

## PARENT INFORMATION HANDBOOK

**LOCATIONS:** Nursery and kindergarten classes will be held at our Highland Park location at 1131 Raritan Avenue. Pre1A girls through 8th grade girls will be housed in the Yeshiva Shaarei Tzion campus at 51 Park Avenue in Piscataway. Pre1A boys through 8th grade boys will be housed at 71 Ethel Road West in Piscataway. Busing is available for students who meet the Districts' cut-offs and are traveling from Edison or Highland Park to the Piscataway facilities.

### DAILY SCHEDULES:

#### PRESCHOOL:

- Nursery Full Day: 8:45 am - 3:00 pm Monday – Thursday
  - Kindergarten: 8:45 am - 3:30 pm Monday – Thursday
- Friday dismissal for all Preschool classes will be 1:30 p.m.

#### GIRLS SCHOOL:

- Grades Pre1A – 4 Girls 8:35 am - 3:30 pm Monday – Friday\*
- Grades 5 – 8 Girls 8:35 am - 4:30 pm Monday – Friday\*

#### BOYS SCHOOL:

- Grades 1 – 6 Boys 9:00 am – 12:15pm Sunday
- Grades Pre1A – 3 Boys 8:35 am - 3:30 pm Monday – Friday\*
- Grades 4 – 6 8:35 am - 4:30 pm Monday – Friday\*
- Grades 7 – 8 Boys 8:00 am – 12:15pm Sunday  
Davening, followed by breakfast
- Grades 7 – 8 Boys 7:30am – 5:00pm Monday – Friday\*  
Davening, followed by breakfast

- \* For boys' grades Pre1A-8 and girls' grades Pre1A - 5: Winter Friday dismissal is at 1:30 p.m. and summer Friday dismissal is at 3:00 p.m.  
For girls grades 6-8: Winter Friday dismissal is at 12:30 p.m. and summer Friday dismissal is at 1:30 p.m.

**KIDS CORNER PROGRAM:** Nursery and Kindergarten children may be signed up for an early stay school program, which opens at 8:00 am or the newly extended Kids Corner which is available until 5:00 p.m. Registration forms and fee schedules are included with the registration packet. Parents are requested to make sure that their child has had an adequate breakfast at home so as to avoid any early morning snack attacks.

**ABSENCES:** If a child will be absent from school for an extended period of time, it is a good idea to notify the classroom teacher. Likewise, if the parents plan to be away, or any sensitive home-related situation arises, please let the teachers know what changes to the child's normal schedule will be set in place.

**BIRTHDAY PARTIES:** If you wish to celebrate your child's birthday in school, please contact the teacher to discuss the date and format of the party. Home prepared foods of any kind are not allowed. Any dairy item sent into school for distribution to the class must be *Cholov Yisroel*. *Pekelach* are not permitted. Please see list of Suggested Snacks, on the last page.

**BUSING:** All Pre1A - 8th grade students traveling from Edison or Highland Park are provided with busing. The school makes a major effort to make sure that the bus runs are convenient, timely and properly supervised. We have been fortunate to generally have well qualified and caring bus drivers for our runs. If any child exhibits behavior that is deemed inappropriate, he/she will receive one warning. A second offense will result in the child being removed from the bus for a reasonable length of time. Please emphasize to your child that the atmosphere on the bus is meant to be relaxed and enjoyable. However, **every child must remain seated and buckled during the entire route.** Obviously, any physical aggressiveness will not be tolerated and riding privileges will be revoked.

**CAMERAS, ELECTRONIC DEVICES & GAMES:**

Cameras are not permitted in school without express prior permission. The school reserves the right to confiscate any unauthorized cameras.

***Please note: Cell phones may not double as cameras.***

**No cell phones, hand-held video games** (i.e. Ipods, DSi), Ipads or any other electronic devices will be permitted **in the school or on the bus.** The school reserves the right to permanently confiscate above mentioned items.

Students may not bring hard balls, such as official baseballs, to school. **No bats may be brought from home – they will be supplied by the Yeshiva if and when necessary.** Any other sports equipment that students bring in, such as basketballs, may not be stored in the classrooms. They must be stored in the gym.

DRESS CODE: Appropriate school clothing is important to school decorum as it instills in the students a respectful attitude toward school. **Please make sure that your children adhere to the dress code. It will be strictly enforced.** All girls from first grade up are required to wear the school uniform. The uniform consists of:

**GIRLS: Grades 1-6**

- School Plaid Jumpers (highly recommended for grades 1-2)
- School Plaid Skirts
- Solid Navy Cardigan or Velour Hoodie with School Logo
- White Shirts (Oxford Collar or Peter Pan Collar)
- Turtlenecks or Collared polo shirts (White, Hunter Green, Navy or Red)

Girls from 3rd grade and up must wear sleeves of elbow length and skirts that cover the knees. All girls must wear socks that **minimally** cover the ankle. Leggings must be solid navy or black ONLY. Open backed footwear, such as clogs, are not permissible. All students in the girls' school must wear rubber soled footwear (i.e. sneakers) to participate in gym sessions. Make up or nail polish is not permitted.

## **Grades 7 - 8**

- Navy uniform skirts
- Blue/white pinstriped uniform shirt or an oxford collar white shirt.
- Students are welcome to wear white shells under their uniforms shirts for comfort and/or warmth. Colored shells are not permitted. Collarless T-shirts are not allowed.

## **BOYS: Grades 1-8**

Shirts: Must be with a collar and tucked into the pants. No pictures or words may be on the shirt. On Rosh Chodesh white shirts should be worn.

Pants: Must be dark colored without colored stripes down the sides. Cargo pants, sweat-pants and jeans are not permitted.

Boys of grades 2 and up are required to wear long pants.

Footwear: Dark shoes or black sneakers are encouraged. Open backed footwear, such as clogs or Crocs are not permissible.

All children must come to school with socks (no ankle socks).

Yarmulkahs: No insignias

Davening: All Bar Mitzvah boys must wear a jacket and hat during davening.

**ENTERING CLASSROOMS:** Parents are invited to observe their child's class at any time, as long as prior arrangements have been made with the office. To prevent disruption to the classes, parents' visits will be limited to no more than twenty minutes.

Any parent who enters the building must check in at the front office. Parents should never wander the school or enter any classroom in search of their children. The office staff will be happy to assist you in paging your children or delivering items that they need, such as forgotten lunches.

**HEAD LICE EXAMINATION:** Head lice are an annoying, but medically insignificant problem that may be found even in the cleanest of homes and schools. If you find lice or nits, please notify the school office so that classmates may be checked. **Any child found with lice will not be re-admitted to school until all nits are removed.** Periodic head lice examinations are conducted by the school nurse and parent volunteers.

Please note: Every child must be checked for head lice before school starts. Details regarding dates and locations for head checks will be forthcoming shortly.

## **LUNCHES:**

- All lunches and snacks must be sent in a ready-to-eat form (no hot soups, etc.) as students do not have access to the microwave or boiled water
- All food products brought to school must carry a widely accepted kashrus supervision, eg. OU, OK, Star-K, Kof K.
- The school will provide milk for lunch for all classes.
- Wednesday is "Meat" day. Please send in meat or pareve lunch that day. All other days, dairy or pareve lunch should be sent in. Please adhere to this schedule.
- Please remember that all campuses of Yeshiva Shaarei Tzion are nut-free environments. Peanut butter/nut spread sandwiches are not permitted.

**MEDICAL RECORDS:** As of September 2019, Yeshiva Shaarei Tzion does not recognize the so-called “religious exemption” to NJ Board of Health requirements. The New Jersey Board of Health requires that a complete physical/immunization form be submitted for each child. These forms must be submitted before school starts. Please feel free to contact the school nurse with any questions regarding the required timeline of immunizations.

**IMPORTANT:** Children must be fever free, or on medication for strep, for a full 24 hours before returning to school. This policy will be strictly enforced by the school nurses and/or office staff.

**MEDICATIONS:** Medication should be given at home, if at all possible. If it is necessary to send any prescription medication to school, the classroom teacher or school nurse must have a signed request from the parent indicating the

1. Child's Name
2. Name of Medication
3. Dosage
4. Appropriate time to administer the medicine.

Please note: Most pharmacies will, upon request, make up a special bottle for school dosages. This eliminates the necessity for the medication to be sent to and from school each day.

**NUT FREE POLICIES:**

- Nuts, peanut butter or foods containing nuts or nut butter may not be sent to be eaten as snacks in the classroom, in the lunchroom, or on the bus.
- Birthday parties are a special time for children, but can be a difficult time for the food-allergic child. If you would like to send in baked goods, please be careful about the ingredients, and make sure the ingredients label is prominently displayed. It would be especially helpful if you would let your child’s teacher know a few days ahead of when you would like to celebrate your child’s birthday, so that the food-allergic child can provide his/her own safe treat.
- If your child ate peanut butter for breakfast, we would greatly appreciate your making sure that his/her hands are washed with soap and water before leaving for school. Water alone does not do the trick!

**PARENT-TEACHER CONFERENCES:** Communication between parents and teachers is paramount to a child's success in school. If, for any reason, you wish to speak to your child's teacher:

- a) you are welcome to contact the teacher directly through the website. E-mail addresses can be found under the Faculty Tab or
- b) you may call the office and leave a message for the teacher to contact you. Formal parent-teacher conferences are scheduled twice a year.

**PARENT/VISITOR'S ATTIRE:** Parents or visitors who come to school for any reason are asked to come attired in modest clothing that displays the proper respect for an institution of Torah learning.

**REMOVING A CHILD FROM CLASS:** No one may take a child out of class during the school day without signing the child out with the school secretary. If a child has after-school plans, he/she must have a note from home indicating that the child may be dismissed with someone other than the parent. Likewise, no elementary school student will be allowed off the bus at a friend's stop without written permission. Children grades 5- 8 may disembark from the bus other than the home stop if the parent has signed the box on the Health/Snow Emergency form.

**SCHOOL CLOSINGS:** In the event of a possible early closing due to snow, parents can check the website [www.ystnj.org](http://www.ystnj.org), or call the school office to listen to a taped message.

### **SNACKS:**

Yeshiva Shaarei Tzion has initiated a Healthy-Eating Initiative. The following rules and suggestions should be carefully followed in preparing your children's snacks for school.

- All food products brought to school must carry a widely accepted kashrus supervision, eg. OU, OK, Star-K, Kof K.
- All sodas and other caffeinated beverages are prohibited.
- Gum, hard candies, chewy candies (eg. taffies, sour sticks, etc.) are prohibited.
- No *pekalach* are allowed for birthday parties; birthdays can be celebrated by sending store-bought cupcakes or cake into school. See the suggested snacks list for other options.
- Granola bars that contain nuts, snack mixes with nuts and/or peanuts and Bamba are prohibited.

### ***Suggested School Snacks***

- Fresh Fruit and Vegetables
- Dried fruit (i.e. raisins, apricots, etc.)
- Tam Tams, crackers, melba toast, rice cakes
- Plain pretzels, breadsticks
- Applesauce, light jello
- Animal crackers, graham crackers, biscuits
- Puffed snacks, soy crisps, baked chips, air-popped popcorn
- Fruit leathers, gems or non-high fructose corn syrup sweets
- Yogurt, cheese sticks, etc.
- Whole grain cereal, protein bars, granola bars
- Water, seltzer, milk or pure fruit juice

### ***Suggested Treats for Siyumim and/or Birthday Parties***

- Tofutti cuties
- Potato chips/Tortilla Chips/Corn Pops/Popcorn
- Fruit snacks
- Nut-free cakes/cupcakes