



John G. Gilmartin School

94 Spring Lake Road Waterbury, CT 06706
Telephone:(203) 574-8175 Fax:(203)573-6649

Christina Moore, Principal
Laura Colon, Supervising Vice Principal



Gilmartin Building Policies

Attendance: Daily attendance is one of the biggest predictors of future success. We look forward to seeing each of our students every day: *In Person On Time, In Uniform, and Ready to Learn. Virtual Expectations – Up, Camera Ready, and Ready to Learn.* Attendance is taken EACH PERIOD, and grades will reflect students' participation and work completion.

Daily Teacher Office Hours: All teachers are available daily for office hours from 2:30-3:00. If you have any concerns, you are highly encouraged to reach out during that time. We are here to support in any way we can.

Building Safety: Due to the COVID-19 Pandemic no visitors are allowed into the building. *We ask all parents to allow students to transition into the building independently.*

Cell Phones: Per district policy, students shall not use a mobile device during school hours, for non-academic purposes. We kindly ask that cell phones remain at home or are not visible to school personnel.

Contact Information: Please keep the office informed of any personal information as it changes. For your child's safety, it is very important that we have current demographic information on file. The Student Information Form can be found on the school web site under the Quick Links-School Information-Office link.

Lavatory Use: Excessive lavatory use for the purposes of avoiding instruction will be monitored. Students have embedded opportunities throughout each school day, to utilize lavatory facilities. *If your child requires special accommodations, please notify school staff, and we are happy to assist.*

Allergies/Medical Needs: If your child requires medication or has any serious health conditions or allergies that warrant special attention or accommodations, please notify our School Nurse, H. Fenn.

Birthday Celebrations: Students' birthdays will be acknowledged during morning announcements daily. Due to student allergies as well as nutritional awareness, outside food will not be permitted for birthdays.

Arrival Expectations: Doors open at 8:05am; school starts at 8:35am and students enter through the side door. After 8:35, they will need to buzz in and enter through the Maine Entrance doors.

Dismissal Expectations: Walkers will be dismissed by 12:35pm, and busses upon arrival. If your child is being dismissed early, please send a note or call no later than 12:00 noon to ensure a safe and efficient dismissal process.