

CHDS QUICK START GUIDE

For Parents and Students

**School Policies and Guidelines for a successful
2023-24 School Year**



CINCINNATI HEBREW DAY SCHOOL



CINCINNATI HEBREW DAY SCHOOL

MISSION STATEMENT

Cincinnati Hebrew Day School provides a rigorous dual curriculum that caters to the individual needs of each student in a secure and nurturing environment. Our strengths-based educational model ignites the spark in every child, cultivating a passion for learning and a love of Torah. CHDS graduates are well-rounded, sensitive, and engaged, prepared for a lifelong journey of growth, and ready for success at competitive yeshivas and high schools.

דרך ארץ קדמה לתורה

All CHDS students are expected to act with Middos Tovos. This is a basic expectation of a Ben or Bas Torah and a prerequisite for learning Torah.

A CHDS Student will:

- Act and speak towards all teachers with respect.
- Treat fellow students with kindness
- Learn and use good communication skills with all staff and students
- Maintain good Middos in all situations.

All students, staff, and families participate in making CHDS a caring and nurturing environment where our children can thrive.



Introduction

Welcome to the 2023-24 school year!

Each year in the development of a child is its own universe of learning and growth. At CHDS, we aim to facilitate that growth by providing a safe, orderly environment and high-caliber Judaic and General Studies programs.

Every day of school is packed with potential, filled with opportunities to learn and grow. The purpose of this handbook is to help maximize that potential. Please read it from cover to cover before the school year starts and refer to it as needed throughout the year.

This booklet contains the values, standards, and guidelines necessary for the high-quality school experience that we all want for our children. Working together, we can achieve a successful year of learning and personal growth for each one of our students.

Please note that this booklet is not intended as the full text of all of CHDS school policy; it is focused on the most common and important aspects of daily student life at CHDS. For further information and to clarify any issues of school policy, please contact the CHDS office.

Our Campus



Golf Manor Building

The Golf Manor building at 2222 Losantiville Avenue houses our Early Childhood through first grade boys and girls, as well as our girls in grades 2-8. Classrooms and collaborative learning spaces for the middle school girls are in the CHDS Commons area.

Amberley Building

Boys in grades 2-8 are at the Amberley building at 6701 Elbrook Avenue. Boys in grades 2-5 are on the main floor. The lower floor houses our middle school boys and features classrooms, group collaboration spaces, and a Beis Midrash.

Start and End Times

Drop-off starts at 8:20am for boys in the Amberley building, except for Middle School boys. The boys' minyan is at 7:30am in the Amberley Beis Medrash.

With the exception of Middle School boys, please do not drop off students before 8:20 as there is no supervision before this time.

In the Golf Manor building, Drop-off starts at 8:25 for all students.

Classes begin promptly at 8:30am for all students in both buildings.

Doors close for all departments in both buildings at 8:40am. Our staff members will be focused on getting the day started at that time. Students who arrive after 8:40 will need to wait outside until 9, when we will be available once again to welcome them.

Early Childhood ends the day at 2:30.

Grades 1-5 and EC Aftercare end the day at 4:00.

Middle Schoolers, grades 6-8, end the day at 4:45.

Arriving at school

The first day of school is Thursday, August 31st. Here are the instructions for what to do when you arrive each day. Please see the carpool instructions below as well.

It is essential to arrive on time to school. Arriving on time ensures that students can daven together as a class and that no student is left with a feeling of needing to "catch up" with what is happening in school. It also ensures that all of our staff members can give their time and attention to the people and the tasks they need to pay attention to throughout the school day. Let's work together to develop good, professional habits in our children.

Early Childhood: Please drop off your child at the gym entrance. A staff member will escort your child from the gym hallway to their classroom.

Golf Manor Building, grades 1-5: Enter through the front door and proceed to your classroom.

Middle School Girls, grades 6-8: Enter the building through the front door and proceed to your classroom.

Amberley Building, Boys in grades 2-5: Enter through the front door on the CHDS side, which is the door on the left side when facing the building. Proceed to the lunch room.

Middle School Boys, grades 6-8: Shacharis is at 7:30. Enter the building through the double doors in the side parking lot.

Late arrivals: Students are marked late starting at 8:40. Absences and tardies are noted on the report card.

CARPOOL DROP-OFF/PICK-UP

Walking and Biking to School

Many of our students live close enough to school to walk or bicycle to and from school. Please note the following:

- **Helmets are required** for any student riding to school on anything wheeled such as a bicycle, scooter, etc.
- At the CHDS Golf Manor Building, a bicycle rack is available for student use. The Amberley Building has a bike rack as well. These are the only places where students may leave bikes.
- Skateboards, roller skates or rollerblades etc. should not be brought to school. **Likewise, electric bikes or scooters etc. are not allowed.**
- We do our best to provide a secure area for bicycles, but we cannot assume responsibility for stolen items.

Golf Manor Building Carpool



Golf Manor Building Carpool

Please drive carefully, especially during arrival and dismissal times. The speed limit is 5 MPH. Please do not use your cell phone during arrival and dismissal times unless your vehicle is completely stopped. The 1st and 4th entrances are enter only and the middle 2 (2nd and 3rd) are exit only.

Elementary and Middle School

1. The driveway to CHDS from Elbrook Avenue is CLOSED to vehicular traffic at all times. Only walkers may use this driveway.
2. Cars enter the CHDS parking lot via Losantiville avenue. Use the first CHDS entrance. It is clearly marked with an "ENTER" sign.
3. Follow the arrows to form the carpool line. Unless you are parking, you should follow the signage to turn and enter the carpool line. Elementary and middle school students should be dropped off in the morning in the curve in front of the main entrance.
4. After dropping off or picking up, exit through the first exit.

For pickup in the afternoon, if the line extends beyond the building, Elementary and Middle School students may walk to be picked up at the grassy area of the parking lot as well.

Early Childhood

Drop off from cars:

Enter through the first entrance, closest to Elbrook, and proceed along the lane to the right wrapping around the parking lot. After dropping off any Elementary students if applicable, continue to the EC drop off lane in front of the gym entrance. After completing EC dropoff, cars exit through the second exit.

Park and walk:

If you plan on parking and walking your child to the EC drop off entrance, you can bypass the main entrance and continue on Losantiville to the last entrance of the CHDS parking lot (after the 2 exit lanes in the middle). The above should be adhered to at pick up as well.

Park in the last row of parking spaces and walk.

There should never be children walking in the exit lane.

Walk with your children in the walking lane according to the diagram to get to the EC walkway.

When you leave the parking lot, you will pull into the exit lane where the EC drop off traffic exits from.

*Be careful when driving in the parking lot, as there may be walkers there.

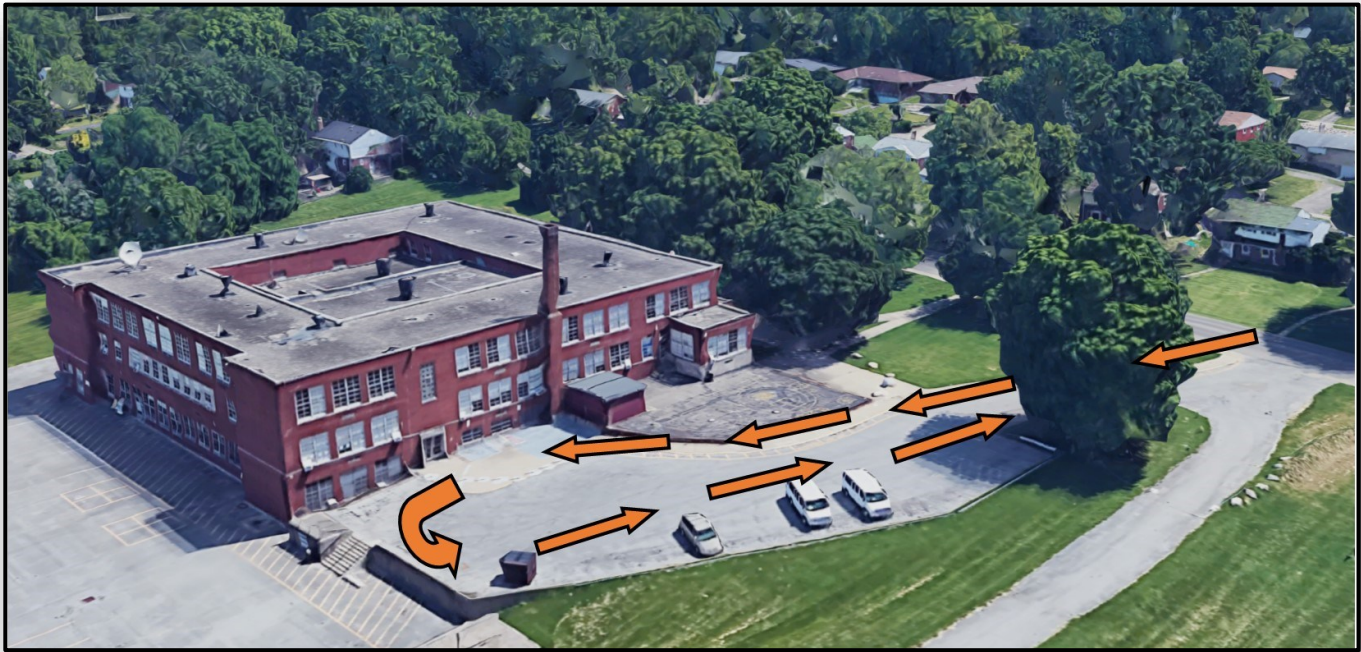
*Merge into the exit lane to leave the parking lot, yielding for the cars from EC dropoff exiting.

*As always, please be sure to closely supervise your children when walking to the walkway.

EC Dismissal Times

Whenever EC and the rest of the school dismiss at the same time, EC is always 10 minutes earlier. For example, on a Friday, when Elementary dismisses at 2:30, EC dismisses at 2:20. This is to allow extra time for EC families who need it, while avoiding any traffic backups.

Carpool Procedures: Amberley Building



1. Enter the upper parking lot via Elbrook Ave. Stay to the right of the fork and proceed down the driveway.
2. The pickup area is at the doors at the side of the building.
3. When you are ready, carefully turn around - it is tight - and head back down the driveway. NOTE: Do not attempt to leave the line or turn around before the person in front of you is ready. There is not enough space to do so safely. Please be patient and wait for the the person in front of you to proceed.
4. Exit on Elbrook. The driveway is narrow, so please be very careful and follow the directions of the person on duty.

Pickup at the Amberley Building

All students should be picked up at the side of the building, in the upper parking lot. Walkers should walk towards Elbrook and not cross the parking lot.

Note: Shacharis is at 7:30am and Mincha is at 2:12 pm each day at the Amberley Building.

Students arriving late to the Amberley Building should ring the bell at the front door on the CHDS side.

How to Do a 1-Building Pickup

If you have students in both buildings, you do not have to wait in 2 carpool lines. Simply sign a walker-permission form for your son at the Amberley Building, and pick up all your children at the main building.

Please teach your child about pedestrian safety. This includes crossing at crosswalks, looking carefully before crossing the street, and maintaining a general situational awareness. We take measures to increase pedestrian safety such as posting staff members and security officers at key areas, however, it is the responsibility of parents to educate their children on this essential topic.

CHDS Lunch Program

CHDS offers an optional lunch program. Those who wish may send their children with lunch from home. Such families are asked to send dairy (or pareve) lunches Monday, Wednesday and Friday, and to send meat (or pareve) lunches on Tuesday and Thursday.

Lunch Order Login Info and Instructions

New families, please read the following instructions and sign up for the new lunch system asap.

Returning families, your account information is the same as it was in previous years.

For full-pay families, please see the instructions below, sign up, and order your lunches for the first ordering cycle. Using this system, you pay for each month's lunches by credit card. This allows you to order and pay for only the lunches that your children want, rather than paying a flat rate for the whole program.

For families who qualify for Free/Reduced lunches, **please sign up and add your childrens' names, but don't place any orders until we adjust your status.** We will notify you when your account is ready for ordering.

Please sign up as soon as possible and contact us if you have questions. You can also email the Boonli tech support directly at support@boonli.com with any questions about how to use the website.

Signup and ordering instructions:

Ordering lunches has never been easier!

Cincinnati Hebrew Day School has partnered with BOONLI to provide a secure, fast, and easy-to-use online ordering system that allows you to view our lunch menu, order, prepay and manage student lunches from their smartphone, tablet or computer.

Registration and Ordering is now OPEN!

Eligible for Reduced / Free Meals

If you are eligible for free or reduced meals, register first & **do not add items to your shopping cart.** Please email ssnitzer@chdsonline.org so your status can be updated. Once your status is updated you will receive a confirmation email and can begin ordering.

GET STARTED!

Go To: <https://secure.boonli.com> - (please bookmark this page)

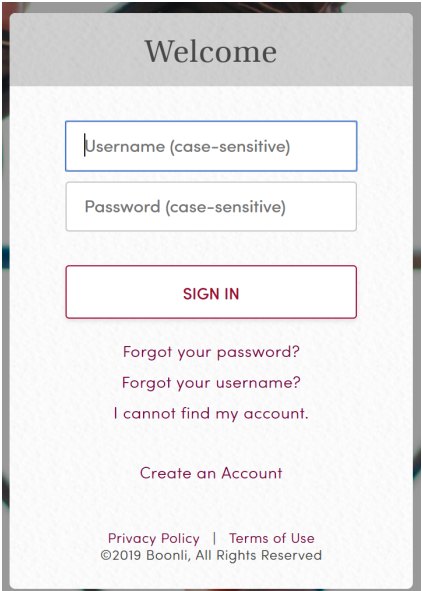
Click Create an Account: Password is: CHDS446

Enter information and click Submit

Enter information for your students, Add Profile. Repeat for any additional students

Click I'm Done and Sign In

TECHNICAL SUPPORT (help navigating the site): email support@boonli.com



PAYMENT INFORMATION The program accepts payment by Debit Card or Credit Card: Visa, MasterCard & Discover.

Be sure to proceed to checkout and process your payment. Orders that are left in the shopping cart will NOT be processed and your student(s) will not be included in the lunch service.

MINIMUM ORDER FEE: A \$1.00 fee will be charged for orders under \$10.00 – for new and changed orders.

Even if you qualify for free lunches, you must go to your cart and click "confirm" on your order.

Please be sure to submit your orders on time so that we can serve your children. **If you did not place an order within 24 hours of lunch being served, please send your child a lunch from home to be sure that they will have food.**

For questions and for help ordering, please contact the school office.

Thank you for participating in our school lunch program!

Cincinnati Hebrew Day School
Uniform Policy 2022-2023

The intent of our uniform policy is to help create a unique atmosphere within our school that is conducive to focused learning. By minimizing social tensions related to dress, as well as simplifying decisions from a religious standpoint, we are able to spend more time and energy on our students and their individual strengths and needs. If you have any questions or need clarification on the policy below, please see a member of the administration.

Uniform Requirements (Girls 1-8):

Skirts / Jumpers -

Grades 1-2 → Navy jumper or navy skirt that covers the knee while standing or sitting.

Grades 3-8 → Navy jumper or fully pleated navy skirt that covers the knee while standing or sitting. See purchase options below.

Shirts / Sweaters-

Long sleeve polo shirt or blouse in navy blue, light blue, light pink or maroon.

Sweaters or zip-up sweatshirts can be black, dark blue, or dark gray. Writing of any kind, including brand names, is not permitted.

Socks/Shoes -

Knee socks or tights must be worn at all times.

Leggings are not permitted.

Shoes may not be open-toe or open in the back.

Crocs may not be worn.

Nail Polish -

Nail polish is allowed in clear, white or light pink colors. Any other colored nail polish is not permitted.

Purchase Options:

1. Buy local at Cincini. To place an order, call 513-407-6707 or cincini@gmail.com for details.

2. Bystyles.com - Skirts, jumpers, shirts, blouses and sweatshirts may also be ordered through the Bystyles website. To order, simply visit their website, find CHDS under the list of schools and the proper styles will be there.

3. Long sleeve polo shirts or blouses in navy blue, light blue, light pink, and maroon, can be purchased from Walmart, Old Navy, Lands End etc (non stretch and not fitted).

Please be sure that all jumpers / skirts that are ordered are long enough to completely cover your daughter's knees both in a standing and sitting position.

Uniform Requirements (Boys Grades 1-8):

Uniform Pants

Only dark, solid-color pants may be worn to school. Jeans, shorts, or athletic pants will not be allowed.

Uniform Shirts

Solid-color shirts only, which must have a collar and buttons (button down or polo-type shirts) with no pictures or writing. Sweatshirts and sweaters may be dark colors, without writing or designs on them.

Yarmulka and Tzitzis must be worn at all times. Caps may only be worn at recess, not in the building.

Crocs may not be worn.

ALMA - Communication, Grading, and Report Cards

CHDS uses a system called Alma for communication, grading, and report cards. All parents will receive account sign-up information from notifications@getalma.com. If you already have an account from last year, you can still sign in with it.

Grades 1-8 post grades weekly - you can check on Friday of each week. Alma is also used for report cards.

Staff may also send messages to you via Alma, which will arrive in your regular email inbox.

Emergency communications such as snow information are sent out in Alma via email, phone call, or text message. All parents in EC-8th grade should sign in and set up your preferences for emergency communications.

To sign in, go to CHDS.getalma.com and enter your username and password.

Food-Related Policies

Kashrus

Home-baked or cooked food may not be shared with other students. For store-bought items, CHDS accepts the OU, OK, CRC, Star-K, and Chaf-K. Any Hechsher that is approved by the Cincinnati Vaad is also approved.

It should be noted that many of our families have taken it upon themselves to keep stricter standards such as Cholov Yisroel, Pas Yisroel, Yashon, or other Hiddurim. **CHDS Requires that food shared with other students be Cholov Yisroel and Pas Yisroel.** We encourage sensitivity and respect for people who have taken on things beyond that. When a whole-class party is scheduled, care should be taken to be sensitive to which children in the class have accepted these standards. There are also medical food sensitivities to be aware of. Food should be provided in a way that acknowledges everyone's needs and includes each child.

Candy, Treats, and Birthday Parties

An important component of each student's educational environment is his/her health and well-being. Students who eat nutritiously are fueled up and ready for a day of working hard at their studies. Eating a healthy breakfast and lunch, and getting proper amounts of sleep are very important in supporting a child's academic success.

Occasionally, a teacher will coordinate a class party in celebration of learning. Such parties will be planned in moderation and are an appropriate time for a small treat.

We would like to help celebrate your child's birthday in a way that is sensitive to our overall purpose in school. Please consider alternative ways of celebrating birthdays such as donating a library book or classroom materials. All celebrations must be pre-approved by the classroom teacher and the administration.

Passing out birthday party invitations during school hours is not permitted.

Snacks

In EC, candy, soda and sugary sweets are not permitted as a snack or at lunch.

In Grades 1-8: When packing snacks and home lunch, please help your child choose items that will fuel a productive day of learning. **Soda is not permitted.** Please limit any other sugary sweets.

Technology Policy

No Home Devices

1. Students may not bring devices of any sort to school. This includes but is not limited to cameras, music players, computers, tablets, smartphones, smartwatches, game watches, or any other mobile device.
2. If a parent wants a student to carry a phone for safety, it must be left in the school office every morning. It can be picked up at the end of the school day. Parents can always get in touch with their children during the school day by calling the school office.
3. Any student who brings a device to school will be asked to turn the device into the office. Per the discretion of the administration, the school may choose to hold on to the device for a limited period or to return the device to the parents. The school will communicate this decision with the student's parents.
4. If the school determines that there is a concern for the safety or wellbeing of the student, the school may choose to review the contents of the device, including text messages, internet history, social network use, or other activity.

Technology Policy at CHDS: School-provided technology

Students in grades 3-8 will have a Chromebook assigned to them. They will also have an individual CHDS Google account assigned to them. This account is carefully controlled and regulated by the school administration. Parents should take care to read the student technology policy below.

About CHDS Chromebooks:

CHDS uses a Mobile Device Management system to monitor and regulate the use of our Chromebooks. Internet access is Whitelist based, which means that no websites are accessible except for sites that teachers request and are approved by the administration.

No system is perfect and adult supervision and dialogue with students is important and required. If an issue arises, please contact help@chdsonline.org.

CHDS Technology Policy

Philosophy

At CHDS, our goal is to increase learning in every way possible. Technology is utilized at CHDS in order to provide access to information and multimedia resources, as well as provide a means for students to create different forms of content that allow them to acquire and practice new skills and synthesize and express the learning that they have done.

In addition to the use of technology itself as a skill, CHDS views it as important to teach students to utilize technology properly and productively. To that end, we endeavor to teach students to use technology in a goal-oriented fashion that is appropriate for school or the workplace.

Student Policies

Learning Use Only. You may only use the computer if a teacher has directed you to do so. Otherwise,

the computer must stay plugged into its charging cart. The computer may not be used before or after class or during recess.

Your screen must be visible to the teacher at all times. When using your computer, go to the designated space for computer use and sit with the screen facing the teacher. If you close your screen or switch away from something when the teacher approaches, the computer will be taken away. We also use screen monitoring software. Any attempt to bypass this will also result in the computer being taken away.

On Task and "on-app." Just as a student who is doing the correct classwork is "on task," a student in class who is using the website or app that the teacher assigned is "on-app." You must be on task and "on app" at all times. You may not switch to a different item on the computer that has not been assigned by the teacher, even if it is unblocked. Use self-regulation.

You may only use the computer that has been assigned to you. Your computer will have a label with your name clearly written on it.

Take good care of the computer. A student who breaks a computer by using it roughly (slamming keys, throwing it, etc) will be responsible to pay to replace the computer.

Computers must be kept in their cart, plugged in. They may be brought from the cart to the classroom and back. They may not be brought anywhere else. They must be kept in the cart during any time when they are not being used.

Computer Accounts

You will be assigned a "chdsonline.org" account. This is where you will store your school files as well as create reports and presentations etc. You may not use any other account on the computer except for your school account.

You may only use your account for school use, as assigned by your teachers. **You may not upload any of your own personal files such as photos, music, or videos to the account.** No flash drives, memory cards, or any other external devices may be plugged into the computers. Accounts are monitored and such files will be deleted without notice. Students found to be in violation of the policy will have their accounts immediately suspended. Accounts may or may not be reinstated, depending on the individual circumstances.

You must be a good "digital citizen." Any communication with anyone else must be done with professionalism and respect. (This is also a good idea when not using a computer...)

You will be given a password. Do not share it with anyone else.

Your use of the computer and of your account is not private. We will periodically check people's computers and accounts to make sure that everything is being used in accordance with our policy.

In order to have the privilege of being able to use a computer and account, these policies must be followed at all times. This includes outside of school hours. Students who don't follow these rules will have their computer taken away, account disabled, or both. In the event that a student has his or her privileges revoked, an alternative, "pen and paper" assignment will be given. Students remain responsible for all assignments. Privileges will be returned after a time to be determined by the teacher and an administrator.

CHDS Does not provide computers for home use.

For any and all tech issues, please email help@chdsonline.org.

Maintaining Focused Learning

Toys

In order to keep a focused learning environment, CHDS does not allow items to be brought from home that can be a distraction. Toys should not be brought from home. This includes "fidget" toys such as fidget spinners and slime etc. which are a distraction and may not be used in class at any time. Many of these items can be used as an accommodation to help students focus. For such an accommodation to be put in place, please contact the Learning Center to begin the process.

Calling Home

The following phone use policy is in effect for students, and is posted near the office phone:

From time to time, a student may need to call home. In order to help keep the focus on school, we have implemented the following policy:

A. Avoid calling home

1. Make it your goal not to need to call home. Plan ahead. Make lunch the night before. Arrange activities or playdates in advance.
2. You may only call home if you have an urgent situation that you had no way to plan for.

B. If you need to call

1. Ask permission before you call.
2. Be considerate of your parents. They are busy people and should not be bothered for a problem that you can handle yourself.
3. Be respectful to your parents. Use a respectful tone of voice, even if you are upset about something and even if you are not getting what you want.

Note: Before calling, you will be asked to sign in on a "call log" that shows who you called, when, and why.

Except in cases of extreme urgency, students will not be allowed to call home more than once per week.

Who do I call?

For all general questions and day-to-day matters, please contact the school office at 513-351-7777.



Mrs. Goldstein is our school secretary. She can be reached by calling the school and pressing "1" or at mgoldstein@chdsonline.org.

Mrs. Marchuck is our Amberley Secretary. She can be reached by calling the school and pressing "2" or at cmarchuck@chdsonline.org.




For all matters pertaining to the classroom, your first point of contact is your child's teacher.

Our staff emails follow the "first letter last name @chdsonline.org" format. Mrs. Miriam Goldstein, for example, is mgoldstein@chdsonline.org.

For all other discussions concerning your child, contact your child's department administrator:

EARLY CHILDHOOD




Mrs. Frumie Avtzon
EC Director
favtzon@chdsonline.org

GIRLS 1-8




Mrs. Rivka Laghaie
Assistant Principal—Girls
rlaghaie@chdsonline.org

ELEMENTARY BOYS



Rabbi Tuvya Peromsik
Assistant Principal
tperomsik@chdsonline.org

MIDDLE SCHOOL BOYS



Rabbi Chaim Tropp
Assistant Principal—MSB
ctropp@chdsonline.org

CHDS PRINCIPAL



Rabbi Yitzchol Goldstein
Principal
ygoldstein@chdsonline.org

Rabbi Goldstein leads and manages all aspects of CHDS. He is in touch with the administration on a daily basis and will participate in discussions as needed.

 CINCINNATI HEBREW DAY SCHOOL
513-351-7777
CHDS@CHDSONLINE.ORG