



Harriet A. Baldwin Early Learning Pilot Academy

Exemplary, Excellent, Extraordinary

Beacon of Early Childhood Education

Tavia Mead, Principal
Maria Patricio Gomes, Head Staff Assistant

Lynne Powell & Claudine Milano, Lead Teachers

FREQUENTLY ASKED QUESTIONS

WHAT IS SPECIAL ABOUT THE BALDWIN?

- We are accredited by the National Association for the Education of Young Children. We are a Boston Public Schools pilot school which means we have some autonomies in curriculum, assessments, scheduling, hiring and budget. We use these to help us design and sustain our high-quality early childhood program.

WHAT DATES SHOULD I PUT IN MY CALENDAR?

- August 28: Citywide Kindergarten celebration at The Children's Museum
- September 6: Grade 1 first day of school
- September 6, 5:00-6:00: K0,K1,K2 Open House for families – information about curriculum
- September 10: K0, K1, K2 first day of school
- September 11, 5:00-6:00: Grade 1 Open House for families – information about curriculum

WHAT ARE THE SCHOOL'S HOURS?

- School hours are 7:30am-4:35pm Mon, Tues, Thurs and Fri
- Every Wednesday we have early dismissal. Wednesday hours are 7:30-11:30.
- **ARRIVAL:** School doors open at 7:15. The day begins at 7:30. We ask that students be in their classroom and ready to learn by 7:30 each day. If you bring your child to school, you must sign them in on the Sign In/Sign Out sheet in their classroom.
- **DISMISSAL:** Children who ride the bus move to bus rooms and walkers to the pick-up room at 4:20. "Walkers" must be picked up by 4:30 and out of the building by 4:35. Children may be picked up in their classroom earlier than 4:20 if families wish. If you pick your child up, you must sign them out on the Sign In/Sign Out sheet.
- Notify the office no later than 4:00 if your child will have a change to his/her usual bus or pick-up routine. (e.g. being picked up rather than the usual routine of taking the bus, or, taking the bus rather than the usual routine of being picked up)

WHAT DO I NEED TO BRING FOR THE FIRST DAY OF SCHOOL?

- Completed Emergency Form
 - You must give us a completed emergency form **BEFORE** your child stays at school
 - It must include 2 emergency contacts who are **NOT** the parent/guardian
 - Let the office and your child's teacher know right away if there are changes to your emergency information at any time in the year
- A copy of your child's immunization record for the school nurse
- A backpack for your child that is large enough to hold a 3-ring binder
 - We will provide a 3-ring binder communication folder which will go back and forth with your child each day. School notices, notes to/from teacher, etc. go in this binder.
- Morning snack for your child
- Change of clothes for your child
- For K0-K1: a blanket for naptime and a stuffed animal if your child prefers one for nap

WHAT MEALS ARE PROVIDED DURING THE SCHOOL DAY?

- We provide universal free breakfast and lunch for all students
- You can choose each day if you want your child to have the school breakfast and/or the school lunch. You can also send a lunch from home. Teachers check each morning to see which children will have school lunch and which have a lunch from home that day.

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Website: <http://bostonpublicschools.org/Baldwin>

Boston Public Schools

- Families provide their child's morning snack. Some classrooms have "community snack" with each family taking a turn to provide snack for the whole class for the week 2-3 times a year. Your child's teacher will let you know if your classroom has individual or community morning snack.
- Afternoon snack is provided for all students through the afterschool snack program.
- We follow the Boston Public Schools nutrition policy.

WHAT ARE THE SCHOOL'S SECURITY PROCEDURES?

We ask for all families' cooperation in keeping our school secure and our children safe. We ask you to:

- Enter the school through the Corey Rd. entrance only.
- Bring your parent pass every time you come to school. Every family receives 2 parent passes. These MUST be shown to the camera to the left of the door. If you need additional passes for grandparents, babysitter, etc., please ask in the office.
- Do NOT hold the door for other people coming into the building. Everyone must show their pass and be admitted by a staff member. Anyone without a pass must report immediately to the office.
- Families who show passes can go directly to their child's classroom between 7:15-8:00am and 4:00-4:35pm. Between 8:00 and 4:00, all who enter the building must go to the office first.

WHAT ARE THE SCHOOL'S HEALTH POLICIES?

- Erin McManus, our school nurse is here in the mornings from 8:00-11:15 am. She is on call for the remainder of the school day.
- All staff have first aid and CPR training
- We follow the BPS nutrition policy. Please see our Baldwin "Celebrations and Rewards Policy" for guidance on birthdays and other celebrations.

WHAT ARE THE GUIDELINES FOR HAVING MY CHILD STAY HOME WHEN SHE/HE IS SICK?

We want children to be in school! But there are times when it is best for them to stay home, for their own health and the health of other children. See "Guidelines for Exclusion" for details. General guidelines:

- **FEVER:** Keep home if your child has a fever (101 or higher by mouth). Child must be fever-free without fever-reducing medication for 24 hours before returning to school.
- **DIARRHEA:** Keep home until 24 hours after diarrhea stops.
- **VOMITING:** Keep home until 24 hours after last episode.

WHAT IS THE SCHOOL'S CALENDAR

- The Baldwin follows the Boston Public Schools calendar. Please keep the enclosed calendar in a handy place so you will know the schedule for holidays and vacations.
- Boston Public Schools may close for inclement weather. You will receive notification by phone when there is a school closing.

HOW CAN I SET MY CHILD UP FOR EDUCATIONAL SUCCESS?

- One of the most important things you can do for your young child as she or he starts their school career is to ensure that your child comes to school on time and comes to school every day.

HOW CAN I BECOME INVOLVED IN MY CHILD'S SCHOOL?

We welcome family participation at the Baldwin! There are many ways to be involved. We want every family to have the participation opportunity that works best for them. Ways to be involved include, but are not limited to:

- Reading to your child for 20 minutes every evening. This is the one way that we encourage every family to participate. Our Take Home Books program provides your child with a book to bring home every day to read with a family member.
- We have many family events throughout the year: Friendship Feast, Curriculum Nights, Family Fun Nights, Field Day Potluck to name a few! You will receive a monthly newsletter about upcoming events.
- Volunteer in your child's classroom. Families are invited to bring an activity – a story, a song, a game, a holiday celebration – to share with your child's classmates. There are opportunities to be a "Mystery Reader" and more.
- Be a Room Parent for your child's classroom. The Room Parent group functions as our school parent council. They work with our family coordinator to plan fundraising and other events. Room parents are a liaison between the teachers and families in a room.
- Join our Governing Board. The Governing Board has parent, staff and community representatives. It is responsible for carrying out the school's vision and mission, and setting school policies as a Boston Pilot School.

WHERE CAN I GET MORE INFORMATION?

- The school's website is www.Bostonpublicschools.org/Baldwin. Here you will find our Family Handbook, frequently-used forms, links to breakfast and lunch menus and more!
- Please feel free to give us a call if there is something we can help with! 617-635-8409.