

Welcome to Wheelock!



What are the school hours?

School begins at 9:10 AM and ends at 3:10 PM. On early release days, dismissal will be at 12:10 PM.

What time should children arrive at school?

Students should arrive at school no earlier than 9:00 AM to ensure safe supervision. If you are in need of **Before School Care**, a privately operated program is available for a fee of \$6 per day if used 3 days per week or more, and \$8 when used on an as needed basis. (No prior notice necessary) You may drop off children as early as 7 AM. E-mail or call Mike Slason at (508) 242-8830 or msslason@medfield.mec.edu for more information.

What if I want to pick up my child from school?

Please send a note to the teacher to inform him/her of the change. **For safety reasons, you must come into the building to meet your child.** He/she will not be released otherwise. Please meet your child in the small gym at the end of the day. **Cars may not** enter the school driveway at the end of the day or park in the fire lanes surrounding the school. Please park on the oval to the left of the school and follow traffic signs for safety.

What is the drop-off procedure in the morning?

Cars should park using the driveway to the left of the school and children/parents must use the sidewalk to get to the main door. Cars then turn around the island in the center of that lane to get back to the street.

The front driveway is closed to traffic during drop-off and pick-up. Dropping off children in front of the school is not allowed as parking in the fire lane is prohibited.

During the school day, 15 minute parking spots are available out front for anyone making a short visit to school.

What do I do if my child is tardy?

Please have your child report to the office first and ask the secretary for a "Tardy" note to give to the teacher.

How do I notify the school about an absence?

Please call the "Absence Line", 508-242-8503, to report your child's absence indicating your child's name, teacher, and the reason for the absence.

How do I find out about the bus schedule?

All bus schedules will be published in the Medfield Press at the beginning of August. Bus runs begin at approximately 8:30 AM.

May my child switch buses for play purposes?

Per School Committee policy, children may ride a different bus **only** for transportation to scheduled daycare. All transportation requests for changes in bus, bus stops, etc. must be made directly to the Director of Finance & Operations at 359-4798.

What if my child gets sick or injured during the school day?

The school nurse will telephone you. If she is unable to reach you, she will contact one of the individuals listed on your child's emergency card.

What if my child requires medication during the day?

Medication can **ONLY** be administered by the school nurse and is kept in the nurse's office at all times. It must be sent to school in the original container from the pharmacy with a note from the parent.

What does my child need to bring to school?

Each child should bring some type of bag, such as a backpack or small bag. **Please label all items that your child wears or brings to school.**

How do I receive information from school?

Watch for an e-mail update each Thursday that highlights current happenings. Fliers are posted to the website after school every Thursday and the school newsletter is published on a schedule that usually follows the first Thursday of every month.

In addition, grade level resource pages are updated throughout the year to help parents reinforce curricula at home.

Do I send in a snack every day?

Yes. Time will be allowed each day for your child to have a snack in the classroom. Snack and beverages are to be provided by the parents. Nutritious snacks are strongly encouraged – snack sharing between students is not allowed.

What is the cost of lunch?

A full lunch will cost \$2.10 next year (including milk). Milk may be purchased separately for \$.50. Monthly meal tickets are also available. Order forms for meal tickets and menus will be sent home with your child and weekly menus are also printed in the Medfield Press.

What if my child forgets his/her lunch money?

Forgotten money/lunches may be brought to the office prior to lunch. Lunch loan tickets are available in the cafeteria. An envelope for re-payment will be sent home on the same day. **We do not** loan money for snacks.

Where is the Lost & Found located?

The Lost and Found Department is located in the hallway outside the cafeteria. **Please label ALL of your child's belongings...we'd like to lose the Lost and Found Department**☺

We look forward to seeing you in the fall. Have a great summer!

Patty Allen, Principal