

FOR FAMILIES: ABCs of GCCS


*This is a quick guide of the official Global Concepts Charter School Handbook.
Please refer to the official handbook for complete details.

* Subject to change based on COVID protocols and procedures.

A	Absences	<ul style="list-style-type: none"> - We ask that you notify the school office by phone (716-821-1903) before 8:00 a.m. on the morning of your child's absence. - Students are to bring a dated, written excuse for every absence signed by the parent or guardian upon returning to school. Please indicate the date, the reason for the absence, the full name of the student and classroom teacher. - If your child is absent due to a doctor or dentist visit, the doctor or dentist office can print a note to bring to school. - When a student is absent the School Messenger system will generate a "robocall" home.
	Attendance Policy	<ul style="list-style-type: none"> - Regular attendance is essential to success in school. Students who are absent more than 20 days per school year may be recommended to repeat their current grade level with approval from the school principal. - The student must complete all class work due to an absence in a reasonable amount of time. - A student not only misses instruction and class work on the day of absence, but also is not prepared for the next day's instruction and assignments. - All registered students are required to attend all classes on time.
B	Birthdays	<ul style="list-style-type: none"> - Class birthdays/parties are up to the classroom teachers and must follow current school policies regarding COVID protocols. - Please message your child's teacher if you would like to send in a treat.
	Breakfast	<ul style="list-style-type: none"> - Global Concepts Charter School Café serves breakfasts every regular school day. We invite all students to take part in the breakfast program. - Upon entering the building, students will be handed a breakfast bag to either store in their backpacks or carry to the cafeteria to eat at that time. - All students participating in breakfast arrive back in their classroom before 7:55 a.m. for attendance.
	Bullying	<ul style="list-style-type: none"> - We are a bully free zone! Should an issue arise it will be brought to the attention of the principal for appropriate action. - See pgs. 13 - 16 in the Parent Student Handbook
	Bus Transportation	<ul style="list-style-type: none"> - Busing is available through your child's home district. If you have any questions contact the main office. Diane Magle works with Lackawanna busing and Shannon Giovino works with Buffalo busing and other suburbs.
C	Calendar	<ul style="list-style-type: none"> - Our annual calendar is distributed at the start of our school year and is always available on our website.
	Cell Phones	<ul style="list-style-type: none"> - During the school day (7:30 am - Dismissal), students may not use their cell phone to call or text at any time. If parents need to get a message to their child, they should call the school's Front Desk at (716) 821-1903, and we'll make sure that student gets the message.

	Class Parties	<ul style="list-style-type: none"> - In the lower grades, teachers and students may decide to celebrate birthdays in their classroom. - In upper grades, we may wish them a happy birthday and sing, or might celebrate with their homeroom in lunch at the discretion of the teachers. - Food should account for allergies AND religious food restrictions. Our Muslim population cannot have pork products - which includes foods and candy with gelatin (like Starburst and gummy worms). <p>*School-wide COVID protocols should be followed.</p>
	Code of Conduct	<p>GCCS encourages all students to behave appropriately and act with individual responsibility.</p> <p><u>Student Expectations</u></p> <ul style="list-style-type: none"> • Students share the responsibility for making their school a safe and secure environment for living and learning. <p><u>Students are expected to:</u></p> <ul style="list-style-type: none"> • Treat others with courtesy, kindness, and respect • Attend school regularly and be on time • Come to class with appropriate materials • Be prepared for class with the appropriate materials and homework completed. Students will not participate in cheating or plagiarizing their work or the work of others <p><u>Prohibited Student Conduct:</u></p> <ul style="list-style-type: none"> • Engage in conduct that is disruptive, insubordinate, disorderly, or disrupts the educational process • Engage in conduct that is violent • Engage in any conduct that endangers the safety, morals, health or welfare of others • Engage in harassing behaviors that are physical, verbal or sexual
	Communication	<p>Communication is key for the success of your child.</p> <ul style="list-style-type: none"> - Your child's teacher will notify you about the best ways to keep in touch). Some examples of communication forums are email, Class Dojo, Class Tag, Remind, etc. - The school utilizes School Messenger to inform families about imperative and routine information via email and/or phone. - Please make sure you have an updated email and phone number with the school.
D	Dismissal	<p>GCCS will continue to utilize the touchless dismissal service, PikMyKid. More information regarding PikMyKid and our procedures regarding dismissal can be found on our website:</p> <p style="text-align: center;">https://www.globalconceptscs.org/pickmykid-information</p> <p>Important Reminders:</p> <ul style="list-style-type: none"> - Register on Pikmykid www.pikmykid.com/parent-registration/ - Store your Pikmykid Car Tags in your Car if picking your child up - Teachers will attach a laminated Car Tag to your child's backpack on the first day of school. Help your child keep this attached so we can help get them home safe. - Any child walking between school and home for Arrival/Dismissal has to have a Walker Waiver on file in the Main Office <p>Daily Dismissal Schedule 3:15-3:30: Begin Bus Dismissal and Grade 5-8* Car Line Dismissal 3:30-3:45: Continue Bus Dismissal and Begin Grade K-4* Car Line Dismissal</p> <p>* If you have a child Gr 5-8, please attempt to arrive during the 3:15-3:30</p>


		<p>time slot. All siblings will be dismissed with your Gr 5-8 child. ** If you have children only in Gr K-4, please attempt to arrive during the 3:30-3:45 time slot.</p>
	<p>Dress-Down Day</p>	<ul style="list-style-type: none"> - Students are permitted to wear Global Gear on Fridays with uniform bottoms. - The last Friday of each month is a designated dress down day. Students are asked to bring in \$1 in an envelope labeled with their name. . - The money is used for different events in our school.
	<p>Dress Code</p>	<p>Girls:</p> <ul style="list-style-type: none"> - Solid navy blue jumper, skirt, or navy blue straight leg dress pants. - Dress pants should be neat, worn appropriately at the waist and reach at least to the ankle bone. Oversized pants, cargo pants, stretch pants, pants with scoop pockets, pants with grommets or with elastic waistband or gathered ankle pant cuffs or pants with sewn exterior pockets or pants that resemble jeans in cut or material will not be permitted. - If a student chooses to wear an abaya or other cultural dress - it must be black, navy blue, light blue or white. - All tights or knee high socks must be solid white, black, light blue, navy blue or grey only. Socks that are "ankle" socks may be any color. - Knee length navy blue shorts on warm days. - Solid navy blue, light blue or white sweatshirt or fleece with no hood, v-neck, cardigan sweater, turtleneck (Blankets are not to be used at school) - Short or long sleeve, solid white or navy/light blue polo, or oxford shirt (button down), Undershirts are not considered appropriate when worn alone. Shirts without collars are not allowed alone. All undershirts must be either white, light blue, navy blue, black or grey. - Global fleece/jackets and Global Long Sleeved shirts must be in approved colors and worn with a collared shirt underneath. Black Global Gear can be worn on Fridays Only. - Uniform shirts must be tucked in. - Rubber sole shoes or sneakers. Inappropriate footwear includes, but is not limited to: backless shoes (i.e. flip-flops, bedroom slippers, Crocs, sandals/slides). Exceptions will only apply to documented medical conditions. <div data-bbox="724 1434 1338 1948" data-label="Image"> <p>The image displays a collection of school uniform items for girls, arranged in a grid. The items include: <ul style="list-style-type: none"> Light blue short-sleeved polo shirt Dark navy blue short-sleeved polo shirt White long-sleeved button-down shirt Dark navy blue long-sleeved sweater with a white collar White long-sleeved zip-up cardigan Dark navy blue long-sleeved zip-up cardigan Dark navy blue sleeveless jumper Dark navy blue straight-leg pants Dark navy blue pleated skirt Dark navy blue short-sleeved polo shirt Dark navy blue shorts Dark navy blue sleeveless jumper </p> </div>

		<p>Boys:</p> <ul style="list-style-type: none"> - Solid navy blue straight leg dress pants. Dress pants should be neat, worn appropriately at the waist and reach at least to the ankle bone. Oversized pants, cargo pants, pants with scoop pockets, pants with grommets or with elastic waistband or gathered ankle pant cuffs or pants with sewn exterior pockets or pants that resemble jeans in cut or material will not be permitted. - Knee length navy blue shorts on warm days. - Solid navy blue, light blue or white sweatshirt or fleece with no hood, v-neck, cardigan sweater, or turtleneck (Blankets are not to be used at school) - Short or long sleeve, solid white or navy/light blue polo, or oxford shirt (button down), Undershirts are not considered appropriate when worn alone. Shirts without collars are not allowed alone. All undershirts must be either white, light blue, navy blue, black or grey. Blue GCCS Fleece Jackets and Blue and White GCCS Polo Shirts are acceptable. - Global fleece/jackets and Global Long Sleeved shirts must be in approved colors and worn with a collared shirt underneath. Black Global Gear can be worn on Fridays Only. - Uniform shirts must be tucked in. - Rubber sole shoes or sneakers. - Inappropriate footwear includes, but is not limited to: backless shoes (i.e. flip-flops, bedroom slippers, Crocs, sandals/slides). Exceptions will only apply to documented medical conditions. 
	Drop-Off Procedures	<ul style="list-style-type: none"> - Doors open at 7:45 a.m. for drop-offs, walkers, and bikers. - Please enter through the driveway on the right side of our building. - Staff will be there to greet students and help them exit their vehicles. - Students are NOT to arrive before 7:45 am. Supervision is not available.
E	Early Dismissal / Release	<ul style="list-style-type: none"> - Students will be dismissed at 11:30 on Early Release "Half Days." - Reference the School Calendar 2021-2022 and/or the school website to help you plan accordingly.
	Early Pick-Up	<ul style="list-style-type: none"> - Parents must send a written request to have a student excused from class early with the student on the morning of the early dismissal.

		<ul style="list-style-type: none"> - If a written request is not possible, parents must call the school by 2:00PM to arrange for early pick up or your student will be placed on a bus. The time and reason for leaving should be included. - Students are expected to be in school until 3:30pm. Early release is discouraged from school and is tracked on student report cards. - There are no student pick ups between 3:00 and 3:30 pm! Dismissal is a busy time of the day and student safety is our first priority.
	Email	<ul style="list-style-type: none"> - All students will have an email address assigned to them. It will follow them throughout the grade-levels. - Email addresses are the year that the child graduates, their first initial, and their last name followed by @globalccs.org <ul style="list-style-type: none"> - Example: John Doe will graduate in 2031. His email would be: 31JDoe@GlobalCCS.org - Passwords should immediately be changed to something private and easy to remember. This is important for safety, privacy, and credibility. Please make sure your child's password is written down at home and easy for them to remember at school!
	Emergency Contact Form for Pick-Ups	<ul style="list-style-type: none"> - In order for a child to be released to a family member/friend whose name is not listed on the Emergency Contact Form, the office must receive a note from the parent/guardian approving such release or a phone call from a number listed in our database. - The adult must show identification to the front desk receptionist before signing out the student.
	Emergency School Closing	<ul style="list-style-type: none"> - All school closings will be announced on television channels 2, 4, & 7 and radio station WBEN as soon as possible in relation to the emergency. - In some cases, students may need to be dismissed before the end of the regular school day without prior notice. Families should be prepared with an emergency plan for such occasions. Contacting the school to set up last minute arrangements should not be part of your family plan. It is vital that all students know where to go in case no one is home when they arrive. All students should know their family's emergency plan and its alternatives.
	Excuse	<ul style="list-style-type: none"> - Students are to bring a dated, written excuse for every absence signed by the parent or guardian upon returning to school. Please indicate the date, the reason for the absence, and the full name of the student and classroom teacher.
F	Faculty & Staff	<ul style="list-style-type: none"> - We love our Faculty and Staff! A complete listing of GCCS faculty & staff can be found on the GCCS website.
	Field Trips	<ul style="list-style-type: none"> - Field trips are planned by the grades and classroom teachers. Parents will be notified in advance whenever children leave campus on field trips. - A written permission slip will be sent home for parents to sign before ALL field trips.
G	Google Classroom	<p>Your child's teacher may choose to use Google Classroom for creating, distributing, and grading assignments.</p> <ul style="list-style-type: none"> - Google Classroom is a tool educators use to share files and announcements with their class and also assign digital work for their class. - Students using Google Classroom are expected to check this regularly and turn in assignments as directed by their teachers.
	Guideline for Success	<ul style="list-style-type: none"> - To help students better understand our school values, we have created Guidelines for Success using the acronym G.A.T.O.R.S.! - Gratitude, Achievement, Tolerance, Optimism, Responsibility, and

	G.A.T.O.R.S.	<p>Safety</p> <ul style="list-style-type: none"> - GCCS will be using these Guidelines for Success to help promote a safe and healthy learning environment for all students. - Students will be rewarded for displaying the values throughout the school year.
	Gym (Physical Education)	<ul style="list-style-type: none"> - Students in 5th - 8th grade are expected to change for Physical Education class. - Students must wear school appropriate athletic gear and sneakers.
H	Homework	<ul style="list-style-type: none"> - A student's homework time requirements will depend on their grade level. Nightly reading and regular instrument practice are part of the homework expectations. Grades may be affected if a student does not complete homework. - Please contact your child's teacher for all homework questions.
I	Illness	<p>If your child becomes ill at school or he/she arrives at school sick, you or someone listed on your emergency card will be contacted to pick up your child as soon as possible. Contagious infections and diseases pose a significant health risk for everyone. Please keep your child home from school if during the previous 12 hours he/she has exhibited one or more of the following:</p> <ul style="list-style-type: none"> • Diarrhea or vomiting • Measurable temperature (100° or higher) • Yellow to green discharge from the nose • Severe or croupy cough that has not been treated • Infected eyes • Ear infection/ache • Other contagious, untreated infections: lice, ringworm, impetigo, etc. • Contagious diseases such as flu, chicken pox, pneumonia, etc. for which the contagion has not passed or for which medical treatment has been in effect for less than 48 hours. • ***Please refer to our Covid Protocols for further information***
J	Join in!	<ul style="list-style-type: none"> - You are always encouraged to join us for any events open to families. We love having you around! - Be sure to look for mailings and communications from Global for more information.
K	Keep in Touch	<ul style="list-style-type: none"> - Your child's teacher will notify you about the best ways to Keep in Touch (KIT). Some examples of communication forums are email, Class Dojo, Class Tag, Remind, etc. - The school utilizes School Messenger to inform families about imperative and routine information via email and/or phone.
L	Lockers	<ul style="list-style-type: none"> - All students K-8 have lockers to store their backpack, coat and other belongings. Students are assigned a locker number by the school.
	Lost & Found	<ul style="list-style-type: none"> - Our school lost and found is located at the front entrance of the school.
	Lunch	<ul style="list-style-type: none"> - Global Concepts Charter School Cafeteria serves lunches every regular school day. - We are pleased to announce that Global Concepts Charter School will be participating in the federal program Community Eligibility Provision (CEP) available to select schools as a part of the National

		<p>School Lunch Program and School Breakfast Program.</p> <ul style="list-style-type: none"> - This means that all students enrolled at Global Concepts Charter School are eligible to receive a healthy breakfast and lunch at school at no charge to your household. Your child/ren will be able to participate in this program without any financial burden to your household.
M	Mission Statement	<ul style="list-style-type: none"> - Global Concepts Charter School will use an innovative approach to challenge and support our students to have a positive impact in an ever-changing world.
N	Nurse (Health Office)	<p>Health Services are provided to promote and maintain the health of all schoolchildren.</p> <ul style="list-style-type: none"> - The school nurse cannot serve as a substitute for the family doctor. Therefore, an ill child should not be sent to school for the school nurse to determine if the child is well enough to be in school. Instead, consult with your family doctor. <p>Do not send your child to school if the following symptoms appear:</p> <ul style="list-style-type: none"> - Any student with undiagnosed skin eruptions on head, face, or body - Any student who has an inflamed condition of the eye or eyes - Any student who has head or body lice — or nits - A student with a temperature of 100 or more / who has not been fever-free for 24 hours - Students having suspicious oral irritations - If the symptoms of nausea or vomiting have occurred during the night, a child should remain at home until symptoms have subsided for 24 hours. <p>Medication:</p> <ul style="list-style-type: none"> - Students who need medication during school hours must have a medication permission form filled out by the doctor specifying the name of student, medication, dosage, time, route, and parental or guardian signature acknowledging the medication is to be given. - An adult must bring the medication to school. All medication, even those considered “over the counter” needs doctor’s orders and parental signature. <p>Immunizations:</p> <ul style="list-style-type: none"> - Students need up to date immunizations and a current physical examination prior to initial school entrance.
O	Outdoor Space	<p>The outdoor spaces at Global Concepts Charter School are located behind the school. This space includes the playground (k-2 only), track and field, pavilion area, basketball courts, and blacktop space near the playground.</p>

<p>P</p>	<p>Parent Pick Ups</p>	<p style="text-align: center;">Dismissal 3:15-3:30 (Grades 5-8) 3:30-3:45 (Grades K-4)</p> <ol style="list-style-type: none"> 1. Pull in using two lines 2. At the stop sign, merge into one line along the curb. 3. Keep pulling forward as far as possible. 4. Watch for moving children! 5. Children load on the passenger side. 6. Pull into the left lane to exit the pick up line. Please watch for other cars. 7. Exit onto Ridge. We strongly encourage you to Turn Right off Ridge to keep traffic flowing. 8. Follow signs and GCCS Staff instructions. 
	<p>Parent-Teacher Conferences</p>	<ul style="list-style-type: none"> - Parent teacher conferences will be held on November 23rd from 1-7pm. There will also be a parent teacher conference day set up in the spring. Check the school calendar for specific dates and times.
	<p>Passes</p>	<ul style="list-style-type: none"> - Grades K-6: Each student will be able to use the bathroom two times per day using a Blue Pass. They are also able to go during lunch time. If a student needs to go anywhere else, they will use an orange pass. - Grades 7 and 8: The middle school uses monthly "Power Passes" for bathroom passes. These passes should only be used if they're stapled/taped into their planner, and students NEED to have them to go to the bathroom. Students cannot use each other's passes. If students need to go to the nurse, the front desk, or another room, there are separate passes to be used. They cannot go to the bathroom with these passes
	<p>Photographs</p> <ul style="list-style-type: none"> • Photo Release • Picture Day(s) 	<ul style="list-style-type: none"> - Photo Release - Families will need to complete and return a Global Concepts Photo Release at the start of the school year. Families are directed to complete the form located in their student handbook and return to the homeroom teacher. The homeroom teacher will then submit forms to the front desk. - Picture Day(s) - School picture days are held both in the fall and spring. Please keep watch in your email and school communication apps to know when they will be! The student's fall photo is the one that will be printed in the school yearbook. Families have the choice to purchase the photos.
	<p>Powerschool</p>	<ul style="list-style-type: none"> - Grades 7 and 8: Student attendance and scores are recorded regularly by teachers and made available to parents online through the district's PowerSchool program. In order to access this program, parents/guardians must receive a username and password form from Gwen Conway at the central office.
	<p>Progress Reports</p>	<ul style="list-style-type: none"> - Each school year is divided into four 10 week quarters. In the middle of each quarter, progress reports are sent out in grades 5-8 to tell families how students are doing during that quarter.

Q	Questions	<ul style="list-style-type: none"> - If at any time you have any questions/concerns please reach out! We are here for you and are happy to assist in any way possible. Please give Shannon or Diane a call at (716) 821-1903. - We encourage families to first reach out to your child's classroom teacher, as well! If they are not able to answer your questions, they will be able to direct you on who to contact.
R	Report Cards	<ul style="list-style-type: none"> - Grades close every ten weeks. Report Cards will be sent home shortly after. - Grades K - 3 utilize a Standards Based Report Card, which means they will receive a 1, 2, 3, or 4 on their report card. - 1= Far Below Grade Level; 2= Below Grade Level; 3= On Grade Level; 4= Above Grade Level - Grades 4 - 8 receive percentages. 65% and above is passing.
S	School Hours	<ul style="list-style-type: none"> - Busses will start arriving at 7:30 am. - Doors open at 7:45 a.m. for students being dropped off. - Homeroom/Community Time begins at 8:00 a.m. - Announcements begin at 8:15 a.m. - Dismissal begins at 3:15 pm.
	Security	<ul style="list-style-type: none"> - All visitors, including volunteers, must sign-in at the front desk. - All school entrances will be locked at 8:00 a.m.
	Social Media	<ul style="list-style-type: none"> - Bullying, harassment, discrimination, etc. that is reported to staff / administration that has occurred on Social Media (Facebook, Twitter, etc.) will be investigated thoroughly. - If any of the inappropriate behaviors are found to be true, administration will handle them as if they occurred in the building and consequences will be given as such. - This is for the safety of all of our students and also to stay in compliance with the Dignity for All Students Act.
	Sports	<ul style="list-style-type: none"> - Global has several athletic opportunities for students. More information can be found on our school website. https://www.globalconceptscs.org/athletics
T	Tardy	<ul style="list-style-type: none"> - Students arriving after the official start of the school day (8:00 a.m.) are tardy. - The parent and student go directly to the Front Desk upon their arrival. The parent must sign the student into the school, and the student obtains a hall pass. - - Students should bring a dated written excuse, signed by the parent or guardian, for every tardy. - Students on late busses are not tardy.
U	Uniforms	<ul style="list-style-type: none"> - Our uniform policy is listed above under 'Dress Code', posted on our website, within our parent/student handbook on pg. 27-28, and was included with your registration paperwork where the last page needed to be signed and returned. - Masks are required to be worn and are a part of the uniform policy.
V	Vision	<ul style="list-style-type: none"> - Global Concepts Charter Schools is a community who supports the diverse needs of the whole child in response to the challenging demands of a global society.
	Volunteers	<ul style="list-style-type: none"> - Volunteers need to sign in with the receptionist upon arrival.
W	We love our students and families!	

X	EXTRA happy to have you at our school!	
Y	You matter!	
Z	Zero Tolerance	- We are a bully free zone!

Who to Contact:			
Central Office Phone Number: (716) 821 - 1903			
K - 8 Principal	Jack Turner	jturner@globalccs.org	ext. 8866
K - 4 Assistant Principal	Barry Schaub	bschaub@globalccs.org	ext. 8927
5 - 8 Assistant Principal	Katie Storey	kstorey@globalccs.org	ext. 8946
Student Support Services	Jennifer Fuhrman	jfuhrman@globalccs.org	ext. 8899
Curriculum & Instruction	Kyle Yelich	kyelich@globalccs.org	Ext. 8762
Social Worker	Emily Robinson	erobinson@globalccs.org	ext. 8980
Grade K - 4 Guidance Counselor	Susan Prise	sprise@globalccs.org	ext. 8884
Grade 5 - 8 Guidance Counselor	Jill Boals	jboals@globalccs.org	ext.8889
K - 8 Nurse	Rada Sinik	rsinik@globalccs.org	ext. 8881
Technology Department	Jason Zuba -Tech Coordinator Josh Lee - IT Office	jzuba@globalccs.org jlee@globalccs.org	ext. 8761 ext. 8992