

## **Richardson Olmsted School - Quick Reference Guide**



### **Richardson Olmsted School**

101 Lothrop Street

North Easton, MA 02356

Office Hours: Monday - Friday, 8:00am-3:30pm

Tel: (508) 230-3205 or 3227 (Jodi, Beckie, Jen or Ileen will pick up and can assist)

Fax: (508) 230-3244

Website: [http://www.easton.k12.ma.us/our\\_schools/olmsted\\_richardson\\_schools/index.php](http://www.easton.k12.ma.us/our_schools/olmsted_richardson_schools/index.php)

**Principal:** Chris Getchell [cgetchell@easton.k12.ma.us](mailto:cgetchell@easton.k12.ma.us)

**Assistant Principal:** Bryan Aries [baries@easton.k12.ma.us](mailto:baries@easton.k12.ma.us)

**Special Education Coordinator:** Adam Hill [ahill@easton.k12.ma.us](mailto:ahill@easton.k12.ma.us)

**School Nurse:** Sue Male [smale@easton.k12.ma.us](mailto:smale@easton.k12.ma.us)

**School Adjustment Counselor:** Jen Costa [jcosta@easton.k12.ma.us](mailto:jcosta@easton.k12.ma.us)

**Teachers:** Please refer to the Staff Directory on the RO Website for a listing of staff email addresses.

*\*\* Please give the classroom teacher an opportunity to address an issue/concern first before emailing or calling the principal or assistant principal. Thank you.*

### **Regular School Day Hours:**

Drop off is from 8:25-8:40am

Dismissal is at 3:00pm.

### **Half Day Hours:**

Drop off is from 8:25-8:40am

Dismissal is at 11:35am

**School Main Entrance:** For the safety and security of all students and staff, all visitors must enter through the Olmsted side of the building. This is now considered the Main Entrance.

**If your child is absent:** Call main number above, Press #6, state child's name, teacher, and day/date(s).

**Paying for School Lunch or Activity Fees:** Go to [www.myschoolbucks.com](http://www.myschoolbucks.com) and register. It is much easier to pay online and front-load your child's lunch account. Hot lunch is \$3.00. Elementary Activity Fee (used for Sheep Pasture Programming and Swim Program for Gr. 2) \$45

**Paying for Field Trips:** Once informational flyers are sent home, field trip payments for students and chaperones can be made via the RO PTA 3D Cartstore (<http://ropta.3dcartstores.com/>).

**Volunteering at RO:** All volunteers need a CORI background check. This can be done at the Easton Public Schools Main Office at 50 Oliver Street or at RO.

**RO PTA Information:** All meetings at 7:00pm in the RO teacher's lounge. Schedule: 10/17; 11/14; 1/23; 3/19; 4/10; 5/14; 6/5. Babysitting is available for free at PTA meeting. Co-presidents: Sarah Truax and Stephanie Creutz: [sarahtruax8@gmail.com](mailto:sarahtruax8@gmail.com) and [sgcreutz@comcast.net](mailto:sgcreutz@comcast.net).

**Transportation:** *If your child lives more than 1.5 miles from RO, they are assigned a bus and provided free transportation to and from school. The default is to send these students home on the bus, unless the child's teacher has received written notification from the parent that the child will be picked up.*

**Bus Issues or Questions:** Contact Lucini Bus Lines 508-230-7231

**Keeping your child healthy:** Please send in a Doctor's note if your child has been injured and was given splint, brace or crutches by a doctor. A child experiencing vomiting or diarrhea should be kept at home 24 hours after symptoms resolved. A child should be fever-free (without medication) for 24 hours before returning to school. All medications must be brought to the Health Office by an adult.