



Frequently Asked Questions

- **Tootin' Hills Listserve:** Please make certain you are signed up for the Tootin' Hills Listserv/Email Notification. This is our main vehicle for communicating with families. The sign up information can be found on the [Tootin' Hills](#) homepage of the Simsbury Public School's Website under Email Notification.
- **PTO:** For important information regarding PTO sponsored events, afterschool programs, and many other exciting opportunities, please visit the [Tootin' Hills PTO website](#). This user-friendly website will help keep you informed of all the wonderful work that our PTO does to enhance learning at Tootin' Hills.
- **REMIND:** Tootin' Hills Principal Maggie Seidel will continue to use Remind.com to send quick text messages about school events or in the case of an emergency. Remind allows for quick text messages about school events or in case of an emergency. To utilize the Tootin' Hills 2020-2021 Remind feature, open a new text message on your phone and type 81010 in the "To:" field and the code below in the message field. This will allow you to get text messages from the principal throughout the year. ****If you have more than one child at Tootin' Hills, please use the code for your youngest child. **** Be aware, your child's classroom teacher may also create a classroom Remind group, please sign up for both groups.

Kindergarten	@dheddh
Grade 1	@929dag
Grade 2	@gga3ae
Grade 3	@bah94ab
Grade 4	@7f2g2c
Grade 5	@8f2982
Grade 6	@a83dab

- **Absences / Tardy Arrival:** If your child is going to be absent, please call and leave a message on the absence line by 8:30 am – 860-658-7629 ext. 5. If your child is absent and the school is not advised, the school will attempt to reach you as soon as possible after the beginning of the school day to verify the absence. Please see page 9 of the [Elementary School Handbook](#) for additional information. Please note that an email will be sent home upon your child's 6th absence and a letter at 9 absences. Emails will also be sent home once your child has accumulated 10 tardies and a letter will go home at 15 tardies. A note must accompany the child when they return to school for the student's 10th absence and all absences thereafter.
- **Arrival**
 - Arrival will take place between 8:00 and 8:45 am:
 - 8:00-8:15: Bus/Vans
 - 8:15-8:30: Students with a last name A-F and LEO-R & Walkers/Bikers
 - 8:30-8:45: Students with the last name G-LEN and S-Z
 - **The time slot will remain the same regardless of the model (Hybrid or In-person)
 - **Please plan to drop your child off by way of Tootin' Hill Road, **not Nimrod Road**. This will help to avoid congestion on West Mountain Road in the event that times are running slightly off during the first week of school.

- In order to reduce the number of students entering the building at one time, students in K-3 will be dropped off in the front bus entrance. Students in grades 4-6 will be dropped off in the parking lot and enter through the library doors. If your family has a child in each of these grade level sections, please drive to both locations so the students can safely enter the building at the proper door. While this will take longer than our standard arrival, it will greatly reduce the number of students in the entrances to the buildings and in the hallways.
- **Dismissal**
 - Dismissal will take place between 2:15-3:00 pm
 - 2:15-2:30 Families A-F and LEO-R
 - 2:30-2:45 Families G-Len and S-Z
 - 2:45 Afterschool SEED students will be dismissed to the cafeteria
 - 2:50-3:00 Buses, Vans, Walkers, and Bikers will be dismissed
 - **Students being picked up will be organized by alphabet in the grass outside of the cafeteria/Library.
 - **Please plan to pick up your child off by way of Tootin' Hill Road, **not Nimrod Road**. Adults will enter the parking lot and drive around the dumpster, similar to morning dropoff. This will help to avoid congestion on West Mountain Road.
- **Change to Regular Dismissal:**
 - Please be sure to let after school providers of any change in dismissal so they can update their attendance for the day. (i.e., SEED and Educational Playcare)
 - Early Dismissal: Please send a note in with your child indicating full student name, teacher and pick up time.
 - Change in Regular Dismissal Routine: Please send a note in with your child with any change in dismissal
 - Permanent Dismissal Change: Please send a note in with your child with any permanent pick up change, i.e. will be picking up on Monday's every week.
- **Early Release:** Dismissal on all early release days is 12:00 pm. Lunch will be served on all early release days.
- **Late Opening:** When there is a late opening due to inclement weather the school building will open on a **two-hour delay**. *You will **not** be informed by the automated phone system on late opening days. Please sign up for the WFSB Channel 3 text alerts or tune in to your local news.*
- **School Closing Notifications:** If you would like to receive a text or email alert when Simsbury Public Schools are closed you can sign-up directly with either of the television stations listed. WFSB – Channel 3 NBC – Channel 30
- **Breakfast & Lunch:**
 - Breakfast is available daily for \$1.75 and Lunch is available daily for \$3.00.
 - Our cafeteria accepts cash, checks payable to the Simsbury Public School Cafeterias or online payments through [MyPaymentsPlus](#). To learn more on how to set up an online account visit the nutrition service tab on the Simsbury Public Schools website.
 - Any remaining monies on student online accounts will be carried over to the following school year.
- **Medication:** All medication (prescription and over the counter) requires a current MD order, must be in the original packing and contain your child's name (hand written or prescription sticker). Medication should be brought to the school nurse by an adult.
- Tootin' Hills School is a **latex free building**. No latex balloons or other latex products are allowed in the school.

- **Moving:** Please let the main office know if you are moving. We will provide you with the necessary forms to ensure your child's school records are forwarded to their new school in a timely fashion.
- **Snacks:**
 - Just a friendly reminder that all classrooms are peanut/tree nut free to ensure a safe environment for all students. We ask that you do not send any peanut/nut products to school for classroom snacks or lunch. Snacksafely.com offers a Safe Snack Guide that may be useful for classroom snack planning.
 - In addition, we ask that families and staff use non-edible items for birthdays, celebrations and rewards. This will ensure that all students can fully participate. Classroom teachers and/or room parents will be communicating with you about plans for celebrating student birthdays and other classroom events that involve fun, food-free alternatives. We appreciate your understanding and support.
- **Volunteer Policy:**
 - Volunteers/chaperones providing services to students when not in the direct presence of a Simsbury Public Schools employee (Level II Volunteers/Chaperones) are required to complete consent forms regarding the release of information for a background check.
 - **Level II Volunteers/Chaperones are defined as follows:**
 - accompanying a class on a field trip in which the plans include that students be divided into small groups supervised solely by the volunteer chaperone for any length of time;
 - chaperoning an overnight trip;
 - working in direct contact with students without the direct presence of a Simsbury Public Schools employee; coaching in a volunteer capacity.
 - If you anticipate assisting us as a Level II volunteer and you are interested in being included on this list, please visit our website at www.simsbury.k12.ct.us and click on "Volunteer & Chaperone Opportunities" under "Family Resources." There you will find the two forms that need to be completed and returned to the Human Resources Office. Please feel free to contact [Cindi Freilinger](#), Human Resources Coordinator, for details.