



FRANKLIN ELEMENTARY SCHOOL

EXCELLENCE • INNOVATION • RESPECT • RESPONSIBILITY

Mr. Joel Jocelyn
Principal

September 8, 2017

Dear Franklin Families,

Thank you for helping us to make our first week with our students a successful one. All of us who work at Franklin were excited and happy to see the children. The week went smoothly. Our children adjusted well to the new school year. I have enjoyed greeting them daily as they enter the building. We look forward to a very successful year with your support and cooperation. I am outlining below a few updates and reminders for this upcoming week:

- **New Arrival Procedures in Place Starting Monday, September 11th** – As I had indicated last week, we will begin implementing the new arrival procedures adopted by the school committee earlier this year. I realize the new procedures may involve a bit of adjustment for some of you. I want to reassure you that our entire school staff will adopt an All Hands on Deck posture to welcome your children and to help them to their classrooms. We will also place some cones outside by the main entrance to create an entry space for our children to move safely and seamlessly as they enter the building. We are grateful for your support, trust and cooperation as we implement those new arrival procedures for the safety of our children.

As we take steps to follow through on the new school committee policy on arrival, I would like to reiterate our continued commitment to making Franklin a family friendly school where you consistently feel welcome, respected and valued. Franklin is not only your children's school. It is also your school. We will continue to welcome you anytime you want to visit us. As a reminder, non staff adults who enter the building must sign in the main office and wear a visitor's badge to ensure the safety of our children.

- **Franklin's Back to School Picnic, September 13th** - is scheduled for Wednesday, September 13th at 6:00 PM. We look forward to seeing you. The picnic is a nice opportunity to reconnect with other Franklin families and our staff.
- **School Wide Expectations by Settings.** I have held grade level assemblies this week with all our 1st, 3rd, 4th and 5th grade students to review with them our school wide behavioral expectations in each setting (e.g., hallways, bathrooms, cafeteria and



FRANKLIN ELEMENTARY SCHOOL

EXCELLENCE • INNOVATION • RESPECT • RESPONSIBILITY

playgrounds). I plan to meet with our Kindergarten and 2nd grade students next week. The teachers also reiterated and interactively modeled for the students the behaviors expected in their classrooms and in the other settings throughout the building. I have attached a PDF version of my presentation in case you would like to revisit these expectations with your children.

- **Picture Day** – will be held on Wednesday, September 13th. I have attached a form you can use to order photos of your children.

Notable Dates for September and October

- *Wednesday, September 13th* – Back to School Picnic, from 6:00 PM to 7:30 PM.
- *Thursday, September 21st* – No School – Rosh Hashanah.
- *Tuesday, September 26th* – Back to School/Curriculum Night, from 6:00 – 7:30 PM.
- *Wednesday, September 27th* – Early Release Day. Students are released at 12:30 PM.
- *Thursday, September 28th* – First full day for Kindergarten Group B
- *Monday, October 2nd* – First full day for Kindergarten Group A
- *Wednesday, October 4th* – First PTO meeting from 7:30 PM – 9:00 PM.
- *Friday, October 6th* – Coffee with the Principal from 8:40 AM – 9:30 AM.
- *Saturday, October 14th* – School Appreciation Day, from 8:30 AM – 4:00 PM.
- *Tuesday, October 18* – Flu clinic (Permission slips will go out the week of September 18th.)

A Few General Reminders:

Faculty Parking Lot: Students must be dropped off and picked up in **front** of the school. The back parking lot is for faculty parking only. The number of parking spaces in the back parking lot is not enough to accommodate the staff members who need to park in the morning. Consequently, please do not drop students off or park in the faculty parking lot.

Student Absence: Please call the absence line 617-559-9509, if your child is going to be absent.



FRANKLIN ELEMENTARY SCHOOL

EXCELLENCE • INNOVATION • RESPECT • RESPONSIBILITY

Visitors: All parents/guardians entering the school must sign in at the office and get a visitor pass.

Blue Zone: There is absolutely **NO** parking in the blue zone during drop off and pick up (see Blue Zone sign for details). This is a **MOVING** drop off and pick up zone. Double parking is also prohibited.

Thank you for your cooperation in facilitating our children's learning and safety.

Sincerely,

Joel