



Yantacaw Elementary School

20 YANTACAW PLACE
Nutley, New Jersey 07110

FRANK FRANCIA, PRINCIPAL

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August 25, 2026

Dear Parents/Guardians:

I would like to take this opportunity to welcome everyone to the 2026-2027 school year. School opens for students on **Wednesday, September 2nd**. Please review the important information below:

1. **Wednesday, September 2nd and Thursday, September 3rd are single session days.**

Arrival and dismissal times are as follows for single session days:

- Teachers will greet students at assigned line up locations at **8:30 a.m.**
- Students who arrive after 8:37 a.m. are tardy.
- **K-3 students** will be dismissed at **12:25 p.m.** to the same assigned line up location.
- **Grades 4-6** will be dismissed at **12:30 p.m.** through the doors they entered at arrival.
- Lunch will not be served on single session days.
- Extended day is in session during single session days.

2. **Arrival and dismissal on regular full school days (beginning Tuesday, September 8th)**

- Teachers will greet students at assigned line up locations at **8:30 a.m.**
- Students who arrive after 8:37 a.m. are tardy.
- Lunch begins at **11:25 a.m.**
- Students who choose to leave for lunch must return at **12:25 p.m.** **All students who leave for lunch will return through the doors located on the K-3 blacktop.**
- Parents of students in K-4 must pick up their child if they are leaving the building for lunch.
- Dismissal at the end of the school day for **K-3 students is 3:15 p.m.** to same assigned line up location.
- Dismissal at the end of the day for students in **grades 4 and 5 is 3:20 p.m.** through the doors they entered at arrival.

3. **Entrance and dismissal**

- **Students in Kindergarten, 1st, 2nd, and 3rd grades** will enter and dismiss through the doors on the North side of the building (blacktop to the left when you are facing the building on Yantacaw Place.)
- Students will line up on the blacktop by class. Teachers' names will be posted

along the fence to identify where students will line up on the blacktop.

- **Students in Grade 4** will line up outside along the concrete area behind the school (facing the field) near the gymnasium doors.
 - Students will line up by class. Teachers' names will be posted to identify where students will line up.
 - Students will be dismissed at **3:20 p.m.** through the same doors they entered in the morning.

 - **Students in Grade 5** will line up on the blacktop on the South side of the building (near the trailers).
 - Students will line up by class. Teachers' names will be posted to identify where students will line up.
 - Students will enter the building at **8:30 a.m.** through the side doors near the main office.
 - Students will be dismissed at **3:20 p.m.** through the same doors they entered in the morning.
4. If older siblings plan to meet their younger sibling at dismissal, we ask that the older sibling go to the younger sibling's assigned location.
5. Attendance is extremely important for the academic growth and social development of your child. Poor attendance has serious implications for later outcomes. If your child will be absent from school, please leave a message on the Absence Phone Line **before 8:45 a.m. at 973-320-8311**. Please state your child's name, homeroom teacher or grade, and reason for the absence. **Vacations/trips are not excused absences and will count towards the total allowable number of absences for the school year.**
6. **Students will be marked tardy after the 8:37 a.m. official start time.** Please make every effort to have your child arrive to school on time to avoid interrupting the classroom and missing morning routines/the beginning of lessons/activities.
7. **Lunch information**
- Pomptonian Food Service runs the Nutley Public Schools lunch program. If you have specific questions regarding the lunch program or concerns regarding food allergies, you may contact their office at 973-661-8833 or 973-320-8485.
 - Information regarding the lunch program and monthly menus can be found on the Nutley Public Schools website under "Parents" and "Food Service."
 - Students who do not choose to go out for lunch will eat in the gymnasium. Students will use their school ID's for payment. Payment can be made through My School Bucks which can be found under "Food Service" on the website. **Our lunch staff will assist our younger students with their ID's to ensure they receive lunch.**
 - Students may bring in their own lunch if they choose not to purchase a school lunch.
 - Recess will occur outdoors (weather permitting) on the blacktop and the lower field.
 - A note must be provided if a student is going out for lunch. If a student does not have a note with permission to go out for lunch, the student will stay in and be issued a school lunch.

8. Parents are not permitted to enter the building with the children. Teachers will meet their classes at the designated locations. **All visitors must have an appointment to enter the building during school hours. Identification is required and all visitors will be scanned through our Raptor identification system.**
9. The Parent Portal will open on Thursday, August 27th at 4:00 PM for parents to review information and to view who their child's assigned homeroom teacher is. If you have trouble logging into the Parent Portal once it is open, please email Mrs. Mirra in the main office at smirra@nutleyschools.org. Incoming Kindergarten parents will receive an email from the district with their parent portal username and password once the parent portal opens.
10. **Please follow the normal stop, drop, and go and pickup procedures along Yantacaw Place and Brookfield Avenue.** Parking on the right side of Yantacaw Place is prohibited. If you must exit your car, please do not park in the yellow lined traffic lanes on Yantacaw Place. Please park in appropriate locations and walk with your child to the school. Please follow the same procedures for pickup. This also applies to parking procedures on Brookfield Avenue.
11. Please do not block any driveways while parking your vehicle. The police will be notified and may issue a parking violation.
12. Please do not park, drop off, or pick up your children in the teachers parking lot. For safety reasons, children should not be walking through a lot in which cars are pulling in and out.
13. There are three handicap parking spaces at the end of Yantacaw Place near the K-3 blacktop. Two of these spaces are reserved. Please do not park in these spaces unless authorized to do so.
14. The Extended Day Program will begin on the first day of school. If you have any questions regarding the Extended Day Program, please call 973-661-8845.
15. Please note that children will not be permitted to call home for forgotten items. If a child forgets a lunch, he or she will be provided with a school lunch.
16. **Fingerprinting is necessary for any parent/guardian attending a Field Trip.**
17. Under Policy 5516, internet-enabled devices are not permitted at any time during the school day. Internet-enabled device means any device capable of connecting to the internet and accessing online content (ex. cell phones, smartwatches, tablets, smart glasses etc.). Students will be required to keep any internet-enabled devices brought from home in their backpack. **Students will be permitted to bring their device with them if they are leaving the building for the lunch period.**
18. Students are not permitted to bring in toys or stuffed animals from home.

19. All classroom expectations and protocols will be communicated by your child's teacher.

Please check our website often for news and updates on upcoming events, and also feel free to call or email me with any questions. Further information will be provided regarding our Open House which will take place on Thursday, September 17th.

The staff and I are excited to begin the new school year and we look forward to working with you and your children.

Sincerely,

Frank Francia

Frank Francia
Principal
Yantacaw Elementary School