



General Education Program Handbook

APPLES General Program Information

Stamford Public Schools APPLES Early Childhood Educational Center is located at 381 High Ridge Road, Stamford, Connecticut 06905 in Rippowam Middle School. School is in session Monday through Friday following the Stamford Public Schools school year calendar. Please refer to the calendar for scheduled school closings.

APPLES stands for **A**ge-Appropriate **P**eers **P**laying, **L**earning and **E**xploring in **S**chool. Diversity of every type is explored, respected, recognized and appreciated at APPLES. APPLES students develop skills of understanding, honoring, and accepting voices of others. APPLES celebrates

differences and similarities in each of us through a genuine multicultural education. We strive to provide experiences that empower and prepare children to become successful participants in their community.

General Education Program Hours are as follows: 8:00 AM – 3:00 PM

Before Care.....7:30AM – 8:00 AM

After Care.....3:00PM -4:30PM

APPLES follows the Stamford Public School Year Calendar: Click here for a copy: [SPS Calendar 22-23](#)



Stamford Public Schools Calendar 2022-2023

(revised 05/10/2021, approved 05/25/2021,
revised 06/13/2022)

Note: Calendar is subject to change
pending unforeseen circumstances.

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August (3 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September (19 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October (19 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug. 22-23: New teacher orientation
Aug. 24: Convocation & school-based PD
Aug. 25: District-based PD
Aug. 26: K, 6, 9 orientation & school-based PD
Aug. 29: First Day of School students

Sept. 5: Labor Day, no school
Sept. 20: Open House - Middle School
Sept. 22: Open House - High School
Sept. 26-27: Rosh Hashanah, no school
Sept. 28: Early release - PD
Sept. 29: Open House - Elementary School

Oct. 5: Yom Kippur, no school
Oct. 10: Columbus Day, no school
Oct. 26: Early release - PD

November (18 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Nov. 8: Election Day, no school students, PD
Nov. 11: Veterans Day, no school
Nov. 23: All Early Release
Nov. 24-25: Thanksgiving recess

December (17 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Dec. 14-16: All District - Early Release/Conferences
Dec. 23: Holiday recess, Early Release
Dec. 26-30: Winter Recess, no school

January (20 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Jan. 2: New Years Day, no school
Jan. 16: MLK Day, no school
Jan. 25: Early release - PD

February (17 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Feb. 17: February break, no school
Feb. 20: Presidents' Day, no school
Feb. 21: February break, no school students, PD

March (23 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Mar. 22-24: All District - Early Release/Conferences
Mar. 29: Early release - PD

April (15 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

April 3-7: Spring Recess, no school
April 26: Early release - PD

May (22 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

May 24: Early release - PD
May 29: Memorial Day, no school

June (8 Days)						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

June 8, 9: Tentative* early release, students
June 12: Tentative* early release, last day all
June 19: Juneteenth

Legend: No school students, staff First day/last of school Open school night Early release K, 6, 9 orientation Staff only
*Any inclement weather days will be added to the end of the school year. This calendar has 181 student days and 186 staff days scheduled.

Open School Night

Monday, September 19th 5:30 p.m. to 6:30 p.m

Progress Report Dates Emailed Home:

Friday, December 16, 2022

Friday, March 24, 2023

Monday, June 12, 2023

Report Card Conferences:

Wednesday through Friday, December 14th through 16th, 2022

Wednesday through Friday, March 22nd through 24th, 2023

The summer session, for students who have turned 3 by June 1st, runs the month of July. Specific dates and times will be shared in the Spring. Summer is included in your tuition.

Resources to support your child's transition to APPLES:

The APPLES teachers will be creating a welcome video that will be shared with all of you before the start of the school year!



We will also be hosting a **Meet and Greet on Thursday, August 25th from 5:00 to 6:00 p.m.**

Communication:

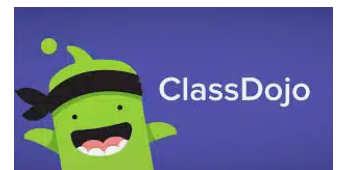
APPLES administration and teachers will communicate with you through email, phone calls and Classroom Dojo. Details are below:



Please join us in celebrating all the wonderful activities your children do while they are here with us! This page is private and requires you to “friend” us. Only parents will be accepted for privacy purposes. Please log onto Instagram and search “applesprek.” Then ask to friend us! This will serve as our online yearbook of all the wonderful growth your children will make during the 22-23 school year. Please join us!

We also use ClassDojo to communicate with you on a more frequent basis. Please click here to join our School Page.

<https://www.classdojo.com/invite/?s=599eebf55f49ac9c0ce4ce9c>



Each teacher will also be creating a ClassDoJo page as well. They will be in touch with a link to join soon!

We also use email to communicate. Kendra Brown, Director, sends out weekly updates through DOJO and email. Please make sure we have the correct email for you to receive these communications. You can email your email to Kbrown@stamfordct.gov and your child's teacher.

School Closings

PROCEDURES FOR NO SCHOOL/DELAYED OPENINGS AND EARLY DISMISSAL DUE TO INCLEMENT WEATHER - Stamford Public Schools REGULATION #6110-R.

No School/Delayed Opening

In the event of inclement weather, the Superintendent of Schools will make a decision to cancel school or have a delayed opening early in the morning, after consulting with Transportation and Facilities personnel. Information about no school or a delayed opening is announced to the public no later than 6:00a.m.

Below is a chart that explains your child's adjusted day based on their program **FOR A DELAYED OPENING:**

General Education Peer Program	Before Care begins at 9:30 a.m. School Begins at 10:00 a.m.
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Early Dismissal

Occasionally, weather conditions may necessitate dismissing school early. If the best available forecast indicates weather conditions will become hazardous by the end of the school day, the Superintendent of Schools will announce an early dismissal by 6:00a.m. This information is available to the public via the website (www.stamfordpublicschools.org) and area radio and TV stations. If, however, weather forecasts become increasingly hazardous after the school day has already begun, the Superintendent of Schools will make an early dismissal announcement by 10:00a.m. In a rare circumstance, an emergency may present itself after 10:00a.m. which may necessitate an early dismissal.

Below is a chart that explains your child's adjusted day based on their program **FOR AN EARLY RELEASE DUE TO WEATHER:**

General Education Peer	After Care ends no later than 2:30 p.m.
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PROCEDURES FOR NO SCHOOL/DELAYED OPENINGS AND EARLY DISMISSAL DUE TO INCLEMENT WEATHER

Parent Responsibility

It is the parent or guardian's responsibility to keep informed of the latest weather forecast to determine if an early dismissal has been announced, since schools may not be able to contact each parent individually.

1. An automated **School Messenger** call will be made to each family in the district between 6:00-6:30 a.m.
2. Sign up to receive an early-morning tweet: <http://twitter.com/SPSSuper>.
3. A posting will appear on www.stamfordpublicschools.org by 6:00 a.m.

4. Check www.ctweather.com. Radio and Television announcements will be made by 6:00 a.m.

AM Radio:

- WGCH 1490
- WICC 600
- WCBS 880
- WINE 940
- WOYT 1510

FM Radio:

- WEZN 99.9
- WEBE 108
- WRKI 95.1
- WDBY 105.5

Television:

- Cablevision News 12
- WTNH Channel 8
- WVIT Channel 30
- WRNN
- WNBC Channel 4
- WFSB Channel 3
- WNYW Fox Channel 5
- Fox Channel 61

Early Release Days

Following the Stamford Public Schools school year calendar, early release days for school holidays and Professional Development days for teachers will follow an early dismissal procedure.

For Six Professional Development Days

Dismissal will take place at 10:30 a.m.

Dates are listed below:

Wednesday, September 28th

Wednesday, October 26th

Wednesday, January 25th

Wednesday, March 29th

Wednesday, April 26th

Wednesday, May 24th

Prior to holiday breaks/end of year

Dismissal will take place by 2:30 p.m.

Dates are listed below:

Wednesday, November 24, 2021

Thursday, December 23, 2021

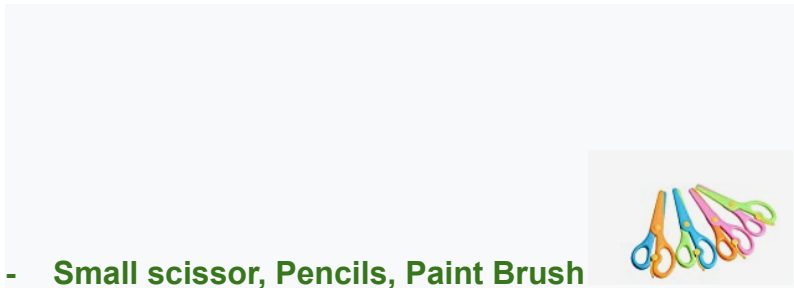
Friday, June 10–Tuesday, June 14th

Emails will be sent from teachers and administration as a reminder.

School Supplies:

We thank you in advance for your support with School Supplies for your child. Please only purchase what you can! We are also working with Staples and Pitney Bowes to support our needed School Supplies. We have purchased small bins for all these materials to be stored in.

- **Small pack of crayons and markers**



- **Small scissor, Pencils, Paint Brush**

To continue to maintain the health and safety of our APPLES community please do your best to send in **any (no need to buy all)** of the following supplies:

- Unscented hypo-allergenic baby wipes
- Child safe, disinfectant wipes (no alcohol, no bleach)
- Tissues
- paper towels
- ziplock bags (sandwich and gallon sizes)

Each child will also need:

- a backpack and lunch box
- a water bottle with a straw that has been filled at home
- 2 extra sets of clothes **LABELED** in plastic bags
 - (shirt, pants, shoes, underwear, socks)

***If your child is **not** toilet trained, you will need to provide us with wipes and diapers to change your child.



APPLES Parent Teacher Association (PTA)

We are the first preschool in Connecticut to have an official PTA! We are members of the Connecticut Parent Teacher Association. Please consider participating in some way. Parents are members of the leadership team, paid members that support the activities the PTA does for APPLES, or volunteers for the PTA.

Here is a link to the PTA's Membership Presentation.

[APPLES PTA Membership](#)

Please consider becoming a member. Visit this website to become a member:

Membership is \$10.00. There is a small processing fee to complete your membership online.

<https://applespta.memberhub.com/store>

Our PTA also has an AmazonSmile account. Please check it out!

<https://smile.amazon.com/ch/61-1900477>

Arrival and Dismissal Procedures

Due to COVID-19, Parents are not allowed in the building at this time. No outside visitors are allowed.

Parents who are driving children to and from school will use the Loveland Road entrance. Please do not get out of your car until you reach the door. Parents are responsible for buckling and unbuckling car seats. School staff will meet the children and walk them to and from their classrooms.

Any planned changes in a child's usual transportation home must be made in writing and given to the classroom teacher or office as soon as parents are aware.

Friendly Reminder: Please remember to buckle your children into their car seat before leaving the premises. It's the law!

After Care Dismissal (3:00 p.m. to 4:30 p.m.)

Please park in the parking lot and come to the main entrance to pick up your child. You stand on the APPLE at the front door and hit the buzzer. A member of your staff will bring your child down. If you need to reach a member of the staff **AFTER 3:00 p.m. please call 203 977-5328 or 203 977 4954.**

Attendance/Sickness

Your child is expected to attend school **every day** unless an illness, family emergency or unavoidable circumstance prevents his/her participation. Our staff will call or e-mail home to inquire when your child does not come to school. When children are late for school or are picked-up before the end of the school day they are missing important learning opportunities. We can't do our best work if your child is not at school.

If your child is absent due to illness, please make sure to contact the school nurse directly. Darlene Gaspard can be reached at 203-977-8868 or dgaspard@stamfordct.gov. It is imperative that Darlene knows what illness your child is suffering from. It is imperative that you share with Darlene the symptoms your child is experiencing. Darlene will inform you of next steps based on current CDC guidance.

COVID Guidance:

We follow all regulations given by the Stamford Public Schools, Office of Early Childhood and Governor's Orders.

Backpacks

Families are encouraged to provide backpacks for children to carry belongings to and from school. Please be sure **all personal items** are labeled with your child's name.

Change of Clothes

Preschool play is often messy! Children might get wet when playing in the water table, dirty when playing outdoors, spill milk at lunch or have a toileting accident during the day. Please send two labeled change of clothes including socks and undergarments that can be left at school for these "just-in-case" times. Please place these clothes in a labeled large zip lock bag.

Outdoor Play

Children will have an outdoor play period (recess) daily. Please be sure children are dressed for play. Children should wear sneakers (No crocs, "flip-flops" or sandals) and "play" clothes. Hats and mittens are needed for cold weather months. In the warmer months please put sunscreen on your child. We cannot do that here without a doctor's note.

School Program Meals

Chartwell's School Dining Services provides breakfast, lunch. Chartwell's staff can be reached by calling 203-977-4737. **Please be sure the Nurse, Darlene Gaspard, is made aware of any food allergies.**

You may also send breakfast, lunch, and/or snack food from home -for your child in a lunch box. Please be sure foods meet our Healthy Foods Guidelines.

Under state law, children with life-threatening food allergies may be entitled to an individualized healthcare plan, regardless of the child's status as a child with a disability under Section 504 of the Rehabilitation Act of 1973 or under the Individuals with Disabilities Education Act. The Stamford Public Schools has developed guidelines for managing students with life-threatening food allergies. For more information, please contact the Food Service Director at (203) 977-4732.

Great news for you and your children! Stamford Public Schools has been approved to provide free healthy breakfast and lunch at school to all students during the 2022-23 school year!

- You do not need to do anything.
- You do not have to pay any money or fill out any forms.
- You do not need to send your child to school early for breakfast. Breakfast will be part of the school day.

If you would like to sign your child up for School Lunch, please let your child's teacher know. Here is the website to see the lunch menu:

[APPLES Breakfast/Lunch Menu](#)

Snack

Please send a nut free snack to school with your child.

APPLES IS A PEANUT AND NUT FREE SCHOOL

School Safety

Safety procedures require that:

- ❖ Exterior and classroom doors are locked at all times.
- ❖ All staff wear a BOE Identification Card at all times.
- ❖ Safety drills occur as directed by BOE policy.

Your child will not be released to another adult without your written consent. This person will be required to show a photo identification card.

Rest

Young children benefit from a daily quiet time to re-energize. A rest period is scheduled daily following lunch for children. This time may be adjusted based on individual children's needs. Children who fall asleep will be awakened at families' requests. If your child does not nap, please let your child's teacher know. Please send in a toddler nap mat for your child to use during rest time. See picture for an example.



Toys

Please do not send other toys to school without talking to the teacher first.

Please let us know if you need this document translated. Déjenos saber si usted desea que este documento sea traducido. Tanpri, fè-n konnen si-w bezwen dokiman sa-a an Kreyòl

Important Information from the Stamford Public Schools

Stamford Public Schools is committed to a policy of equal opportunity for all qualified persons. Stamford Public Schools does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information & testing, Family & Medical Leave, protected veteran status, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Stamford Public Schools provides equal access to Boy Scouts of America and other designated youth groups. Stamford Public Schools does not unlawfully discriminate in employment against qualified persons with a prior criminal

conviction. Stamford Public Schools prohibits Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination. For further information, visit the US Department of Education website or call (800) 421-3481. Inquiries and reports regarding Stamford Public Schools' nondiscrimination policies should be directed to:

District Coordinator: Title IX, the Americans With Disabilities Act (ADA) & Age Discrimination Act	Christopher P. Soules, Esq. Executive Director of Human Resources Stamford Public Schools 888 Washington Blvd., Stamford, CT 06901 csoules@stamfordct.gov (203) 977-5598
District Coordinator: Section 504 & COVID-19 Liaison	Michael S. Fernandes, Ed.D. Associate Superintendent for Intervention & Student Support Stamford Public Schools 888 Washington Blvd., Stamford, CT 06901 mfernandes@stamfordct.gov (203) 977-5684
District Coordinator: Safe School Climate	Mike Meyer Director of Community & Family Engagement Stamford Public Schools 888 Washington Blvd., Stamford, CT 06901 mmeyer@stamfordct.gov 203-977-5620
SCHOOL BASED COORDINATORS The principal of each school serves as the School's Safe School Climate Specialist and Title IX Coordinator.	
State of Connecticut Department of Children & Families (DCF) Careline: 1-800-842-2288	

Annual Notices

Please see the District's Annual Notice page for important information and annual notices. Website posting is one of the ways the district shares required information each year. While all District policies are important, there are several important notices, policies, regulations and forms that can be found on the District's Annual Notice page. These notices include, but are not limited to, FERPA; Bullying & Harassment; Title IX; Complaint Form; Complaint Form Re: Transportation Safety; Food Allergies / Request for Meal Modifications; Student Data Privacy Contracts; Connecticut Safe Sports Policy, Child Abuse Prevention & Grooming Information Sheet; Safe School Climate Plan.

Remember to check these links often as these documents may be revised and updated throughout the year.

All Board of Education Policies & Regulations:

APPLES Early Childhood Educational Center Staff

Leadership Team			
Kendra Brown	Director of Early Childhood & Intervention Programs	203-977-4954	Kbrown@stamfordCT.gov
Lisa Cody	Assistant Director of Early Childhood	203-977-5328	LCody@StamfordCT.gov
Gabriella Massa	PPT Facilitator	203-977-4782	gmassa@stamfordCT.gov
Bobbie Barbier	Office Support Specialist	203 977 8856	bbarbier@stamfordCT.gov

Healthcare Services			
Darline Gaspard	Nurse	203-977-8867	DGaspard@StamfordCT.gov

Teaching Teams	<i>To reach a teaching team member, please email or call 203-977-8856.</i>
Room 101 Michele Karen	mkaren@stamfordct.gov
Room 103 Danielle Durante-Ricci	DDuranteRicci@StamfordCT.gov
Room 104 Iwona Nieptupska	inieptupska@stamfordct.gov

Room 105 Simone Zwany	szwany@StamfordCT.gov
Room 106 Colleen Curtin	ccurtin@stamfordct.gov
Room 110 Margo Sandahl	msandahl@stamfordct.gov
Room 111 Rena Allen	rallen@stamfordct.gov
Room 112 Julie Sullivan	jsullivan@stamfordct.gov
Room 113 Kirsten Gravvengaard-Morgan	KGravengaardMorgan@StamfordCT.gov
Room 114 Lauren Haggerty	lhaggerty@stamfordct.gov