

Welcome to Wolf Swamp Road School!

Our Mission: To provide a safe, caring and respectful learning community that encourages every child to achieve his or her potential.

First day of school: Thursday, Sept 1 (1st-5th grade), Wednesday, September 7 for kindergarten
Grade Span: Kindergarten through 5th grade

Enrollment: Approx. 360 students, 3 classes in each grade

Construction: Wolf Swamp Road School was built in 1956, renovated in 2003

Principal: Neil Gile: addressed as Mr. Gile or Principal Gile

Administrative Staff: Mrs. Stierer and Mrs. Johnson

Custodial Staff: Mr. Washington, daytime. Mr. Feliciano, evening

School website: <http://www.longmeadow.k12.ma.us/ws/>

District website: <http://sites.longmeadow.k12.ma.us/www/home>

Wolf Swamp PTA website: wolfswamp.org

Town of Longmeadow website: longmeadow.org

Superintendent: Marie Doyle. Assistant Superintendent: Maureen Wilson

Arrival: students may be dropped off beginning at 8:30 am, when the doors open. School officially starts at 8:45 am. Students arriving after 8:45 am are considered tardy and a responsible adult should be signing them in at the school office.

Dismissal: students are released at 2:45 and must be picked up by 3:00 pm, which is when teachers go off duty. Students not picked up by 3:00 will be escorted to the office to call a parent to confirm dismissal plans.

FYI: Half-day dismissal time is 11:30 am. (example: Parent/teacher conference days, Wednesday before Thanksgiving, last day of school).

Bus students are dismissed at 2:40 to get to the bus before the halls are congested.

Students may be dropped off/picked up via the “live line” in front of the school on the Wolf Swamp Road side or along Knollwood Drive, where the playground is.

Walkers and bikers enter/exit through the main entrance or the entrance near the cafeteria.

Kindergarten: Full day students arrive at 8:30 and are dismissed at 2:45. Morning half-day kindergarten students arrive at 8:30 (school starts at 8:45) and are dismissed at 11:30. Afternoon half-day kindergarten students arrive at 12:00 and are dismissed at 2:45. Half-day kindergarten students switch half way through the year to attend the opposite session during the second half of the year. K Switch Day is: Monday, January 23, 2012.

Before School Care: The Longmeadow Parks and Recreation Department offers the Early Risers Program at Wolf Swamp Road School in the cafeteria from 7:15 am to 8:45 am. Contact Kelly Zieba at 565-4163 for more information.

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Lunch: 1st through 5th grade students and full-day kindergarten students have lunch at school. The fee is \$2.25. Students may pay for their lunch by the day or prepay by the month. We presently have an ID based system. If you have any questions about cafeteria issues, please call Chartwells at 565-4230.

Phone calls: teachers have voicemail, they typically check their voicemail before school and after school. If you have an important message to deliver that the teacher needs to receive that day, it is best to call the main office number, hit "0" and speak directly to a secretary.

Email: all staff members can be reached via email by the first letter of their first name, followed by their last name @longmeadow.k12.ma.us (eg: ngile@longmeadow.k12.ma.us)

Scent Free School: we have several staff members and students who have chemical sensitivities. Exposure to heavily scented perfumes or colognes provokes migraines or respiratory distress for these students. Please do not wear perfume or cologne to school events, parent teacher conferences, etc. Thank you for helping us keep everyone healthy and safe at school!

PTA and PTA website: www.wolfswamp.org. Meetings are held once a month at 9:15 am. A meeting schedule will be distributed the first week of school. The PTO website contains many forms and announcements about upcoming events, activities and the life of the school community. There are many opportunities to volunteer with the PTA each month. Some parents select one activity a year to donate 2 hours of time to as a PTA volunteer. Other parents volunteer in classrooms on a regular basis throughout the year. Some parents choose to make a financial contribution to the PTA in lieu of volunteering due to their limited availability.

School Newsletter: The PTA publishes The Scribbler the second week of each month. Electronic copies are available on the PTA website. Hard copies are available by request. This contains a monthly letter from the principal, updates from each grade level and announcements about upcoming events.

CORI forms: Parent volunteers are welcome and appreciated! If you plan on volunteering on a regular basis or plan on chaperoning any field trips, please obtain a CORI form from the office. CORI form needs to be accompanied with a copy of your current license (copy of license to be made at the school office). This is a legally mandated criminal background check that must be completed every 3 years.

Wellness Policy: Every school district in Massachusetts is required to have a district wellness policy with guidelines regarding food in the schools. We are not permitted to serve candy or soda pop during school sponsored events during the day. Unfortunately, due to the presence of life threatening allergies in all of our schools, we are not permitted to serve any home-baked or home -prepared foods during the school day. Further information about the wellness policy will be posted to the Longmeadow Public Schools website.

Allergies: We have many students with a variety of mild to severe allergies at our school. Please make sure to read and adhere to any food protocols your classroom teacher requests of you in order to keep all of our students safe. Thank you!

LEEF: Longmeadow Educational Excellence Foundation. This is a charitable non-profit organization that raises funds each year to underwrite grants for teachers and administrators. They hold several fundraising events each year and have provided up to \$90,000 in grant money to individual teachers, groups of teachers, principals and the entire school district each year for various enrichment initiatives in the school district. They are always on the lookout for parents who have skills in fundraising, marketing, event management, grant reviewing, etc.

<http://home.comcast.net/~longleef/index.html>

Inclement Weather: you will receive an automated phone message from the Superintendent of Schools announcing cancellation or delay of school.

1 hour delay: school begins at 9:45

