

GRUNDY CENTER ELEMENTARY SCHOOL

District Mission Statement: The Grundy Center School's "Community" will empower its individuals with the attitudes, skills, and knowledge to become responsible, productive, and fulfilled citizens.

Dear Parents and Students,

We hope that this Elementary Handbook is a useful tool for you. Please keep it handy when questions arise. Many topics are included, and can be found in alphabetical order.

Thank you for sending your child to Grundy Center Elementary. We are committed to providing the best possible educational experience for your child.

*Lisa Miller, Elementary Principal
319-825-5461*

AEA 267 (AREA EDUCATION AGENCY)

All public schools in Iowa receive services from the AEA based on their location. Currently, ten AEA's are operating in Iowa. Specialized services are available to schools through the AEA, such as psychologists, social workers, speech pathologists, and consultants. AEA services also include physical therapy, occupational therapy, and audiology. These professionals are called upon to assist the elementary school in meeting the wide range of students' needs.

AEA personnel are involved in determining students' eligibility for the Resource Program. AEA personnel, teachers, and parents work together to determine the most appropriate plan to meet the child's needs.

AEA 267 also provides professional development resources for teachers as well as books and other learning materials for students.

ANTI-BULLYING/HARASSMENT POLICY

Bullying and harassment of students by other students, by school employees, and by volunteers who have direct contact with students will not be tolerated in Grundy Center Elementary.

Bullying and harassment mean any electronic, written, verbal, or physical act of conduct toward a student which is based on any actual or perceived trait or characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the students in reasonable fear of harm to the student's person or property;
- Has a substantially detrimental effect on the student's physical or mental health;
- Has the effect of substantially interfering with the student's academic performance; or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

The Grundy Center School Board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

ART

All elementary students receive specialized art instruction. The art program at Grundy Center Elementary focuses on hands-on art experiences that teach the elements of art and the principles of design. The study of art created by our culture and others, as well as by famous artists, is also included at each grade level. Art instruction often connects with units of study in the regular classroom.

ATTENDANCE

Regular attendance is key to your child's success in school. Encourage your child to attend school every day, and be sure that your child arrives at school on time. Tardiness causes children to miss out on the important information and events that start the day in the classroom. This puts your child at a disadvantage.

If your child must miss school because of illness or emergencies, PLEASE CALL THE ELEMENTARY SCHOOL BY 9:00 A.M. The number to call is 319-825-5461. If we have not heard from you by 9:00 A.M., the school secretary will call you to ensure the safety of your child. (You may also call early in the morning and leave a voice message for the secretary.)

Please send a note or call the school if your child must be excused at a certain time for a doctor or dental appointment.

Partial Day Policy: A student leaving school before 10:00 a.m. is counted absent for the entire day. A student leaving before 2:00 p.m. is counted absent for one-half day.

BICYCLES

We encourage students to ride bicycles to and from school in good weather. Once students are on the sidewalk on the east or front side of the school, students must walk their bikes. All bikes are to be parked in the bike rack near the playground.

BREAKFAST AND LUNCH PROGRAMS

Breakfast is served daily from 7:50-8:15 a.m. School doors open at 7:50 a.m. for those eating breakfast. Students riding the bus will be given the time needed to eat breakfast before going to class.

If mornings are hectic at your house, we encourage you to have your child eat breakfast at school. A good breakfast is essential in order for your child to have the energy needed to be ready to learn.

NOTE: Breakfast is NOT AVAILABLE when school is delayed due to weather conditions or when there are scheduled Late Starts for Teacher InService.

Lunch shifts are as follows:

Kdgn & 2nd Grade Lunch from 11:15-11:40

1st & 3rd Grade Lunch from 11:50-12:15

4th & 5th Grade Lunch from 12:25-12:50

Milk is available at every meal. Milk choices include skim, 1%, 2%, chocolate, and strawberry. We encourage parents and grandparents to visit for lunch occasionally. An adult lunch price is \$2.80.

Students may choose to bring cold lunch as well. NO POP is allowed for school lunches.

Breakfast and lunch tickets are no longer used. Each student has a bar-coded lunch account number. Any breakfast and lunch costs are charged to the appropriate student number. Parent(s) may deposit any amount into this account. Be aware that students in second through fifth grade may go back for seconds, which will also be charged to your child's account. If you do not want your child to purchase optional food items, please discuss this with your child.

Parent(s) will be notified when your child's account balance is low. Please send money in a timely manner. Students will not be allowed to charge lunches if their account has reached a zero balance.

PARENTS ARE ENCOURAGED TO COMPLETE AN APPLICATION FOR FREE AND REDUCED LUNCHES. The form is available in the elementary office at registration and throughout the year. The application process and your free/reduced status is completely

confidential. If you are denied Free or Reduced lunches based on your income, you can reapply at any time should your financial situation change.

The school's Free and Reduced lunch count determines the amount of funding schools receive from several sources. In this way, your application helps our school.

CELL PHONES

Cell phones may not be used during school. If your child must carry his/her cell phone to school for use before or after school, it must be kept in the school bag during the day. If you need to get a message to your child during school hours, please call the elementary office and we will pass the information on to your child.

CHARACTER COUNTS

Character education is an important part of learning at Grundy Center Elementary. On a regular basis, students are taught appropriate social skills, and those skills are reinforced throughout the day. The six pillars of character that we talk about during the year are: Citizenship, Trustworthiness, Respect, Caring, Fairness, and Responsibility.

Teachers teach appropriate behaviors in a positive way, teaching – then practicing – then looking for opportunities to catch students doing things right. When students make mistakes, teachers use it as an opportunity to reteach, to practice, and to reinforce expected behavior. All staff members take responsibility for all behavior throughout the building. We work together to ensure that all students feel safe and respected within our school. This makes our environment one where real learning can occur.

CLOTHING GUIDELINES

Students are expected to come to school clean and well groomed

Shorts are acceptable on hot days. Very short shorts are not allowed.

Halter tops are not allowed.

Clothing with inappropriate wording is not allowed.

We recommend shoes, tennis shoes, or sandals for school depending on the weather. Flip-flops are discouraged, as they are not safe for running and playing at recess.

All students must have a pair of tennis shoes only for use in PE. Contact Mr. Rick Schupbach, PE teacher, if you need assistance. Some PE shoes are available in the PE office.

Shoe-skates are not permitted at school.

Hats are not to be worn in the building, except for special events.

Parents will be notified when boots are required due to conditions on the playground.

(Students do not play outside when the temperature or wind chill is below 0 degrees Fahrenheit.)

COMMUNICATION

Phones are available for teacher use in each classroom. This enables teachers to reach parents when needed. Calls to school will be answered at the elementary office. When teachers are in class, we ask that you leave a message for the teacher. We will also inform you of the teacher's schedule should you wish to call back when the teacher is free. Please contact your child's

teacher if you have any questions or concerns regarding your child. We have a voice mail system, so you may call at any time of day and leave a message for your child's teacher.

Parents, please check your child's school bag regularly to see your child's work as well as other important information from school. Students in grades 3, 4, and 5 have student planners which are used as assignment notebooks as well as communication tools. Parents of upper elementary students, please check your child's planner daily so you are aware of your child's assignments and responsibilities.

When sending money to school for lunch or for any reason, please send the money in a sealed, marked envelope with your child's name on it.

COUNSELOR

The elementary school has a full-time counselor who works with students on social, emotional, and behavioral skills. Behavior planning and management is also a key within this position. Small groups are offered providing peer support and assistance. Social skills and life skills are taught within these groups as well as to all students with classroom guidance units. In addition, individual counseling is available to students. The counselor may consult with parents about family or student concerns. Referrals to community agencies may be made in collaboration with parents. Constant communication and consultations with teachers regarding individual or classroom needs is another responsibility of the guidance counselor. Parenting materials are available for check-out in the guidance office, located at the top of the stairs on the east side of the building.

EARLY CHILDHOOD SPECIAL EDUCATION (ECSE)

This classroom serves to meet the needs of our youngest learners, three and four year olds. Preschoolers with developmental delays receive specialized instruction focused on goals written for each individual child. Parents are partners in writing appropriate goals, and receive reports on their child's progress four times per year.

The ECSE room is currently located in the Upper Elementary building next to the school. Sessions are held daily, with one group meeting in the mornings and one group in the afternoon. Class sizes are small, to increase adult assistance and attention to individual student's learning goals.

EMERGENCY DRILLS

Fire and **tornado** drills are held periodically throughout the year. Students are instructed to practice in a serious manner so that they will know what to do should a real emergency occur.

FACILITY & PROGRAMS

- carpeted and air conditioned
- full-sized gymnasium
- multipurpose room/cafeteria with stage
- IMC (library) on second floor
- computer lab attached to media center
- most rooms connected by mini computer labs
- portable laptop computer cart on each floor
- before and after school care available on site, managed by YMCA
- handicap accessibility
- grades K-5
- small class sizes in all grades
- preschool housed in the Upper Elementary next door, managed by local nonprofit community board
- Early Childhood Special Education program
- Special Education program with three full-time Resource Room teachers
- Title I Reading Instructor
- PE, music, and art in grades K-5
- Daily PE in grades 2-5
- GT (Gifted and Talented) Program
- full-time elementary guidance counselor
- active volunteers
- breakfast served daily

FIELD TRIPS

Field trips are planned that fit the grade level curriculum, and/or that expose students to cultural activities available near the elementary school. Parents sign a permission form at registration to allow students to go on field trips. Field trips are held during regular school hours, with few exceptions.

GOING HOME: CHANGES

If your child will be riding home in a different manner than is typical, please SEND A NOTE TO SCHOOL OR CALL THE SCHOOL AS EARLY IN THE DAY AS POSSIBLE. If we do not receive this permission from home, the child will be sent home in the usual way.

HEALTH INFORMATION

Prior to kindergarten entry, students must have a dental screening and lead test. A vision exam is recommended and should be repeated regularly as recommended by an optometrist or ophthalmologist.

The following health screenings will be done as recommended by the National Association of School Nurses: vision, hearing, height, weight, blood pressure, and dental.

If your child must take medication of any kind at school, these guidelines must be followed:

1. All medication must be prescribed by a physician. It must be kept in the office. This includes aspirin and cough syrup or any other over-the-counter medications.
2. Medication must be sent to school in the original prescription container. You may ask the pharmacist to give you two containers (one for school and one for home).
3. A "Request for Giving Medicine at School" form must be completed with doctor and parent signatures and recorded at the school office.
4. Send only one week's supply of your child's medicine unless other arrangements have been made with office personnel.
5. For the safety of your child and other children, we ask that an adult brings the medicine to school rather than sending it with the student.

HOMELESSNESS

If your family lives in any of the following situations:

- In a shelter, motel, vehicle, or campground
- On the street
- In an abandoned building, trailer, or other inadequate accommodations, or
- Doubled up with friends or relatives because you cannot find or afford housing

Then your preschool-aged and school-aged children have certain rights and protections. Please contact the school liaison for homeless education: Mary Hinderhofer, High School Counselor, at 319-825-6877.

IMC (INSTRUCTIONAL MATERIALS CENTER)

The elementary IMC offers the students and staff of the Grundy Center Community School access to a centralized collection of library books and other learning materials.

The Alexandria Information System software program supports the circulation records and online card catalog. The card catalog is accessible through an Internet link found the school's web page.

All students may check out materials from the IMC. Kindergarten students are allowed to take one book out at a time while students in grades 1-5 may check out two books at a time. Exceptions are given for special class assignments. A standard book has a ten day check-out period, a magazine for two days, and a reference book has an overnight check-out.

The elementary IMC is open to students throughout the school day for checkout, a quiet reading space, volunteer readers, students' research, etc. The IMC is staffed by the IMC associate and community volunteers. The IMC associate works under the direction of the K-12 Media Specialist.

Overdue notes are printed and passed out to students every two weeks. No fines are charged for overdue materials. There is, however, a charge for lost or damaged materials. For lost materials,

this money is reimbursed to the student if the item is found and returned. Materials not returned at the end of the school year will be considered lost and the student will be charged a fee for replacement.

MUSIC & BAND

Elementary music classes for kindergarten through fifth grades consist of a performance oriented curriculum where children are encouraged to explore music through rhythmic movement, reading and writing music, playing instruments, and learning about various styles of music. Class periods are 25-35 minutes in length two to three times per week. Elementary music offers many performing opportunities for students. Some grade levels have afternoon matinee programs while others perform in the evening.

With parental consent, instrumental music training is provided for youngsters in fifth grade. Students must provide their own instruments* as well as have the desire to participate. Students will be given an opportunity to try out various band instruments to aid them in choosing which instruction they are physically suited to play. Lessons take place before and after school and during the school day. Large group band rehearsals are once a week at a designated time during the school day. Performances occur at designated times during the year.

*The school has a “band bank” which provides instruments for qualifying families to use each year for a nominal maintenance fee.

NEWSLETTER

Information on student activities, important events, as well as breakfast and lunch menus can be found in our newsletter, the Spartan Scoop. Monthly elementary newsletters are available on the district website: <http://www.spartanpride.net>. Page one with important dates for the month and the lunch and breakfast menus are sent home to every family, but the full newsletter is available to you online at the school website.

NONDISCRIMINATORY POLICY

School policy states that no otherwise qualified person will be excluded from educational activities on the basis of race, color, national origin, creed, socio-economic status, religion, sex, marital status, sexual orientation, gender identity or disability.

Questions or concerns should be directed to the Grundy Center Equity Coordinator: Mary Hinderhofer, Guidance Counselor at the High School. Mrs. Hinderhofer can be reached at 319-825-6877.

NO SMOKING POLICY

The Grundy Center Community School district has a smoke-free policy for all buildings, grounds, and vehicles. Thank you for your cooperation.

PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences are held in the afternoon/evening at least two times per year. We strongly encourage all parents to attend these important conferences. Face to face communication between teachers and parents is essential to students' success.

This is the minimum number of parent-teacher conferences. We encourage parents to contact their child's teacher(s) whenever concerns arise. Open communication means that parents and teachers can be on the same page, and can work together to help the child to achieve at the highest levels possible.

PARKING

ARRIVAL

The parking lot on the west side (back) of the building is used primarily by staff members during the school day. The semi-circular driveway at the west entrance is for buses only.

Visitors are encouraged to park on the east side (front) of the building in our lot.

Parents may drop off their children at the front door before school.

DISMISSAL

Bus students are dismissed from the west entrance on the back of the building.

Other students are dismissed from the front entrance on the east side.

PLEASE DO NOT PULL UP TO THE CURB to pick up your child after school. Cones are in place to remind parents that the curb is not a pick-up point. Park your car and walk to get your child or allow your child to come to the vehicle (depending on the child's age). We appreciate your cooperation in making dismissal safe for all children and adults near the elementary school.

PARTIES & CELEBRATIONS

Grades K-4 have three parties per year: Halloween, Christmas, and Valentines Day. Grade Five has two parties: Halloween and Christmas. Parents may be asked to provide refreshments.

Students may bring birthday treats for the class to celebrate their birthday. We strongly encourage parents to send healthy foods and snacks on such occasions. Lists of healthy snack choices will be shared with parents.

Birthday party invitations are not to be distributed at school unless the entire class is invited. Thank you for your cooperation.

PETS

If you would like to bring in a pet to share with your child's class, you must seek approval at least two days in advance from your child's teacher. The teacher must ensure that pets will not be brought into classrooms where students with allergies to pets are present.

PHYSICAL EDUCATION (P.E.)

Grundy Center Elementary School provides daily physical education for students in grades 2-5. Students in kindergarten and first grade have physical education class every other day. Each class is held in a state of the art gymnasium using futuristic technology applications and equipment to create an atmosphere to promote the mind-body connection.

The major emphasis in the program is teaching students to learn how to ‘invest in their own health’ while developing fundamental motor skills and positive attitudes toward physical activity. This comprehensive physical education program helps students learn sportsmanship, teamwork, and concepts that promote fair play in large and small group games. However, more importantly, the emphasis is placed on teaching the “skills of life” from the skills of games to energize and educate all students to live better.

At the 4th and 5th grade level students are taught how to use heart monitors. These educational tools provide students with information about heart rate and individual exercise intensity so students can maximize the benefits of personal exercise. Students at this level are also introduced to health-related fitness testing to assess the 5 components of personal health; cardiovascular endurance, muscle strength, muscle endurance, flexibility and body composition.

All assessments are aligned with national standards, local benchmarks and grade level performance indicators to mark student progress.

- ❖ Please note: All elementary students are required to have a second pair of tennis shoes to be used in PE class only. Contact PE teacher Rick Schupbach if you need assistance in getting a second pair of shoes for your child as shoes are available at no cost through the PE program if proper sizes can be found.

PROBLEM-SOLVING PROCESS

Whenever students fail to make adequate progress, teachers employ a variety of teaching tools and strategies to help the student to perform at expected levels. Parents are contacted to inform them of the concern, and often parents provide additional support at home to assist their child.

If the child continues to struggle with a particular skill, the teacher will bring the concern to the problem-solving team. Consisting of the building principal, guidance counselor, resource teachers, Title I teacher, AEA personnel, and other grade level teachers, this team works together to assist the teacher in identifying additional interventions that will assist the student. Again, parents are contacted and their input is essential in determining the appropriate next steps in instruction. The student’s progress is monitored and the team will reconvene to determine whether the intervention has been successful.

RECESS AND PHYSICAL EDUCATION (P.E.)

Depending on the child’s grade level, all children participate in a set number of recesses daily in addition to daily PE class. Regular participation in recess play and PE help to keep your child fit and healthy.

A note is required from the parent(s) if, for some reason, your child cannot participate in PE or recess. Any extended length of time will require a doctor’s excuse.

RESOURCE PROGRAM

This program is for individuals who require specialized instruction on specific skills. Resource room teachers communicate regularly with classroom teachers to make appropriate accommodations to support the student's learning in the general education setting, and specialized instruction is planned to meet the student's needs. This instruction may take place in the regular classroom, or in the resource room. Parents are part of the process of setting appropriate academic goals for the student, and progress on those goals is reported to parents four times per year. Three Resource Room teachers are on staff in the elementary school.

SCHOOL DAY

Elementary School hours are 8:15 a.m. to 3:15 p.m. Students are allowed to enter the school building through the east entrance at 8:00 a.m. when the tone sounds. Students eating breakfast at school may enter at 7:50 a.m.

Students not in their classroom at 8:15 will be counted tardy. Students who arrive after 8:15 a.m. must report to the office before going to class.

STAYING AFTER SCHOOL

Students may be required to stay after school at the request of either the teacher or the principal. Parents will be contacted in advance so that transportation arrangements can be made.

TAG (TALENTED AND GIFTED) PROGRAM

The Grundy Center School district believes that talented and gifted students are those who have been identified by professionally qualified persons, and who, by virtue of outstanding intellectual abilities, are capable of high performance. Children capable of high performance include those of demonstrated achievement and those who have potential ability. These are children who require a differentiated educational program and/or services beyond those normally provided by the regular school program. The program will provide a foundation for students to develop their ability to think, reason, create, and evaluate while balancing their cognitive and affective needs, thus realizing their potential contributions to self and society and becoming autonomous learners.

Criteria for TAG include:

- Nominations (Teachers, Parents, and/or Students)
- Test Scores
 - CoGAT (120 and above)
 - ITBS/ITED (90% and above)
 - NWEA/MAP (Using fall/spring screening placement guidelines for gifted students)
- Observations
- Interviews
- Teacher
- Assessment (Renzulli's Scale for Intellect)

TAG performance expectations include skills in self-awareness, communication, creative thinking, higher level thinking, problem solving, inquiry, research and independent study, and leadership.

TECHNOLOGY: ACCEPTABLE USE POLICY

The primary purpose of the technology resources we have at school is to enhance and support the education mission of the Grundy Center Schools. These resources include all computers and local area networks along with connections to other networks including the Internet. All students and staff are responsible for using these resources in an effective, ethical, and lawful manner.

Students and parents are asked to agree to the acceptable and unacceptable uses of the network and computers by signing the document which provides an overview of these uses.

TELEPHONE CALLS/CELL PHONES

Students may use the phone in the elementary office for emergencies only. Please encourage your child to organize his/her school materials at home in order to come to school prepared for the day.

Students may not carry cell phones during the school day. Any student bringing a cell phone must keep it in his/her school bag. The student may check for messages at the mid-day recess and again after school. Likewise, staff members are prohibited from using cell phones in the presence of students.

TITLE I READING

The Title I reading program is a federally funded program designed to supplement the classroom reading program. A teacher works with a small group of students for about 30 minutes daily.

The goal of the Title I program is to help every child to learn to read on grade level. Title I is an intervention program for struggling K-4 readers. Teachers use several different performance measures to determine eligibility for Title I. Students are screened for phonemic awareness, letter sounds, sight words, fluency, accuracy, comprehension, and spelling ability.

VISITORS

Please visit school. It sends a message to your child about the importance of school and education in general. Your child will LOVE to see you at school. This also gives parents a tremendous opportunity to understand what's happening at school. Please give the teacher advance notice that you will be coming. Testing times are not appropriate times for visits.

School-aged visitors are also welcome, but generally should stay no longer than 1-2 hours. Contact your child's teacher to make the necessary arrangements.

VOLUNTEERS

We encourage parents, grandparents, and mentors to volunteer in our school. Students benefit greatly from individual attention and teachers appreciate an extra pair of hands with many school activities. Please keep in mind that when you volunteer, information about children other than your own is strictly confidential. We appreciate your cooperation.

Contact your child's teacher if you would like to volunteer.

GRUNDY CENTER ELEMENTARY Common Area Expectations

Arrival and Departure

Student Responsibilities

1. Doors open at 8:00 when the tone sounds. School starts at 8:15 a.m. Only students eating breakfast may enter at 7:50 a.m.
2. Students should:
 - a. keep their hands and feet to themselves
 - b. hold on to their personal belongings
 - c. use a talking voice in a positive manner
3. Students who walk home or are picked up should exit through the east entrance and use crosswalks when crossing the street. Bus students will use west exit.
4. Students should always walk while on the school grounds.
5. Students with bicycles must walk them when they are on the east sidewalk in front of the school. All bicycles need to be parked in the bike racks during school.
6. No playing on the hill in front of the school at dismissal. Students wait to be picked up or begin walking immediately.

NOTE: Students are discouraged from being on the playground before or after school without a parent. No school supervision is provided.

Lunchroom Expectations

Responsible Lunchroom Behavior:

1. Everyone will treat others with dignity and respect.
2. Students will walk in the lunchroom.
3. Students will use inside voices and appropriate language when talking.
4. Students will keep hands, feet and objects to themselves.
5. Students will stay in their seats and raise hands to get help.
6. Students will eat quietly and use good manners.

“Seconds” & Salad bar- 2nd – 5th grades

1. Students should take only what they can eat from the salad bar.
2. Students may ask for seconds after all students have gone through the line.
3. Students may only go back to the salad bar once after they have eaten all their salad bar items
4. Students may have more than one peanut butter sandwich after everyone has been through the line once.

Clean-Up Responsibilities:

1. Close milk cartons before leaving the table.
2. Pick up trash around you before leaving the table. Check the floor as well.
3. No more than five students scraping at a time.
4. Stand behind the red line when waiting to scrape.
5. Large food particles should be removed from tray.

Guests

Parents and grandparents are encouraged to visit school and eat with their child. The guest may choose to bring food in, or may eat school lunch. If meals are brought in, they should not be brought for extra students other than the child and his/her guests. Guests and children will be seated at the table near the kitchen, if possible.

NOTE: PLEASE DO NOT BRING POP FOR YOUR CHILD. We encourage parents to bring healthy drinks such as juice, milk, or water.

Playground Expectations

Behavior on the Playground:

1. Students will show respect for others. No bullying will be tolerated.
2. Students will go down the slides sitting down, feet first, one at a time and quickly exit.
3. Students will swing straight, feet first, and stop before getting off.
4. Students will leave wood chips in place.
5. Students will use benches for sitting.

Playground Parameters:

1. Running games and tag will be played on grassy areas only.
2. Playground balls, jump ropes, and other equipment are to be used on areas other than the woodchip area.
3. Hills are out of bounds. (Cones will be set up for boundaries at the beginning of the year, until students are familiar with out-of-bounds areas).
4. Students will be on the playground and not near stairs and doors.

5. Students use sidewalks to enter and exit the playground.
6. K-5 students will not enter the preschool playground area.
7. K-1 students on yellow/lower equipment only. Grades 2-5 may use all equipment.

Play Rules and Behavior Expectations:

1. Play respectfully and responsibly. (no tackling, only touch football)
2. Students are responsible for bringing play equipment in at the end of recess.
3. Students are encouraged to allow others to join in and play.
4. Students must ask permission from the recess supervisor to enter the building during recess.
5. Students will stop what they are doing and head toward the building immediately when the tone sounds.
6. Students will hold playground equipment while in line.
7. Students will face the front of the line and observe their own space close to but not touching.
8. Students will ask a supervisor before retrieving a ball in the street.
9. Only school equipment will be allowed on the playground.
10. Students are reminded: There is no supervision on the playground before 7:45 a.m. and after 3:15 p.m. Playground use is strongly discouraged before 7:45 a.m. and after 3:15 p.m.

Winter Weather and Other Conditions:

1. Students must dress for the weather, as follows:
 - Snowpants are needed to play in the snow
 - Boots must be worn in snowy weather, or students will have to stay on hard surfaces only
 - K-1: must have hat & mittens in cold weather
 - 2-5: classroom teachers will share their expectations with students & parents
2. No “King of the Mountain” in the snow.
3. No throwing snow.
4. Building forts and snowmen is OK, but respect structures that other students have made.
5. No sledding or body sledding.
6. No rock wall (climbing wall) in icy conditions.
7. Teachers will send a note home when cold weather arrives, outlining expectations.
8. Students should check with the recess supervisor to see if they can play in the grass in wet conditions.

