

Worthington Hills Elementary School

School Hours - 8:10 a.m. - 2:50 p.m.
Half Day Kindergarten 8:10 a.m. - 11:00 a.m.

Phone (614) 450-4700
Fax (614) 785-0512

Principal - Tiena Miller tmiller1@wscloud.org

Secretary - Erin Neville eneville@wscloud.org

School Counselor - Elysabeth Stack estack@wscloud.org

Health Office Assistant - Lindsay McComas lmccomas@wscloud.org

School Nurse - Shannon Bersagel sbersagel@wscloud.org



Arrival and Dismissal

Arrival

Occurs between 7:50 a.m. and 8:10 a.m.
Students will enter the classroom through the front doors.

Dismissal Plans

Please complete our dismissal plan form. We have gone digital with our dismissal form! Please indicate your child's dismissal plan for each day of the week. If you have multiple children that attend Worthington Hills, you will need to complete a separate form for each child.

Change in Dismissal Plans?

If your child needs to leave school early or in a different way at the end of the day please be sure to send in a note with the following details: your child's first and last name, the date of the change, your child's teacher's name, the first and last name any other child or parent involved, your child's bus number (if relevant), your signature.

Tips:

- Please do not send one note that covers more than one day or more than one of your children. We need to have a note for each day and each child when the regular dismissal plan is changed.
- Be sure to call the office no later than 2:00 p.m. at 614-450-4700 with any last minute changes.



Bus Route



Tips:

- Transportation updates bus routes in early August.
- It is important to check bus route information each year. Do not assume your child rides the same bus as last year as routes and bus assignments change regularly.

How do I locate my child's bus information?

1. Go to the Worthington Schools website: [Worthington City Schools](#)
2. Log in to the "Portal Login"
3. Once logged in, click on "My Account"
4. Click on "Bus Stops" app

Will your child need to ride a different bus at the end of the day? Click [HERE](#) and complete the form to request alternative transportation



Car Drop Off and Pick Up



Drop Off - Students can be dropped off beginning at 7:50 a.m.

Pick Up - Students can be picked up beginning at 2:50 p.m.

Tips:

- Car drop off and pick up is on Candlewood Drive.
- We ask that you pull up as far as possible in the line before your child gets in or out of the vehicle. Please do not stop in the middle of the car line as this causes a delay in the process.
- Your car must be in the curb cut for your child to exit or enter your car.
- Please do not get out of your car when you arrive.
- Child should exit or enter vehicle doors closest to the curb.
- We encourage families to help their children practice buckling and unbuckling their seatbelt so they can be independent with this skill.

Absences

Parents/Guardians must notify the school office on the day a student will be late or absent unless the office has been notified in advance. Lacking parental notification, the school office personnel will telephone or email the parent or other emergency contact person of the student's absence on the same day the student is absent.

You may call the school attendance line at 614-450-4700, ext. 1 outside of school hours. Be sure to leave a reason for your child's absence in the message.

In addition to notifying the school office, it is always helpful to notify your child's teacher of any upcoming absences from school.



School Meals



- School Meals - Our school meals (breakfast and lunch) are entirely nut free.
- Our entire building is nut free. Please be sure all food sent to school is nut free.
- Breakfast will return to traditional morning service from 7:50 a.m. - 8:05 a.m.
- Click [HERE](#) to see the menu

Celebrating Student Birthdays



Recognizing and celebrating the birthday of our students and their unique place in the school community is important to us. The incidence of students with dangerous food allergies and medical conditions such as diabetes has prompted us to rethink food consumption in our elementary schools. Doing everything we can to ensure our students' health, safety, and well-being is our number one priority! We welcome parents working with school staff to provide a special recognition of their child's birthday.

However, we will not participate in celebrating birthdays with food of any kind, including cupcakes, packaged sweets or other food or beverage treats. Our teachers have special ways to recognize each child's birthday, and parents are encouraged to share reasonable non-food alternatives for celebrating their child with classmates.

Non-food alternatives could include: Special pencils, Stickers, Erasers, Dollar-store word games or puzzles, A "class" puzzle or game for students to use in celebration of your child, A book could be added to the classroom or school library in honor of your child and his/her birthday. (The book can be shared as part of the celebration day).

Allergies



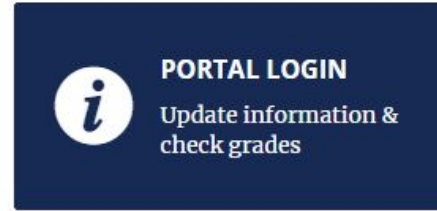
Please call the school at 614-450-4700 to talk to our health office assistant or school nurse.

Health Office Assistant - Lindsay McComas lmccomas@wscloud.org

Nurse - Shannon Bersagel sbersagel@wscloud.org

Please coordinate a time with the school nurse or health office assistant to drop off inhalers, epi pens, emergency medications, and any other routine medications that will be needed at school.

Emergency Data Review



Every year you must confirm or update your child's emergency information and give permission for field trips, tech usage and the release of directory information. This process is also how you can make changes throughout the year.

Log into "Portal Login" and [follow these instructions \(en español\)](#) to provide up-to-date emergency data information for your family. If you have any problems logging in, you can use [the password recovery link](#).



Progress Reports

Worthington Schools has created a guide to provide parents with the following information about Elementary Student Progress Reports. Read the [Parent Guide to Elementary Progress Reports](#).

A few points we would like to highlight:

- Progress Reports use a 1-4 Marking Key to report student progress related to both the level of expectation that is being met, as well as the level of independence with which a student performs. “3” indicates the expected level of performance for any student at any grade level by the end of the academic school year. See table on Page 2 of the Parent Guide for additional information about the Marking Key.
- A marking of 2 is very typical for the first trimester because students are still receiving support on things they will be expected to do independently at the end of the school year.
- Not all areas listed on the Progress Report are assessed each trimester. When an area is not assessed, the box will be left blank.
- Related arts teachers will report student progress during 1st and 3rd Trimesters.
- Beginning in fourth grade, students will receive letter grades for each subject. These letter grades are based on summative assessments in the form of projects, quizzes and tests. The grade reflects student academic achievement and knowledge of content material.

Parents can access their student’s Progress Reports by logging into the Worthington Schools’ website:

- Select the “Portal Login” icon
- Next, select “Infinite Campus”
- Then, choose “Documents” and
- Select “Elem K-3 Progress Report” or “Elem 4-6 Progress Report”



School Visitations and Volunteering



School Visitations - We have a visitor management system that requires all adult visitors to scan their driver's license or a state issued ID.

We love our volunteers!

We appreciate our volunteers who help make the district a special place. In order to ensure the safety of our students and staff, we require background checks.

Please follow the steps below:

1. Visit our homepage at www.worthington.k12.oh.us
2. Toward the bottom of the "Parent Resources" section, click "School Volunteer Background Checks"
3. Complete and submit the online form
4. Once your form has been checked you will then get an "approval" email.
5. Bring the "approval" email, either on your phone or printed out, to the Welcome Center to have your official badge made.
6. Background checks are good for five years, so if your badge has expired, please complete the process again.
7. If you have lost your current volunteer badge, please contact the Welcome Center at 614-450-6000 to arrange for a replacement.

**School Volunteer
Background Checks**

Parent-Teacher Association



The WHES PTA is a group of parents/guardians, staff, and community members who support the mission of Worthington Hills Elementary School. We're very fortunate to have a particularly engaged and active PTA membership – and with the volunteer support and financial donations of our members, we work each year to continually enhance and improve our school community.

To our new families, we are so excited to welcome you and have you become involved in this truly special community. To all the familiar faces, thank you for your continued support and dedication to enriching the lives of the WHES students, staff and families.

We invite you to please stay connected to your school community this year by getting involved in the following ways:

Join the PTA!

- \$10 per membership (1 vote).
- Go to <https://wohills.memberhub.com/join/fc83d8> to be part of our PTA information and communication platform MemberHub. PTA memberships can be purchased through our MemberHub online store.
- Please note that while all parents are welcome to attend PTA meetings, membership is required in order to participate in the PTA voting process, which is primarily used to govern our budgeting process.
- Dollars raised through PTA memberships are also used to fund PTA programs that serve students, staff, and teachers.
- Also, join the Worthington Hills PTA Facebook group to find important reminders, sign ups, and other information to help keep your family connected to our school community.

Attend PTA meetings!

School Instructional Fees



The Worthington School district asks parents to contribute a little more than other residents for the cost of educating their children. There are additional costs for reading and math materials and other consumable supplies that are used in areas such as art, math, science and handwriting. The fees vary by grade level as the types of materials are different.

The money collected for these materials will be deposited in a school supplies fund that serves your school. These funds will enable us to provide your child's teacher with materials the classroom.

The fee schedule for the 2022-2023 school year is:

Kindergarten = \$24.00

Grades 1, 2 & 3 = \$42.00

Grades 4 & 5 = \$36.00

You may pay your child's school fees with a credit or debit card using My Payments Plus. You may also write a check, made payable to Worthington Hills Elementary. *Please be sure to write your child's name and "school fees" on the memo line so we may credit the correct account.*

My Payments Plus

School Fees, Meals, Kindergarten Tuition, etc.



With MyPaymentsPlus.com you can:

- Pay for your student's Worthington School activities and fees every year
- Put money into your student's meal account every year
- Set an alert if your child's meal account balance gets low
- View upcoming fees and activities
- Eliminate the worry of lost or forgotten money given to your student
- Use your debit or credit card

Signing up is free and easy:

1. Visit www.MyPaymentsPlus.com; or go to www.worthington.k12.oh.us and Log In, choose "My Account" and select MyPaymentsPlus.
2. Click "Register a FREE account" and follow the simple onscreen instructions.
3. Add your child(ren) using their Student ID number(s). The student ID number can be found by logging on to the Parent Portal. Click the Infinite Campus icon, then click "Today." You may also request the ID number from the school office.

What is my child's Username and Password?

Your child has a unique username and password to log into Worthington Schools' accounts.

How do I locate my child's username and password information?

1. Select the "Portal Login" icon
2. Log in (username + password)
3. Click "My Account" located at the bottom of the page
4. Click "Student IDs" icon

