



**Trinity Catholic School**  
Preschool – Sixth Grade  
115 East Fifth Street  
Oswego, NY 13126  
(315) 343-6700  
[www.oswegotrinitycatholic.org](http://www.oswegotrinitycatholic.org)



## **TRINITY CATHOLIC SCHOOL GENERAL INFORMATION**

School starts at 9:00. The first bell rings at 8:45 at which time students may go to their room. Every effort should be made to have the students in the classroom by 8:50.

Any students who arrives prior to 8:30 will be sent down to Before Care.

Students attending Before Care should enter through the parking lot door and go downstairs, first door on the left. Mrs. Bornheimer is our Before Care supervisor. A simple breakfast of toast, bagels, cereal, or waffles is available to students who arrive prior to 8:00.

Students arriving between 8:30-8:45 will be directed to wait in the vocal music room until the first bell rings at 8:45.

Students arriving after 8:45 should go directly to the classroom.

To gain entrance to the school, push the round silver button on the security box.

For the safety of staff and students at TCS, any parent/visitor walking beyond the main office MUST sign in/out with our receptionist, Mrs. Pritchard.

After 9:00, please use the 5<sup>th</sup> Street entrance to enter/exit the school.

After 3:30, please use the parking lot entrance to enter/exit the building.

Students may bring or buy lunch. A monthly calendar will be sent home listing the choices for each day. Lunch costs \$2.25, milk is \$.60 and ice cream is \$.75. You may send in payment each time your child buys lunch, or you can set up an account with the cafeteria. For example, if you send in a check for \$25, the price of your child's lunch will be deducted each time he/she buys. All checks for the cafeteria must be made out to the Oswego City School District.

A snack calendar will be sent home each month. There are 22 children in the kindergarten class. You will be asked to provide a healthy snack, drink, cups, napkins and plates forks and spoons if necessary. Suggested snacks are fruits, vegetables, cheese, peperoni, crackers, pretzels, yogurt, milk, juice etc. Special treats such as cakes and cupcakes are allowed on the child's birthday or ½ birthday. No homemade snacks are allowed.

There are hooks in the classroom where the child will hang their coats and backpacks. Your child will have a mailbox for projects, work and mail. The teachers will be sure that everything is put in the backpack at the end of the day.

On nice days, children often have a chance to go outside to play. If your child does not wear a coat to school, it may be a good idea to keep a sweatshirt in their backpack as the weather can change quickly.

Be sure to fill out the Emergency Contact sheet that was in your registration packet. We will not release your child to someone who is not listed on this form. You can call school or send in a note to add/delete people from this list.

Please adhere to the NO Parking signs around school. The area in front of the school MUST be kept open for buses to drop off/pick up students.

Parent volunteers may be needed throughout the year as drivers on field trips. A Driver Information Form must be on file in the office and Virtus training complete before you will be allowed to transport a child other than your own.

If you are planning a birthday party outside of school, only pass out invitations in school if all of the students are going to be invited. Otherwise, invitations should be mailed so there are no hurt feelings.

At the end of the day- students staying for aftercare will go directly downstairs. Mrs. Crouse will supervise students after school. Students riding the bus will go directly to the gymnasium until their bus arrives. Students being picked up by parents may do so in two ways; students can be picked up at the office or you can remain in your car and pick him/her up in the carline. Parents drive into the parking lot at dismissal time and Mrs. Kieper or Mrs. Stone will bring your child to your car. This is for the safety of the students so they are not running across the parking lot while cars are driving through.

If there is a change to your child's normal routine at dismissal, you must send in a note telling the school of this change.