

Rabbi Mordechai Besser
Principal



August, 2010

Dear Parents:

MANHATTAN DAY SCHOOL/YESHIVA OHR TORAH is unique in offering our students an enriched, multi-dimensional religious and secular education within a nurturing, loving environment. We seek to create an atmosphere in which each child acquires the strongest educational experience possible within the context of his or her own individual needs.

The attainment of our goal is not simple. Parents, students, teachers, and administrators are counted on to do their part. We must work together to produce a vibrant educational community.

We are a team!

With this in mind, we have composed the following guidelines. This framework gives each of us a starting point and common ground for communication, so that we can more readily attain the goals we have set for ourselves.

Please read this Parent Guide and Student Code carefully and keep it throughout the year for reference to any questions you may have. No pamphlet, however, can take the place of direct and personal contact among parents, faculty and administrators. Please consider this your personal invitation to visit or call our office if you have any questions. Our doors are always open!

M.D.S. is proud of the trust and confidence you have shown in us; we will continue to be fully dedicated to the growth and development of every child in our charge.

Sincerely,

RABBI MORDECHAI BESSER
Principal

RABBI BINYAMIN YABLOK
Associate Principal

JUDITH MELZER
Associate Principal

AVIVA YABLOK
Director of Early Childhood

SHARON MILLER
Director of Special Education



PHILOSOPHY OF MANHATTAN DAY SCHOOL

Manhattan Day School is an Orthodox Yeshiva with Torah as the foundation of its philosophy. Education consists of developing intelligence, acquiring knowledge, mastering skills, and forming character. It is the role of both the teacher and parent to cooperate, to guide, and to assist in the development of the whole child, academically, intellectually, emotionally, spiritually, and socially. As a faculty, it is our mandate to provide the proper environment, in both General and Judaic Studies, for total growth of the child. Our students are encouraged to participate in all communal events and activities.

Manhattan Day School endeavors to fulfill the following objectives:

1. Spiritual:

- to develop sound moral principles within the context of an Orthodox Jewish life
- to engender motivation and enthusiasm in our students
- to learn and love Torah
- to observe Torah and Mitzvot
- to be charitable and respectful
- to instill a love for Eretz Yisrael and Medinat Yisrael. The creation of the State of Israel is one of the seminal events in Jewish History. Recognizing the significance of the State and its National institutions, we seek to instill in our students an attachment to the State of Israel and its people as well as a sense of responsibility for their welfare.

2. Intellectual:

- to strive for the highest development of the human mind
- to inspire students to see learning as a rich and rewarding experience
- to provide an atmosphere of learning which encourages communication between student and teacher and student and student
- to meet and exceed the academic standards and challenges required by the New York State Department of Education

3. Emotional:

- to develop among our students a positive self-image to assist them in their entrance to the adult world



- to promote resilience and resourcefulness in meeting challenges

4. Social:

- to foster the experience of belonging to a peer group in a religious, well disciplined, orderly and nurturing environment

5. Physical:

- to develop the child's body as well as the mind - the development of both is integral to the growth of the child

HALACHIC STANDARDS

Our school formulates reasonable and appropriate policies based on Halachic standards. These include dress code, kashrut, and the wearing of Kippah and Tzitzit. It affects other areas as well, such as limiting solo female singing to third grade and below. Additionally, our kitchen maintains a standard of **חלב ישראלי**. We appreciate the cooperation and understanding of our parents to ensure the comfort of our entire school family.

SCHOOL ATTIRE

MDS Approved Dress Code Overview

Boys (1st through 8th)

Shirts	Solid white or blue Short/long sleeve shirt with a collar
Pants	Solid navy blue
Sweaters and vests	Solid navy blue
Sweatshirts	Only solid colored-no design or text in front or back (7 TH AND 8 TH grades any color but no text)

Girls (1st through 8th)

Shirts	Solid white or blue Short/long sleeve shirt with a collar (NO CAP SLEEVES)
Skirts	Solid navy blue (of appropriate length)
Jumpers (tunics)	Solid navy blue (of appropriate length)
Socks and tights	Solid color
Sweaters and vests	Solid navy blue



PREPARING FOR DISMISSAL

At the end of the morning and afternoon sessions, students are expected to clear their desk area and the floor around their seats, and straighten their desks and chairs. Every effort should be made to leave the room in neat order.

SECURITY

In our ongoing efforts to assure the security and safety of our students, we request your cooperation with the following:

1. Please provide us with the names of adults that are authorized to pick up your child(ren). Early Childhood parents should be in touch with Aviva Yablok, and Grades 1 and above with Sharon Newman.
2. If you are visiting the school for any reasons other than pickup, or scheduled programs, please make sure to sign in at the security desk and wear the visitor's pass.
3. Please be assured that our closed circuit television surveillance system is constantly monitored and gives us a view of every area in the building.

DISMISSAL

All students leave their classrooms escorted by their teacher.

At 3:25 p. m., students in grades 1 – 3 proceed to the lobby and then up the block to load the buses. Walkers wait for their parents in the lobby.

At 4:25 p.m., the students in grades four through eight report to the lobby. Children who walk may leave the building immediately. They are to proceed directly home. All other students will wait for the arrival of the bus supervisor. The supervisor will escort the children to the bus.

Students in After School Clubs walk to the buses accompanied by the club instructor.

Children are not permitted to ride on another child's bus. Bus drivers will generally not permit other students on the bus. They will also not allow the child to get off at another stop.

Students are not permitted to leave the school building without written parental permission.



Changes to dismissal instructions should be submitted in writing to Mrs. Newman. **In the event of an emergency please make sure to call Mrs. Newman before 2:00 p.m. We cannot guarantee messages getting through after 2:00 p.m.**

Parents who pick up their children are requested to wait in front of the building (or in the lobby in inclement weather). Parents are not permitted to go to the child's classroom. Staff late duty ends at 4:45 p.m. Please do not allow your children to remain unsupervised beyond that time unless they are in a club program.

On Fridays, dismissal will take place at 1:20 p.m. Grades 1-3 will be brought to the lobby where the "walkers" will be dismissed. Bus riders will be led to the buses around the corner. Early Childhood and Grades 4-8 proceed directly to the buses.

RULES FOR SCHOOL BUS SAFETY

1. Be on time at the designated school bus stop.
2. Stay on the sidewalk at all times while waiting for the bus. Be careful in approaching the location at which the bus stops. Do not move toward the bus until it has been brought to a complete stop. NEVER WALK BEHIND A BUS!
3. Do not leave your seat while the bus is in motion. Keep hands and head inside the bus at all times. Do not throw anything out of the bus windows.
4. Remain in the bus in the event of an emergency until instructions are given by the driver.
5. Do not tamper with the bus or any of its equipment.
6. Assist in keeping the bus safe and sanitary at all times. Keep books, coats, packages and all other objects out of the aisles.
7. Be courteous to fellow students and the bus driver. Help look after the safety and comfort of smaller children. Make sure to avoid inappropriate language or behavior.
8. Do not ask the driver to stop at places other than the regular bus stop. The driver is not permitted to accept requests.
9. Repeated violations of bus rules may result in loss of privileges.

ABSENCE AND LATENESS

It is vitally important that students understand the need to attend school regularly and be on time. Every effort should be made to avoid scheduling doctor's



appointments, etc., during school time. In the event that such an appointment must be scheduled, a note should be sent with the student on the day of the appointment. Parents who pick up their children early for these appointments should go to the school office to sign out. Parents may not go to the classroom.

If it is desired that work be sent home with another child, the office should be called between 9:00 and 10:00 a.m. and we will attempt to make the necessary arrangements.

Students who arrive at school after 8:15 a.m. must obtain a late pass from the office to be submitted to the teacher. All latenesses will be recorded. If a child comes late continuously, he or she will not be allowed into class. Students will be required to stay after school for detention if they persist in coming to school late. Achievement and, therefore, report card grades can be affected by excessive absences.

Students are responsible for work missed during an absence. Teachers are not always able to do advance lesson planning to accommodate student absences. Achievement and therefore, report card grades can be affected by excessive absences.

STUDENT CONDUCT

It is expected that all students in M.D.S. will conduct themselves properly at all times. Classroom teachers will handle all issues related to discipline. The administration and support staff intervene in those cases deemed necessary. The key to maintaining discipline is parent cooperation. Please respond to communications from the school regarding your child's behavior. Where appropriate, a positive behavior plan will be instituted. Hopefully, through the efforts of all parties concerned, (the child, the parent and the school) all questions regarding discipline problems will be resolved.

GENERAL RULES

1. Running or shouting in the hallways is not permitted.
2. Gum chewing is not permitted at any time.
3. Eating in the classrooms at any time except for during approved, teacher supervised activities is not permitted.



4. All medications must be brought to the medical office upon arrival at school.
5. Leaving the school building without being signed out by a parent is not permitted.
6. No foul language will be tolerated in school, in the playground or on the bus.
7. Books that are lost or defaced by students must be paid for by the student and/or parents.
8. Proper attire is expected at all times.
9. Behavior commensurate with Torah values is expected at all times.

SPECIFIC RULES AND RESPONSIBILITIES

1. Students must come to class fully prepared and on time.
2. Students who are late will be required to get a late pass.
3. Students are not permitted to write on desks and are expected to keep their desktops clean at all times
4. Student lockers and storage areas must be kept clean.
5. Students are expected to follow all classroom and school rules.
6. Students are expected to complete homework assignments. If there is a problem regarding homework, please call the teacher first and then an administrator if the problem persists. If absent from school, students should arrange a buddy system with a student who lives nearby so homework can be picked up by a parent.
7. Students may not bring any type of playing cards to school. The cards will be confiscated.
8. Students should not bring electronic toys, inappropriate material, and expensive jewelry, or dangerous objects to school.
9. Please make sure that students are not carrying large amounts of money with them.
10. Student belongings e.g. coats, book bags etc. should be clearly labeled with name and class.
11. **Student cell phones or other electronic devices may not be out or on during school hours. If found, they will be confiscated until picked up by a parent.**



HOMEWORK

It is our policy to assign homework in all grades. The purpose of homework is to provide an opportunity for students to show that, while working independently, they are able to apply the skills they have acquired in school, thereby reinforcing the skills and concepts learned in class. Occasionally, the assignments will involve material beyond the work done in class, such as long – term projects and research.

Homework varies from grade to grade and each child performs at a different pace. We strongly encourage you to attend the Parent Teacher Workshops in September to learn about the homework policy in your child’s class. If you feel that your child is spending too much or too little time on homework, please call the teacher immediately.

Students should understand their obligation to work diligently for the recommended periods of time. Parents should encourage, but not actively participate in, the completion of the student’s assignment. If a child has any problem completing the required assignments on a daily basis, this should be discussed with the teacher. Please make sure that homework does not become a subject of conflict between you and your child. If you encounter difficulties that persist, please contact the teacher so that an effective homework plan can be set in place.

Homework provides an opportunity for students to develop self-reliance and self-direction. It helps students establish habits which will influence their use of time throughout life. Homework requires attention in class in order to understand assignments thoroughly and to develop creative ways to follow up class activities.

Helping your child to succeed in school.

Facilitate prompt arrival to school, with all necessary materials.

Promote an attitude of producing rather than excusing.

Encourage your child to record assignments legibly.

Provide a workplace free of distractions for homework.

Phone or email a ‘buddy’ to clarify assignments

Post a calendar of due dates to help avoid ‘cramming’.

Encourage your child to speak up and advocate for him/herself.



Communicate concerns in a timely way.

Be a positive partner with the school in your child's education.

SUGGESTIONS TO PARENTS

1. Ask to see the homework completed in a particular subject. If there is no homework for a few days, call the teachers and ask about it. If no homework is assigned, both you and our administration are interested. If homework is assigned and is not being done, you will wish to remedy the situation.
2. Please help your child establish a homework "routine" which is consistent with the after-school family schedule.
3. Please supervise your child's homework on a constant basis. The amount of supervision and guidance will vary from grade to grade as well as in accordance with the needs of the specific child.
4. If you find yourself to be involved with your child's work to the extent that he/she is dependent upon you, please discuss the matter with the teacher.

TECHNOLOGY

Manhattan Day School embraces technological advances in educational research and communication. We recognize the power and potential of these tools and accept the challenge of using them effectively and wisely to further our educational goals. Our school computer network is connected to the internet, giving access to electronic mail and the World Wide Web. We pledge to use these connections to further the goals of the school and strive vigorously to avoid any of their potential pitfalls and harmful effects.

Our uses are characterized by wholesomeness, propriety, and educational purpose.

Each of our staff members has made a commitment to abide by the philosophy of the school and the guidelines that emanate from it. At the same time, we recognize that the implications and ethics of Internet use are still emerging and revisions and updates may be necessary in the future.

Within the limits of our curriculum, we also endeavor to give our students training for proper use of these tools and guidelines for avoiding abuse. Electronic



communication and research skills have become fundamental to the preparation of good citizens and productive employees. We remain aware that the Internet is an unregulated medium. In every instance, our underlying concern is that students avoid any illegal or offensive material, while developing their skill in using this essential tool.

While the school can not assume responsibility for student use of these tools outside school hours, we strongly urge parents to assert supervision and control over such use by their children. The same guidance that is exercised for television, telephone, radio, and movies is required for Internet as well.

Parents are encouraged to read the 'Terms and Conditions' (sometimes lengthy) that apply to any site your child is using. This will make you aware of some 'strings' that may be attached to using the site, such as receiving offers to buy merchandise, notices that your information may be shared with other sites, or age requirements for permissible use of the site.

Confidentiality and security

The MDS administration and faculty hold a privileged position as the educators, nurturers and confidants of the students. We pledge to not violate or abuse this trust. Information about family, student behavior, needs, and problems, will be held in confidence. It will be shared only with those who are authorized to use this information for the welfare of the child. That policy extends to email communications and electronic storage.

Photographs, images, names and information of students, or opinions and observations about them, will not be shared or written on social network sites (such as Facebook), nor on personal emails or any other non-academic websites.

Communication with students about school matters will be done through school websites such as SOIN, and class emails. Personal, individualized communication with a student will only be done with parental knowledge. The family will be



notified whenever we are communicating electronically with a student. These measures protect all concerned.

Student use

Student use of computers, equipment, and technology is exclusively for educational purposes. It is a privilege extended by the school for 'acceptable use' by the student. It may be withdrawn if there is abuse.

Student use is conditional upon his/her acceptance of the school policies and guidelines.

'Acceptable use' of the equipment and internet means that you will use them with the following good manners:

1. ETIQUETTE. When writing, sending or receiving messages or information, always use kind and proper language and abide by the rules of friendliness.
2. RESPECT. Treat others, and equipment, with respect. (You may be alone when using the computer, but what you write or receive may be viewed by others, even without your knowledge! *Parents may access their children's E-mails upon request.*)
3. HONESTY. Follow the MDS code of behavior and all local, state, and federal laws that apply to computer use.
4. PRIVACY. Keep personal information private – this includes yours and others. (home address, phone number, passwords, personal photos, social security numbers etc.)

The following uses are unacceptable:

1. uses that violate the law or MDS code of behavior
 - a. sending hateful, offensive or bullying messages
 - b. offering to give, buy or sell anything illegal, such as weapons or drugs
 - c. viewing, downloading or sending pornographic materials
2. uses that harm others or their property
 - a. harming another person's reputation with lies and slander



The Jewish guidelines for Lashon Hara apply to the internet including emails, IMs, and social network sites.

- b. 'hacking' into an account or site where you aren't permitted
 - c. sending damaging information such as a virus or spam or overloading
3. harming security
- a. sharing your password, or someone else's, with others
 - b. impersonating another user
 - c. modifying computer programs or settings
4. harming safety of yourself or others when using e-mail, chat rooms, or texting
- a. giving out private information about yourself or others
 - b. arranging to meet anyone you don't know

PERSONAL BELONGINGS AND BOOKS

Name-tapes and labels should be attached to all belongings: coats, hats, Kippot, sweaters, boots, gloves, etc. Books must be covered, kept in good condition and returned at the end of the year.

Failure to return books in good condition will require payment for a new book.

HALLWAYS

Classes using the stairways and hallways are to proceed quietly and without shouting. There is to be no running at any time. Always walk on the right side of the halls and stairs.

Bulletin Boards are to be admired but not touched. Children who destroy bulletin boards will be responsible for their repair. Students are expected to follow the instructions of teachers and other adults promptly and politely.

THE LIBRARY

- When using the library, students should enter quietly and take a seat without disturbing others.



- The librarian and the teacher will provide directions concerning the borrowing of library books.
- Students are responsible for the return of the material in the same condition as when issued.
- Replace books on the shelves with the title showing. This helps others who may be looking for a book.
- Clean-up time will be announced five minutes before the end of the period. No books may be checked out after that time. Everyone must help clean up. Chairs are to be pushed under tables. All tables should be cleared and materials put away properly.

THE GYM

The gymnasium is a classroom like any other classroom in the school. The good manners and concern for others that are expected in the classroom are just as important in the gym. The gym is also a place where learning occurs.

- Students are not permitted to leave the gym without permission from the teacher.
- All students from nursery to eighth grade must wear sneakers.
- No one is allowed in the gym if a teacher is not present.
- Jewelry should not be worn in the gym.
- Food and drinks are not permitted in the gym.

MEALS, SNACKS AND THE LUNCHROOM

The school provides a hot lunch each day.

Early Childhood students receive milk in the morning. Students who stay for After School Clubs should bring a snack to be eaten either before or during the club period. Snacks may only be eaten in class during the designated time.

OUR SCHOOL IS A NUT-AWARE ENVIRONMENT. PLEASE DO NOT ALLOW ANY FOOD THAT CONTAINS NUT PRODUCTS OR WAS MADE ON EQUIPMENT THAT PROCESSES NUT PRODUCTS.

The following guidelines must be followed with regard to lunch and snacks brought from home:



1. Only dairy or parve lunches may be sent to school.
2. The child's name must be clearly marked on his/her lunch bag or box.
3. No food may be left in the lockers.
4. Please do not send gum, candy or glass bottles with the children.
5. No student will be permitted to share or trade lunch or a snack with another student. This rule will be strictly enforced and will apply to students who bring their own lunch as well as to students who eat the school's lunch.
6. Students who bring their own lunches must adhere to the appropriate standards of Kashrut set for our school. Food with a kosher endorsement other than פ, ☆, U, K must be discussed with Rabbi Besser.
7. Dairy food served in the kitchen is always חלב ישראל. Snacks and treats that students bring for themselves or to a class celebration are not required to be חלב ישראל, although of course, they must have reliable rabbinic supervision.

All students are to wash properly and recite the Bracha for washing and the Hamotzi. Students are expected to participate in ברכת המזון every day.

Students are responsible to clean up their class table. After benching, all students must remain in their seats until their classes are called. They then line up quietly and proceed up the stairs with their teachers.

FOOD, PARTIES, CLASSROOM CELEBRATIONS

As an Orthodox Yeshiva, M.D.S. maintains a universal standard for the observance of Kashrut as well as other halachic regulations. In this way, the entire M.D.S. family can readily and easily participate in all activities and celebrations. The following guidelines will enable this policy to be followed:

1. Food brought in to the school must have proper rabbinical endorsement. This Kashrut standard includes not only lunches as mentioned above, but also snacks, and all refreshments for parties, holidays and celebrations. **Home made cooked or baked goods are not permitted to be distributed.** If you are unsure of the kosher status of a food product, please consult Rabbi Besser before sending the food item to school with your child.



2. From time to time, students invite their classmates to their homes for a birthday party or to visit. We assume that parents fully realize their responsibility in arranging these parties and get-togethers for Yeshiva children. Not only must the food have the proper supervision but the parents should also see to it that the children wash and say the proper brachot before and after the meal. The parents should also supervise the games and other activities at these parties and get-togethers to make sure that they are in good taste and in accordance with the highest religious standards.

We try to inculcate the value of being inclusive and not hurting anyone's feelings. **Care should be taken not to embarrass any individual child or a few children by failing to invite them to parties.** Birthday parties are not celebrated in class beyond the kindergarten level. Refreshments may be distributed during the lunch period with the permission of the classroom teacher.

Students cannot be excused from class to participate in a sibling's celebration.

OUT OF SCHOOL PARTIES AND CELEBRATIONS:

As an orthodox Yeshiva which admits any Jewish child who will uphold our standards and who desires our Torah education, we have students from many types of homes. Different homes may follow diverse standards of Kashrut and differing styles of celebrating their milestones. Our Yeshiva, which is uncompromisingly committed to halachic norms, must observe the highest standards of Kashrut and must celebrate school-related milestones in a manner befitting a Yeshiva. By "school-related milestones" we mean parties to which children invite classmates as guests.

We wish to emphasize this from two perspectives. From the point of view of the children who are guests at the party, it is important that consideration be given to their beliefs and those of their parents. It is unfair that a child be placed in an uncomfortable predicament because of questionable Kashrut standards or of entertainment at a party which is incompatible with a particular child's standards at home. On these matters, we must choose maximum standards which include all students.



Secondly, from the point of view of the child who is making the party, it is important for parents to have the foresight to prevent their children from being offended. No child will enjoy a party to which his/her friends would be unable to attend because of sub-par Kashrut standards or because of inappropriate choices of location or entertainment.

It is, therefore, imperative that you plan your child's party to conform to Kashrut standards and entertainment choices which we at M.D.S. find acceptable. We are readily available and will be happy to assist and advise you in making your Kashrut and entertainment choices.

In addition, we ask parents to ensure that the dress at the celebration conforms to standards befitting an MDS student. Modest, appropriate attire, which is the hallmark of our school, should be encouraged at celebrations that include our students.

Please understand that we must insist on being informed before the fact in order to protect your child's best interests and those of all of our students. Please contact Rabbi Besser **before** finalizing plans for the Simcha. We require that parents meet with members of the administration to discuss the date and program for the Bar/Bat Mitzvah. This helps prevent conflicts in Simcha dates. Parents and students are also required to sign our "Bar/Bat Mitzvah Contract".

Please make every attempt not to conflict your Smachot with your child's classmates. When you are considering a Simcha date, make sure to register it with Rabbi Besser.

We look forward to hearing from you and sharing with you and your child in many happy moments.



EMERGENCY DRILLS

Fire and other emergency drill signals are for the teachers. Only they may determine the movement of the class during a drill. Children are expected to respond to their teacher's signals immediately.

Classes are expected to move silently, in a straight line, to an appropriate exit or to the assembly point.

There is to be no talking during a drill.

JUNIOR HIGH SCHOOL

Although our Junior High School students occupy the same building as our elementary school, there are differences in the expectations that we have for these students. We expect our Junior High School students to assume a more mature attitude toward their studies. It is anticipated that a student at this level will demonstrate that he or she understands that studies are important steps necessary to build a future, and not just a group of tasks arbitrarily imposed by adults.

Junior High School students are required to display respect for themselves and their role in the school. We expect them to act responsibly toward their teachers and classmates whether an adult is present or not. We expect them to act appropriately towards younger children in the building and to become role models for them.

Students in the Junior High School, upon arrival, proceed directly to the 4th floor. Until the bell rings the students can prepare their books and lockers. We begin classes promptly at 8:15 a.m.

It is important that students practice and model behavior that younger students can observe and emulate. It is their responsibility to exercise good judgment and reasonable decorum even when they are not being observed by adults. Their behavior at these times will ultimately determine how successful the home and school are in instilling in them the values that are so essential to our community. There are certain chesed activities that form an integral component of the JHS program. They will be discussed with the students in the beginning of grades 6-7-8.



OTHER HELPFUL INFORMATION FOR STUDENTS AND PARENTS

WEATHER MEMO

When New York City public schools are closed due to inclement weather and bus transportation is not available, Manhattan Day School will be closed. When school is closed on a regular school day the information will be available on the school voicemail. Families will also receive a phone call as soon as the decision is made.

SCHOOL TELEPHONE: (212) 376-6800

The school telephone is reserved for official business. Children are not permitted to use it except in case of emergencies.

Telephone messages cannot be accepted except in case of an emergency. It is extremely difficult for the office to deliver messages to individual students, especially at the end of the school day. Parents should make all necessary arrangements for play dates or other appointments before children leave for school. Please do not call the office to request that messages regarding play dates be given to students.

Teachers are unable to receive calls or texts during school hours. If necessary, arrangements can be made through the office for parents to meet with teachers. Messages may be left in faculty telephone mail boxes or on faculty e-mail.

Time related messages that require confirmation should not be left on voicemail. You cannot assume that a voicemail message has been received. Make sure that you have direct contact with a staff member.

TRANSPORTATION

The Board of Education bus drivers will usually not allow a student on the bus unless he/she is assigned to that bus. When making play dates please make sure to arrange for proper transportation.



SHABBAT

The overwhelming majority of Manhattan Day School / Yeshiva Ohr Torah students and their families are Sabbath observers. Our families attend Synagogue services together and spend the day in a Shomer Shabbat atmosphere. We encourage all of our students to practice at home that which they are taught in school. Public desecration of the Shabbat on the part of any M.D.S. student can be very upsetting to our children, as well as to friends and faculty members whom they may meet during the day.

SAFETY

No matches, glass bottles or other sharp and dangerous objects may be brought to school. If found in the possession of a child during school sessions, they will be confiscated.

Toys, expensive radios and electronic equipment are not allowed in school because of the danger of their being lost or broken. Students are encouraged not to carry more than a nominal amount of money for incidental expenses approved by parents. Larger amounts should be given to the office for safekeeping. Baseball and other types of cards or collectibles may not be brought to school. Expensive jewelry should not be brought to school. As stated above, cell phones may not be out or on during school hours.

EMERGENCIES, ACCIDENTS AND ILLNESS

In the event of an emergency, it is extremely important that the school have a telephone number where both parents and a relative or friend can be reached during the day. The name and telephone number of the child's physician is also helpful. Please update your emergency form to reflect any changes during the school year. Try to be as specific as possible. Please notify us if a new caregiver or other adult is picking up your child.

Minor injuries such as superficial cuts or bruises are handled in the office. If there is any question as to the severity of the injury, parents will be notified.



M.D.S. maintains a student accident insurance policy to assist with medical expenses which occur while a student is in school. This policy takes effect only after a family's own policy has been utilized. Information is available from the Business Office.

Should a child become ill in school, every effort will be made to contact parents.

The following procedures are followed with respect to medications:

1. All medication must be accompanied by a Doctor's order that states:
 - a) Name of child.
 - b) Date.
 - c) Time to be given, Frequency and Dosage
 - d) Name of medication.
2. All medication must be given to the school nurse at the beginning of the school day and must be taken in the presence of the school nurse or a person designated by her.
3. When sending medication to school with your child, please call the school nurse so she knows medication has been brought to school.
4. All medication not accompanied by a note, or not properly labeled, will NOT be given.

Any parent who wishes his or her child to be given Tylenol in school must sign and date the authorization letter for the current school year giving permission. The pediatrician must co-sign this form. Tylenol will only be administered when absolutely necessary at the discretion of the nurse.

It is the policy at Manhattan Day School that if a child becomes ill and has a temperature of 100 or above, he/she needs to be fever free and symptom free, without medication, for 24 hours before returning to school. Other guidelines apply for flu symptoms. Please call the nurse at x819 for these guidelines.

SCHOOL VISITS

When visiting the school for celebrations, conferences, or for any other reason, please try to observe the same rules which we ask our faculty and students to follow



regarding mode of dress, smoking, and gum chewing, or bringing food into the building. Male visitors must wear a kippah. Women are requested to dress appropriately. Please do not enter any classroom above kindergarten.

REPORTING TO PARENTS

Class workshops are scheduled periodically for parents of children on all grade levels. These sessions provide an opportunity for discussion and exchanges of ideas concerning curriculum, methods, and other pertinent matters with teachers and principals.

Parent-teacher conferences are scheduled twice a year to provide opportunities for discussion of each child's progress. Parents may also arrange appointments to confer with teachers at other times about specific problems. To arrange an appointment, please call the Education Office.

Formal progress reports are issued to all parents twice a year. In Junior High School, those reports are issued three times a year. Parents should be aware of the teachers' evaluations and comments concerning their child's academic advancement and social development.

PSYCHOLOGICAL SERVICES

Each student is required to undergo psychological and academic testing prior to his/her admission to the Yeshiva. Aside from administering and evaluating these tests, the school psychologist helps identify potential problems so that the students can receive early attention. Psychological services are available to parents or students on a referral basis.

REFERRAL SERVICES

Referral services are available to you and your child for any educational/emotional/behavioral problem which may arise in the course of the school year. If there is a problem concerning your child in any of these areas, please feel free to contact us so that we may "brainstorm" with you as to what is the best course of action for resolution of the particular issue.



Additionally, please be aware of the teacher's role in the referral system. In the event that your child's teacher requests your agreement to have the student referred, please realize that your cooperation and support are paramount! If you would like to pursue the referral in an "outside of school setting", please indicate your plans to a member of the administration. The Child Study Team meets every Tuesday morning to review referrals and try to address and ameliorate situations before they become problems.

This Parent-Student Handbook was written to be used as a reference source by parents and students. It answers most questions that may arise during the school year. However, it does not answer ALL questions. Please feel free to make suggestions to add to future editions. Since ours is an open-door policy, please feel free to come to our school to discuss any questions or problems you may have.

We know that together we can work to help your child maximize his/her fullest potential.



An Encouraging Word

"I've got two 'A's", the small boy cried
His voice was filled with glee
His father, very bluntly asked
"Why didn't you get three?"

"Mom, I've got the dishes done,"
The girl cried from the door,
Her mother very calmly said,
"And that took you all day?"

The children in the house next door
Seem happy and content
The same thing happened over there
But this is how it went!

"I've got two 'A's", the small boy cried
His voice was filled with glee
His father proudly said, "That's great
I'm glad you live with me!"

"Mom, I've got the dishes done,"
The girl cried from the door
Her mother smiled and softly said,
"Each time I love you more."

"I've mowed the grass," the tall boy said
"And put the mower away,"
His father answered with a grin
"Well done, you've made my day."

Children need encouragement
For tasks they're asked to do
If they're to lead a happy life
So much depends on you.

The Family Circus



“Yesterday’s the past, tomorrow’s the future, but today is a GIFT. That’s why it’s called the present.



Manhattan **Day School**
ישיבה אור תורה

בס"ד

**Manhattan Day School
2010-2011 Calendar**

September 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

- 1&2 Faculty Workshops
- 2 Student Orientation Grades 5-8
N & K Parent Orientation 7:30 pm
- 6 Labor Day
- 7 First day of School Grades N-8
- 8 ערב ראש השנה (No Sessions)
- 9-10 ראש השנה
- 12 צום גדליה
- 13 Lice Check
- 15 Parent/Teacher Workshops 7:30 pm
- 17 ערב יום כיפור (No Sessions)
- 22-30 סוכות (No Sessions)

October

- 1 סוכות (No sessions)
- 4 Classes resume
- 6 Lice check
- 11 Columbus Day No Bus Service

November

- 2 Student Government Elections
- 11 BJE Conferences (No Sessions)
- 13 Chanukah Boutique
- 21 Parent/Teacher Conference
BJE High School Exam
MDS PC BOOK FAIR
- 25-26 Thanksgiving (No Sessions)

December

- 6 חנוכה (No Sessions)
- 17 עשרה בטבת
- 24,31 NO BUS SERVICE

January

- 15 Ladies' Night Out Grades 4-8
- 17 Martin Luther King Day No Bus Service
- 20-30 Winter Vacation
- 31 Sessions Resume

February

- 3 Lice Check
- 21 No Sessions President's Day
- 21-25 No Transportation (except SpEd)
- 26 Father/Son - מלוח מלכה Grades 4-8

March

- 13 Annual Dinner
- 17 תענית אסתר 3:20 Dismissal
- 18 Purim Carnival
- 20 פורים
- 23 Parent/Teacher Conferences 1:20 dismissal

April

- 15-27 פסח (No Sessions)
- 28 Sessions resume

May

- 4 Lice Check
- 9 יום הזכרון
- 10 יום העצמאות
- 18,19 7th Grade Boston Trip
- 30 Memorial Day (No Sessions)
- 31 8th Grade Washington Trip

June

- 1 יום ירושלים
- 1,2 8th Grade Washington Trip
- 7-10 שבועות (No Sessions)
- 16 8th Grade Graduation
- 17 Last Day Early Childhood
- 20 Last Day Grades 6-7
- 21 Last Day Grades 1-5
- 22, 23 Faculty Conferences

February 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

March 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

No Bus Service

No Sessions