

NUTLEY PUBLIC SCHOOLS

YANTACAW SCHOOL
20 YANTACAW PLACE
NUTLEY, NEW JERSEY 07110

Frank P. Francia
Principal

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August 30, 2023

Dear Parents/Guardians:

I would like to take this opportunity to welcome everyone to the 2023-2024 school year. School opens for students on **Wednesday, September 6th**. Please review the important information below:

- Wednesday, September 6th is a single session day. Arrival and dismissal times are as follows for a single session day:
 - Teachers will greet students at assigned line up locations at **8:30 a.m.**
 - **K-3 students** will be dismissed at **12:25 p.m.** to the same assigned line up location.
 - **Grades 4-6** will be dismissed at **12:30 p.m.** through the doors they entered at arrival.
 - Lunch will not be served on single session days.
 - Extended day in session during single session days.

- Arrival and dismissal on regular full school days (beginning Thursday, September 7th):
 - Teachers will greet students at assigned line up locations at **8:30 a.m.**
 - Lunch begins at **11:25 a.m.**
 - Students who choose to leave for lunch must return at **12:25 p.m.** Parents of students in K-4 must pick up their child if they are leaving the building for lunch.
 - Dismissal at the end of the school day for **K-3 students is 3:15 p.m.** to same assigned line up location.
 - Dismissal at the end of the day for students in **grades 4-6 is 3:20 p.m.** through the doors they entered at arrival.

- Entrance and dismissal:
 - **Students in Kindergarten, 1st, 2nd, and 3rd grades** will enter and dismiss through the doors on the North side of the building (blacktop to the left when you are facing the building on Yantacaw Place.)
 - Students will line up on the blacktop by class. Teachers' names will be posted along the fence to identify where students will line up on the blacktop.

 - **Students in Grade 4** will line up outside along the concrete area behind the school near the gymnasium doors.
 - Students will line up by class. Teachers' names will be posted to identify where

- students will line up.
 - Students will be dismissed at **3:20 p.m.** through the same doors they entered in the morning.

 - **Students in Grade 5** will line up on the blacktop on the South side of the building (near the trailers).
 - Students will line up by class. Teachers' names will be posted to identify where students will line up.
 - Students will enter the building at **8:30 a.m.** through the side doors near the main office.
 - Students will be dismissed at **3:20 p.m.** through the same doors they entered in the morning.

 - **Students in Grade 6** will line up near the trailers by their classrooms.
 - Students will line up by class. Teachers' names will be posted to identify where students will line up on the blacktop.
 - Students will enter the trailers at **8:30 a.m.**
 - Students will be dismissed at **3:20 p.m.** from the trailers.
- Parents are not permitted to enter the building with the children. Teachers will meet their classes at the designated locations.

 - If older siblings plan to meet their younger sibling at dismissal, we ask that the older sibling go to the younger sibling's assigned location.

 - The Parent Portal is currently open for parents to review information and to view who their child's assigned homeroom teacher is. If you have trouble logging into the Parent Portal, please email Mrs. Gariano in the main office at agariano@nutleyschools.org

 - **Please follow the normal stop, drop, and go and pickup procedures along Yantacaw Place and Brookfield Avenue.** Parking on the right side of Yantacaw Place is prohibited. If you must exit your car, please do not park in the yellow lined traffic lanes on Yantacaw Place. Please park in appropriate locations and walk with your child to the school. Please follow the same procedures for pickup. This also applies to parking procedures on Brookfield Avenue.

 - Please do not block any driveways while parking your vehicle. The police will be notified and may issue a parking violation.

 - Please do not park, drop off or pick up your children in the teachers parking lot. For safety reasons, children should not be walking through a lot in which cars are pulling in and out.

 - There are three handicap parking spaces at the end of Yantacaw Place near the K-3 blacktop. Two of these spaces are reserved. Please do not park in these spaces unless authorized to do so.

- Lunch information:
 - Pomptonian Food Service runs the Nutley Public School lunch program. If you have specific questions regarding the lunch program or concerns regarding food allergies, you may contact their office at 973-661-8833 or 973-320-8485.
 - Information regarding the lunch program and monthly menus can be found on the Nutley Public Schools website under “Parents” and “Food Service.”
 - Students who do not choose to go out for lunch will eat in the gymnasium. Students will use their school ID’s for payment. Payment can be made through My School Bucks which can be found under “Food Service” on the website.
 - Recess will occur outdoors (weather permitting).
 - Students may bring in their own lunch.
 - A note must be provided if a student is going out for lunch. If a student does not have a note for permission to go out for lunch, the student will stay in and be issued a school lunch.

- The Extended Day Program will begin on the first day of school. If you have any questions regarding the Extended Day Program, please call 973-661-8845.

- Please note that children will not be permitted to call home for forgotten items. If a child forgets a lunch, he or she will be provided with a school lunch.

- If your child will be absent from school, please leave a message on the Absence Phone Line **before 8:45 a.m. at 973-320-8311**. Please state your child’s name, homeroom teacher or grade, and reason for the absence.

- **All visitors must have an appointment to enter the building during school hours. Identification is required and all visitors will be scanned through our Raptor identification system.**

- All classroom expectations and protocols will be communicated by your child’s teacher.

Please check our website often for news and updates on upcoming events, and also feel free to phone or email me with any questions. Please note, further information will be provided regarding our Open House which will take place on Thursday, September 14th.

The staff and I are excited to begin the new school year and we look forward to working with you and your children.

Sincerely,

Frank P. Francia
Principal
Yantacaw Elementary School