

# PS/IS102 QUEENS

**WILLIAM KO, PRINCIPAL**

Matthew Borelli, Assistant Principal  
Rebecca Mintiens, Assistant Principal  
Catherine Mulé, Assistant Principal



May 13, 2016

Dear Parents,

At PS/IS 102 we believe in gradually releasing responsibility to students as they mature to develop self-discipline. Unfortunately, there are times when students demonstrate behavior that show us they are not ready for increased responsibilities and we have to make adjustments to school policies. This is one of those times.

In recent weeks we have observed troubling incidents in both the boys and girls bathrooms for students in grades 3-5. As a result, we are changing our bathroom policies.

Starting Monday, May 16, 2016 a strict bathroom policy will go into effect:

1. Students will not be permitted to use the bathrooms 1<sup>st</sup> period, the period before lunch, the period after lunch, and 8<sup>th</sup> period.
2. Students will not be permitted to leave the classroom during the 1<sup>st</sup> 10 minutes and last 10 minutes of class.
3. All students will sign out to leave their classrooms and sign back in and should not be gone longer than 4 minutes.
4. Students in grades 3 & 4 will have a predetermined partner when leaving the classroom.

Please be aware that this does not include emergency situations. **Any student that is facing a bathroom emergency will always be allowed out of the room.** Please make sure you communicate this to your child that they should never hesitate to let the teachers know if they have to use the bathroom. The staff of PS/IS 102 is here to make sure that our children are in a safe learning environment and our new policy is designed to stop students from fooling around, and not to prevent students from using the bathroom as necessary.

We are very disappointed with the students who have demonstrated a complete lack of respect for themselves, their peers, their teachers, our school, and their parents. We have zero tolerance for students who fool around anytime and anywhere at 102, and if we've contacted you regarding the poor behavior of your child, we expect you to be our partner and to exercise appropriate parenting so your child can cease their poor behavior immediately.

If you have any questions, please feel free to contact me at 718-446-3308 or via email at [mborelli@schools.nyc.gov](mailto:mborelli@schools.nyc.gov)  
Thank you and have a great weekend.

Sincerely,

William Ko, *Principal*  
Matthew Borelli, *Assistant Principal*