



**Andrew Donovan, Interim Principal  
Dewey International Studies Elementary School**

Dear Parents/Guardians:

Welcome to the 2014/2015 school year! Teachers and staff have been busy planning and preparing for a new school year. We look forward to meeting our new families and welcoming back our returning families.

First Day of School begins on Monday, August 11th.

**Registration**

Registering your student at Dewey is simple! You can complete your student's registration at Open House on August 7th from 4:30-7:00, or August 8th between 8:30 a.m. and 4:00 p.m. Please bring the following documents with you to the school to complete registration:

- 1. SIS Data Form--Please make corrections directly on this form (pink)**
- 2. Media Release Form & Technology Usage Form (violet)**
- 3. Authorized Pick-Up List (yellow)**
- 4. Proof of Residency (driver's license, unpaid utility bill-gas/water/electric, rental agreement)**
- 5. Updated Immunization Record/Physical Examination**

If your student is new to Dewey, you will also need the following: Birth Certificate (only needed if student is new to Dewey) Most Recent Report Card (only needed if student is new to Dewey)

**Student Dismissal**

Any adult (age 18 or older) that you identify on the Authorized Pick-Up List may pick up your child from school. Parent pick-up is located in the cafeteria. We ask you to use door #8 (located on Central Avenue), which will be unlocked for entry beginning at 4 p.m. each day. Special instructions regarding dismissal need to be reported to the school office prior to 3:45 p.m. each day. Due to the logistics of the dismissal process, we are unable to honor special dismissal instructions communicated after 3:45 p.m.



### **Breakfast/Lunch Program**

Breakfast is free for all students. Lunch status from the previous school year remains in effect until September. After that, your child will be full-pay unless a new application has been completed and approved. Prior to September, all families need to complete a lunch application available online at [mealapp.slps.org](http://mealapp.slps.org) (in English and Spanish). This application is very important! In addition to providing your student with free/reduced lunch prices, this application helps determine funding for the school. Paper copies of the application are available in the office upon request.

### **Open House**

You are invited to join us on Thursday, August 8, from 4:30-7:00 p.m. for Dewey's Open House. This is a wonderful opportunity for students and families to complete the registration process, meet the classroom teachers and staff at Dewey, and tour the school. Please plan to attend this important gathering!

### **Communications**

In an effort to conserve paper, we will communicate this year primarily through the Dewey website, phone, and email. If you do not have your current email address or a working phone number on file with the school, please be sure to include these items on your registration paperwork (pink form).

To stay current on events, obtain important documents (including the supply list and district calendar), and celebrate the teaching and learning at Dewey, please visit our website [www.slps.org/deweyis](http://www.slps.org/deweyis)

### **Uniforms**

Dewey is a uniform school. The full uniform policy is available on our website. A simplified version is below: Tops—any solid color, collared shirt (i.e., polo shirt, dress shirt, etc.)

Bottoms/Dresses—solid pants/dresses in khaki, navy, or black

Thank you for choosing to send your child to Dewey International Studies. It is my privilege to serve as your principal. Should you have any questions, please feel free to contact me directly at 314-645-4845 or [Andrew.Donovan@slps.org](mailto:Andrew.Donovan@slps.org)

Sincerely,

*Andrew Donovan*

Andrew Donovan