# Hayestown Avenue School

**Ellen Paolino, Principal**
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August 17, 2026

Dear Families:

Welcome to Hayestown Avenue School and the start of the 2026–2027 school year!  We are thrilled to welcome our amazing students and families back.  Our staff has been hard at work preparing for a fantastic year focused on high impact learning, student success, and strong community connections.  Below, you will find important details regarding upcoming events and school procedures.  Please reach out if you have any questions, as our team is always here to support you and your family.

**OPEN HOUSE 2026:**
Join us for Open House (Grades K–5) on Thursday, September 10th, from 5:15 PM to 6:30 PM. We will host two identical informational sessions (5:20–5:50 PM and 5:55–6:25 PM) so families with multiple students can attend both.  All professional staff, including ESL, Special Education, Art, Music, Media, Physical Education, Student Support Specialist, School Psychologist and School Social Worker will be available during both sessions to meet you and share details about their programs.

**KINDERGARTEN MEET AND GREET:**
Our Kindergarten Meet and Greet takes place on Monday, August 24th, from 1:15 PM to 2:15 PM. This is a wonderful opportunity for students and parents to tour their classrooms, meet their teacher, and learn about the year ahead.  Please plan to arrive promptly, as the event will end at 2:15 PM.

**The First Day Grades 1-5:**
We look forward to welcoming Grades 1–5 for their first full day on Tuesday, August 25th.  School hours are 8:25 AM to 3:00 PM, and doors open at 8:00 AM (please do not  drop off earlier, as supervision begins at 8:00 AM).  If you are picking up your child, please arrive by 2:50 PM and have your ID ready to show staff. The Extended Learning Program (ELP) starts on Wednesday, August 26th, as there will be no ELP on the first day.

**The First Week of School for Kindergarten:**
Kindergarten students will follow a phase in schedule during the first week.  All kindergarteners report on Tuesday, August 25th, between 8:00 AM and 8:25 AM.  Tuesday, Wednesday, and Thursday (August 25–27) will be early dismissal days at 11:50 AM for all kindergarten students. If your child will be taking the bus, please have them ride it starting on Tuesday.  Friday, August

28th, will be their first full day. If you have questions, please ask during the Meet and Greet or call the office prior to August 25th.

**Back to School Family Picnic:**
Save the date! The Hayestown PTO is hosting a Back-to-School Family Picnic on Thursday, September 3, 2026, from 5:00 PM to 6:15 PM. Please mark your calendars. The PTO will share additional details once the school year begins.

**Regular School Hours:**
Regular school hours are 8:25 AM to 3:00 PM, with doors opening at 8:00 AM. Please do not drop off students before 8:00 AM, as supervision is not available prior to that time. Before and after school care is offered through the Extended Learning Program (ELP). Because care is not arranged through the school office, please call ELP directly at 203-797-4733 for registration details.

**Transportation:**
Transportation information and phone numbers can be found on the Danbury Public Schools website http://www.danbury.k12.ct.us. Once you arrive at the district page, please click the transportation link. Please consider using the bus service starting the first day of school (grade K-5). Staff will be greeting the buses and helping students off the buses and to their classes for the first few days of school or until they are comfortable going independently.

**Parking:**
For everyone's safety, the **main traffic circle off of Oak Lane is for bus drop off only.** Please help us keep arrival smooth and safe: do not pass buses that are unloading students, and remember that it is against the law to pass a bus while their lights are flashing. If you wish to walk your child to the building entrance, you must park in a designated parking spot. If you enter the circle before 8:23 AM, staff will guide you to the appropriate parent drop off location. Since parking is limited, we encourage all families to take advantage of school bus service.

**Drop Off/Pick Up:** Please see link for letter regarding the Hayestown Avenue School drop off/pick up procedures. Morning Drop Off Procedure
Translated copy of Portuguese copy of Morning Drop Off Procedure
Translated copy of Spanish Morning Drop Off Procedure

**Visitor Policy:**
All exterior doors remain locked throughout the school day. To gain access, ring the buzzer located to the left of the main entrance, enter the vestibule, and proceed to the Safety Advocate's window. All visitors must present a valid ID, sign in, and wear a visitor's pass. Only the student will be buzzed in beyond the vestibule for late arrivals, once they will receive a late pass. Visitors will remain in the vestibule until verified and directed where to go. Thank you for your cooperation in keeping school safety our highest priority.

**Health and Safety:** Please send your child to school in supportive, active wear footwear, as students navigate stairs daily and enjoy outdoor recess when weather permits. Sneakers are strongly recommended, while flip flops, backless sandals, and elevated sandals are discouraged

for safety. Additionally, Hayestown promotes healthy snack options and asks families to avoid sending soda and sugary treats. Please note that certain classrooms may be designated as nut or allergy free. If your child is in one of these rooms, the teacher or school nurse will contact you directly, and we ask that you partner with our school team to support the health and safety needs of all students. Our school nurse is always available to answer any specific health related questions. Additionally, we ask that you provide the school with updated and current phone/email information for you and your child's emergency contacts. If your child becomes sick at school, please make arrangements for them to be picked up within 30 minutes. If your child tests positive for COVID, strep or Influenza, please notify the school nurse. We also ask that if you child has any of the following medical conditions they must stay home:

- **A temperature of 100 degrees or higher until they are fever free for 24 hours without fever reducing medication**
- **An undiagnosed rash**
- **Vomiting once or more and/or diarrhea more than once in the last 24 hours**
- **A severe cough or congestion, thick nasal discharge, chills or body aches**
- **A severe sore throat, and for 12 hours after the start of antibiotics if diagnosed with strep throat**
- **A severe earache**
- **Pink eye with discharge until 24 hours after the start of antibiotic eye drops/ointment**
- **Impetigo diagnosis: your child must remain home until receiving antibiotics for 24 hours and the sores are no longer draining**
- **Ringworm diagnosis: your child must remain home until 24 hours of anti-fungal treatment. Lesions should be covered while in school.**
- **Scabies, must be receiving treatment before returning to school**

## Transportation:

*Keeping our dismissal process safe requires clear communication.* Please notify your child's teacher in writing of any changes to their regular routine. Unless the teacher receives a written note from you for that specific day, your child will be sent home on the bus as usual. To help everything run smoothly, please arrange after school plans the day before. Except for rare emergencies, we cannot accept phone calls during the day to change dismissal. Because only school administration (the Principal or designee) can approve phone based changes, please be patient with our office staff when calling. If you are picking your child up early for an appointment, please check them out of the main office by 2:45 PM before our busy dismissal window begins.

## Special Schedule:

***Blue highlight = no special that day***

| Time: | Grade/Teacher | Monday | Tuesday | Wednesday | Thursday | Friday |
|---|---|---|---|---|---|---|
| 8:30-9:10 | Trocchio<br>4-Woodward<br>4-Marricco<br>4-Duhamel | Art<br>PE<br>Media<br>Music | PE<br>Music<br>Art<br>_____ | Music<br>Art<br>_____<br>Media | _____<br>Media<br>Music<br>PE | Media<br>_____<br>PE<br>Art |
| 9:15-9:55 | 2-J.Williams<br>2-Gould<br>2-Gillotti | Art<br>PE<br>Media | PE<br>Music<br>Art | Music<br>Art<br>_____ | _____<br>Media<br>Music | Media<br>_____<br>PE |

| | Ruiz | Music | _____ | Media | PE | Art |
|---|---|---|---|---|---|---|
| 10:00-10:40 | K- Petrini<br>K-Smith<br>K-Brissitte<br>K-Piedmont | Art<br>PE<br>Media<br>Music | PE<br>Music<br>Art<br>Media | Music<br>Art<br>_____<br>_____ | _____<br>Media<br>Music<br>PE | Media<br>_____<br>PE<br>Art |
| 12:30-1:10 | 5-Dalessio<br>5-New<br>5-Lockwood<br>5- Sanchez | Art<br>PE<br>Media<br>Music | PE<br>Music<br>Art<br>_____ | Music<br>Art<br>_____<br>Media | _____<br>Media<br>Music<br>PE | Media<br>_____<br>PE<br>Art |
| 1:20-2:00 | 1-Morales<br>1-Cummings<br>1-Sills<br>1-Troiano | Art<br>PE<br>Media<br>Music | PE<br>Music<br>Art<br>Media | Music<br>Art<br>_____<br>_____ | _____<br>Media<br>Music<br>PE | Media<br>_____<br>PE<br>Art |
| 2:10-2:50 | Proia<br>3-Poeltl<br>3-M.Williams<br>3-Close | Art<br>PE<br>Media<br>Music | PE<br>Music<br>Art<br>Media | Music<br>Art<br>_____<br>_____ | _____<br>Media<br>Music<br>PE | Media<br>_____<br>PE<br>Art |

**News from School:**

Mrs. Rosso, our school secretary, has officially retired. While we will deeply miss her presence in our front office, we wish her abundant health, joy, and happiness as she begins this well deserved next chapter of her life. I am excited to share, Mrs. Maribel Latassa is our new Hayestown School Secretary! Many of our students, parents, and community members already know Mrs. Latassa well from her previous role as our Family Liaison. We are so excited to have her stepping into a new role within our main office. Please note that with Mrs. Latassa taking on this new position, the role of Family Liaison is currently vacant and appears it will remain so for the time being. Because that role is not currently filled, and because Mrs. Latassa's daily responsibilities are now different, we kindly ask our community for your patience and understanding as we adjust to these changes.

Communication from the office, PTO, and teachers will primarily be sent through ParentSquare. However, because some items may be sent on paper, please check your child's backpack daily for messages, homework, and schoolwork.

We encourage you to keep reading together as a family. Please have your child return their completed summer activities to their classroom teacher during the first week of school. We look forward to partnering with you and your child this year. Enjoy the rest of your summer. We are so excited to see everyone on August 25th!

Sincerely,
*Ellen Paolino*
Ellen Paolino, Principal