FAMILY FAQ's

BUILDING ACCESS & HOURS

Questions	Answers
What will the school hours be?	**Students may enter the building at 8:05AM. Morning meeting begins at 8:15AM and dismissal is at 2:30PM.**
Can I drop off my child(ren) early if I have children at both Lowell West and Phillips?	**Families with children attending school at both sites may first drop off their Lowell West student(s) at 7:45AM.**
What doors do parents use?	**Phillips Building** **Drop off line is located on Marshall Street.** **Drop off will be from 8:05AM until 8:20 AM.** **After 8:20AM students will enter the building through the Spring Street doors (directly across the street from the high school).** **Lowell West** **Parents will enter the parking lot between Lowell West and St. Jude's Church off of Main Street** **Students will be dropped off along the side of the school.** **Drop off will be from 8:05AM until 8:20AM (parents with children attending school at both campuses will receive a placard to drop students off beginning at 7:45AM. Only parents with a placard will be permitted to drop off students before 8:05AM.)** **After 8:20AM students will enter the front entrance of the building located on Main Street.**
Which building doors will be used for drop off and pick up?	**Phillips** **Live pick up and drop off will take place on Marshall Street side of the building.** **Lowell West** **Live pick up and drop off will take place on the sidewalk adjacent to the building.**

Many students walk, scooter, or bike to school. What are the safest routes?	
Where will crossing guards be stationed, and during what time ranges?	**Yes, there will be crossing guards. The exact location is TBD.**
For families who want to drive and park to walk their children into the building, where should they park?	**Families need to park on the neighborhood streets closest to the school.**
What are the parking opportunities and restrictions?	**Parents must park on the streets surrounding the school.**
Will there be buses for students?	**Yes, buses are available for all students. However, families must sign up for transportation by December 14, 2021 using this form.**
Will there be an extended period for picking up kids after school ends at either the Phillips or Lowell West? Similar idea to morning drop off starting 7:45 at Lowell West.	Yes, families will have a 30-minute grace period to pick-up their older child at Lowell West. We ask that you pick up your younger child at the Phillips building first.
How are the buildings secured and how do you gain access?	The Phillips Building has the same door monitoring system as Lowell. All doors automatically lock. Only personnel with a key (fob) can enter the building. All others need to enter through the main entrance. We have a door monitor at both campuses. Mr. Swift will monitor the Phillips Building door and Mrs. Fynn will monitor the Lowell West door. The process is the same as our current process.

PHYSICAL SPACE

We will be sharing a floorplan of the building in the coming months with families once we have finalized all spaces/offices.

Questions	Answers
How many classrooms and students will the school have?	**The Phillips has 8-10 classrooms and Lowell West has 16 classrooms.**
How many specialist rooms will the school have?	**The Phillips will have classrooms for specialists in Spring 2022. Then in the school year 2022-2021 specialists will have classrooms at Lowell West. We have limited classroom space available. When grade 2 moves from Lowell West to the Phillips Building the Specialist will move their classroom from the Phillips to Lowell West.**
What are the main common spaces (gyms, cafeteria, etc.)?	**There is a gym at both schools. Students will eat lunch in their classroom.**
What will the outdoor play spaces look like? What playground equipment will be available for students and families?	**There are small playgrounds at both schools. Recess will be by grade level. Only one grade will be on the playground at a time.**
Where will the ISP classrooms go and other special education services be located?	**ISP classrooms are located at Phillips and Lowell West. The classroom corresponds to the grades at each school.** **ISP K & 1 Phillips Spring 2022** **ISP 2, 3, 4, & 5 Lowell West Spring 2022** **ISP K, 1, & 2 Phillips fall 2022** **ISP 2, 3, 4, & 5 Lowell West fall 2022**
Where will the main office be located?	**Main office at each building**
Where will the nurse's office be located?	**Nurses office at both building**

LEADERSHIP AND STAFFING

Questions	Answers

Where is Principal Phelan's primary work location after the move?	**As Lowell's principal, Mrs. Phelan will oversee the operations of both buildings and travel between Lowell West and the Phillips.** **Mr. Chen and Mr. Roberts will be the lead at Lowell West and the Phillips, respectively.**
Will all teachers and staff from Lowell be traveling?	**Most faculty and staff are assigned to either Lowell West or the Phillips. However, the following teachers and staff will travel between the two sites: reading, ESL, PT, OT, speech, counseling, specialists, and spanish.**

DAILY ROUTINE AND PROGRAMMING

Questions	Answers
At what times will students have lunch, and how long will lunch be?	**Students Lunch Periods:** **Phillips** **Kindergarten 11:00-11:30** **Grade 1 11:30-12:00** **Lowell West** **Grade 2 11:10-11:40** **Grade 3 12:05-12:35** **Grade 4 11:35-12:05** **Grade 5 12:20-12:50**
Will hot and cold lunches still be served?	**Hot lunch will be served at both schools.**
How long will daily recess be?	**Recess is 20 minutes per day.**

AFTER SCHOOL ACTIVITIES

Questions	Answers
What after school activities will be offered, and for what grade Extended Day? Where can I learn more about these programs?	**Extended Day will be offered to all students in grades k-5. Debi Cornelius is the Director of Community Education Debra.Cornelius@watertown.k12.ma.us Adam Vachon is the Lowell School Site Coordinator Adam.vachon@watertown.k12.ma.us**
What school transitions will occur next year?	**Students entering K, 1 will remain at Phillips. Grade 1 students will attend school at the Phillips for Grade 2.**
Will students get to attend Rec classes?	**Rec classes can continue**
Will the PTO get to hold after school classes?	**The PTO will be able to hold classes after school if they choose to do so.**
Will Extended Day be at both locations?	**Extended Day will only be located at the Phillips.**
Will there be a bus to the Boys and Girls Club?	**At this time there is not a bus leaving for the Boys & Girls Club.**

OTHER

Questions	Answers
When will students be able to take a tour of the building before the first day they start there?	**Mrs. Phelan will offer families a walk through day over February vacation. Only one will be held for each building. The day is TBD. Teachers will not be in the building, however, parents and students can walk through.**
How can I help prepare my child for this transition?	**Our faculty will be talking about the move with the students. We will also provide a social story you can use at home.**
Will kindergarteners have a chance to get acquainted with new classrooms before starting?	**Unfortunately, our move will take place over February vacation. Students and parents will have one day to preview the room over vacation.**

Where will the fifth grade moving ceremony take place?	**Our fifth grade parent liaisons have reached out to the Gore Estate and asked to hold our moving up ceremony and reception on their grounds. We have been penciled in for June 17th.**
Will children have access to a library. If yes, will they be able to check books out from the library?	**Unfortunately, we do not have space to relocate our library on either site.** **We are working with the Watertown Free and Public Library to procure their Mobile Library. Our plan is to have the Mobile Library visit each campus once a week to allow children to check out books.**