

GREEN HILLS SCHOOL



IMPORTANT PARENT INFORMATION

School Hours: 8:00am – 3:00pm
 8:17am – Late Bell
 1:00pm – Early Dismissal

- School Web Site – www.greenhills.org
- School Phone Number – 973-300-3800 (fax: 973-383-5705)
- Main Office Email – mainoffice@greenhills.org
- Attendance – If your child will be absent or late, parents are required to record the absence/tardy on pick-up patrol, no later than 8:30AM. Dismissal plans or early pickup also need to be recorded on this program. Parents must be registered on Pick-Up Patrol. If you have any trouble with this dismissal program, please contact our technology coordinator. Cori Harrington at: charrington@greenhills.org
- Parent Portal – All grades, progress reports, and various informational documents are available on our parent portal (this information will not be sent home). All parents will be given sign on information for the parent portal. Parents need to update contact information through the parent portal.
- General Permission – Once your parent portal is set-up, there are 4 questions that need to be answered for your child. They are located on the home page under the “Parent Questions” tab. These questions need to be updated yearly.
 - News Media Release
Representatives of the local newspapers, radio and television stations are an important link in the communications chain between the school district and the community it serves. According to the Green Township Board of Education Policy 9400, the district must first secure written permission of the pupil’s parent(s) or legal guardian(s) before the release of photographs, video or digital images to any news media representative. I give permission for the release of my child’s photographs, video or digital images to any news media for the use of maintaining communication between the school district and the community it serves.
 - Website Release
The purpose of the district wide website is to inform the district educational community of district programs, policies and activities that take place in the classrooms. In accordance with the Green Township Board of Education Bylaw 0157, this authorization form must be signed by parent(s) or legal guardian(s) in order for a pupil’s picture to appear on the Green Township School District Website. At no time will a picture of a pupil be captioned with the full name of the pupil and shall consist of only first names.
I give permission for my child’s photograph to appear on the Green Township School District Website. I understand that only my child’s first name will be captioned with the photo.
 - Walking/Riding Bicycle To/From School (Grades 6,7,8 only)
I give permission for my child to walk to/from school. In accordance with the Green Township Board of Education Policy 5514, pupils in grades six, seven, and eight only are permitted the use of bicycles with written parental approval. PLEASE BE ADVISED: Bicycle helmets are mandatory and the Board prohibits the use of skateboards and scooters on school grounds at any time. I give permission for my child to ride his/her bicycle to and from school during the school year. I agree to discuss bicycle safety procedure with my child.
- Parent Handbook – The handbook is available on our web-site and the parent portal.
- Record Updates – If you have a change of address, or if your child will be leaving the district, please submit in writing to the Main Office.