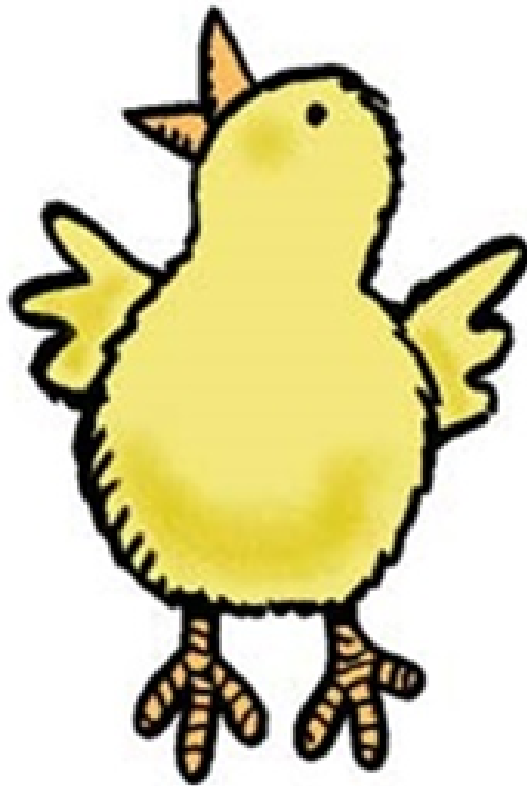


**Wintonbury Early Childhood Magnet School  
Parent / Student Handbook  
2022-2023**



# PRINCIPAL'S MESSAGE

Dear Wintonbury Families,

Welcome to Wintonbury Early Childhood Magnet School, a school for young children that is grounded in research and best practice where children learn through relationships, inquiry and play.

Play is truly children's work and at Wintonbury Early Childhood Magnet School. We are dedicated to providing a high quality education based on standards while ensuring that teaching is tailored to the development of each child.

I am very delighted to be a part of this well-established culture of committed and responsive educators who are highly trained in early childhood education. I am pleased on a daily basis to experience how devoted and sensitive the staff is to each child's unique needs and development.

Our program is enhanced by your participation and we welcome family involvement in our school. Sharing the ways in which you celebrate and enjoy each other through pictures, family traditions, personal stories, books, or art work are ways to add a personal touch to your child's classroom. Please see your child's teacher to get additional ideas on how you can contribute to our community.

I am looking forward to a wonderful year. Please be in touch if I can be of any assistance to you or your child.

Sincerely,

*Mrs. Samantha Straker*

Principal

## **Vision**

Wintonbury Early Childhood Magnet School provides a nurturing climate which delivers authentic experiences where children are actively engaged in meaningful constructive learning. A dedicated team of highly qualified professionals instruct through respectful interactions and implementation of best practices.

## **Mission**

Our mission is to develop the character of young children and create a sense of wonder about their environment, culture and world. We foster the growth of our caring community of learners through strong relationships with children and families. By providing developmentally appropriate experiences based on theory and research, we address the needs of the whole child and prepare them to be life-long learners.

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# Wintonbury Early Childhood Magnet School

Approved: April 6, 2022

## BLOOMFIELD PUBLIC SCHOOLS | ACADEMIC CALENDAR 2022-2023

<p><b>DAYS: 0</b>  <b>4</b> Offices closed                  Independence Day  <b>11-29</b> Summer Academy</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7">JULY 2022</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	JULY 2022							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
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<p><b>DAYS: 1</b>  <b>29</b> Convocation  <b>30</b> Teacher PD  <del>XXXXXX</del></p> <p>***PD = Professional Development                  8/31 Scheduled Meet &amp; Greet                  9/1 First Day A-L students only                  9/2 First Day M-Z students only                  9/6 First Day all students</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7">AUGUST 2022</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> </tbody> </table>	AUGUST 2022							S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										
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<p><b>DAYS: 17</b>  <b>8</b> Election Day: schools closed Teacher PD  <b>11</b> Veterans Day: schools closed  <b>23-25</b> Thanksgiving Recess: schools &amp; offices closed</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7">NOVEMBER 2022</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr> </tbody> </table>	NOVEMBER 2022							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30										
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<p><b>DAYS: 22</b>  <b>10, 24</b> PD: early dismissal PreK-12  <b>29</b> Memorial Day: schools &amp; offices closed</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="7">MAY 2023</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </tbody> </table>	MAY 2023							S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									
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**LEGEND**

<span style="display: inline-block; width: 10px; height: 10px; background-color: #cccccc; border: 1px solid black;"></span> Schools closed	<span style="display: inline-block; width: 10px; height: 10px; background-color: #ffcc99; border: 1px solid black;"></span> Early Dismissal (conferences or PD)	<span style="display: inline-block; width: 10px; height: 10px; background-color: #ffff99; border: 1px solid black;"></span> Summer Academy
<span style="display: inline-block; width: 10px; height: 10px; background-color: #99cc99; border: 1px solid black;"></span> First or last day of school	<span style="display: inline-block; width: 10px; height: 10px; background-color: #ff9999; border: 1px solid black;"></span> Professional Development (schools closed)	<span style="display: inline-block; width: 10px; height: 10px; background-color: #cccccc; border: 1px solid black; opacity: 0.5;"></span> Offices Closed

## Wintonbury Early Childhood Magnet School

### First 8 Weeks Calendar

#### September 2022

Hispanic Heritage Month (9/15 - 10/15)

Monday	Tuesday	Wednesday	Thursday	Friday
<b>August 29</b> No school Teacher Professional Development  "Popsicles with the Principal" 4 pm - 6 pm	<b>August 30</b>  No school Teacher Professional Development	<b>August 31</b>  Meet & Greet	1  1 <sup>st</sup> Day Last Names A-L only (M-Z stay home)	2  1 <sup>st</sup> Day Last Names M-Z only (A-L stay home)
5 <b>No school</b> Labor day	6 All students attend	7	8	9
12	13 <a href="#">PTO Meeting</a>  Click for Zoom link	14 Early release 1:00pm	15	16
19	20	21	22	23
26	27  Auerfarm	28  Auerfarm	29  Auerfarm	30

#### October 2021

Monday	Tuesday	Wednesday	Thursday	Friday
3	4  Auerfarm	5 <b>No school</b> Teacher Professional development	6  Auerfarm	7 Auerfarm (Wednesday Make-Up)
10 <b>No school</b> Indigenous Peoples' Day	11 Auerfarm <a href="#">PTO Meeting</a>  Click for Zoom link	12  Auerfarm	13  Auerfarm	14
17	18  Auerfarm	19 Auerfarm Early release 1:00pm	20 Auerfarm Open House/ Curriculum Night 6:00 - 7:30pm	21
24	25 Auerfarm	26 Auerfarm	27 Auerfarm	28
31 Pajama Day	PTO Fall Festival, TBD October // Auerfarm Class Schedule TBD			

## Wintonbury Early Childhood Magnet School

### Events Calendar (November - June)

<b>November</b>	<b>Food Drive</b>	<b>TBD</b>
<b>December</b>	CCMC PJ Day Kindness Day Snuggly Sweater Day	TBD December 14th December 21st
<b>January</b>	PJ Literacy Night	January 26th <i>tentative</i>
<b>February</b>	Black History Month Dental Health Month (hygienist visits, TBD) Friendship Day	all month TBD  February 14th
<b>March</b>	Spirit Week Math/STEAM Night	March 6th - 10th March 30th <i>tentative</i>
<b>April</b>	Week of the Young Child Earth Day Celebration	April 3rd - 6th April 21st
<b>May</b>	ACES/Hop-A-Thon Art Night	May 3rd May 25th <i>tentative</i>
<b>June</b>	End of Year Classroom Celebrations Auerfarm (PTO sponsored End of Year event)	classroom specific TBD

### STUDENT HOURS 2022-2023

	<b>Preschool</b>
<b>Arrival</b>	8:40-8:55 A.M. (classroom exterior doors)
<b>Start Time</b>	8:55 A.M.
60 Minute Delay	Arrival 9:40 A.M. Start 9:55 A.M.
90 Minute Delay	Arrival 10:10 A.M. Start 10:25 A.M.
2 Hour Delay	Arrival 10:40 A.M. Start 10:55 A.M.
<b>End Time</b>	2:20 P.M. (classroom exterior doors)
<b>Early Dismissal Day</b>	1:00 P.M. (classroom exterior doors)

**Please Note:** If before or after care is needed please contact the Extension Program, Kristine Johnson, Extension Director, 860-209-2696 or [kjohnson@blmfld.org](mailto:kjohnson@blmfld.org).





**Wintonbury Early Childhood Magnet School**  
**Staff List**  
**2022-2023**

<u>Position</u>	<u>Name</u>	<u>Room Number</u>
Principal	Mrs. Samantha Straker	Office
<u>Clerical Staff</u>		
Exec. Admin. Assistant	Mrs. Alicia Merza	Office
Admin. Assistant	Mrs. Lakeesha Healy	Front Desk
<u>Pre School Teachers</u>	Ms. Amy Albrecht	101
	Mrs. Amy Rheiner	102
	Mrs. Lisa Thomas	103
	Mrs. Julie Griffin	104
	Mrs. Kim Thode	105
	Mrs. Elizabeth Guidice	106
	Mrs. Stefanie Hein	201
	Mrs. Allie Armstrong	202
	Mrs. Amy Lomnicky	203
	Mrs. Karen Savvides	204
	Ms. Melinda Mellady	205
	Ms. Marissa Mancini	206
	Mrs. Rebecca Cole	301
	Mrs. Carolyn Mercer	302
	Mrs. Jennifer Pearl	303
	Mr. LaMar Turner	304
	TBD	305
	Mrs. Linda Rushlow	306
<u>Coaches</u>		
Instructional Coach	Mrs. Lisa Smith-Horn	Office
<u>Special Education Team</u>		
BCBA	Mrs. Leslie Clifford Hoffman	Office
Occupational Therapist	Mrs. Tracy Stead	District Wide
Physical Therapist	Mrs. Jill Kenyon	District Wide
Social Worker	Mrs. Natasha Whyte	FRC
Special Education Teacher	Ms. Jen Redmond	FRC
Special Education Teacher	Mrs. Lauren Gilson	FRC
Special Education Teacher	Mrs. Mary Munson	FRC
Speech and Language	Mrs. Lauren McMaster	207
Speech and Language	Mrs. Tara Lynch	207
ABAA Assistant	Ms. Elizabeth Curtis	

ABAA Assistant	Mrs. Kelly Fongemie	
ABAA Assistant	Mrs. Megan Willis Bush	
ABAA Assistant	Mrs. Shaunteel Carter	
SPED IA	Mrs. Ann Mancini	
SPED IA	Ms. Daysha Fortson	
SPED IA	Mrs. Emily Gonzalez	
SPED IA	Ms. Kadeisha Francis	
SPED IA	Ms. Johnnie Martinez	
SPED IA	Mrs. Sue Crawford	
SPED IA	Mrs. Senecal	
SPED IA	Ms. Teal	
<u>Instructional Assistants</u>		
	Ms. Millicent Peart	101
	Mrs. Lizzy Howe	102
	Mrs. Joanne Jarvis	103
	Ms. Quionne Sloan	104
	Ms. Mareca Laing Berry	105
	Ms. Kellie Callan	106
	Mrs. Janet Falotico	201
	Mrs. Nadine Linton	202
	Mrs. Jenna Gagne	203
	Mrs. Annette Fields-Morgan	204
	Ms. Corrine Baker	205
	Mrs. Amber Ouellette	206
	Ms. April Nadeau	301
	Mrs. Sarah Greenlaw	302
	Ms. Kate Thomas	303
	Mrs. Phyllis Mayhew	304
	Ms. Jessica Wojcik	305
	Ms. Elaine Aiken	306
	Mrs. Veronica Jones	Building
	Ms. Diane Lindgren	Building
<u>Custodians</u>	Mrs. Rosa Concepcion	Day
	Mrs. Holly Legualt	Night
	Mrs. Jennifer Fortier	Night
<u>Cafeteria Staff</u>	Mrs. Lise Jager	
	Ms. Gizelle DeJesus	
<u>Nurse</u>	Nurse Ashley Schwitter	Nurse's Office

For email addresses of all staff, please go to the Wintonbury website at:  
[http://www.wec.bloomfieldschools.org/parent\\_resources/staff\\_directory](http://www.wec.bloomfieldschools.org/parent_resources/staff_directory)

**ARIEL VIEW SCHOOL MAP**



## ATTENDANCE PROCEDURES

Research has proven that students thrive when school attendance is valued and supported at home. Preschool is not too young to begin to instill a commitment and responsibility to participate in school on a daily basis.

Wintonbury is a full day program. Students attend 5 days a week from 8:40 a.m. - 2:20 p.m.

It is very important for children to attend school every day and to arrive and be picked up promptly.

Arrival: 8:40 a.m. - 8:55 a.m.

Dismissal: 2:20 p.m. (and no later than 2:35 p.m.)

*Please refer to page 8 for alternative arrival and departure times.*

To assist families with barriers that may interfere with attendance, any child at risk of being absent for 10 days or more in any school year may be referred to the school social worker.

### **What do I do if my child will be absent?**

Call or email the school's main office when you know that your child will be absent (860-769-5510 or [wecmsattendance@blmfld.org](mailto:wecmsattendance@blmfld.org)). Please notify us before 9:00 a.m. If we don't hear from you, we will call to verify the absence. When calling, press #2 for the attendance phone. Leave a message with your child's name, room number or teacher, and a detailed reason for the absence.

### **What if my child is absent for multiple days?**

Please follow the steps above for reporting your child absent for each day they are absent unless you know in advance that the absence will be for an extended time. Upon returning to school after an extended absence of three or more days, children must have a written explanation by a parent/guardian or doctor. *For example: a vacation or extended absence due to non-illness will require notification to school by the parent or caregiver. An extended absence related to an illness requires a doctor's note or written parent explanation.*

## BUS PROCEDURES

**All PreK students from Hartford and Bloomfield receive busing to and from their home address that was used when registering your child for school.** If you do not want busing or have other transportation changes (such as change of address or daycare drop off/pick up location) please inform the bus company and the school immediately and complete a transportation change form.

**Bus Company for Bloomfield Students – Dattco Bus Yard – 132 West Dudley Town Road, Bloomfield.** Parents may call 860-709-9454; Dispatcher, LeAnne Mercy \*Bus routes are listed online at [Transportation - District Office \(bloomfieldschools.org\)](http://Transportation - District Office (bloomfieldschools.org)). Click the link to access bus routes or copy/type into the browser.

**Bus Company for Hartford Students – CREC Transportation – 155 Wyllys Street, Hartford.**

Parents may call the Transportation Customer Service Center for more information at: (860) 524-4077; Monday to Friday: 5 a.m. — 7 p.m. \*Bus routes are mailed out to families before school starts in August using a transportation postcard. If you do not intend to use the bus you must inform the school immediately otherwise your child will be listed as taking the bus.

**All families of PreK students from the suburbs** are entitled to one transportation reimbursement stipend (per family per year) through CREC Transportation. This must be applied for through CREC at [www.crec.org/transportation/](http://www.crec.org/transportation/) the application is available online. The reimbursement comes at the end of the year, based on each student's daily attendance rate. *For questions regarding reimbursement, please call the RSCO transportation office at 860-524-4077.*

When taking the bus, per district policy, students are requested to be WAITING at their designated bus stop 10 minutes before their scheduled pick-up time and should wait up to 10 minutes after the scheduled pick-up time. Pick-up times are only estimated times and may vary as students are added or deleted from bus routes.

Parents are responsible for walking their child to the bus door and from the bus door. The child's parent or known adult listed on the emergency contact form must be present for a student to be dropped off. Should a student miss their bus, the parent must transport to school.

Each bus has five-point harness restraints for Pre-K students. The bus monitor will buckle in all Pre-K students.

During inclement weather, a bus driver may determine that a hill or street cannot be negotiated safely. It is the parents' responsibility to make alternate arrangements to ensure that their child gets to school. The Bloomfield Schools respect the right of parents to keep their child (ren) home from school when the parent feels unsafe conditions exist.

**Please note: Signs will be displayed on buses to the left of the door and will include the Wintonbury or WECMS name next to the number. \*\*If your child is assigned a bus, it is expected that your child will consistently take the bus to and from school. If you decide that your child will have different arrangements on any given day, the parent or guardian must call the school office before 1:45 PM, especially if your child will be picked up from school and will not be riding the bus. This is essential for dismissal to run safely.**

## CAFETERIA AND LUNCH

Families have the option of purchasing a hot lunch and/or milk or bringing a lunch from home. Please let your classroom teacher know if your child needs meals (breakfast/lunch). If a child is not having a school lunch he or she is encouraged to bring healthy foods. Refer to the Health Snacks, Food Guidelines and suggestions on pages 18, 19 & 20. As a NAEYC accredited school we have regulations for meals that are followed.

### Meal prices for 2022 -2023

Breakfast \$1.75	Lunch \$3.00	Milk \$.60
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\*\*\*Monthly Menus can be found online at <https://www.bloomfieldschools.org/>.

### How do I pay for meals?

You can pay for meals online using Titan Meal Payments. You may be eligible for Free or Reduced meals. The Titan Meal Payments site and the Free and Reduced Meals application can be found at <https://www.bloomfieldschools.org/cms/one.aspx?portalId=86878&pageId=242449>.

### \*\*\*Smart Funds Program (through the State of CT) 2022-2023\*\*\*

Bloomfield Public Schools has opted into a meal program called, SMART Funds. *In this program students will be able to have free meals starting at the beginning of the school year for a period of time but not necessarily through the entire year based on funding for this program.* School Meals Assistant Revenue Transition program to support the transition from the previous free meals provided through USDA over the past two years. Families can receive information by accessing the district website. Families should complete Free and Reduced Meal applications if they suspect eligibility. At the end of the SMART Program, when funding commences, meals will return to being fee based.

## Collaborative Proactive Solution (CPS)

Collaborative & Proactive Solutions (CPS) is the evidence-based model of care that helps caregivers focus on identifying the problems that are causing concerning behaviors in kids and solving those problems collaboratively and proactively. The model is a departure from approaches emphasizing the use of consequences to modify concerning behaviors. In families, general and special education schools, inpatient psychiatric units, and residential and juvenile detention facilities, the CPS model has a track record of dramatically improving behavior and dramatically reducing or eliminating discipline

referrals, detentions, suspensions, restraints, and seclusions. The CPS model is non-punitive, non-adversarial, non-exclusionary, and trauma-responsive. More information can be found at <https://livesinthebalance.org/our-solution/>.

There are 3 steps to this model:

1. Change Your Lens.
2. Identify Lagging Skills and Unsolved Problems.
3. Solve Problems Collaboratively and Proactively.

At Wintonbury and in Bloomfield Public School we engage in empathy, listen to children and their concerns, share with them our concerns and collaboratively work together to solve problems.

## **CURRICULUM AND ASSESSMENT**

In our **Pre-K** classes we implement the *Creative Curriculum for Preschool*®. This curriculum addresses the areas of social-emotional, physical, language, cognitive, literacy, mathematics, social studies, science and technology. Creative Curriculum has age level standards placed along a developmental continuum that guide teachers in scaffolding students to the next level of challenge in all domains. Student interest and choice is used as an underlying method for staff to guide student learning. Children are assessed on an ongoing basis using authentic documentation such as anecdotal notes, pictures of students working with materials and each other, as well as actual student products. Information regarding the authentic assessments is inputted into the Teaching Strategies GOLD online assessment system and reports for parents regarding student development across all domains are generated and shared at parent-teacher conferences and at planning and placement team meetings.

Parent Conferences are held twice a year, generally in November/December and March. Progress Reports for Prekindergarten are shared at that time with families. An end of year report is sent home to families on the last day of school in June.

## **DCF – Referrals to Department of Children and Families – Mandated Reporters**

In cases of suspected or physical neglect/abuse by any person, either outside of the school or a staff member, the staff member who suspects neglect or abuse of a child must make a referral to DCF as soon as possible after the suspected abuse or neglect is discovered. All school employees and bus drivers are MANDATED REPORTERS under the law and they can be prosecuted for neglecting to report suspected abuse or neglect. This is a tremendous responsibility and school staff members receive ongoing training regarding this procedure.

## DENTAL SERVICES

Bloomfield has an agreement with Community Health Center to provide mobile dental services to students. School nurses regularly help to facilitate the services that are provided in school, in an approved designated location that is safe and appropriate. Information about the mobile dental service is provided to all families annually. *Oral health services include: screenings, exams, cleanings, X-Rays, sealants, oral health education, restorative care.*

The following fees/charges apply to Community Health Center, Inc.'s Mobile Dental Program.

- For patients enrolled in HUSKY/Medicaid, services are 100% covered with no additional fees or charges.
- For patients with private health insurance, services are billed to insurance. Patient/Family is responsible for any deductible and/or co-pay.
- For patients with no health insurance fees range from \$18 to \$50 depending on the service.

## DRESS CODE/DRESSING APPROPRIATELY FOR WEATHER AND FARM

Outdoor learning time is an important part of our daily schedule and we go outside nearly every day of the school year. Please be sure that your child is dressed appropriately for the weather, including appropriate footwear (no flip flops or open toed sandals, please). Please keep in mind that weather conditions can quickly change in New England and please plan for the weather for the day. Learning can often be messy; therefore, we strongly encourage parents and guardians to dress children in wash-and-go clothing.

Each PreK teacher will let you know if he or she would like you to bring in outdoor weather clothing to store at school. Some teachers are requesting that raincoats, boots, and rain pants be kept at school similar to how we have asked for snow pants to be stored at school in the past. If you have extras at home to donate, please keep in mind that your teacher may want to use them. Please wait for your child's teacher to request this before you purchase extras or send them in. Thank you!!

### **Some guidelines for each season include:**

Fall – light jacket or sweatshirt

Winter – snow pants, boots, mittens, coat, hat

Spring – light jacket or sweatshirt, rain boots

Closed-toe shoes (No flip flops or sandals) are **strongly** encouraged.

Open toed shoes or sandals (including flip flops), long scarves, jewelry and earrings present a significant safety hazard on the playground and should not be worn to school.

The weather on the farm tends to be colder, windier and muddier. Sneakers, closed-toe shoes or boots are required at the farm.



## **DROP-OFF and PICK-UP PROCEDURES**

Arrival and dismissal happens at classroom exterior doors unless arriving late or picking up early in which case families will buzz in at the side entrance door and wait for a staff member to escort your child to the classroom.

We ask families to park in the family parking spaces (found nearest to the playground) then walk with your child to the exterior classroom door. For families in POD 2 and POD 3, you should walk through the playground. DO NOT walk down the maintenance entrance at the front of the school.

*For safety, it is very important that you walk with your child either holding their hand or within an arm's reach if the child is able to do so safely. Our parking lot can be very busy. **Child friendly expectations for walking in the parking lot are on the next page (pg 16). You can review them with your child.***

Please wait outside the classroom until the teacher opens the exterior classroom door. The door may be closed for safety reasons – please gently knock to let the teacher know that you are here. Be patient as the staff may be helping another child.

Teachers use the time before and after school to carefully plan and prepare for the classroom environment. Be respectful this time by being on time. Teachers will open the doors and begin greeting families at 8:40 a.m. and close their doors at 2:35 p.m. for dismissal.

Arrival: 8:40 a.m. - 8:55 a.m.

Dismissal: 2:20 p.m. (and no later than 2:35 p.m.)

*Please refer to page 8 for alternative arrival and departure times.*

By 8:55 a.m. all children should be in classrooms.

# Walking in the Parking Lot

1.



Hold hands with an adult.

2.



Cross with the Crossing Guard.

3.



Walk safely to your car.

**\*When your child can demonstrate appropriate safety in the parking lot and you are comfortable, *then* they can walk next to you.**

**\*Please DO NOT allow children to run ahead of you in the parking lot or near the parking lot.**

### **How do I get to my child's classroom door?**

Use the sidewalks to travel around the building. POD 1 (rooms that begin with 100) are located between the main entrance and the side entrance. POD 2 (rooms that begin with 200) are located between the side entrance and along the playground. POD 3 (rooms that begin with 300) are located past the playground and around the back of the school. Families in POD 3 should walk through the playground to get to their classroom. DO NOT walk through the front maintenance entrance. A map is sent home to all families at the beginning of the year before school begins indicating where their child's classroom is.

### **What do I do if my child is arriving late?**

Those families who arrive after 8:55 a.m. must enter through the side door, indicate if your child needs lunch from school, and confirm transportation for the afternoon. If you know in advance that you will be late please notify the school by calling the main office (860-769-5510). Those arriving after 8:55 a.m. will be considered tardy.

### **What do I do if my child is getting picked up early?**

If you need to pick your child up from school before the official dismissal time, we ask that you please provide a written note stating the time that you will get your child as much in advance as possible and no later than a half hour before dismissal time. The school will let you know where to meet your child. In most cases your child will be brought to the side to meet you. **Please do not walk through the playground to get to a classroom between 8:55 a.m. and 12:50 p.m. or when there are children on the playground.**

### **What do I do if I will be late to pick up my child?**

If a child is not picked up from school by the designated dismissal time, the parent will be asked to sign a late pick-up form, which will be submitted to the principal. If this occurs 3 times within a four week period, the school social worker will contact the family to develop a plan so that the child can be picked up punctually.

### **What do I do if I need to change my child's dismissal plans?**

For safety reasons, the school prefers that the same dismissal arrangements are consistent from day to day. If you have different dismissal arrangements than usual on any given day, please either give a note to the teacher in the morning or call the school office by 1:45 p.m. to inform us that your child will be picked up from school with different arrangements.

**\*\*\* Anyone picking up your child must be listed in the child's PowerSchool Portal as an authorized pick up. Individuals picking up should be prepared with an ID in the event it is needed to confirm identification.**

## **EARLY CHILDHOOD PHILOSOPHY**

The Wintonbury Early Childhood Magnet School uses the *Creative Curriculum* for Preschool aged children. Rooted in theory and research, this curriculum's foundation provides guidelines for best practice in early childhood education. Our highly qualified teaching staff provides a nurturing, language-rich learning environment for young children.

### **How We Teach**

Preschool teachers use a variety of instructional strategies when working with young children. The foundation of our practice is in developing strong relationships with children and families. Effective classroom management and child self-regulation creates environments where children feel safe to explore and try new things.

Children's development, interests, questions and ideas drive the curriculum. Teachers engage in learning with children through observation, listening, effective questioning and meaningful dialogue. Simultaneously, teachers infuse 38 goals and objectives of learning for young children.

### **Physical Classroom Environment**

Teachers spend a great deal of time creating inviting and stimulating environments for young children. Teachers develop activities from careful observations of student interests and their understanding of child development. Intentionally planned environments and lessons take into account the varied needs, abilities and interests of each child. The environment acts as a third teacher supporting children's thinking, exploration and discovery.

### **Social Emotional Environment**

Teachers also invest heavily in the social emotional environment or climate in which your child is educated. Before starting school and all throughout each day, please know that *we will not tolerate hitting or any aggressive, physical contact by your child*. Please talk to your child daily about alternate methods of solving social difficulties and provide appropriate role models in your child's life who discuss problems and work things out by talking and compromising.

Children learn what they live and if relatives or neighbors are demonstrating aggressive behavior around your child, be sure to remove your child from witnessing it. Then please discuss the inappropriateness of using physical aggression, violence or yelling when differences in opinions arise. Discuss options and model the peaceful method that could have taken place to solve the problem.

Additionally, please shield your child from television shows, "reality television," cartoons, video games, and the like that portray violence as a means of solving problems.

### **Social Emotional Problem Solving**

The Second Step Social Emotional Learning curriculum is used by every classroom teacher at Wintonbury Early Childhood Magnet School. Each classroom has a daily morning meeting at which social emotional problem solving is discussed and role played. Throughout each day, children learn to

resolve conflicts by using their words and by teachers coaching children to self-regulate, wait their turns, and share.

Guidance, not discipline - If a student becomes dysregulated, teachers encourage using a “Peace Place” or “Alone Spot” for the student to take time to regulate. Students are taught how to use the “Peace Place” and students often learn and choose to go there on their own to self-regulate until they are ready to approach the issue and work with a coach to guide the student(s) to solve the problem.

Children are taught how to maintain a calm body and quiet voice. They are taught to listen and to watch with their eyes in order to observe and learn from others.

For most children “discipline” in the traditional sense is not necessary and it is not used at Wintonbury. The word “discipline” comes from the word “disciple,” which means “to learn.” The teaching of self-regulation skills is a necessary step to avoiding what is usually thought of as traditional discipline or punishment.

### **Supporting Transitions and Separations**

Many parents wonder how to make transitions and separations easier for their children and for themselves. Fortunately, there are many ways to help this process go more smoothly for both of you.

- Each room has a schedule posted by the entrance. A predictable routine is important to children.
- Just a reminder that after rest/nap mommy or daddy (or the sitter, etc.) will be back helps many children relax as they internalize and verbalize a routine they can depend on.
- Each classroom has a daily message board posted in their window or near their door. Reading this with your child gives them a preview of some of the exciting things they will do each day. Looking forward to something can help to encourage them to enter the room.
- Planning and verbalizing your separation strategy ahead of time can really help – both of you. Try to keep the routine simple, short, and the same. Books such as *The Kissing Hand* by Audrey Penn are helpful in pre-school preparation.
- Transitional objects are small items that bridge the gap between home and school. For example, the corner of a blanket with bound edges that can fit in a pocket can be a good transitional object. A piece of ribbon or a very small stuffed animal that lives in the child’s backpack and can be visited occasionally are good items. If you decide to use this method, you will need multiples of this special item in case it is lost or misplaced. *A full size blankie or toys are not good choices.*
- Each Pre-K classrooms will ask families to send in a family photo. These photos will be displayed in the classroom and can be used as a talking point with the child. Young children generally love to share information about their families with their teachers and friends.

All of us at the Early Childhood Magnet School are available to help you work out a plan for smooth school-day separations.

## **Why play?**

Play is the work of children. Theory tells us that young children need concrete, hands-on experiences to build knowledge. Research also informs us that long periods of uninterrupted play with peers and adults promotes self-regulation. Children who can focus, control emotions, and transition easily through their day have higher success rates both socially and academically. During play, young children manipulate and act upon their environment. Coupled with meaningful child-adult interactions, young children are able to learn new concepts and explore new ideas through play.

## **EARLY DISMISSAL**

During December and March parent/teacher conferences, and several times throughout the school year, in order for staff to participate in Professional Development experiences school is dismissed at 1:00 PM. Please consult the Bloomfield Public Schools Academic Calendar for the exact dates. The calendar can be found at [www.bloomfieldschools.org](http://www.bloomfieldschools.org) and also on page 6 of this handbook.

## **EMERGENCY CLOSINGS**

Due to hazardous road conditions or other unforeseen emergencies, school may be canceled, delayed or closed early. An automated system will call all listed emergency phone numbers with details. Also this information will be on-line at [www.bloomfieldschools.org](http://www.bloomfieldschools.org), WFSB-TV Channel 3, WTNH-TV Channel 8 and WVIT-TV Channel 30.

## **EMERGENCY PREPAREDNESS LETTER (see below - next page)**



## Wintonbury Early Childhood Magnet School

Samantha Straker, Principal

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Dear Parent/Guardian:

Should an emergency or disaster situation ever arise in our area while school is in session, we want you to be aware that the schools have made preparations to respond effectively to such situations. Should we have a major disaster during school hours, your student(s) will be cared for at this school. Our School District has a detailed emergency operations plan which has been formulated to respond to all hazards.

Your cooperation is necessary in any emergency.

1. Do not come to the school or telephone the school. Telephone lines may be needed for emergency communication. You will be notified of a reunification location, if necessary.
2. In the event of a serious emergency, students will be kept at their schools until they are picked up by an identified, responsible adult who has been identified as such on the school emergency card which is required to be filled out by parents at the beginning of every school year. Please be sure you consider the following criteria when you authorize another person to pick up your child at school:
  - He/she is 18 years of age or older.
  - He/she is usually home during the day.
  - He/she could walk to school, if necessary.
  - He/she is known to your child.
  - He/she is both aware and able to assume this responsibility.
3. Turn on your radio for emergency announcements. If students are to be kept at school, radio stations will be notified. If electrical service is not affected, information will be relayed via School Messenger phone and email. In addition, information regarding day-to-day school operations will be available by calling the District Office.
4. Impress upon your children the need for them to follow the directions of any school personnel in times of an emergency

Students will be released only to parents and persons identified on the School District Emergency Card. During an extreme emergency, students will be released at designated reunion locations on the school campus or elsewhere if necessary. Please be patient and understanding with the student release process. Please instruct your student to remain at school until you or a designee arrives. Because local telephone service may be disrupted, also list an out-of-State contact on the emergency card, as calls may still be made out of the area while incoming calls are affected.

When the dangerous incident has subsided, an all-clear signal will be given.

Please discuss these matters with your immediate family. Planning ahead will help alleviate concern during emergencies.

Sincerely,

Samantha Straker

44 Brown Street, Bloomfield, CT 06002. Phone (860)769-5510 Fax (860)769-5525  
[www.blmfld.org](http://www.blmfld.org)

## **EXTENSION (Before and After School Program)**

The Extension Program is a separate program from Wintonbury Early Childhood Magnet School. Please contact Kristine Johnson at 860-209-2696 or [kjohnson@blmfld.org](mailto:kjohnson@blmfld.org).

Please see the below Frequently Asked Questions for more information:

### **Can we go to Extension 2 or 3 days per week?**

Extension is a 5 day a week program for Preschool.

### **What are the Extension rates?**

Please contact the Extension Program Coordinator listed above for the fee schedule.

Before School - \$225.00/5 days

After School - \$345/5 days

Both - \$455.00/5 days

### **Is there a sibling discount in the Extension program?**

There is no sibling discount.

### **Is there a snack time in the Extension Program?**

Typically there is a healthy snack provided in the afternoon from the Food Services Department which represents 2 of the food groups.

## **FARM SCHEDULE AND CURRICULUM**

There is a rotating farm schedule where each classroom will visit Auer Farm in Bloomfield every three weeks. Your child's teacher will share the class schedule with you. The children will board the bus to the farm at approximately 9:15 a.m. and return to school at approximately 11:30 a.m. Missed farm days due to holidays or inclement weather will be rescheduled. Auer Farm is a 4-H Farm at which your child experiences part of the Science and Inquiry Theme of Wintonbury Early Childhood Magnet School (science and nature over the course of the farm year is observed on the farm). Explicit instruction regarding such topics as making flour, animal scat, feathers and fur are taught by naturalist educators and your child's teaching staff. When permitted, parent volunteers are welcome and are encouraged on a limited basis for each farm trip. Please consider volunteering to chaperone. When volunteering, please make arrangements for the care of your younger toddler children so you may truly volunteer to assist with the class. *If you believe your child is not well enough to go to the farm, please keep your child home until he or she is feeling better. Our time at the farm is part of our curriculum for learning. We do not have separate supervision for students who cannot go to the farm with their class.*



## **FLU/INFLUENZA REQUIREMENTS**

By law, children age 6 months through 4 years who attend a licensed child care program and children age 24 months through 4 years who attend school must now receive an annual flu vaccination between August 1<sup>st</sup> and December 31<sup>st</sup>. *Sec. 10-204a-2a. Adequate immunization (k)*

For the 2022-23 school year and all subsequent school years, no religious exemptions will be allowed and, therefore, a child who does not receive the flu vaccine will be excluded from school unless the school has received a Medical Exemption Certificate, indicating that the child has a medical contraindication to immunization. *Preschool Flu Immunization Requirement, Department of Public Health*

All students of the required age who are enrolled at Wintonbury need to be vaccinated for influenza annually to continue to attend school. Children who do not receive an annual flu vaccine within the required time frame (August 1<sup>st</sup> – December 31<sup>st</sup>) will be excluded from school as of January 1, or the first day back from winter recess, or until they received the vaccination. If families choose to not vaccinate their child for influenza, the child will be dis-enrolled from school due to the duration of time missed.

Students who turn 5 prior to December 31<sup>st</sup> are not required to receive an annual flu vaccine.

Required Immunizations 2022-2023 school year: [PRESCHOOL \(sharpschool.com\)](https://www.sharpschool.com)

## **FOOD BACKPACK PROGRAM**

In collaboration with the Hyacinth Williams Foundation, Wintonbury participates in a food backpack program that supports families in need of food. The Hyacinth Williams Foundation is a non-profit organization based in Bloomfield. The Hyacinth Williams Foundation for Children, in partnership with the local Public School Systems, and area churches, collaborate to provide supplemental food and drinks to students at Bloomfield Elementary Schools and schools in neighboring towns through the Backpack Program. The program's goal is to ensure that students do not have to go without food over the weekend. Information about this program goes out to families at the beginning of the school year. Please contact Natasha Whyte, our school social worker ([nwhyte@blmfld.org](mailto:nwhyte@blmfld.org)), for more information.

## **GREIF SENSITIVE SCHOOL INITIATIVE**

Wintonbury participated in the Grief-Sensitive School Initiative, which equips school personnel with necessary skills and resources to support grieving students. Although the program primarily works with K-12 schools, we acquired and adapted materials to be meaningful for preschool. An ambassador from the New York Life Foundation, which focuses on educational enhancement and childhood bereavement, provided a 45-minute presentation on grief to select staff and gave related resources to

enhance emotional support within the school community. If your child has experienced loss in any form and you are looking for support for them please reach out to Natasha Whyte, our school social worker ([nwhyte@blmfld.org](mailto:nwhyte@blmfld.org)) or your classroom teacher.

## **HARTFORD JEWISH COALITION FOR LITERACY**

The Hartford Jewish Coalition for Literacy provides us with trained volunteers, many of whom are retired teachers, to work with some of our students. The volunteers read to our students and work on additional literacy skills such as letter recognition, letter sound correspondence and comprehension skills based on a story/book. The teacher and literacy mentor discuss what the child should focus on while the volunteer chooses the book to work on. Each volunteer is matched with a student with whom they work for 30 minutes a week within the classroom setting. Students are chosen by their teacher. An evaluation is filled out at the end of the school year.

## **HEALTH FORMS**

State of CT Department of Education health forms, which need to be signed by your child's doctor, are required to be on file before your child starts school for the first time at Wintonbury in the fall. Should your child come to school without the required health form, he or she will not be allowed to stay at school and will need to be picked up and kept home until the appropriate health forms are on file at the school. Health forms list all vaccinations and important health information that help us to work with your child individually should a health issue occur during the school day. The forms are required to be up to date annually and cannot be more than one year old.

Please note that, in addition to all required forms, documentation is required showing that a flu vaccination has been *administered annually* between August 1<sup>st</sup> and December 1<sup>st</sup>. (Please see "Immunization Requirements for Enrolled Students in Connecticut Schools" on page 23 of this handbook.") In addition, there is no longer the option of a Religious Exemption as per Act 21-6 (CSDE Guidance Regarding Public Act 21-6, "An Act Concerning Immunizations" May 25, 2021).

## **HEALTHY SNACKS (BOARD POLICY No. 6142.101(b)).**

At school, snack time provides an opportunity to discuss healthy eating habits. The Bloomfield Public Schools District has a Healthy Foods Policy We strongly encourage sending healthy snacks with your child on a daily basis. Children learn most about food and diet in their own family kitchen. Patterns of eating are established and reinforced by parents and we appreciate your partnership with us in requiring nutritious eating.

Some healthy snacks include: fruits, vegetables, yogurt, raisins, string cheese, 100% fruit juice, water. Please note: Popcorn, hard pretzels, and nuts can be a choking hazard for young children and are not recommended. Individual parent discretion regarding sending in popcorn, pretzels, or nuts for your own child will be respected only if your child is aged four or older (NAEYC Accreditation Standard). Three year olds cannot have hard snacks such as popcorn, pretzels, or nuts. The school does not serve hot dogs or sausages to young children for the same reason.

**Board Policy No. 6142.101 (d) *Recommendation***

**Non-solid foods and beverages brought into the schools by students and other persons for such events as birthdays and classroom celebrations shall comply with federal nutrition standards.**

**Please do not send cookies, cakes, chips, and other snack foods that are not considered nutritious for group snacks or celebrations. Other options for special group snacks include items such as fruit kabobs or fruit salad.**

Candy and gum are prohibited.

Please check with your child's teacher for classroom-specific snack guidelines.



## Memo for Wintonbury Families

### Important! Food Guidelines

#### **According to the National Association for the Education of Young Children (Standard 5 – Health):**

Wintonbury staff are not to offer children younger than 4 years olds certain foods for their safety. This applies to food sent in from home, classroom snack donations (including celebration type foods), and school purchased lunches. As a NAEYC accredited school Wintonbury will abide by this NAEYC accreditation standard to keep all children safe.

The following foods **may not** be sent in as lunch items (for children under 4 years old) or sent in as snack donations for any preschooler **and will not** be provided by the cafeteria for school purchased lunches as they are considered choking hazards:

- hot dogs (whole or sliced into rounds)
- whole grapes
- nuts
- popcorn
- raw peas
- hard pretzels
- spoonful of peanut butter
- chunks of raw carrots larger than can be swallowed whole
- meat larger than can be swallowed whole
- Wintonbury has worked with food services to create healthy school lunch options that are safe, satisfying and enjoyable! If your classroom participates in community snack please follow these guidelines.

#### **According to Bloomfield Public Schools Wellness Policy (BOARD POLICY No.6142.101):**

- Students will be offered and schools will promote nutritious food choices consistent with the current state and federal guidelines (such as USDA’s “My Plate”).
- Foods and beverages brought into the schools by students and other persons for such events as birthdays and classroom celebrations shall comply with federal nutrition standards. Please choose a healthy treat for a birthday celebration or snack donation!
- The District shall prohibit the sale of foods of minimal nutritional value as defined by the U.S. Department of Agriculture and will ensure that all foods sold to students separately from school meals meet the Connecticut Nutrition Standards.

*Thank you for your support in keeping a safe and healthy community by abiding by the Bloomfield Public Schools Healthy Snacks policy and the NAEYC standard*

### Healthy Snack & Food Suggestions

<b>Fruits and Vegetables</b>	<b>Dairy and Meats</b>	<b>Breads and Grains</b>
Canned fruit packed in light syrup or 100% juice	Cubes of Cheese	Graham Crackers
Any fresh fruit, cut in small slices; Grapes cut in half	String cheese	Banana and cream cheese sandwich
Apple sauce	Yogurt	Wraps filled with veggies or meat, cut into bite-size pieces
Celery filled with cream cheese or other soft cheeses such as Baby Bell	Cottage cheese with small pieces of fruit or vegetables (no carrots)	Crackers with cheese or peanut butter spread on them
Bananas or apples slices	Pudding	Muffins made with carrots, zucchini, pumpkin, bananas, blueberries, especially with
Dried fruit. 100% fruit straps. Not “fun fruits” or sugary fruit leather.	Meat and sliced cheese, rolled and sliced across	Rice cakes with cream cheese peanut butter spread on them.
100% fruit juice (not fruit drinks with sugar or corn syrup)	Yogurt parfait; made with yogurt, fruit, cereal topping	Animal crackers
Salad	Small cubes of meat	Granola Bars (not chocolate covered)
Gelatin	Egg salad	Bagels with cream cheese
Vegetable Soup	Hard-Boiled egg	Dry cereal (not sugar cereal)
	Custard, flan	

### **HISTORY/Sheff O’Neill**

Wintonbury is a host magnet school out of Bloomfield, Connecticut. Wintonbury participates in the Regional School Choice lottery process which provides opportunity for school choice with a primary purpose to reduce racial, ethnic, and economic isolation of students. Through the lottery process we are able to represent a diverse population of families and students. From this student body we create heterogeneous classrooms of students from participating districts. Wintonbury achieves compliance measures set by the Connecticut State Department of Education yearly.

Magnet schools like Wintonbury were created as a result of the landmark Sheff v. O’Neill civil rights claim made on behalf of school-aged residents in Hartford. On July 9, 1966 the Connecticut Supreme Court decided in favor of Sheff, agreeing that the state had failed to fulfill its affirmative constitutional obligation to provide all of the state’s school children with a substantially equal educational opportunity. Wintonbury integrated with the Regional School Choice system in 2012.

## **HOLIDAYS**

While we do not let holidays encompass our curriculum at WECMS: we do want to honor cultural diversity and family traditions. We encourage family involvement through sharing traditions such as a special food, dress, artifacts or pictures. Please coordinate with your child's teacher if you would like to share a home tradition.

## **STUDENT BIRTHDAYS**

If acknowledging your child's birthday in school is something you value, rather than a focus on food, we encourage a participatory emphasis. Please come and be a guest reader, share out to the children one of your family traditions/celebrations or spend time with your child at school in a way that is previously arranged with the teacher. If you feel you must send food, please send only a healthy snack to share (fruit, yogurt, etc.) and please clear it with the teacher in advance. The teacher will know if modifications will need to be made for students with allergies. (Please see Healthy Snacks and the Bloomfield Board of Education Policy regarding the requirement for teachers to serve nutritious foods to students in school.)

## **HOMEWORK**

It is the policy of the Board of Education to ensure that all students comply with the homework requirements imposed by the school in which the child is enrolled. It is also the policy of the Board of Education that any imposition of homework should be related to the curriculum goals and standards recognized as appropriate for the student's grade.

Students in preschool have no requirement for homework completion. Occasionally, the teacher may request that parents and students do something at home to bring to school as an expansion or enrichment to a lesson.

## **Immunization Requirements for Enrolled Students in CT Schools – State of CT Department of Public Health**

Before a child can attend school an immunization and student physical form must be on record in the school health office. Religious Exemptions are no longer in effect for preschool students as per Public Act 21-6 (found here [CSDE-Guidance---Immunizations.pdf \(ct.gov\)](#)). Dr. Ann Milanese is Medical Advisor for Bloomfield Public Schools.

## **PRESCHOOL**

DTaP: 4 doses (by 18 months for programs with children 18 months of age)

Polio:	3 doses (by 18 months for programs with children 18 months of age)
MMR:	1 dose on or after 1st birthday
Hep B:	3 doses, last one on or after 24 weeks of age
Varicella:	1 dose on or after 1st birthday or verification of disease
Hib:	1 dose on or after 1st birthday
Pneumococcal:	1 dose on or after 1st birthday
<b>*Influenza:</b>	<b>1 dose administered each year between August 1st-December 31<sup>st</sup></b> (2 doses separated by at least 28 days required for those receiving flu for the first time)
Hepatitis A:	2 doses given six calendar months apart, 1st dose on or after 1st birthday

**Required Immunizations 2022-2023 school year: [PRESCHOOL \(sharpschool.com\)](http://sharpschool.com)**

\*Evidence of receipt of the flu vaccine must be received by the school by the first school day in January in order for preschool students to return to school after the December vacation.

\*For the 2022-23 school year and all years to follow, no religious exemptions will be allowed and, therefore, a child who does not receive the flu vaccine will be excluded from school unless the school has received a Medical Exemption Certificate, indicating that the child has a medical contraindication to immunization.

## **INCLEMENT WEATHER**

During the course of the year, it may become necessary to cancel school, delay the opening, or dismiss the students early. The radio and television stations make frequent announcements regarding school closings, delays and early dismissals. There is a Bloomfield Public Schools app available for your smartphone that will notify you of weather related closings or dismissal. Robo calls from the district will be sent in most cases as well.

## **LENDING LIBRARY (Family Play & Learning Resources)**

Interested in giving your child access to a variety of books and toys at home without having to buy them? The Wintonbury Lending Library might be just the thing for you!

**How does it work?** Modeled after programs at local public libraries, Wintonbury has a new toy and book “Lending Library.” Materials are available in themed backpacks or individual book bags for your child to take home for one week. A copy of the catalog can be found online ([Click here for the Lending Library Catalog](#)). You and your child can choose one backpack/book bag that you are interested in checking out. Email Natasha Whyte at [nwhyte@blmfld.org](mailto:nwhyte@blmfld.org) to sign out the item. Items will go home on Tuesday afternoons, and will need to be returned to school the following Monday (or Tuesday morning if Monday is a holiday). Please let us know if anything becomes damaged or goes missing, so the catalog can be updated.

## **LOCKDOWNS AND SAFETY DRILLS**

Bloomfield Public Schools is required to perform three lockdown drills and seven fire drills per school year. Children tend to take these drills in stride and, due to the sensitive and skillful teaching of our staff, understand that this is what school children and staff do to stay safe in case of an emergency.

## **OTHER EMERGENCY RESPONSES**

In a true life threatening emergency, each staff member's first response is to call 911. Emergencies include medical situations involving students or staff, evacuations due to fire, outside dangers, and natural disasters, including any situation requiring staff and students to be secured in their classrooms. All teaching staff members are first aid trained and have detailed instructions for building evacuations and securing the school.

## **LOST AND FOUND**

*Please label all clothing and other articles with your child's name:* clothing, boots, sneakers, lunch boxes, backpacks, eyeglasses. Lost articles are turned into the office or the Lost and Found which is located in the cafeteria. Items not picked up by the end of the school year will be donated in July.

## **LOTTERY WAIT LIST/Sibling Preference rules**

The Regional School Choice Office handles the Wintonbury lottery and wait list. Please find more information at [www.choiceeducation.org](http://www.choiceeducation.org). Siblings receive preference on the lottery roster if an older child is currently enrolled in the same magnet school for which the younger child is applying. *Both students must attend the same school year together.* If a younger sibling enters the magnet school on a sibling preference and the family chooses to withdraw the older child from the school, the younger child will no longer be eligible to attend the magnet school. If the younger child has not yet been included on the rolls, he or she will be placed at the bottom of the lottery waitlist.



## MEAL SUBSTITUTIONS/ ALLERGY vs. DIETARY PREFERENCES

### Allergies vs. Preference (meal service)

All allergies must be reported to the school nurse and accompanied by a Doctor's note stating the nature of the allergy as well as any substitutions that may be needed. The district's food service department can only offer accredited substitutions that meet the USDA guidelines and that are included in the National School Lunch Program. For example, nut based milks (almond or cashew milks) are not accepted as a substitute for 1% milk.

The district does not accommodate vegan and other types of specific dietary preferences. Parents must provide meals from home if there is a preferred dietary preference.

Approved Milk Substitutes (with school served lunch/breakfast with the appropriate documentation provided to school from the child's Doctor):

- Lactaid
- Soy
- Milk can not be replaced with juice or water

\*\*\*Children can always have water in addition to the served beverage

## MEDICATION

Medication can only be administered by the School Nurse if an Order for Medication Administration (obtained from the school nurse) is filled out by your doctor.

\*Please do not send any type of medication to school in your child's backpack. Please walk all medication into the school yourself and hand it personally to the school nurse.

No medications are given in school without written authorization from a physician and parent/guardian. This includes over the counter medication. ***Sunscreen, diaper cream, and bug spray*** are considered over the counter medications by our school physician and these cannot be administered by staff unless a medication order is filled out by your doctor. If the application of these items is desired, please apply them at home before your child comes to school.

**Medication administration forms are available on the district web site as well as from the school nurse.** With the appropriate written authorizations from the physician and parent (and when age appropriate), students may carry and self-administer emergency medications such as asthma inhalers, Epi-pens for life threatening allergies, and insulin.

Parents/Guardians indicating their child has a life threatening allergy are asked to contact their physician to discuss whether an Epi-pen or other medication is needed at school. Medication is stored at school in locked cabinets in separate marked containers for each child.

It is important to note that if the appropriate medication administration forms are not completed and returned, your child will be withheld from any extracurricular activity, including athletics and field trips.

\*\*Please note that at the start of the school year the nurse will be stationed outside to receive medication. Please hand it right to the nurse. You will have to sign the medication in and then out at the end of the school year.

## **NAPTIME/QUIET TIME**

Pre-K students have a quiet/naptime in the afternoon. Helpful naptime items might be a blanket, small pillow or small stuffed animal. Cots and sheets are provided.

For children who no longer nap, each teacher will provide additional individual quiet time accommodations, working with you to find mutually agreeable quiet time activities for your child.

## **ORIENTATION - PARENT AND STUDENT**

Annually, all parents and students are invited for an initial “Meet and Greet” with the classroom teacher which is scheduled before the start of the school year (usually the first day is reserved for this). This is a time where you can meet the teacher and see the classroom so both parents and children will be more comfortable separating on the first day. For preschool, we do this one on one with each family.

Curriculum Night/Open House will occur in October. This is a time where you will be able to learn more about the classroom and how children are learning in preschool. You will meet with the classroom staff and the Principal on this night.

## **OUTDOOR LEARNING ENVIRONMENT**

Time is provided daily for students to experience Wintonbury’s rich Outdoor Learning Environment. The National Association for the Education of Young Children recommends daily outdoor experiences for children that provide ample time for exercise and play outside. The Medical Director for Bloomfield Public Schools has deemed that students may go outside if it is 25 degrees or above (including wind chill calculations). We recommend that you dress your child for the weather and provide these items daily for staff to assist students to dress appropriately for the temperatures (gloves, mittens, hats, boots, warm socks, etc.). Please keep in

mind that weather in New England can change quickly and please plan for the full day when providing clothing in the AM. *If you believe your child is not well enough to go outside, please keep your child home until he or she is feeling better. Our outside time and farm trips are part of our learning day. We DO NOT have separate supervision for students who cannot go outside with their class.*

## **PARKING LOT SAFETY**

*We have a busy parking lot! Only YOU can help our community to remain safe! The parking lot is the biggest area of complaint for families. If everyone is considerate and follows the rules, we can all stay safe.*

- **The Speed Limit on school grounds is 5 MPH. Please allow enough time** to park, remove your child from the car, walk to the building and then the classroom and return to your car slowly and safely.
- Please follow both the posted and painted signage.
- **The loop area around the parent entrance is one-way.**
- Please proceed to a parking spot prior to dropping off passengers. Vehicles stopped for unloading are not allowed as they stop the flow of traffic.
- Vehicles must stop for pedestrians in the crosswalks.
- Please proceed through the parking lot at a very slow speed, and be mindful of vehicles backing out of spaces.
- **There is NO PARKING in the bus circle by the main entrance.** This is a fire lane. This is a law in effect 24 hours a day, 7 days a week. **There are no exceptions for Extension program participants.**
- **There is NO PARKING in the front maintenance entrance or fire lanes.**
- Please do not leave your child or other siblings in the car without an adult.
- Children must ride in appropriate car seats.
- Please be respectful of the parking spaces reserved for carpools and vans.
- When parking in a designated Handicap Parking space your Handicap Permit must be visible.
- Please hold onto your child's hand **securely** in the parking lot.
- Please park only in designated parking spots.
- Please do not leave your vehicle idling when near the building.

## **PLAYGROUND PROCEDURES**

The playground gates **MUST** be closed at all times. Please be sure they are closed when you leave.

**The playground is not available while school programs are in session between the hours of 7:00 a.m. and 5:45 p.m.**

## **POSITIVE BEHAVIOR INTERVENTIONS and SUPPORT (PBIS)**

PBIS is a systems approach to enhance the capacity of schools to educate all students, especially students with challenging social behaviors. PBIS is a broad range of systemic and individualized strategies for achieving important social and learning outcomes while preventing problem behavior. The goal of PBIS is to maximize academic and social/emotional engagement and success. Behavioral data will be collected and analyzed. This data will guide intervention and management decisions. Expectations for school behavior have been developed and will be taught to all students. Families will be provided with the expectations so that they can be reinforced at home (see the Schoolwide Expectations section of handbook). In addition each classroom creates their own set of agreements that are developed with the children in the class. Wintonbury works with families in a team approach to obtain more positive outcomes for children.

\*\* Please see the *Social Emotional Environment* section of this handbook for information about how you can help at home for Wintonbury to be a peaceful school with a positive social emotional climate.

## **PTO (Parent-Teacher Organization)**

The PTO meets the second Tuesday of each month from 6:00 – 7:00 PM in an agreed upon location at Wintonbury or held virtually. Notification of meetings will be distributed and posted through the school. The PTO is also wonderful with keeping families informed via email. Their email address is [wintonburypto@gmail.com](mailto:wintonburypto@gmail.com). If you choose to share your contact information with the PTO you will be included on their distribution list.

The PTO creates a strong partnership between parents and staff. Its membership includes all parents and staff. There is no fee to join. An elected board of parents works with the principal to conduct the business of the PTO. The PTO creates an agenda and runs the meetings based on Robert's Rules of Order.

The purpose of the PTO is to provide support to, and communication with, parents, teachers, students, administrators, and the surrounding community. The PTO works very closely with the Principal and Wintonbury Staff. The PTO invites you to jump in where or whenever it works best for you and your family's schedule.

### **PTO Board Membership 2022-2023**

President, *Open Until Filled*

Vice President, *Open Until Filled*

Tiana Reid Foster, Treasurer

Secretary, *Open Until Filled*

\*\*\*Elizabeth Duteau and Yelana Wassar, *past Board Members, filling in until the Board is filled*

Are you interested in joining the PTO or sitting on the PTO Board?

EMAIL [wintonburypto@gmail.com](mailto:wintonburypto@gmail.com)

### **REPORT CARDS AND CONFERENCES**

There are three report cards per year: November/December, March and June. Reports are given to parents at conferences. The last report cards will be sent home with the students during the last week of school. In December and March parents participate in parent/teacher conferences to discuss/review their child's progress. It is important for parents to partner with us by attending conferences so that we can share and receive important information that will help your child in school. We appreciate your input and value your participation.

### **RESOLVING CONCERNS OR CONFLICTS**

Level 1: If a school related concern arises, your first step is to discuss your concern with your child's teacher. Your child's teacher will know your child and the situation best and will be more than happy to listen to your concern and to work with you and/or your child to come to a solution.

Level 2: Only after discussing your concern with the teacher and only if you continue to bear the concern, you may contact the school principal (call: 860-769-5510 or email: [sstraker@blmfld.org](mailto:sstraker@blmfld.org)) who will work with you to listen to the concern and to work with you and the classroom teacher to come to a solution together.

If a concern regarding the overall management of the school occurs, please contact the principal directly and a meeting can be held to hear your concerns and attempt to come to a solution together.

# SCHOOLWIDE EXPECTATIONS

## Classroom

**Respect:**

- Listen to the teacher.
- Eyes on the speaker.
- Do your work.
- Raise your hand and wait to be called on.
- Keep hands, feet and objects to yourself.
- Say only nice things to others.
- Try your best; stay neat; and believe you can!

**Responsibility:**

- Follow class rules and expectations.
- Stay focused and on task.
- Arrive ready to learn.
- Do your best (homework and school work).
- Take care of school and personal belongings.

**Self-Control:**

- Listen to the teacher and follow directions.
- Stay in your space.
- Control your voice and your body.
- Walk at all times.

## Bathroom

**Respect:**

- Use a toilet that is not being used by anyone.
- Knock first.

**Responsibility:**

- Clean up after yourself.
- Flush the toilet.
- Wash hands with 2 pumps of soap.
- Use 1 paper towel to dry hands.

**Self-Control:**

- Use quiet voices.
- Enter and exit appropriately.

## Hallway

**Respect:**

- Keep hands, feet and objects to self.

**Responsibility:**

- Stay in line with the teacher.

**Self-Control:**

- Walk in the hallway.
- Use appropriate voices.

## Playground and Recess

**Respect:**

- Listen to the adults in charge.
- Keep hands and feet to self.
- Leave wood chips, rocks, etc. on the ground.

**Responsibility:**

- Clean up playground toys.
- Line up when the teacher signals.

**Self-Control:**

- Share playground toys with others.
- Use equipment safely (swings, bikes, etc.)

## Lunch

### Respect:

- Listen to adults.
- Eat only your food.
- Keep hands, feet and objects to yourself.

### Responsibility:

- Make one trip to the garbage can.
- Eat a healthy lunch (no candy or soda).

### Self-Control:

- Use appropriate voices.
- Talk to students at your table.
- Keep feet under the table.
- Stay in your seat.
- Chew food without talking.

## Multipurpose Room

### Respect:

- Clap hands at the end of a performance.
- Listen and focus on the speaker/performers.

### Responsibility:

- Focus on yourself.
- Follow directions.

### Self-Control:

- Keep hands, feet and objects to self.
- Control your voice and body.

## Bus

### Respect:

- Listen to adults in charge.
- Keep hands, feet and objects to self.

### Responsibility:

- Use appropriate voices.

### Self-Control:

- No eating on the bus.
- Sit in your seat (keep your back to the back)
- Get up only at your destination (farm, bus stop, or other field trips).
- Speak only with the person next to you.



# SCHOOLWIDE PROMISE

## WINTONBURY EARLY CHILDHOOD MAGNET SCHOOL

### SCHOOL PROMISE



*Nourishing the Seeds of Knowledge through Wonder and Discovery*

I, as a Wintonbury student, believe our school should be a kind and respectful place.

I promise to:

- Be kind and gentle with my hands and feet
- Have a calm body and walking feet
- Have a quiet voice and give hugs
- Listen to my teachers.

## SICK/STAY AT HOME GUIDELINES

### District Stay at Home Guidelines

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Deciding when a child is too sick to go to school can be a difficult decision for parents to make. When trying to decide, use the guidelines below and seek the advice of your health care provider. Please do not send your ill or injured child to school and ask the nurse to “check him/her out”. Please have a thermometer and check your child’s temperature at home. If you think your child needs assessment, contact his/her health care provider,

- If your child has a temperature over 100 degrees he/she must stay home. Your child cannot return to school the next day and should remain at home until the fever has been gone for at least 24 hours without medication.
- If your child has diarrhea, he/she should stay home through the next school day after the diarrhea has passed. (Ex: Your child is sent home on a Tuesday at 10 AM for diarrhea and stops having diarrhea at 6 PM, the child can return the following Thursday.)
- If your child vomited during the night, he/she should stay home minimally through the next school day following being sent home and until there is no vomiting for 24 hours and they are able to tolerate a meal. (Ex: Your child is sent home on a Tuesday at 10 AM for vomiting and stops vomiting at 6 PM AND can tolerate dinner, your child can return the following Thursday.)
- If your child woke up with one or both eyes red, sealed with discharge, and/or is itchy or painful, he/she should stay home and be seen by their health care provider. If prescribed an antibiotic eye drop, he/she may return after 24 hours of use.
- If your child is complaining of severe sore throat they should stay home and be seen by their health care provider. If an antibiotic is prescribed, he/she may return after 24 hours of use.
- If your child has severe cold symptoms with thick discharge, especially green discharge, from the nose or has a wheezing, croupy cough they should stay home.
- If your child has an unknown rash he/she should stay home and be evaluated by their health care provider. If prescribed an antibiotic they may return after 24 hours of use. Please cover any open or oozing sores.

In the event that your child does have a fever over 100 degrees, if they are exhibiting negative changes in behavior, temperament, or classroom performance due to various health concerns (i.e. fatigue, colds, constipation, etc.) you may be called to pick up your child.

Please consider the health of your child and the other children in the class and follow these guidelines before sending your child back to school. Keep these guidelines handy in order to determine when your child can come back to school after being ill. Please contact your school nurse with any questions. Recovery time is shorter with a sick child who is given plenty of rest. Thank you for helping us to maintain a healthy and happy school environment for all of our students!

Please note: Any child who is underimmunized who seems to show symptoms of a disease that is vaccine-preventable will be sent home, just as all students who show symptoms of illness are sent home.

Please note: COVID Guidance is subject to change per state and district decision making. Please stay home if you are exhibiting symptoms of COVID-19 or have been exposed and are not yet vaccinated. The Bloomfield Public Schools COVID-19 Data Information Center can be found online at <https://sites.google.com/bloomfieldschools.org/bps-covid-information-center/home>.

**\*COVID-19 Case Reporting Link:** [BPS 22/23 COVID Reporting Link \(click here\)](#)

## SMOKING

The Bloomfield Board of Education prohibits all smoking and use of electronic cigarette and/or vapor devices on the real property of any school or administrative office building or at any school-sponsored activity. Real property means the land and all temporary and permanent structures comprising the district's elementary and secondary schools, and administrative office building and includes, but is not limited to, classrooms, hallways, storage facilities, theaters, gymnasiums, fields and parking lots. As defined by Conn. Gen. Stat. § 10-233a(h), a school-sponsored activity "means any activity sponsored, recognized or authorized by a board of education and includes activities conducted on or off school property."

## SPECIAL EDUCATION

Wintonbury Early Childhood Magnet School is an inclusive school committed to meeting the needs of all young children in inclusive early childhood environments. Teaching practices and environments will be developmentally appropriate and individualized support will be provided to children and families as required in an Individualized Education Plan (IEP).

**Inclusion** - Children with and without disabilities learn together in the same classroom.

**SRBI** - Academic and behavioral needs are supported at a variety of levels (Tier 1 - in the classroom, Tier 2 - with additional support, Tier 3 - with increasing time and additional support). This tiered approach is referred to as SRBI (Scientific Research Based Interventions). SRBI supports student learning by measuring how the student responds to specific interventions. Usually, but not always, a student will go through SRBI prior to being referred to special education. *SRBI is a general education initiative to support learning. Parents are notified and involved in this process.*

**Family** - Parents and caregivers are a child's first teacher. Family involvement is essential. Your child's teacher will communicate with you and you will be involved in their learning and

progress. *A Parent's Guide to Special Education* can be found here:

[https://portal.ct.gov/-/media/SDE/Special-Education/Parents\\_Guide\\_SE.pdf](https://portal.ct.gov/-/media/SDE/Special-Education/Parents_Guide_SE.pdf)

**Diversity** - “All children have the right to equitable learning opportunities that enable them to achieve their full potential as engaged learners and valued members of society.” *NAEYC's position statement for Advancing Equity in Early Childhood Education*.

**Outcomes** - You will be made aware and informed of your child's progress through regularly scheduled conferences and report cards, PPT meetings, and at other times through email, phone and other forms of communication.

**Collaboration/Teaming** - your child has a team of individuals around them and you to support your child's development. The teams of individuals collaborate together to plan and implement learning strategies for your child that are connected to the goals and objectives in your child's IEP. At Wintonbury all of our teachers are dually certified in regular education and special education. In addition, your child will have a special education teacher and or other service providers. A list of our service providers can be found on the staff directory page.

### **What do I do if I have concerns with my child and suspect a disability?**

Please reach out to your teacher and share this with them so that we can support you and your child!

Here are some other resources:

- **Sparkler** - This is an app that can be downloaded to your phone. The app is a tool that you can use as a parent/caregiver can use to help you understand your child's development based on the Ages and Stages Questionnaire. After completing the questionnaire you will be given strategies and suggestions on how to play with your child to support their development. The app is connected to 211 Child Development in CT and is available for free from the Office of Early Childhood. Use this link to learn more:  
<https://www.playsparkler.org/connecticut/>.
- **Bloomfield Early Intervention Team (BE\*IT)** - This is our special education team at Wintonbury. You can reach one of our special education teachers by email at [wecearlyintervention@blmfld.org](mailto:wecearlyintervention@blmfld.org).
- **Bloomfield Public School Parent and Students Resources:**  
[https://www.bloomfieldschools.org/parents\\_and\\_students](https://www.bloomfieldschools.org/parents_and_students).
- *A Parent's Guide to Special Education* can be found here:  
[https://portal.ct.gov/-/media/SDE/Special-Education/Parents\\_Guide\\_SE.pdf](https://portal.ct.gov/-/media/SDE/Special-Education/Parents_Guide_SE.pdf)

## STUDENT DATA PRIVACY

In accordance with Public Act No. 16-189, an act concerning student data privacy, Bloomfield's student data privacy information is found at

<http://www.bloomfieldschools.org/cms/One.aspx?portalId=86878&pageId=7809561>.

## SUPPLIES TO SEND TO SCHOOL

Please send your child to school with the following:

- Backpack (to independently carry items to and from school).
- Spare set (or two) of clothing in a labeled gallon size Ziploc bag.
- Water bottle (sent daily with water).
- Lunch (in a lunch box or school meals).
- A small blanket for the rest cot (will be sent home each Friday for laundering).
- (*Optional*) small "lovey."

*All children should have these items on the first day of school.*

## TEACHER SELECTION AND STAFFING; Training and Certifications

The Wintonbury Early Childhood Magnet School is a school which serves many students who benefit from the Sheff v. O'Neill desegregation verdict. Class placement balances many factors including gender, town of origin, and other factors that create a heterogeneous classroom that represents a wonderful mix of students. If you would like to offer a statement about the type of environment in which your child learns best, the principal will consider that when placing your child. Other than that, individual requests for teachers or placements with friends are not generally honored.

Looping: Students loop from their three year old year to their four year old year with the same teacher unless it is requested either by the parent or the school that your child may benefit from a new opportunity.

Preschool classrooms are staffed with a 1:9 ratio adult to child, with 1 adult to nine children (2 adults for 18 children).

All classroom teachers are State of CT certified Early Childhood Teachers with a minimum of a Bachelor's Degree in Education. All CT Early Childhood certified teachers are also dually certified in special education. All Instructional Assistants have a minimum of an Associate's Degree in Early Childhood or a related field.

As part of the teachers' certification, coursework and training related to early childhood education assessment is required. Instructional Assistants with an Early Childhood Associates Degree also have coursework and training related to early childhood assessment.

## **THEME**

Wintonbury has a scientific inquiry theme. We believe that children are curious. They learn through interacting with their environment and the world. Paired with positive adult interactions and consistent feedback children learn and grow across a developmental continuum. Children are encouraged to ask and answer questions and explore materials. Through their explorations children develop interests that can turn into projects that can span across various lengths of time.

The farm plays an important role in our inquiry theme. Children engage in provocations prior to traveling to the farm to build and/or trigger their background knowledge. At the farm they explore and learn about topics that follow their interests along with the seasonal farm calendar. After the farm visit, children recall and tell about events, answer questions and explore further topics related to the experience.

Children also engage in many of our outdoor learning spaces at school. We have a greenhouse, courtyard, three playgrounds and spaces to take short walks or gather outside for learning. In our outdoor learning environments, children might be observing nature, life cycles, plants and animals or growing foods and plants. Children can also learn in our mud kitchen, dramatic play hut, or art and music areas on the courtyard.

## **TOILETING/TOILET TRAINING**

It is the expectation of Wintonbury Early Childhood Magnet School that most children will be toilet trained by the time they enter school (with the exception of students who have an IEP or 504 plan necessary to address toilet training). While it is not a requirement for children to be toilet trained to attend school at Wintonbury Early Childhood Magnet School, we do strongly encourage that your child is trained at home before coming to school. For students who will not be three until late fall, some exceptions can be made. *Unless there is a developmental concern, toilet training and diapering is not a typical task for Wintonbury Staff since it takes a great amount of staff time from the other children. For students who are typically developing and have the ability, it is expected that children will learn this important skill at home.*

## **TRANSITIONS (to Preschool/to Kindergarten)**

We will work with your family to support your transition to preschool and again to kindergarten.

To Preschool:

- After registration you are invited to school for a tour and a playdate (usually in June).
- Closer to the beginning of the school year you are invited to school for a welcoming event, “Popsicles with the Principal” (usually in late August or just before school begins).
- “Meet and Greet” is the first day of school experience where each family is invited to the school during a given time (just for them) to meet their teacher and see their classroom.
- The first days are a staggered start to ease children into their new routine. Children are invited to start school in a small group, with half of the class at a time. This usually is the two days after “Meet and Greet.”

What can you do?

- Bring your child to the school for the above events!
- Visit our playground on the weekends.
- Over the summer participate in storytime, playgroups or other social activities at the library or other community spaces.
- Read books about going to school and talk about school in a fun and exciting way!

To Kindergarten:

- We work with the area schools to support the transition to Kindergarten.

What can you do?

- Register your child with your home district.
- Participate in the Kindergarten events from your home district.
- Visit the school playground.
- Read books about Kindergarten and talk about it in a fun and exciting way!
- 

## **VISION**

Annually, the Lion’s Club visits Wintonbury to check children’s vision. All children can participate in this opportunity. The vision screening takes a few minutes per child and involves a device (similar to binoculars or a camera) to be placed near the child’s face briefly.

Results of the screening will be communicated to the child’s caregiver/guardian and when a vision screening is failed it will also be communicated to the necessary school personnel that are responsible for the education of the student. Families are responsible for following up with the child’s doctor when children do not pass their screening.

Results of the vision screening are put in the child’s health record at school and documented in necessary special education files when applicable.

Wintonbury sends notifications regarding vision screenings to all families annually and a permission slip is sent home.

## **VISITORS/VOLUNTEERS**

Wintonbury highly values parent involvement through visitation and volunteering. There are many opportunities to be involved!

- Field Trip Chaperones
- Birthday Book Reading (visit to read a special book on your child’s birthday)
- Parents as Experts (visit in connection with classroom projects to share your expertise)
- Celebrations
- Schoolwide Events
- PTO
- Classroom Specific Opportunities
- Courtyard Clean Up

\*In person visitation to the school for the 2022-2023 school year will be dependent upon state and district guidance and decision making in regards to COVID-19.

## **WEBSITE**

The Wintonbury website is <http://www.wec.bloomfieldschools.org/>. Please take time to explore it and see two videos that explain Wintonbury’s philosophy of education.

## **WELLNESS**

### **POLICY REGARDING WELLNESS - Bloomfield Board of Education Policy 6142.101**

Student wellness, including good nutrition and physical activity, shall be promoted in the district’s educational program, school activities, and meal programs. In accordance with federal and state law, it is the policy of the Board of Education to provide students access to healthy foods and beverages; provide opportunities for developmentally appropriate physical activity; and require all meals served by the District meet or exceed the federal nutritional guidelines issued by the U.S. Department of Agriculture and the “Connecticut Nutrition Standards for Foods in Schools,” whichever are greater.

### **Goals for Nutrition Promotion and Education**



The goals for addressing nutrition education include the following:

- Schools will support and promote good nutrition for students consistent with applicable federal and state requirements and guidelines.
- Schools will foster the positive relationship between good nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive standards-based school health education program and curriculum and will be integrated into other classroom content areas, as appropriate. Schools will link nutrition education activities with existing coordinated health programs or other comparable comprehensive school health promotion frameworks. (A standards-based program is a system of instruction, assessment, grading and reporting based on students demonstrating understanding of the knowledge and skills they are expected to learn.)

### **Goals for Physical Activity**

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a standards-based, developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle.
- Unless otherwise exempted, all students will be required to engage in the District's physical education program.
- Recess and other physical activity breaks; before and after school activities, and walking and bicycling to schools, where safe to do so, are supported by the Board.
- Schools will work toward providing sixty minutes of physical activity daily for students (as a best practice).

### **Nutrition Guidelines for Foods SOLD in Schools**

Students will be offered and schools will promote nutritious food choices consistent with the current Dietary Guidelines for Americans and My Plate, published jointly by the U.S. Department of Health and Human Services and the Department of Agriculture, and guidelines promulgated by the Connecticut Department of Education ("Connecticut Nutrition Standards for Foods in Schools") in addition to federal and state statutes and national health organizations.

### **Monitoring**

The Board designates the Superintendent or his/her designee to ensure compliance with this policy and its administrative regulations. The District shall develop a plan designed to achieve the involvement requirements in the development, implementation, monitoring, and assessment of this policy.

The Superintendent or designee shall provide periodic implementation data and/or reports to the Board, including documentation demonstrating compliance with community involvement

requirements, documentation of the triennial assessment of the wellness policy and documentation to demonstrate compliance with the annual public notification requirement.

### **Community Input**

The Superintendent or designee will provide opportunities, suggestions, and comments concerning the development, implementation, periodic review and improvement of the school wellness policy from community members, including parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, members of the Board of Education, school administrators, and the public.

### **Evaluation of Wellness Policy**

In an effort to measure the implementation of this policy, the Board of Education designates the Chief Operating Officer as the person who will be responsible for ensuring that each school meets the goals outlined in this policy. To ensure continuing progress, the District will evaluate implementation efforts and their impact on students and staff at least every three years. In addition, the annual notification shall include a description of each school's progress in meeting the wellness policy goals; summary of each school's wellness events or activities; contact information for the leader(s) of the wellness policy team; and information on how individuals and the public can get involved.

## **ADDITIONAL BREAKFAST AND LUNCH INFORMATION**

### **Breakfast and Lunch Information**

The Bloomfield Schools Food Service Department offers affordable, nutritious breakfasts and lunches to all school students in a clean, safe and friendly environment. Breakfast and Lunch are eaten in the classroom. Lunch generally consists of the hot meal of the day or sandwich, a vegetable, fruit and choice of milk. A water fountain is located in each classroom for water bottle filling.

**Menus can be found at:**

[https://www.bloomfieldschools.org/district\\_information/food\\_services/school\\_menus](https://www.bloomfieldschools.org/district_information/food_services/school_menus)

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To: All Parents of Wintonbury students  
From: Samantha Straker, Principal  
Re: Breakfast and Lunch  
Date: School Year 2022-2023

**PLEASE RETURN BREAKFAST/LUNCH REQUEST FORM TO TEACHER  
by September 6th**

The teachers of Wintonbury Early Childhood Magnet School want to ensure that your wishes regarding serving breakfast and lunch to your children are carried out consistently.

By law, the breakfast and lunch servers must keep information regarding students who receive free or reduced breakfast or lunch prices confidential even from teachers and all school staff. The student must speak up and ask for the food himself or herself. Additionally, students do not always remember if they are buying breakfast or lunch. Because young children do not always ask for what they need, we would like to know your specific wishes regarding serving breakfast and lunch to your child.

If your child will consistently receive breakfast and/or lunch (whether you pay or have this funded), please let us know. Please mark the sentence that applies to your child for this school year and send back to the school as soon as possible. Thank you so much for your help in meeting your child's needs.

---

**Wintonbury Early Childhood Magnet School  
Breakfast/Lunch request for 2022-2023**

\_\_\_ My child, \_\_\_\_\_, will be served school breakfast daily.

\_\_\_ My child, \_\_\_\_\_, will be served school lunch daily.

\_\_\_ My child, \_\_\_\_\_, will be served school breakfast only if or when I request it via a note to my child's teacher.

\_\_\_ My child, \_\_\_\_\_, will be served school lunch only if or when I request it via a note to my child's teacher.

**Student Name** \_\_\_\_\_ **Teacher** \_\_\_\_\_ **Room #** \_\_\_\_\_

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**AUER FARM Field Trip Permission Form**  
**WINTONBURY EARLY CHILDHOOD MAGNET SCHOOL**  
**Bloomfield Public Schools**  
**44 Brown Street**  
**Bloomfield, CT 06002**  
**860-769-5510**

**IMPORTANT – PLEASE RETURN TO YOUR CHILD’S TEACHER AS SOON AS POSSIBLE.**



Dear Parent/Guardian:

Each classroom will travel to the Auer Farm approximately two times per month by bus. All PreK children will be buckled in a 5 point harness and car seat. These trips are designed to support the science and inquiry theme of our school.

This form will be given to your child’s teacher, along with a copy of your child’s emergency contact information. If any information should change, please be sure to alert the school and make the necessary corrections/updates.

Medical Information: If applicable, please comment on any medical condition or allergy that the staff should be aware of and/or precautions we need to take:

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If medications are needed, please explain: \_\_\_\_\_

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Are the medications in the school nurse’s office? \_\_\_\_\_

My child, \_\_\_\_\_, has my permission to participate in field trips to the Auer Farm for the years my child will be in attendance.

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_

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To: All Parents of Wintonbury students  
From: Samantha Straker, Principal  
Re: Positive Peer Model  
Date: School Year 2022-2023

**PLEASE RETURN POSITIVE PEER MODEL FORM TO TEACHER  
by September 6<sup>th</sup>**

Dear Parents/Guardian:

In our inclusive model at Wintonbury, children with varying skill levels are working hard to learn from both adults and peers in their classroom. In order to help facilitate this learning, your child may be selected to participate as a classmate's positive peer role model in a small group offered through the Special Services department at Wintonbury.

The group will offer learning activities that focus on the social, emotional, and/or academic skills a Wintonbury student is expected to demonstrate. Groups will begin in September, and continue through the end of the school year, though group members may change from time to time. We hope you will be open to allowing your child to participate in this unique way to build connections and strengthen our community.

You may opt out of having your child considered as a peer role model. **If you do not want your child to participate in a small group as a peer role model, please sign below and return this paper to the child's teacher by September 6<sup>th</sup>. If we do not receive this form back we will assume you are agreeable to your child being a peer model.** If you have questions please feel free to call me at 860-769-5510.

---

I DO NOT consent to have my child, \_\_\_\_\_ in room \_\_\_\_\_ participate as a peer role model in skill building groups at Wintonbury during the 2022-23 school year.



## 2022-2023 Bloomfield Public Schools Response to COVID-19 Guidelines

### COVID-19 Daily Health Screening Questions

Bloomfield Public Schools encourages all employees and students (or their parents or guardians) to perform a self-assessment prior to reporting to work or school. If the answer to any of these questions is **YES**, please follow the Stay at Home Guidelines.

<input type="radio"/> YES <input type="radio"/> NO	1. Do you have a <b>fever</b> (100 degrees or higher or feel feverish if no thermometer) without having taken fever-reducing medicine?
<input type="radio"/> YES <input type="radio"/> NO	2. Do you have a <b>cough</b> ?
<input type="radio"/> YES <input type="radio"/> NO	3. Do you have a new <b>loss of taste or smell</b> ?
<input type="radio"/> YES <input type="radio"/> NO	4. Do you have a <b>sore throat</b> ?
<input type="radio"/> YES <input type="radio"/> NO	5. Do you have <b>muscle aches</b> ?
<input type="radio"/> YES <input type="radio"/> NO	6. Do you have <b>chills</b> ?
<input type="radio"/> YES <input type="radio"/> NO	7. Do you have <b>shortness of breath</b> ?
<input type="radio"/> YES <input type="radio"/> NO	8. Do you have a new or unusual <b>headache</b> ?
<input type="radio"/> YES <input type="radio"/> NO	9. Have you experienced new onset of <b>gastrointestinal symptoms</b> , such as nausea, Vomiting, diarrhea, or loss of appetite?
<input type="radio"/> YES <input type="radio"/> NO	10. If you have any of the above symptoms, has a household member been diagnosed with COVID-19 within the past 14 days?
<input type="radio"/> YES <input type="radio"/> NO	11. Have you been asked to <b>self-isolate or quarantine</b> by a medical professional or a local public health official?
<input type="radio"/> YES <input type="radio"/> NO	12. If you have symptoms, is your <b>self-test</b> for COVID-19 negative?
<input type="radio"/> YES <input type="radio"/> NO	13. Are you unable to perform a <b>self-test</b> in the morning prior to school attendance?

**If your child should test COVID positive please use the following link to report. [BPS 22/23 COVID Reporting Link](#) . Please contact your school if you need COVID-19 self-test kits.**

[BPS 22/23 COVID Reporting Link \(click here\)](#)

## 2022-2023 Bloomfield Public Schools Response to COVID-19 Guidelines

**COVID-19 Stay at Home Guidelines for the 2022-2023 School Year**  
Bloomfield Public Schools asks that all employees and students (or their parents or guardians) perform a self-assessment prior to leaving for school to identify fever or other respiratory/COVID-19 symptoms. Please use the guidelines below and seek the advice of your health care provider.

### *No known COVID-19 case in the household within the past 14 days*

**Mild cold/illness or allergy symptoms** (infrequent cough, congestion, runny nose, sore throat, etc.), with no fever ( $<100$  degrees).

- If well enough to participate, self-test at home for COVID-19 prior to leaving for school every day symptoms are present, and one final test the morning symptoms resolve. If tests are negative, may attend school.
- Children and staff choosing to report in-person with mild symptoms are strongly encouraged to wear a well-fitting mask indoors.

\*If an individual is not tested, they must remain home until symptoms resolve.

**Moderate and Severe Cold/Illness Symptoms or Fever** (uncontrolled cough, unusual headache, muscle/body aches, severe sore throat, vomiting/diarrhea, loss of taste/smell, temperature  $\geq 100^{\circ}\text{F}$ )

- **Moderate/Severe Respiratory Symptoms-** Remain home and self-test for COVID-19. If negative, may return when symptoms are improving and daily self tests, and one final test the morning symptoms resolve, for COVID-19 are negative.
- **Vomiting/Diarrhea-** May return 24 hours after vomiting/diarrhea if self-test for COVID-19 is negative and able to return to normal eating habits.
- **Fever-** Anyone with a fever ( $\geq 100^{\circ}\text{F}$ ) or who feels feverish should remain home and self-test for COVID-19. If negative, may return once their fever has resolved for at least 24 hours without the use of medication and self-test for COVID-19 is negative on day of return.

\*If an individual is not tested, they must remain home until symptoms resolve.

### *Known COVID-19 case in household within the past 14 days*

Any student or staff that develops any respiratory or COVID-19 symptoms, with a known recent (past 14 days) case of COVID-19 in their household, shall remain home until their symptoms resolve and test for COVID-19. When symptoms have resolved, self-test for COVID-19 in the morning prior to returning to school.

### Wintonbury COVID Mitigation Chart *(subject to change)*

Masks	Optional
Protective Barriers (table top/face shields)	No
Vaccination	CDC recommends for all people 6 months old and over
Quarantining/Isolation	Yes, as necessary Recommended tool, “Quarantine and Isolation Calculator,” found here: <a href="#">COVID-19 Quarantine and Isolation   CDC</a>
Self-Testing (with symptoms or known exposure)	Yes
Testing On-Site at School	No
Daily screening	Yes
Reporting Positive Cases to School/District	Yes <a href="#">BPS 22/23 COVID Reporting Link</a>
Routine Cleaning & Disinfecting	Yes
Cohorting	No, but naturally found with pre-k environments (but not always)
Increased spacing	As feasible
Encourage hand hygiene and respiratory etiquette	Yes
Visitors	Limited to “Essential Visitors” only
Auerfarm Chaperones	Yes, 2 chaperones per classroom
In-person gatherings/events	Requires approval
Ventilation	Well maintained & operating
Isolation Room	Yes, used when COVID symptoms are present. We call it “The Waiting Room” because you wait there until you are picked up. This is a safe and comfortable space with books and washable toys.
Alternative Learning	No