

# Totowa Borough Public Schools

## Washington Park School

10 Crews Street, Totowa, NJ 07512

Phone: 973-956-0010 Ext. 2103 Fax: 973-389-2270

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Patricia Capitelli  
Chief School Administrator

David Bower  
Principal

I would like to welcome you to the 2020-2021 school year that will begin on Tuesday, September 8, 2020.

Please view the parent portal to access your child's schedule and other important information. Please be sure to update parent contact information with current phone numbers, contacts and current email address, as this is the way of communicating with our parents. Also, please update important Insurance information. If you have trouble accessing your portal call 973-956-0010 ext. 2104.

### Additional information:

Upon arrival to school on Tuesday, September 8, 2020, all students will go directly to their **homeroom**. Students should not arrive to school prior to their designated time. **Adhering to CDC Guidelines, students will not be allowed to congregate outside on school grounds before the school day begins. All students dropped off by their parents must be dropped off in the back of the school by Peterson Road, NO POST OFFICE drop-offs.**

- o Grades 7 and 8 will arrive at **8:55 A.M.** (Grade 7 will use back playground doors/Grade 8 will enter at the entrance by the Post Office. If driven to school, students must be dropped off in the back of the school, and must walk through the playground).
- o Grades 5 and 6 will arrive at **9:00 A.M.** (Grade 5 will use back playground doors/Grade 6 will enter at the entrance by the Post Office. If driven to school, students must be dropped off in the back of the school, and must walk through the playground).
- o Grades 3 and 4 will arrive at **9:05 A.M.** (Rooms 2, 4, and 6 will enter in the back by the gym doors. All other rooms will enter their rooms from their playground outside classroom door).

**Students Must wear a Mask all day (including when entering and exiting the building. Please be reminded to adhere to all social distancing mandates when picking up and dropping off your child. All students may bring a light snack to school every day.** Cafeteria service will start take home lunches beginning Tuesday, September 8, 2020 on a Grab and Go basis. Please see the "Pay For It" cashless system information on the parent portal.

**All visitors should come to the main doors in the front of the building.** There are a limited number of visitor parking spaces near the front doors (**Only visitor spots may be used, all numbered spots are reserved**). Please do not attempt to use any other doors of the building during school hours. You will only be able to enter with proper ID with an appointment **ONLY**.

If you need to contact Washington Park, call 973-956-0010 and listen to the prompts, in their entirety, to get the extension of the party you wish to speak with. If you receive a call from school please listen to the complete message prior to calling school, as all our staff members are directed to leave a message. This will help the office in connecting you to the correct party.

If your child (both in-person or virtually) is unable to attend school please make sure you call the attendance office at 973-956-0010 ext. 2010 or send an email to [wpsattendance@totowa.k12.nj.us](mailto:wpsattendance@totowa.k12.nj.us)  
Please be advised that due to changes in enrollment, bus route numbers and stops may have changed from previous years. Check your child's portal under transportation. An email is always required (**written consent**) when your child's transportation plans are changed. We **will not** release a student to others or allow a student to change plans **without** an email sent in the morning.

I am looking forward to seeing everyone very soon.

Sincerely,



David Bower  
Principal