

Summer Institute K-9

Summer School Office: 10910 Clarksville Pike, Ellicott City, Maryland 21042

Summer Institute Sites: Phelps Luck Elementary School (Grades K-4), Howard High School (Grades 5-9)



Summer Institute K-9 Frequently Asked Questions (FAQ)

Q: What kind of supplies do students need to bring?

A: No supplies are needed for the academic day. However, students are welcome to bring their own materials, if they choose. A backpack would be helpful, especially for children who bring lunch, and for written communication home. Materials may be required for the enrichment courses. For example: students who sign up for dance, basketball, Zumba, martial arts, etc., must bring or wear appropriate attire to participate in such activities.

Q: Is there homework? How much a night on average?

A: No homework is assigned during the summer program. Students may be required to practice at home for certain enrichment courses such as drama. You will be informed about any special assignments your child will be responsible for completing.

Q: My child and his/her best friend are in the program. Can they be in the same class?

A: Not necessarily, scheduling is based on student levels. Enrichment courses are scheduled on a first come, first served basis.

Q: What if I need to change academic courses or want to change enrichment courses?

A: Course change requests must be emailed to a program administrator (steven_crivelli@hcpss.org for K-4; eugene_rose@hcpss.org for 5-9). We typically do not change enrichment courses. However, if space is available in a particular course, changes may be granted on a first come, first served basis. It is important that you make course selections with your child's input.

Q: Are students allowed to bring a snack or bottle of water, especially for those doing physical activities in the afternoon?

A: Students are allowed to bring water bottles for drinking water only. Kindergarten students will be served a snack in the morning provided by the program.

Q: How can I communicate with my child's teacher about concerns about their behavior, habits, IEPs...?

A: Please contact the administration immediately, preferably in writing. Administration will make contact with the teachers.

Q: Is this the final bus schedule?

A: This is a tentative schedule. The schedule will be finalized after registration is closed.

Q: What time will buses return to each designated bus stop in the afternoon?

A: For the first week, please arrive at the bus stop 15 minutes early ahead of the scheduled drop-off time. As we move forward, the afternoon bus drop-off time intervals will reflect that of the morning pick-up time intervals. (For example, if the AM pick-up time is 7:50am and the bus arrives at Howard HS at 8:10am, the afternoon trip can also be expected to take approximately 20 minutes, so the bus could be expected to arrive at 3:20pm, given a 3:00pm departure from Howard.)

Q: Are the morning pick-up times finalized?

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A: For the first week, please plan on having your child at the bus stop at least 15 minutes before the scheduled pick-up time. As we move forward, pick-up times will begin to align with the times printed on the bus summary, but are subject to change based upon usage. Any changes will be communicated via email.

Q: Can my child ride one bus in the morning and another bus in the afternoon or vice versa?

A: Yes. Please complete a Transportation Form and indicate how your child will arrive and depart from our program. It is imperative that you provide a written letter to the administrators if you need to change your child's bus.

Q: Can my child ride the bus in the morning and in the afternoon be a car rider or vice versa?

A: Yes. Please complete a Transportation Form and indicate how your child will arrive and depart from our program. It is imperative that you provide a written letter to the administrators if you need to change your child's bus.

Q: Will additional stops be added?

A: Adding or deleting stops will be based on final enrollment.

Q: What is the procedure for picking up and dropping off students at the school?

A: There will be carpool lanes marked with cones for parents who drive. All drivers will be expected to follow the directions of the staff member and flow of traffic for the safety of our students and staff.

Q: How are we ensuring students' safety on buses?

A: Each bus will have a mentor that will ride the bus to and from the program. The mentor will assist students in getting off at their designated stop. Students are expected to exercise safe behavior on the bus at all times and adhere to the bus rules, which are posted on each bus. Please support our efforts by discussing the importance of bus safety with your child. For more information go to:
<http://www.hcpss.org/schools/transportation>.

Q: My child needs to take medication during school hours. What is the procedure for administering medication for my child?

A: We follow medication administration procedures outlined by the HCPSS. The school nurse must review all medication orders before medication is given. Medication forms will be sent out with other parent information. Forms should be returned with medication on June 28th. All student medication will need to be picked up by parents on the final day of the program.

Q: What should I do if my child will be absent?

A: The expectation is that your child attends the program each day. However, in the event of an emergency, please inform the program's secretary by phone, note, or email.

Q: My child likes to listen to music on his cell phone during lunch. Will this be a problem?

A: We discourage students from bringing items of emotional or monetary value to school. The Summer Institute K-9 is not responsible for lost or stolen items.