

# St. Augustine School

Ossining, N.Y.




## *New Family Survival Guide*






# ST. AUGUSTINE SCHOOL

Ossining, New York



FIRST FRIDAYS	GRUB CLOTHES	N.U.T. Cards
 <ul style="list-style-type: none"> <li>– The first Friday of some months is a half day of school. Dismissal is at 12:00 noon – sharp. Make sure to discuss this with your bus driver to determine when you should be at your bus stop.</li> <li>– There is no “After School” program on First Fridays.</li> </ul>	<p>On selected first Friday’s the children may wear their own clothes to school. (Shorts are permitted on hot days.) Each student donates a quarter on this day. This is saved for the 8<sup>th</sup> grade trip.</p> 	<p>Periodically, your child may receive a NUT Card. These are “No Uniform Today” rewards given for certain fundraisers. When awarded, the student has a specific time period in which they need to use the NUT card.</p> 

NOTES:




SCHOOL BAKE SALES	BUYING LUNCH (AND MILK)	WHAT ABOUT PB&J SANDWICHES
<ul style="list-style-type: none"> <li>– Once a month we have a bake sale during the school lunch periods. Each grade hosts a bake sale during the school year. These are organized by the class parents with the help of each family sending in a bake sale item. Don’t worry, if you are busy or if baking isn’t your thing – you can pick something up from the bakery to send it with your child.</li> <li>– Students will be allowed to go to the bake sale during their lunch period. Sending in 50 Cents is sufficient for your child to purchase something that day. Additional monies may be sent in as there are cakes that are raffled off to be taken home.</li> </ul>  <p>Funds from the bake sales are designated to defray costs of copier lease.</p>	<ul style="list-style-type: none"> <li>– Lunch money for the younger children should be put in an envelope each day. Mark it with your child’s name and lunch order. Sending in the exact change is always appreciated. If your child forgets their lunch money, they will be given lunch by the kitchen and the money must be repaid the next day. Menus are sent home the first week of school and are also located on our website.</li> <li>– The lunch price includes the item noted on the school lunch menu. Milk, water, and snacks are available for additional purchase.</li> <li>– SAS takes part in a milk program where you may purchase milk for the entire school year for your children. Notices will be sent home the first week of school about this program.</li> <li>– In addition to the basic lunch: Juice and water are \$1.50 and \$1.25 respectively and snacks are 75 cents. The kids especially like purchasing Popsicle and ice cream treats on hot days. Ice cream Oreo Chipwiches are \$1.50</li> </ul> 	<p>No peanut products will be sold by the cafeteria and none should be included in products sent to school for classroom snacks, bake sales or parties. A peanut free table will be available in our cafeteria. Please contact the Health Office in writing at the beginning of the school year if you choose to have your child utilize this table during his/her lunch period.</p> 

NOTES:



DROP OFF – PICK UP	SCHOOL CLOSINGS	GYM CLOTHES
 <ul style="list-style-type: none"> <li>– Mornings: Please follow the buses. Follow the BIG signs. Pull up as far as you can and have your children exit promptly – from the passenger side. If your children are younger or if they have things to carry in, please park in designated parking spaces outside of the drop off circle.</li> <li>– School begins at 8 am</li> <li>– School is dismissed at 2:25 pm</li> <li>– Pick Ups: Are done in the back of the school. If your child normally takes the bus, <u>you must send in a signed note</u>, indicating that YOU will be picking them up that day.</li> <li>– Parents meet BEHIND the school for afternoon pick ups. Please park your car and walk to the area near the bottom of the hill where other parents gather to wait. Younger students will not be let off the back steps until the dismissing teacher has confirmed that you are there!</li> </ul>	<ul style="list-style-type: none"> <li>– We use “IRIS” as one way to notify parents of any school closings. This is an automated phone service that allows us to quickly call each family to alert them of any changes to the normal school day.</li> <li>– We follow the Ossining Public schools in regard to closings because of weather. Please note that there are some times that other districts (Croton, Peekskill, Yorktown) will make different decisions regarding weather and schools.</li> <li>– IRIS calls are most often made by 6 am if the school will not open or there is delayed starting.</li> <li>– We have had times where weather causes an early dismissal. We will use IRIS Alert to notify all families. You need to know that you child will be bussed home when your school district busses them home.</li> </ul> 	<ul style="list-style-type: none"> <li>– Most children in 1<sup>st</sup> through 8<sup>th</sup> grades wear their gym clothes underneath their uniform – on their gym days. If a student can’t wear their gym clothes under their uniforms, they will be allowed to change before gym class.</li> <li>– K through 5<sup>th</sup>: Gym is twice per week</li> <li>– 6<sup>th</sup> through 8<sup>th</sup>: Gym is once per week</li> <li>– Sneakers are to be sent in their backpacks for gym day. Another option is to have an inexpensive pair of sneakers that can be kept in their locker.</li> <li>– Kindergarten students <u>do not need gym uniforms</u>. They only need to wear sneakers to school (in place of uniform shoes) on their gym days. They keep their sneakers on all day.</li> <li>– If children do not have sneakers, they will not be able to participate in the gym class activities for that day.</li> </ul> 
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LOST & FOUND	SAS UNIFORMS	NEIGHBORHOOD BUS STOP
 <p>Is located in the large drawers under the trophy case outside the gym before the bathrooms. Good defense – LABEL EVERYTHING YOUR CHILD BRINGS &amp; WEARS TO SCHOOL ☺</p>	<p>Yes there are “spot checks” so follow the school rules. The school brings the uniform company to the campus twice a year. Once in the spring and again in August. So have no fear, if you child is known to have growth spurts over the summer, wait until August when they can be properly sized! Home &amp; School also offers 2 used uniform tag sales. One in June &amp; one in September. Most items are priced at just \$2.</p> 	<p>Afternoon drop off...there could be that one time that you arrive at your bus stop only to learn that the bus was ahead of schedule for some reason and flew by your stop early! Don't panic! Call the school (it is good to bring your cell phone with you to the bus stop and see if you can get your bus driver's cell number.) The bus driver may make a second “swing back” to your stop. If not, they will return to the school and leave your child in the responsible hands of the school office personnel. Get to know your bus driver.</p> 
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AFTER SCHOOL - EXTENDED DAY PROGRAM	SIGNING YOUR CHILD "OUT" OF SCHOOL EARLY	CLASSROOM CONTACT LISTING
 <p>Did you know it can be used just every once in awhile? Perhaps you need to get some shopping done, attend a volunteer meeting, etc. The After School program is not just for students that utilize it five days a week on an ongoing basis. So for just \$12 for one child, \$22 for two, and \$25 for three or more ~ you can have them stay after school while you run errands until 5:30 pm. Cheaper than a babysitter! There is no "After School" program on days with noon dismissals &amp; days school is not in session.</p>	<p>Though this will be infrequently, if you need to have your child leave school early, send in a note that morning to the teacher. For these occasions and if your child needs to go home because of not feeling well, you do not go into the main office. All sign outs are done in the Health office. So make sure you go to the Health office to sign your child out!</p> 	<p>This is something that will be put together at the beginning of the school year by the Class Moms. It is then shared with all the parents in your child's class. It will include student names, parent names, home phone numbers and mailing addresses. (often emails too) So don't be surprised if all of a sudden you get birthday party invites from other families and wonder how they knew your address!</p> 
NOTES:		
SCHOOL SUPPLIES	HOLY DAYS OF OBLIGATION	CATHOLIC SCHOOLS WEEK
 <p>By August 1st, you will receive a list of supplies needed for your child. Some items (writing tablets, homework assignment books, etc) are things that need to be purchased from the school. Please send in the monies for these in an envelope with student name and homeroom. Your child will be allowed to go to the office during the first days of school to purchase these special items. Additionally, during the year, students may go to the office in the morning or during lunch and purchase items. The office does have brown paper book covers that may be purchased to cover books.</p> <p>Note: You may also stop by the SAS office one week before school begins to purchase these items.</p> <p><a href="http://www.staugustineschool.org/supplies.shtml">www.staugustineschool.org/supplies.shtml</a></p>	<ul style="list-style-type: none"> <li>– Most Holy Days of Obligation school is in session. All K-8 Students will attend mass on these days. Most often it is the parish 8:30 am mass. Parents are welcome to also attend that mass. Just note you will need to be in the back 2 to 3 pews because the students fill most of the entire church.</li> <li>– May Crowning: Parents are welcome to attend the beautiful May Crowning of our Lady. Keep an eye out for the exact date and time each May. Students will be asked to "dress up" in Sunday church attire for this special day.</li> </ul> 	<p><b>January 26 - February 1</b></p> <p>This is a national event that SAS actively participates. Most often this occurs the last week of January. We kick this off with our mass and open house. Then each day of the week there are special themes and events for the students. Detailed information is sent home with the students in January.</p> <p>Past CSW activities included assemblies at school, Crazy Mixed Up Day, No Homework Day, Pajama Day, etc.</p> 
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WALK-A-THON	CANDY SALES	HALLOWEEN
 <p>Fantastic Fund Raising event held each October. All SAS students will be asked to participate as this event occurs during school hours. Children get pledges for donations based on how many laps they can walk around the school. PreK-2<sup>nd</sup> grade walk fewer laps than 3<sup>rd</sup> through 8<sup>th</sup>. Parents are welcome to walk a lap with their children.</p>	<p>You know that SAS is back in session when your family and friends begin to ask if you have the "World's Finest Chocolate" bars yet! These have been around since many of us were kids in school! A box of 50 bars will go home the second week of school, to each SAS family. More boxes are available to all students to sell. NUT cards are given out as a reward for selling a full box of candy bars.</p> 	<ul style="list-style-type: none"> <li>- PreK 3 &amp; Pre K 4 are allowed to dress up for Halloween.</li> <li>- Kindergarten through 5<sup>th</sup> grade students will have Halloween parties in their classrooms.</li> <li>- Grades 6 through 8 have a Jr. High dance around this time of the year.</li> <li>- K-8 do NOT dress up for school on Halloween.</li> </ul> 

NOTES:

SCHOOL PHOTOS – CLASS PICTURES	TEACHER GIFTS	MAJOR HOME & SCHOOL EVENTS
 <ul style="list-style-type: none"> <li>- Are normally taken early in the school year. (Late September)</li> <li>- Class picture day: Students were their SAS uniforms</li> <li>- Individual Picture day: Students wear dress up clothes.</li> <li>- Parent volunteers will help out with the younger students to make sure they smile pretty ☺</li> </ul>	<ul style="list-style-type: none"> <li>- Christmas: Class moms do NOT collect for a class gift. However, we do organize a collection for a donation for all the school grade teachers and special class teachers.</li> <li>- Christmas: Many students, on their own, send in a small gift for their teacher.</li> <li>- End of the Year: Class mothers will be in touch with your child's class for an end of the year gift.</li> <li>- Often families appreciate the fact that there are others coordinating gifts for the teachers. Life gets busy and this is one way to insure your gratitude is made...but without much extra time out of your schedule.</li> </ul> 	<ul style="list-style-type: none"> <li>- Christmas Craft Fair (December)</li> <li>- Ladies Night Out (Spring)</li> </ul> <p>Stay tuned for these wonderful events. They offer our SAS community an opportunity for volunteer assistance as well as attendance at the events.</p> <p>The Christmas Craft Fair has a fantastic Baked Goods Sale. Your Class Mom will get in touch with you about sending in a donated bakery item for this event.</p> 

NOTES:

SAS CLUBS	SPORTS	CLASS TRIPS
 <ul style="list-style-type: none"> <li>- Band, Bell Choir &amp; Children's Choir</li> <li>- Blessed Sacrament Society <ul style="list-style-type: none"> <li>- Chess Club</li> <li>- Drama Club</li> <li>- Web Club</li> <li>- Alter Servers</li> </ul> </li> <li>- Boy Scouts &amp; Girl Scouts</li> <li>- Jr. High School Dances</li> <li>- Helping Hands Outreach Club</li> <li>- CYO Cheerleading Club <ul style="list-style-type: none"> <li>- Forensics club</li> </ul> </li> </ul>	<p>CYO: Basketball (boys and girls) Volleyball (girls) SAS Club: Track (boys and girls)</p>  <p>FIELD DAY: Grades 1-7 – during the last week of school in June. All activities are conducted on the school grounds.</p>	<ul style="list-style-type: none"> <li>- Grades K-8 complete educational, spiritual and enjoyable class trips each year. Class moms and other parents volunteer to chaperone all of these events. If you have any questions about these trips, please contact your child's teacher in the fall.</li> </ul> 
BACK TO SCHOOL NIGHT	PARISH FESTIVAL	OUR CATHOLIC FAITH
 <p>A "<u>must attend</u>" meeting for all SAS parents. There is a general meeting with presentations. Then there are breakout sessions where parents will go and meet with their child's teacher(s) to learn what to expect during the new school year.</p> <p>Coffee is available.</p> <p><i>Mark your calendar for the evening of September 13, 2012</i></p>	<p>St. Augustine Parish has one of the most popular festivals in Westchester and Putnam Counties. It occurs in July each year.</p> <p>Come and enjoy the fun with the entire family!</p> <p>Italian Bistro Kitchen, rides, white elephant sale and much more.</p> <p>Most important: PLEASE volunteer your time to assist with the event!</p> <p>2012 Festival Runs July 17 – July 22nd</p> 	<ul style="list-style-type: none"> <li>- Grades 1- 8 attend mass one day each week (In addition to the Holy Days of Obligation that occur when school is in session.)</li> <li>- Grades 3 – 8<sup>th</sup> will have the opportunity for the sacrament of Reconciliation twice during the school year.</li> <li>- Children will receive Blessing of Throats and also ashes on Ash Wednesday</li> </ul> 

## Additional important notes:

- † **Parent Note Pads:** may be purchased in the office. (\$2)
- † **SAS has an alumni association:** please check the SAS website <http://www.staugustineschool.org/alumnae.shtml>
- † **Nurse:** we have a full time nurse on staff each day provided by Ossining School District
- † **Lockers:** All students in grades K-8 will be assigned a locker at the start of each school year. Jr. High Students (6-8) are assigned two lockers.
- † **Parent Teacher Conferences:** In addition to any conferences you set up with your child's teacher, the school organizes two parent teacher conferences each year. The first one, in the fall, is mandatory and the spring conference is optional.
- † **Cell phones:** prohibited at all times
- † **Summer Camp:** is offered each July for children 3-1/2 to 9 years old
- † **Scholastic Books:** Each month students (K-7) will bring home flyers for grade specific reading books for purchase. In addition SAS holds a week long Scholastic book fair in the fall.
- † **Assemblies:** SAS presents on average, five fun and informative assemblies for the students each year
- † **Family Fun Nights and Jr. High Dances:** are hosted by the Home & School association. These are a great way for families to get their children together and join in some SAS fun!
- † **SAS Car/Refrigerator Magnets:** are available in the school office (\$5)
- † **Science and Social Studies Fairs:** are presented by SAS for grades: 6,7,8
- † **School Calendar:** One per family is distributed each September. You may also download individual monthly updated pages via the SAS website. "Click for printable calendar"
- † **Shopping Certificates:** Are sold after all masses, from the main office during school hours and you can also download a form from the SAS website and send it with your child and the shopping certificates will be returned home with them.
- † **Eagle's Eye:** Our quarterly school newsletter. Families will be notified when they are available for download on the SAS website.
- † **Box Tops for Education:** Remember to collect your Box Tops for Education from hundreds of General Mills products. The seals are worth .10 cents and will be used for purchasing items for the school.
- † **SIS:** On-line tool where parents can view their child's current assignments, test and quiz scores, outstanding work and report cards. Special "school news" notices are also posted on this SIS site for all to learn of important notices from Sister Mary Elizabeth.

## Important Contact Information

School: 941-3849 (Main Office/Leone: #1, Sister Mary Elizabeth #3, Nurse #2, Mrs. Fessman #4, Cafeteria #5, Alumni #6)

Fax 941-4342

Home and School Association: [homeschool@staugustineschool.org](mailto:homeschool@staugustineschool.org)

Admissions Committee: [SASAdmissions@Verizon.net](mailto:SASAdmissions@Verizon.net)

Alumni Association: <http://www.staugustineschool.org/alumnae.shtml>

### Faculty and Staff Emails

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