

Oldfield Middle School
2 Oldfield Road
Greenlawn, NY 11740
Main Office: 631-754-5314
Fax: 631-754-2677

Frequently Asked Questions: 2011-2012

Many questions can be answered by reviewing the [HCSD 2011-2012 Calendar and Directory](#) and first several pages of your child's [OMS Student Agenda](#) as many of the policies and practices of the district and Oldfield Middle School are outlined in these publications. Here are a few additional questions and answers which parents have posed which may be of assistance to you in your effort to help your child navigate life at the middle school.

What time does school begin?

Performing Arts (chorus, band, orchestra) and *Intramurals* begin at 7:25 am. Students may take one of the eight mini buses which run throughout the district to attend these programs. If you drive your child, please review the Traffic Pattern on the Oldfield Middle School homepage of the district website. Students should be dropped at the curb adjacent to the school and not in the visitor parking lot or main parking lots. Your child's safety is our first concern.

Regular school hours begin at 8:15 am. Students and visitors enter through the main lobby entrance. Homeroom begins at 8:22 am. Students not in homeroom by that time will be marked tardy.

What should I do if my child is absent?

Please call the attendance office on the morning of your child's absence at 754-5316 and leave a message. You may request academic assignments for your child after their second consecutive absence. These assignments will be available for pick-up on the afternoon of the third day.

All absences must be followed-up by a written, signed note from the student's parent. These may be dropped off in the main office by your child upon his/her return to school.

How do I arrange to pick-up my child early?

Students will be called to the main office for parent pick-up only when the parent or guardian is present. Please show your photo identification to the greeter and you will be directed to the main office. You must sign out your child with Mrs. Bouchard in attendance. Returning students may sign back into school without a parent.

If you are picking up a sick child, please show your photo identification to the greeter, and she will direct you to the Health Office.

How does my child get his/her assignments and notes when absent from class?

We encourage each student to arrange with a friend in class to get any information missed while absent due to illness or lessons. If your child is attending performing arts lessons, he/she should report to the core class first, get assignments and homework, and then report to lessons.

If students are absent, their study buddy can provide them with missing assignments. Parents may also access the parent portal for homework.

What is the Parent Portal?

The Parent Portal is an on-line access to your child's attendance, academic schedule, interim reports, report cards, and teachers' newsletter (daily homework assignments). Simply visit the OMS Guidance Office, show your photo identification, and receive your password and instructions on how to access this site. This site is not intended to replace your child's school agenda as it is every student's responsibility to copy the evening's homework assignment while in class.

How does my child find out about events at OMS?

Every morning during homeroom, the student government representatives and building administrators read the morning announcements. These include meeting dates for clubs and sports as well as information about future school events and deadlines for such things as field trip permission slips. The announcements are then posted on two electronic message boards in the main lobby and student cafeteria. See below for parent access to these announcements on-line.

How can I get information about what is happening at OMS?

In addition to the published district calendar, periodic mailings from OMS to the home, morning announcements, the two LED message boards, and handouts that are backpacked home by students, you may also visit www.harborfieldscsd.net and select the Calendars tab and the Oldfield Middle School name. Here you will find information on dances, field trips, the book fairs, recreation nights, etc... which we update as the events are developed, usually within the first three weeks of the school year. The OMS homepage will also provide you with information for the National Junior Honor Society, Yearbook sales, and a variety of other events, deadlines, and forms used at OMS.

By selecting the Our Schools tab from the Home Page and name of the school, you can also access the Morning Announcements which are read aloud to all students during homeroom everyday. These messages include information about sports tryouts, contest results, club and team meetings or cancellations, etc... from the coaches, advisors, and building administrators.

Please provide the PTA with your e-mail address so you can receive the monthly e-blast which provides reminders and information about many of these events as well as PTA meetings and special event dates and times.

How can I contact my child's teachers?

All staff members have an e-mail address which can be accessed on the district website indicated above (last name, first initial @harborfieldscd.org). Please familiarize yourself with the school district's e-mail policy printed in the district calendar and in your child's student agenda. Confidential information may not be discussed via e-mail.

You may leave a phone message for any teacher by calling the main office at 754-5314. Notes for teachers can be placed in teachers' mailboxes in the main office.

Parent/Teacher Meetings can also be arranged through the guidance office at 754-5340.

Whom do I contact if I have a question?

Generally speaking, if you are uncertain whom to call, you can reach out to the main office who will direct you accordingly. Please see the chart below for general guidance with communication:

<u>Issue</u>	<u>Call</u>	<u>Number</u>
General Questions	Main Office	754-5314
Academics	Guidance Counselor	754-5340
	Mrs. Nigro – Grade 6	
	Ms. Roemer – Grade 7	
	Ms. McCaffrey – Grade 8	
Grades	Your Child's Teacher	754-5314
Behavior	Guidance Counselor	754-5340
	Mr. Cronk – Grade 8 (K- Z)	754-5314
	Grade 7	
	Mrs. Allen – Grade 8 (A – J)	754-5340
	Grade 6	
Attendance	Mrs. Bouchard	754-5316
Athletics	Mr. Valente, Director	754-5360 (ex: 306)
Performing Arts	Mr. Gellert, Director	754-5360 (ex: 401)
Special Education	Mrs. Melone, Director	754-754-5320 (ex: 416)

