



OTHER QUESTIONS? EMAIL: Suzanne at SPILLSBURY@Q2L.ORG

FAQ'S FOR 2019-2020

1. *What time does the school day start?*

School starts at 8:05 am.

2. *What time does it end?*

Students are dismissed at 2:25 pm.

3. *Where do I drop off my child and where does he/she go?*

Students are to be dropped off in front of 351 W.18th St. Please note that the first few days of school can be a bit hectic. There will be school administrators and PTA representatives in front of the school to help direct you and your child for the first few days of school.

4. *Where do I pick up?*

Pick up is in front of 351 W. 18th St. Again, school administrators and PTA will be on hand to help during the first days of school.

5. *Can my child arrive early?*

The school doors open at 7:45. Students who arrive early are directed to go to the cafeteria on the 6th floor until it's time to go to class at 8:05. We have Quest staff on duty in the cafeteria to supervise. Many students come early to eat breakfast (free school breakfast or BYO) meet with friends and talk, play cards, or do homework.

6. *Does Quest have its own separate entrance to the building, separate from the high schools in the building?*

The DOE has determined that it is safest for the students to have one entrance to the school. All students enter and exit through the center doors at 351 W. 18th St.

7. *How are the high school kids separated from the Quest kids at lunch and in general?*

The 6th and 7th graders are the only students using the classrooms on the 7th floor. The 8th, 9th, 10th, 11th and 12th grade Quest classroom are on the 5th floor. All the students in the building share the library on the 4th floor, the gyms on the 7th floor, and the cafeteria on the 6th floor. The lunchroom is monitored by Quest staff members. The administration is also mindful of other times when other schools might interact with our students and arranges additional supervision.

8. *Will my child have an ID?*

Yes, your child will have his/her picture taken at the beginning of the year and will be issued an ID. This ID is to be used to "swipe in" in the morning. The card is part of the CAASS system. We are set up to email you in the morning with the time your child swipes in. It's very important for every student to swipe in, otherwise the system will send you an email notifying you that your child is absent.



9. *Will my child get a metro card?*

Yes. The Department of Education determines whether you live far enough away from school in order to qualify. If not, your child may be given a half-fare bus pass. The cards will be given out the first day of school.

10. *Do kids go out to lunch?*

At the beginning of the year, seniors are allowed to go out with parental permission. At the discretion of the principal other grades are allowed to go out.

11. *How long is lunch?*

Students eat in the cafeteria for 25 minutes and enjoy recess for 25 minutes.

There are several recess spaces offered:

- 7th floor gym,
- 7th floor commons area for students who want to have conversations, read, do homework, or play card games
- on some days the 4th floor library is available for students to do homework and read in a quiet space

12. *Is hot lunch provided?*

Yes, a hot lunch is available in the cafeteria for all students.

Students may also bring bag lunch from home to eat.

13. *Is there subsidized lunch?*

ALL lunch at school is offered free of charge. Student must know their ID numbers in order to be served.

14. *Where do students eat?*

The cafeteria is on the 6th floor.

15. *Is there any homework help available?*

Homework help is offered three days a week in the high school and is part of the after school program in middle school.

16. *How do I contact the school? Over the summer? During the school year?*

During the school year you can call the main office at 212-488-3645. The office is often quite busy during the day so email is often the best way to contact the secretary:

spillsbury@Q2L.ORG E-mail is also the best way to reach faculty and staff. Faculty emails are available on our website: www.Q2L.org. Over the summer, please send general questions to info@Q2L.org. Please note that we have a small staff in the summer and will get back to you as soon as we can.

17. *How do I contact teachers?*

Email is the best way. Email addresses can be found on the Q2L.ORG website. Teachers also provide their email addresses to parents during curriculum night in September.

18. *When do I find out which class my child is in?*

Students are given their class and home base assignments on the first day of school.



19. *How many ICT classes are there?*

There are Integrated Co- Teaching sections in each grade. The number of classes depends on the number of students designated to be in ICT classes. We are mandated to maintain a 60:40 balance of general education students to ICT students.

20. *Do the students have lockers?*

Yes.

21. *Is there a school library?*

Yes, there is a library on the 4th floor available to all students in the building.

22. *What are the rules about the elevator?*

Students need to have a special elevator pass which they can get only if they have a signed note from their doctor specifically stating that they need access to the elevator.

23. *What should my child do if he/she is late to school?*

He/she should go to the main office in Room 526 to sign in and get a late pass. Students who are late and do not have a valid reason, such as a doctor's appointment with a note, will be given lunch detention for that day.

24. *What do I do if my child is sick and is not going to be in school.*

Please call the main office and let them know: 212-488-3645. When your child comes back to school have him/her bring in a note signed by you or your doctor.

25. *Is there a nurse at school?*

There is a Mt. Sinai clinic on the 6th floor of the building. The doctor is available for emergencies and simple health problems **but families must have a signed Mt. Sinai permission form on file in order for their child to be seen.** This form is in the administrative packet which will be handed out at the beginning of the year. The service is free and your child may use it for basic physicals and for immunizations.

26. *What happens if my child gets sick at school?*

He or she should go to the main office in Room 526. If your child has a form on file with the clinic, he/she can go to the nurse's office. Otherwise you will be called to pick up your child. **Please be aware that we will never send a sick child home by him or herself at dismissal.**

27. *Can my child leave the school during the school day if I am unable to pick him/her up?*

No, your child must be signed out by either you or another adult whose information is on their Emergency Card.

28. *What do I need to do to pick up my child during the day?*

You need to sign in at the security desk in the lobby (be sure to bring ID) and they will call us in the main office. We are required to come downstairs to get you. Please know that sometimes the office is very busy and it can take some time to come downstairs so please plan accordingly. Also, the office can be extremely busy just before dismissal and at lunch so please try not to come for your child then.