



# Bolton Crossing Elementary School

• A South-Western City School • bces.swcsd.us •

# BOLTON CROSSING BULLETIN

A newsletter for parents and students of Bolton Crossing • 2695 Holt Road • Grove City, Ohio • (614) 801-8275

Responsibility   Respect   Honesty   Perseverance   Caring

## Principal's Message

Dear Bolton Crossing Families:

I hope you all had a fun and enjoyable summer and that your child is geared up and ready for a wonderful school year! On behalf of the Bolton Crossing Staff! I would like to welcome you to the Bolton Crossing school community. The staff has been busy preparing classrooms and are anxiously awaiting the arrival of students for a great year of learning!

I encourage you to be an active participant in your child's education. There are many opportunities for you to take advantage of such as assemblies, field trips, family nights, parent/teacher conferences, and other PTA events. Please consider joining PTA as we are always looking for new members to assist with our many events throughout the school year.

I invite you to call or stop by the school office with questions, concerns or compliments so we may assist you and your child in having a positive learning experience!

I look forward to seeing our school community shine in the 2017-2018 school year!!

Sincerely,  
Michele Harkins, Principal

## Up and Coming ....

### September 2017

**Friday, Sept. 1<sup>st</sup>**.....Bust Safety at 9:30 am

**Monday, Sept. 4<sup>th</sup>**..No School Labor Day

**Tuesday, Sept. 12<sup>th</sup>**...PTA Meeting @ 7 pm

**Wednesday, Sept. 13<sup>th</sup>**...Boy Scouts Meet with 1<sup>st</sup>-4<sup>th</sup> Graders During Lunch

**Thursday, Sept. 14<sup>th</sup>**....Boy Scouts Meeting for Parents at 6 pm

**Friday, Sept. 29<sup>th</sup>**...Lightning Bolt of the Month Assembly at 1:30 pm

— WELCOME —  
**BACK TO SCHOOL**

**Important Notice to all Families:** In an effort to conserve resources we will not be sending the newsletter in paper form anymore after this one. You can find our newsletter on our school website at: [www.swcsd.us](http://www.swcsd.us), select "Our Schools", and scroll down to Bolton Crossing.

## School Day Schedule

**Students are not permitted inside the building before 7:55 am. There is no one on duty before this time to supervise your child.**

When students start arriving to school they will go to breakfast or go to their designated area to sit, read or talk quietly. At 8:10 am the first bell will ring and teachers will pick their class up from the area to take to their rooms. At 8:20 am the bell will ring to start the day. If your child comes in after 8:20 am they are counted tardy and you will need to come into the office to sign them in.

At the end of the day the bell will ring at 2:35 pm and we will start dismissing students.

To provide the safest environment possible for children, bus drivers will have one pick up or drop off location. Students may ride only the bus to which they are assigned. An exception may be permitted in the event of an emergency and when the following criteria are met:

1. A signed note from a parent or guardian of each party involved.
2. When there is sufficient space available on the bus to transport.



When a student will be riding a bus other than his/her own, or riding as a guest, the student is to bring his/her permission note to the office at the beginning of the day. The office staff will authorize a guest ride pass.

**Due to late enrollments and route changes, buses may run late at the start of the school year.**

## Parent/Guardian Notification

The blue folder that you received with this newsletter will be coming home every day with your child. Inside the folder will be important documents for you to complete and return to school. You will find a free/reduced lunch form, Title I Parent/School Compact and Student Conduct on the School Bus form (even if your child is not riding the bus to and from school we do need you to fill the form out). Please look these forms over and return to school on your child(s) next day of school. You will notice that we are not sending home a green emergency card, this is all done on line now and you will see a step by step paper on how to proceed in filling out this important information on line.

## Please Keep Us Informed

For the well being of your children it is critical that we have the ability to reach you. Injuries and illnesses, attendance issues, and your child's academic needs require that we have up-to-date address and phone listings. If any of this information has changed please contact us at (614) 801-8275, so we can make these changes. Many parents also have before or after-school child-care, and those arrangements often change from year to year. It is important to keep this information current in your child's records; and if child-care is no longer needed, to have this information removed from his/her records. Bolton Crossing main number is (614) 801-8275. We have an additional number for all attendance calls. That number is (9614) 801-8277. State law requires that we verify all absences. You can assist us by calling the school's 24-hour attendance line and leaving a message. Please review the district policy regarding attendance in your Parent/Pupil Handbook.

## **Safe Shoes**

As a reminder children are not permitted to wear sandals without a back strap, flip flops, high heeled shoes or heeled shoes, as these are not safe footwear for school. Your child's safety is always of the utmost concern to us.

## **Please, Join our Bolton Crossing PTA**

Everyone wins when you join the Bolton Crossing PTA! You will soon be receiving information about how to join our wonderful PTA.



## **Medication Information**

For school personnel to give medication at school (prescription and non-prescription) a Medication Permission and Instruction Form must be completed and on file in the clinic office BEFORE that medication can be given. This form must be signed by both parent/guardian and doctor indicating the name of the medication, time to be taken, amount to be taken, route of administration and possible side effects. This also includes at home inhalers and Epi-Pens that students carry on their person. All medication must be received in its original prescription container (envelopes and baggies, etc. are not acceptable) or original packaging, if over the counter. Your pharmacist will prepare another labeled bottle if you ask. Students are NOT PERMITTED to bring any medication to school. An adult must transport medication to school. Helpful Hint: Please, furnish one month's supply of medication at a time. If you have questions, contact the school nurse. As part of our safety program, it is critical that we have the ability to reach you in case of illnesses or injuries at school. Please, complete and return the emergency medical card. Please list more than one person to contact in case we cannot reach you. List all medications your student takes at home and at school. This is necessary in the rare event your child would need to be transported by squad to the hospital. If your child has a serious health condition such as asthma, diabetes, seizure disorder, severe allergies requiring an Epi-Pen or any other serious medical condition, contact your school nurse to develop a school health plan.



## **Student Supplies**

In an effort to cover the cost of basic consumable student supplies the South-Western City School District collects an annual \$20 instructional fee for each of its students. As a District, we are able to purchase certain supplies and materials at significantly reduced bulk-rate prices, which we pass along to you and your student. This fee stays at your child's school and reduces the need for you to purchase many of the traditional school supplies your child may need throughout the school year. Many parents ask about donating items to the classroom, teachers can provide you with assistance as to what items might be appreciated in your child's classroom.

## **Fee Waiver**

If your child receives free or reduced lunch, they will be approved for waived fees if you check the box on the Free Lunch application that says "Please check here to grant permission for the school district to share your information with other programs you child may qualify for, including Fee Waiver Eligibility."

## **Visitor ID System**

For the safety and security of our students, our school uses a computerized visitor sign-in system. The system will allow us to track visitors more effectively, while providing added safety features to protect our students. The system prints visitor and volunteer badges, substitute teacher badges, tardy slips, and school bus guest passes. It also helps us track students leaving early and arriving late and volunteer time. More information is available on the District Web site at [www.swcsd.us](http://www.swcsd.us) in the Parent Resource area.

## **Online Payments**

Parents have the option of paying their child's school fees online. A step-by-step guide to paying school fees online is available on the SWCSD Web site at <https://sites.google.com/a/swcsd.us/swcsd/parent-resources/online-payment-of-school-fees>

*This fee payment option does not include payment for school meals. You will still need to utilize the PayPAMS system for school meal payments. More information on PayPAMS can be found at <https://sites.google.com/a/swcsd.us/swcsd/parent-resources/paypams>*

## **DISTRICT INFORMATION SOURCES**

For the most current information on your schools, please utilize the following district resources:

### **District Web Site**

**[www.swcsd.us](http://www.swcsd.us)**

Get information on school schedules, schedule pick up dates, open-house dates, lunch prices, upcoming events, community education classes, school board meeting dates and agendas, news alerts, and even directions to other schools in the district. Check back often for the most up-to-date information on your schools. Log into the Parent Portal to access your students' information, such as class schedules, coursework, attendance and academic reports as well as specify how and where you wish to receive home-school communications.

### **District E-mail Address**

**[info@swcsd.us](mailto:info@swcsd.us)**

Do you need to ask a question about the South-Western City School District or public education in general? Are you looking for online resources to help you? E-mail our information center to get an answer to your questions or ask about available resources.

### **Community Service Line**

**(614) 801-8981**

Do you ever have a question that pops into your head and you don't know where you can call after hours? The district has a 24-hour voicemail box that you can call. Leave your name, message, and telephone number and someone from the district's communications office will call you back with the information you are seeking.

### **SWCSD Facebook Page**

**[www.facebook.com/SWCSD](http://www.facebook.com/SWCSD)**

For good news posts, fundraising activities, alumni reunions, pictures and more, become a fan of the South-Western City School District Facebook page.

### **SWCSD Twitter Page**

**[@SWCSD](https://twitter.com/SWCSD)**

We tweet live during all SWCSD School Board meetings. We also tweet school closings and good news. Follow us on Twitter for more information.



## Food Consumption at School – Elementary Schools

Our schools are faced with the growing issue of children who have specific food allergies. Some food allergies can be life-threatening for children. Some children with food allergies are affected not only by the food itself, but also by the smell of certain foods.

A few of the ingredients known to cause severe allergic reactions in some students include: peanuts, tree nuts (cashews or walnuts), eggs, lactose/cow's milk, pork, food dyes, wheat, glutens, soy, fish and shellfish

The State of Ohio has developed food allergy safety recommendations for schools. If you wish to read all of the guidelines and requirements, please visit the Ohio Department of Education's Web site at <http://goo.gl/2Gom9p>.

For the safety of all of our children, all South-Western City School District (SWCSD) elementary schools have implemented the following precautions:

While we are pleased to celebrate with your child on his/her birthday, all SWCSD elementary schools **WILL NOT ACCEPT** cupcakes, cookies, candy, or any other birthday party foods to be distributed during class time.

- The office will recognize your child's birthday in a personal way, through school announcements.
- You are more than welcome to send in small non-food items to be shared with classmates, and **YOUR** child may enjoy a special treat, at lunch, for themselves that you may send or bring to school.
- Balloons or other arrangements larger than your child's backpack are not appropriate for school and are not allowed on the school bus.

For the safety of all students, we will not accept food donations from home for any events during the school day, unless they are specifically requested and reviewed by school staff. Each school's principal will work in cooperation with the PTA and teachers to develop a process for providing food for all classroom parties sponsored by the school, such as Harvest Festivals, Valentine's Day Parties, Holiday Parties, etc. Working together, principals, teachers, and parents will provide direction for helping students know how to celebrate with compassion and concern for each unique participant.

Principals will also partner with PTA units to develop a system for knowing food ingredients in advance for PTA or seasonal events outside of the school day. Events after school will not have such strict monitoring since parents will be present with their children and will be able to help them make safe and healthy choices.

**Please notify the school about any known allergies your child may possess** on the student medical form so we can do our best to meet each student's needs and keep them safe. If you have any questions, please do not hesitate to contact our school office.



## Talking to Strangers

It's that time of year again! Cooler weather signals the time when people tend to offer children shelter from the cold and it also means it's time to remind our children of various safety issues.

Please take time to talk with your child about strangers and dangerous situations. A good rule of thumb to reinforce is: Say No, Go, Yell and Tell. If your child feels they are in a dangerous situation, they should say no, run away, yell as loud as they can, and tell an adult.

Children need to know that strangers can be men or women, young or old. They can have any color skin. Some are tall and some are short, some are thin some are heavy. Some strangers are pretty and some are not so pretty. Some strangers can speak different languages. Most strangers are nice, but some strangers are mean. Because you don't know if someone is a good stranger or a bad one you should not talk to anyone you don't know.

Here are some rules for staying safe that you can share with your child:

1. Never take rides from strangers. A stranger may offer you a ride or stop you to ask a question. They may even call you by name. That can be a trick. No matter what a stranger says, never go near a stranger's car.
2. Never take gifts from strangers. A stranger might offer you a gift. Never take gifts or candy, food and drinks from any stranger.
3. Always go straight home after school. Hanging around on the playground or at the bus stop are unsafe practices and could result in a dangerous situation.
4. Always let your parents know where you are. When playing away from home, let your parents know where you are. Never play in deserted areas and always stay in groups and don't take short cuts through wooded areas.
5. Always get help if there is trouble. If you are grabbed or touched by a stranger, run and scream and tell your parents or another adult right away. If you see a stranger grab a friend or someone approaches you, remember as much as you can about what that stranger looks like. If the stranger is in a car, write down the license plate number of the car and remember the color and type of car. Know safe places you can go like a police or fire station.
6. Never open the door to a stranger. If you are playing at home or home alone and someone knocks at the door or rings the doorbell, never open the door to someone you do not know.
7. Never tell anyone on the phone you are home alone.
8. Avoid walking anywhere alone. Use the buddy system.

## **Your Right to View Teacher Qualifications**

Under the No Child Left Behind Education Reform Act, parents have the right to request information regarding the qualifications of their student's classroom teacher including:

1. If the teacher has met state qualification and licensing criteria for the grade level taught;
2. If the teacher is teaching under emergency or provisional status;
3. The teacher's baccalaureate degree major, certification, and field of discipline;
4. Whether the student is provided services by a paraprofessional and if so, their qualifications.

## **School Bell Awards**

Have you had a positive experience with a South-Western City Schools staff members? Do you feel they went above and beyond normal job duties to help your child or grandchild? If so, you can nominate that person for School Bell Award! This is a special way to thank a Bolton Crossing staff member for a job well done. Nomination forms are available on the District Web site at [www.swcs.us](http://www.swcs.us) in the Parent Resource area. You may also write a letter to Mrs. Harkins, school principal about the employee and she will see that they receive your appreciated recognition. Forms may be sent to the school principal, the employee's immediate supervisor, the district Communication Services office at 3805 Marlane Dr., Grove City, OH 43123 or e-mailed to [info@swcsd.us](mailto:info@swcsd.us) with the subject line of School Bell Award Nomination.

## **Infinite Campus Parent Portal**

The South-Western City School District's student information system is an Internet-based program called Infinite Campus. We continue to add more features to our student information system each year. One of the important features of Infinite Campus is the Campus Parent Portal. The portal is available to every parent/guardian of a student enrolled within the South-Western City School District. Through the Portal, parents will be able to access their students' information, such as class schedules, coursework, attendance and academic reports via the Internet. Parents will also be able to submit updates to emergency and family contact information via the Portal.

Parents determine how and where they wish to receive emergency communications, attendance calls, general announcement messages and e-mail messages from teachers, school and the district.

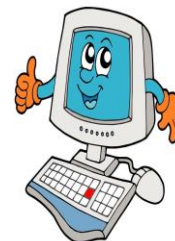
If you set-up your child and/or parent accounts during a previous school year and have not moved, you will not need to change any of the information this school year to access your child's information. However, you will need to review the "Contact Preferences" area of your account to specify how and where you wish to receive school-home communications.

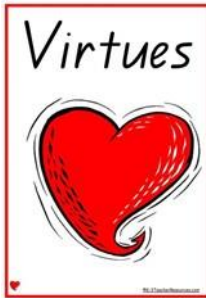
In order for the system to be effective, we need to have current telephone numbers and e-mail addresses on record. Please remember to submit changes to your emergency contact information via the Infinite Campus Parent Portal on line or by contacting our main office at (614) 801-8275.

If you haven't activated your parent account yet, please take a few moments to do so. There is an Infinite Campus Parent Portal on our website at <http://www.swcsd.us/Home/parentresources/ParentPortal.htm> where you will also find a Quick Start Guide to walk you through the account set up process.

Parents received their Campus Portal Activation Key in the Back to School Letter which was mailed to all homes in late August. Please keep this letter in a safe location and do not share your Activation Key with anyone-even your children!

If you have misplaced your Infinite Campus Activation Key, please call our school office and/or stop by the office with appropriate ID and we will provide you with the necessary information.





## We Value Our Virtues

At Bolton Crossing we continue our message to students on the importance of showing respect, responsibility, honesty, caring and perseverance. Each morning we recognize our students who have demonstrated these virtues at school. Please ask your child about how we celebrated their accomplishments on our morning announcements. We encourage our families to participate in this learning by letting us know how your child has demonstrated respect, responsibility, honesty, caring or perseverance at home or in the community. Please complete the paper below and return to our school office with your child. We will be sure to celebrate their accomplishments at school.

Our Virtues: RESPECT RESPONSIBILITY HONESTY CARING PERSEVERANCE

Child's Name \_\_\_\_\_

Teacher \_\_\_\_\_

Showed one or more virtues at home or in our community by: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent's Name \_\_\_\_\_