



## **Main Street School – General Information**

Updated 7.22.24

**Building and Grounds:** The Main Street School is located at 101 Main Street. The main building has 4 floors and our gym facility is in a separate building connected by a covered pathway. The main entrance to the gymnasium is located on Ferris Street.

**School Hours: 8:50am – 3:15pm** All students are expected to be lined up with their class by 8:50am in their designated locations. Please see Arrival & Dismissal procedures for timing of drop-off and pick-up.

### **ARRIVAL & DISMISSAL**

Main Street School has extremely limited visitor parking. If you park, please do NOT park in a way that blocks another vehicle from getting in and out of the school. To ensure the safety of all students, staff and visitors, all bus-eligible students are encouraged to ride the bus to and from school. During arrival and dismissal, **no cars are permitted in the park lot.**

**Arrival Procedures:** Students should not arrive before 8:40am. Students who arrive at school prior to 8:40am will not be supervised and will not be permitted into the building with the exception of extremely inclement weather days. Doors open at 8:40am.

**By Car:** Families driving students to school should pull up in a parallel position to the front of MSS and drop off their child(ren). Students will then enter the building via the Main Street entrance. (All students upon entering the building line up in a designated location. On most days, 4<sup>th</sup> graders line up in the cafeteria and 5<sup>th</sup> graders line up in the auditorium.)

**By Bus:** Buses drop students off in the parking lot and students enter the building using the Main Street entrance.

**Late Arrival Procedures** (Students arriving after 8:50am): All students should enter through the Main entrance and report to the security desk.

### **Dismissal Procedures:**

**Students Riding the Bus:** Teachers walk students to the bus.

**Families of Walkers and Pick Ups:** Students walk out with their class and are free to leave the grounds without supervision. Families who are waiting should wait for their child(ren) in front of the school building.

**Early Pickups:** Families must sign in at the security desk and meet their child(ren) and sign them out.

**Requests for Changes in Your Child(rens) Dismissal:** It is important that whenever there is a change in your child(rens) dismissal plan, you let the teacher know via a note that morning. Last minute changes can be made by calling the Main Office. Changes should be called in no later than 2:30pm.

**Absence and Lateness:** If your child(ren) is going to be absent or late for any reason, you must call the nurse's office before 8:50am to report the reason for the absence or lateness. Please call the nurse's office even if you have notified the teacher. You may call any time day or night and leave a message on the nurse's office voicemail; or you can email the classroom teacher and include the school nurse. Messages are retrieved by 8:30am every morning. Students returning to school after an absence must bring a note to their teacher explaining the absence. Please see attendance guidelines for additional information.

**Important Numbers:**

Nurse's Office: 269-5250

Main Office: 269-5213

Principal's Office: 269-5212

School Psychologist's Office: 269-5230

School Social Worker's Office: 269-5233

School Guidance Counselor's Office: 269-5262

**Homework Guidelines**

Homework is typically assigned four nights per week, Monday through Thursday. Independent reading and some project work may be assigned over the weekend. The following are suggested guidelines for the assignment of daily homework for students in general education: approximately 45-75 minutes (4<sup>th</sup> grade) and 60-90 minutes (5<sup>th</sup> grade). These are suggested times for students of average ability. Variations should occur for differences in student interest and motivation. If you find that your child is spending an inordinate amount of time on homework, please contact your child's teacher. If your child is home ill, homework can be picked up at the security desk at dismissal time. To request homework, please call the main office before 11:00 a.m.

**SPECIAL EDUCATION**

**Integrated Co-Teaching (ICT) Program**

This special education model is designed to support students with special needs in a general education classroom environment. The design of this program is similar to that at Dows Lane. Co-taught classrooms are comprised of approximately 2/3 non-classified students and 1/3 classified students. One general education teacher, one special education teacher, and a teacher aide work together to create an environment that supports the needs of all learners. All students are given access to the general education curriculum with appropriate accommodations and modifications to maximize each learner's understanding of essential learning objectives.

**Special Class Program**

The special class at MSS is a 4/5 combined class that is 12:1:1.

**SUPPORT SERVICES**

**English as a New Language (ENL)**

English as a New Language (ENL) services are provided to help meet language and educational needs for students who qualify based on a formal assessment. ENL services are designed to provide English

language learners (ELLs) with instruction based on content specific goals and strategies that will help each child achieve academic success.

### **Multi-Tiered System of Support (MTSS)**

The MTSS program is an additional instructional supplement that provides specific curriculum assistance to students in meeting the New York State learning standards. MTSS is designed to assist students who are at risk of not achieving the New York state learning standards in English Language Arts, mathematics and social emotional development. Services are provided by the teachers through a combination of push-in and pull-out instruction. The amount and intensity of instruction are based upon students' needs. Parents of students eligible for MTSS are notified in writing when students are enrolled and/or exited from support. There are multiple data points used to determine support; one of these is AIMS Web Plus, a universal screener that is administered in the fall, winter and spring to all students in the building.

### **Nurse**

The nurse at Main Street School serves as a health counselor for students, parents, and staff. In addition, she is the liaison with outside health care providers whose treatment of students is relevant to the student's school progress. The nurse conducts all NYS mandated health screenings, dispenses medications to students according to physicians' orders, and provides emergency and routine medical care to students and staff.

### **Occupational and Physical Therapists**

The occupational therapists (OTs) and physical therapists (PT) are shared across the district and work in each of our schools. At MSS, they continue to offer related services under special education, which are prescribed by a medical physician. The OT provides direct services to students who have challenges in the areas of fine motor skills, perceptual motor, and visual motor development that impact the student's ability to function within the school setting. The PT provides services to children who have challenges negotiating their physical environment within the school building and playground. Goals of treatment are specifically designed to meet the needs of the student in relation to his/her educational program. Services may include screening, evaluation, direct treatment, consultation and indirect services within the school community.

### **School Counselor**

The K-5 elementary school counselor is trained in child development, learning strategies, self-management and social skills. The school counselor promotes the success of all students. The school counselor implements a comprehensive school counseling program to support students through this important developmental period.

### **School Psychologist**

The school psychologist collaborates with teachers, parents, and school personnel to create safe, healthy, and supportive learning environments for all students. She is an integral member of the school's Instructional Support/Response to Intervention (RTI) Team and Section 504 Committee. The school psychologist addresses students' learning and behavioral problems, suggests improvements to classroom management strategies or parenting techniques, provides direct intervention to students, and evaluates students to help determine the best way to educate them. The school psychologist also serves

as a chairperson to the Committee on Special Education (CSE) where she facilitates the development of individual educational programs (IEPs) for students with special needs.

### **School Social Worker**

The Irvington School District has a full-time k-12 school social worker who can be reached directly via email or phone. Services provided to families include working with parents to facilitate their support in their children's school adjustment, assisting parents in accessing school and community resources, working as a liaison between home, school, and community resources, and helping to alleviate family stress by connecting families to needs based resources such as camp scholarships, back-to-school clothes and supplies, and more. Services to students include providing counseling (individual, group, and family), supporting students' social emotional needs, providing crisis management, assisting with conflict resolution, and helping students develop appropriate social skills. If you have concerns or questions, contact can also be made through your child's teacher.

### **Speech/Language Services**

The speech/language therapist provides diagnostic testing to help determine the extent and type of communication problems that may be interfering with academic achievement. She typically provides direct services to students with moderate to severe communication disorders including voice, fluency, hearing and language deficits.

## **EXTRA CURRICULAR ENRICHMENT**

### **Clubs**

We offer a variety of Clubs for students to participate in during lunch/recess period. Information about clubs will be sent home to families in late September. Additionally, students may participate in intramural sports. Intramurals take place before the regular school day. Information and schedules will be shared in Scoop.

## **LUNCH/RECESS**

### **Lunch/Recess Schedule**

4th Grade Lunch/Recess begins at 12:00.

5th Grade Lunch/Recess begins at 1:00.

### **Lunch**

Each student has a 25-minute supervised lunch period at MSS. Children may bring lunch from home or buy lunch. The food service offers a salad and sandwich of the day. A la carte items are also available. The lunch menu is sent home in your child's backpack each month and is also available on Edline.

### **Recess**

Each day, students enjoy a 25-minute recess period. Recess is held outside, weather permitting. Guidelines for those decisions include wind chill, precipitation and any weather warnings the school may have received. When outdoor recess is not appropriate, students remain indoors in a variety of locations/activities dependent upon their grade level. Lunch/Recess clubs are available. Each year a

variety of clubs are offered. Clubs are held during the lunch and recess periods and are supervised by teachers.

### **Lunch Monitors**

At MSS, there are lunch monitors that supervise students during the lunch/recess period. The lunch monitors are not full-time employees of Main Street School and are generally there only during the lunch periods. Their primary role is to maintain the health and safety of all children.

### **Correspondence with Teachers**

Teachers can be reached via phone message, note or email. Please note that time sensitive messages (i.e.; change in dismissal procedure) should be done via a note or phone call.

### **Medications in School**

- All medications coming into school must be brought to the Health Office by a child's parent or guardian. Please do not send medication with your child. NYS Education Law prohibits children from carrying medication.
- Prescription medication must be in the original container with the pharmacy label attached. Non-prescription medications must be in the original container with the child's name attached to it.
- All medications, including any over-the-counter preparations, must have a written order from the prescribing physician. The order must contain the name of the child, the name of the medication, dosage, frequency of administration and what is being treated.
- Many children have allergies to certain foods or food additives and may suffer from insect allergies and/or sensitivities to seasonal airborne allergens. It is always important for your child's teacher and the Health Office to be alerted to any and all allergies and to be in possession of your child's required medication for the allergy.