WHAT I WISH I WOULD HAVE KNOWN...

A GUIDE FOR NEW WHS PARENTS FROM THE PTO

Welcome to WHS from the PTO

This booklet was compiled for first time parents to assist in the transition to WHS. It contains answers to FAQs, resource information, and some helpful tidbits to help you navigate your first year. Sign up to be on the PTO email list at *rockspto@gmail.com* to keep up to date with what the PTO is doing.

Attendance

For absences, call *867-6801* and leave a message. The student is responsible to email the teacher for all makeup work.

The Testing Center is open Tuesday, Wednesday, Thursday to makeup tests according to the teacher's directions. The Testing Center closes at 4:30 so students need to arrange a ride if staying until then.

For late arrivals or to leave early, leave a message. The student will check in and out at the attendance desk. A parent does not need to come into the building. Passing periods are 6 minutes long and tardies are not recorded for the first 2 weeks of school, to allow students time to learn their schedules. Teachers stand outside classrooms to give directions. Classrooms are grouped in the building by school subjects.

Drop off/pick up

Pull up to door 13 or door 1 at pickup or drop off times. Obey the one-way signs across the front drive and side drives. The busses park in the front drive at arrival and dismissal as well as at 3:20, after period 6, on T, W, Th. There is supervision in the building starting at 7:45am.

Visiting the school

There are designated visitor parking spots near the front of the school. Buzz in at the main doors and check in at the information desk. Parents can drop off items for their students with their names on it. The student can pick it up during passing periods or lunch or get a pass from their teacher.

Lunch/Snacks

Use Lunchtime for lunch payments and to set up notifications of low balances. View purchases under account transactions. Famous Phil's in the Learning Center is open before school and during lunch for snacks, smoothies, and coffee. No visitors or outside food in the cafeteria please. Upperclassmen are allowed to eat lunch in the Learning Center.

Meet the Teacher Night

Parents bring student's schedule for 1st trimester and go to their classrooms to meet the teachers for 10- minute class periods.

School supplies

Students receive a supply list on the syllabus from teachers the first day. They will also receive important online information from the teachers.

Book rental

Fees are payable online under Parents tab on the website or at the Administration Building.

Picture Day

Order forms and retake forms are available online.

Spirit Shop

A shop is located in the cafeteria open on Fridays during lunch. There is a shop open at the stadium during home Varsity football games. Online shopping on the school website is at Rocks Spirit Shop under athletics and also under clubs.

Powerschool

Parents can login to see grades, schedules/registration, and teacher email addresses. Notifications can be set up to email parents daily, weekly, or every other week or monthly. Contact the Counseling Center with any questions about Powerschool. If students need set up/password help, contact Mr. Bruns in the Learning Center.

Sports Season Pass

Information is located on *www.westfieldathletics.com.*

Club Information

Check the announcements at the beginning of the year for callout meetings. The Club Hub is located in the Learning Center and on the school website under Ace of Clubs for all the info students need to get involved at any time.

Announcements

Parents can read announcements online under the Parents tab. Notifications can be set up to have them emailed directly. There are also links on social media.

Social Media

Twitter: @wwswhs @WHSCollegeReady
@MissMcGuireWHS
@WHSPTO Facebook: WestfieldHighSchool
WHSPTO Follow the links for announcements.

Lost Student ID

Students can buy a replacement in the counseling center for $5.

PTO Rewards Programs

PTO sponsors Teacher Appreciation Day every trimester. Parents can link their Kroger Plus Rewards card to the PTO account #67591 on *krogercommunityrewards.com* to the WHS PTO. Also, sign up for the Marsh Cares program through email at rockspto.com.

Forms

Work permits and parking permits take time to process. Transcripts can be sent from the registrar for good student discount on car insurance. Also contact the registrar for any moves or information changes.

Homecoming Dance/Prom

Students are welcome to come to the dances with or without a date. Student ID, ticket, and breathalyzer test required at the door. If a student brings someone from another school, a form must be filled out days ahead of the dance. Prom is for Juniors and Seniors, but underclassmen can attend Prom with an upperclassman. After Prom is sponsored by the parents of the Junior class and students may attend even if they did not attend the Prom.

Annual Events

Fall Homecoming: spirit week, parade, pep rally, football game, and dance

Winter Homecoming: spirit week, pep rally, basketball game

Prom and After Prom

Mr. Westfield (talent show for senior male students)

American Pie (rock concert through history using music)

Thursday Night Live (talent show)

Where to Go and Who to See

Job	**Contact**	**Phone Number**
Information Desk	Jeanne Crupi	867-6883
Attendance	Laura Haffner	867-6801
Main Office	Jennifer Lents Bonnie Vollmer	867-6802 867-6811
Athletic Office	Chris Rogers	867-6875
Learning Center	Joel Bruns	867-6820
Counseling Center	Cindy Shobe	867-6807
Registrar	Nancy Babb	867-6818
Nurses Clinic		867-6805
Administration		867-8000
Transportation		867-8040