

Clubs And Organizations

Art Club

The Art Club spends 1 1/2 hours per week creating masterpieces.

German Choir

Fairview has one of the most popular and talented elementary school choirs. They have performed at the Union Terminal, at Music Hall for the May Festival, and for a number of Cincinnati businesses and organizations. Participation is by invitation only and practices are held once a week after school.

Band

Instrumental music is offered at the fourth, fifth, and sixth grade levels. Students must rent or purchase an instrument of their choosing.

Strings

Violin and cello instruction is open to all grades. The number of participants is based on space available. Students must rent or purchase their own instruments. Practice with the instructor is held once a week, with the schedule being based on age and skill level.

Soccer

The soccer program at Fairview hosts boys and girls teams at every level of elementary SAY soccer. There are fall teams for grades 1-6 and spring teams for K-6. The teams practice either after school or in the evenings at the field in Fairview Park.

Student Council

Students in grades 4-6 elect two classmates from each class to serve on the Fairview Student Council.

Girl Scouts/Boy Scouts

Scout troops are formed by, and are dependent on, adult volunteers.

Chess Club

Chess club is open to students in any grade. The chess club meets once per week after school. Students move up in level depending on skill and experience. Competitions are arranged during the school year.

Fairview-Clifton German Language School



General Information Handbook

August 2009

Enrichment Activities

Special Field Trips

Students at all grade levels participate in numerous enriching field trips. Most of these require a signed permission slip and payment of transportation/entrance fees. *Students whose fees have not been paid after the first semester will be excluded from field trips.*

Fourth, fifth and sixth graders participate in special “overnight” field trips. Students may raise all or part of the required funds through fundraisers such as the “Buddy Card” sale.

Zoo Camp

Third grade students participate in an overnight stay at the Cincinnati Zoo’s Education Center. Students learn about nocturnal animals.

Students who do not adhere to the Fairview disciplinary code will be excluded from the program (see Student Handbook).

Camp Kern

As part of the fifth and sixth grade curriculum, Fairview children participate in the Camp Kern experience. Camp Kern is a residential education center located near Morrow, Ohio. During their three-day stay, the pupils are under the direction of the resident staff and Fairview chaperoning teachers. General goals of the experience are to help the participants to become more aware of nature and the environment, to learn to interact with their peers outside the school environment, and to gain exposure to the culture of others.

Students who do not adhere to the Fairview disciplinary code will be excluded from the program (see Student Handbook).

Connor Prairie

Fourth grade students participate in an outdoor overnight education experience at Connor Prairie, which is located near Indianapolis, Indiana.

Students who do not adhere to the Fairview disciplinary code will be excluded from the program (see Student Handbook).

Academic Enrichment

Fasching

Fasching is the pre-Lenten carnival season celebrated in German-speaking countries, similar to *Mardi Gras*. The exact historical origin of *Fasching* is not clear, but festivals of this type were established in Cologne by 1234. The festivals became a time when ordinary rules were overturned resulting in noisy parades, costume balls, excessive behavior, satirical plays, and speeches. At Fairview, we use this season of “merrymaking” to provide a break from the harsh, cold of winter, to experience a German tradition, and to raise money for Fairview School. The *Fasching* celebration usually takes place on a Saturday in March. The new building assumes a carnival atmosphere as children, teachers, and parents join in the fun. In the German tradition the children make scary masks to frighten away winter and encourage the arrival of spring. Rooms of the school are filled with games, a Bid n’ Buy Auction, balloons, prizes, and delicious German foods and sweets.

Family Science Night/Math Night

Science Night and Math night are special, evening events attended by students, as well as their siblings, parents and friends. These programs are designed to encourage students of all ages and parents to participate in a variety of hands-on math and science activities.

Young Authors Night

Children in all grades participate in this program by writing and illustrating their own books. Their creative efforts are displayed in the gym on a special night at the end of the school year for all to enjoy.

BUG Club

Many teachers offer BUG (**B**ring **U**p **G**rades) Club, an after school tutoring session that meets once or twice a week.

Spelling Bee

Each year, classroom spell downs are held to determine the finalists from each fourth, fifth, and sixth grade homeroom. These finalists participate in front of an audience of their parents and classmates to determine the school’s representative for the Cincinnati Post sponsored championship.

Telephone Numbers

Fairview (Office)	363-2100
Fairview (Fax)	363-2120
First Student Bus Service	242-6600
CPS Pupil Transportation Branch	363-0330
Cincinnati Public Schools	363-0000
CPS Food Services	363-0800

Fairview-Clifton Address
3689 Clifton Avenue
Cincinnati, OH 45220

Fairview’s website can be accessed at fairview.cps-k12.org

School Organizations

G.E.B.A.S. Foundation Inc.

The GEBAS Foundation Inc. is the parent organization of the Fairview German Language School. It is a valuable instrument of support to the school and to its endeavors. GEBAS is the equivalent of the PTO or PTA found at other schools. The foundation was incorporated by the State of Ohio in 1978 and received nonprofit status from the Internal Revenue Service in 1979. The initials stand for **German English Bilingual Alternative School**, which was the school name at that time.

The purpose of the GEBAS Foundation is to help and support the school, to ensure that the students receive the best education, and to obtain funds for supplementing public school financing. General meetings are held in September and April each year. Membership is open to all parents and guardians of students attending Fairview and AWL. There is no membership fee. All parents of enrolled children are urged to participate in the group's activities.

In April of each year, the eleven members of the Foundation's Board of Directors are chosen by the entire membership. Members serve two-year terms, with either five or six of the positions elected each year. The Principal and two or three teacher representatives are ex-officio members of the Board. The Board members themselves choose officers from among the elected members. Board positions include: President, Vice President, Treasurer, Recording Secretary, Corresponding Secretary, Ways and Means Chair, Special Events Chair, Facilities/Greenspace Chair, Financial Secretary and Exchange/Travel Chair, Special Services Chair, and Publicity Chair. Other Board responsibilities include: Recruitment Liaison, School Directory, School Yearbook and Wish List Coordinator.

The Board meets monthly and parents are welcome to attend. Minutes from the meetings are posted in the office for anyone who would like to read them. During the academic year, a school newsletter is distributed monthly.

Fundraising Events Sponsored by GEBAS

Magazine Sale. One of Fairview's most important fundraisers is the magazine sale, which takes place in September or October. Students

Progress Reports/Student Evaluation

The academic year is divided into four quarters. Progress Reports are issued at the end of each quarter. Due to the changes to the district report card, Fairview-Clifton has adjusted or changed the description for our honor roll to match the district. There are three honor roll categories based on a 4 point scale. A Honor Roll for students who have achieved a 4.0 grade point average in all subject areas. A Average Honor Roll for students who have achieved a 3.6 to 3.9 grade point average in all subject areas. B Average Honor Roll for students who have achieved a 3.0 to 3.5 grade point average in all subject areas.

The Honor Roll lists are generated through the district's report card writer. The software automatically figures your child's grade point average. To determine your child's GPA you need to add all the grades on the report card and then divide by the number of subjects/grades. Each A = 4, B = 3, C = 2, D = 1, F = 0. All grades are used to calculate the GPA.

Recognition Programs for Fairview-Clifton Students

Students in grades 4-6 who achieve A Honor Roll or A Average Honor Roll at Fairview-Clifton have their names displayed in the main hall and participate in a surprise field trip. Students who achieve B Honor roll have their names displayed in the main hall and participate in an ice cream party.

Presidential Academic Award

This award, a certificate signed by the President of the United States, is awarded annually to sixth grade pupils who have achieved First Honors during six out of the eight grading periods of their fifth and sixth grade years. This award is the highest one given at Fairview German Language School and represents a truly outstanding combination of achievement, effort, and behavior.

Outstanding German Student Achievement Award in the German Language

This award, in the form of an embossed certificate donated by the Ohio Foreign Language Association, is presented annually to the outstanding fifth and sixth grade German language students.

School/Home Packets

The school will provide each family with a communications each week via the email Falkenpost Newsletter. Important information concerning the school, organizations and activities will be included in the newsletter. Please read the contents each week. Parents and others wishing to distribute school related information to Fairview families via the Falkenpost must have the information to the GEBAS representative by Thursday night. Information requesting parent email addresses will be sent home by GEBAS. If you do not have email and wish a hard copy of the Falkenpost please let the office know by calling 363-2100.

Individual teachers may send home classroom folders each week. Papers to be signed by parents and money for field trips, etc., may be returned to the teacher in the folder.

Supplies

Most teachers send a list home detailing supplies needed for the child's upcoming year. Some send these at the end of the summer, others send these the first week of school. Students are to have their supplies as soon as is reasonably possible. The child's name should be clearly marked on all items he/she brings to school.

Conferences

There is an opportunity to meet your child's teachers at the "Open Haus" held each year during the first month or so of school. Typically, parents/guardians can sign up for parent-teacher conferences at that time. However, parents are encouraged to contact the teacher (sending a note to school with the student) if additional conferences are desired. There are designated "conference days" at the end of each grading period. Usually these conferences are held in the evening or directly after school. If you would like to meet with the teacher on these days, notify the teacher in writing.

Promotion Standards

Cincinnati Public Schools uses State promotion standards for each grade level. Promotion and progress toward promotion are determined by evaluation according to the promotion standards. State standards can be found on the Ohio Department of Education's web site.

sell subscriptions or subscription renewals. Profits from this sale are used to support the German travel program as well as activities at Fairview School.

Halloween Pumpkin Sale. This sale, held in October, allows children to buy inexpensive Halloween and fall-themed items, such as pumpkins, candy and trinkets.

Holiday Gift Shop. Held in December, the Holiday Shop gives students an opportunity to purchase gifts for their families and friends during the holiday season. Profits from this fundraiser help teachers purchase classroom supplies.

Used Book Sale. Usually held in January, used children's books and magazines are sold to benefit our school library. Gently used donations are accepted in the office year-round.

Fasching. Fasching, Fairview's version of a carnival, is one of the largest fundraisers held at Fairview and requires the cooperation of many volunteers. All profits from this fundraiser go directly to support the needs of Fairview School and its teachers and staff.

Flower Sale. Orders for spring annuals, vegetables and perennials are usually taken in February for pre-Mother's Day delivery. Profits generally benefit the Greenspace.

Foundation Drive. A Foundation Drive is a request for funds made to Fairview parents and alumni. This drive is usually conducted by mail with a specific goal in mind. In the past, income from these drives has helped Fairview to purchase updated lighting for the gym, build and improve the Greenspace area, and update the atlas collection in the library. Other fundraisers such as a Wrapping Paper Sale may also be conducted to benefit the school. GEBAS also supports social functions, Awards Night and Family Math and Science Nights.

L.S.D.M.C.

In 1993, the Board of Education mandated that each school have a **Local School Decision Making Committee (LSDMC)**. The purpose of the LSDMC is to develop vision and mission statements for the school, to set goals for the school, to approve the local school budget, and to select the school principal when a vacancy exists. It also approves any locally initiated change in the school program or focus. The LSDMC

may also make recommendations to the principal regarding other school issues.

The LSDMC membership is comprised of a minimum of 12 members to include:

- Three teachers
- Three staff members (one to be the principal)
- Three parents
- Three community representatives

The GEBAS Vice President chairs the LSDMC.

Early Pick-up

A written note must be sent to the child's teacher regarding changes in P.M. transportation routines. In case of an emergency please call the office *before* 2:00 p.m. to change P.M. transportation. The student should be met in the office where the parent can sign the student out. No child will be taken off a yellow school bus or removed from a class line during dismissal.

Bad Weather

In bad weather, usually snow or ice, school closings will be announced on local T.V. and radio stations. If the announcement says "Cincinnati Public Schools," this includes Fairview. Occasionally, the schools are open but the yellow buses do not run. When this happens, parents may bring their children to Fairview or to their neighborhood school for the day, but must pick them up at 3:45 p.m. If buses do not run in the morning, they will NOT run in the afternoon. Children who stay home will be counted absent. We expect all students to make an effort to get to school, unless of course, safety is compromised. Questions or problems with the buses may be referred to the school office or to the Pupil Transportation Office at 363-0330.

In Day vs. Out Day

If the temperature is above 28 degrees Fahrenheit and it is not raining, the students are outside before school and during recess. Please make sure your child is dressed for the weather, for example, hats, gloves, and coats in cold weather; rain gear when necessary. On "In Days" students play quietly in their classrooms during recess and from 9:00 a.m. until school starts. If the teacher has not yet arrived in the morning, students are supervised in the hall outside their room until in-class supervision is available.

Daily Schedules

Class schedules and lunch times vary according to grade. Lunch generally begins around 11:30 a.m. with kindergartners going first, followed by first graders, and so forth. All Fairview students receive daily instruction in German, with half the class being split into the "X" group and the other half into the "Y" group. Students also receive music, art, library and physical education.

cafeteria. Students being dropped off by car should arrive between 9:00 and 9:10 if they are eating breakfast at school.

The kindergarten children go to the small playground behind the new building in the morning before school. In the event of rain or severe cold (below 28 degrees) the kindergarten students go to their classrooms. Signs will be posted on the main entrance doors indicating if it is an IN DAY or OUT DAY. A staff member will also be on duty in the main hall to direct students.

During the first two weeks of school, staff and parent volunteers provide “helping hands” in assisting kindergartners and first-graders. At the end of the day, children are led to their buses by their teacher.

Good behavior is expected on the bus. The bus driver is in charge of bus discipline and will file a bus misconduct form when necessary. Poor bus behavior is taken very seriously at Fairview and children may be suspended from the bus if warranted (see student handbook).

Children must ride their assigned bus and must get on/off at their assigned bus stop. No changes or alterations can be made unless approved by transportation. Children who are not normally eligible to ride the bus may not ride home with a friend (Pupil Transportation rule Children riding a bus cannot ride home with a friend riding a different bus or getting off at a different bus stop).

If a child normally rides the bus home and the parent wishes to pick him/her up that day, the office needs to be notified **before 2:00 p.m.** to assure that child isn't placed on the bus.

Parent Drivers

Those parents who drive their children to and from Fairview are asked to drop off their children along McAlpin Avenue. Please avoid pulling into the parking lot as preschool parents will be dropping off their children and buses will be departing. When picking up children, please park along McAlpin. Place a card with the child's last name on the passenger visor. Your child will then be released from the cafeteria for car pick-up.

Program Articulation

In 2002, Cincinnati Public Schools reconfigured its foreign language schools. All CPS foreign language schools have been brought together to form a streamlined Pre-Kindergarten to 12: Grade International Program. Included in this Program are: AMIS, a Pre K-8 French and Spanish immersion school; The Academy of World Languages (AWL), a Pre K-8 school offering, Arabic, Chinese, Japanese, Russian (all Pre K-8); Fairview German Language School, (K-6) teaching German in the FLES model; and The International School at Withrow, offering foreign language instruction for new and continuing students at grades 9-12.

Fairview German Language School is the beginning segment of the German language component of CPS' Pre K-12 International Program. At this time there is no German Pre Kindergarten. The continuation of Fairview's program takes place at The Academy of World Languages for 7th and 8th grade if enough students enroll. At AWL our students will receive intensive German instruction if enough students transfer to AWL. They may choose to start a second foreign language if desired.

While all CPS students can choose to attend any high school for which they are eligible, Fairview/AWL students will be especially prepared to attend The International School at Withrow. The International School offers three different tracks:

- The International Language Program; with special emphasis on immersion language instruction
- The International Business Program; for students who may be interested in careers in International Finance, Legal/Paralegal work, and Travel/Tourism
- The International Baccalaureate Program; intensive class work in 9 and 10 grades will prepare students for the International Baccalaureate Organization's Diploma Programme (IB) in 11 and 12 grades.

The International Baccalaureate Organization (IBO), headquartered in Geneva, Switzerland, created this demanding pre-university course of study in 1968. Highly motivated students who complete this track and pass the rigorous final examinations will receive an internationally recognized IB Diploma. (American high school diplomas are not internationally recognized.)

Students in all three tracks will be expected to study a foreign language and may choose to study a second. During the 7 and 8 grade years former Fairview students who have maintained their fluency in German are given the opportunity to participate in the exchange program with the *Realschule* (Middle School) in Donaueschingen, Germany. There the students live with host families and receive instruction at the German school. Further travel options will be available at the International School at Withrow.

Exchange Opportunities

American Student Trip to Germany

The student trip to Germany is an exciting highlight of our pupils' instruction in German and an impetus to continue their education in German. Students improve their ability to speak German, receive firsthand experience of the culture they have learned about, and enjoy the maturing experience of a trip away from home. The trip usually occurs at the end of the seventh grade year.

Students live in the homes of German families in Donaueschingen, the Black Forest region of southern Germany. They attend school with the German children each day, have their own classes, and take numerous day trips.

All students are eligible to go and are selected by teachers on the basis of maturity, readiness, and ability to speak German. Parents meet in the spring of the sixth grade year to apply for and to discuss the trip. Parents will be notified at that time if there is a potential problem that would make their child ineligible for the trip. At that time an initial deposit is made against the cost of the trip. A final decision on which students may go is made after the fall quarter of the seventh grade. The chaperones are chosen from among the German-speaking staff and approved by the GEBAS Board.

German Exchange Trip

The German students visit Cincinnati in the spring, staying in homes with Fairview and AWL students. This can be a wonderful cultural exchange experience, which the entire host family can enjoy. The German students go to school with the AWL students, have their own classes, and go on a number of "Cincinnati experience" field trips. They also visit the classes at Fairview and speak with the children

the absence, and a parent's number if the office needs to make contact. Also, a brief note explaining the reason for the absence is required. The note must be signed by a parent or guardian and presented to the teacher on the day of return to school.

A referral will be made to the school social worker/visiting teacher when a child reaches three unexcused absences. In severe cases when a child's attendance becomes an issue a court referral will be filed.

Tardiness

In order for tardiness to be excused, a tardy student must be accompanied by, or bring a note signed by, a parent or guardian. They must first come to the office where they will be issued a green slip for admission to class. Three incidences of a child being tardy is the equivalent of one day of absence. When a child reaches nine times tardy a referral will be made to the school social worker/visiting teacher.

Illness At School

If a student becomes ill during the school day, the school nurse or a staff member will call a parent or have the child call.

Medication

Students may not bring any over-the-counter or prescription medication to school. If a student requires medication during school hours, it must be administered by office personnel. A parent or guardian must bring the medication in its original container to the office and the doctor and the parent must fill out the appropriate forms in advance.

Transportation Issues

Buses

Children who live more than 3/4 mile from Fairview are eligible for transportation to and from school by yellow bus. Upon arrival at school the children go to their classroom or to breakfast until the morning bell. All students are eligible to eat breakfast at no cost in the

Codes of Conduct

Discipline

Fairview follows the guidelines set by the Cincinnati Public Schools regarding discipline, detention, suspension, and expulsion. The rules are clearly outlined in a separate Student Handbook distributed to all students by the principal.

Dress Code

The following dress code applies to all Fairview students:

- Wear warm clothing in cold weather
- Students are not to wear clothing, shoes, etc., that could cause a distraction to others or be dangerous
 - *skate shoes are not permitted at school.
 - ** flip flops should not be worn to school.
 - ***boy's pants must not be lower than their hip line or within 6 inches of their natural waistline.
- Students may not wear hats in the building. No bandanas (any colors).

The following dress code applies to Fairview students in 4th, 5th and 6th grades:

- Students may not wear midriffs, spaghetti straps, crop tops, or halters
- Students may wear shorts, but the hem must be halfway between the upper leg and knee.
- Boys or girls shorts or pants must not show any underwear. Boys shorts or pants that hang down on the hips are considered a safety hazard at school. Please keep them for social times at home.

Attendance

Regular attendance is a crucial element of success at school. We expect all healthy students to be at school.

Absence

In case of absence, the parent or guardian must call and notify the school. Fairview has a voice mail system so messages can be left even when the school office is closed. The phone number is 363-2100. Please report the student's name, homeroom number, the reason for

there. The German-American evening, which usually includes a potluck, is held each year at the Academy of World Languages. All Fairview families are invited to attend this event and meet the visiting students.

The History of Fairview German Language School

Fairview School was built in 1888 in the Romanesque Revival style with a brick-paved schoolyard to hold 750 neighborhood students. The Board of Education's annual report that year stated that the building would "supply a much-needed want in a part of the city which is rapidly improving, as well as being a credit to the Board and an ornament to its surroundings."

The curriculum included Household Arts, Industrial Arts, Kindergarten, and, until World War I, German language instruction. An auditorium was created on the third floor by raising a large blackboard between rooms 301 and 302 into the ceiling. The custodians lived in apartments in the attic of the school until it was realized that this was a fire hazard.

The school was becoming crowded by the turn of the century so a temporary structure called "the colony" was constructed (and used until 1958). Less than 20 years after the first temporary structure, another temporary building was added. Still, by the 1950s, the building was so crowded that the lower grades were being taught in local churches.

Crowding was finally relieved in 1958 with the dedication of what was known as the Fairview School Annex, now called the "new building." This building was only a part of a planned new building, with the "old building" scheduled to be torn down. The changing neighborhood and the movement of young families to the suburbs caused a decline in the number of children in the neighborhood, however, and this plan was not implemented.

In the early 1970s the Cincinnati Board of Education developed alternative (magnate) schools to promote desegregation and to offer area parents choices in education for their children. The alternative schools, in addition to the standard instruction, focused on a special interest or skill or teaching technique and accepted admission applications from students all over the city.

The German-English Bilingual Alternative program, Cincinnati's second alternative school, began in 1974 with the opening of two first and two second-grade classrooms at the neighborhood schools of Fairview and Schiel (in Corryville).

These schools were chosen because of their central location and proximity to each other, as well as for their availability of space. The program was the first in a public school in the United States to offer primary pupils intensive second language instruction.

The parents, a strong group from the beginning, formed a long-range planning committee in 1976. The goals of the committee were three-fold:

- Continuation of the program beyond the sixth grade;
- The establishment of a nonprofit foundation; and
- The development of an exchange program for trips abroad.

Originally, the majority of parents wanted an independent school with grades K-8, but was unable to get Board of Education approval, as there were no K-8 schools in the district at that time. Unwilling to have the program end with the sixth grade, the German parents began meeting with the French and Spanish alternative schools to promote the idea of a middle school (grades 6-8) for all three languages. In the spring of 1978, the Board of Education gave approval for a foreign language middle school.

In 1978, Fairview was closed as a neighborhood school and became an alternative school only. The middle school opened in the fall of 1979 at Schiel. French and Spanish students arrived the following year. In the spring of 1981, the first German students graduated from the eighth grade. Schiel continued to house a neighborhood program until the fall of 1982, when it became the Cincinnati Bilingual Academy. In 1985 this program moved to Sawyer School (in Evanston). Cincinnati Bilingual Academy shared the building site with, and was eventually absorbed by, the Academy of World Languages (AWL). The French and Spanish students were moved to their own K-8 schools on the east and west sides of town.

The establishment of an exchange program for seventh graders was a high priority of the program, but sending 12 and 13 year-old children abroad had not been done before. The students' knowledge of the culture of Germany, as well as their proficiency in the language, was instrumental in achieving the objective. Amid great excitement, the first group traveled to Donaueschingen, Germany, in the spring of

School Services

Helping Hands.

During the first week of school, parent volunteers, known as "Helping Hands", assist children in finding their way to class in the morning, in the lunchroom, and to their buses at the end of the day.

Room Mothers/Fathers/Friends.

At least one volunteer per class is needed to make phone calls, and help with parties, field trips and other special events. Parents or others interested in being a room person should let the teacher know as soon as possible.

Child Care

Morning Care

Clifton Recreation Center, operated by the Cincinnati Recreation Commission, runs a morning care program in the Fairview gym. Parents who must leave for work, or be at work, prior to the start of school can make arrangements through Clifton RC for morning care. For information and registration, call the Clifton Center at 961-5681.

Students not signed up for morning care must not be in the school building prior to 9:00 a.m. There is no adult supervision in the buildings prior to 9:00 a.m.

Students who come to school and wish to eat breakfast need to be at school between 9:00 and 9:10 unless their bus is late. All students not eating breakfast need to be at school between 9:00 and 9:15.

Clifton Recreation Center

Clifton Recreation Center is a community center operated by the Cincinnati Recreation Commission and located at 320 McAlpin Avenue. The center offers an after-school program at a very reasonable cost, which includes homework time, arts and crafts, movies, cooking, and tumbling. Other classes, such as ballet, pottery, and karate, are offered at an additional cost. Part time hours can be arranged, and summer programs are available. For information and registration, call the Clifton Recreation Center at 961-5681.

Instructional Fees/Fines.

All students in the district must pay an instructional fee. A form for this purpose is sent home early in the year. If all fees are paid promptly, part of this money may remain with Fairview. The library will issue fines for lost books. Parents are responsible for paying all student fees and fines.

Students whose fees are not paid after the first semester will be excluded from field trips. All lost book fines must be paid by the end of the year. End of year report cards will be held in the school office until student fees are paid. Parents may come to the school office during summer hours to pay fees and pick up report cards.

1980, with the first group of students from Germany arriving here two years later.

In 1982, Fairview officially became the Fairview German Bilingual School. During the 1994-95 school year, Fairview German Bilingual School changed its name to the Fairview German Language School to accurately reflect its program. In the fall of 1995, Fairview added sixth grade classes. The school has consistently ranked among the top in the city scholastically and in 1986 was one of 23 Ohio public schools to be recommended for National Department of Education recognition. Fairview has also received CPS' School Incentive Award every year from 1998-2004. Fairview has received the State of Ohio Effective School Award in 2005 and Excellent Award in 2006, 2007 and 2008.

In June of 2008, Fairview moved into a new building at 3689 Clifton Avenue and changed its name to Fairview-Clifton German Language School.

General Information And Procedures

School and Office Hours

Fairview school hours are from 9:15 a.m. until 3:45 p.m. Supervision is provided on the playground or in the classrooms beginning at 9:00 a.m.

The school office is staffed from 8:30 a.m. until 4:00 p.m. A voice mail system can be reached at 363-2100 during off hours and messages can be left regarding absences or emergencies.

Visitors are always welcome at Fairview German Language School. All visitors and volunteers **MUST** sign in at the school office. It is advisable to make an appointment with the office if you would like a general tour of the school.

Personnel

A listing of the current year's personnel is available in the office. A listing of all staff, their direct phone numbers and email address are provided in the Parent Directory and on the Fairview website.

Parents may get in touch with the principal or assistant principal by calling the school office or sending an email to request a personal meeting or a telephone conference.

The office staff consists of the school secretary and cashier. If you have questions about the daily operations of the school, the office staff can provide guidance. Fairview also has a school nurse two days per week on its staff.

The faculty at Fairview consists of the grade level teachers, teachers of German language, a physical education teacher, a librarian, an art teacher, a vocal music teacher, and an instrumental music teacher. In addition, we have a speech therapist, a school psychologist, a learning disabilities tutor, a visiting teacher, and a school nurse. If you have concerns about your child in these areas, you may contact these specialists through the office or directly through the school directory.

Also helping in the classrooms and in the office are several Instructional Assistants (IA's). These individuals help monitor the playground and lunchroom, work individually with students in the

classrooms, and assist teachers with testing and other tasks. The plant operator with a crew of two assistants is responsible for the maintenance of the buildings and grounds.

Additional office help and grounds maintenance are provided by parent volunteers.

Admission

Fairview German Language School is a school in the Cincinnati Public Schools magnet system. Any child residing within the Cincinnati Public School district is eligible to attend. However, since the program is language intensive, children are admitted into kindergarten and first grade. Students may transfer into grades 2-6 **ONLY** if they have previous German language experience or are willing to get tutoring). Children must be five years old before September 30th of their kindergarten year to meet CPS admission standards. Admission is on a first-come, first-served basis within the guidelines of maintaining racial and gender balance as outlined by the Board of Education.

Siblings do receive priority admission. Registration for siblings occurs two week prior to open enrollment of the year preceding their first school year. For specific registration information, it is advisable to call Fairview in September of the year before you seek admission. Flyers will go home announcing the sibling enrollment dates. Parents missing the sibling enrollment time period must stand in line during the regular open enrollment period.

As in other public schools, Fairview does offer early kindergarten admission to those students who show kindergarten readiness even though they do not turn five before September 30. Students turning five between October 1 and December 31 must pass a test given by a school psychologist. To arrange pre-kindergarten testing, call the school office.

Teacher Requests

In the past, parents new to Fairview were able to request a particular teacher at the kindergarten level or if their children were new, incoming first graders. Beginning with enrollment for the 2003-2004 school year, there will be **NO** requests permitted for a particular teacher, for kindergarten or grades 1-6.