



JOHN W. GARVY ELEMENTARY SCHOOL

5225 North Oak Park • Chicago, Illinois 60656 • Telephone 773.534.1185 • Fax 773.534.1124
www.garvyschool.org

Heather Chron
Principal

Stephanie Bester
Assistant Principal

School Year 2019-2020

Dear Garvy Bulldog Parents,

Welcome back for another great year at Garvy School! Now that we have begun our regular schedule at Garvy, there are some things that I would like to share with you to make all of our daily procedures easy peasy lemon squeezy!

Our school day hours are from 8:30 A.M.- 3:30 P.M. All students have a 45-minute lunch/recess period. That time will be divided into two 20-minute sessions (one for lunch and one for recess) with a 5-minute transition period. Right at School will be supervising recess this year. They will be offering structured play activities along with free play options for all students.

Right at School also offers before and after school care for students. Morning care begins at 7:00 A.M. and after school care ends at 6:00 P.M. If you want more information on pricing, visit the Right at School tab on the garvyschool.org website.

It is important that students eat breakfast each day either at home or here at school. Breakfast and lunch will continue to be FREE for all students. This year Garvy will continue to implement a NUT-SAFE table during lunch time in the lunchroom. There is a designated table for NUT-SAFE and school lunch (which is NUT-SAFE). Please do not send your children with any food that contains any type of nut if your child wants to eat at those tables.

Arrival and dismissal procedures: A barricade will be placed on Rutherford Ave. beginning at 8:15 A.M. We ask that we have your full cooperation in NOT moving the barricade. Beginning the first day of school, our Kiss-N-Go stations will be located on Oak Park and Rutherford Avenues. The direction of traffic on Oak Park moves northbound only and Rutherford moves southbound only. There will be large orange cones located where our kiss-n-go parents will open car doors so students can exit vehicles safely. There is NO PARKING or STOPPING on Oak Park or Rutherford between 8:15-8:30 A.M. The school day begins at 8:30 A.M. with supervision beginning at 8:15 A.M. outside on school grounds. If it rains we will have our inclement weather procedures. **ALL** students can enter the building through their assigned entrances beginning at 8:15 A.M. Kindergarten and 1st grade students enter Door 5, 2nd through 4th grade students enter Door 8, and 5th through 7th grade students enter through Door 4. 8th grade students enter at Door 2.

Kindergarten Parents: please line up next to your child standing to the left of their assigned line. When the students enter the building, we ask that you hold their hand only to the stairs and then allow them to enter the building on their own. Please do not walk up the stairs as it makes it scarier for the students behind you who cannot see around you to where they are going. We also want you to know that once the students enter the building we have school staff throughout the hallway ensuring that your child gets to where they need to be - so please understand that we ask all adults to remain outside of the building during arrival. It is especially confusing for our little ones and we want them to know who to trust when they enter the school. We are doing this for the safety of all of our students! Thank you!!

CPS is taking a responsive approach to keeping all of our children safe. Garvy School is complying with this approach by mandating ALL parents who want to volunteer MUST be approved volunteers through CPS. This includes field trip chaperones, Room Parents, etc...The process is easy but does take a bit of time. We will need a copy of your ID on file in the Main Office in order to approve you. Most parents can be what they call "Level II volunteers." This level does not require fingerprinting. "Level 1" volunteers will be required for any and all parents who want to help out in classrooms, etc. When in doubt, ask Mrs. Crespo or Mrs. Gadzinski in the main office. We want parents to volunteer and be part of our school community. Please consider this process a positive thing - ensuring that any and all adults that are interacting with our children can do so safely!

Each Sunday I will send out an email blast called *A look at the Week Ahead*. To get this email blast, please subscribe on our school website at www.garvyschool.org - or email your child's classroom teacher and say that you want to be added to the email blast list. I will also host a Principal Tea monthly. This is an informal parent meeting to discuss ideas and concerns - the first one will be held on Tuesday, September 24th at 8:45 A.M.

Please be mindful that when school is in session, ALL parents must check in with the Security Officer, Mr. Perez, to receive a pass. If your child forgot something, we have an "Oops I forgot" box at the security desk to place whatever your child left at home. WE will make sure it gets to them. Please make an appointment with your child's teacher if you need to speak with them. Our staff is flexible and will accommodate your schedule, but their instructional time with their students cannot be interrupted to speak with you. It is noteworthy to mention that the teacher schedule is also 8:30 - 3:30 as checking email and responding may have to wait until the end of the school day, so we ask that you give up to 24 hours for a teacher to respond.

We will be holding our **Open House** on Wednesday, September 11th with three sessions.

- 5:30-6:00 Session I
- 6:00-6:30 Session II
- 6:30-7:00 Session III

This evening is designed for adults only; however, if you have no other options and must bring your children please feel free to do so.

I am excited to see all of you and know this is going to be an awesome year!!

Most sincerely,

Ms. Heather Chron