

George-Little Rock
Community School District

Elementary Section
2014-2015

Admission/Entrance Requirements

Children wishing to enroll in transitional kindergarten or kindergarten must be at least (5) years of age on or before September 15 of the year in which they wish to enroll. Children wishing to enroll in pre-school must be at least four (4) years of age on or before September 15 of the year in which they wish to enroll. It will be the discretion of the superintendent's designee to determine what is satisfactory evidence for proof of age. Prior to starting school or when transferring into the school district, students must present an approved Iowa Department of Public Health immunization certificate signed by a health care provider stating that the student has received the immunizations required by law.

Students without the proper certificate are not allowed to attend school until they receive the immunizations or the student makes arrangements with the building principal. Only for specific medical or religious purposes are students exempted from the immunization requirements. Students are required to pass a TB test prior to attending school. Parents who have questions should contact the office. Parents are encouraged to have their children receive periodic physical examinations. All kindergartners must have a physical and dental report on file in the office before attending school.

Attendance

Students who need to leave school during the school day must receive permission from the office and have a signed note from the student's parents, have the parents telephone the office, or have the parents pick them up from the office. Students who return to class or arrive after the school day has begun must present a signed note from their parent for re-admission. Students are not released to anyone other than the parents during the school day unless the office has a note signed by the student's parent.

Students leaving school during the morning session (after 10:00 a.m.) or the afternoon session (before 1:45 p.m.) will be counted absent for that session (half day).

Although we discourage taking your child out of school for vacation purposes, circumstances may arise where an absence is unavoidable. In such instances, discuss the situation with the classroom teacher so assignments can be completed prior to the absence.

School personnel will telephone the homes of all students absent, unless previously notified by the parent. This is to account for all students.

1. **A written excuse or phone call from parents will be required for all absences.** If you are contacted by telephone, there is no need for a written excuse.
2. **A written medical excuse may be required for absences extending beyond three consecutive days.**
3. Absences should be limited to illness or an emergency in the family. Learning occurs by listening to discussions and participating in learning activities.
4. Chronic absenteeism and tardiness as well as students who fail to bring an appropriate excuse shall be referred to the administration.
5. Students who leave during the day must have parental consent by telephone, a written note or by a parent's arrival in the office to pick up the child.

Arrival/Dismissal

Students should not arrive **earlier than 7:45 a.m.** if eating breakfast at school and **8:00 a.m.** if not eating breakfast at school. Children are not admitted into the classrooms prior to that time. We ask for parents cooperation.

School **begins at 8:15 a.m. and dismisses at 3:25 p.m.** Buses depart at approximately 3:35 p.m. All bus students arrive at 8:00 a.m. so they are on time for breakfast. George students arriving before 8:00 a.m. should gather in the lunchroom.

Students who go home to the same location after each school day are required to have a signed note from the parent indicating different instructions. This insures that your child will arrive at the correct destination. Students who are riding the bus to a friend's house must have a signed note from their parents and brought to the office in the morning.

Students who are driven to school in Little Rock must be dropped off at the south or north entrances to avoid the bus traffic on the west side of the building. In George, students should be dropped off and enter the building on the west side.

Walking To and From School

Follow the safest route to and from school without loitering. Take the same route each day. Children should use the crosswalk or the stop sign intersection when crossing the street. The school repeatedly emphasizes safety. Remind your children that they should not accept rides from strangers at any time.

Breakfast

Breakfast is served at 7:45 a.m. Students must be in the classroom by 8:15 a.m. for the beginning of class.

Lunch

The school lunch program provides a hot lunch which is well balanced with a varied menu. If cold lunches are brought, they should be equally nutritious. Milk is available at school. **SOFT DRINKS ARE NOT ALLOWED AT SCHOOL DURING LUNCH.**

To make the lunchtime enjoyable for everyone, students are to follow these rules:

- Enter the lunchroom in an orderly, calm manner;
- When in line remain quiet;
- Good table manners are observed;
- Students must return plates in an orderly manner;

Playground/Recess Rules - George

Students must abide by the rules posted in each classroom. Those who disobey playground rules will be subject to our established discipline policy found in this handbook.

1. Re-teaching the appropriate behavior on students' non-classroom time
2. Loss of privilege

Most students will be assigned two fifteen minute supervised recess periods per day in addition to a noon activity period of approximately twenty-five minutes. When students are to be kept inside during recess periods, written permission from parents is required. **Students are allowed to stay in from recess for only three (3) days before needing a doctor's note.** Healthy children are expected to attend recess.

During periods of severe cold (minus wind chill) or inclement weather, students will be kept inside. Students should dress appropriately for current weather conditions including well-fitting boots or overshoes when conditions warrant.

All students are expected to follow the instructions of the recess supervisor on duty. Playground supervisors are expected to administer the rules and maintain constant supervision of students during recess.

STUDENTS SHOULD NOT PLAY IN THE FOLLOWING AREAS (GEORGE):

1. The baseball diamond and dugouts.
2. On or under the bleachers.
3. The high school grounds.
4. The area near the bus barn.
5. Outside the fence without permission.

RECESS RULES:

1. Leave and enter the building as directed by your teacher/supervisor. **QUIETLY AND NO RUNNING.**
2. Once outside, students are expected to remain outside unless directed otherwise by the supervisor on duty.
3. Use the restroom and go directly to recess.
4. No snowballing, throwing harmful objects, baseballs, rocks, sand, no tackle football, or other rough-housing activity.
5. Persons selected to take play equipment from storage shed are responsible for its return. All equipment should be handled with care.
6. Students should remove excess snow and mud from shoes or boots before entering the building.
7. Boots should be removed on the mats inside the doors.
8. Please respect the activities and play areas of others.
9. No playing tag on the merry-go-round or slides.

10. Students are not to climb on top of the tunnel parts of the slides.
11. Students are not to climb up slides or descend from the slide ladders or other parts that are not intended by the manufacturer.
12. Only one child on each end of the see-saws. Do not stand or bounce on the see-saws.
13. Students are not allowed to sit on the monkey bars. Only one student may cross at a time.
14. Students are expected to dress appropriately for weather.
15. Inappropriate language is NOT allowed.
16. Do not play on ice patches.
17. Do not walk directly in front or behind swings when in use.

Playground Recess Rules - Little Rock

1. Show respect to all duty teachers.
2. Use playground equipment the right way.
3. Stay away from areas that are off limits.
4. No picking up or throwing sand, rocks, sticks, or snow.
5. If you take equipment outside, you must bring it in.
6. Teachers on duty determine what is appropriate attire for the recess.

Character Counts! Behavioral Program

It is our belief that good character yields productive citizens. Our behavior program is based in the six pillars of character counts. We believe if the six pillars of Character Counts! are followed, we will continue to have a safe, caring environment that is conducive to learning.

Students are expected to demonstrate the six pillars of Character Counts. The pillars are as follows:

2. Respect
3. Responsibility
4. Caring
5. Citizenship
6. Fairness
7. Trustworthiness

When students act within the pillars, good behavior results. If students do not behave appropriately, there may be a consequence, including, but not limited to, the following:

1. Re-teaching the appropriate behavior
1. Loss of privilege
1. Behavioral contract
1. Referral to Building Assistance Team
5. Referral to special services for additional support for what may be classified as a behavioral disorder

Parents may be contacted as needed to assist the school in redirecting poor behavior. When the school and the home work together, children win!

Elementary Programs

Title I Reading Program: The Title I Reading Program is a federally funded program. It provides extra small group reading instruction to children who need additional help in learning to read. Eligibility for this program is based on several standardized test scores, depending on grade level (i.e. reading scores, teacher recommendation, etc.) The Title I Teacher works closely with the classroom teacher and parents in setting goals, discussing problems and progress. Parents are encouraged to contact the teacher throughout the year.

Reading Recovery: The school district has a Reading Recovery Program for first graders who need extra assistance in reading. This program has the goal of assisting young, emergent readers into becoming confident readers.

Special Education: The school district is committed to providing for the individual needs of each student it serves. The resource program provides instructional support services for those students with identified learning disabilities, medical or physical disabilities and to develop appropriate educational programming in view of specific needs of these identified students.

Accelerated Reader: Accelerated Reader is a reading program for grades 1-5 in which children are encouraged to read books and follow the book up with a test for reading comprehension.

Success Maker: A computer aided instructional program that provides support for student learning in the areas of

reading and math. The program is paced and leveled for each individual student.

Library: Students in grades K-5 receive library skills. This includes locating books and reference materials, using reference materials, and reading for enjoyment.

Art: Students in grades K-5 participate in art classes that encourage art exploration and creativity.

Music: Students in grades K-5 participate in music classes and perform twice per year.

Band: Band is available to students in grade 5. Students who elect to participate, experience large group, small group and individual direction.

Physical Education: All students should have a pair of tennis shoes for physical education classes held in the gym. Students are asked to dress appropriately for physical education. Personal hygiene will also be stressed.

Talented and Gifted: Selected students may participate in the TAG program. Students must acquire two of the following requirements in order to be accepted into the Talent Pool. Once in the Talent Pool, they will be given the cognitive abilities test. Students that score a 7 or higher in two of three areas will be admitted to TAG.

1. Iowa Assessment scores
 - a. 90% composite score (Iowa Norms)
 - b. 95% on a core subtest score (Iowa Norms)
2. Teacher recommendation with an artifact NOTE: Artifacts are any examples of student work that displays outstanding achievement
3. Parent recommendation with an artifact
4. Student recommendation with an artifact and interview with a TAG committee member
5. Other valid test or assessment that shows achievement in a non-academic area, such as creativity, music, art, leadership, and others

Child Custody

In most cases, when parents are divorced, the mother and father continue to have equal rights where their children are concerned. If you have a court order that limits the rights of one parent in matters such as custody or visitation, please bring a copy to the principal's office. Unless your court order is on file with us, we must provide equal rights to both parents.

Healthy Snacks

Healthy snacks only are recommended for birthday or party treats and at teacher discretion. Otherwise, gum and candy is prohibited.

Communications To and From School

When sending a note or money to school, the student should receive clear instructions from the parents about who is the appropriate person to receive the note or the money. The school sends notes and papers home with students. Remind your child to notify you of notes or papers from school. Parents are responsible for knowing the contents of the notes or papers sent home.

Address/Telephone Number/E-mail/Change

If you move to a new location within the district, inform the school as soon as possible. It is important that we have up-to-date information in case of an emergency. If you anticipate a move from the district, notify the office so arrangements can be made for a smooth transition.

Volunteers

Volunteers play a key role in the success of our elementary education program. If you are interested in becoming a volunteer, contact the school office and indicate your interest.

Promotion-Retention-Acceleration

Students will be promoted to the next grade unless, in the judgement of licensed staff and the building principal, the student lacks the academic achievement, maturity, emotional stability, and/or social adjustment needed to advance. Should this be the case, parents will be notified of the possibility by February that their child may not be promoted and a conference will be scheduled to discuss the situation before a final decision is made. Students with exceptional talents may, with the permission of the principal and the parents, be accelerated beyond their current level.

Screenings

Vision and hearing screenings are given each year. Hearing screening is administered to students in grades K-4 and 8. Vision screening is administered to students in grades 1, 3, 5, 7.

Parties/Treats/Party Invitations

Parties will be held in school on several occasions during the school year. Teachers will announce arrangements for parties to their respective classes. Students' participation in parties is not required. Treats should meet the guidelines of the Wellness Policy.

Students may bring healthy treats for their classmates on birthdays in grades TK-5. **Personal invitations to parties are not to be distributed in school.** We have experienced problems with invitations distributed to only a few children in a class, which results in other children feeling hurt and left out. We ask that such invitations be taken care of outside the school setting.

Books and Book Orders

Students choosing to purchase books from book clubs should bring the money or checks in a sealed envelope with the order. Designate the child's name, amount of money enclosed and "Book Order" on the outside of the envelope. Please make checks **payable to the book company.** Cash may be sent in the exact amount. The staff is not responsible for lost money. Each student is responsible for the good care and return of all books and equipment that he/she received from the school. Payment must be made for lost or damaged books and equipment.

Bicycles, Mopeds, Skateboards, Roller Blades/Skates

Skateboards, roller blades and/or roller skates are not allowed in school. Bicycles and mopeds must be parked in the bicycle racks on the bike pad. Bikes are not to be ridden in the parking lot or on the playground. Students are not allowed to ride their bicycles/mopeds during the school day. Bicycles and mopeds are not allowed on lawn or playground areas.

Electronic Devices/Nuisance Items

Elementary and middle school students may not possess pagers, water guns, laser pointers, and other nuisance items. Nuisance items are defined by school personnel. The items will be taken away from the students and returned at a later date. At times, parents will be asked to pick up the item from the student.

Toys/Nuisance Items

Toys and other such items often cause a disruption to the day and are frequently misplaced. Students may be warned about toys and nuisance items. They may also be taken away from the student and the parent may pick them up at a later date.

The George-Little Rock CSD is not responsible for lost or stolen items.

END OF ELEMENTARY SECTION