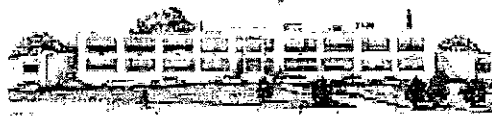


# FOX CHASE ACADEMICS PLUS SCHOOL

500 Rhawn Street  
Philadelphia, Pennsylvania 19111

Mr. Robert Caroselli  
Principal



Telephone: 215-728-5016  
Facsimile: 215-728-5006

In accordance with School District Policy, students at Fox Chase School are required to wear the following uniforms:

- **Bottoms:** black pants or Khaki (beige) pants, skirts or jumpers (no shorter three inches above the knee  
Walking shorts (black or Khaki) - in warm weather when the temperature is predicted to be above 80 degrees
- **Tops:** Red knit - collared, red sweaters or red or black hoodies may be worn by students in class during the cold weather. Please note that hoodies may only have the Fox Chase Logo or be plain.

**Gym Attire:**

- Children should wear sneakers, and either black shorts, red tee shirts or sweatshirts, black sweatpants, red tops.

Effective 2016/17 all Kindergarten students may wear the gym attire every day

Students should wear appropriate shoes (no sandals) at all times and sneakers on gym days.  
(No sneakers with wheels are allowed.)

**Uniform Policy will be enforced**

**Farm Attire**

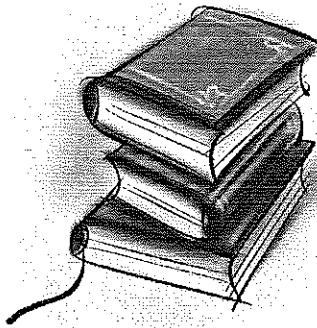
Dress according to weather – old shoes or boots. Students will be learning and working on the farm

SCHOOL DISTRICT OF PHILADELPHIA

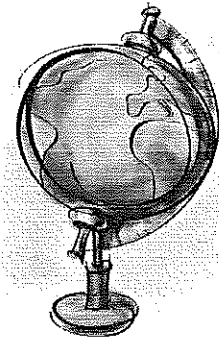
FOX CHASE  
ACADEMICS PLUS SCHOOL



Parent/Student Handbook  
2016-2017



Mr. Robert Caroselli  
Principal



Rhawn and Ridgeway Streets  
Philadelphia, Pennsylvania 19111

Telephone: (215) 728-5016  
Fax: (215) 728-5006



Dear Parents/Guardians,

It is our hope that this handbook will be helpful to you and that it will promote a meaningful exchange of information between school and home. Please read and review this handbook and the Discipline Code with your child(ren). It is of the utmost importance that you work along with us to enforce these policies. Please keep the handbook readily available during the school year. I look forward to a great year and remember you can contact me anytime for anything.

Sincerely,



Mr. Robert Caroselli

Principal

robcaroselli@philasd.org

### FOX CHASE HOME AND SCHOOL ASSOCIATION

Our Home and School Association (HSA) is an active part of our school family. They are a group of dedicated parents interested in enriching the educational experience of every child attending our school. All parents/guardians are expected to join our HSA and actively participate in the activities that it sponsors. By joining and becoming an active member of the HSA, you demonstrate to your child a commitment to maintaining a strong school program and building for the future.

A **Family Membership** is \$10.00. The Association does fund-raising for the school by planning and running such events as Candy Sales, Book Fairs, Picture Day, and Yankee Candle Sales. The Association also organizes and/or pays for fun events for the students, such as student projects, Play Day, assemblies, and buses for field trips.

At the general meetings, the Association presents workshops for parents on topics related to instruction and curriculum. A schedule of meetings will be announced through notices sent home via the children.

Volunteers and new members are always welcome. Please contact the Home and School Association by way of their mailbox in the office for more information.



## IMPORTANT TELEPHONE NUMBERS

School Office	(215) 728-5016
School FAX	(215) 728-5006
Counselor	(215) 728-5089
Nurse	(215) 728-5091
Cafeteria	(215) 342-3234

## 2016/2017 CALENDAR (Subject to Change)



September 1, 2016	First Day for Staff
September 5, 2016	Labor Day
September 6, 2016	Staff Only
September 7, 2016	1st Day for Grades 1-12
September 14, 2016	1st Day for Kindergarten
September 29, 2016	School Selection Begins for 2017/2018
September 30, 2016	Staff Only - No Students
October 3-4, 2016	Schools Closed - Rosh Hashanah
October 12, 2016	Schools Closed - Yom Kippur
November 8, 2016	Staff Only
November 11, 2016	Schools Closed- Veterans' Day
November 14, 2016	2017-2018 School Selection Process Ends
November 21-23 2016	Report Cards - 12:09 Dismissal
November 24-25 2016	Schools Closed - Thanksgiving Holiday
December 26 - January 2, 2017	Winter Break
January 3, 2017	Staff Only - No Students
January 16, 2017	Schools Closed - Dr. Martin Luther King's Birthday
February 15 - 17, 2017	Report Card Conferences - 12:09 Dismissal
February 20, 2017	Schools Closed - Presidents' Day
March 6, 2017	12:09 Dismissal
March 31, 2017	12:09 Dismissal
April 3 - May 12, 2017	PSSA Assessments
April 10 - 14, 2017	Spring Recess
April 19 - 21, 2017	Report Card Conferences - 12:09 Dismissal
May 16, 2017	Staff Only - No Students
May 29, 2017	Schools Closed - Memorial Day

June 20, 2017  
June 21, 2017

Last Day for Students  
Last Day for Staff

**MY SCHOOL PLEDGE (Daily Recitation)**

Be respectful every day.  
Be responsible in every way  
I promise I will do my best in reading, math and all the rest.  
A peacekeeper I will always be.  
A problem solver I will be.  
Negativity is not the way.  
So let's be positive every day!

**DAILY SCHEDULE**



The school day begins promptly at 8:30 AM  
(Please see "Parking on Page 10)

Students walking to school should plan to arrive in the yard after 8:15 but before 8:30 AM and quietly line up at the designated location immediately. **\*RECREATIONAL ACTIVITIES ARE PROHIBITED IN THE MORNING.** For safety reasons, children are not permitted to enter through the front door of the school. There is no staff in the yard until 8:30!!!!

Inclement weather conditions

Children will be admitted into the building at 8:15. They MUST use the school yard entrance near STAIRWELL A and proceed directly to the auditorium. They will sit quietly in their designated seats until their teacher picks them up at 8:30. We ask that parents do not accompany students to the auditorium. Kindergarten children may be brought to the auditorium by a parent, but we ask that all parents leave once children are in the auditorium.

Dismissal is at 3:09 PM for students in Grades 1-5 each day (K-3:04 PM).

Students are dismissed directly into the schoolyard. If you plan to meet your child, please designate a location within the yard. Driving into the circular driveway at the front entrance is prohibited between 3:09 and 3:15p.m.

**Early Dismissal:**

School district policy prohibits students from being dismissed early for routine medical and dental appointments because it is disruptive to the learning program. Routine medical and dental appointments must be made after school hours. Pupils will be dismissed early only in an emergency. There will be no early dismissals between 2:30 P.M. to 3:09 P.M. (This is a rostered time for instruction). Except when emergencies occur during school, all requests for early dismissals must be in writing. The reason for the request and the time of dismissal must be noted.

\*A parent or other responsible adult must call for the student in the main office, present acceptable identification and sign the sign-out book, before the child is released. **(DO NOT GO TO THE CLASSROOM). NO STUDENT IS RELEASED FROM SCHOOL DURING REGULAR HOURS WITHOUT BEING ACCOMPANIED BY A RESPONSIBLE ADULT.** The adult must sign the "sign out" sheet in the main office before taking the student.

**BREAKFAST / LUNCH PROGRAM**

Breakfast will be served commencing at 8:15 AM. The lunchroom doors will not open until that time. Breakfast and lunch are free to all students.

**EMERGENCY CLOSING**



School closings are announced on local news stations. Please also check social media and the School District's website. ***PLEASE DO NOT CALL THE SCHOOL TO SEE IF SCHOOLS WILL BE CLOSING. WE FIND OUT WHEN YOU FIND OUT BY LISTENING TO THE RADIO.*** Please be certain that your child knows where to go in case of an emergency closing. The school will send a form home requesting this information at the beginning of the school year. It is imperative that we have this information on file.

## ABSENCE AND LATENESS

Children are to be in line in the schoolyard by 8:30 AM and should enter the building with their class. Absent or late students must provide a written notice explaining the reason for the absence or lateness. "Such notice must include a valid telephone number or other means of contact for verification purposes." A student who is absent without a valid excuse is considered "truant" from school. \*\*Students who arrive after 8:30 AM should obtain a late note from the late desk, which is located in the main lobby (unless the lateness is due to the school bus). Students who consistently arrive late, miss out on crucial instructional time and lose ground academically. It is our target goal for this year to have an average daily student attendance of 97%. Classes that reach this goal will receive special recognition.

It is the student's responsibility to make up all missed work and/or tests. Students should contact classmates (or teachers) for work missed. We strongly recommend that students have the telephone numbers of at least three reliable classmates to obtain homework. Parents should also call the school secretary if the absence is going to be more than three (3) days. If a child has been out due to a contagious disease, a note from a doctor must be presented upon the child's return to school.

## DRESS CODE

In accordance with School District Policy, students at Fox Chase School are required to wear the following uniforms:

•**Bottoms:** black pants or Khaki (beige) pants, skirts or jumpers (no shorter than three inches above the knee)

Walking shorts (black or Khaki) - in warm weather when the temperature is predicted to be above 80 degrees

•**Tops:** Red knit - collared, red sweaters or red or black hoodies may be worn by students in class during the cold weather. Please note that hoodies may only have the Fox Chase Logo or be plain.

### Gym Attire:

•Children should wear sneakers, and either black shorts, red tee shirts or sweatshirts, black sweatpants, red tops.

Effective 2016/17 all Kindergarten students may wear the gym attire every day

Students should wear appropriate shoes (no sandals) at all times and sneakers on gym days. (No sneakers with wheels are allowed.)

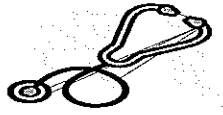
# Uniform Policy will be enforced



## Farm Attire

Dress according to weather - old shoes or boots. Students will be learning and working on the farm

SCHOOL NURSE



The nurse this year is here five (5) days a week and can be reached directly by calling 215-728-5091.

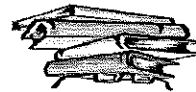
The nurse will address medical issues that occur during school hours. She is not here to follow up on issues from home; please see your child's doctor. If you do not have a doctor or health insurance, she may be able to help you.

Please notify the school nurse if your child has a special medical condition. Forms will be sent home for completion.

No medication of any kind should be brought to school. If your child is receiving medication that must be administered during school hours, please contact the school nurse for the proper forms. It is the parent's responsibility to bring all medications to school for storage and/or refill.

Physical exams are **REQUIRED** for new students in kindergarten and those students who never attended a Philadelphia Public School. These forms are provided at the time of registration. Please send in all updated immunizations.

VISITORS TO THE SCHOOL BUILDING



All visitors must come to the office. No unauthorized persons may be in the building at any time. PARENTS SHOULD CALL FOR AN APPOINTMENT WHEN PLANNING TO VISIT A TEACHER. All of the doors to the school will be locked after 8:30 A.M. In order to enter the building you will need to ring the bell and be buzzed in from the office. In order to proceed to any part of the building, you must first obtain a pass from the main office and return it before exiting the building.

## PARKING

Please park in legal parking spots only. Parking on Rhawn Street in front of the school are reserved for buses. If a bus cannot park in these allocated spots, it becomes a safety hazard. We cannot be responsible for tickets. Do not park on Rhawn or Ridgeway Streets adjacent to the school during school hours. **Parking on the semi-circle drive in front of the building is reserved parking only.** There is a parking lot at the rear of the school (driveway off Ridgeway) where visitors may park. **Children should not be dropped off or picked up for school in the circular drive. Parents/Visitors are asked to be patient, cordial and considerate to one another when dropping off or picking up students. Please do not park on the grass for any reason. Do not "box in" other drivers.**

## SCHOOL CROSSINGS

For their safety, children are instructed to cross at corners where there is a **Crossing Guard**. Please do not allow children to cross in the middle of a block. Even with parental guidance, accidents can happen.

## CHOIR/PIANOS



Fox Chase is known for their wonderful choir under the direction of Mrs. Christina DiBernardo.

New this school year, Mrs. DiBernardo will be teaching the piano to grades 2 and 3. We received a fabulous grant that will allow this to happen. Next school year grades 2 - 4 will be taught and the following school year grades 2-5. This is a very exciting opportunity for your child.

## INSTRUMENTAL MUSIC LESSONS

Instrumental music lessons on string and wind instruments are available. If you wish your child to receive instrumental lessons, please send a note with the student and it will be forwarded to the instrumental teacher. Students must be in at least third grade to apply.

## SPECIAL ADMISSION SCHOOLS/TRANSFERS

For Special Admission schools and programs, parents should file an Application for Admission (Form EH-38) before mid-November of the preceding year. Please contact the counselor at 215-728-5089. Other transfers must be done through the Office of Student Placement 215-400-4290.

## TEXTBOOKS

Parents are requested to instruct students in the proper care of books:

- Textbooks **MUST** be covered.
- Students are required to pay for all lost or defaced textbooks and library books.

## STUDENT OF THE MONTH

It is expected that all students will take responsibility for their own learning and will work to the best of their ability to achieve at high academic levels and experience ongoing success. The teacher on the basis of their overall effort selects two students from each class during the month in academic, attendance, and personal and social growth areas. These students will be invited to have lunch with the principal, have their photos taken, and receive certificates.

- **Honor Roll Assembly** (An assembly will be held each marking period.)
- **First in Math** (Certificates and bracelets will be awarded monthly for high scorers.) (The class with the top scores for the week will own "bragging rights" and house the trophy in their classroom).

### PERSONAL PROPERTY

Place child's name on all property: purse, boots, rain hats, raincoats, jackets, books, lunch boxes, thermos bottles, etc.

Radios, ipods, electronic games, including any and all virtual pets, tape players, walkmans, Pokemon cards, jewelry, silly bandz, skateboards, large sums of money, scissors, **CELL PHONES**, and other valuables may not be brought to school. The school assumes no responsibility should any of these items be lost or stolen. \*Any item, which disrupts normal school activities, will be taken away from the student and returned only to parents.

### COMMUNICATION, INTERIM REPORTS / LETTERS

The most important part of any partnership is communication. Although it is not always possible to talk personally with each parent, we will endeavor to keep the lines of communication open through a newsletter and a calendar of events. Please feel free to communicate with the school staff by sending in comments or suggestions. Please refrain from trying to conference with staff during morning admittance and afternoon dismissal times. We will continue communications via emails and auto-dialer. **Please make sure the main office has a working number and an up-to-date email address.** Please note that only parents or guardians are scheduled at report card conferences, unless other arrangements are made. Interim reports will still be sent home when necessary each marking period.

Please refer to Facebook under Principal Caroselli; Fox Chase School; and Fox Chase Home and School also on Facebook.

## HOMEWORK

Homework assigned by the teacher is to be an outgrowth of the day's work. Children are to have homework completed in its entirety when assigned. Homework may consist of written assignments, problem solving activities, viewing a particular television program, video, or DVD, interviewing people, constructing a project, researching a topic, visiting a place of interest, or a creative activity. The School District Policy is to assign homework Monday through Thursday. There may be occasions where students will be assigned projects over the weekend. Parents can help by checking to see if assignments are completed and signing them to indicate they have been checked. It is important that parents provide a time and place, free from distractions, to do homework. We are requesting that an adult or older sibling read with each of our students for a minimum of 20 minutes each day and work on improving writing skills. Students should also practice and study their Math Facts every evening. Students will have various problems to solve each evening. If a student is absent, it is his/her responsibility to obtain the homework assignment from a classmate or the teacher. If you (the parent) have any questions, let the teacher know by telephone or letter.

## HOMEWORK -- SUGGESTED MINIMUM TIME

Grade 1:	20 min.	Grades 3/4:	40 min.
Grade 2:	20 min.	Grade 5:	50 min.

## FIRST IN MATH

Although FIM is not mandatory, Fox Chase Elementary School is one of the top 100 schools in the country in terms of participation. For more information and a log in to this math support program, please contact your child's teacher.

## BEHAVIOR CODE



### **Philosophy**

Our school behavior code has a three-fold purpose. First, we wish to create a safe school environment where the highest level of instruction can take place. Next, by making clear what is desired behavior, we hope to encourage self-discipline among our students. Finally, through the application of certain rules, we hope to maintain a climate for developing good citizenship. Our intention is not to create punitive measures but to provide positive guidelines for desired behavior.

The committee, which developed this behavior code, consisted of parents and faculty. We all share in the responsibilities of determining and enforcing rules, which will create a climate of mutual respect. Our school is committed to the academic achievement and the citizenship development of each child as we embrace globalization. In recognition of these goals, this Behavior Code is presented and enforced.

### **Expectations for School Conduct**

**Students will:**

1. Learn and plan cooperatively.
2. Take an active role in monitoring their own learning and behavior.
3. Speak positively to adults and other students at all times.
4. Listen and follow all directions the first time they are given.
5. Walk in a quiet and orderly manner in the hallways and on the stairways at all times.
6. Line up in an orderly manner in the schoolyard for admittance to the building.

### **Rules for Good Citizenship**

**Students should:**

1. Help our grounds look attractive.
2. Play in the designated areas with approved play equipment.
3. When you hear a whistle, stop, and be silent.
4. Use proper language at all times.
5. Keep hands, feet, etc. to themselves.
6. Respect other people's property in all settings.
7. Stay in main schoolyard, off the grass, and not go behind the portables.
8. Leave all balls, toys, etc. at home (including any and all electronic equipment).
9. Refrain from playing suicide ("suey") - pegging each other with a ball.
10. Drink at the water fountain.

11. Stay off the windowsills.
12. Enter the building to use the lavatories or to visit first aid station.
13. Only play ball at those areas designated by yard aides.

**Socialized Recess:**

Playground balls and basketballs will be given to 3rd, 4th, and 5th graders. The kindergarten, 1st and 2nd grade students will receive playground balls. Wall balls are assigned on a rotating basis according to schedule. Jump ropes and hula-hoops are available to all.

**Lunchroom Procedures:**

- A. The lunchroom can provide an enjoyable eating area if
1. All teachers escort their class to the lunchroom door and then to their tables.
  2. Students wait quietly for directions to line up for the lunch line.
  3. Students obey School District Policies for selecting their meals.
  4. Students eat all their food slowly and clean up after themselves.
  5. Everyone is quiet or speaks in a low, respectful tone.
  6. Everyone puts trash in the proper containers when directed and check the floor area.
  7. Everyone waits for the Noon Time Aides to dismiss their class and give directions.

**The Lunchroom Positive Behavior Policy will be revised to recognize and congratulate those classes who model expected behaviors.**

- B. Hallways and stairs should be safe and quiet areas.
1. Walk quietly at all times.
  2. When not with a teacher, carry a hall pass with a buddy.
  3. Always walk on the right side.
- C. In the lavatories we need to have special concerns for health and safety.
1. Use each fixture in the bathroom for its proper function.
  2. Wash your hands!
  3. Throw paper towels in the proper receptacles.
  4. Do not play in the bathrooms.

D. The auditorium is a place where many good times are shared. It is also a place where there are special opportunities for us as a school to show courtesy and good

citizenship. Silence is the rule in the auditorium. A book must be brought to the auditorium for indoor lunch if a movie is not being shown.

E. Students are admitted and dismissed from the schoolyard.

1. The teacher is responsible for escorting children to and from the outside doors. **Children are not permitted back into the building after dismissal.**
2. 8:30 a.m. and 3:09 p.m. are the usual times for admittance and dismissal.
3. When there is inclement weather, students may walk directly from the yard to the auditorium. This should be done in a quiet, orderly manner. (Look for the sign in the auditorium window.)

F. The school bus must be safe for all students.

1. Children must be seated while the bus is in motion. (The principal may authorize assigned seats.)
2. There is no eating on the bus.
3. There is no horseplay or fighting on the bus.
4. Windows are regulated by the driver only.
5. Children must speak to one another and to the driver in a low, respectful voice.
6. All rules of good behavior are to be followed at all times.

Copies of the **Code of Student Conduct Handbook** can be found on the School District of Philadelphia's website.

Since it is our mission to help all children achieve and become responsible citizens, our discipline program is designed to help the students correct their behavior. The school and the district use a variety of strategies to correct improper behavior that can impede learning and disrupt the learning environment. Some of these strategies include: counseling, mentoring, assembly programs, community service, rewards, and involvement in special programs. There is the occasion, however, when a child's behavior is so disruptive to the learning environment that he or she must be removed from the room. In situations such as these, the teacher has two choices. The child can be sent to the Student Support Room and/or the parent contacted by a designee. Teachers must complete the proper documentation and submit to the principal or her designee.

The SSR is for students whose actions could be the result of some learning or behavior problem. The teacher can send a child to the SSR only once per report period unless otherwise directed by the administrator or her designee.



When the behavior is abrupt and disruptive, and prevents others from learning, the student can be sent to the Student Support Room and/or may receive additional "time-out" support from our counselor or a designee assigned.

Students take pride in their education. This includes their actions. Although we use a progressive discipline policy, behaviors such as hitting or cyber bullying warrant an immediate and out of school suspension.

**Here are a few activities to try at home - to reinforce what we do in school.**

**A**sk your child about the school day.

**B**egin your child's day with a nourishing breakfast.

**C**ongratulate your child for doing well.

**D**iscuss homework and classwork activities with your child.

**E**ncourage your child to read for at least 20 minutes daily and ask thought-provoking questions.

**F**ind a quiet place for your child to study free from distractions.

**G**uide your child with homework and note areas of difficulty.

**I**nclude your child in making simple family decisions.

**J**oin a library with your child. Let them see that you value reading.

**K**eep your child on a schedule that includes exercise and sleep.

**L**imit TV, computer, and video viewing by selecting programs with your child.

**M**ake the time you spend with your child special.

**N**otice and discuss changes in your child's behavior.

**O**ffer to help your child organize school papers and manage their time and assignments.

**P**rovide your child with good role models.

**Q**uestion the activities your child shares with friends.

**R**espect your child's right to have opinions different from yours.

**S**hare an interest or a hobby with your child.

**T**ake time to listen to your child.

**U**rge your child to say "NO!" to unwanted touching, drugs, and bullying.

**V**isit places of interest with your child.

**W**ork with your child to set up rules of behavior and good study habits.

**X**erox and save records or articles that benefit your child.

**Y**ield better results by encouraging your child to do better.

**Z**oom

Your child's success in school begins at home. When the home and school families work together, your child benefits.

Why not keep this list handy - perhaps on the front of your refrigerator.  
Working together we can continue to make a difference!

**F**OLLOW  
**O**UR  
**X**PECTATIONS

**C**HILDREN  
**A**VE

**S**AFE  
**E**NVIRONMENT



# OUR EXPECTATIONS



RESPECTFUL

RESPONSIBLE

A PEACEMAKER AND KEEPER

A PROBLEM SOLVER

POSITIVE

