

Welcome

Back to
School
Woodfern

2026-2027

Guidebook



What are the SCHOOL HOURS

Woodfern's regular, half-day, early dismissal, and delayed opening schedules can be found on the Woodfern School Website.

Quick view of regular hours:

- Grades K-4: 8:30 AM – 3:05 PM
- Pre-K AM: 8:30 AM – 11:17 AM
- Pre-K PM: 12:17 PM – 3:05 PM

[wfe.us/o/wfe/
page/school-hours](https://wfe.us/o/wfe/page/school-hours)



Where can I find BUS INFO

Bus stop locations and times are shared via Genesis before school starts.

Students must ride their assigned bus — changes are not allowed.

Questions? Contact the Transportation Office:
☎ (908) 431-6600 ext. 3483 or 2076

<https://www.https.us/page/transportation>



How does DROP OFF OR LATE ARRIVALS WORK?

The expectation is for students to take the bus to and from school whenever possible—it's the safest and most efficient option for arrival and dismissal.

Morning Drop-Off:

- There is no before-school care or supervision before 8:20 AM.
- Students may be dropped off no earlier than 8:20 AM.
- Use the gravel lot at Singley Park—not the main driveway (buses only!).

Late Arrivals:

- School starts promptly at 8:30 AM.
- Students arriving after 8:30 AM are marked late.
- A parent/guardian must walk them to the main office and sign them in.
- Students will receive a late pass to enter class.



How do I REPORT ABSENCES

Please report your child's absence before 8:30 AM either by:

-  Logging into the Genesis Parent Portal, or
-  Calling (908) 431-6600 and following the prompts

Include your child's name, teacher, reason for absence, and expected return date.

 If your child is out for 3+ days, a doctor's note is required.

If your child will be late and needs to order lunch, please speak directly to the office.

<https://parents.htps.us>



How do I PICK UP MY CHILD

Early Pickup (Before 2:40 PM):

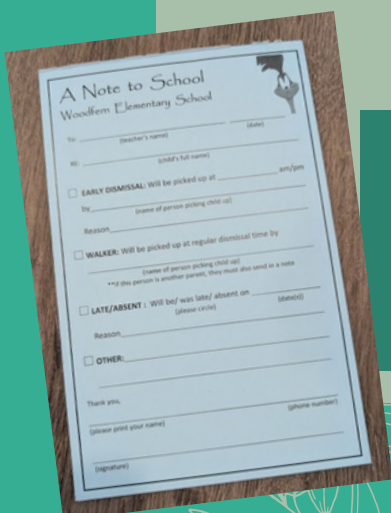
- Send in a written note that morning (we sell WHSA notepads for \$5!).
- Arrive before 2:40 PM to sign your child out at the main office.
- The dismissal sheet is finalized by 12:30 PM, so please plan ahead.
- Avoid last-minute phone calls unless it's an emergency.

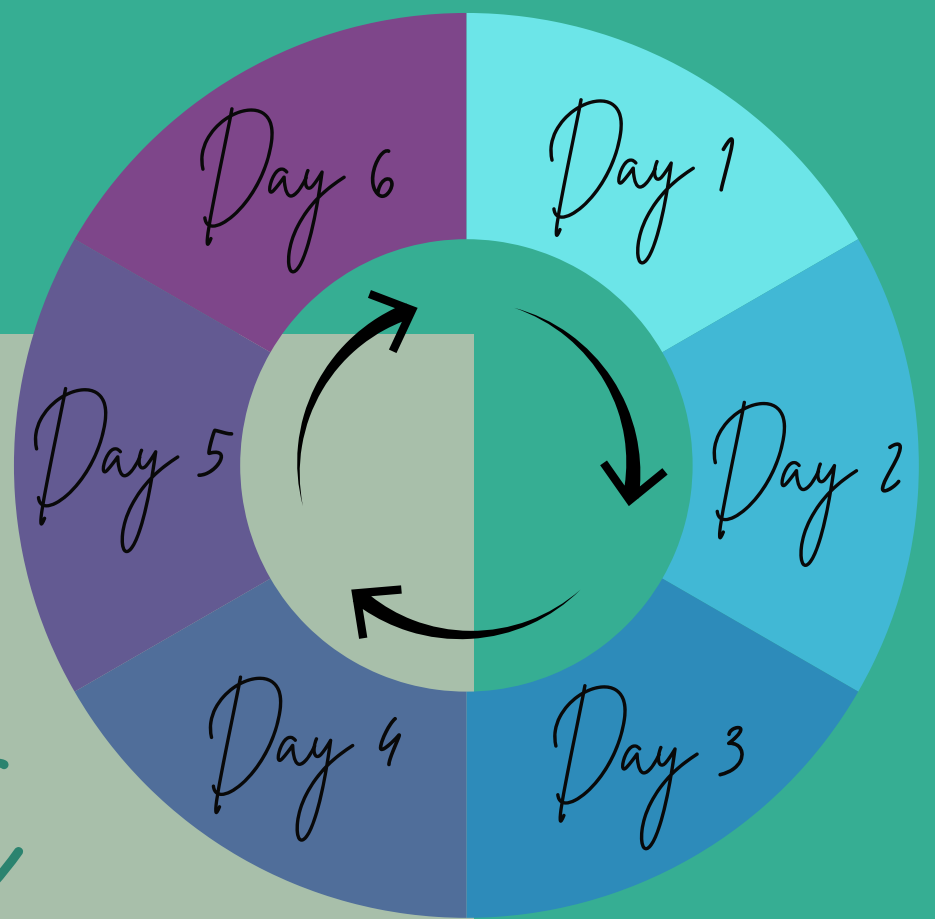


3:00 Walkers (End of Day):

- Send a note that morning saying your child will be a “3:00 Walker.”
- Arrive at 3:00 PM sharp and wait outside the front doors with your photo ID.
- Staff will bring your child out and have you sign them out.
- Non-parent pickup? Be sure to include their full name in the note—they'll need a photo ID.

[https://www.woodfernhsa.org
/category/all-products](https://www.woodfernhsa.org/category/all-products)





What is the SIX DAY CYCLE

Instead of rotating by weekday, Woodfern follows a Day 1–6 cycle for “Specials” like:

- 🎨 Art
- 🎵 Music
- 🌍 World Language
(½ year of Spanish & ½ year of Mandarin)
- 📚 Library
- 🏃 PE (twice per cycle—wear sneakers!)

You can find what Day of the Cycle it is on:
The Genesis Parent Portal or

<https://www.woodfernhsa.org/calendar>



How does LUNCH WORK

Lunch + recess = 40 minutes total

Students can bring lunch or purchase one for \$3

To pay:

- **Create a Mealtime account to preload funds and monitor purchases:**
- **👉 <https://www.mymealtime.com/>**
- **Or send in cash (in a labeled envelope)**

Menu →

<https://httpsd.nutrislice.com/menu/woodfern-elementary-school>



Where can I find **SCHOOL SUPPLY LISTS**

Supply lists are posted on the Woodfern website.

Each grade has its own list of everything your child needs for a successful start. You're welcome to bring them to the Open House on September 3 to drop them off and lighten that first-day backpack!

 If you purchased a First Day School Supplies box, it will be delivered directly to your child's classroom and placed on their desk before the first day of school.

[wfe.us/o/wfe/page/
supply-lists](https://wfe.us/o/wfe/page/supply-lists)



*Welcome,
Families!*

How will the SCHOOL COMMUNICATE

From the School (HTPS):

- Genesis Parent Portal (attendance, grades, lunch, absences)
- SchoolMessenger (emergency alerts, delays, bus info)
- Teacher emails

From the WHSA:

- Konstella (event signups, reminders, volunteer opportunities, sales) - Invitation code Q3N6GJ
- Social Media @WoodfernHSA (Facebook + Instagram)
- WHSA Website

Be sure your contact info is accurate in Genesis so you don't miss anything!

www.woodfernhsa.org



What about BACK TO SCHOOL EVENTS

 **New Family Social – Aug 27** - New to Woodfern families can meet other families, tour the school, and ask questions.

 **Open House – Sept 1** – Bring your supplies, meet your teacher, and find your classroom.

 **Back to School Nights – Learn about your child's day:**

- Sept 8 for Grades 3-4
- Sept 16 for Grades Pre K-2

More info and reminders will be shared soon—stay tuned!

<https://www.woodfernhsa.org/calendar>

What's coming up AT WOODFERN

Assemblies



Holiday Shoppe



Book Fair



Foam Party



Color Run



Science Fair

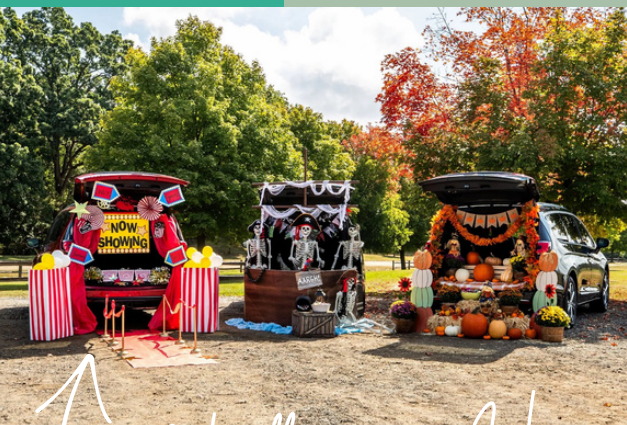


Movie Night



AND MORE!

Halloween Howl



Someone Special Dance



Welcome to the **Best Community Ever**

Woodfern Roadrunners are something special.

**We're kind. We're spirited.
We show up for one another.**

**Whether you're brand new or have been with
us for years - we can't wait for an amazing year
together!**

Welcome to Woodfern!!!!

