

QUICK REFERENCE FAQs

- **How can I find out what is being served for lunch?**
TK-2nd Grade have one menu and 3rd through 8th grade have another. Menus are available in the office at any time.
- **I don't want to give my child money to take to school because they may misplace it. Is there someone I can give it to to hold it?**
You can bring it to Maria in the office and she will hold it in an envelope for your child.
- **Where can I see my child's grades?**
You can login at <http://www.mystudentsprogress.com/msp>
You should have received a username and password from the school. If not, please email Maria at info@valleyschool.com requesting it. Be sure to provide your child's name, grade and teacher.
- **Where can I get information on what books I need to purchase?**
Your child's teacher should provide you with a list or you can go to The Valley School website and there is a link there that will redirect you to the book list site.
- **When are the P.A.T.H.S. Meetings and can anyone come?**
Everyone is welcome! The meetings are held on the 3rd Tuesday of each month in the elementary school library. There is no need to RSVP so please show up any time you can attend.
- **I work full-time so I don't see my child's teacher too often. What is the best way to contact him or her?**
You can email your child's teacher at their Valley School email (see directory) or leave a message for them via a note to contact you. You can also call the main office and they can help get a message to your teacher as well.
- **What time does the school open and close?**
The school opens at 6:30am for childcare and closes at 6:30pm.
- **Does Valley offer any after school classes or programs? How do I sign up?**
Yes, there are numerous after school enhancement programs that we offer for an additional fee. You should receive information including a sign-up sheet via your child's parent around mid-September. If you do not, please see Maria in the main office and she can provide you with further information.

- **Who do I notify if my child has allergies?**

An allergy form is sent out during the first week of school. Fill it out completely so the school has the information on file. If you did not receive an allergy form, you may get one from the office.

- **I cannot attend the PATHS meeting but I may be able to volunteer. Who can I contact about this?**

We appreciate and welcome all help! The school will normally send out a school-wide email when they need volunteers so be on the look-out. There are always opportunities.

- **At what age can my child play on one of the sports teams?**

Students are eligible to participate in the after school athletics program beginning in 4th grade. In rare instances, third graders may be invited to play.

- **Who should I call if my child is sick?**

Please call 818-786-4723 to let the main office know.

- **How does the school communicate to the parents about school events and when they are happening?**

The school usually sends email blasts out to the parents prior to any event. You can also refer to the school calendar or the boards in the elementary school and middle school areas. Each class also has a liaison who will send out monthly emails to their class informing them of school events. Additionally, the school website will list upcoming news and events.

- **If I need to send someone else to pick up my child who is not on my list of approved people, who should I notify?**

Please call the main office as soon as you know at 818-786-4723 and provide the person's name and relationship. This person may not be permitted to take your child without a valid ID and their phone number. Also, if you can fax the request in writing, please send to 818-786-2688 attention Maria.

- **Are there snacks sold after school? What do they sell and how much are they?**

Yes, the school sells snack before and after school. Most snacks cost between \$1.00-\$1.50. A snack menu is available in the main office.

- **What is Study Hall? When is it held and for what grades?**

Students in grades 1st-8th have study hall Monday through Thursday from 3:15-4:00. It is mandatory students attend a study hall provided they are on campus after 3:15. Study halls are designed to allow the students to start doing his/her homework, as well as allow the students to seek out a teacher for tutoring assistance.

- **Where is Lost and Found?**
Many lost and found items turn up on the hooks on the playground and in the office. If you find property not belonging to you, please turn it in to the office immediately. If you have lost something, check with the office to see if it has been turned in.
- **What is the sick policy and what is the best way to request school work for my child to catch-up?**
When a student is absent, it is his/her responsibility to acquire and complete the work missed for that day. If someone can pick up your child's homework, call the office and the teachers will prepare homework for you. Please call before 9:00 A.M. so that teachers have ample time to do this.
- **Is there daycare during holidays and vacation periods?**
The school is closed on most major holidays but does offer childcare during extended breaks. This childcare is included in the Valley School tuition. Your school calendar provides the exact dates of each.
- **If there is an earthquake, who should I call to check in on my child?**
Assuming phone lines are working, please call the main office at 818-786-4723. The school will do everything possible to communicate out to all parents as soon as it is possible. Each child should have an earthquake kit that you can purchase through the main office as well.