Transportation Office 286-4239. All elementary special education students are transported. Parents must inform the school of any address change to ensure service.

Buses Arrive

8:45 – 8:55 am

Buses Depart

3:07 pm

*You will be notified of your child's bus stop and arrival times of the bus at that location.

SCHOOL CLOSINGS

If schools must be closed because of bad weather or other emergencies, parents and students will be notified in the early morning, or if possible, the evening before by the District's All-Call system. Announcements will also be made via radio and television. Notified stations are:

WEBR AM 970, WGR AM 55, WBEN AM 930, WJL AM, WHLD 1270 AM, 1440, WBLK FM 94, WKSE FM 98.5, WYRK FM 106.5, OSC-TV 21, WGRZ, WIVB, and WKBW-TV.

If schools are closed in the morning, they are closed all day for all activities including evening classes or special evening programs unless otherwise announced. Please make arrangements for your child's care if such an emergency should arise. There may be a time when it will be necessary to dismiss children early. Therefore, the school will need to know where your child should go in the event there is no one home.

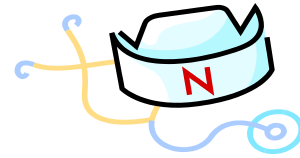


BOARD OF EDUCATION POLICY ON VISITORS

Parents and other interested adults are welcome to visit schools. All visitors will be required to report to the Main Office upon arrival at school and state their business. Visitors must check in at the front desk in the main lobby. After checking-in, the school monitor will determine whether you may proceed to your requested destination. Visitations to classrooms for any purpose require **permission in advance from the School Principal** in order to allow teachers the opportunity to arrange their schedules to accommodate such requests. Every visitor will be given a pass that must be worn for the duration of the visit. Please return to the front desk to sign out when you leave. Visitors parking in non-designated areas are subject to ticketing and/or towing.

Health Services

**School Nurse – Charlene Murphy, R.N.
Clinic Phone – 278-7964**



A registered nurse is assigned to Abate School full-time. When registering a new student, the parent(s) will fill out a Health Information Sheet and give it to the nurse. These records show the results of physical examinations and check-ups of vision, hearing, etc. If a student has a special condition (allergies, chronic disorders such as diabetes, epilepsy, etc.), it should be recorded on the health form.

Medical Services Provided

1. First aid for accidents and illness occurring in school.
2. Physical examinations for students are conducted yearly and include vision, hearing and scoliosis screenings. (If a student receives a notification in the mail of a defect after having been examined, please ask the doctor or dentist to complete the lower portion of the form and return it to the Abate clinic.)
3. Cumulative health records are maintained for each student.
4. Dispensing medications upon the prescription and recommendation of your doctor.
5. Routine screening for lice infestation.
6. Discussion with parents regarding the treatment for lice.

Internal Medicine

If a student must take any medication during the day, the following should be observed:

1. A form must be completed by a parent/guardian and must be submitted to the school nurse, for medication to be taken in school.

AND

2. A form must be completed by the student's doctor stating the name of the medication, dosage and time to be given and submitted to the school nurse. All medication must be in the pharmacy package. It will be kept in the clinic until given by the school nurse at the proper time.

If a student becomes ill or is injured in school, a parent/guardian will be notified and requested to come for the student or make other arrangements for transportation.

Notice should be given to the clinic in the event of contagious diseases (chicken pox, hand, foot, & mouth disease, mumps, regular measles, German measles, whooping cough, scarlet fever, strep throat, etc.)

The school nurse makes the final decision on whether or not a student may return to class after lice infestation, even though a note from the doctor is provided.

Physical Education Policy

The physical education policy for Abate School is as follows:

New York State law mandates that ALL students must participate in a physical education program. Therefore, all students are required to take gym and/or swim classes.

1. Kindergarten through second grade and primary Special Education receive gym twice a week
2. Third grade through sixth grade and intermediate Special Education receive gym once a week and swim once a week

Students are expected to come to class with the proper clothing and other items needed for each activity. Students who are unable to participate in physical education classes must:

1. Bring all physical education excuses to their classroom teacher prior to the start of school on the day of their scheduled physical education class. This includes both parental and medical excuses.
2. The classroom teacher walks the students to the physical education area and gives all excuses to the physical education teacher.
3. The physical education teacher will review all excuses, enter data in class books, and at the end of the day, give all medical excuses to the school registered nurse.
4. The school registered nurse will review all excuses and make all necessary appointments with students or call parents.

CODE OF CONDUCT OF THE NIAGARA FALLS CITY SCHOOL DISTRICT

The entire Code of Conduct is available on the District website. Included in this handbook are certain excerpts which are especially pertinent to our school community.

The Niagara Falls City School District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on principles of civility, mutual respect, citizenship, character, tolerance, cooperation, honesty and integrity and are included in the Niagara Falls City School district Code of Conduct. The intent of this Code of Conduct is to clearly define these expectations and to establish and promote standards for responsible behavior that will enable students, parents, teachers, administrators and community members to know what acceptable behavior is and ensure that deviations from these standards will be handled promptly and fairly.

V. STUDENT APPEARANCE CODE

The Niagara Falls School Community believes that students' appearance should at all times be neat, clean, and appropriate for school and school functions. The students' individual dress and appearance is primarily the responsibility of the student and his/her parents. The students' appearance should be clean and neat, and should not be a distraction to other members of the school community, nor a safety or health risk to the student or others.

The following minimal standards are enforced:

1. Headgear should not be worn in the building or classroom except for a medical or religious purpose.
2. Footwear must be worn at all times. Hazardous footwear (flip-flops, shoes with heels, backless or open-toed shoes) will not be allowed.
3. All underwear must be completely covered with outer clothing and all apparel should be fastened appropriately and worn as designed.
4. Above the waist apparel must cover all of one's person except the arms and a modest opening at the neck, and may not be of transparent materials. Blouses, shirts and sweaters are to cover shoulders, back, chest and stomach.
5. Extremely brief garments such as tube tops, net tops, halter-tops, spaghetti straps and plunging necklines are not appropriate and may not be worn.
6. Sleeveless team jerseys cannot be worn, except over a t-shirt with sleeves.
7. All fashions should be no more than three inches above the top of the knee when the student is in a standing position.
8. If a student chooses to wear layered fashions, each and all layers should comply with the student appearance code.
9. All articles which advertise, display, or represent items depicting such themes as alcoholic beverages, tobacco, items with abusive, suggestive, controversial, or gang-related themes or colors are prohibited.
10. Bandanas are not to be worn/displayed on any part of the body including head, neck, wrist, leg or worn hanging from a pocket or attached to any object.
11. All articles that carry messages that are suggestive, vulgar, obscene, libelous or denigrate others on account of race, color, religion, ancestry, national origin, sex, sexual orientation or disability are prohibited.
12. Appropriate Physical Education clothing, i.e. gym shorts, may be worn in Physical Education Classes only.
13. During the school day, all coats, hats, jackets, scarves, backpacks, gym bags, walkmans, iPods, MP3 players, radios, cellular telephones, beepers, and other electronic equipment of any kind are to be kept in lockers and deactivated. (Exception: gym bags may be carried to and from gym)

class.) See below disciplinary procedures for unauthorized use of cellular telephones/wireless communication devices.

14. Any other mode of dress or personal appearance not covered by the above which is dangerous, disruptive, distracting and/or disturbing to the progress of the educational program or activity is prohibited.

Students who violate the Student Appearance Code shall be required to modify their appearance by covering or removing the offending item. Students who are unable to do so shall be retained for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school.

Students who refuse to comply with the Student Appearance Code shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the Student Appearance Code shall be subject to further discipline, up to and including out-of-school suspension.

VI. CELL PHONES AND OTHER ELECTRONIC DEVICES

The disciplinary procedures for the unauthorized use of cellular telephones, wireless communication devices, or any other electronic device include but are not limited to:

Having the phone/device on, making and/or receiving calls and sending and/or receiving text messages during the school day, during examinations or at school time events, field trips or functions will result in the following penalties:

First Infraction – **Immediate confiscation** of the cellular telephone, wireless communication device, or any other electronic device from the student. **Returned to identified owner by the main office and/or the dean's office at the conclusion of the school day.** Parent/guardian to be notified and informed regarding penalties for repeat offenses.

Second Infraction – **Immediate confiscation** of the cellular telephone, wireless communication device, or any other electronic device. At the discretion of the administrator, **student is subject to a short-term suspension** not to exceed five days. Cellular telephone, wireless communication device, or any other electronic **device returned to the parent/guardian of the student upon their request and retrieval.** Parent/guardian to again be notified and informed regarding penalty for repeat offense.

Third Infraction – **Immediate confiscation** of the cellular telephone, wireless communication device, or any other electronic device. At the discretion of the administrator, **student is subject to a short-term or long-term suspension.** Cellular telephone, wireless communication device, or any other electronic **device returned to the parent/guardian of the student upon their request and retrieval at the conclusion of the school year.**

After School Childcare Agencies

Various agencies offer childcare for students in Pre-K through Grade Six for both weekly and single day, before and after school needs. If you are a parent or guardian who needs support on Tuesdays, or any other day, please call one of the following for registration and sign-up information, fees, locations and space availability:

Rebecca Vincheski – Niagara Falls Boys & Girls Club – 282-7181
Ruth Stone – Community Childcare Clearinghouse – 285-8572 or 284-2258

Community Services Directory

Alcoholism Council		282-1228
American Red Cross		285-6938
Big Brothers/Big Sisters		285-6680
Boy Scouts of America		434-2851
Boys and Girls Club		282-7181
Child Abuse Hotline	1-800-342-3720	
Community Center and Girls Club		285-2920
Community Mental Health Center		278-4541
Community Missions		285-3403
Department of Social Services		278-8400
Domestic Violence		433-6716
Drug/Suicide Hotline		285-3515
Family and Children's Services		285-6984
Girl Scouts of Niagara County		434-6212
Niagara County Health Department		439-7470
(Immunizations)		284-2134
Niagara Falls Recreation Department		286-4956
Niagara Falls Youth Bureau		286-4930
Poison Control	local	278-4511
Runaway Hotline	local	285-7158
	national	1-800-621-4000
Salvation Army		283-7697
YMCA		285-8491