



Welcome to Pingree!

We are happy you are joining our community! Our exceptional staff is honored and privileged to work with you to ensure that your child has a safe, enjoyable, and rigorous educational experience, as we work diligently to continue to strengthen the Pingree School Community!

With each school year, our collaboration and dedication toward improving student learning continues to evolve. We work as a professional learning community to provide the greatest instructional practices that meet the needs of all learners. We strive to establish a mindset in our entire school community that with tenacity and strong character, we will succeed. Your participation, communication, and support are vital components to this success, as students learn best when it is a community effort!

A large part of what makes our school community such a great place to be is the strong Parent Council organization. All Pingree parents are invited to get involved, whether on a small or large scale, to help bring experiences to our students that go above and beyond general school offerings. I hope that you will consider lending a hand to this dedicated organization. Our Parent Council Co-Presidents, Mallory Dumont and Jackie Bishop, can be contacted at pingreepcto@gmail.com.

The Pingree Staff



SCHOOL HOURS

The Primary School day begins at 9:05 a.m. and ends at 3:15 p.m. (kindergarten ends at 3:10 p.m.). Doors open at 8:50 a.m. and students enter their classrooms and begin before school work at 8:55 a.m. *It is very important that your child is here before 9:05 as structured learning time starts immediately after the second bell.*

First Bell

8:55 a.m.

Late Bell

9:05 a.m.

End of Day
Kindergarten

3:15 p.m.
3:10 p.m. dismissal)

Just a reminder, children should arrive at school no earlier than 8:50 A.M. If needed, the before- and after-school program, provided by [Champions](#), is available for daily and weekly attendance.

PROCEDURES

MORNING DROP-OFF

Kindergarten and bus students will enter through the main entrance (door #1). Grades 1 & 2 will enter through door #2 at the front of the building. Grades 3 & 4 & 5 will enter through door # 3. You are welcome to walk your child to the door. However, there will be staff members on duty to guide and support students to their destination. School personnel will be on duty to supervise arrival at 8:50 a.m, and students may enter the building after that time. After 9:05, all doors are closed and locked. All students arriving late **must be signed in by the parent or person dropping off, enter through the main entrance and obtain a tardy pass from the office.**

REMINDERS



CHILDREN'S TREASURES

Please help us keep personal belongings safe. Often children want to bring a special toy or gift to school to show other children, play with, or wear. At times, these items are lost or broken. *If a child brings an expensive item to school, the school cannot be responsible for its safekeeping.* Unless it has been arranged with their teacher, please encourage your children to leave these items at home.

ATTENDANCE/VACATIONS

When your child is absent, please call the school prior to 9:15am and **leave a voice message explaining your child's absence.** Please provide a note upon your child's return. Any **excused absence requires a note from a doctor.**

Massachusetts law requires compulsory attendance for all students. Chapter 76, Section 1 of the Massachusetts General Laws requires all children between the ages of 6 and 16 to attend school. The school must uphold state laws relative to student attendance. We strongly discourage family vacations or trips abroad when school is in session. In addition to violating the attendance law, family vacations or trips abroad interrupt the educational process of each course in ways that make-up work cannot reverse. As such, Weymouth may need to file in the juvenile court or un-enroll the student from the Weymouth Public Schools for extended trips.

Please note that teachers are not required to provide work in advance. However, they will work with you and your child to ensure that their needs are met.

LOST AND FOUND

Each year we donate unclaimed items left behind by children to charitable organizations. Everything from jackets, book bags, and sneakers can be found in our collection. Please help retain your child's belongings by putting your child's name inside, so that we may return them to the rightful owner.

BREAKFAST AND LUNCHES

Breakfast and lunch will again be free of charge for the 2024-2025 school year. A la carte snacks and milk (separate from meals) do require payment. Breakfast is available each morning from 8:50 - 9:05. Students may bring their lunch, but **please refrain from dropping off special lunches for students, i.e., McDonald's**. This requires additional tasks for others and may make other children feel bad that they do not receive a special lunch. A child will never be left without lunch. If forgotten, we will provide lunch.

EARLY DISMISSALS

Please send in a note or email to the teacher, kriston.welch@weymouthps.org and theresa.kelly@wemoughps.org when dismissing your child so we can prepare. **The latest a child may be dismissed is 2:45 p.m.** After this time, the office is preparing for dismissal and it is disruptive to the classroom when teachers are busy assigning homework, passing out notices, or completing other necessary tasks. When a child is dismissed by someone other than a parent/guardian, we require identification as well as a letter or phone call from the parent informing us of who will be picking up their child.

REGULAR DISMISSAL

Please send a note to the school if your child is changing their regular routine of dismissal. This includes walkers, after-school care, and the bus. Do not leave this responsibility to your child. If a note is not received, your child will follow their routine for the specific day of the week.

CONSISTENCY

We, as adults, are flexible and can change our routines at any given moment. However, children at this age are still dependent on routine and consistency. Bedtime, meal times, and school time help to provide stability while learning and growing. Children who are unsure of what is going to happen at the end of the day worry and become anxious. Please help your child by maintaining a routine at dismissal time. Additionally, please be sure they are on time every day.

OFF TO A GOOD START



Research shows that having a good breakfast helps children to perform at their best. **Therefore, we strongly encourage all children to have a healthy breakfast at home or at school.** Often if children come to school without the benefit of a good breakfast and struggle through the morning. Bringing in a snack and getting a good night sleep can also set up students for success.

BEFORE AND AFTER SCHOOL ACTIVITIES

Before and after school activities are great opportunities for children to participate in new and exciting programs. We encourage all children to join clubs, sports teams, or other enrichment programs when offered. However, we strongly suggest that a calendar of these events is posted and reviewed weekly so that children know what days these special events occur and who will be picking them up.

Pingree will be running enrichment programs at various times throughout the school year. Please watch for information regarding these programs.

BIRTHDAYS

Due to allergies and wellness policies, we ask that families do not send in food items to celebrate birthdays or holidays. Also, please do not send invitations to be passed out unless **all of the class is included.**

VOLUNTEERS

Volunteers are always needed and welcome in our cafeteria and library. If available and interested, please email Kriston Welch at (kriston.welch@weymouthps.org) and tracey.silva@weymouthps.org. The principal will need to approve all assignments before starting. **All volunteers must have a completed CORI form on file with the school department and fingerprinting (SAFIS).** The process is simple to complete.



MEDICATION POLICY

- The Weymouth Public Schools Health Services Department encourages that medication is administered before and after school, if possible.
- When medication is needed during school hours, there must be a physician's order and a parental permission form with the medication in the prescribed container or it cannot be given.
- Medication must be delivered to the school in a pharmacy or manufacturer labeled container by the parent, guardian, or responsible adult. (Medications are

not accepted in such things as plastic bags.) **Children are not permitted to bring medication to school and or self-administer.**

- Please contact Ms. Busa, our school nurse, for the proper forms, which must accompany all medications.

We look forward to a great year ahead at Lawrence W. Pingree Primary School!