

August 31, 2023

## HEDGEHOG HEADLINES

689 Mast Road, Manchester, NH 03102

T: 603-497-2210

### Important Notices:

*Open House today!!!*

Dear Bartlett Elementary Families,

We are excited to start the 2023-2024 school year at Bartlett! First, I want to thank you all for sharing your wonderful children with us. We are so happy to welcome back our current students and delighted to welcome all our new students into our friendly Bartlett community.

We have 188 students enrolled for the first day of school which will be September 5<sup>th</sup>, 2023. We have 3 classes per grade level. First grade: Ms. Foisey, Mr. Gagne, and Ms. Madsen. Second grade classes: Ms. Ladd, Ms. Small and Ms. Perkins. Third grade classes: Ms. Castelli, Ms. Crete and Ms. Parker. Fourth grade classes: Ms. Brown, Ms. Newman, and Ms. Ramsdell.

To foster positive communication and connections between school and home, we provide a bi-weekly newsletter, also posted on the school website <https://goffstown.k12.nh.us/index.php/schools/bartlett-elementary-school>, with essential information for families. We also have a school Facebook page that highlights achievements and events.

The Parent/Guardian School Handbook can be found by clicking Publications. This document provides valuable information regarding school operations and answers to frequently asked questions. Each classroom teacher has class information as well as their weekly newsletter which can be found on Schoology.

The Hedgehog Headlines is our newsletter. Families that provide their email address to the school office receive an electronic copy of this newsletter via email or it can be found on our website by clicking Hedgehog Headlines. These are just a few examples of the information that can be found on our website.

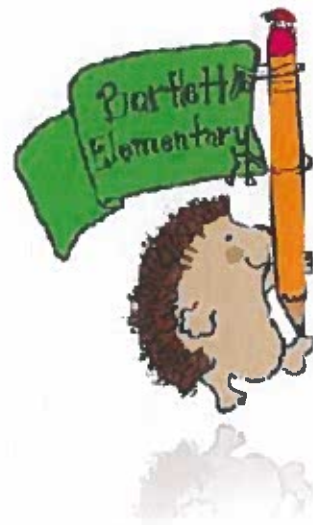
Welcome Back,  
Gerri Goguen, Principal

### SchoolMessenger:

Our school utilizes the SchoolMessenger system to deliver text messages, straight to your mobile phone with important information about events, school closings, safety alerts and more. See the attached flyer for opt-in information.

### Parking During School Day:

There is very limited parking at Bartlett. Visitor parking is allowed along Mast Road and across the street at Family Dollar on the right side of the building. Since the front circle needs to be open for emergency vehicles and special transportation vans, parking in the circle is prohibited except when quickly dropping off or picking up your child while school is already in session (8:30-2:30). Parking in the circle is prohibited when picking up your child after school.



### This Week's Quote:

"There are far better things ahead than any we leave behind." –C.S. Lewis

Please refrain from parking in the business parking lots around our school. We strive to be respectful members of our community and appreciate your cooperation.

### **Traffic Safety:**

Your child's safety is of utmost importance to us. In order for the Bartlett Elementary Staff to provide a safe environment for children, we need your help. If your child does not ride the bus, please abide by the following requests:

<b>Drop-off &amp; Pickup Time</b>	Students may be dropped off between 7:55 and 8:15 am.
<b>Drop-off &amp; Pickup Location</b>	Students are picked up at 2:45 pm.
<b>Drop-off &amp; Pickup Location</b>	Students must be dropped-off in the car line at the back of Bartlett. Please stay in a single file and exit promptly when a staff member meets your child. Do not get out of the car, students should independently get out of their vehicle to keep the line moving efficiently.
<b>Parking</b>	If you wish to park, we strongly recommend you park on the street or across the street on the right-hand side of the Family Dollar parking lot. Parking in the school lot interferes with the buses that drive through the parking lot in the morning and afternoon.
<b>Afternoon Pickup</b>	For afternoon pick-up please stay in the single file car line heading to the back of Bartlett, your child will be called to come to your vehicle.

### **Importance of independence for children**

Children should be able to enter and exit their vehicles independently and be able to buckle and unbuckle themselves. This helps speed up the pickup and drop off procedure. Staff are not allowed to help students in and out of cars due to liability reasons.

### **Cell Phones / Electronic Games /Smart Watches / Electronics:**

Students may not use or wear electronic smart watches or cell phones during school time without the permission of a staff member. During the school day, cell phones must be kept "off" and in the student's backpack. If a child needs to be contacted in school, please call the office and we will get the child.

Electronic equipment such as tablets, gaming systems, are not to be used during school hours and must be kept off and in the student's backpack. They are a distraction to students and there is always the risk that these expensive items will be broken or lost.

If a child does bring a cell phone or electronic equipment to school, it is the responsibility of the child to secure it, so it is not lost or damaged. If students are using these items in school, the principal will hold them until the parent/guardian comes to school to retrieve them.

### **Absentee Procedure:**

For the safety of your child, we ask that you call the school office between 7:30 a.m. and 8:30 a.m. at 603-497-2210, if no one answers press 9 to leave a message on the days your child will not be attending school. When calling, the parent/guardian should specify the child's full name and the teacher. If no call is received from the parent/guardian, school personnel will call to verify absence.

### **Dismissal Changes:**

If your child is to be dismissed from school before the end of the school day, please send a dated note to your child's teacher stating the reason for dismissal, who will be picking up your child, and what time they will be dismissed, or you can email the dismissal information to bart\_office@sau19.org. Students will not be dismissed from school until the person picking up the student signs him or her out in the office and presents a photo ID. Adults are not to go to the classrooms to pick up their children. This sign-out or ID procedure pertains to dismissals before 2:45 P.M. ONLY.

### **School Picture Day:**

School pictures are scheduled for Monday, September 25th. A flyer containing the details will be sent home with students.

## Upcoming Events

08/31/23      Open House

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9/5/23        First Day of School

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9/25/23      Picture Day

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PLEASE JOIN US FOR

**BARTLETT ELEMENTARY SCHOOL'S**

**OPEN**

**HOUSE**

August 31, 2023  1:30 PM - 2:30 PM

**Meet the Staff and Visit the Classrooms**

**Tour the School and Participate in a  
Scavenger Hunt**

**Please Park in the Bartlett Staff Parking Lot  
or at the Family Dollar (Right Side)**

**WE CAN'T WAIT TO SEE YOU**

