



Mission

Healthy Bodies, Healthy Hearts, Healthy Minds

Gator Values

Gators are kind.

Gators are respectful.

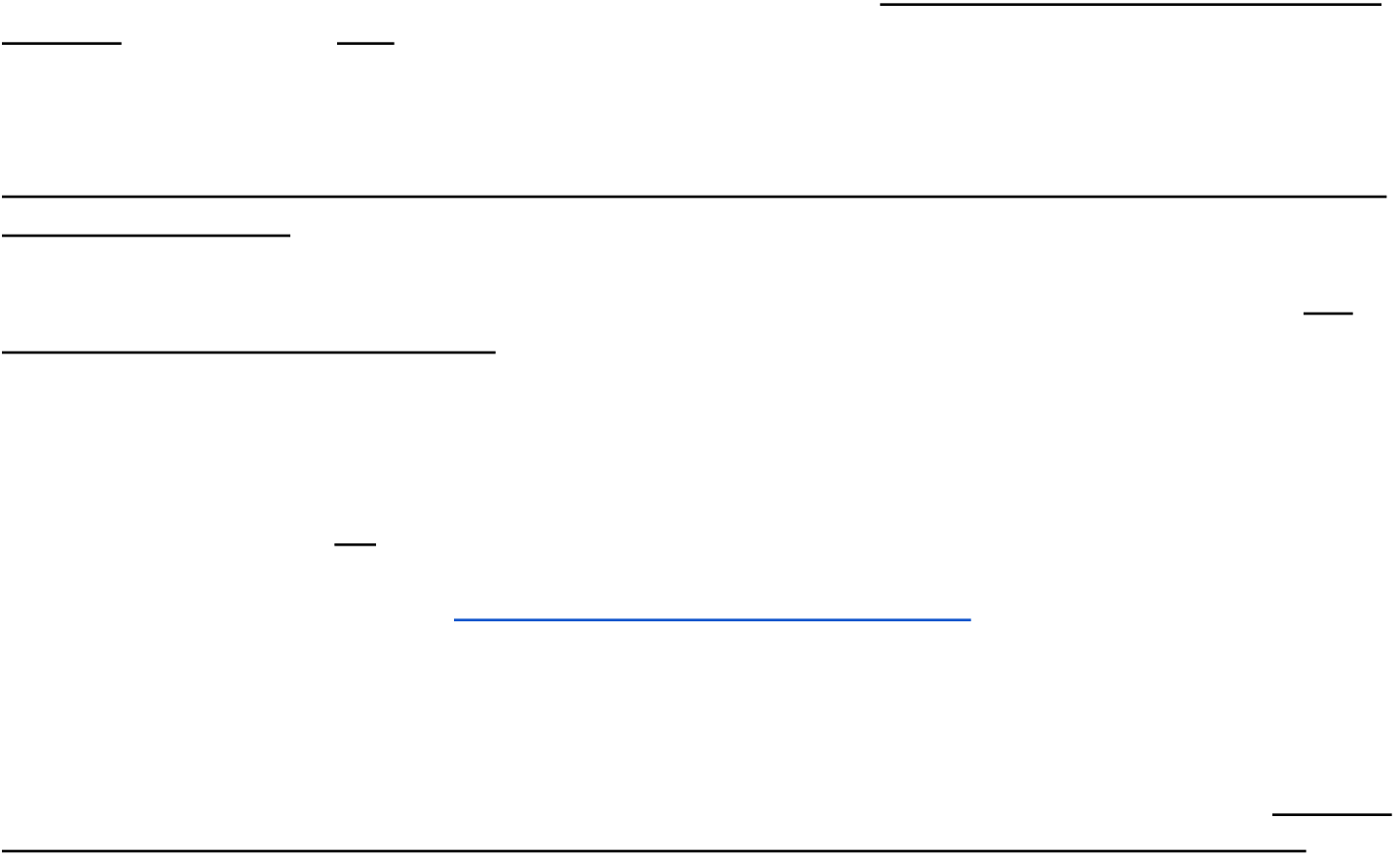
Gators are responsible.

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# Checking Your Child Out of School

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On occasion, it may be necessary to check your child out of school for appointments or personal matters. If your child is checked out of school and is gone for more than 30 minutes, that absence is recorded in the attendance system as a "tardy of more than 30 minutes". These tardies are considered excused if they meet the criteria for an excused absence. All other tardies are considered unexcused. Excessive time missed from school when your child is checked out for a portion of the day may result in consequences, including an attendance conference with school administration.

## Dress for Success Guidelines

The Avocado School staff is dedicated to providing the maximum educational opportunities with the minimum number of distractions. On occasion, student fashion may disrupt the educational environment. The following school guidelines shall apply to all school activities. These guidelines follow the Cajon Valley Board of Education for dress and grooming (AR 5132 (a)).

Avocado follows the Cajon Valley School District's Board Policy on Dress and Grooming.

1. Shoes must be worn at all times. **They should have heel straps**, be no more than one inch in heel height and preferably cover the toes for safe play at recess and P.E.
2. Clothing may not contain messages that are vulgar, offensive, obscene, or libelous; that denigrate others based on race, color, religion, creed, national origin, gender, sexual orientation, or disability; that promote alcohol or drug use or violence; or that are otherwise contrary to the school's educational mission.
3. Clothing, jewelry, and personal items (backpacks, gym bags, water bottles, etc.) shall be free of writing, pictures of any other insignia which are crude, vulgar, profane, or sexually suggestive, which bear drug, alcohol, or tobacco company advertising, promotions, and likenesses, or which advocate racial, ethnic or religious prejudice.
4. Students shall not wear hats in district buildings or on school grounds.

Students who come to school dressed in inappropriate clothing and/or shoes will either be provided with appropriate "loaners" to wear for the day, and/or parents will be contacted to provide alternate wear.

Please keep these guidelines in mind when buying school clothes for \_\_\_\_\_ to be \_\_\_\_\_.

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The Avocado staff actively works to create an environment where all students feel safe, emotionally and physically. Please take the time to discuss bullying and how your child can be a part of the solution.

Bullying is a form of repeated aggression that is directed by one or more students towards a less powerful student. It tends to occur in places where escape is difficult, including school. There are a number of types of bullying.

**Physical Bullying** – This occurs when a student uses physical force to hurt another student by hitting, pushing, shoving, kicking, pinching, or breaking the student's belongings or stealing or extorting money in order to hurt that student.

**Verbal Bullying** – This occurs when a student uses repeated verbal force to hurt another student. This includes threatening, taunting, intimidating, insulting, sarcasm, name-calling, teasing, slurs, graffiti, put-downs, and ridicule. It also includes repeated hostile gestures such as making faces, staring, giving the evil eye, eye-rolling, and spitting.

**Relational Bullying** – This occurs when a student disrupts another student's peer relationships by leaving him/her out, gossiping, whispering, and/or spreading rumors. This includes students turning their backs on another student, giving him/her the silent treatment, ostracizing, or scapegoating.

There are many costs associated with bullying. The victims are frequently in a state of anxiety, causing reluctance to go to school, stomachaches, headaches, irritability, aggression, and depression. The conversation you have with your child is the first step to prevention. The Avocado staff is committed to building a safe and secure campus in which ALL students can learn and thrive. If your child shares with you a concern regarding a bullying incident on campus, please bring it to the attention of the classroom teacher. All concerns regarding bullying will be fully investigated by the classroom teacher and/or school administration. Parents are contacted by phone and/or written referral when children are referred to the office. A parent conference will be required for all referrals.

## The Parent's Role in Discipline

Parents are encouraged to participate in the education of their children. Without the cooperation and support of parents, Avocado Elementary School cannot effectively help a student reach full potential. We strongly encourage all parents to:

- A. Be actively involved in your child's education. It gives them a greater incentive to strive for excellence.
- B. Be a positive role model by following all school rules, at all times. Your student's eyes are always watching your behavior for cues on how they should behave. Breaking even the smallest traffic or school rule sends a clear message that it is okay for your student to do the same in the future.
- C. When you are unable to be at the school site, demonstrate your interest in what your student is learning in school. Instead of asking, "How was your day?" ask your student to describe their favorite thing that they learned at school that day.
- D. Support our staff in the education of your child. We all want your child to be successful. We will be able to accomplish that goal if we all work together.

Parents may periodically be asked to support their student's teacher by supporting their child with additional practice while they learn student independence, individual responsibility (remembering homework), how to self-monitor and take responsibility for their own actions, or how to addq

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# General Playground Rules

Students are to keep their hands and feet to themselves at all times. The “hands to self” policy is enforced at all times and includes pulling and tugging at clothing, play fighting, and wrestling.

The only items allowed at school from home are items that support learning, such as pencils, rulers, and notebooks. **Toys of any type are not to be brought to school.** If an item is brought in for sharing it must remain in a bag or backpack throughout the day and only brought out during the sharing time.

Game rules must be followed at all times. If there is a disagreement, use a strategy to solve it (take a vote, rock-paper-scissors) or seek the help of a staff member on duty.

Students must play designated games in designated areas. Balls may only be kicked on the fields, not on the blacktop.

Climbing on any of the tables or poles is not permitted.

Playing and/or running in the hallways is not permitted.

All snacks must be eaten at the picnic tables.

Listen for any whistle being blown. When you hear a whistle, stop and pay attention.

The swings must be used in a safe manner. There is no twisting or swinging side to side on the swings.

Students on the swings are not allowed to be pushed, and students waiting for a turn must stand in front of the swings to count.

When the recess whistle is blown, all students must stop playing and freeze immediately. When two whistles are blown, students are to **walk** to their line.

All members of Avocado Elementary (staff and students) are to be treated respectfully at all times.

## Discipline Plan

The following plan is in place at Avocado to ensure all students are helping create a safe, secure school environment for all students:

1<sup>st</sup> Offense – Verbal Warning

2<sup>nd</sup> Offense – Teacher/Student Conference

3<sup>rd</sup> Offense – Possible time away/parent contact made

4<sup>th</sup> Offense – ISS – In School Suspension – Parent contact made by an Administrator

5<sup>th</sup> Offense – OSS – Official School Suspension – Parent Meeting with an Administrator

All efforts are made to ensure students are provided with opportunities to correct their behavior. The above plan is in place for students who are consistently breaking school rules, and/or other interventions have not been effective.

In conjunction with the outlined plan, students who have continuously demonstrated unsafe behavior during unstructured times, such as recess and/or lunch recess, may be provided with an alternate placement during these times to participate in a quiet activity.

Grounds for Suspension or Expulsion may supersede the School-Wide Discipline Plan as determined by the offense.

## Promotion/Retention Standards

California State law requires all students in grades 2-8 to meet the minimum academic standards for the grade level in order to be promoted to the next grade. Parents will be notified as early in the school year as possible if their child is at risk of retention. An intervention plan will be developed with the classroom teacher. Final recommendations for retention/promotion will be made the last few months of each school year. **Parent – teacher communication is critical for student success. The classroom teacher can best answer questions regarding your child’s academic progress.** Please see your child’s teacher at your earliest convenience if you have questions or concerns about your child’s academic progress.

## Reporting Periods

Cajon Valley Union School District is on a trimester system. Report cards are sent home three times each year.

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Parent-teacher conferences are held in November. If at any other time you

These active times allow students both structured and unstructured recreational time. It is important that students wear appropriate and comfortable clothing and shoes that allow them to participate in both P.E. and recess. Shoes need to protect students' feet and allow them to run freely on playground areas.

## Field Trips

Students at Avocado School may be offered the opportunity to participate in a limited number of field trips for a minimal cost. Field trips are an extension of the curriculum standards. The classroom teacher will provide all field trip information. Field trips are not mandatory and are at the discretion of the teacher and administration.

In cases where transportation is provided, students must ride the bus to and from the field trip. Field trip days are considered regular school days, and all students are expected to attend school whether or not they are attending the field trip.

Appropriate school attire for the field trip is expected. Students are also expected to maintain school behavior standards. Failure to do so may result in disciplinary action.

We encourage parents to be chaperones on field trips. If you would like to volunteer to participate in a field trip, please contact your child's teacher. As a volunteer chaperone, please be aware you may need to pay any necessary entry fees as well as support the teacher in monitoring the students in the class.

The students are always accompanied by at least one staff member certified in First Aid and CPR.

## Student Safety/Health

### Safest Route to School

Students must walk on the sidewalk when walking to school. Students must safely use the crosswalk to cross the street. Under NO circumstances should students walk across FURY outside of the designated crosswalk. Students are expected to follow all traffic laws and obey Safety-Patrol members and staff members on duty at all times.

### Pedestrian Safety Rules

1. Cross only where drivers can see you.
2. Always use a crosswalk when available.
3. Cross only on a new green light so you have time to cross the street safely.
4. Look all ways before crossing the street to see cars, pedestrians, and bicyclists.
5. When crossing, watch for cars turning left or right.
6. NEVER cross the street from between parked cars; drivers cannot see you.
7. If sidewalks are not provided, walk on the left side of the road, facing traffic to see r providedewalk

## TRAFFIC RULES

1. DO NOT leave your car unattended in the loading/unloading zone for any reason.
2. DO NOT double-park or block other vehicles parked in designated parking spaces for any reason.
3. ALL students must be escorted to/from vehicles located in the parking lots **BY AN ADULT.**
4. Please always use the designated crosswalk.
5. Please do not use cell phones in the traffic circle.
6. The speed limit is no more than 5 MPH
7. Do not use the Kaiser Medical Center parking lot to enter or exit the campus.
8. Please follow all traffic laws (posted and unposted).
9. Please be patient and careful when driving, for the safety of all students and staff. Avocado Elementary School is a safe place to learn when we are mindful of the safety of all students.
10. **Students not picked up by 2:15 will be escorted to the office to wait for their ride. Parents/guardians will need to come to the office to sign their child out.**

It takes everyone working together, being understanding and patient, to create an efficient and safe drop-off/pick up zone for our students.

## Safety Patrol

Fifth-grade students are eligible to be members of the Safety Patrol. Selection of the Safety Patrol members is based on teacher recommendation. Students must demonstrate positive citizenship, attitude, effort, and responsibility. All students are asked to listen to our Safety Patrol members. Safety Patrol members must not be distracted in any way while on duty.

## Bicycle Safety

With parent permission, students in grades 3-5 are allowed to ride bicycles to school. All bicycles must be individually locked using the bike rack. Students are required to follow all school rules for safety, including wearing a helmet, walking bicycles on campus, and displaying courtesy to others. **Wearing a helmet is not only a school rule, it is a law** and is strictly enforced at Avocado School. Failure to do so will constitute the loss of the privilege to ride the bicycle to and from school. Parents may request a Bicycle permission slip from the front office.

## Emergency Situations and Disaster Drills

**Please be sure to update the school office of any changes in your emergency phone numbers.** State law requires us to have valid emergency numbers on file for every student. Each year, during re-registration, we ask that you update this information. During the year, please let us know when you change home, work, and cell phone numbers or addresses. This includes contact numbers for friends or family members who may be listed as emergency contacts on your child's emergency card.

Fire and earthquake drills are held on a regular basis and are an important safety precaution. During these drills, it is essential that students follow their teacher's instructions promptly and remain quiet at all times. Our staff is trained yearly in disaster and emergency procedures. If you are on campus during a drill, please join the staff and students in the drill. **Make sure to follow the instructions of the staff and students during the drill.**

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The lost and found is located in the Avocado lunchroom. Be sure to label your child's belongings so that, if lost, items may be returned. Unclaimed items will be donated to charitable organizations at the end of every month.

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## School Lunches

The Cajon Valley Union School District has a comprehensive school lunch program available for all students. All school lunches follow the State and Federal nutrition guidelines and offer a variety of choices for our students.

The District participates in the state's Universal Meals program, making breakfast and lunch available to all students, regardless of income, for free.

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## Additional On-Site Programs

### PTA

Avocado Elementary has a wonderful group of dedicated parents who make up our Parent Teacher Association (PTA). PTA volunteers help with assemblies, activities, buses for field trips, 5th-grade promotion activities, newsletters, fundraisers, and many more wonderful events throughout the school year. Avocado is fortunate to have this group of volunteers to support activities by organizing and providing opportunities for students to enjoy. All parents, teachers, and students are encouraged to become PTA members.

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- The annual School Accountability Report Card (SARC) is located on the school website. This report includes school performance data
- Individual CAASPP results are mailed to parents each summer. District assessment results and overall student achievement are shared with parents through report cards and during the fall parent conferences
- Parents of students who are experiencing difficulties in making academic progress are notified in a timely manner. Parents of students at risk, or being considered for retention are notified at the 6 week progress reporting period and during the first reporting period. An Individual Remediation Plan (IRP) <004F>0.6 <0050>]TJ /T1\_0 1 Tf ( )Tj /C

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