



The Silver
Academy

Student Handbook

2017-2018

MISSION STATEMENT

The mission of The Silver Academy is to educate Jewish children of varied backgrounds with the highest quality Jewish and General Studies in a nurturing environment, and to develop pride in the wisdom of Torah, in Jewish tradition and in the State of Israel.

2017-2018 SILVER ACADEMY CALENDAR OF CLOSINGS

Hours: 8:00 am – 3:40 pm

Bell Times: 8:10 am & 3:40 pm

** Friday dismissal time from Nov. 10 -Mar.9 2:40 pm*

August

8/28/17 First Day of School

September

9/4/2017 No school – Labor Day

9/20/2017 11:40 Dismissal – Erev Rosh Hashanah

9/21/2017 No school – Rosh Hashanah

9/22/2017 No school – Rosh Hashanah

9/29/2017 11:40 Dismissal – Erev Yom Kippor

October

10/4/2017 11:40 Dismissal – Erev Sukkot

10/5/2017 No school – Sukkot

10/6/2017 No school – Sukkot

10/9/2017 No school – Columbus Day

10/12/2017 No school – Shemini Atzeret

10/13/2017 No school – Simchat Torah

November

11/1/2017 11:40 Dismissal – Conferences

11/22/2017 11:40 Dismissal – Thanksgiving break

11/23/2017 No school – Thanksgiving

11/24/2017 No school – Thanksgiving break

December

12/22/2017 11:40 Dismissal – Winter break

12/25/2017 No school – Winter break

12/26/2017 No school – Winter break

12/27/2017 No school – Winter break

12/28/2017 No school – Winter break

12/29/2017 No school – Winter break

January

1/1/2018 No school – New Year's Day

February

2/19/2018 No school – President's Day (snow make up day if needed)

March

3/1/2018 11:40 Dismissal – Purim

3/7/2018 11:40 Dismissal – Conferences

3/29/2018 11:40 Dismissal – Passover

3/30/2018 No school – Passover

April

4/2/2018 No school – Passover

4/3/2018 No school – Passover

4/4/2018 No school – Passover

4/5/2018 No school – Passover

4/6/2018 No school – Passover

May

5/21/2018 No school – Shavout

5/28/2018 No school – Memorial Day

June

6/8/2018 11:40 Dismissal – Last day of school

6/11/2018 Make up day (If needed)

6/12/2018 Make up day (If needed)

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ADMISSIONS POLICY

Application Submission

All applications for admission will be submitted to The Silver Academy office.

Procedures for admission are as follows:

1. A child must be 4 years of age to enter the Ganeinu program. Admissions will be accepted until December 31. The child must still meet the kindergarten eligibility requirements to enter that grade.
2. A child must be 5 years of age by September 1st to enter the kindergarten program.
3. There will be no pre-admissions testing for Ganeinu or kindergarten students.
4. No early admissions will be accepted into the Ganeinu or kindergarten programs.
5. Early admissions to first grade will be granted under the following conditions:
 - the child is at least 5 years and 7 months of age.
 - the child attended and completed a certified/ accredited kindergarten program.
 - a transcript is provided verifying completion of a certified/accredited kindergarten program.
6. Students entering The Silver Academy for the first time must complete an Application for Admission and submit an application fee. Students entering second grade or higher must also submit a transcript from the previous school attended. Students entering first grade who attended a kindergarten or preschool program should also submit a transcript.
7. Notification of admissions decisions for new students entering The Silver Academy will be done in a timely manner.
8. Current Silver Academy students will be mailed re-enrollment contracts by March 31st. A re-enrollment fee must be submitted with each student's re-enrollment contract by April 15th of the current year. Contracts and fees not returned by the designated date will incur a late fee.
9. The Board of Directors will set all fees.

Registration Affidavit

Pennsylvania School Code Section 1304-A states in part "Prior to admission to any school entity, the parent, guardian or other person having control or charge of a student shall, upon registration, provide a sworn statement or affirmation stating whether the pupil was previously or is presently suspended or expelled from any public or private school of this Commonwealth or any other state for an act or offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property."

Acceptance/Termination of Enrollment

The school reserves the right, without liability on its part, to terminate the enrollment, or to withhold any service or facility because of any non-compliance by the child or his/her parent/guardian with any obligation or responsibility to the school or because of any misrepresentation in regard to the student's application.

APPOINTMENTS

It is important for students to be present for the entire instructional day. Outside appointments should be kept to a minimum and scheduled outside school hours to the greatest extent possible.

If a student needs to leave school before the end of the school day for an appointment, parents must advise the school in writing of the time of dismissal and who will be picking up the student.

If there is an unexpected reason for picking up your child early, please call the office as soon as possible.

The parent or other designated adult **MUST** report to the school office upon arrival.

The student will be called to the office.

The parent or designated adult must sign the student out of the building.

Under no circumstances will a child be dismissed directly from his/her classroom.

Upon return to the school, the parent **MUST** escort the child to the school and sign him/her back in.

ARRIVAL & DISMISSAL PROCEDURES

Arrival

All students (Ganeinu-8) MUST enter through the main lobby of the building.

7:40 AM Students may enter the school.

8:05 AM A warning bell will signal that there are 5 minutes remaining until the start of announcements.

8:10 AM Announcements, the pledge and national anthems begin the start of the school day. No school business will be conducted at this time. All persons in the school will stop their work/business and stand respectfully in place during the anthems and announcements.

Students who are not seated in their respective classrooms by 8:10 AM are considered tardy and must report to the office for an admission slip. Teachers will NOT admit a student without this document. Late arrivals due to medical appointments or late bus arrival are the only reasons for which lateness will be excused; all other late arrivals are considered to be unexcused according to state law.

Dismissal

Dismissal time is 3:40 PM Monday - Friday during daylight savings time. During standard time dismissal is 2:40 PM on Fridays.

Changes - Parents MUST send a note or call the office with any changes to the child's normal dismissal procedures as soon as possible, and no later than 1:00 PM. Without a signed note or phone call to the school office, normal dismissal procedures for your child will be followed.

Aftercare Students will be escorted to the aftercare room by a designated member of The Silver Academy staff. No students are permitted to proceed to the aftercare room without the staff escort. Aftercare is a program provided by the JCC. Options for up to five days a week and drop-in are available. You can register for this program by calling the JCC at 236-9555 ext. 3121 or e-mailing Terry fisher at t.fisher@jewishfedhbg.org.

Bus Students will be picked up in front of the JCC. Students MUST wait in a designated classroom until dismissed by the school office. District regulations state that only students residing in a given school district are allowed to ride the bus provided by said school district. Please do not ask the school to send your child home on a bus from a different school district as the driver will not allow the student on the bus.

Carpool Students Carpool Students MUST be picked up at the Vaughn Street entrance between 3:45 PM and 3:55 PM. On Fridays during standard time students must be picked up between 2:45 PM and 2:55 PM. If you are late arriving and the teacher on duty is not waiting with the student please come to the school office. If you are late more than once, alternative arrangements will need to be discussed with the office.

Walkers MUST wait in a designated classroom until dismissed by the school office.

Students who are going to an after school activity in the JCC, will be dismissed along with walkers. They will follow the procedures noted above.

Students are not permitted to wait in the JCC or Lobby area unattended.

11:40 AM Early Dismissals

On days that we dismiss at 11:40 the Susquehanna, Cumberland Valley, Harrisburg, and Middletown buses will pick up students at 11:40. Unfortunately the Central Dauphin bus does not provide transportation home on our early dismissal days. Other arrangements will need to be made for these children. We will dismiss carpool students around 11:50.

Aftercare may be available to those who are signed up to attend aftercare regularly.

Friday Bus Club

The Central Dauphin and Susquehanna buses are not able to accommodate our 2:40 pm dismissal on Fridays during standard time, but can come to the school at the regular dismissal time, 3:40 pm.

To accommodate this one hour time difference, we have a Friday Bus Club option. One of the Silver Academy staff members will be the leader of this club. At 2:40 pm on Friday afternoon, the students who will be remaining in school until 3:40 pm will report to the designated location. At 3:40 pm, they will be escorted to the lobby to board the bus for their return home; their arrival home should be the same as it is for the other days of the week.

To participate in the Friday Bus Club, your child MUST ride one of the above noted district buses.

Children who reside in the districts noted above who are scheduled to ride the bus home on Friday will automatically be enrolled in the Friday Bus Club unless we are otherwise notified. There will be NO fee for this club.

Ganeinu Arrival and Dismissal Procedures

The Ganeinu teacher will pick up Ganeinu students at noon from the JCC's Early Childhood Center on designated Ganeinu days (Tuesdays and Thursdays).

Ganeinu students who do not attend the JCC's program will be dropped off in the Ganeinu classroom by a parent/guardian at noon.

Ganeinu dismissal is at 3:45 PM. At that time students who are being picked up by their parent/guardian will be escorted down the Vaughn Street stairwell. Parents are to wait outside the Vaughn Street doors until the Ganeinu teacher dismisses the students. The students who will be going back to the JCC program after Ganeinu will then be escorted to their ELC classrooms.

ATTENDANCE

The Commonwealth of Pennsylvania requires 180 days of school.

Absences

(24 P.S. 13-1327 Compulsory Attendance and Truancy Elimination Plan)

- *Pennsylvania law...defines absences as excused when a student is prevented from attendance for mental, physical or other urgent reasons.*
- *All absences should be treated as unlawful until the school district receives a written excuse explaining the reason(s) for an absence.*
- *Parents/guardians...must submit the written explanation within three calendar days of the absence...*
- *A maximum of ten days of cumulative lawful absences verified by parental notification may be permitted during a school year.*

When a student is absent or will be arriving late, parents must call the school to notify the office. If the office is not contacted by 10:00AM the school nurse will contact the parent.

Attendance will be taken at 8:10 AM. Students arriving after that time will be marked late; they will need an admission slip from the office to enter their assigned class.

Early dismissal or interruptions in the school day for any appointments will be reported as early dismissals.

Only lateness or early dismissals due to an illness, medical appointment or a school district bus issue will be excused. All other late arrivals and early dismissals will be considered to be unexcused (according to state law).

After each absence, a written statement **MUST** be received within 3 days (72 hrs).

The excuse **MUST** include the child's name, date(s) of the absence, reason for the absence and parent/guardian signature. If a written note is not received within 3 days, the absence is unexcused.

If you have a form from the doctor, that form should be returned to the school; in these cases, a note from the parent/guardian is not required.

Make-up Work

If homework is desired for a child who is absent, contact the school office by 10:00 A.M. Teachers will gather the assignments which may be picked up after 3:00 P.M. at the office.

Family Travel

When a student will be absent due to travel or other family matters, a request **MUST** be submitted to the principal in writing at least 10 days prior to the scheduled event for the absence to be considered to be excused. Again according to (24 P.S. 13-1327): a maximum of ten days of cumulative lawful absences verified by parental notification may be permitted during a school year.

Perfect Attendance will be calculated based on NO days absent and NO unexcused late arrivals or unexcused early dismissals.

CODE OF STUDENT CONDUCT

The Silver Academy Board has adopted this Code of Student Conduct in order to ensure an orderly and safe educational environment for the students and staff. The Code of Student Conduct is designed to promote the ideals of citizenship and positive interactions between and among the students, staff and community.

As attendees of The Silver Academy students have rights and responsibilities as established by this Code of Conduct. Students' rights are achieved when the student fulfills his or her responsibilities and demonstrates appropriate behaviors. When a student fails, refuses or neglects to fulfill his or her responsibilities, the student's privileges will be denied.

Student Responsibilities

The following responsibilities are expected of all students. Any student who fails to fulfill any of the

following responsibilities shall be subject to disciplines as determined in this Code.

- Attend school regularly.
- Demonstrate conscientious effort in classroom work.
- Follow all school rules and regulations.
- Respect the rights of others.
- Be polite. Rudeness, foul language and name-calling are not acceptable.
- Respect the school environment. Keep your surroundings in good order including lockers, cubbies, bathrooms, corridors, etc.
- Cooperate with school staff.
- Be on time for classes.
- Chewing gum in school is not permitted.

Students who conduct themselves in a manner that is detrimental to the school population, or to the reputation of the school, are accountable and will assume the consequences of their behavior.

All school rules apply for ALL school-related events and activities including on the bus to and from school or school-sponsored activities.

Prohibitions

Students will not:

- Deface or damage school facilities or property, i.e., books, furniture, other children's belongings.
- Be defiant to teachers, supervisors or any school personnel.
- Steal.
- Participate or engage in any activity which interferes with or disrupts the educational process.
- Cause bodily injury to another student or employee by pushing, shoving, or fighting.
- Verbally assault, abuse or threaten another student or employee (i.e. name calling, derogatory statements, verbal threats to harm, etc.).
- Cheat or be dishonest.
- Leave school grounds without permission.
- Use profanity or vulgar language.
- Vandalize or write graffiti on school facilities.

Expectations & Interventions

The achievement of a safe and orderly environment is the result of clear statements of specific expectations, the consistent monitoring of student behaviors and the application of intervention strategies. Interventions are designed to motivate students to return to appropriate behaviors. Interventions will be administered in a timely manner with the least disruption to the education program. Interventions will be consistent with the degree of the infraction, be appropriate for the age/developmental level of the child, and maintain the child's dignity.

BEHAVIOR EXPECTATIONS

General

- Be polite and use good manners.
- Take care of school property.
- Treat everyone and everything in a respectful manner.
- Be responsible.
- Follow directions from teachers/staff for eating snacks.
- Gum chewing is prohibited at all times.

Outdoor Recess

- Enter and exit the building in an orderly way.
- Keep the playground "litter free."
- Follow directions from teachers/staff on duty.

Indoor Recess

- If using the gym, proceed to/from in an orderly and quiet way.
- If using the gym, use equipment in an appropriate way.
- If using the gym, leave the facilities as you found them.
- Use quiet voices in classrooms.
- Play indoor type games in the classrooms (i.e. board games, puzzles).

Lunchroom

- Talk in quiet tones and use good manners.
- Wait patiently.
- Follow directions from teachers/staff on duty.
- Keep lunchroom clean.
- Clean up personal area after eating.

Hallways

- Walk in a quiet and orderly way.
- Stay to the right.
- “Designated holder” or first student holds the door for the class.
- Do not touch hallway decorations.

BEHAVIOR INTERVENTIONS

Low Level

The following are used for minor disruptions:

- Parental contact.
- Clarification of expectations.
- Verbal reprimand.
- Time out.
- Student/teacher conference.
- Change of position of desk, in line, etc.
- Isolation within room for a designated period of time.
- Behavior correction related to infraction (i.e. use a paper towel to clean up spilled water; go to end of hallway and walk).
- Suspension of privileges (i.e. recess, special program, etc.).

Medium Level

The following are used for continued, unmodified minor disruptions and/or behaviors that have a negative impact on the learning, safety or property of others:

- Parental contact.
- Behavior modification plan.
- Removal from classroom.
- Referral to principal.
- Consultation with counselor.
- Repair, clean or replacement of property.
- Home/school plan.
- Personal physical intervention (stopping a behavior that is dangerous to the student or other students).

High Level

The following are used for extreme learning disruptions, dangerous acts or severe safety violations:

- Parental contact.
- In-school suspension.
- Out-of-school suspension.
- Expulsion.

Weapons & Acts of Aggression Policy

Any objects that are generally accepted as a weapon or could be used to injure another student are NOT permitted in school – for example: guns, knives, sticks, lighter, etc. A toy or object that resembles a weapon and is used in an aggressive manner will be viewed as an act of aggression.

If the student brings such an item to school, the item will be taken from the child and given to the principal. The item will be returned only to the student’s parent/guardian.

The principal will meet with the student as soon as possible after the incident.

The principal will call the parents and inform them of the incident and of their need to come to school to discuss an appropriate disciplinary action and to remove the student from the school.

There will be a follow up letter to the parent/guardian reviewing the incident, the discussion from the meeting, and disciplinary actions.

Any statement or act of aggression against another student or adult will be handled using the outlined procedure.

Each incident will be taken as a serious violation. Incidents involving weapons or acts of aggression will result in a suspension.

Any actions or statements of aggression towards another student will be handled via a similar process.

COMPUTER NETWORK & INTERNET ACCEPTABLE USE POLICY

We are pleased to offer a wide range of technologies to students, staff and faculty at The Silver Academy. The internet and computers on our network are used to support the educational objectives of The Silver Academy. Use of these technologies is a privilege and is subject to a variety of terms and conditions. The Silver Academy retains the right to change the terms at any time.

1. Privacy

- a. I understand that anything I do online or electronically is not private and can be monitored (seen by others).
- b. I will not tell my User ID or Password to anyone other than my teacher or parent. (Not even my best friends.)
- c. I will not send or post pictures of myself or others

over the Internet without permission from my teacher or parent.

2. Communication

- a. I will use language that is pertinent and appropriate in all my written work and when participating in online collaborative work. I will not use profanity or any language that is offensive to anyone.

3. Respect for Others

- a. I will respond respectfully to the opinions and values of others.
- b. I will not send or share mean or inappropriate emails, texts or any other type of electronic messages.
- c. I will not upload or publish personal information, private communications or photos of other people without permission.

4. Honesty and Safety

- a. I will not log into any account that belongs to someone else.
- b. I will not pretend to be someone else while online.
- c. I will only communicate with people I know online, unless I receive permission from my teacher or parent.
- d. I will seek help if I feel unsafe, bullied, or witness unkind behavior.

5. Using Online Materials

- a. I will document and cite all works I find online and use in my school work. (This includes writings, data, pictures, music and more.)
- b. I will not present online works as my own.
- c. I will respect the creators of online works and will follow Copyright Law when choosing and using online resource works. (This includes writings, data, pictures, music and more.)

6. Respect for school and personal property

- a. I will take care of all equipment in our school.
- b. I will use the computers at school for school related purposes only.

I understand that it is my responsibility to honor the Acceptable Use Policy online at home and at school. I understand that I will be accountable for my behavior and will not engage in activities that are in violation of this Policy.

DRESS CODE

The Silver Academy is a professional private religious school. The school's philosophy that has helped our students to achieve academic excellence includes teaching students to dress in a way that promotes self-worth and self-respect. In this regard, the school has adopted the following dress code:

Tops

- **Permitted:** Shirts and/or blouses with capped, short, or long sleeves.
- **Not Permitted:** Ripped clothing; dirty clothing; tank tops; halter tops; spaghetti straps; sleeveless shirts; tight-fitting shirts; low-cut necklines; shirts that leave shoulders bare; distracting, revealing, or provocative clothing; exposed midriffs; or inappropriate logos.

Pants/Dresses/Skirts

- **Permitted:** Dresses and skirts that fall below the knee; mid-calf length capri pants; jeans; or loose-fitting leggings or track pants.
- **Not Permitted:** Shorts above the knee; sweatpants; stretch pants; tight leggings; spandex; tight-fitting pants; tight skirts; tight dresses; sundresses worn without a shirt or sweater; skorts; short skirts worn with tights; or distracting, revealing jeans, or provocative clothing.
- **Exception:** At the discretion of the Principal, all students may wear non-athletic knee-length shorts.
- **Exception:** See dress code for physical education below.

Footwear

- **Permitted:** Sneakers, dress shoes, rain boots, snow boots, or dress boots.
- **Not Permitted:** heels over two inches; thong sandals; flip-flops; crocs; Heelys; or similar type footwear.

Religious-Wear

- Boys are required to wear a *kippah*.
- Girls are permitted to wear a *kippah*.
- The wearing of *tzitzit* by boys and girls is optional.
- **Exception:** In Kindergarten, a *kippah* is required only during prayer, mealtime, and the Judaic Studies program.

Physical Education Dress Code

- Students are required to wear clothing that will permit them to run and play games.
- Students are required to wear athletic socks.
- Students are required to wear athletic sneakers that can be worn both indoors and outdoors.

- Middle school students are required to bring a change of clothes (socks, T-shirt, sweatshirt, knee-length shorts, and/or loose sweatpants) for gym class.
- Middle school students are encouraged to use deodorant.
- **Not Permitted:** Platform sneakers; dirty or ripped clothing; or inappropriate logos.

Enforcement of Dress Code

The first period teacher will check students to ensure that the dress code is being followed. Students who are found to be in violation of the dress code will be sent to the office. Whenever a student is in violation of the dress code, parents will be contacted and asked to bring appropriate clothing to school. Repeated non-compliance with the dress code may result in progressive discipline up to and including suspension from school, or in the case of gym class, the failing of gym class.

GENERAL SCHOOL POLICIES & PROCEDURES

Building Care and Use

Staff and students are equally responsible for the building appearance.

Bus Safety

- The bus drivers will advise students of the bus rules. Students who fail to follow the safety rules may lose their transportation privileges.
- See Code of Student Conduct for more details on student behavior.
- On the first infraction the principal will give a warning and call the parent.
- On all subsequent infractions the student's bus pass will be revoked for one week.

General Rules

- Respect others and all property.
- Lockers, cubbies and desks should be kept neat and uncluttered.
- Stickers are not permitted on lockers, cubbies or desks.
- Walk quietly and in an orderly way in the hallways and stairwells.
- First person or designated door holder holds the door for the class.
- Gum chewing is prohibited at the Silver Academy.
- See also Code of Student Conduct for more details.

Party Invitations

Invitations to parties may NOT be distributed at school. No exceptions.

Families that have parties and invite students from our school should try to be respectful to all those that observe Jewish Dietary Laws and observe a traditional Shabbat.

Recess Rules

Outdoor

- Treat others with respect and fairness.
- Share.
- Take care of the property and equipment.
- Playground balls are to be used only in the field area.
- Playground balls should never be used in the enclosed area where there is climbing apparatus and other playground equipment.
- Throw wrappers, etc. from snacks in trash receptacles.
- When the whistle is blown, line up quietly to return to your classroom.
- Check playground to be sure all equipment and personal items are brought back into school
- Return equipment to the proper location.

Indoor

- Treat others with respect and fairness.
- Share.
- Play quiet games.
- Follow rules of classroom.

CELLULAR PHONES & OTHER ELECTRONIC DEVICES

Cell phones will be collected during Homeroom and will be returned at the end of the school day..

Office Telephone

Students are permitted to use the office phone for emergencies only.

Students will not be called from class to speak on the telephone unless it is an emergency. The issue MUST be stated to the person answering, or an appropriate staff member, before the student is called to the phone.

Special Activities

During the year students have the opportunity to participate in a variety of programs including assembly programs, class presentations, luncheons, academic competitions and contests. Teachers provide information

on these programs based on grade level participation. Information is also provided in the weekly Silver Summary email, Silver Alert emails, letters from the principal or in a separate flyer. Occasionally information will be sent home in a mailbag.

For students to participate in some events, parental permission is required. If a permission form is not signed and returned by the date/time designated, the student could be excluded from the event/activity.

Textbooks

State legislation authorizes the loan of textbooks and instructional materials by the Secretary of Education to children enrolled in kindergarten through grade 12 in nonpublic schools. The specific textbooks and materials to be loaned to your child(ren) have been requested. The law requires that the parent of each child attending the nonpublic school individually request a loan of textbooks and instructional materials. Please complete the individual request form and return it to school.

LOCKDOWN PROCEDURE

- An alert will be broadcast over the PA system: “Lockdown Procedure in Effect.”
- Teachers should quickly look in the hallway for any students. Administration and security will complete a more thorough search.
- Staff will close and lock doors. If possible staff will, cover the window slot on the door.
- Staff will account for all students, if students are missing, they will be reported to administration via text message.
- Students and teachers are to assemble in an area furthest from the door. They must be in an area not visible through doors or windows.
- All lights, computers and cell phone ringers should be turned off. The room should appear silent and unoccupied.
- Each classroom has two red and green cards. Green indicates all is well and red indicates help is need. Place one card beneath your door and the other card on the exterior window.
- Everyone is to remain in the lockdown position until the all-clear signal is given.
- The all clear will be either an administrator or our school guard unlocking your door and verbally stating that the lockdown is over.

TORNADO DRILL

General Information:

- The lowest place in the building is the safest.
- Students should be in an area where there are no windows and as many walls possible between them and the outside of the building.
- SECONDS COUNT – people must be moved into safety area in 2-3 minutes. This is due to the fact that there is very little lead time for tornado warnings today. So prepare for a REASONABLE WORST CASE SCENARIO.
- FLYING DEBRIS is the biggest tornado hazard.
- Auditoriums, gymnasiums, and cafeterias are POOR places for shelter. This sort of room has inherent structural weaknesses with lack of roof support, making them especially prone to collapse with weaker wind loading than more compact areas of the same school building.

TORNADO EVACUATION/DRILL PROCEDURES:

- An announcement will be made over the PA system: “This is a tornado drill”
- When alarm sounds, students must stand up and proceed to the classroom exit in a quiet and quick manner. They must leave all personal items behind.
- Teacher will direct students to center stairwell across from bathrooms and descend to ELC’s Pre-K room (room directly across from stairwell).
- Students will then squat on the floor with their backs to the wall and heads to the center of the room. They will then cover their heads with their hands.
- Wait until the “all clear” is given before returning back to classroom.
- If a tornado has struck, keep students away from broken glass, falling debris, downed power lines, power lines in water, and render aid to those in need.

Gymnasiums, cafeterias, auditoriums and rooms with windows are not safe rooms to be in during a tornado.

EVACUATION PROCEDURE FOR BOMB THREATS

In an orderly manor have kids collect their coats; teachers are to also collect their coats, keys, and anything they would need to take home with them.

- Do not assume you will be reentering the building.
- As you leave your room, remember to turn lights off and shut the door behind you.

- Once outside, designated teachers will make the decision based on the weather and amount of time outside to stay where they are or go to safe houses within a few blocks of the school.
- When given the all clear, teachers may return to school.
- Please remember to always scan the area before leaving the building. You will be looking for people that look out of place and shouldn't be there and devices that have been placed outside of doors or in the play areas.

Things to look for:

Soda cans or bottles, lunch boxes or bags, duffle bags and backpacks. Almost anything can house an explosive device. Do not let kids go near anything that does not belong to them.

BT1- Proceed to the exit by the office, utilize the stairs to get to the north side of the field furthest from the building.

BT2- Proceed to the exit by room 223 (Vaughan St.) Move to area by the alley. Do not put kids in groups close to the street where they could be struck by an out of control vehicle.

BT3- Proceed to the exit by the teacher's lounge across from the bathrooms then exit building via ramp to playground and out to the north side of field.

BT4- Proceed to the exit at SE corner of cafeteria, exit building and move to the field at North side of playground.

In a bomb threat situation (unless you absolutely have to), we will NOT utilize the exit in the lobby.

FIRE DRILLS

Fire drill procedures must be posted in all classrooms. Teachers should review the procedures with the students

Goal: All students, staff and faculty exit in less than two minutes.

Have kids get their coats, teachers will also want to get their coats, keys and anything they would want to take home with them. Do not assume you will be reentering the building.

Make sure you have turned your room lights off and closed the door behind you.

Proceed to the nearest exit you can safely use unless you have been instructed otherwise via intercom system.

Safety Procedures:

Take a moment to scan the area for anything or anyone that looks out of place.

Take kids to safe areas away from the streets or areas they

could be struck by moving or out of control vehicles.

Make sure kids do not touch or pickup anything that is on the ground or placed by doors or play areas.

If you see someone you are not familiar with in the area you were heading, go around them or in a different direction, DO NOT take the children to an area that may put them at risk of being injured.

Only reenter the building after the all clear has been given.

Nearest Exits:

Rooms 209, 210, 211, 213, 214 and 215 – exit through the door that leads to the outside metal stairs and line up inside the fence at the far end of the field.

Room 212 – stay to the left and exit through the front door via the bridge and line up inside the fence at the far end of the field.

Room 216, 224, 225 and 226 – stay to the left and exit through the center stairway and line up inside the fence at the far end of the field.

Rooms 232 and 233 – exit double file down the center stairway and line up inside the fence at the far end of the field.

Rooms 217 and 218 – stay to the left and exit through the Vaughn Street doorway and line up across the street.

Rooms 219, 221, 222 and 223 – exit through the Vaughn Street doorway and line up on the sidewalk to the left of the school or across the street.

Lunchroom – exit through the stairs next to the kitchen. Any teacher who does not have a class and is in proximity to the lunchroom should offer assistance in the area.

HOMEWORK POLICIES

Student Planners

Student Planners enable teachers, parents and students to coordinate daily homework with due dates of larger term projects and other assignments. If your child has no homework, or too much homework, please communicate your concern to your child's teachers. The student planner can serve as an excellent vehicle for communication between teacher and parents.

Student Responsibilities

It is expected that all students will:

- Complete all assigned homework.
- Have a method of recording homework assignments.
- Make sure that they understand the assignments by asking questions.
- Maintain a regular reading program – 20 minutes of nightly reading.

- Discuss their homework with parent(s).

Students in grades 3 through 8 are encouraged to pace her/himself to complete:

- Long term reading assignments.
- Research.

Parent Responsibilities

Parents can help their children by:

- Providing a proper workspace and materials in the home.
- Establishing a regular quiet time for homework and study.
- Talking with their children about their homework.
- Providing opportunities for their child to get reading material (i.e. visits to library or bookstores, subscribing to magazines and newspapers).
- Reading everyday for 20 minutes with their child(ren).

LUNCH, SNACKS & TREATS

The Silver Academy is a **PEANUT & NUT FREE ENVIRONMENT**. **No food/snacks containing peanuts or nuts may be brought into the school for ANY reason.** This includes individual snacks as well as treats for the class. The reason for this is to protect our students who have severe food allergies.

Lunch is provided for the students. Students may bring two healthy snacks to eat during AM and PM recess only.

Students in grades K-8 are expected to bring their own snacks to school each day, unless directed otherwise by the teacher.

A menu is provided in the Silver Summary each week. Please check the menu for designated MEAT days. **Only non-dairy food items may be brought on meat days.**

All processed food brought to school for snacks or class treats **MUST** bear one of the Kashrut symbols listed in Appendix A. **NO** food brought to school can contain peanut or nut ingredients or even traces.

Teachers will confiscate all snacks that do not bear one of the accepted *Kashrut* symbols or that contain peanuts/nuts and return them to the student at the end of the day. These snacks should be returned home unopened.

Snacks should be labeled with the student's name and be single serving snack size bags or boxes.

Snacks may be eaten in the classroom during a break only if the teacher authorizes that break time. Snacks may also be enjoyed outside on the playground area. Snacks may not be eaten in the hallways, on the playground equipment or in the gym.

Students are responsible for disposing of wrappers or trash.

See acceptable *Kashrut* symbols in appendix A.

MEDICAL & EMERGENCY INFORMATION

Please let us know about any special needs or if your child is being treated for a medical condition so that we can make their school experience a safe and happy one.

Medications in School

- **State law prohibits school personnel from administering medication to students.**
- **State law does allow for medications during life threatening health problems.**

If your child has a life-threatening medical condition please fill our and return the form on pages 18.

Accident Reporting

In case of an accident which may need additional attention the teacher will complete an accident report form.

Health and Emergency Forms

Health History and Emergency information update forms are mailed to parents in July/August. Both forms must be completed and returned to the school office on or before the first day of school.

Health Guidelines

Children who are ill should not be sent to school.

Below is a list of symptoms to help you decide if your child is too sick to come to school.

Fever

Your student should remain at home if he/she has a fever greater than 100 degrees.

He/she may return to school when he/she is fever free for 24 hours without any fever reducing medications (ie: Advil®, Tylenol®, aspirin).

Vomiting/Diarrhea

Your student needs to remain at home until he/she is symptom free for 24 hours.

Conjunctivitis (pink eye)

If your child looks suspicious for pink eye, please have him/her evaluated by a medical professional before coming to school.

If pink eye is confirmed, he/she may return to school 24 hours after the start of a prescribed medication.

Rashes

Common infectious diseases with rashes are most contagious in their early stages. A child should not go to school with a rash unless it has been evaluated by a medical professional and authorizes a return to school.

Colds

If your child has a thick or continuous nasal discharge, he/she should remain home. Very young children can not effectively blow their noses and wash their hands afterwards. Consequently, this spreads the disease to others.

Other highly contagious diseases such as chicken pox, swine flu, etc.

Remember, a sick child will not be at his/her fullest learning potential. Also, keeping children home helps the child to recover faster and it prevents the staff, faculty, and other students from getting sick.

Head Lice Policy

To maintain a healthy environment for students and staff. To provide guidelines for the prevention and control of head lice in the school setting.

Head lice are tiny insects that live on the human scalp and feed on human blood. The adult female lays up to six eggs a night, attaching them to the base of the hair. Nits hatch in 7-10 days and have a life span of up to 30 days. Newly hatched lice need human blood quickly, while adults can survive up to 24 hours on a human host. They do not carry disease, but an allergic reaction to the bite may cause the scalp to itch.

A school nurse may examine a student for head lice when indicated by report from the teacher, a parent, or lice infestation has been identified with another student in that classroom, or if sibling has infestation. If nits or lice are identified the following procedure shall be implemented:

- The parent/guardian will be immediately contacted to

pick up the student.

- A school nurse will provide information to the parent/guardian regarding treatment.
- The student will be excluded from school until treatment is concluded.
- All students and the teacher in the infested child's classroom will be screened for head lice.
- The school nurse where siblings are located will be notified and will examine the siblings and other close contacts for infestation.
- If lice are identified in either case, the other students in that classroom and the teacher will be screened.

Readmission

After treatment has been completed and all head lice have been removed from the head, the following procedures shall be implemented:

- Parent/guardian will accompany the student to school for readmission and examination by a school nurse.
- The student must be examined by a nurse before returning to class.
- If upon examination the student is found to still have head lice, the student will be denied admission and given instructions on measure to take to clear up problem so that the student can return to school.
- Student will again be examined by a school nurse before returning to class. If there are no lice or nits, the student may return to class.
- In most cases, the student should return to class after no more than three (3) days. After that time, the student may be charged with unexcused absences.

Immunizations

Immunizations need to be completed BEFORE your student begins their education at The Silver Academy. Please have these completed and submitted to the office prior to the student coming to school in the Fall. There are changes in the PA Department of Health Guidelines for immunizations and we want to make sure we are following those guidelines (Refer to the Harrisburg School Board Policy 203). If these are not completed, your student will be excluded, five days into the school year or until they are completed according to a record with dates which are set up with the Physician's Office prior to entering the building. The immunizations are completed to keep both students and staff healthy.

Students coming into a school must have:

- Five Td or Dtap Vaccines

- Three Hepatitis B Vaccines
- Four Polio Vaccines (although in many cases the students are now getting four Polio Vaccines)
- Two MMR Vaccines
- Two Varicella Vaccines or a titer indicating a student has had the disease.
- Upon Entering Seventh Grade, (ENTERING NOT WHILE ATTENDING), the Students need: One TDAP and ONE MENACTRA Vaccine Given.

Medical and Dental Exams

Children need a complete medical physical by a doctor

- Upon original entry into school (K/1st)
- In grade 6

Dental exams are required

- Upon original entry into school
- In grade 3
- In grade 7

Parents must provide documentation to the school that the child's health record is complete.

All of the forms needed for the above are available on our website: www.silveracademypa.org

Infectious Diseases

In all cases precautions should be taken if you are handling body fluids. **Under no circumstances should a student be asked to clean-up or handle another student's fluids.**

When handling/cleaning body fluids please use the following precautions:

- Contact the office for disposable gloves.
- Use disposable towels or tissues.
- Dispose of all soaked towels, used gloves, etc. in a plastic bag. The bag should be closed and disposed of immediately - not left in the trash can.
- The office will contact the maintenance staff to clean the contaminated area with a disinfectant.
- Wash your hands with soap or an antiseptic even if you used gloves.
- Be aware of any puncture wounds, open sores, etc on your own skin that may have come into contact with the body fluids. Be sure to clean these areas thoroughly.

Physical Education/Recess

Physical Education classes are held each week and recesses are held daily. Students, who for medical reasons, cannot

participate, must bring a note from a parent or doctor for each specific day. Students may not be regularly excused from P.E. unless they have a documented, serious illness.

PARENT-TEACHER CONFERENCES/ CURRICULUM MEETINGS

Parent-Teacher Conferences are held in November at the end of the first quarter, in March or as requested.

Open House—Provides an opportunity for parents and teachers to meet, for the parents to hear about their child's current program, and to see some of the books and materials he/she will use.

Parent-Teacher conversations can be in person, via phone or e-mail. They can be initiated by either the teacher or the parent.

SST: Student Support Team—The Student Support Team consists of those professionals who provide support or enrichment to individual students. This team includes two part time Learning Support teachers employed by The Silver Academy, several professionals from the Capital Area Intermediate Unit's Non-Public School Services Division – School Guidance Counselor, Reading & Math Tutor, Speech/Language Pathologist, an ELL teacher (English Language Learners), the principal and two general studies elementary teachers.

These professionals provide supports to individual students, small groups of students, and some whole class support.

When a staff member or parent has a question or concern regarding a student's academic performance or social adjustment, appropriate members from this team meet to review the issue and develop an appropriate plan to support the student. In some cases, professionals from outside the school are included as a part of this team. A summary of the discussion and recommendations is sent to the parent(s)/guardian(s) and the respective staff members following this meeting.

REPORT CARDS

Report cards are issued 4 times per school year.

Mid-Term progress reports will be issued each quarter if there has been a two grade drop since report cards and will note an approximate grade or average.

VISITORS TO THE SCHOOL

ALL non-school employees will be considered to be visitors to the school.

Parents MUST follow the same procedures as visitors to the school.

All parents and visitors MUST enter the Silver Academy through the main door near the JCC offices (opposite the elevator). Parents and visitors MUST ring the buzzer to be admitted and MUST report directly to the school office upon entering the school. Parents/visitors may be required to show a photo ID if requested.

No one may visit the school or go to a classroom without permission from the office. All visitors who will go beyond the school office MUST wear a visitor's badge.

Visitors MUST sign-out and return all badges prior to leaving the school.

WEATHER CLOSINGS

Inclement weather information for delayed openings, cancellations and early dismissals

Closing, delay and early dismissal information will be announced on these TV or internet sites:

Internet:

www.abc27.com
www.CBSlocal21news.com
www.wgal.com

TELEVISION

WGAL - 8 (Cable 3)
WHP - 21 (Cable 2)
WHTM - 27 (Cable 9)

Text Alerts:

In addition to the TV, Internet and radio stations you can also receive notification via text message. To receive text message through Remind.com follow the instructions below.

If you have a smartphone, get push notifications. On your iPhone or Android phone, open your web browser and go to the following link: rmd.at/gh87cd Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.

If you don't have a smartphone, get text notifications. Text the message @gh87cd to the number 81010. If you're having trouble with 81010, try texting @gh87cd to (660) 530-4095. * Standard text message rates apply.

For a 1 hour delay students should arrive between 9:00 – 9:10 am

For a 2 hour delay students should arrive between 10:00 – 10:10 am

Arrival procedures will be as usual. Whenever there is a delay, students will daven at home.

Delayed openings can be changed to closings, so please continue to listen to the radio, television or check the internet for updates.

Bus Transportation:

Buses that provide transportation will follow their district's closing, delay and early dismissal schedule. If your child rides on a district bus, please be sure to also listen for announcements from that district.

Aftercare is not available on our early dismissal days.

HOW WE DECIDE TO CLOSE/ DELAY

Who is watching the weather? The Principal and administrative staff carefully watch the weather conditions during seasons of possible inclement weather.

What factors are considered when making the decision to close school? The safety of all Silver Academy children and faculty is our primary concern in making our decision. In deciding whether children will be safe, we consider:

1. Information from law enforcement, including whether roads are snow covered or icy;
2. Time snow or ice starts and the amount;
3. Weather predictions from NOAA Emergency Alerts;
4. Building conditions (e.g., whether the JCC has power and heat);
5. Parking lot conditions;
6. Temperature and wind-chill.
7. Availability of district school bus transportation.

Who makes the decision? The Principal is responsible for the final decision, based on the above factors.

When Is The Decision Made? The decision to delay or to close school will be made by 6:00 AM, except in the situations when inclement weather may force school closings during the school day.

How will our parent and student body be notified?

When a decision is made to delay or close school, details will be immediately sent via a Silver Academy Email Alert. In addition all the local news media outlets will be notified. Please be aware that DELAYED OPENINGS can be changed to closings, so please continue to listen to the radio, television, or check the internet for updates.

APPENDIX A

KASHURT SYMBOLS



BOARD OF DIRECTORS

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Emily Halper
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Katherine Baker
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Stacey Shubitz
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Isaac Levine
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Members serving through 2020

Emily Freeburn
Yamit Friedman
Judith Schulder

General Counsel

Joel Burcat

APPENDIX B

GENERAL CLASSROOM SUPPLY LISTS BY GRADE

Students are expected to have the following general supplies on the first day of school.

GANEINU

- 1 book bag or tote bag to stay in cubby for use as needed
- 1 complete change of clothes marked with name
- 1 lin. 3 ring view binder (the kind where you can slip in a paper cover)
- 1 pair of decorative knee socks to be turned into a plush Torah

KINDERGARTEN

- 1 FULL SIZED backpack, able to fit 10x12 inch binders
 - 1 3-ring heavy-duty view binder, 1 ½ inch, for poems
 - 1 3-ring binder, ½ inch, for siddur
 - 2 composition notebooks for journaling
 - 2 plastic folders (no rings) with 2 inside pockets
 - 2 2 pocket folders with fasteners (Music)
 - 1 4 oz. bottle of Elmers-type glue
 - 1 set of crayons, no more than 24 per box*
 - 1 set of thin line washable markers, no more than 12 per box*
 - 1 set of broad line washable markers, no more than 12 per box*
 - 1 box of tissues, labeled with name
 - 1 complete change of clothes including socks, labeled with name
 - 2 kippas, labeled with name
- * These supplies may need to be replenished later in the year

FIRST GRADE

- 1 book bag or backpack
- 2 spiral bound notebooks (wide rule) - (General Studies)
- 1 pack of loose leaf paper (Music)
- 4 large erasers (two for each class)
- 8 pocket folders with fasteners (4 for General Studies w/ 2 fasteners, 2 for Judaic Studies, 2 for Music)
- 1 pair of child's scissors (left-hand students should have left-hand scissors) (Judaic Studies)
- 1 box of crayons, no more than 24 in a box (Judaic Studies)
- 2 boxes of colored markers, no more than 8 in a box (Judaic Studies)
- 2 supply boxes, large enough to fit crayons, erasers and scissors but not larger than 10x5x3 inches* (One for Judaic and one for General Studies)
- 1 sweater or sweatshirt to keep in class (temperature is variable in room)
- 1 pair of extra underwear in a Ziploc bag, labeled with name
- 5 large glue sticks
- 2 different colored pens (General Studies)

- 2 boxes of tissues, labeled with name
- 1 box of snack size Ziplock bags
- 1 box of quart size Ziplock bags

SECOND GRADE

- 1 book bag or backpack
- 1 composition notebook (General Studies)
- 2 spiral bound notebooks (General Studies)
- 1 pack of loose leaf paper (Music)
- 2 large erasers (one for each class)
- 1 box of colored markers (Judaic Studies)
- 8 pocket folders with fasteners (2 for Judaic, 4 for General Studies w/ 2 fasteners, 2 for Music)
- 1 supply box, large enough to fit crayons, erasers and scissors but not larger than 10x5x3 inches* (Judaic Studies)
- 1 sweater or sweatshirt to keep in cubby (temperature is variable in room)
- 1 pair of extra underwear in a Ziploc bag labeled with name (If needed)
- 5 large glue sticks
- 2 different colored pens (General Studies)
- 2 boxes of tissues (labeled with name)
- 1 box of sandwich size Ziplock bags
- 1 box of gallon size Ziplock bags
- 2 sets of highlighters yellow, green, blue, pink (General and Judaic Studies)

Please bring back *Siddur* and Album from 1st grade

THIRD GRADE

- 2 2 pocket folders with fasteners (Music)
- 1 pack of loose leaf paper (Music)
- 3 boxes of tissues
- 5 glue sticks
- 1 pair of scissors
- 1 pencil box
- 12 #2 pencils
- 1 packet of erasers (pink or pencil cap)
- 1 package of crayons, colored pencils or markers
- 5 folders with pockets (varying colors)
- 1 pack of wide ruled, loose leaf notebook paper
- 2 wide ruled composition notebooks
- 1 wide ruled spiral notebook (70 pages will suffice)

FOURTH GRADE

- 2 2 pocket folders with fasteners (Music)
- 1 pack of loose leaf paper (Music)
- 1 3 –ring binder, 1 ½ - 2 inch with 5 dividers (Judaic Studies)
- 1 folder with pockets for bringing home homework (Judaic Studies)
- 2 boxes of tissues
- 5 glue sticks
- 1 pair of scissors
- 1 pencil box
- 12 #2 pencils (or disposable mechanical #2 pencils)
- 1 packet of erasers (pink or pencil cap)
- 1 package of crayons, colored pencils or markers
- 5 folders with pockets (varying colors/designs)
- 1 pack of wide ruled, loose leaf notebook paper
- 2 wide ruled composition notebooks
- * students can reuse their writing journals from this past school year and only need to purchase an additional composition notebook

FIFTH GRADE

- 2 2 pocket folders with fasteners (Music)
- 1 pack of loose leaf paper (Music)
- 1 3 –ring binder, 1 ½ - 2 inch with 5 dividers (Judaic Studies)
- 1 folder with pockets for bringing home homework (Judaic Studies)
- 2 boxes of tissues
- 5 glue sticks
- 3 pairs of scissors
- 1 pencil box
- 12 #2 pencils (or disposable mechanical #2 pencils)
- 1 packet of erasers (pink or pencil cap)
- 1 package of crayons, colored pencils or markers
- 5 folders with pockets (varying colors/designs)
- 1 pack of wide ruled, loose leaf notebook paper
- 3 wide ruled composition notebooks
- * students can reuse their writing journals from this past school year and only need to purchase an additional composition notebook

MIDDLE SCHOOL

- 1 3-ring binder with dividers and pockets (General Studies)
- 2 2 pocket folders with fasteners (Music)
- 1 package of pencil-top eraser caps (or a Pink Pearl eraser) (General Studies)
- 2 blue or black ballpoint pens (General Studies)
- 2 red ballpoint pens for editing (General Studies)
- 1 green pen (or another color of your choice) (6th Grade General Studies)
- 1 pack note cards (lined) 3 1/2 x 5 (General Studies)
- 4 book socks or covers (General Studies)
- 1 dictionary & Thesaurus to keep at home (Merriam-Webster preferred) (General Studies)
- 1 box of regular #2 pencils (or mechanical #2 pencils) (General Studies, Judaic Studies)
- 1 3-ring binder, 1 ½ - 2 inch with 5 dividers (Judaic Studies)
- 6 book socks or covers, 1 large for large textbook. (Judaic Studies)
- 1 Siddur (Judaic Studies)
- 7 3-prong, 2 pocket folder (Math, General Studies, Judaic Studies)
- 3 new marbled composition notebooks (Math, English)
- 1 pack of loose leaf paper (Music)
- 1 spiral notebook with pockets (Science)
- 1 book sock (Science)
- 1 small metric/standard ruler (Math)
- 2 basic calculators (one for school and one for home) (Math)
- 1 box colored pencils (Math)
- 1 pencil case
- 4 boxes of tissues (labeled with name)
- 2 pkg. notebook paper (6th Grade General Studies)
- 1 folder with pockets (6th Grade General Studies)
- 1 pair of scissors (6th Grade General Studies)
- 1 glue sticks (6th Grade General Studies)
- 1 marbled composition notebook (8th grade Social Studies)

Faculty & Staff

Ganeinu

Judaic Studies: Tammy Reid

Kindergarten

Judaic Studies: TBD

General Studies: Kate Carpenter

1st Grade

Judaic Studies: Alla Fligelman

General Studies: Brandy Hurley

2nd Grade

Judaic Studies: Alla Fligelman

General Studies: Brandy Hurley

3rd Grade

Judaic Studies: Ellis Rosenberg

General Studies: Jessica Wenzelberger

4th Grade

Judaic Studies & Hebrew Language:

Ellis Rosenberg & Rabbi Gewirtz

General Studies: Jessica Wenzelburger

Math: Mindy Lock & Cheryl Sinoway

5th Grade

Judaic Studies: Rabbi Gewirtz

General Studies: Jessica Wenzelburger

Hebrew Language: Ellis Rosenberg

Middle School

Judaic Studies: Rabbi Gewirtz &

Ellis Rosenberg

Language Arts: TBD

Mathematics: Jane Dalton

Social Studies: Brandy Hurley

Hebrew Language: Alla Fligelman

Specials

Music: Marina Cherepinsky

Art: Debra Rietmulder

Computer: Gail Rebuck

Physical Education & Health: TBD

Science: Susan Gaughan

Resource Support

Resource Teacher & TSS Coordinator: Cheryl Sinoway

Resource Teacher: Mindy Lock

ESL: Karen Schreiber

CAIU Support

Speech Clinician: Jessica McCool

Remedial Specialist: Kathleen Beveridge

Counselor: George Schmidt

Staff

Principal: Debra Feeburn

Administrative Assistant: Amy Guilmette

Administrative Assistant: Myrna Rubin

Business Manager: Gretchen Willard

Director of Development: Shari Dym

Recruitment Coordinator: Jaclyn Rubin

Students With Life-Threatening Health Conditions

The Silver Academy | 3301 North Front Street, Harrisburg PA 17110 | 717.238.8775

Dear Parent or Guardian:

Your child's safety and well-being at school is a priority. We recommend that parents of children who have a life-threatening health condition obtain a medication or treatment plan signed by a licensed health care provider and provide it to the school each year. Please make plans to schedule an appointment with your child's physician or health care provider as soon as possible to obtain a signed medication or treatment plan. Provide a copy of the plan to the following person. Please call if you have any questions.

Parent/Guardian: Please complete the section below and return the form immediately.

Name of Student:

Date:

Name of Parent:

Please complete and return this form for each child who has a serious or life-threatening condition that may put him/her in danger that may require medical services to be performed at school if a medication or treatment plan is not in place.

_____ severe asthma

_____ food allergies (please list):

_____ bee sting allergy

_____ unstable diabetes

_____ seizures

_____ other:

_____ other:

_____ I have attached a medication or treatment plan.

_____ I will provide a medication or treatment plan by the following date: _____

Signature of Parent/Guardian:

Address (C/S/Z):

Email Address:

Telephone:

AGREEMENT FORM

We have reviewed and agree to the following policies:

- Arrival
- Dress Code
- Family Travel
- Lunch, Snack & Treats
- Visiting the School
- Invitations
- Phone Usage
- Weapons Policy

Sign & Return This Bottom Portion to The Silver Academy Office

We have reviewed and agree to the following policies:

- Arrival
- Dress Code
- Family Travel
- Lunch, Snack & Treats
- Visiting the School
- Invitations
- Phone Usage
- Weapons Policy

Please Print Family's Last Name

Signatures:

Student #1

Grade

Student #2

Grade

Student #3

Grade

Parent

Date