



K-12
PARENT-STUDENT HANDBOOK

Denver Academy of Torah
Glassman Education Campus
6825 E. Alameda Avenue
Denver, CO 80224

Tel: 720.859.6806 Fax: 720.859.6847
www.datcampus.org

2018-2019

5778-5779

Dear Parents and Students,

Welcome to 2018 - 2019 academic year! We are looking forward to a fabulous and successful school year as we partner to develop a culture of academic excellence, kindness, and Jewish values.

The following Parent-Student Handbook is a reflection of our school's vision as implemented through day-to-day policies, rules, and procedures. It is meant to provide details of how our mission affects the daily lives of our students and parents.

Please read the entire book and familiarize yourself with it. Doing so will ensure that we are all on the same page regarding the expectations for all Denver Academy of Torah students, and that students and parents will have clarity about how to proceed in a wide variety of situations that may occur throughout the school year.

Please be advised that this handbook does not cover every possible situation or set of circumstances that may occur throughout the school year, and the administration reserves the right to establish new policies and guidelines should the need arise.

Please feel welcome to contact me by phone, e-mail, or in person if you have questions, concerns, or comments.

Best wishes to you and your family for a successful and fulfilling school year.

Lisa Stroll, MaEd.
K-12 Principal

ABOUT the DENVER ACADEMY OF TORAH

K-12 Mission Statement

Nurturing students to be Torah observant role models and 21st century leaders through an intellectually rigorous and spiritually inspiring, innovative education.

K-12 Vision

Through the foundation and wisdom of Torah, and by embracing the intelligence and collective experiences provided by the larger world, DAT provides its students with:

- A balance of coursework and experiential activities that encompass Judaic academics, general academics, and life skills that reflect the students' intellectual and emotional needs and individual learning styles
- The skills, confidence, and encouragement to pursue advanced educational and professional opportunities
- A culture that embraces a love for the State of Israel
- The foundation to lead as Torah observant role models, while meeting challenges along diverse pathways

K-12 Statement of Purpose - Our Learning Community

The Denver Academy of Torah is an Orthodox Jewish day school that is open to all families who seek the highest standards in modern religious and general studies education. The purpose of our educational environment is to provide an atmosphere and experience that facilitates and stimulates our children's natural enthusiasm to learn. We take great care to balance our commitment to **Halacha** with our desire to provide our students with a high quality educational environment and preparation for top tier institutions of higher learning.

The following qualities reflect the approach to teaching and learning embraced at DAT:

- **An intimate learning environment:** With a small class size, teachers have a chance to get to know students' interests, learning-styles, strengths, and areas for growth and have the luxury of taking the time necessary to ensure students master essential content and skills.
- **An adventurous, hands-on environment:** DAT emphasizes hands-on, experiential learning opportunities that are as varied as the interests of our students. Field trips, immersion trips, and built-in avenues for students to research and explore topics that are of personal interest to them, helps students develop as thinkers and learners.
- **A culture of high expectations:** Helping students attain the highest levels of success in academic, social, and personal ventures drives instruction, ensuring that students will have the opportunity to pursue the most challenging post-secondary path they choose. DAT students and faculty are typically innovative, creative, and intellectually restless,

never satisfied with the conventional way of doing things, always eager to cross boundaries and to experiment with new approaches to solving problems.

- **A supportive team:** DAT supports each one of its team members both in their professional and personal lives in a highly collaborative environment. Instead of working in isolation behind closed classroom doors, teachers collaborate closely with colleagues, family, and community members. This openness and collaboration ensures rich and high quality experiences for students and significant professional growth for teachers.

Coeducation Philosophy

As a coeducational institution, DAT provides the same educational opportunities for girls and boys. All students must have access to the best religious and general studies education and be prepared to undertake their roles and responsibilities as men and women within society.

Religious Foundations

The Torah is called the “heritage of the family or community of Jacob” and every Jew is entitled to acquire his or her own unique inheritance of **Torah**. This is the goal of the total Judaic Studies (**Limudei Kodesh**) program, which includes **Chumash, Navi (Tanach), Tefillah, Halacha** and **Chagim, Mishnah, Talmud**, Jewish philosophy, history, and culture, including the miraculous creation of the State of Israel..

As Hebrew is the living language of our homeland and our people, Hebrew language skills, both spoken and written, are essential components of Jewish education and cultural literacy. Both are invaluable tools for the successful study of **Tanach** and other important texts.

A strong emphasis is placed on the observance of **Mitzvot** and the love of **Torah** study. All students are expected to abide by the rules established by DAT during school hours and at all school events, including:

- **Middot (Relationships Between People): Ahavat Yisrael** (love and concern for the Jewish people and State of Israel) as well as ethical conduct, good manners, compassion, and respect for all mankind, are focal points of our educational process.
- **Careful Speech:** One important element in the creation of a warm, nurturing, and vibrant Jewish community at DAT is the manner, tone, and content of communications among students, teachers, administrators, parents/guardians and the community at-large. Great Jewish thinkers have explored the area of proper speech in much detail, and the school’s policies on speech and communication will follow those found within Jewish law.

Lashon hara includes any unkind or unflattering speech about another person, regardless of the manner in which it is conveyed-whether verbally, in writing, via digital technology, or even facial expressions and gestures. Students will learn their obligation to avoid injurious speech. The school will educate all staff and students in the Jewish laws of speech to help build a supportive and nurturing community.

Parents are partners with the school in the education of their children. DAT endeavors to communicate with students and families in a respectful way, always attempting to achieve the best interests of the students and community as a whole. When students and families reciprocate this goodwill, with positive attributions and discussions both in school and in the community, we maximize our potential for a successful working partnership, and we help Denver Academy of Torah continue to strive for excellence.

DAT values feedback and input from all members of our community and strives to meet every stakeholder's needs. If parents would like to discuss any aspect of our learning community, they should communicate directly with the school so that issues can be dealt with in a timely and effective manner.

A student's perception of school and the seriousness with which he approaches his studies is influenced by the attitudes that adults, and particularly parents, exhibit toward school. A student's positive attitude toward learning can be stimulated and enhanced by interested parents who express a positive opinion about school, staff, and studies, especially in front of their child. DAT believes in a close, harmonious, and interactive relationship between home and school. Such cooperation will help each student derive the utmost from his or her DAT experience.

- **Tefilla (Prayer)**

Tefilla is an integral component in the daily life of a Jew, and the opportunity to engage in direct communication with G-d is a special gift. All students are expected to arrive at school in time for - and actively participate in - **tefilla** each day, and middle and high school students are expected to arrive on time for afternoon prayer (**mincha**) each day, and evening prayer (**maariv**) when part of a scheduled school activity.

- **Dress Code**

Respect and appreciation for Torah education should be reflected in the way we dress at school. Our manner of speech, behavior, and overall presentation should reflect the nobility, self-respect, and inner **tzniut** (modesty and dignity) we are commanded to possess as members of a holy nation. Furthermore, the way we dress affects our seriousness in the classroom. The school has developed a dress code that will reflect the dignity and honor of a Torah school and maintain a positive educational atmosphere guided by principles of **halacha**.

Students who do not come to school in the required dress code may either call home for replacement clothes, or clothing will be provided for them from the school. The school will enforce these policies. As parents, please partner with us in helping students to follow these school rules. **All items lent to students must be washed and returned to the school office the within three days. If not, parents will be charged for replacements.**

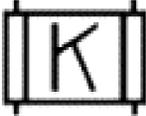
All students in K-12 are permitted and encouraged to wear DAT logo clothing. DAT **t-shirts** are permissible on Fridays only. DAT apparel will be available for purchase at the Back to School BBQ and online.

A note on modeling...

Parents attending a school performance or visiting a class are asked to dress modestly, in the spirit of the school dress code style.

- **Kashrut**

Our school maintains fixed standards of observance with regard to **kashrut**, following the guidelines set forth by the Scroll K - Denver Va'ad HaKashrut. We recognize that our day school, as most others, has a student body whose families do not all follow identical standards of religious practice. Food brought to school for a **siyum** or other class event must be in its original, unopened container with an acceptable Kosher symbol on the label; homemade items, from any home, are not permitted for class events. The following short list includes both local and national supervisions that are acceptable:

Scroll-K	OU	Kaf-K	OK	CRC	Star-K
					

This also applies to foods or drinks brought into the building for use in programs outside of school hours.

Students must bring lunches that keep with Jewish dietary laws. Students lunches should be made of food products that are certified kosher. This applies to all edible items: bread, contents of sandwiches, cakes, cookies, candies, drinks, and snacks. Due to varying **kashrut** standards and allergy issues, **students are not to share their lunches or snacks at any time**. Students may bring meat or dairy lunches on every school day with the exception of pizza lunch days where all students, even those who do not order pizza, will be asked to bring only dairy lunches.

- **Israel**

DAT believes that the State of Israel is an integral part of the identity and passion of the Jewish people throughout the world. The school believes that the fate of Israel and its people is inexorably bound to Jewish life across the globe.

The school community supports the State of Israel, celebrates Israel-based holidays, and understands the importance of Israel's culture, history, and people in the education of its students.

COMMUNICATION

Open School Nights

DAT hosts Open School Nights that are designed to acquaint parents with staff, educational objectives, and classroom routines.

Parent-Teacher Conferences

One formal set of conferences will be held midway through the first term. Details regarding the procedure for scheduling conferences will be emailed to parents well in advance. A second, optional set of conferences is held near the start of the second term. At the high school level, students are expected to attend and be active participants in these conferences. Students are included in conferences to maintain transparency and open communication, and to encourage them to reflect on their academic progress and behavior.

It is not necessary to wait for a formal conference. If the need arises, additional meetings with your child's teacher or any administrator may be arranged throughout the year by emailing them or calling the school office. In matters regarding your child, your first contact should always be with your child's teacher. Please remember not to bypass this avenue of communication.

Please remember that teachers, however, cannot respond to communication or meet with parents during class time or during non-scheduled visits. Please be considerate and do not call teachers at home. For concerns regarding broader educational issues, please call the administration directly. In all cases, parental concerns are respected and will be treated with appropriate discretion.

Parents will be contacted if a teacher feels it is necessary to meet on additional occasions to discuss a child's progress. Written comments in the homework organizer, notes sent home with children, and frequent telephone calls and emails are other methods used by DAT faculty to communicate with parents.

Parents and teachers are advised to avoid the informal 'on-the-run' conference that may take place during arrival or dismissal times, or outside of school hours (including on Shabbat and holidays, at family gatherings, and at the grocery store or dining establishments). The seriousness and professionalism with which both parents and faculty address a child's needs can be best attained through a face-to-face scheduled meeting or a formal telephone call.

If you wish to speak to your child's teacher, please send an email requesting a phone conversation. Please allow 24 hours for him/her to return your call. For messages left on Fridays, calls may not be returned until after the weekend. Please respect the privacy of our faculty members and contact them through the school office, voicemail, or email.

Time sensitive messages should not be left in voice mailboxes because teachers may not check their voicemail until the end of the day. In such instances, please email the teacher directly.

Timely Responses

Often, notices are sent home which request a parent's response 'on or before' a specific date. In order to avoid delay and inconvenience and to allow for the best possible program and participation, a serious effort should always be made to respond within the allotted time. When forms are returned late, orders and arrangements may have already been made and any new additions may not be possible.

The school telephone is reserved for official business. Children should not be expected by their parents to use it. If an emergency arises during the day and you must inform your child of a change in plans, please call the office before 2:00 p.m. The school's voice mail will take messages after hours or when our lines are busy. **Parents should make all necessary dismissal arrangements directly with their children before sending them to school.**

Report Cards

The school calendar is divided into semesters. Report cards will be emailed at the end of each marking period.

School News

The DATline newsletter will be distributed regularly via email to parents. This newsletter, in conjunction with school-wide emails and our website (www.datcampus.org), are the primary means used to keep parents informed of the school's activities. In the DATline, school events of the past week are featured and upcoming events are announced. Please check your email for the DATline so that you can be aware of and involved in all of our programs.

If you would like to request items for inclusion in the DATline, they should be submitted to the office for approval by noon on Tuesdays.

In addition, our K-12 calendar is posted on our website. Details of the events and programs listed on the calendar will be distributed closer to the dates of the programs. Further information or clarification concerning any program may be obtained by calling the appropriate member of the administrative staff.

Parent-Teacher Organization (PTO)

DAT views itself as an integral component of our community. To enrich our educational program by utilizing the people and resources of our community, DAT has formed an association of parents. The goal of this organization is to provide opportunities for members of our community to share in our educational process.

Emergencies

In case of emergency, the office will make every effort to contact the parent or guardian of all students involved. No student will be sent home unless a parent or guardian has been contacted. Students will only be released to those adults specified on the student's emergency form.

SCHOOL HOURS

	Student Arrival	Classes/ Tefillah Begin	Classes End (Mon. - Thurs.)	Dismissal Ends (Mon. - Thurs.)	Classes End (Fri.)	Dismissal Ends (Fri.)
Grades K-5	8:15 am	8:30 am	3:45 pm	4:00 pm	2:30 pm	2:45 pm
Grades 6-8	7:15 am	7:30 am	3:45 pm	4:00 pm	2:30 pm	2:45 pm
Grades 9-12	7:15 am	7:30 am	4:25 pm	4:40 pm	1:45 pm	2:00 pm

Early Dismissal

Unless there are extenuating circumstances, students should not leave school early. Parents must notify the office in writing, email, or phone by 9:00 am that day if a student needs to be excused early.

With parental permission, a student may sign himself or herself out early. For the security and safety of all students, if a note is not presented or a phone call or email not sent, a parent or guardian must come into the building and sign the student out. If a student is leaving early with a third party that is not his/her parent or guardian, the student must have written permission from their parent or guardian. The third party must come to the office and present legal identification before signing the student out.

Cancellation

In general, DAT follows the decision of Denver Public Schools for weather-related school cancellations or closings. If DPS has a weather-related cancellation, DAT will be closed as well. Notification may be heard on major radio and television stations and DPS's website (www.dpsk12.org). When DAT has scheduled classes, but DPS is closed and there is inclement weather, DAT closures will be announced under "Denver Academy of Torah" on major radio (KOA) and television stations (9NEWS, FOX31, 7NEWS) and associated websites.

We do not generally have weather-determined late starts. In cases of inclement weather, parents should bring students to school at a safe time and in a secure manner.

Arrival and Dismissal

Our carpool procedure was formulated with the highest priority given to safety for students and carpool drivers. The faculty, staff, and board of directors of DAT request that you follow all of the guidelines outlined below in order to ensure the safety of our children at all times.

When driving...

Please attempt to enter school property from Westbound Alameda and try to avoid making a left hand turn onto school property from Alameda Avenue. For safety reasons, parents are reminded:

- To have students wear seat belts at all times
- To remember the school parking lot is “one way” (counterclockwise)
- To obey posted speed limits

Please be aware that - for young students who are walking - crossing Alameda Avenue or Monaco Parkway is very dangerous for them to do on their own.

When parking...

Parents are asked not to double park at any time, for any reason. If you prefer not to wait in the line of cars dropping off children, we encourage you to park in the parking lot and accompany your child or children to the front door. **Please do not leave your vehicle unattended in the dropoff, pickup, or fire lane at any time.** It creates a very hazardous situation and inhibits the efficiency of dismissal.

After-school Procedures

Parents are asked to pick up their children promptly at dismissal or at the conclusion of after-school activities. Students not picked up within 15 minutes of dismissal will be sent to aftercare and their parents will be charged accordingly. DAT can only take responsibility for the safety of children who are properly supervised in the after-school program.

DAT staff expects that students will return home by the usual route and routine as indicated on the “Pick-up List,” unless the parent provides the office with a request for any changes. Children are not permitted to leave school with anyone not listed on the “Pick-up List” unless prior arrangements have been made with the office. Students may not call home to make ‘on-the-spot’ after school arrangements.

When children arrive late or leave school early, a parent or an authorized representative must first sign them in/out in the office. At that time, the child will be called to the office for dismissal.

Once you have picked up your children, please keep them with you. At that time, the school is no longer responsible for your children. Under no circumstances should children be wandering around the building or DAT’s grounds after school hours. Playground use and sports playing is not allowed during dismissal.

As a reminder, please do not use the drop-off and pick-up times to engage in conversation with teachers or other parents. All of the teachers are on duty and have the responsibility of devoting their attention and energy toward ensuring a safe and efficient dismissal.

<h2>ATTENDANCE</h2>

It is imperative that every student arrives on time and attends classes regularly. Students must arrive in time to be ready in their classrooms for the start time. Students arriving during the

national anthems, will stand at attention in the lobby and proceed to their classrooms following the announcements. Students who arrive in the building after the anthems are completed (typically 8:35 am) should check in with the office before going to class. Students who demonstrate a pattern (3 or more times per semester) of arriving late to class will receive a communication home to parents from their classroom teacher. If lateness persists, a parent/student conference with a teacher and/or administrator will be scheduled to address patterns of habitual tardiness. Exceptions include personal illness, illness or death in the family, or other emergency.

- Please notify the school office by 9:00 am if your child will be absent due to illness or other extenuating circumstances. If a child is absent and the office has not been notified, the school will make every effort to email or call parents at home or at work.
- Please schedule medical and dental appointments during non-school hours whenever possible. Professional development days are opportunities for parents to schedule appointments during non-school hours. Please check the school calendar for scheduled dates.
- Family vacations should be scheduled to coincide with school vacation dates.
- In the event that a middle or high school student is absent unexpectedly, he or she is required to check RenWeb to determine what homework assignments he or she is missing
- In the event of a student's necessary absence from school for reasons other than illness, prior arrangements should be made with the administration first (and only then with individual teachers). For absences students know about in advance, they must contact their teachers at least one week in advance of their absence. Teachers will work with students to develop a plan for how to complete missed class time and coursework. It is up to each individual teacher to determine if they prefer the student make up work before or after the absence. Teachers may opt not to allow students to make up work if the student does not contact them at least one week in advance of the absence.

If a student is sick, for any portion of the school day, he or she cannot attend extra-curricular activities during after school hours.

<p style="text-align: center;">ONE RULE: RESPECT</p>

It is our goal that every member of our school family feels valued and respected. Torah guides our values, which emphasize mutual trust and respect for everyone. We expect proper conduct from all of our students. If your child has any difficulties, you or your child should contact a member of the administration so that we may help. We are working together as a team!

It is our belief that every student deserves a quality educational experience, to feel safe at school, and no student has the right to prevent a teacher from teaching or students from learning.

Students are expected to be respectful of themselves, peers, teachers, and the educational environment. Students are expected to refrain from inappropriate behaviors which include, but are not limited to: running, shouting, bullying, or using inappropriate language on school premises.

The educational environment includes the property of the school, the property of members of the school community, and school field trip locations. Students should treat all property and equipment in the school with care. This includes:

- Not writing on desks, lockers, bulletin boards, walls, or restrooms
- Not tossing garbage on the floor
- Assisting in keeping clean public areas of the school, including hallways, the lunchroom, the playground, and classrooms

Technology

The school provides technology devices appropriate for each grade level. Students are expected to take proper care of all software and hardware. Should misuse of equipment occur, parents will be charged for the repair and/or replacement costs of the equipment.

PERSONAL PROPERTY

The school does not take responsibility for any personal property that gets lost or stolen.

Non-Educational Items

Students are not to bring valuable or personal items from home that are not needed for classes. These include, but are not limited to, toys (including water guns).

All other technology items, which include but are not limited to iPods, iPads, wearable devices that can connect to the Internet, handheld game systems, radios, cameras, or electronic games should not be brought to school without the express permission of the school administration.

In some instances, staff members may confiscate students’ personal property. In each case the staff member will inform the student of the appropriate procedures for reclaiming the confiscated article.

Money

Any monies that need to be turned in to the school for payments should be placed in an envelope and **clearly marked with the student's name, amount, and the purpose**. These should be given to the child's morning teacher unless the instructions read otherwise.

Lost and Found

All clothing and personal belongings should be clearly labeled with name of the student to which it belongs. Apparel and belongings left in undesignated areas will be retained in the 'Lost and Found' for a limited time, and then given to charity organizations.

SAFETY PROCEDURES

Drills

All classes will perform safety drills, which include fire, tornado, and lock down procedures. We practice these emergency drills in order to become familiar with safety procedures. We expect our students to be silent during these drills.

Elevator

Students are not permitted to use the elevator unless they are physically incapable of using the staircase and have written permission from the administration. In addition, students using the elevator must be accompanied by a parent or a peer, so that no student finds himself or herself alone in the elevator at any time.

HOMEWORK

Independent work done at home can be valuable as review and reinforcement of studies, as well as encourage reflection and creativity. Not only are academic skills honed, but personal growth in the areas of self-discipline, time management, prioritizing, and responsibility are also developed through this process. The amount of homework that is deemed appropriate varies according to the grade of the student, his/her ability, and the specific subject matter.

Homework is assigned to:

- Encourage independent activity and develop habits of responsibility
- Provide additional drill on specific academic skills
- Provide the opportunity for students to work on long term projects such as book reports, research papers, or science projects
- Provide feedback to students and/or parents by correcting and returning homework in a timely manner.
- Optimize student engagement in classroom learning.

K-8

All students in K-8 use a day planner, either provided by the school or purchased on their own. For students in grades 5-12, all homework assignments, both short term and long term, are posted on RenWeb.

Teachers adhere to the following recommended times for homework (per grade) in order not to create undue burdens:

Grade	Time	Grade	Time	Grade	Time
1	15 minutes	4-5	30-40 minutes	7/8	Up to 2 hours
2-3	20-30 minutes	6	Up to 75 minutes		

9-12

All homework assignments, both short term and long term, are posted on RenWeb. This helps students keep track of their workload and balance multiple assignments with varying due dates. Students may realistically have 2-3 hours of homework a night, especially those who have opted to take multiple Advanced Placement courses.

Homework Habits

Some students prefer to begin homework when they arrive home. Others prefer to relax for a while before beginning their assignments. Regardless of the particular approach that is chosen, the following steps are prerequisites for developing good study habits:

1. A definite homework time and place with adequate lighting is established
2. Proper materials (pen, pencil, paper, computer, etc.) should be on hand
3. Homework time must be free of interruptions
4. Students actively record their assignments in a homework organizer. Students in the elementary grades will receive a specific homework organizer; middle and high school students are required to purchase one on their own. Elementary school parents should check on their child's homework daily, and maintain ongoing communication with the classroom teachers.

In most cases, students should not need parental assistance to complete their homework. It is imperative that students assume the primary responsibility for the completion of their own homework. Please always feel welcome to reach out to your child's teacher to discuss any aspect of homework assignments.

HEALTH

A child who is in good physical, social, and emotional health has a distinct educational advantage. A healthy student will be able to learn more easily, adjust readily to classroom activities, and get along well with others.

Health Examination and Immunization

Colorado law requires that all children enrolling in Colorado schools supply a properly completed Certificate of Immunization or Exemption showing the dates of the required immunizations, or signatures of the appropriate persons for exemptions from immunization. This applies to returning students as well as newly entering students.

Emergency Information

Each family must complete an **Emergency Information Form** prior to the start of school. Parents are requested to keep this information current and notify the front office of any changes.

Illness

The school office must be notified immediately if your child contracts a contagious disease or condition (including chicken pox, measles, mumps, influenza, strep throat, and head lice). In turn, the office will notify the families of all children who are known to have been exposed to a contagious disease at school. A child may return to school only after he or she has been symptom- and fever-free and under proper medication for 24 hours. DAT reserves the right to refuse admittance to students who we believe to pose a health risk to students or staff.

Preventive Medicine

We suggest that all students have a complete check-up before the start of school. Parents are asked to share any health conditions that will affect a child's learning with the classroom teacher.

We strongly recommend that each child receive sufficient sleep each night and a nourishing daily breakfast. According to WebMD, sufficient nightly sleep for a kindergarten student is between 10 and 13 hours; for a student in grades 1-7 is between 9 and 11 hours; and for a student in grades 8-12 is between 8 and 10 hours.

Parents are encouraged to share with their child's teacher and/or the administration signs of fatigue or trends of behavior that may cause the parents to suspect the beginning of physical illness. If a child shows symptoms of illness prior to leaving for school, we advise keeping him or her home rather than having others exposed. When in doubt about your child's health, the precaution of keeping your child at home should be taken rather than have your child sent home ill from school.

Students with a fever or who are vomiting will be sent home. When called to pick up a child who is ill, please do so as soon as possible. Children who do not feel well cannot learn in class, may infect other students, can be extremely uncomfortable, and anxiously await parental arrival.

Medication

Should your child need to take medication during the day, we ask that you adhere to the following procedure:

- All medications, prescription and non-prescription, are to be sent to school in their **original container with the child's name clearly printed**. These will be kept in the infirmary.
- Your written medical authorization is to be completed and signed
- Acetaminophen, ibuprofen, or an antihistamine may be administered, at the school's discretion, only to students who have prior written permission. Parents will be contacted prior to administration regardless of prior written permission.

General Health Guidelines

These guidelines have been established to maintain a healthful environment for all students and faculty and to minimize the spread of the following contagious conditions:

1. Fever: Your child should be without fever and without a fever suppressant for 24 hours or more before returning to school
2. Vomiting: Your child should be without vomiting for 24 hours or more before returning to school
3. Diarrhea: Your child should be without diarrhea for 24 hours or more before returning to school. Some antibiotics cause loose stools that are not contagious. Please consult your physician if your child has loose stool and is on antibiotics.
4. Strep Throat: Your child must be on antibiotics for a minimum of 24 hours before returning to school.
5. Pinworms: Your child may return to school 24 hours after treatment.
6. Pink Eye: If a student has suspected conjunctivitis (pink eye), they will be sent home from school. The student may return with a doctor's note stating that he/she is clear to return to school, or after 24 hours of treatment with doctor-prescribed antibacterial eye drops.
7. Runny Nose: Clear runny noses are acceptable without other symptoms. Thick, discolored nasal discharge may relate to an infection, and should be examined by your physician before your child attends school.

<h2>VISITATION</h2>

Parents

Parents and visitors are asked to confine their business to the office and not to go into the classrooms or the lunchroom without first signing in and receiving a visitor's pass from the the main office.

Friends

Students are discouraged from bringing friends to school unless they are shadowing for possible future enrollment. DAT has an official shadow-a-student program for prospective students. Please contact the office for more information.

Visitors

To have a visitor accompany a student to class, permission must be obtained from the administration at least two days in advance of the visit. If the visitor is a student, permission will only be given if the parent or guardian of the visiting student calls or e-mails the office and - in turn - receives a confirmation of the visit. Once confirmed, the visitor may only attend classes with written authorization from the office. Visitors include, but are not limited to, out-of-town guests, relatives, parents, and friends. Visitors under the age of 18 will need a permission form signed by a parent or guardian. Visitors must check in with the office upon arrival to obtain a "Visitor's Badge."

FOOD POLICIES

Parents are encouraged to check that their child takes his or her lunch bag daily. If you become aware that your child has forgotten his or her lunch or snack, please bring it to the office (not the lunchroom or classroom) as the emergency lunch or snack that the school provides may not meet your child's expectations or needs. There will be a \$3.00 charge for any lunch provided by DAT.

We strive to make each child's lunchtime a comfortable, relaxing time. Students are responsible for cleaning up after themselves and reciting **birkat hamazon**.

It is expected that all students will wash their hands ritually prior to eating bread. This is a **halachic** requirement and parents should encourage their children to do it properly (even at home) before meals.

Students will be expected to:

- Use appropriate table manners and polite behavior
- Remain seated except when throwing out trash
- Keep their own area clean
- Show respect for, get along with, and demonstrate a cooperative attitude toward peers
- Abstain from unhealthy practices such as drinking from the same container as another student or sharing utensils with other students
- Not share food at any time

Please keep in mind that the school does not provide cups, plates, or utensils. Students are expected to bring these items from home. The school does not maintain cooking or heating facilities for elementary or middle school student use.

Hot Lunch

In honor of **Rosh Chodesh**, the **Shoshana Feldman z”l Rosh Chodesh Hot Lunch Program** serves subsidized hot lunches for a yearly fee of \$36.00. Watch the monthly calendar and DATline for the exact dates.

Lunch Recess

Students have a recess break in conjunction with their lunchtime.

Classroom Eating

Students are not permitted to eat during class. However, water bottles are permitted. Gum chewing is not permitted at school during the day or during after-school activities.

PHYSICAL EDUCATION

Physical education is a part of the school’s curriculum and is a requirement. A student who has a valid medical excuse from his or her physician or does not feel well may be excused from participation in P.E. or other physical activity.

SPECIAL PROGRAMS

Field Trips

Class field trips enhance understanding of academic subjects by promoting experiential learning. Parental notification is given prior to each trip to inform parents of the details of the trip and request parental chaperones and/or drivers. Parents will be asked to fill in a general permission slip at the beginning of the school year and may also be asked to fill in other forms during the year.

Parents driving on field trips will need to submit proof of insurance and a copy of their driver’s license to the office.

Assemblies and Special Programs

School assemblies and special programs are scheduled throughout the year. Many of these programs are planned during hours when parents can attend. Notification of days and times for these presentations will appear in the DATline, by email, and/or monthly calendar. We welcome parents to attend any programs that fit within their schedule and appreciate their support of our students and teachers.

CLASSROOM INTERRUPTIONS

DAT is a community focused on learning. Our teachers ask for parent and student cooperation in helping to make the best use of classroom time. To this end, we hope to minimize the number of classroom interruptions. We therefore ask parents the following:

- Please do not request that a message be delivered to a student's classroom during the school day, except in the case of emergency
- Please be sure that transportation arrangements with the child are clear and final when he or she leaves for school in the morning
- Please do not bring deliveries of forgotten items (including food, homework, and clothing) to your child in his or her classroom. All items should be brought to the school office.
- Please schedule medical, dental, and other appointments during non-school hours
- Students should arrive in class on time

In some circumstances, students may benefit from the support of tutors or coaches outside of school.

The school does not endorse, vet, or recommend specific tutors. Should parents request assistance in securing a tutor for their child, the school will share the names of tutors who have been hired by other school families in the past, with the understanding that this does not constitute an official school endorsement or recommendation.