

## Most Frequently Asked Questions by Gayman Parents

- **What's all this talk about Respect, Responsibility, Cooperation and Sportsmanship?**
  - We believe that any strong school should have a school-wide focus on that which we expect from both staff and students. At Gayman we focus upon the themes of respect, responsibility, cooperation, and sportsmanship. We talk about these themes from the first day students enter Kindergarten until they leave in 6<sup>th</sup> grade. With the expectations clearly spelled out at Gayman, we believe we are creating a better learning environment for everyone.
  - As part of our school-wide program, we have something called Mustang Motivators. These are dollar bill-sized certificates that we give to students when we see them acting out one of the Gayman themes. The certificates are placed in a large bin by grade level, and each week, we draw names. Winners come to the office to receive a prize.
  
- **What is the school contact information?**
  - Phone (267) 893-4350 (plus each teacher has his/her own extension)
  - Web - <http://www.cbsd.org/Domain/14>
  - E-mail (each staff member has his/her own e-mail)
  
- **How do arrival and dismissal work?**
  - Arrival Procedures
    - Bus riders – Bus riders will arrive at Gayman between 8:10 and 8:30 each morning. When the bus arrives at school, children are to report directly to their classroom.
    - Car riders – Arrival at Gayman is very busy, and every additional car creates more congestion and slows down the arrival process. If a need arises, and you must drive your child to school, he/she should be dropped off between 8:20 and 8:30. Please drive into the lane marked cars, pull up to the island, and drop your child off. A member of the Gayman staff will be present each and every morning to escort children into the building from the car rider island. **Please do not park your car in the car rider lane and get out of the car with your child.**

This will only lead to more congestion and slow down the arrival process. Once all the buses have arrived, we open up both lanes in front of the building for car riders.

- Walkers – Walkers should enter the school through the back door with the sign on it. We will have a Gayman Staff member at this door, as well as along the sidewalk near Burnt House Hill Road, every morning.
- Late arrivals – If you are bringing your child to school late (after 8:35 AM), please park in the parking lot and escort your child to the main office to sign him/her in.

○ **Dismissal Procedures**

- Bus riders – Bus riders will be dismissed from Gayman between 3:15 and 3:25 each afternoon, as each bus arrives at school. A member of the Gayman staff will be present at the bus loading area to assist children in boarding the bus each afternoon.
- Car riders – Dismissal time at Gayman is very busy, and every additional car creates more congestion and slows down the dismissal process. If a need arises, and you must pick your child up from school, please send a note to school that morning informing us that you will be picking him/her up.

**He/she should be picked up as follows:**

- Car riders whose last names begin with **A-K** should pull into the lane which is closest to the front of the school (labeled Bus Lane) @ 3:25 PM.
- Car riders whose last names begin with **L-Z** should pull along the side of the building near the Library/Butterfly Garden @ 3:20 PM.
- Walkers – Walkers will be dismissed at 3:15 PM each day. They should exit through the rear of the building and follow the walking path/sidewalk home.

**Special considerations:**

- Students may only ride their own bus and must get off at their assigned stop. They may only get off at an alternate stop for emergency childcare reasons and must have a signed pass from the school office.

- Students riding home in a car with another family must have a note from home.
- If the dismissal plan for your child changes mid-day, please do not e-mail or call the teacher. Call the Main Office, and we will relay the message to the teacher.
- On scheduled ½ days during the year, the dismissal process begins at 11:55 AM.
  
- **How do recess and lunch operate?**
  - Recess is scheduled prior to lunch at Gayman.
  - All students in grades 1-6 receive 30 minutes for recess each day. Recess is monitored by school staff members. On inclement weather days, recess is moved indoors to the classrooms.
  - All students in grades 1-6 receive 30 minutes for lunch. Lunch is monitored by school staff members. Students may pack or buy a lunch. A lunch costs \$2.55. Parents may sign-up for a lunch account, as well as add money to an existing account at the following website: <http://www.cbsd.org/Page/1594>
  
- **How will I be informed about my child's progress?**
  - Central Bucks has revised the elementary curriculum over the past years to better reflect state and district standards. Thus, a **standards-based reporting system** is the final step in creating a fully unified and interconnected educational system. In addition, a standards-based reporting system gives **more specific information** than traditional letter grades, and reports how well students are **progressing towards achieving the standards** expected at each grade level.
  - The CBSD Standards-Based Report is one document which holds two templates. The first of those is the **Conference Report** which is completed after the 1st and 3rd quarters. This report offers achievement information and fosters quality conversations about learning for parents, teachers, and students.
  - The second template is the **Progress Report** which is completed by teachers at the end of the 2nd and 4th quarters. The Progress Report communicates specific mastery levels, as well as student strengths and goals for continued growth. Please [CLICK HERE](#) to view a short

video highlighting the Conference Form and Progress Report. For additional information and resources please visit our [web site](#).

- **What is the best way to address a question/concern I have about my child?**
  - Begin with the homeroom teacher. E-mail, call or write a note to your child's teacher. The vast majority of questions can be addressed by your child's homeroom teacher.
  - If after speaking with the homeroom teacher you still have questions, please contact our Student Support Counselor, Ms. Vass, or our Principal, Mr. Testani.
  - If you wish to meet with a teacher, make arrangements in advance. Please do not show up at a teacher's door expecting to speak with your child's teacher, unless it is an absolute emergency.
  
- **What do I do if my child is absent from school?**
  - One day absences – If your child is only absent for one day, you do not need to do anything.
  - Multiple day absences - If your child is absent for more than one day, you should contact the teacher via e-mail to request make-up work. If you contact the teacher in the morning, he/she can generally have the work ready for pick-up in the office or to be sent home with a sibling by the end of the day.
  - Planned Absences – If you know in advance that your child will miss school, please fill-out a vacation request form. Children are permitted up to 5 days of excused absences for family travel each school year.
  - Notes – All absences are marked unexcused until we receive a note from home explaining the absence. Please send a note to your child's teacher (e-mail is fine), explaining why your child was absent.
  
- **What is the homework policy?**
  - The Gayman staff have published five belief statements about homework:  
  
**1. Purpose:** Promote student growth and reinforce what is learned in the classroom. Students independently practice what they learned

as well as their time management skills. It should provide the student with relevant practice and the opportunity to utilize learned concepts.

**2. Assessment:** Homework is not graded. However, students will be held responsible for completing all assigned homework.

**3. Time Allotment:** Homework is assigned Monday through Thursday. No routine weekend or holiday assignments will be made. As a rule of thumb 10 minutes per grade level will be assigned. For example: at 6th grade,  $10 \times 6 = 60$  minutes.

**4. Differentiation:** Homework can vary depending upon the specific needs of students. This may include time, amount and purpose of homework.

**5. Long-term Projects:** Long-term projects are directly related to the curriculum. Such projects require children to use secure skills only. Expectations are clearly defined and timelines are established and published.

- An additional purpose of homework is to communicate the teacher's classroom requirements and the student's academic progress to parents. Homework is assigned every day, with Friday as a permitted exception.
- The parents' role in the educational process at home is vital to a child's success in school. Research has consistently indicated that positive parental involvement increases educational student achievement.
- Homework has been identified in most reports as an important factor in increasing student achievement. If parents have a positive attitude toward homework, support the concept, and work with their child, there is an excellent chance that the child will also have a positive attitude toward homework and school.

- **How do we know if school is affected by bad weather?**
  - The best option is the Central Bucks School District webpage ([www.cbsd.org](http://www.cbsd.org)) – any school closings or delays are listed here before anywhere else.
  - To register for the Central Bucks School District’s text messaging service, [please click here.](#)
  
- **How are classroom assignments determined?**
  - We use a combination of input from our teachers, our counselor, our reading specialists, our parents, and our principal in order to make this process as productive as possible.
  - You will receive a letter in the spring inviting you to write your thoughts in the form of a letter, should you choose to do so, to Mr. Testani.
  - Please remember that **you may not request a specific teacher.** In addition, your child’s current teacher cannot assign students to a specific teacher for next year, so we ask that you not speak with your child’s current teacher about next year’s teacher.
  - We will use all the information available to us to provide the best possible placement for your child for the next school year.
  
- **How does Gayman address bullying?**
  - Bullying is not acceptable at Gayman. It is something that we discuss amongst ourselves as a staff, and we also talk about it regularly with students. Our goal is to be proactive rather than reactive.
  - The reality is that, despite our best efforts, bullying may still occur. If and when we discover a case of bullying, we take it very seriously.
  - Students and parents are encouraged to immediately report any bullying to a Gayman staff member.
  
- **What if my child loses a library book?**
  - Students do not actually lose books often, but if he/she does, someone should contact the library first. We will double check our shelves to make sure there is no mistake. We give students some suggestions of places to look for it – classroom bookshelf, bedroom,

behind the bed, in the car (top place where lost books are found!) If it is still missing, the child needs to pay for the book. If the book is found in the next 60 days, we refund the money.

- **How can I get involved at Gayman?**
  - One of the best ways to get involved at Gayman is through our H&S Association. Comprised of parent volunteers, the H&S provides many wonderful opportunities for the Gayman students. Look for information coming home with your child, or check our website for more information about the H&S Association.
  - Many teachers use parent volunteers in their classrooms. Look for notes/letters asking for volunteers coming home from your child's teachers.
  
- **What is Pillo Polo?**
  - It is a game that is very similar to floor hockey, except that the sticks and ball are different. We have a Pillo Polo League Pillo Polo League open to all 5<sup>th</sup> and 6<sup>th</sup> grade students. Games are generally played on Fridays after school.
  
- **What is School Store?**
  - Gayman's School Store is open on Thursday mornings while students are arriving at school. The School Store sells items that students can use during the course of the school day.
  
- **What is Spotlight on Music?**
  - On three different nights throughout the year, we feature two grade levels (not including Kindergarten). During these nights, students perform songs for their families.
  
- **How can my child get involved with playing an instrument?**
  - Strings – Our strings program begins in 4<sup>th</sup> grade. Any 4<sup>th</sup> graders interested in playing a string instrument should look for sign-up information at the beginning of the year.
  - Band – Our band program begins in 5<sup>th</sup> grade. Any 5<sup>th</sup> grader (or 6<sup>th</sup> grader) interested in playing a band instrument should look for sign-up information at the beginning of the year.

○ **Where is the lost & found**

- The Lost & Found is located in the closet adjacent to the All-Purpose Room. Items found at school are generally placed in the cabinet in this closet. During Conferences (Fall and Spring) we place all items currently in Lost & Found on table in the Lobby for parents and children to claim when then come to their conference. Any unclaimed items are generally donated to churches or schools in need.

○ **Is there a dress code at Gayman?**

- We believe that there is a connection between a positive school climate and reasonable attire, and when elements of “popular” fashion are deemed inappropriate for the elementary school, it is the school’s and parents’ responsibility to establish limits.
- If your child chooses his/her own clothes to wear, please remind him/her that some outfits are not appropriate for school. Students are expected to avoid extreme short pants, tops with exposed mid-driffs, and any tee shirts with offensive or tobacco/alcohol-related images. Some hot weather outfits are appropriate for a 5-year old child but not appropriate for a more mature 12- or 13-year old student.
- The following are guidelines for warm weather apparel for all students. If you have any questions, please contact the school:
  - All clothes should be clean, neat, and in good taste.\
  - Flip-flops, beach or loose footwear are not appropriate for school and may be dangerous on our stairways and playground.
  - The length of shorts is to be appropriate for school.
  - Halter and crop tops for girls are not permitted. Spaghetti straps are not permitted for upper elementary grade students.
  - Indecent and unsavory slogans, expressions, etc., are not to be worn on clothing.
  - Undergarments are not to be visible.
  - “Sagging” pants that reveal midriffs or present a tripping hazard are not permitted.



- The administration will address any attire that is considered to be a distraction to the classroom environment.
- Adherence to proper dress standards will help to ensure an appropriate school image for our students and a learning environment free of unnecessary distraction. A discussion will be held with pupils who do not maintain these standards. If needed, a phone call to parents will be made to discuss any concerns.
- **How does picture day work?**
  - Each fall we have a scheduled picture. Information about this day will be sent home via the weekly Gayman Gazette. All students have their picture taken, but no one is obligated to buy any pictures. For students who miss Picture Day, we have a make-up closer to the holiday season.