

MAGEN ISRAEL

PRIMARY SCHOOL

חנוך על טהרת הקדש

Parent Handbook

5778-2018/19





Magen Israel

Primary School

Dean

Rabbi Yizchak Chayempour

Director

Tamar Chayempour

Campaign Director

Rabbi Chaim Eilenberg

Judaic Prinicpal

Mushky Tuvel

English Principal

Karine Beroukhim

September 2018
Elul 5778

Dear Parents,

Welcome to Magen Israel Primary School. Our school is committed to developing our children to their maximum capacity in a warm, safe, and nurturing atmosphere, and imbuing them with a love for HaShem and the Torah. With the help of HaShem our school will graduate well rounded students with strong foundation skills required throughout all their years of education. We work on building high moral character and increased self-esteem, instilling a lifelong love for learning. Enclosed please find the school handbook. Please read it carefully and keep it as a reference throughout the year.

It is a privilege for us to be involved in the education and growth of your children. Please feel free to contact us with your questions and comments.

We look forward to a successful and productive year and Be”H welcoming you and your child in September.

Sincerely yours,

Rabbi Yitzchok & Tammy Chayempour

A Project of Gan Israel Educational Center

Administrative Office: 778 Middle Neck Road, Great Neck, NY 11024

Summer Camp: Long Island Hebrew Academy, 122 Cuttermill Road

Primary School: 54 Steamboat Road

After School Program: 122 Cuttermill Road

Telephone: (516) 482-2305 Fax: (516) 773-8565 www.magenisraelcenter.com

Tuition

Please make sure that medical forms are processed and that all financial obligations are met by the orientation date. For your convenience you may pay with:

A) Two post-dated checks of equal amounts, dated September 6, 2018 and January 1, 2019

B) Ten monthly post-dated checks, dated September 6, 2018 through June 1, 2019

All checks can be made payable to: Gan Israel

School Hours

Mon-Thurs: 9:00 am - 3:30 pm

Friday: 9:00 am - 12:30 pm

The first day of school is **Thursday, September 6, 2018.**

Bus Service

Busing is provided through the Great Neck Public Schools. Parents should register their children the Great Neck Public School Department of Transportation at (516) 441-4060 before the start of the school year. In the event that your child will be absent, be sure to inform the bus company beforehand.

Arrivals

Classroom doors open at 9:00 am. Teachers use the time before school for meetings and to prepare for the day's activities and cannot properly supervise the children whilst engaged in their work. Early arrivals will be required to wait with their parent until 9:00 am. In order to establish good school patterns from the start, children should arrive on time. Latecomers miss an important part of our program can be disruptive to the class.

Early Pickup

If it is absolutely necessary to take your child home before the end of the school day, you must sign your child out in the office. Please do not pick up your child without first informing the school office.

Absences

In the event that you plan to take a family trip during the time in which school is in session, please notify the school before of the days that your child will be absent. Please note that we do not reimburse tuition fees for days absent.

Parental Absences

Please inform the school if you will be away from home for any length of time. This is especially important if the absence is due to special occasions, such as hospitalization for the birth of a sibling. When teachers are aware of such conditions they can greatly assist in alleviating a child's concerns regarding his or her mother's absence.

Apparel

Students are required to wear the school uniform, available through Land's End. Please refer to the enclosed dress code.

Food

Several of our students have allergies and sensitivities to nuts as well as dairy. All food sent from home must be nut free. All snacks must be nut and dairy free.

Tzedaka

Please send in a few pennies each day to put in the tzedaka box.

Birthdays

Teachers provide a variety of special activities to make your child's birthday special and unique. You may bring a cake or cupcakes and a gift for the entire class to enjoy. We request that if you choose to distribute party bags they

contain a limited amount of sugary snacks. All foods must be *Pas Yisrael*, *Chalav Yisrael (if dairy)*, and *Kemach Yashan*. Please call your child's teacher at least one week in advance to schedule a date for the birthday party. Please bring pennies for tzedaka for the entire class and ask your child to prepare a birthday resolution, a new mitzvah that they would like to be careful with in honor of their birthday. No birthday parties will be held during the time allotted to the music teacher.

Homework

Homework is sent home each day for the purpose of reinforcing the material taught that day. Practicing reading daily is of critical importance in attaining good reading skills. Teachers make efforts to keep homework assignments to a minimum.

Photos

To view photos, and videos, please friend us on Facebook and follow us on Instagram. Watch our Instagram stories for a glimpse into your child's day and to view our special events.

School Announcements

School announcements and updates are sent via whatsapp messages and email. Magen Israel Parents will be added to the whatsapp broadcast for school notices, photos and videos. **Please avoid WhatsApp messaging teachers and faculty after hours.**

School Records

Parents should notify the office promptly, in writing, of any change in address, telephone numbers, and information regarding emergency contacts. Promptness and accuracy are necessary in keeping our records up to date. The school needs to be able to communicate with parents whenever necessary.

Snow Closing

When setting the calendar, the school takes into consideration that some days will be closed due to snow. In the event of a snow closing, you'll be notified via WhatsApp or you can call the school number to hear a school-closing recording.

School Calendar

Enclosed please find the school calendar. Monthly calendars are emailed at the beginning of each month.

Lunch Program

Magen Israel is proud to offer a daily hot lunch program. The cost of the program is **\$600 for the school year**. For more information and to enroll your child in this optional program, please contact the school office.

Parent Teacher Conferences

Parent Teacher Conferences are held in November. If you feel the need to discuss your child's progress with his/her teacher at any time, please call the school and leave a message for the teacher. Your call will be returned at the teacher's earliest convenience.

PTA Dues

In order to cover the costs of Pizza Tuesday, Teacher's Gifts and other special programs throughout the year, Magen Israel requires that every child submit a mandatory **PTA Due of \$180**. Please submit this amount to the school office or your Class Mom at the beginning of the year. Checks can be made payable to *Gan Israel PTA*.

PTA

Magen Israel's dedicated PTA works jointly to develop school events and enhance fundraising efforts on behalf of the school. We look forward to welcoming new members and invite your input. If you're interested in joining the PTA please contact Chana Aber at (516) 270-6055.

Health Policy

The health of all of our children is partially dependent on the cooperation of the parents. Sending a sick child to school not only jeopardizes the health of that child, but the health of all of the child's classmates as well.

- Children must be free of fever for at least 24 hours before returning to school.
- Children must be free of diarrhea for at least 24 hours before returning to school.
- Children requiring antibiotics must be on it for at least 24 hours before returning to school.
- No child with an infectious disease is permitted to attend school.
- Children must have a doctor's note indication that they are fit to return to school following an infectious disease.
- If a teacher deems a child too sick to be exposed to other children, she will call a parent or other relatives listed on the emergency card and ask them to pick up their child.
- No child with pink eye will be permitted in school.
- Teachers are not authorized to administer any medication to children.
- There will be a lice check at the start of the school year, after every major vacation, and whenever the administration deems necessary. Any child found with lice or nits will be sent home.
- In case of accidental injury G-d forbid, the school will immediately attempt to contact a parent. If we are unable to contact the parent, the child's physician will be called. If necessary, the school will also call an ambulance and paramedics. Until the arrival of the parents, the director or teacher will be responsible for making decisions regarding the child's welfare. Parents will be expected to assume responsibility for any resultant expenses not covered by the school's insurance. The school will maintain a parent's signed consent form, agreeing to this provision.
- All medical forms must first be submitted to the school office before your child can begin attending school.

- Please inform your child's teacher of any allergies that your child may have, even if you have already noted it on the registration form. It is important that you notify the teacher in person and ensure that she is well aware of the extent of the allergic reaction. If your child requires an Epi Pen, make sure to provide the school with one. Please make sure that all pertinent information on the emergency card be given upon your arrival to school.

Supply List

All items sent to school must be clearly labeled. The school assumes no responsibility for lost items.

Kindergarten

- 3 Dozen Sharpened Pencils
- 3 Erasers
- 3 Sharpeners
- 6 Glue Sticks
- 2 Pairs of Scissors
- 1 Pack of Crayons
- 1 Pack Washable Markers
- 4 Folders
- 1 Journal Notebooks (Only Bottom Half Should Be Lined, Wide Ruled)
- 1 Pack of Loose Leaf Paper (Wide Ruled)
- 1 Pack of Dry Erase Markers
- 3 Boxes of Tissues
- 2 Packs of Lysol Wipes
- 1 Zippered Pencil Case
- 1 Hard Plastic Pencil Case
- 2 Boxes of Ziploc Bags (1 Large and 1 Sandwich Size)

1st Grade

- 3 Dozen Sharpened Pencils
- 3 Erasers
- 3 Sharpeners
- 6 Glue Sticks
- 2 Pairs of Scissors
- 1 Pack of Markers
- 1 Pack of Crayons
- 3 Folders
- 1 Pack of Loose Leaf Paper (Wide Ruled)
- 1 Binder (1" Inch)
- 1 Pack of Dividers
- 2 Journal Notebooks (Only Bottom Half Should Be Lined, Wide Ruled)
- 1 Pack of Dry Erase Markers
- 3 Boxes of Tissues
- 2 Boxes of Lysol Wipes
- 1 Zippered Pencil Case
- 1 Hard Plastic Pencil Case
- 2 Boxes of Ziploc Bags (1 Large and 1 Sandwich Size)

2nd Grade

- 3 Dozen Sharpened Pencils
- 3 Dozen Sharpened Pencils
- 3 Erasers
- 3 Sharpeners
- 6 Glue Sticks
- 2 Pairs of Scissors
- 1 Pack of Markers
- 1 Pack of Crayons
- 1 Pack of Colored Pencils
- 3 Folders
- 1 Pack of Loose Leaf Paper (Wide Ruled)
- 1 Binder (1" Inch)
- 1 Pack of Dividers
- 2 Journal Notebooks (Only Bottom Half Should Be Lined, Wide Ruled)
- 1 Pack of Dry Erase Markers
- 3 Boxes of Tissues
- 2 Boxes of Lysol Wipes
- 1 Zippered Pencil Case
- 1 Hard Plastic Pencil Case
- 2 Boxes of Ziploc Bags (1 Large and 1 Sandwich Size)

EXTRA-CURRICULAR PROGRAMS

Art

Our art teacher visits the school biweekly. Our students are given in depth lessons in art and create beautiful artwork which relates to the current month. Some of these artwork will be sent home. Please hang your child's work in a place that is visually accessible to them in order to help retain what they have learned in school.

Music & Song

Music is a powerful educational tool. Music classes are held on a weekly basis. Students engage in music and song which relate to the subjects being discussed in class.

Creative Movement

Natali, our creative movement teacher visits the school weekly. During this class children develop their gross motor and coordination skills through music, exercise, and dance.

Physical Education

Physical education plays an important role in a child's development. Sports classes are held on a weekly basis with our sports instructor.

Swimming

Classes visit the pool once a month. Swim sessions rely on the support of our parent body as parent volunteers are needed to assist with driving and chaperoning. If you're able to volunteer, please let the office know.

Field Trips

Field trips are an educational and exciting part of early childhood programs. Notices will be sent home at least one week in advance to inform you of the upcoming trip. You will be required to sign a permission slip allowing your child to join the school trip.

Special Events

Our monthly events include visits from the Petting Farm, Small Wonder Puppet Theater, the Dentist, Meet the Author, Matza Factory, Book Fair, Chinese Auction, Sofer, and more. Parents will be notified before each event.

Chinese Auction

Our annual Chinese auction is a vital part of supporting our school. Each parent is required to submit an **auction fee of \$100**. This fee must be submitted together with PTA dues at the start of the school year and includes auction entry tickets for school parents. We look forward to an enjoyable evening together.

Contact Information

Phone: (516) 773 - 8565
(516) 482 - 2305

Email: magenisraelcenter@gmail.com

Web: www.magenisraelcenter.com

Facebook: Magen Israel

Instagram: @magenisrael

Shana Tova and have a wonderful year!



Magen Israel Primary School

54 Steamboat Road • Great Neck, NY 11024

(516) 773-8565 • ganisraelcenter@gmail.com • www.magenisraelcenter.com

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School Calendar

5779 - 2018/19

Monday, September 3 | Labor Day

Thursday, September 6 | First Day of School

Monday-Tuesday, September 10-11 | Rosh Hashana- NO SESSIONS

Wednesday, September 12 | Tzom Gedalia- 12:30 Dismissal for all Grades

Tuesday-Wednesday, September 18-19 | Yom Kippur- NO SESSIONS

Thursday, September 20 | 10:00 am Opening for all Grades

Monday-Wednesday, September 24-October 3 | Sukkot Break- NO SESSIONS

Thursday, October 4 | School Resumes

Tuesday, October 30 | Teachers' In Service Day- NO SESSIONS

Thursday-Friday, November 22-23 | Thanksgiving Break - NO SESSIONS

Tuesday, November 27 | Book Fair and Open House

Monday, December 3 | Chanuka Party

Monday, December 10 | Chanuka Break - NO SESSIONS

Tuesday, December 18 | Fast Day - 12:30 Dismissal for all Grades

Tuesday, December 25 | Building Closed - NO SESSIONS

Tuesday, January 1 | Building Closed - NO SESSIONS

Tuesday, January 1 | Chinese Auction

Thursday-Friday, January 17-25 | Winter Break - NO SESSIONS

Tuesday, January 29 | School Resumes

Monday, February 18 | Presidents Day - NO SESSIONS

Wednesday, March 20 | Taanit Esther - 12:30 Dismissal for all Grades

Thursday-Friday, March 21-22 | Purim and Shushan Purim - NO SESSIONS

Tuesday-Sunday, April 16-28 | Pesach Break - NO SESSIONS

Monday, April 29 | School Resumes

Monday, May 27 | Memorial Day - NO SESSIONS

Friday-Monday, June 7-10 | Shavuot - NO SESSIONS

Monday, June 11 | 10:00 am Opening for all Grades

Monday, June 17 | Graduation