

Candor Elementary

2021-2022 Parent and Student Handbook

Welcome to Candor Elementary School

Dear Parents/Guardians,

Welcome to Candor Elementary School, Home of the Cubs! Our mission is to build Leaders, Learners, and Champions. As a school, we feel it is important to build student capacity where they can take on leadership roles in their communities. Our vision is, in partnership with parents and the community, we will provide a safe environment that promotes academic, social, emotional, and intellectual growth for all students.

Please take a few minutes to read through this handbook. It is an important guide that will help you and your student have a successful year at Candor Elementary School.

At the end of the handbook is a paper that needs to be signed and returned to your child's teacher within the *first week of school*. This lets us know you have been issued a handbook and have taken some time to look at the contents.

The staff and I look forward to working with you to make this a very successful year for your child!

Sincerely,

Enoc Robledo

Principal

Candor Elementary School

Vision

Candor Elementary School will provide a nurturing environment that focuses on student-centered learning by collaborating with families and the community to prepare lifelong learners.

Mission

Candor Elementary School will build learners, leaders, and champions!

Principal	1st Grade	4th Grade
Enoc Robledo	Katherine Sessoms	Amy Ward
Bookkeeper	Beverly Lassiter	Elijah Templeton
Lynn Reynolds	Elizabeth Templeton	5th Grade
Data Manager	2nd Grade	Kelly Kennedy
Jennifer Watts	Sherry Anderson	Audrea Samuels
Receptionist	Autumn McNeill	STEM
Maritza Bautista	Kwesi Fisher-Roberts	Louise Little
Pre-Kindergarten/TAssistant	MAC - Multi-Age Classrooms	Art
Christa Evans/Selena Valdovinos	Michelle Comer - 1/2 Brenda Trogdon - TA	Sonia Johnston
Kindergarten/Assistants	Kerma Taylor -2/3 Brenda Trogdon - TA	Media Center Assistant
Charlene Little/Debbie Allen	3rd Grade	Joyce Cassidy
Mary Morgan/Penny Brown	Katie Trogdon	Instructional Facilitator
Ruth Poplin/Ava McDaniel	Kira Hanna	Sharon Thompson

	Effie May Balaba Arces	
Guidance Counselor	EC	MERIT Coordinator
Tonia Thomas	Chris Blake	Crystal Debray
ESL	Mental Health Counselors	Custodians
Ayleen Padilla - K-2	Tammy Patrick	Wendi Auman
Trudy Saunders - 3-5	Patricia Flowers	Wesley Maynor
P.E	School Nurse	
Bethany Webb	Tina Luther	
Music		
Cynthia Murray		

School Hours Doors open for students at 7:35 am. Please do not drop students off before 7:35 as there is no supervision prior to that time. If your child is not able to make it to the classroom by the 8:00 bell, parents are required to park in a designated parking spot and walk their child to the office. Any student not in the classroom by 8:00 must be signed in by an adult in order to receive a tardy slip.

DATES AND INFORMATION YOU NEED TO KNOW

Visit our **website**, <http://www.montgomery.k12.nc.us/candor> to get the most up-to-date information on dates and events. We are on Facebook (search candor elementary).

Interim Reports: September 23, December 2, February 21, May 4

Parent Conferences: October 14 (1pm-7pm) , March 10 (1pm-7pm)

Early Release – 3 Hour Early Release at 11:40 am: October 14, October 29, Dec 17, January 14, March 10,
March 25th
June 3rd

COVID-19 ADDENDUM

The full Parent-Student: Handbook can be found on the Candor Elementary School Website:

<https://www.montgomery.k12.nc.us/domain/2377>

COVID-19 Addendum

We will take every precaution and follow every CDC guideline to the best of our ability, but we cannot guarantee that they will not be exposed to COVID-19 at school. The steps below outline our plan to keep our teachers and students safe.

- Parents, please monitor for symptoms at home. If your child has a new or worsening symptom, please contact the school and keep them home.
- A person with a temperature above 100.4°F will not be allowed to stay at school. Returning to school will be allowed after 24 hours of being fever-free, without fever-reducing medication **and** with physician clearance.
- Any child exhibiting COVID-19 symptoms (listed below) during the day will need to be picked up immediately, no longer than 30 minutes return to school with a doctor's note of clearance. While waiting to be picked up, the child will be required to wear a disposable face mask and will wait with a staff member in a designated area.
- A teacher exhibiting such symptoms will be asked to leave school and return when cleared by a physician.
 - Fever over a 100.4 °F
 - Cough
 - Headache
 - Difficulty breathing
 - Sore throat
 - Frequent nasal discharge
 - Loss of taste or smell
 - Vomiting or diarrhea
- If a child, staff member or family member is diagnosed with COVID-19, the school will immediately call the district office, Montgomery County Health Department and follow step-by-step directions from them. Such directions will include the disinfecting protocol, the potential closure of room/facility and returning to school guidelines.

Students: Students who are not fully vaccinated after a close contact in a classroom or other school setting if masks were being worn appropriately and consistently by both the persons with COVID-19 and the potentially exposed person **Do Not** need to quarantine

- State licensing regulations require that we send home any child who exhibits any of the above signs of illness. Please notify the school at once if your child has been exposed to or has contracted COVID-19 or another contagious disease. If your child is absent due to a contagious disease, a note of clearance to return to school from a pediatrician will be required before your child returns to school.
- Parents/caregivers need to notify their child's teacher and the administration of any allergy or medical problems, such as food or insect bite allergies. All children must have up to date immunizations as required by the Department of Health and Social Services for preschool attendance

- Resources to support mental health and wellness can be found by contacting 211 or Hope4NC Helpline at 1-855-587-3463. You may contact our school guidance counselor Ms. Tonia Thomas for support, as well. Notify your child's teacher, Mrs. Luther our school's nurse, or Mr. Robledo if you have a concern for your child.

Morning Drop Off Procedures

- Each child will need to wear a mask as they enter the building.
- Hand sanitizing stations are located at each entrance for students to use prior to entering the classroom.
- Parents will be required to wear a face mask in the building. Children and staff will wear a face mask. Students will have mask breaks built into the day when it is safe and they are socially distant.
- We ask that you limit the number of people that drop off/pick up each child if the parent must enter the building.
- Pre-K and Kindergarten parents can walk their child in on the first week of school only.

TARDIES AND CHECKOUTS

Parents will use a computer in the office to check out their child through Identikid.

Afternoon Pick Up and Bus Procedure

1. For safety reasons, students can no longer be picked up at the front doors at the end of the school day. Students must be picked up via the car rider line after 2:00 pm.

Bus riders

- Students who ride the bus will be required to wear a mask on the bus. Parents, please do a health screen at home to monitor for symptoms before your students gets on the bus.
- Due to state COVID guidelines, bus changes will not be allowed due to seating charts and assigned seats that allow us to contact trace if a student is exposed.
- If a student becomes sick during the school day, they will not be allowed to ride the bus home. They must be picked up in the office immediately.

Flow of Foot Traffic and Social Distancing

- Three foot markers will be located on sidewalks and floors on campus. Examples of what six feet looks like have been placed throughout the building to guide students and staff.
- Water fountains will be available for use to refill bottles and will be sanitized throughout the day. We request that students bring their own water bottle and take it home each day.
- Students and staff members will wash hands with soap and water for 20 seconds multiple times throughout the day, specifically after using the restroom and before/after meal times.

School Cleaning Protocol

- All classroom floors, chairs, counters and sinks will be cleaned and disinfected daily (or more as needed)
 - Classroom tables will be cleaned and disinfected before and after each meal time.
 - Common door handles will be wiped with disinfectant throughout the school day.
- Students are encouraged to bring water bottles to school as water fountains will only be used as filling stations.

El manual entero se puede encontrar en el sitio de web que esta abajo:

<https://www.montgomery.k12.nc.us/domain/2377>

Letra de Cambio sobre COVID-19

Tomaremos todas las precauciones y seguiremos todas las guías del CDC lo mejor que podamos, pero no podemos garantizar que no estarán expuestos al COVID-19 en la escuela. Los pasos a continuación describen nuestro plan para mantener seguros a nuestros maestros y estudiantes.

- Se realizarán verificaciones de salud diarias, incluyendo la medición de temperaturas, para todos los niños, padres y personal a su llegada, y durante todo el día, según se indique.
- Una persona con una temperatura más alta de 100.4 ° F no podrá quedarse en la escuela. Se podrá regresar a la escuela después de 24 horas sin fiebre, sin medicamentos para bajar la fiebre y con autorización del médico.
- Cualquier niño que muestre los síntomas de COVID-19 (enumerados a continuación) durante el día deberá ser recogido de inmediato (lo antes posible, pero no más de 30 minutos) y solo se le permitirá regresar a la escuela con una nota de autorización del médico. Mientras espera ser recogido, el niño deberá usar una máscara facial desechable y esperará con un miembro del personal en un área designada.

- Se le pedirá a un maestro que muestre tales síntomas que abandone la escuela y regrese cuando un médico lo autorice.
 - Fiebre más alta que 100.4 ° F
 - Tos
 - Dolor de Cabeza
 - Dificultad al respirar
 - Dolor de garganta
 - Descarga nasal frecuente
 - Pérdida del gusto u olfato.
 - Vómito o diarrea
-
- Si un niño, miembro del personal o miembro de la familia es diagnosticado con COVID-19, la escuela llamará inmediatamente a la oficina del distrito, al Departamento de Salud del Condado de Montgomery y seguirá las instrucciones paso a paso de ellos. Dichas instrucciones incluirán el protocolo de desinfección, el posible cierre de la clase / instalación y las reglas de regreso a la escuela.
 - Las regulaciones estatales de licencias requieren que enviemos a casa a cualquier niño que demuestre cualquiera de las señales de enfermedad anteriores. Notifique a la escuela de inmediato si su hijo ha estado expuesto o ha contraído COVID-19 u otra enfermedad contagiosa. Si su hijo está ausente debido a una enfermedad contagiosa, se requerirá una nota de autorización del pediatra para que el estudiante regrese a la escuela antes de que regrese a la escuela.
 - Los padres / cuidadores deben notificar al maestro de su hijo y a la administración sobre cualquier alergia o problema médico, como alergias a las picaduras de insectos o alimentos. Todos los niños deben tener las vacunas actualizadas según lo requerido por el Departamento de Salud y Servicios Sociales para la asistencia preescolar.
 - Puede encontrar recursos para apoyar la salud mental y el bienestar contactando al 211 o la línea de ayuda Hope4NC al 1-855-587-3463. También puede comunicarse con nuestra consejera de orientación escolar, la Sra. Tonia Thomas, para obtener ayuda. Notifique a la maestra de su hijo, a la enfermera de nuestra escuela, la señora Luther, o a el Señor Robledo si tiene alguna inquietud de salud mental o bienestar para su hijo.

Como dejar a sus hijos por la mañana

- Cada niño deberá someterse a un control de salud, que incluya tomarse su temperatura y un examen de salud verbal, antes de ingresar a la escuela.
- Las estaciones de desinfección de manos están ubicadas en cada entrada para que los estudiantes las utilicen antes de ingresar a la clase.

- Los padres deberán usar una máscara facial mientras estén en la escuela. Los niños y el personal usarán una máscara facial. Los estudiantes tendrán descansos de sus máscaras incorporadas en el día cuando sea seguro y estén socialmente distantes.
- Padres pueden entrar y dejar a su hijo(a) en Pre-K y Kinder solo la primera semana.

TARDANZAS Y SALIDAS TEMPRANAS

Los padres usarán una computadora en la oficina para poder llevarse a sus hijos a través de Identikid.

Hora de Salida y Procedimiento de Autobús

- Por razones de seguridad, los estudiantes ya no pueden ser recogidos en las puertas de entrada al final del día escolar. Los estudiantes deben ser recogidos a través de la línea de carros después de las 2:00 p.m.

Pasajeros del Autobús

- Los estudiantes que viajan en el autobús tendrán un chequeo de temperatura cada mañana antes de abordar el autobús. El conductor del autobús (o el monitor del autobús si hay uno en el autobús) tomará la temperatura del estudiante. Los estudiantes con una temperatura de más de 100.4 grados no podrán abordar el autobús.
- Padres, les pedimos que estén cerca en caso de que esto ocurra para que el estudiante pueda regresar a casa con usted. Si no hay padres disponibles, entonces el estudiante estaría aislado en el autobús y se le notificará a los padres que vengan a la escuela a recoger al estudiante a su llegada al edificio escolar. El estudiante estará aislado en la escuela mientras espera que el padre lo recoja. Es la expectativa de que el padre llegue a la escuela dentro de los 30 minutos de haber sido notificado.
- **Debido a las reglas estatales de COVID, no se permitirán cambios de autobús por tener que limitar el número de estudiantes en un autobús.**
- Si un estudiante se enferma durante el día escolar, no se les permitirá viajar en el autobús a casa. Deben ser recogidos en la oficina de inmediato.

Flujo de Tráfico Peatonal y Distanciamiento Social

- Los padres, los niños y los miembros del personal usarán máscaras hasta que hayan completado su control de salud y los niños/ maestros hayan ingresado a su salón de clases. Se requiere que los padres usen una máscara facial en la escuela en todo momento.

- Se colocarán marcadores de 3 pies en el pavimento fuera de la escuela. Se colocarán marcadores de seis pies en las aceras y pisos de la escuela. Se han colocado ejemplos del aspecto de seis pies en todo el edificio para guiar a los estudiantes y al personal.
- Las fuentes de agua estarán disponibles para el uso de rellenar botellas y serán desinfectadas durante todo el día. Les pedimos que los estudiantes traigan su propia botella de agua y se la lleven a casa todos los días.
- Todas las conversaciones con los maestros deben realizarse por teléfono, por Dojo, otra herramienta de comunicación en la clase o Zoom con cita previa.
- Los padres que deseen hablar con un administrador podrán programar una cita por teléfono o correo electrónico.
- Las áreas de juego al aire libre se programarán de forma rotativa.
- Los estudiantes y los miembros del personal se lavarán las manos con agua y jabón durante 20 segundos varias veces durante el día, específicamente después de usar el baño y antes y después de las comidas.

Protocolo de Limpieza Escolar

- Todos los pisos de las clases, sillas, mostradores y lavabos se limpiarán y desinfectarán diariamente (o más, según sea necesario).
- Las mesas de la clase se limpiarán y desinfectarán antes y después de cada comida.
- Las manijas comunes de las puertas se limpiarán con desinfectante durante todo el día escolar. Se les recomienda a los estudiantes traer su propia botella de agua a la escuela, ya que las fuentes de agua solo se utilizarán como estaciones de rellenar.

if you need to change your child's mode of transportation or if someone different is going to pick your child up from school, please send a note to front office or call the school before 1:30 pm.

MCS Attendance Policy

When a student must miss school, **a written excuse signed by a parent or guardian must be presented to the student's teacher on the day returning after an absence.** If the student does not present a signed parental note within *two days*, the absence will be coded as unexcused and an excuse note will no longer be accepted. An absence may be excused for the following reasons:

1. personal illness or injury which makes the student physically unable to attend school;
2. isolation ordered by the State Board of Health;
3. death in the immediate family;
4. emergency medical or dental appointment or such an appointment which has been approved in advance by the principal;
5. participation under subpoena as a witness in a court proceeding;
6. a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s) with written prior approval from the principal; The student shall have the opportunity to make up any tests or other work missed due to the excused absence for a religious observance;
7. participation in a valid educational opportunity, such as travel, with prior approval from the principal; or
8. absence due to pregnancy and related conditions or parenting, when medically necessary.
9. Principal discretion.

Planned absences because of travel or religious observances may be excused and should be approved in advance by the principal. Homework and classwork missed during an illness or absence from school must be made up. Please give your child's teacher a day's notice to prepare assignments for your child when possible.

A letter will be sent to parents after 3, 6, and 10 unexcused absences notifying them of a possible violation of the NC Compulsory Attendance Law. More information about the Compulsory Attendance Law can be found at the NC General Assembly website under 115C-378 and in our MCS Board Policy- Code 4400 (<http://www.ncleg.net/gascripts/statutes/statutelookup.pl?statute=115C>).

Check Outs

Please submit requests for early dismissal in writing to your child's teacher. We will call the classroom when you arrive. Students will not be called to the office to wait for their ride to arrive on campus. Having the student wait on his/her ride causes a loss in instructional time. Please avoid making it a habit to check your child out early each week. **Please be sure we have information on file that is CURRENT and includes who is allowed to pick up your child. We cannot release a student to someone who is not on your approved list.**

Changes in Transportation

ALL RIDE CHANGE REQUESTS MUST BE WRITTEN IN A NOTE AND SENT TO THE OFFICE ON THE DAY OF THE CHANGE. If you have an emergency, then you may call the office for a transportation change by **2:00 P.M.** Calling in a transportation change should be a last resort and should not be a daily occurrence. The end of the school day is a very busy time in the office and classrooms. It is best to send any transportation changes in the morning with your child.

MCS Student Dress Code Policy Code #4316

The Board of Education believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students. The board requests that parents outfit their children in clothing that is conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents will be deemed acceptable. However, the board prohibits any appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school;
2. is substantially disruptive;
3. is provocative or obscene; or
4. endangers the health or safety of the student or others.

A student who is not in compliance with this policy or a school dress code shall be given a reasonable period of time to make adjustments so that he or she will be in compliance. Disciplinary consequences for a student who fails to comply after being offered this opportunity shall be consistent with Section D of policy 4300, Student Behavior Policies. The superintendent or designee shall list in the Code of Student Conduct the specific range of consequences that may be imposed on a student for violation of the dress code.

Dressing for School...

All students who attend Candor Elementary are expected to maintain a neat and well-groomed appearance. Behavior patterns are affected by the clothing we wear, and when students are properly dressed, their focus is more on academics and their self-esteem increases. At Candor Elementary, it is expected that shorts will be mid-thigh or longer and tank tops will be at least two fingers wide at the shoulder (spaghetti strap tanks should not be worn to school.)

Lost & Found

Students who lose personal items are urged to check in the Lost & Found. Lost & Found items will be kept in the teacher workroom. Students or parents needing to check the lost and found should contact the office.

Bringing Valuable Items to School

Students who bring unnecessary money or valuables to school do so at their own risk as the school is not responsible for thefts. Mobile phones, iPods, and other personal technology devices should be left at home. If brought to school, these items should remain in the student's book bag during the school day and remain in the 'off' position. Use of personal technology devices to take pictures is not encouraged at school or on the bus.

Laptops

The technology fee for students in grades **K-2 will be \$40**. The technology fee for students in grades **3-5 will be \$40**. **Included in this service fee is insurance that will cover your student's device and all damages.** We will accept a \$5 down payment with the balance due by end of the year. All students will be assessed an annual technology fee for access to digital tools, such as online subscriptions for curricular content, as well as for sustainability for the digital initiative and other enhancements to the MCS network. Please remember that fees follow students as they move to the next grade level.

Each student will be issued a laptop this school year to aid in learning and to develop globally competitive skills.

Any inappropriate use of the laptops could result in disciplinary action.

- **Visiting inappropriate sites on the assigned device.**
- **Any other malicious misuse of the device.**

The integration of technology is crucial in our schools because we want our students to be globally competitive. Technology is a way to put the world at our fingertips with engaging and interactive opportunities in real-time. We enable our students to maximize learning to prepare them for college and career readiness. Students and parents/guardians should be aware that a number of Board policies apply to the use of technology in Montgomery County Schools while using the network and/or district-issued technology devices. Please review the Montgomery County Schools Technology Responsible Use Policy (3225/4312/7320), the Student Code of Conduct, and other potentially applicable Board policies in the Board policy manual. The policy can be found in this handbook and on Montgomery County Schools website at www.montgomery.k12.nc.us.

Bus Behavior...

Riding the bus is a privilege, not a right. Students who cannot behave on the bus may lose their bus-riding privilege. Following these simple rules will ensure a safe ride home on the bus: **We are Respectful:** Respect yourself, school, everyone and their belongings. **We are Responsible:** Stay in your seat; Be safe; Use Quiet Voices. **We are Learners:** Back to Back; Seat to Seat; Feet to Floor.

Overall, students should demonstrate appropriate behavior on the bus, just as is expected in the classroom.

Disciplinary Action for inappropriate bus behavior/referral will be: The offense may require automatic bus suspension without warning. The principal will determine the consequence.

1st referral - Warning... next bus referral is a bus suspension and parent contacted

2nd - 5th referrals – Bus Suspension and parent call. 2nd referral – 1 day; 3rd – 3 days; 4th – 5 days; 5th – 10 days)

6th referral - After the suspension of 10 days, the next suspension will be for the remainder of the school year.

COLLECTION OF STUDENT FEES and CHARGES

Policy Code: 4601

In the event that students accumulate a balance of charges and are not eligible for a fee waiver, the expectation of the Montgomery County Schools Board of Education is that those fees be paid in a timely manner. All cafeteria, textbook, media center and/or library, extracurricular and/or athletic supply fees, fundraiser balances, and damages to laptops or other electronic devices must be paid, in full, by the end of the current school year. The administration is authorized to withhold students from year end events that are not educational in nature, such as awards ceremonies or promotion events.

At the conclusion of a student's senior year of highschool, reasonable attempts should be made to collect all fees owed prior to graduation. In the event that such fees cannot be properly collected, the administration is authorized to withhold the student from appropriate end of year ceremonies to include graduation exercises. **Candor Elementary School will continue to adhere to this policy, please schedule an appointment with the principal to discuss concerns.**

Cafeteria

Breakfast and Lunch

Breakfast is free for all students. Students are encouraged to eat breakfast at school every day. Breakfast and Lunch will be served in classrooms this year due to COVID-19 guidelines.

Lunch Meal Prices (includes milk)

<u>Student Lunch</u>	<u>Daily</u>	<u>5 Days</u>	<u>20 Days</u>
Reduced Price	.40	2.00	8.00
Full Price	2.25	12.25	45.00
Extra Milk	.50	2.50	10.00

Adult price for lunch is a la carte. You will pay by item. Parents are always welcome to join their child for lunch.

Parents have the option to send in money each day/week for their child's lunch or pay online at www.lunchprepay.com. Lunch account balances must be paid in full and kept current throughout the school year. Notification letters will be sent home with students who owe money to the cafeteria. If your child forgets his lunch or lunch money, we will provide a lunch and the student will be charged the appropriate amount on his/her account.

P.E.

On P.E. day, students should wear comfortable play clothes and tennis shoes.

Wear These!

Sneakers
Tennis Shoes
Running Shoes
Basketball Shoes

NOT These!!!

Sandals
Flip Flops
Boots
Crocs
Flats
Heels

HEALTH & SAFETY PROCEDURES

Candor has a part-time nurse. We are excited to have Tina Luther here two days a week. Our nurse monitors all shot records and will contact you if your child's shot record is not up to date. Vision and hearing screenings are conducted throughout the year. Problems are referred to the school nurse for additional screening. The nurse will contact you if further professional evaluation is needed.

Becoming Sick at School

If your child becomes ill at school, we will take his/her temperature and contact you. If your child has a fever of 100 degrees or more, you will be notified to pick him or her up as soon as possible. If your child vomits, you will also be called to the school to pick up your child.

Medication Procedures

Policy Code 6215 addresses medication for students. Parents should be directed to the office to complete the appropriate form for administration of medicines. The office staff is not allowed to give your child medicine, apply creams, etc... without the following standards being completed below:

STANDARDS FOR ADMINISTERING MEDICINES

1. School employees are authorized to administer drugs or medications when **all** of the following conditions have been met:
 - a. The student's parent or legal custodian has made a written request that school personnel administer the drug or medication to the student and have given explicit written instructions describing the manner in which the drug or medication is to be administered.
 - b. A physician has prescribed the drug or medication for use by the student (for over-the-counter medications as well as medications available only by a physician's prescription).
 - c. A physician has certified that administration of the drug or medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription).
 - d. The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.

If Your Child is Injured...

If an injury requires immediate medical attention, we'll call 911, then immediately attempt to contact you. If your child should need transport to the hospital, an adult from the staff will accompany him/her if you have not yet arrived. Please be certain we have several emergency numbers on file for your child. Please keep all contact numbers for your child updated throughout the school year. If your child is hurt at school, we will administer first aid and contact you concerning injuries more serious than minor abrasions. Staff members have received training on proper procedures for dealing with bodily fluids. We are only allowed to clean a wound and put a bandage on it; no medications or ointments may be applied by a staff member.

Fire, Tornado, & Lockdown/Evacuation Drills

Fire drills are conducted each month during the school year. Evacuation routes are posted in each classroom. Tornado and Lockdown/Evacuation drills are practiced during the year. We also participate in a statewide Tornado Awareness Week.

Safe and Secure

For safety purposes, all interior and exterior classroom doors are locked and closed daily. Visitors must enter through the main entrance of the school building and go to the office. Visitors must sign in and receive a visitor's badge before entering other parts of our campus. If a staff member sees a visitor without a visitor's badge, then the staff member will ask you to go directly to the office to sign in and get the badge. The staff member will also alert the office making office staff aware there is someone on campus without a visitor's badge.

**Parent/Guardian/Student Acknowledgement of Receipt/Reading
of the 2021-2022 Parent/Student Handbook**

Please sign and return this form to your child's teacher by September 3, 2021.

Signing and returning this form demonstrates you have been given a copy of the handbook and you have read the handbook and shared important information with your child(ren).

Teacher Name: _____

(Parent/Guardian Signature)

(Student Signature)

