

Parent Handbook 1st – 9th Grade



*A meaningful Jewish education
that lasts a lifetime.*

2015-2016

At MMSC...

...we offer a rich and sustaining education to every Jewish child. Our aim is to immerse the children in the richness of their Jewish heritage, while teaching the skills and information that will enable them to participate fully and joyfully in that heritage, reaching towards their full potential. We at MMSC are concerned with the development of the whole child. We focus on the spiritual, emotional, and social, as well as the cognitive development of each child.

Developmentally appropriate curricula and methodology are utilized at all grade levels in order to attain these goals. We are concerned with the “secular” as well as the Judaic education which the children in our school receive, realizing that such divisions are, in fact, arbitrary labels for a child who is being raised to appreciate his/her role in this wonderful world which G-d has entrusted to our care. Our standard throughout the day is for a meaningful, wholesome experience with expectations of excellence in each child according to his/her potential.

At MMSC, we perceive each child as an individual with his/her own unique learning style and pace. Our curriculum is geared to offer a wide variety of learning experiences and approaches. Each child has optimal opportunities for success. Children graduating from our eighth grade are fully prepared for any high school over yeshiva program that they and their parents may select.



Menachem Mendel Seattle Cheder
Pre School / Day School
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Contact Information

MMSC main line	206-523-9766
ext 114	Sue
ext 112	Mrs. Chaya Elishevitz
ext 114	inclement weather message
Emergency line	Sue' Cell-425-879-6664 (use only if no answer on main line and the situation is extreme)
School Fax	206-524-6105
Chaya Elishevitz email	celishevitz@mmscdayschool.org
Sue email	schambers@mmscdayschool.org
School Website	www.mmscdayschool.org

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JUDAIC CURRICULUM

Students begin their Judaic education by celebrating the holidays and by learning to read Hebrew. They progress to specific courses of study in Bible, Prophets, Talmud, Jewish Law, Jewish History, and Hebrew Language. Emphasis is placed on the basic skills of reading, writing, and comprehension of Hebrew. The understanding of the Hebrew language is essential to the pursuit of Jewish knowledge.

The Judaic studies are geared to make the child feel comfortable in the Jewish tradition and to educate him/her along intellectual lines paralleling his/her secular knowledge.

Jewish morals, values, attitudes, and traditions are investigated. Parallels are drawn between the ancient and the modern. The love of G-d, the Jewish people, country, heritage, philosophy, and Israel permeates the curriculum. Just as the student's knowledge of the English language develops, as their application of mathematical skills grows, and as their comprehension of social studies and the sciences opens up new horizons, so too does the student's knowledge, comprehension, growth, and emotional connection in the depth and breadth of Judaism keep pace with their maturity.

Focus is placed on each child's individual style and pace of learning. As is stated in Proverbs:

“Train the child according to his way and, in his old age, he shall not depart from it.”

SECULAR CURRICULUM

The elementary school curriculum is student-centered and designed to help each student realize his/her highest potential.

The Language Arts curriculum consists of instruction in reading, writing, spelling, grammar, vocabulary, handwriting and communication skills. Our multi-faceted program, using Reader's and Writer's Workshop, focuses on appreciation for literature and the development of the skills needed to communicate successfully.

Mathematics instruction progresses from the concrete to the abstract. Importance is placed on mastering the fundamental math concepts and processes. Intellectual and creative problem solving challenges the students to use the computation skills they have mastered.

Social Studies instruction provides opportunities for students to explore human relationships and the world in which they live. Learning about geography, world history, American history, civics, and economics broadens the student's horizons and enriches their lives. The Social Studies are taught in an experiential model through projects, creative activities, and field trips.

Science is important in organizing, focusing, and strengthening children's natural curiosities about their world. The scientific process is pursued. The process is developed in the studies of the earth, life, and physical sciences using a hands-on, discovery approach. High School students study rigorous college preparatory courses through online studies.

ARRIVAL AND DISMISSAL

Your child should arrive between 8:35 and 8:45. They should report directly to their classroom where their teacher will be available for them. Do not bring your children before 8:35 a.m., as there will be no adult supervision. Please help your child learn consideration for others by being prompt. When a child enters class late, it is disruptive to the teacher, students, and your child. Students arriving late will not be allowed in class without a pass from the office.

Drop Off

The dismissal procedure is as follows: all students are taken to the front entrance by their teachers. One staff member will be at the front entrance of the building to let the teachers know the parent has arrived.

To facilitate this procedure, parents should queue up at the front entrance. This procedure is to ensure that children are safely guided to the correct car.

Parents will be charged a late fee of **\$1.00 per minute per child** after 1:00pm and 4:00 p.m. or 2:15 pm on Fridays when dismissal is at 2:00 pm. This fee should be paid at the time but will be billed by MMSC if not paid immediately.

BIRTHDAY CELEBRATIONS

In lieu of classmates giving gifts to the birthday child, we would encourage the birthday child to give a special gift to the class as a whole. This could be a Jewish book, game, or some special arts and crafts materials. This will help teach the children the mitzvah of giving and thinking of others. We will inform you of the date of your child's Hebrew birthday by request.

It is appropriate for parents to provide a special snack for their child's class on this day. Arrangements should be made with the teacher one week in advance. Home-prepared food is not allowed. Class time spent on these activities should be minimal; the end of the day, recess, or snack time is recommended.

If you are doing a birthday party at your home we encourage you to invite your child's entire class.

TEACHER COMMUNICATION

Updates of your child's progress are met through frequent teacher reports to parents, parent/teacher conferences and report cards. Parent/teacher conferences are held in the fall and in the spring. These conferences, which both parents are encouraged to attend, provide an opportunity for the parents and faculty to discuss the development and education of each child. Report cards are distributed after the end of each semester--in February and in July. If a child is having difficulties in any particular area, parents will be notified as soon as a problem arises. In addition, parents should feel free to schedule individual conferences whenever the need arises. Effective communication is imperative for an educational organization.

First line of communication should always be the teacher, whose email will be provided to you. If the situation has not been resolved satisfactorily, in a reasonable time frame, please contact Mrs. Devorah Kornfeld via email.

DISCIPLINE

Discipline is based on an understanding of the individual's needs and stage of development. The method of discipline is designed to help the child develop respect for the rights of themselves and others, to develop inner control and to properly channel expression of feelings and behavior. Discipline will be fair, reasonable, consistent, and appropriate. Reasonable consequences will be determined by the behavior of the child. Parents will be advised if a child's behavior is particularly inappropriate or if a behavior trend is observed. Open communication between the home and the teachers is essential and allows for better understanding of the child's behavior and for consistency in the discipline process. Any physical altercations between student will be not acceptable. Parents will be called to pick up their child.

FIELD TRIPS

Several times during the year, field trips maybe scheduled for various classes or groups. These trips enhance the academic or religious education of your child. They require careful planning and additional effort on the part of the school staff. Teachers, as well as volunteer parents, accompany the classes or groups. Parental permission/ release forms will be sent home prior to the day of the activity. Please complete them and return them promptly to school. While volunteers are often needed, specific requests will be made on these forms.

All field trips and siyums will be paid for by the student/parents.

ELECTRONIC GADGETS PROHIBITED

Electronic devices such iPods, cell phones and the like may not be used during school hours. Teachers and administration are authorized to confiscate electronic devices and turn them in to the office.

HOMEWORK

Homework will be geared to the skill level of the class and will be an extension of material learned at school. Parent participation and support may be required especially for the younger students. Parents are requested to provide an atmosphere for their child conducive for studying and to help them manage their time. If a child seems continually perplexed by the homework, the teacher should be contacted. Parents of younger children are asked to sign homework sheets and monitor their child's progress.

INCLEMENT WEATHER

MMSC Day School will generally be closed any day that Seattle Public Schools close for weather-related reasons. In the event of inclement weather, please call the MMSC Main Office (206-523-9766) after 7:00 a.m. The voice message will prompt you to press 114 to hear current information about school delays or closures. You may also view weather alerts on our homepage at www.mmscdayschool.org Announcements are usually made by 7:00 a.m. on major television and radio stations.

ILLNESS INJURIES

The health of children is important to their parents and is also a concern for our staff. It is your responsibility to determine that your child is physically well enough to come to school. If your child is

not feeling well, please keep him/her at home! This will protect his/her health as well as the health of the other children in his/her class.

As a guideline, please keep your child home if he/she has...

- a fever or have had one during the last 24 hours
- a heavy nasal discharge
- a constant cough
- other symptoms of a communicable illness (reddened eyes, sore throat, diarrhea, and abdominal pain)

Please notify the school if your child has a communicable illness. If your child has not been immunized and contracts an illness for which immunizations are available (chicken pox, whooping cough, etc.), you must immediately notify the office.

Your child should not return to school until they are strong and active again. Please remember that children tire more easily in group situations. It is not always possible for us to keep one child inside during outdoor play, so please do not send your child back to school if they are not well enough to be outdoors. If a child is sent to school with a communicable illness, they will be sent home. If your child is ill, please contact your child's teacher to request their class work be sent home.

Parents must supply the school with their daytime telephone numbers and the telephone number of a friend or relative authorized to act for the parent in the event that the parent cannot be reached. If emergency numbers change during the year, please notify the office so that our records may be updated.

In the event of an emergency, the following procedure will take place:

1. An attempt to contact the parents will be made.
2. An attempt to notify the emergency contact will be made.
3. An attempt to contact the child's physician will be made.
4. The child will be taken to the emergency room at Children's Hospital for treatment. The address and phone number is: **Children's Hospital, 4800 Sandpoint Way NE, 206-526-2000.**

LUNCH

Nutritious lunches are extremely important for the efficient functioning of your child's body and intellect. For that reason, we request that you carefully select your child's lunch foods. Hard candy, chocolate, and high sugar content foods are strongly discouraged, and soda pop is not permitted (high school students excepted). Your child's name should be clearly printed on all their lunch containers. Children are not permitted to share food in school.

Since you provide your child's lunch, we rely on you to help us adhere to Jewish dietary laws. We ask that the students bring only kosher lunches to school.

- The basic symbols indicating that foods are kosher are: u (with a circle around it) and k (with a circle around it)
- There are other symbols. Please check on the reliability of these symbols before purchasing the product.
- All processed or packaged foods need to meet the standards of the Va'ad Hakashrut of Seattle. If you have questions their number is 206-760-8085.
- All fruits and vegetables are acceptable.

- Because of the stringencies that many families adhere to with regards to Kosher products, baked goods, cooked foods and grape products are subject to special Kosher approval. **ALL PRODUCTS MUST BE APPROVED BY THE HEAD OF SCHOOL!**

PLEASE TRY NOT TO FORGET YOUR CHILD’S LUNCH—IT IS EXTREMELY STRESSFUL TO THE CHILD WHEN THIS IS NOT PROVIDED

Bread should be included in all lunches as all students will be required to *bentsch* (post meal blessings) after lunch.

In order to maximize instructional time, students will be eating snack in their classroom. For this to be possible, only certain items will be permissible for snack as listed below.

NEW: Grades 1-6 will be having snack in their classroom in order to maximize instructional time. Only certain food items will be permitted for classroom snack and there will be weekly classroom managers to ensure that the classrooms are cleaned up after snack. Parents will receive a list of “approved” classroom snack foods.

Suggested food for snack:

Fruit leathers and dried fruit, whole (non-messy or squishy) fruit and vegetables, hard cheese or cheese sticks, pretzels or crackers, rice cakes, muffins, etc.

MEDICATION

Please inform the school if your child is taking medication. If medication is required during school hours, the administrative assistant in the school office will dispense it. The medication will be held in the office unless it requires refrigeration. The medication should be clearly marked with the student’s name and the amount and time of dosage. If it is a prescribed medicine, it must be in the original container. In addition, a written authorization to dispense the medication must be given before the medication can be administered. For the safety and protection of all students, no student will be permitted to carry medication while at school without parental consent. **Non-prescription medications, such as Tylenol or Advil will be dispensed to children only if parents have signed a “Non-Prescription Medication Authorization” form and provided the school with the non-prescription medication.** MMSC will not have any non-prescription medications available.

SECURITY PROCEDURES

The Seattle Police Department wants to be notified of any situation we feel may be a threat to the safety of students, staff, and the security of our school. The police will respond to calls from us immediately with police units. One police officer is designated as their coordinator. She/he will enter the school to make contact with the Administration and discuss the situation. This police officer will be the liaison for the police units and coordinate their investigation.

TELEPHONES/TELEPHONE MESSAGES

The school will not deliver messages during the school day nor will the child be able to come to the phone unless it’s an emergency. Please give your child all necessary instructions for the day before they leave home. Should there be any last minute changes regarding the pick-up of your child, please notify the school office by 3:30 p.m. Please be aware that if you leave a message on the voice mail after 3:30 p.m.

regarding the pick-up of your children, the message may not be retrieved in time to be delivered to the appropriate person.

Children will not be able to use the telephone during school hours except in case of an emergency. Children will also not be able to make calls between 3:45 and 4:00 p.m., so all after school arrangements should be made the night before.

VOLUNTEER REQUIREMENTS

Parents need to volunteer for a variety of tasks in the school to fulfill their 36 hour per year requirement per family. Mrs. Elishevitz will be sending out a list of options to help fulfill our volunteer hours. Some areas that parents can participate in are: Phonathons, Mailings, Reading in the Classroom, Driving for Field Trips, Chumash Parties, Teacher In-service Food Pick-up, and more.

- To help in classrooms, please contact your child's teacher via email.
- Parents will need to email their hours to admissions@mmscdayschool.org

Allergies

We are a *Nut Free School* (all nuts/tree nuts etc.) are not allowed at any time on our school grounds

Uniform

All students are expected to wear the proper uniform daily. Any child who is not in uniform will need to get his/her correct uniform in order to go back to class. The following is the uniform policy:

MMSC Day School Uniform and Dress Code Policy

Elementary and Middle School Girls

Shirts

Grades 1-5

White or light blue blouses, or long sleeve polo shirts.

Grades 6-8

White or light blue button-down blouses only. NON-FITTED No knit tops or pullovers

- No designs, letters or logos.

Leg wear

- Knee-high socks or tights (Conservative colors; white, blue, black or grey).

Footwear

- No open-backed shoes, clogs or crocks, no high top sneakers.

Skirts/Jumpers

Grades 1-8

Navy blue uniform skirts below the knee when sitting.

- No slits.

Elementary and Middle School Boys

Kippah & Tzitzis

- Each boy must wear a Yarmulke and Tzitzis.
- Baseball caps are **not** permitted in class but acceptable for sports.

Grades 1 - 5

Shirts

White or light blue polo or button-down shirts. No designs, letters or logos

Pants

- Only navy blue uniform pants will be acceptable.
- **No skinny/tight-fitted pants.**
- Boytique, Old Navy and Landsend are reasonable sources to purchase uniforms.

Shoes

- Conservative color dress or athletic shoes (blue, black, grey are permissible)
- **No neon colors**
- Blue, white, grey and green accent colors are acceptable.
- **No high top sneakers** allowed.

Grades 6-8

Shirts

- **White or light blue button down dress shirts only.** No designs, letters or logos.

Pants

- Only navy blue uniform pants will be acceptable.
- **No skinny/tight-fitted pants.**
- Boytique, Old Navy, Landsend, are reasonable sources to purchase uniforms.

Shoes

- Conservative color dress or athletic shoes (blue, black, grey are permissible)
- **No neon colors**
- Blue, white, grey and green accent colors are acceptable
- **No high top sneakers**

Sweaters Grades 1-8

- We will be sending out forms to order our MMSC sweatshirts. We will have samples at school so you can see what would be the best size for your child.

We really encourage our MMSC families to order the sweatshirt if that is not possible, only solid navy sweaters will be allowed