

**WEST SALEM SCHOOL DISTRICT  
2019 SUMMER SCHOOL  
JULY 22 – AUGUST 9, 2019  
GRADES K-2 (INCOMING)**

**On the Road to Kindergarten  
On the Road to 1st Grade  
On the Road to 2nd Grade**

**HANDBOOK AND REGISTRATION INFORMATION**

The West Salem School District's summer school program will be held July 22 – August 9, 2019 from 8:30-11:35am, and is available to all public and parochial school students who reside within the school district.

**Students in grades K – 2 (incoming)** will participate in a variety of learning activities to reinforce concepts and skills for the upcoming school year. Movement, music, art, and hands on practice will keep students engaged in learning. Those students who received math or reading support during the school year will be able to receive additional math and/or reading support during this time. K-2 summer school will be held at the elementary school.

**Daily Schedule**

8:00 Student Drop Off  
8:25 Students Report To Classrooms  
11:35 Students Dismissed  
11:45 Buses Dismissed

**Recess Schedule**

9:40-10:00 Grade 1-South  
10:25-10:45 Grade 2-North  
10:05-10:30 Grade K-South

**Snack Schedule**

10:00-10:25 Grade 1  
10:00-10:25 Grade 2  
10:30-10:55 Grade K

**Busing Information**

Buses will be assigned to limited designated areas/stops for summer school. Buses will **unload** students in the **front loop** at the elementary school and buses will **load** in the **bus loading zone** at the elementary school. Buses will be dismissed at 11:45. See information enclosed from the transportation department and Contact Monica Quinn at the District Office at 786-0700 with questions regarding bus transportation.  
\*There is no busing during June and July swimming lessons.

**Student Drop Off and Pick UP**

Students may be dropped off and picked up at the elementary school in the south (kindergarten wing) or north (gym side) parking lots. Drivers need to be very alert to children exiting vehicles. Please drive slowly. **The front loop at the elementary is for buses only until 8:30 a.m. or if buses are present.**

**Student Safety**

Students walking to and from school should stay on designated routes determined by parents and using crossing guard assistance when available. Students must go directly home or to their designated location right after summer school dismissal. Parents should talk to their children about the danger of accepting rides or going any place with strangers.

**Student Arrival**

**On the first day of summer school** students will go to the elementary gym to meet his/her teacher.  
**On the second day** of summer school, and there after, students will go to his/her classroom when the bell rings.

**Students may arrive at 8:00 a.m. and go to the following locations:**

Grade K-1      ES South Playground  
Grades 2-4      ES North Playground

**Inclement Weather**

When the flag is out it means that students will be inside due to weather conditions and students will **report to the following locations:**

Grade K          ES Assembly Room  
Grades 1-4      ES Multi-purpose Room

**Start Time**

The bell rings at 8:25 for students to report to his/her classroom. Class begins at 8:30.

**Absences**

If your child will be absent from summer school, please call the Elementary School Office (grades K-4) at 786-1662 by 9:00 a.m.

**Snack/Break**

Students may choose to purchase a school prepared snack during the break using his/her 4-digit lunch number or by paying with cash. Free and reduced rates apply for this snack for those who qualify. Students may also bring his/her own snack from home. Cost of school prepared snack is approximately \$1.65 for full price and Free for all Free or Reduced kids. You **MUST** have money in your lunch account. There will be no charging allowed. Ice Cream and other ala carte items (not sold for kindergarten) will be available for approximately \$1.00 each (**cash only**). Milk will be available for \$0.50.

**Student Behavior**

It is expected that all students behave in a respectful, responsible and safe manner while attending summer school. Misbehavior may result in a student not being allowed to attend summer school.

**Registration**

Students who currently attend a School District of West Salem public school will register online. Online registration will begin April 23 via Skyward Family Access (please refer to the attached online registration letter for directions). Please contact Stephanie Williams, Summer School Secretary, at 608-786-1662 for assistance with K-4 registration.

**Final Schedules**

**Transportation information will be distributed in May. Final schedules can be viewed, including the class locations and class fees, via Skyward Family Access the week prior to summer school.**

**Registrations after the last day of school:**

Forms are available on the district website ([www.wsalem.k12.wi.us](http://www.wsalem.k12.wi.us)) or at the District Office. Completed forms should be dropped off or mailed to:

West Salem Elementary School  
Attn: Summer School  
475 N. Mark Street  
West Salem, WI 54669

Elementary Office Hours are July 15-19, 9am to 12pm. Call or stop in to register. You may pick up your final schedule during the week of July 15-19 or print a copy via Skyward Family Access.