



PRIMARY SCHOOL

504 East Leitersburg Street
Greencastle, PA 17225
(717) 597-3226 | ext. 40500

ANGELA SINGER, Principal
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FAX | (717) 597-1306

August 3, 2017

Dear Parents/Guardians:

On behalf of the GAPS Team, it is truly my pleasure to extend a warm and heartfelt welcome to you as we begin the 2017-2018 school year at Greencastle-Antrim Primary School. It is the time of year to reconnect with old friends and welcome new friends. To those students and parents who are new to GAPS we extend an especially warm welcome and best wishes for an exciting and productive year in your new school. We hope that you will quickly feel part of the community and become involved in the activities of our school through your child's classroom program and the PTO.

As the principal of GAPS, I will continue to work diligently to foster an atmosphere that is "Children First" characterized by child-centered decisions and built upon our core values; commitment, respect, integrity and standards. I am committed to working in collaboration with you to continue to implement an excellent educational experience that is nurturing, disciplined, and challenging so that all students can learn at optimum levels and become responsible members of society.

This letter contains information that is helpful for the 2017-2018 school year. The Greencastle-Antrim Primary School day is from 8:30 – 3:00. If you transport your child, he/she will need to be in the classroom between 8:15 and 8:30 and/or signed out by 2:55 in order to be dismissed at 3:00. **Students should not be brought to school prior to 8:15, as we do not have staff on duty before this time to supervise them.**

Class assignments were communicated via email in July. If you did not receive an email, please call the school to resolve the issue and to ensure future communication. The district website www.gcasd.org has many valuable resources available such as volunteer information, the application for free and reduced meals, information on purchasing student accident insurance and the School Handbook. The School Wellness Policy has been recently updated in an effort to establish a school environment that promotes student health, well-being and ability to learn. A direct implication of the policy will be a change in how class parties and birthdays are celebrated. Detailed guidelines are outlined in the School Handbook.

The first day of school is Monday, August 21, 2017. Again, this year, our kindergarten students will have a staggered start during the first week of school where they will attend school on three of the five days the first week. **During the first week of school, in order to create smaller and equal class sizes, all kindergarten boys will only attend on Monday, Wednesday and Friday. All kindergarten girls will only attend on Tuesday, Thursday and Friday.** Students in first and second grades will follow the regular schedule and will attend school the entire week and kindergarten students will assume a regular schedule the second week of school.

To help prepare for the school year, the open house for all primary students and their families has been planned for Thursday, August 17, 2017. The Primary School has been under construction for the entire summer. Consequently, the building will not be complete prior to open house; however, it will be safe for visitors. Please understand that due to these constraints, the format will be different this year. The teacher will review important information with you and your child. Also on this evening, all students will receive important papers and an identification band with information that is essential to teachers and parents. This band displays the child's name, teacher's name and bus route number(s) if applicable. **All Student should wear this band on their book bag for at least the first month of school.** It is necessary to stay on schedule to allow for parking for those coming to later open house times. Therefore, time will not allow for individual parent conferences on this evening. The schedule for the Primary School open house will be as follows:

Back to School Open House – Thursday, August 17, 2017

Kindergarten	5:15 – 5:45 PM
First Grade	6:15 – 6:45 PM
Second Grade	7:15 – 7:45 PM

The “Children Leaving a School Safely” (C.L.A.S.S.) computer system is used within the Greencastle-Antrim Primary and Elementary Schools. Students who are being picked up from school, entering school late or returning to school from an appointment are to be signed in using the C.L.A.S.S. system. If your child is not already registered on the C.L.A.S.S. system, you may find it helpful to come directly to the office on the evening of open house to sign up, which will require a PA Driver’s License for each person and the selection of a PIN number of your choice. If you have already signed up with the C.L.A.S.S. system, your PIN number will remain the same and you will not need to do anything additional. Furthermore, Greencastle-Antrim School District utilizes School Messenger as a paperless method of communication. Please make sure your information is current by logging on to your PowerSchool account and reviewing information on the School Messenger tab. Stay tuned for more information from our technology department regarding back to school technology systems and procedures.

Prior to admission to school for the first time, all children must be immunized against the following diseases: tetanus, diphtheria, polio, measles, mumps, rubella, chicken pox and Hepatitis B. Also required are Physical and Dental Examination Forms, Emergency Health Form, Fluoride Form and a copy of the Birth Certificate. If these forms and records have not already been presented to us, we must receive them prior to the first day of school.

During the first few days of school, buses may run late due to children not being accustomed to their bus stops and bus drivers accounting for students according to their bus route lists. You will receive notification with assigned bus numbers and bus stops. If you need assistance please contact the Transportation Department at 597-3226 ext. 50504 or 50507 and they will be available at open house.

The Primero Edge POS computer system is utilized within the cafeterias in the Greencastle-Antrim School District. This system allows parents to pre-pay for breakfast and lunch. Students will have their own PIN number, which they enter using a PIN pad. The PIN number is also their student ID number, which will remain the same throughout their years in the Greencastle-Antrim School District. Parents can access their child’s account through the district website or by visiting www.schoolcafe.com. Money can be deposited through this site or should be sent to school in an envelope clearly marked with the student’s name and PIN number. Checks should be made payable to GAPS Cafeteria. Parents are encouraged to apply for free and reduced meals online via the district website. If you need assistance, please contact the Food Service Department at 597-3226 ext. 50505 or they too will be available at open house. School meal prices are as follows:

School Meal Prices

Milk \$0.50	Student Lunch \$2.30
Student Breakfast \$1.40	Reduced Lunch \$0.40
Reduced Breakfast \$0.30	Adult Lunch \$3.85

If you have any questions, feel free to call the Primary School at 597-3226 ext. 40500. I look forward to seeing you at the open house.

Sincerely,

Angela Singer

Angela Singer
Primary School Principal

Enclosures: Supply List, “Race for Education” from PTO, Approved Calendar for 2017-2018 School Year and CHIP Flyer.