

# **ROGER LUDLOWE MIDDLE SCHOOL**

689 Unquowa Road

Fairfield, CT 06824-5010

Phone (203) 255-8345 – Fax (203) 255-8214



**FAIRFIELD  
PUBLIC SCHOOLS**

Megan Tiley, Principal  
Steve DeAngelo, Assistant Principal

Karin Shaughnessy, Assistant Principal

August 13, 2018

Dear Parents and Students:

Welcome back to Roger Ludlowe Middle School to our returning families and a special “Welcome” to families who will be entering Roger Ludlowe for the first time in September from our feeder elementary schools.

**All students please note: Your homeroom assignment can be found on Infinite Campus at [www.fairfieldschools.org](http://www.fairfieldschools.org). Information will be posted on Infinite Campus later in the week of August 20, 2018. Your child will receive an explanation of his or her day to day schedule on the first day of school.**

As the end of summer draws near, we have been extremely busy preparing our school for another wonderful year. Our building looks fantastic and as we put the final touches on our facility in preparation for the first day of school we would like to recognize and thank Mr. Bernie Loreda, our Head Custodian, and his crew for the outstanding job they do during the summer. We are fortunate to have such a hardworking and dedicated custodial staff that is committed to providing our students and staff with such a clean and pleasant place to learn and teach.

Last year we completed another successful year at Roger Ludlowe, and we look forward to building on those successes this year. Our year was success due to the commitment and collaborative effort of our faculty, parents, and most importantly, our students.

At this time we would like to introduce you to our new and very talented staff members who have been hired at Roger Ludlowe through a rigorous and highly competitive interviewing and screening process, as well as those staff members returning to new positions for the upcoming year. Please join me in making them feel welcome:

Steve DeAngelo	Assistant Principal – RLMS/FWMS
Charles Jeffryes	Band
Mark Bilotta	Music
Tom Cuningham	Physical Education
Christopher Richards	Tech Ed
Meg Muldoon	Nurse
Abraham Kane	Intern

Parents will have many opportunities to get involved and play an important role in continuing to develop our building and its traditions. Most importantly, you can demonstrate how important your child's education is by joining the Roger Ludlowe Middle School PTSA (form will be sent electronically) and by attending and supporting special activities throughout the year.



Upcoming activities that we would like to see all parents participate in:

- ◆ **New Student Orientation – Friday, August 24<sup>th</sup> from 11:00 am – 12:15 p.m.**
- ◆ **Grade Six, Seven & Eight & UA Open House: Thursday, September 27, 2018 from 7:00 – 9:00 p.m.**

We would like to invite our sixth, seventh and eighth grade students who are new to the Fairfield Public Schools to a special student orientation on Friday, August 24, 2018, from 11:00 to 12:15 p.m. **New students who have registered during the summer to attend Roger Ludlowe Middle School should contact our Counseling Office at 255-8343 starting on Monday August 20<sup>th</sup> to confirm participation in this orientation.**

1. **Orientation Day, Grade 6 Students – Wednesday, August 29, 2018 from 9:00 –11:00 a.m.**

Our Grade 6 Orientation Day is designed to provide one final opportunity for incoming grade six students to become familiar with Roger Ludlowe Middle School. On this day, sixth grade students will enter the building through the front entrance where they will be greeted and directed to their homerooms. During the two hour orientation, the students will meet their classmates, meet their teachers, get their schedules, secure their new lockers and combinations, tour the building and meet with members of the administrative/counseling team. It is truly an important day that is filled with information and excitement! *Please remember that your homeroom assignment can be found on Infinite Campus at [www.fairfieldschools.org](http://www.fairfieldschools.org)*

**Please be aware that there will be no bus service and no lunch served on this orientation day, Wednesday, August 29, 2018.**

Since school buses **do not** run on this orientation day, please plan to provide transportation for your child – car pooling when possible. Students should be dropped off at the school's main entrance (facing Unquowa Road) and they will proceed into the main entrance doors where they will be directed to the proper location. *Please do not drop off children in the middle of the parking lot.* Please pick up your child at 11:00 a.m. in the same location.

***All Roger Ludlowe Middle School incoming Grade 6 students are expected to attend this orientation session so they may become acquainted with their new building and their fellow crew students and teachers before the first official day on Thursday, August 30<sup>th</sup>, 2018.***

**\*\* On Orientation Day students should bring a sharpened pencil, a pen and a notebook.**

2. **Opening Day of School—Thursday, August 30, 2018:**

ALL STUDENTS will report to school on Thursday, August 30th for a full day of school: 8:00 a.m.-2:50 p.m. Full bus transportation will be provided. **All students will report directly to their homerooms.**

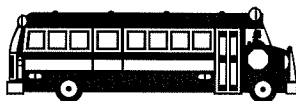
3. **Transportation:**

**Buses**

Bus eligibility begins one mile from school property. Students living beyond a mile will be permitted to take a school bus. Please see Mrs. Eckert in the main office with questions regarding bus assignments.

**NOTE: BUS TRANSPORTATION BEGINS ON THURSDAY, AUGUST 30, 2018**

The bus routes and times for pick-up for Ludlowe will be posted in your Infinite Campus portal the week of August 20, 2018. If you have any questions regarding transportation, please contact the transportation office at **255-8385**.



**Late Bus: Beginning Monday, September 17, 2018:**

A special “late bus” runs at 4:00 p.m. **Mondays and Thursdays** for students who stay after school for extra help or after school activities. **The late bus does not run on Tuesdays, Wednesdays or Fridays.** To ride the late bus students must be regular bus riders. There are three late buses. Students should take the late bus that has a stop nearest their regular bus stop. Students must ask to be let off at the stop nearest their home. The late bus route schedule is included in this packet and will also be posted in the office. Parents: *Please review the late bus route with your child to identify the stop that is closest to your home.*

**Roger Ludlowe Middle School Parent/Student Drop-off / Pick-up**

Parents: Please use the student pick-up/drop-off area in the *REAR* of our building from 7:50 a.m. until 8:10 a.m. beginning Thursday, August 30, 2018. Students may not be dropped off at the front of the school unless they are late, after 8:10 a.m., to school. **PLEASE PULL YOUR CAR FORWARD AS TRAFFIC MOVES FORWARD.** *Please refer to the traffic pattern flyer and directions that will be sent in a follow up email. Please follow these procedures to keep our children safe.*

4. **Student Class Schedule:**

Homeroom teachers will give students their class schedules and review them with the students. Students who believe their schedule is not correct should make an appointment with their counselor that day.

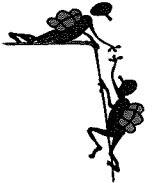
5. **Student Handbook/Assignment Book:**

Students will receive a new Roger Ludlowe Student Handbook/Assignment Book provided by the PSTA. This booklet contains a great deal of important information about our school, expectations, and opportunities available to students. Students should read it carefully *alone as well as with their parents*. In addition to the handbook/assignment book, this daily planner was developed to assist students in improving study skills, organization, and character development. *Please use this valuable tool on a regular basis.*

6. **Problem Solvers:**

We have many friendly and helpful staff members at Roger Ludlowe Middle School. Students with questions may ask their homeroom teacher or another crew teacher. If the homeroom teacher cannot help directly, students will be referred to someone who can give assistance. Some of our other helpers include:

- Our school counselors can help with personal problems that are affecting your schoolwork. The grade six counselor is Mrs. Kelly Cummings, the grade seven counselor is Mrs. Karyn McNeil and the grade eight counselor is Ms. Kate Harder. Mrs. Kelly Renna will be working with all three grade levels.
- Our Dean, will help with many situations especially with any problem or situation on the school bus, in our cafeteria, or with the student activities programs.
- Our Administrators, Ms. Tiley, Mrs. Shaughnessy and Mr. DeAngelo can also be of assistance for any questions or concerns.
- Our Secretarial and Custodial staffs are working every day to keep our very busy building well organized and a place students and families can feel good about. They are always ready to assist as well.



7. **Supplies:**

Required school supplies are supplied by the school. Personal school supplies may vary by grade level and crew, therefore, please refrain from major purchases until after carefully reviewing your child's crew newsletter, which is posted on the RLMS website.

8. **Summer Reading List:**

Summer Reading lists information is available on the RLMS webpage.

9. **Sixth, Seventh, and Eighth Grade Math Packets (OPTIONAL):**

Students entering sixth, seventh and eighth grades were reminded that an optional but highly recommended math summer study packet is available on the RLMS webpage and the Fairfield Public Schools website.

**Please be advised the school will not be collecting these optional summer math packets. Parents are encouraged to have their child complete their optional respected grade level packet and then use the answer key also provided on the website to check the answers.**

10. **EXTRA HELP:**

Each RLMS staff member is available every Monday and Thursday from 2:50 – 3:10 in their respective classroom to provide extra help. No student sign-up is required since this is on a drop in basis. If your child requires additional extra help beyond these times, please have your child speak with their teacher to make an appointment for the additional help required.

Please feel free to also communicate with your child's teacher to schedule extra help sessions if your child needs additional support beyond the Monday and Thursday extra help sessions information provided above.



11. **School Telephones:**

Main Office: 255-8345(option 5); Dean: 255-8346; Psychologist and School Counselors: 255-8343; School Nurse: 255-8404. (These numbers are also listed in the new handbook/assignment book. Parents are encouraged to call whenever they feel we can be of assistance. Teachers and crews are available for consultation. Office personnel will forward messages to teachers or if you prefer, will have the teacher phone you after school.

*We do request parents refrain from making personal calls or texting their children during the school day. **Except for an emergency, we cannot deliver personal messages to students in classrooms.** This includes notifying students when personal items have been dropped off in the main office (see the "Important Procedures Reminders" email notice.)*

12. **Absence Call-In Phone:**

In order for parents to be sure their children have arrived safely at school each day, the Fairfield Public Schools has an absence call-in program. At Roger Ludlowe Middle School we ask that the parent calls our special number 255-8403 any day their child will not be attending school or if the child will be arriving late to school. Our call-in voicemail receives calls from 9:00 p.m. through 9:00 a.m. the next day. If we do not hear from the parent, the student will be marked absent and the attendance secretary or the dean will contact the parent.

13. **After-School Activities**

All students wishing to participate in any after-school activity (intramurals, team sports or clubs) throughout the year must have a parent complete and sign **Intramural Permission Form, Student and Parent Concussion Informed Consent Form and Sudden Cardiac Arrest Form**. All forms are done electronically ONLINE. Information can be found on the RLMS website. Link to "Activities".

<http://forms.fairfieldschools.org/athletics/>

- [Intramural Sports Registration](#) - Select the option "Add a New Student Athlete". Please note that the option you want to choose is RLMS INTRAMURAL SPORTS, even if your child is participating in sports like basketball, cross-country, cheerleading, golf, track, volleyball and yoga.
- The RLMS INTRAMURAL SPORTS registration will cover your child in ALL intramural activities or sports for the entire school year.

14. **Cafeteria/Student Dining Room**

Hot lunch – The traditional lunch is \$3.10, the deluxe lunch is \$4.05. In addition to the regular hot lunch meal, our cafeteria offers a variety of hot and cold sandwiches, soup, salads and desserts. Breakfast is available daily for \$1.50. All students can choose and pay for their breakfast or lunch on a daily basis. Full lunch service begins on Thursday, August 30, 2018.

Families wishing to apply for meal assistance participation in this program must submit a completed form **one per family**. The forms should be forwarded to the main office. Families who have previously participated in the meal assistance program must submit the new 2018-2019 application one form per family in order to be considered for participation for this academic year. Families may request an application from the school counseling office.

**15. Emergency Contact Information:**

We have enclosed a copy of the *Emergency Form* that needs to be completed and returned to the student's homeroom teacher on Thursday, August 30th. Please send in any updated information for this form as the need arises throughout the year.

**16. Communication and Involvement:**

Everyone at Roger Ludlowe strives to deliver an excellent educational program for each student. We will make every effort to communicate with parents about our program and their student's progress through conferences, quarterly updates and progress reports, phone calls, Open Houses and the weekly PTSA Blast. If parents ever need information or have a question, please do not hesitate to contact us. RLMS posts all information/electronic mailings on the RLMS website.

**17. Parent Conferences: (IMPORTANT INFORMATION)**

The middle school schedule is designed to accommodate parent conferences during each week throughout the year. If you would like to schedule a conference with a specific teacher please contact the teacher via phone at 255-8345 or by e-mail. If you would like to meet with your child's crew teachers' please either contact your child's respective school counselor at 255-8343 or crew liaison to schedule this conference.

**District Parent Conferences can be scheduled for:**

**Wednesday, October 10<sup>th</sup> from 1:15 – 3:15 p.m.**

**Thursday, October 11<sup>th</sup> from 1:15 – 3:15 p.m.**

**Thursday, October 18<sup>th</sup> from 6:00 – 8:00 p.m.**

**NOTE: Crew liaisons or teachers of students who may be experiencing academic difficulty early in the year will contact these students' parents/guardians and invite them to one of the above conferences.**

**18. Digital Recording/Photograph/Social Media:**

Because we live in a digital age, we will be photographing our students throughout the year for educational purposes, for orientation slides, twitter, RLMS website, or student memorabilia. If parents **do not** want their child photographed, please write to Mrs. Susan Eckert in the main office before school begins.

**19. PTSA:**

Everyone's involvement in PTSA is most important. Whether as an officer, committee chairperson, or "helper," membership and participation in PTSA extends and enriches all our children's school experiences. We strongly urge all our parents to read the information that you will receive via email and to respond to the PTSA membership drive. Let's strive for 100% membership this year! Membership tables will be set up at our Open House evenings for your convenience. Our major fund-raiser is the PTSA sponsored Walk-a-thon, which will occur in the early fall.

We hope this information helps parents and students prepare for the 2018-2019 school year. At Roger Ludlowe Middle School we have the staff and materials to provide a quality and challenging education for each student. Our expectations for each student's effort, achievement, and behavior will be high, and we expect each student to set the model for future students at Roger Ludlowe Middle School. With home and school working together, every student can be very successful at Roger Ludlowe. We encourage both parents and students to get involved in school activities. Do not hesitate to call us with questions, suggestions, or concerns.

**All of our students are expected on Thursday, August 30th at 8:00 a.m., our first official day for the 2018-2019 school year. We will see you then! Best wishes for an exciting and productive school year and enjoy the remaining days of your well-deserved summer vacation**

Go Bulldogs!!



Megan Tiley  
Principal



Steve DeAngelo  
Assistant Principal



Karin Shaughnessy  
Assistant Principal

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PUBLIC SCHOOLS**

Megan Tiley, Principal  
Steve DeAngelo, Assistant Principal

Karin Shaughnessy, Assistant Principal

August 13, 2018

Dear RLMS Parents and Guardians,

I am writing to you to enlist your support regarding school safety and security. Please read this entire memo as it outlines some procedural updates for your information. In order to keep Roger Ludlowe Middle School as safe and secure as possible, we need everyone's help and that includes you. Thank you in advance for your help and attention to this important matter.

1. One of the most important things we can do to insure a secure building is to limit access to the school to only those people who should be here, primarily students and staff members and those who have an appointment at the school. As you know, we have instituted a buzzer system that requires everyone to ring the bell in order to come into the school. We have averaged about 100 "buzzer interruptions" on a daily basis. This means that the front office secretary must stop what she is doing, answer the bell, inquire into the matter and then provide instructions to the person out front. Most times, it is an adult who has brought an item to school that their child has forgotten at home such as homework, notes, lunches, musical instruments, etc. Consider not coming to school with the forgotten item. This is the best option as one of the primary lessons of middle school is personal responsibility. We work hard trying to teach this every day to our young students. It will not be the end of the world if a student does not have a book, homework, gym clothes or instrument on a particular day because they have forgotten it. Yes, they will need to address this with their teacher, but that is part of the personal responsibility that they need to assume. It will be a valuable lesson for them if you do not bring the item to school and they need to deal with this on their own. I can assure you that they are capable of this and that their teachers will handle it appropriately.

**Items that must be delivered to RLMS will be left on a covered cart outside of the main entrance doorway. Parents/guardians will be asked to leave the item with the student name and grade noted on the item. The cart is within eyesight of the main office and items will be collected throughout the day. It will be the student's responsibility to retrieve the item from the Main Office.**

2. It is imperative that the students be present every day for the full day, unless they are sick. I am asking you once again to **make every effort to schedule appointments outside of the school day or during vacation periods.** If it is impossible to schedule around the school day, please be sure your child has a note that they will be dismissed early stating the reason and



time for leaving. This note should be turned into the attendance secretary before school starts so we are aware when the student is leaving and can keep a record of it.

3. School visitors will only be allowed into the school if they have an appointment with a staff member or other legitimate reason for entering the school. This includes parents and community members as well as former students. Appointments will be confirmed with the staff member in question. All other activities for which someone is entering the school must be approved by school personnel.

4. Please do not let anyone else in behind you if you have been buzzed into the school. We keep a log of every visitor and do not want multiple people entering at once. Each visitor needs to request access individually by ringing the bell.

We continue to work with the Fairfield Police Department to update our procedures and to insure a safe and secure learning environment. Limiting access to the school is an unfortunate reality given the times within which we are living. Please know that the RLMS staff and students appreciate your attention to the procedures contained in this memo. If you have any questions or concerns about this information, please feel free to email or call me at school so these may be addressed.

Thank you again for your support in this important matter.

Sincerely,



Megan Tiley  
Principal

NOTE: Emergency Messages are sent through Infinite Campus. If you do not receive these, then you need to insure that your contact information is updated. Thank you.

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August 13, 2018

## **IMPORTANT**

**Please read these Roger Ludlowe Middle School student drop-off and pick-up procedures.**

Dear Parent(s):

Welcome back to another exciting school year at Roger Ludlowe Middle School. In order to provide the most efficient and safe drop-off and pick-up procedures for our students and their parents, we have included the following procedures and directional map for your information and utilization. We would appreciate it if everyone responsible for dropping off and picking up your child is familiar with the procedures and abides by them in order to alleviate traffic congestion issues and more importantly help us keep our children safe.

1. All parents dropping off their child between 7:45 a.m. and 8:10 a.m. must enter the rear driveway of RLMS (see attached map) on Unquowa Road and proceed on the one-way road to the gymnasium entrance. Please be sure to instruct your child to exit your vehicle on the side closest to the building so they do not have to navigate traffic in the drop-off area. **Please do not drop off students anywhere else on our school campus for obvious safety reasons.** PLEASE PULL AS FAR FORWARD AS POSSIBLE. After dropping off your child continue around the rear of school and exit onto Mill Plain Road.  
**For your child's safety, parents should not drop off children in the bus loop or any other location, including the front lots of Fairfield Ludlowe High School and Roger Ludlowe Middle School.**
2. Students who walk to school in the morning can enter the building at either the bus loop entrance or the gymnasium entrance in the rear of the school. It is up to the individual student walkers to choose the location that is most convenient to them.
3. (Pick-Up Only) If you are waiting to pick up your child please park single file along the rear of the building and meet your child at the rear gymnasium entrance so that you can escort your child safely to your vehicle. Please do not double park. PLEASE PULL AS FAR FORWARD AS POSSIBLE. We must keep traffic on Unquowa

- Road clear. Please pull up the hill (there is a yellow pole as a marker). Continue to pull forward as traffic moves. Once you pick up your child you may pull out carefully into the access road to exit the parking lot following the traffic pattern to Mill Plain Road. As vehicles leave their parking spots those vehicles waiting can replace those that vacated their spots.
4. Permission due to special medical circumstances will be given to students requiring to be dropped off in front of the school between 7:45 and 8:10 a.m. and picked up between 2:30 and 3:00. Please speak with an administrator to discuss any special circumstances prior to deviating from these drop-off / pick-up procedures.
  5. Student drop-offs and pick-ups for emergency purposes or doctor appointments between the hours of 8:10 a.m. and 2:50 p.m. will only be in the front of the building. **Reminder: Parents must park their vehicle and meet their child in the main office to sign their child out.** Students are not permitted to leave the building until they are signed out in the main office and escorted by a parent. Parent must show identification to the main office staff prior to the school personnel releasing any child.
  6. If you are helping drop off or pick up your child's project and it requires parent assistance please feel free to park your vehicle in the front parking lot and take as much time as you need to complete your task after first signing in at the office. **Please do not park along the curb in the no parking zone.**
  7. Parents who have meetings with school personnel may park in front of the school, sign in at the main office and complete their school business.

**Please give yourself enough time so that you are not in a rush and feel tempted to disregard these rules.**

Please be advised parents not following these procedures will be directed to the proper locations for drop-offs and pick-ups.

Thank you in advance for your co-operation in following these procedures.

Go Bulldogs!



Megan Tiley  
Principal



Steve DeAngelo  
Assistant Principal



Karin Shaughnessy  
Assistant Principal

Train Station

Middle School Drop-Off & Pick-Up Area

Enter

Exit

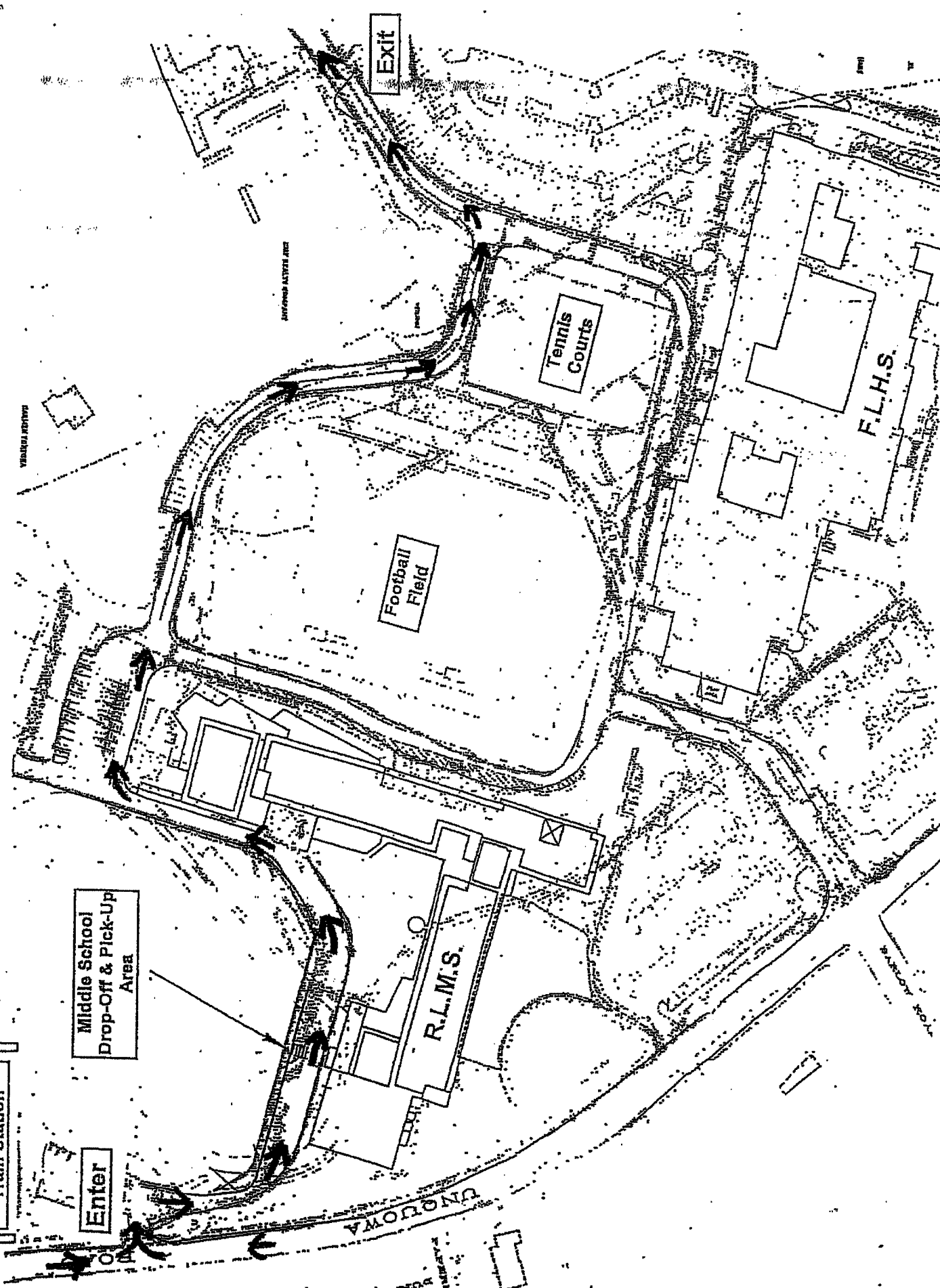
Football Field

Tennis Courts

R.L.M.S.

F.L.H.S.

UNOUMWA



## ***IMPORTANT PROCEDURAL REMINDERS***

Please help us to provide our students and staff with uninterrupted instruction time by following Roger Ludlowe's

### **ATTENDANCE PROCEDURES:**

- 1. CALL THE ATTENDANCE RECORDING LINE (255-8403) TO REPORT ALL REASONS FOR STUDENT ABSENCES AS WELL AS AN ANTICIPATED LATE ARRIVAL AT SCHOOL.** Otherwise the student will be marked absent for the day and unnecessary calls will be made to your home and/or place of business.
- 2. STUDENTS NEEDING TO LEAVE SCHOOL BEFORE 2:50 P.M. MUST BRING A NOTE FROM HOME TO THE MAIN OFFICE BEFORE HOMEROOM ON THE MORNING OF THE EARLY DISMISSAL.** The student will "trade in" the early dismissal note from home for a pass from the attendance secretary in order to leave class and meet the parent in the main office at the designated time.
- 3. WHEN ITEMS ARE DELIVERED TO SCHOOL UPON THE REQUEST OF A STUDENT, or because they left something at home, items should be delivered to the drop off cart at the main entrance. THE STUDENT ASSUMES THE RESPONSIBILITY OF RETRIEVING THE ITEM IN THE MAIN OFFICE.** This procedure eliminates interrupting the classroom, however, consideration is always given in an emergency.
- 4. WHEN ITEMS ARE DELIVERED TO SCHOOL PRIOR TO LUNCH WITHOUT A STUDENT'S KNOWLEDGE,** THE ITEM WILL BE BROUGHT TO THE CAFETERIA FOR THE STUDENT TO PICK UP AT LUNCHTIME. WE ASK THAT ITEMS NOT BE BROUGHT IN AFTER 10:45 A.M.
- 5. STUDENTS ARE ENCOURAGED TO MAKE ALL AFTER-SCHOOL TRANSPORTATION ARRANGMENTS PRIOR TO ARRIVING AT SCHOOL IN THE MORNING.** Again, consideration is always given in emergency situations so that students will be able to use the office phone.
- 6. STUDENTS WHO ARRIVE TO SCHOOL LATE DUE TO A MORNING MEDICAL APPOINTMENT MUST BRING A NOTE FROM THE PHYSICIAN OR DENTIST** TO BE CONSIDERED "EXCUSED" however the "tardy" will still appear on the report card. Please try to avoid early morning appointments whenever possible. If you know in advance that your child will be tardy, please remember to notify the office by using our attendance line (255-8403) to report the anticipated late arrival (see #1 above.) **THANK YOU!**

# EMERGENCY FORM

Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ M/F \_\_\_ Grade \_\_\_ HR \_\_\_\_\_

Home Address \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Student lives with: \_\_\_\_\_ Both Parents \_\_\_\_\_ Mother \_\_\_\_\_ Father

Other (explain): \_\_\_\_\_

***In Case of Illness or Emergency, please refer to the following:***

Mother's/Guardian's Name \_\_\_\_\_ Cell Ph# \_\_\_\_\_ Business Ph# \_\_\_\_\_

Father's/Guardian's Name \_\_\_\_\_ Cell Ph# \_\_\_\_\_ Business Ph# \_\_\_\_\_

Relative or Neighbor \_\_\_\_\_ Phone \_\_\_\_\_

Relative or Neighbor \_\_\_\_\_ Phone \_\_\_\_\_

e-mail address Mother: \_\_\_\_\_

Father: \_\_\_\_\_

***In the event of a medical emergency, the school reserves the right to call an ambulance and transport the child by ambulance to the nearest hospital or, if feasible, to the preferred hospital indicated on this Emergency Card. Parents will be contacted as promptly as possible.***

***In case of emergency, if it is necessary to call a physician or dentist, contact:***

Pediatrician \_\_\_\_\_ Phone \_\_\_\_\_

Dentist \_\_\_\_\_ Phone \_\_\_\_\_

Hospital preferred \_\_\_\_\_

Health Problems (*allergies, medications, significant medical conditions*)

\_\_\_\_\_  
\_\_\_\_\_

***I give permission for essential medical information to be communicated to appropriate school personnel to ensure my child's health and safety in school.***

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

If there are any ***Custody*** issues – Please explain in detail: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***Please notify the school IMMEDIATELY when changes need to be made in the above information.***

# 2018-2019 Fairfield Public Schools Student Calendar

Approved by BOE November 28, 2017

August 2018 (2)						
Su	Mo	Tu	We	Th	Fr	Sa
			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	

August 27, 28, 29 – PD Days  
August 30 – First Day of School

December 2018 (15)						
Su	Mo	Tu	We	Th	Fr	Sa
						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					

December 21 – Early Dismissal, PK-12  
December 24 - 31 – No School (Winter Break)

April 2019 (17)						
Su	Mo	Tu	We	Th	Fr	Sa
	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				

April 15 - 19 – No School (Spring Break)

September 2018 (17)						
Su	Mo	Tu	We	Th	Fr	Sa
						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						

September 3 – No School (Labor Day)  
September 10 – No School (Rosh Hashanah)  
September 18 – No after school/pm activities  
September 19 – No School (Yom Kippur)

January 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
		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 1 – No School (New Year's Day)  
January 18 – Early Dismissal PK-12 (PD)  
January 21 – No School (M.Luther King Day)

May 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
			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	

May 24 – Early Dismissal PK-12  
May 27 – No School (Memorial Day)  
May 28 – No School (All-Day PD)

October 2018 (23)						
Su	Mo	Tu	We	Th	Fr	Sa
	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			

October 10 – Early Dismissal PK-12(PSAT/Conf)  
October 11 – Early Dismissal PK-12(NEASC/Conf)  
October 18 – Early Dismissal PK-8 (Conf.)  
October 23 – Early Dismissal PK-12 (PD)

February 2019 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
					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		

February 14 – Early Dismissal PK-12 (PD)  
February 15 – No School (February Break)  
February 18 – No School (Presidents Day)

June 2019 (9)						
Su	Mo	Tu	We	Th	Fr	Sa
						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						

June 13 – Last Day of School for Students and Early Dismissal PK-12

November 2018 (18)						
Su	Mo	Tu	We	Th	Fr	Sa
				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	

November 6 – No School (All-Day PD)  
November 12 – No School (Veterans Day)  
November 21 – Early Dismissal PK-12  
November 22-23 – No School (Thanksgiving)

March 2019 (21)						
Su	Mo	Tu	We	Th	Fr	Sa
					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						

March 12 – Early Dismissal, PK-12 (PD)  
March 20, 21, 28 - Elementary Early Dismissal PK-5 (Conferences)

The first 8 snow days will extend the length of the school year and the date of high school graduation. Additional snow days will reduce the April Break beginning with the first day, April 15.

No School	
No School <u>and</u> Professional Development (PD) for Staff	
Early Dismissal	
Early Dismissal and PD	



# Roger Ludlowe Middle School - Late Bus Schedule – 2018 - 19

## Late Bus: Beginning Monday, September 17, 2018:

A special "late bus" runs at 4:00 p.m. Mondays and Thursdays ONLY(no late bus on Tuesdays, Wednesdays and Fridays) for students who stay after school for extra help or school activities. To ride the late bus students must be regular bus riders and must sign up for the late bus at the end of their activities outside at the late bus area. There are four late buses. Students should take the late bus that has a stop nearest their regular bus stop. Students must ask to be let off at the stop nearest their home. The late bus route is enclosed with this mailing and will also be posted in the office.

Parents: Please review the late bus route with your child to identify the stop that is closest to your home.

Late Bus #2

Monday & Thursday

### List of Bus Stops

- 1 Fairfield Pl & Overhill Rd
- 2 Sasco Hill Rd & Harbor Rd/Tide Mill Terr
- 3 Sasco Hill Rd & Sasco Hill Terr
- 4 Oldfield Rd & Lee Dr
- 5 Oldfield Rd & South St
- 6 Oldfield Rd & Flora Blvd
- 7 Oldfield Rd & South Pine Creek Rd
- 8 South Pine Creek Rd & Rita Ave
- 9 South Pine Creek Rd & Bonney Terr
- 10 South Pine Creek Rd & Gorham Rd
- 11 South Pine Creek Rd & Risley Rd
- 12 South Pine Creek Rd & Pine Creek Ave
- 13 Pine Creek Ave @ The Park
- 14 South Pine Creek Ave & Old Dam Rd
- 15 Old Dam Rd @ The 'Y'
- 16 South Pine Creek Rd & Flax Rd
- 17 South Pine Creek Rd & Southfield Rd
- 18 South Pine Creek Rd & South Pine Creek Ct
- 19 Post Rd & Beaumont St
- 20 Ruane St & Welch Terr
- 21 Ruane St & Gould Ave
- 22 Gould Ave & Oldfield Rd
- 23 Oldfield Rd & Mona Terr
- 24 Oldfield Rd & Oldfield Dr
- 25 Oldfield Rd & Alden St
- 26 Oldfield Rd & James St
- 27 Blaine St & Nichols St
- 28 Nichols St & Catherine St
- 29 Oldfield Rd & Catherine Terr
- 30 Oldfield Rd & Reef Rd
- 31 Reef Rd & Howard St
- 32 Pratt St & Veres St
- 33 Cunnings Ave & Reef Rd
- 34 Reef Rd & Quincy St
- 35 Reef Rd & One Rod Highway
- 36 Reef Rd & Fairfield Beach Rd
- 37 Fairfield Beach Rd & Rowland Rd
- 38 Rowland Rd & Edward St
- 39 Edward St & Lalley Blvd
- 40 Edward St & Birch Rd
- 41 Fairfield Beach Rd & Beach Rd
- 42 Beach Rd & Colonial Dr
- 43 Beach Rd & Fern St
- 44 Beach Rd & Judson Rd
- 45 Judson Rd & South Benson Rd
- 46 South Benson Rd & Oyster Rd
- 47 South Benson Rd & Riverside Dr
- 48 Riverside Dr & Turney Rd
- 49 Turney Rd & Old Post Rd
- 50 Post Rd & Shoreham Village Dr
- 51 Post Rd & Shoreham Terr
- 52 Riverside Dr & Shoreham Terr
- 53 Riverside Dr & Bay Edge Ct
- 54 Riverside Dr & Cambridge St
- 55 Old Post Rd & Belmont St
- 56 Old Post Rd & South Benson Rd
- 57 Old Post Rd & Beach Rd
- 58 Old Post Rd & Old Post Rd
- 59 Round Hill Rd & College Park Dr
- 60 Round Hill Rd & Woods End Rd
- 61 Woods End Rd & Lawrence Rd
- 62 Mill Plain Rd & Duck Farm Rd
- 63 Mill Plain Rd @ Riverfield School Driveway
- 64 Mill Plain Rd & Robert La

Late Bus #1

Monday & Thursday

### LIST OF LATE BUS STOPS

- 1 Bronson Rd & Rockview Rd
- 2 Mill Hill Rd & Split Rock Rd
- 3 191 High Meadow Rd
- 4 Mill Hill Terr & Carriage Dr
- 5 Mill Hill Terr & Mill Hill Rd
- 6 Mill Hill Terr & Acorn La
- 7 Mill Hill Terr & Evelyn St
- 8 Woodrow Ave & Sherwood Pl
- 9 Mill Hill Rd & Barberry Rd
- 10 1135 Mill Hill Rd
- 11 Mill Hill Rd & Fawn Ridge La
- 12 120 Cedar Rd
- 13 Bronson Rd & North Cedar Rd
- 14 Bronson Rd & Hill Farm Rd
- 15 Hulls Farm Rd & Jessica La
- 16 Cedar Rd & Half Mile Rd
- 17 Cedar Rd & Sturbridge La
- 18 Bronson Rd & Fulling Mill La
- 19 Bronson Rd & Cider Mill La
- 20 Bronson Rd & Twin Brooks La
- 21 Bronson Rd & Hill Farm Rd
- 22 Bronson Rd & Governors La
- 23 Governors La & Redding Rd
- 24 439 Redding Rd
- 25 Redding Rd & Verna Hill Rd
- 26 Redding Rd & Merwins La
- 27 Old Academy Rd & Dunham Rd
- 28 Dunham Rd & Gay Bowers Rd
- 29 Cross Highway & Congress St
- 30 3791 Congress St
- 31 3536 Congress St
- 32 Hill Farm Rd & Hillside Rd
- 33 Hillside Rd & Greenfield Hill Rd
- 34 1338 Brookside Dr
- 35 Verna Hill Rd & Greenfield Rd
- 36 Hill Farm Rd @ 2<sup>nd</sup> driveway
- 37 Hill Farm Rd & Sherwood Farm Rd
- 38 Brookside Dr & Mill River Rd
- 39 Mill River Rd & Duck Farm Rd
- 40 Duck Farm Rd & Riverview Rd
- 41 Duck Farm Rd & Alma Dr
- 42 Duck Farm Rd & Hunter Rd
- 43 Mill Plain Rd & Carroll Rd
- 44 Mill Plain Rd & Flower House Dr
- 45 Mill Plain Rd & Pell Meadow Dr



Late Bus #3

Monday & Thursday

List of Bus Stops

- 1 River Rd & Taintor Dr
- 2 Westway Rd & Willow St
- 3 Westway Rd & Pequot Ave
- 4 Pequot Ave & Gunston Rd
- 5 Pequot Ave & Old South Rd
- 6 Pequot Ave & Center St
- 7 Pequot Ave & Old Post Rd South
- 8 Pequot Ave & Prospect La
- 9 Mill Hill Rd & Bronson Rd
- 10 Kings Dr & Kings Lane
- 11 Old Post Rd South & Rennell Dr
- 12 Rennell Dr & Spruce St South
- 13 Center St & Post Rd
- 14 Oxford Rd & Oxford Pl
- 15 Westford Dr @ The 'Y'
- 16 Kings Hwy West & Taylor Pl
- 17 Southport Woods Dr & Mill Hill Terr
- 18 Mill Hill Terr & Village La
- 19 Mill Hill Terr & Osborne La
- 20 Osborne La & Gray Rock Rd
- 21 Hulls Hwy & Arbor Dr
- 22 Ivy La & Village La
- 23 Ivy La & Flintlock Rd
- 24 Flintlock Rd & Range Rd
- 25 Range Rd & The Knoll
- 26 Hulls Hwy & Butternut La
- 27 Sturges Hwy & Ingleside Rd
- 28 840 Sturges Hwy
- 29 Fleming Rd #210
- 30 Ironside Rd & Silverspring Rd
- 31 Silver Spring Rd & Spring Hill Rd
- 32 Silver Spring Rd & Old Hickory Rd
- 33 Old Hickory Rd & Ingleside Rd
- 34 Sturges Hwy & Wellington Dr
- 35 Merwins La & Riders La
- 36 Merwins La & Labbanca La
- 37 Merwins La & Horseshoe La
- 38 Jennie La & Hollow Tree Cir
- 39 Queens Grant Rd & Queens Grant La
- 40 Queens Grant Rd & Queens Grant Dr
- 41 439 Merwins La
- 42 300 Merwins La
- 43 Merwins La & Fair Oak Dr

## **Delayed Opening Schedule**

On days that the Fairfield Public Schools will have a delayed opening due to inclement weather, we will be following a TWO hour delayed opening schedule.

Delayed opening schedule for Roger Ludlowe Middle School is as follows: **school will open at 10:00 a.m. and homeroom will start at 10:10.**

Please plan for this in advance.

## **Early Dismissal**

On days that the Fairfield Public Schools has an early dismissal due to inclement weather, Roger Ludlowe Middle School will dismiss at  
12:40 p.m.

Please plan for this in advance.

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