

Dear Parents,

At the Pittston Area Primary Center our motto is “**We care, we share, we learn.**”

We show that we **care** by respecting each other and our school. We respect each other by following rules and being polite, courteous and kind. We respect our school by helping to keep it clean and orderly.

We show that we **share** by cooperating and working together. We cooperate by following rules, helping others and reminding others about good behavior.

We show that we **learn** by doing our best in school. We do our best by following classroom rules, completing all school work and homework.

Our school rules will help students learn what is expected of them in school. Parents can help by going over the rules with their child, reminding their child to follow the rules and being sure that they support the teacher when a rule is broken. Working together we can teach all children at the Primary Center the importance of **caring, sharing** and **learning**.

Sincerely,

Mrs. McAndrew
Principal

PITTSTON AREA PRIMARY CENTER AN ACCELERATED SCHOOL

We Care.....We Share.....We Learn

VISION STATEMENT

The Primary Center Accelerated School community believes that all children can be successful. We assess our students to insure that they leave second grade with the necessary skills to learn third grade standards. We empower our students to be life-long learners who use their knowledge to be effective problem solvers. Our school reflects our enthusiasm for learning through:

- **A safe and nurturing environment that fosters curiosity**
- **An atmosphere of mutual respect for all**
- **A community effort to meet our learning standards**
- **Increased student performance at the proficiency level**
- **Challenging, diverse, and modern instruction and materials enhanced by technology**
- **The continuous opportunity to recognize individual strengths at all levels**
- **Responsible behavior**
- **Parent and community input and involvement**

PRIMARY CENTER HIGHLIGHTS

The Pittston Area Primary Center is an Accelerated School. Students are encouraged to recognize and build on their strengths. The Accelerated Schools philosophy is built on three principles: unity of purpose, building on strengths, and empowerment coupled with responsibility. In our Accelerated School, our staff, students and parents collaborate to create an exciting learning environment.

The Primary Center strives to improve student self esteem on a daily basis. All students are given the opportunity to be recognized in a special way throughout the year. Several programs are explained below.

MONTHLY ASSEMBLIES

Each month first and second grade classes will participate in a “What’s Special About...Assembly. Each class performs songs, poems and skits about the month that include facts about important events that take place during that month. Reading and math skills are integrated into the performance. Parents are invited to the performance as well as the entire student body.

Each monthly assembly gives students in the Primary Center the opportunity to perform on stage at a microphone before an audience.

Performance times: 10:00 A.M. and 2:00 P.M.

ACCELERATED READER PROGRAM

Students are given the opportunity to read books on their reading level that have a designated point value. After reading a book, students take a test about the book on a computer. **Tests must be taken in school.** Students are not allowed to take a test at home.

Students accumulate points toward a level of recognition. Awards for the various levels include pins, pencils, certificates, and gift certificates. Certificates are awarded at the monthly assembly. Students from classes in the Blue Halls will receive their certificate at the 10:00 A.M. performance. Students from classes in the Red Halls will receive their certificate at the 2:00 P.M. performance.

The cut-off date to earn points is the Friday before the monthly assembly. Students may be awarded more than one certificate at an assembly.

PAC READER PROGRAM

Each Tuesday and Thursday PAC READERS read aloud to all Primary Center students. PAC READERS are 5th grade student volunteers who are trained in read aloud techniques. PAC READERS scheduled reading sessions increase the number of children's books that students are introduced to throughout the year.

PRIMARY CENTER GOOD BEHAVIOR RULES

In September, all students and parents will be introduced to our school rules listed in this guide. During the first two weeks, teachers will spend as much time as needed to introduce the rules, practice the rules and remind students of their responsibility. Students will be expected to follow these rules throughout the school year.

Parents will receive a Good Behavior Parent – Child Agreement pictured below. This form must be signed and returned to your child’s teacher.

The Pittston Area School District Handbook policies will be enforced to ensure a safe and respectful learning environment. The handbook information is available at www.pittstonarea.com. When necessary, parents will be notified and invited to meet with the principal and teacher to discuss behavior concerns.

The Good Behavior and Parent Awareness Guide will be discussed in detail during our annual Parent Night Meetings.

RULES

Respect all adults

- Stop, look and listen to the adult speaking to you**
- Follow directions given**
- Wait quietly for your turn to speak**

Get Along with each other

- No name calling or bullying**
- Speak politely to others**
- Keep hands and feet to yourself**
- No pushing, shoving**
- No hitting, kicking, spitting**

Respect Property of others

- Keep areas neat and clean**
 - walls** **- desk** **- bathroom** **- cafeteria**
 - floors** **- classroom** **- busses** **- playground**
- Keep hands off other's property (no stealing)**
- Ask permission to use or take something**
- No defacing school property**

Speak Appropriately

- Take turns talking**
- Use the words "please" and "thank you" every day**
- Listen to the person talking**
- Use soft, quiet voices**
- No shouting, screaming, yelling, cursing, gesturing**

Walk

- Walk on right hand side of hall**
- Walk one behind the other (single file) with class**
- Keep hands and feet to yourself**
- Take stairs one at a time**
- Speak quietly**

Follow classroom rules

- Teachers will have classroom rules on display in each room**
 - Follow directions**
 - Keep hands, feet and objects to yourself**
 - Do not leave the room without permission**
 - No swearing or teasing**
 - No yelling or screaming**

Primary Center Cafeteria Rules

Before Lunch: **Teacher must walk their class to the cafeteria doors.**
After Lunch: **Teachers must meet their class at their assigned table to line up**

Students are responsible for the following behavior in the cafeteria:

- **Use the lavatory before lunch**
- **Walk into and out of the cafeteria**
- **Stand in line with hands to yourself**
- **Talk quietly rather than shout**
- **Take straw, napkins, and silverware before sitting at the table**
- **Sit three at a table when possible**
- **Raise your hand for assistance**
- **Stay seated unless emptying a tray**
- **Use a napkin to keep clean**
- **Keep table and floor space clean**
- **Pick up any paper, straw, or food that belongs to you**
- **Bring a book to read or small toy for after eating.**

Primary Center Playground Safety Reminders

Report recess time to the office (15 minutes recess)
Continuously observe students at play
Use whistle to alert students
Monitor the playground from separate locations
Review Playground Rules and consequences before each recess

Playground Equipment

Space Net	Spring Bounce	Sliding Boards,
Rock Wall	Musical Tubes	Sidewall Climb
Telephones	Mesh Tunnel	Clatter Bridge
Stepping Stools	Monkey Bars	Balance Beam
Hand Bike	Basket Shooter	Periscope

Climbing Wall

Go UP wall only
No climbing from top to bottom

Monkey Bars

Do not stay on top bars
Once at the top, come back down

Bridge

No climbing along outside of bridge

Balls

Balls are used at baskets ONLY
No balls near other playground stations

Space Net

Do not remain at top
Climb down slowing after reaching the top
Do not bounce on ropes

**Pittston Area Primary Center
Accelerated School**

Our School Bus Safety Rules

- **Stay seated.**
- **Hold Backpacks on your lap.**
- **Keep hands and feet to yourself.**
- **Talk, do not shout, to your friends.**
- **Stay seated until the bus STOPS.**
- **Exit the bus one seat at a time starting**
 - **at the front.**
- **Alternate sides when exiting the bus.**
 - **Students in the back of the bus exit last.**

PITTSTON AREA DISTRICT POLICIES

Please refer to the Pittston Area District Handbook on our website for further information: www.pittstonarea.com

SUSPENSION

A student may be suspended from school for major offenses such as striking a teacher, hurting another child, vandalizing school property or in any other situation where the principal considers the child's behavior to be a threat to others or inappropriate for a school situation

A parent will be notified of a suspension in writing as to the number of days the child will be unable to attend school.

EXPULSION

A student may be expelled from school for any offense that endangers the safety and welfare of other students or staff members. Any student bringing a weapon to school will be expelled.

PITTSTON AREA PRIMARY CENTER

EMERGENCY EVACUATION PLAN

In the event of any emergency requiring Primary Center students, faculty, and staff to evacuate the Primary Center, all students, faculty and staff will evacuate to St. Peter's Lutheran Church on Rock St.

Students, faculty and staff will evacuate the Primary Center to Rock Street and proceed to St. Peter's Lutheran Church. Students will be dismissed from the front of the building unless directed otherwise.

During an emergency evacuation, student attendance and accounting will be coordinated by classroom, related arts and substitute teachers. Student class lists and assignments of student rosters must be carried by classroom, related arts and substitute teachers.

Parent notification during an emergency evacuation situation will be directed by the superintendent's office, local television/radio media's and law enforcement.

Questions concerning the Primary Center Emergency Evacuation Plan can be directed to Mrs. Teresa McAndrew at 654-0503.

ATTENDANCE

Attendance has a great impact on what your child learns in a school year. It is very important for your child to attend school each day. Excessive absence will affect your child's academic success. If your child has a particular problem that causes excessive absence, contact the principal, nurse, guidance counselor or your child's teacher.

Students are expected to arrive on time and to be in school until dismissal. Starting time is 8:40. Dismissal is 3:30.

Students who are absent must have their parent or guardian phone the Primary Center at 655-3785 to report the reason for the absence.

The day following an absence, the student must present to his/her classroom teacher a written excuse which explains the reason for absence, and includes the date of absence. This excuse must be signed by the student's parent, guardian or physician. The district will accept, upon the approval of the principal, up to ten (10) school days of absence. Three (3) consecutive school days of absence require a doctor's excuse.

If an excuse is not presented within three days, the absence will be recorded as unexcused and/or unlawful. The attendance officer/security guard will contact parents if a child has excessive tardiness and/or unexcused absences. If necessary, parents may be cited to appear before the magistrate.

In addition, please try to schedule doctor appointments after school hours. In the event a student must leave school early or must report late, a request must be submitted to the principal's office at least 24 hours in advance. Any student who is excused for a doctor/dentist appointment must return to school with a note to certify the appointment was kept.

HOMEWORK

Homework is a very important part of your child's education. Set a regular time aside each evening for your child to complete homework. **At the beginning of the school year teachers will send home information on homework assignments and what is expected. This communication is sent home in your child's yellow VIP folder.**

Be sure your child completes homework assignments on a regular basis. Completing homework each night will help your child to do well in school. If your child is having difficulty completing homework, call the school to discuss the problem with the principal, guidance counselor or teacher.

One of the most important activities you can do at home with your child is to read to your child. Even when your child is able to read, it is important to continue to be a reading model at home.

COMPASS LEARNING

At home, students and parents can access lessons and information on the Compass link on the Pittston Area website at www.pittstonarea.com. Click the Compass link and log in. Students log in with their username and password. Parents should contact the school for a username and password.

ABC'S OF A SUCCESSFUL SCHOOL YEAR

- A** Ask your child what was learned in school each day.
- B** Be sure your child “attends” school on a regular basis.
- C** Contact the school (655-3785) whenever your child is absent or whenever you have a concern. Check your child’s VIP folder daily.
- D** Do go over the school rules with your child.
- E** Encourage your child to follow the school rules.
- F** Foster a love of reading by reading to your child daily.
- G** Go over your child’s school work each night.
- H** Have an area to display your child’s school work, certificates, etc..
- I** Increase your child’s self-esteem with positive comments.
- J** Join the PTO.
- K** Keep in contact with your child’s teacher.
- L** Listen to your child’s concerns and interests.
- M** Model respect, kindness and courtesy for your child.
- N** Notify the school if there is any change in address, phone number or bus information.
- O** Organize your child’s materials nightly. Use your child’s VIP folder.
- P** Practice good manners with your child.
- Q** Question your child about the school day.
- R** Read the primary center handbook with your child. Sign and return the Good Behavior Rules/Parent – Child Agreement.
- S** Set a special time aside each night for your child to do homework.
- T** Talk to your child’s teacher often.
- U** Understand that all children are unique.
- V** Visit the school for all special functions such as assemblies, parent conference days, etc.
- W** We, the staff of the Pittston Area Primary Center
- X** eXpect your child to have two happy
- Y** years at the Primary Center.
- Z** is the end of our alphabet. Have a successful school year by following this alphabet from A to Z!

Remember to read to your child every day!

by C. Lapsansky & T. McAndrew

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Pittston Area Primary Center

HOW CAN I HELP MY CHILD?

“The single most important activity for building the knowledge required for eventual success in reading is reading aloud to children.”

-Becoming a Nation of Readers

All parents are encouraged to read aloud daily to their child. Reading aloud helps your child build listening, vocabulary, comprehension, and language skills. Please plan time each day for this important and enjoyable activity.

The following titles are a few favorite and classic children’s books to read aloud:

<u>Title</u>	<u>Author</u>
1. Corduroy	Don Freeman
2. Curious George	H. A. Rey
3. Frederick	Leo Lionni
4. Frog and Toad Are Friends	Arnold Lobal
5. Ira Sleeps Over	Bernard Waber
6. The Little Engine That Could	Watty Piper
7. The Little House	Virginia Lee Burton

After reading aloud, talk about how you and your child are similar to or different from the characters in the book.

Primary Center staff

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Mr. Bruce Knick

Dr. Ross Latona

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