



## *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: *On Time, In Uniform, and Ready to Learn.*

**Building Safety:** Upon entrance, please sign in and obtain a visitor's pass from the Main Office. *With the exception of PreK, 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.

**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 and school starts at 8:35am, with breakfast served daily. All students are supervised outside of classrooms daily, until the school day begins at 8:35.

**Dismissal Expectations:** Walkers will be dismissed by 2:50pm, and busses upon arrival. If your child is being dismissed early, please send a note or call before 2:35, after which time students will not be released until dismissal.