

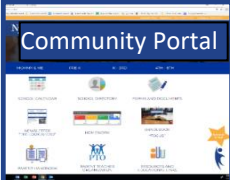





# “TO DO” CHECKLIST FOR PARENTS AND STUDENTS

<input checked="" type="checkbox"/> RELAX!!!!		<p style="text-align: center;"><i>Your children are in good hands!!!</i></p>
<input type="checkbox"/> School Forms by August 1 <sup>st</sup>		<ul style="list-style-type: none"> <li>• Sign and return <b>Emergency Care Form</b> (annually for all students)</li> <li>• Current Physical Form and Immunization Documentation (<b>New families, Kindergarten, 6th</b>)</li> <li>• Original Birth Certificate/Passport (<b>New Families</b>)</li> </ul>
<input type="checkbox"/> Summer Assignments		<ul style="list-style-type: none"> <li>• For students: Summer Assignments, log into <a href="http://www.nysmith.com/community-portal/">http://www.nysmith.com/community-portal/</a></li> <li>• For parents: Look for the first issue of “<i>The Look Ahead</i>” newsletter during the first week of school</li> </ul>
<input type="checkbox"/> Update Student and Parent Contact Information		<ul style="list-style-type: none"> <li>• Contact: <a href="mailto:frontoffice@nysmith.com">frontoffice@nysmith.com</a></li> <li>• Verify parent email and phone information to receive important information over the summer and throughout the year.</li> </ul>
<input type="checkbox"/> Parent Communications Log-Ins		<ul style="list-style-type: none"> <li>• Parents, look for an email from Nysmith IT Systems Administrator or Joan Hessler for Student’s Username and Password to access many of the apps on <a href="http://www.nysmith.com/community-portal/">http://www.nysmith.com/community-portal/</a>.</li> <li>• Parents use their student’s sign in credentials for all applications except “FreshSchools”:           <ul style="list-style-type: none"> <li>○ <b>Community Portal</b> – Unique Username and Password per student</li> <li>○ <b>FOCUS Gradebook</b> - Same Username and PW as Community Portal Log-In</li> <li>○ <b>Google Classroom</b> (4<sup>th</sup>-8<sup>th</sup>) - Different Username and Password using student’s gmail account.</li> <li>○ <b>FreshSchools.com</b> – Parents should receive an email from freshschools.com for access to PTO and <b>School Directory</b>. <a href="https://freshschools.com/app/users/sign_in">https://freshschools.com/app/users/sign_in</a>.</li> </ul> </li> </ul> <p><i>Tip: Download the Google Classroom and FreshSchools apps on your mobile device</i></p>
<input type="checkbox"/> Extended Care Enrollment		<ul style="list-style-type: none"> <li>• Contact Gabrielle Silver for information and payment at 703-713-3332 ext. 1046 or <a href="mailto:gsilver@nysmith.com">gsilver@nysmith.com</a></li> </ul>
<input type="checkbox"/> Extracurricular Clubs AM (Music Programs)-7:30-8:15 AM PM (Clubs and Sports)-3:00-4:00 PM PM (Enrichment Program Activities) 4:00-5:00 PM		<ul style="list-style-type: none"> <li>• Look for an email from Nysmith at the beginning of the school year for club sign up procedures; and check out “The Look Ahead” under Clubs and Activities throughout the year for announcements and new offerings. <b>1<sup>st</sup> come, 1<sup>st</sup> served!</b> <ul style="list-style-type: none"> <li>○ <b>Clubs offered</b> (samples): <a href="http://www.nysmith.com/clubs-sports/">http://www.nysmith.com/clubs-sports/</a></li> <li>○ <b>Enrichment Program Activities</b>: <a href="http://www.nysmith.com/extended-care/">http://www.nysmith.com/extended-care/</a></li> </ul> </li> </ul>
<input type="checkbox"/> School Lunches / Pizza Fridays		<ul style="list-style-type: none"> <li>• All students please bring lunch for first several weeks of school, labeled with child’s name</li> <li>• Beginning in mid-September, families may participate in the optional school lunch program; families prepay for lunches that are delivered to Nysmith from school-selected vendors.</li> </ul>
<input type="checkbox"/> Carpool Pickup Pass		<ul style="list-style-type: none"> <li>• Obtain mandatory Carpool/Walkup Pickup Pass at Meet the Teachers, August 28<sup>th</sup></li> </ul>
<input type="checkbox"/> Bus Service		<ul style="list-style-type: none"> <li>• Look for Transportation Form and Bus Routes in the summer electronic mailer</li> <li>• Contact Gabrielle Silver for questions at 703-713-3332 ext. 1046 or <a href="mailto:gsilver@nysmith.com">gsilver@nysmith.com</a></li> <li>• Download Verizon Connect Reveal Manager bus GPS app to track bus location: <a href="https://us.fleetmatics.com/">https://us.fleetmatics.com/</a></li> </ul>
<input type="checkbox"/> School Supplies and Backpacks		<ul style="list-style-type: none"> <li>• All textbooks and school supplies are provided unless notified by staff</li> <li>• Backpacks and/or trappers (no wheels)</li> </ul>
<input type="checkbox"/> Order Nysmith Spirit Wear (optional)		<ul style="list-style-type: none"> <li>• See Nysmith Dress Code guidelines below for flexible options available at many retailers</li> <li>• If you wish to purchase collared shirts with the Nysmith logo (optional), visit <a href="http://www.LandsEnd.com">www.LandsEnd.com</a>, navigate to “Schools”, Find Your School, Nysmith Code: 900058140</li> </ul>

## 1<sup>ST</sup> DAY OF SCHOOL - NEED TO KNOW

### What to Wear

*General Guidelines:*

- **Tops and Dresses:** All shirts, blouses, sweaters and dresses can be any solid color with collars; no bare midriffs or spaghetti straps. Logos or writing must be no larger than 1½” x 1½.”
- **Bottoms:** Tailored pants, shorts, skirts, skorts can be any solid color and must be mid-thigh or longer in length; no jeans, denim, cargo or sweatpants. *Shorts may not be worn between October 1st and April 1st*
- **Shoes:** No ‘Crocs,’ mules, clogs, flip-flops or other heel-less slip-ons
- **Coats and Jackets:** Any coat design will be acceptable
- **Hats and Headbands:** No hats inside. Head coverings for religious purposes are permitted.
- **PE (6<sup>th</sup>-8<sup>th</sup> gr):** If changing for PE, solid colored shirts with or without collar and solid colored mid-high shorts.

See *Parent Handbook* for more details; and check out <https://www.facebook.com/NysmithSchool/>



### What to Bring

- All textbooks and school supplies are provided unless notified by staff (e.g. graphing calculator)
- Backpacks/Trappers should fit in lockers
- Lunch – Please send in a healthy lunch and drink, labeled with your child’s name. The optional school lunch program begins in mid-September.
- Snack – Please send in a nut-free snack in a separate container labeled with your child’s name and class
- Locker Accessories – Many students bring in magnetic whiteboards, hooks, shelves, etc

