

Pioneer Elementary School

515 South 400 East

Preston, ID 83263

208-852-2050



“Excellence in Education”
Home of the Panther Pride

Parent & Student Handbook 2015-2016

Pioneer Elementary School Mission Statement

The mission of the Pioneer Elementary School is to instill within each student the basic skills to pursue a life of continuous learning. These vital skills are reading, writing, math, and cooperation. With these skills children will value themselves, respect and value others, and contribute to the world around them.

We Believe:

- All decisions will be based on the effect it will have on each student's educational outcome.
- In order for a child to succeed in school, both home and school should work together to provide love, respect, discipline, and quality instruction.
- We acknowledge that all children have their unique abilities to learn. All students can learn, but children exhibit different learning styles and may achieve at different rates.
- Students have the right to be in a school environment where they feel safe, respected, protected, and successful.

School Motto

“Excellence in Education”

Preston School District Mission Statement

Preston School District, in partnership with families and the community, will:

- Instill in all students the desire to be life-long learners through activities which promote responsible, productive and healthy citizens.
- Provide students with an enriching educational environment where sound instructional and technological practices are maintained and students are given a wide variety of learning opportunities.
- Provide educational environments where students are safe and respected.
- Maintain high expectations for professionalism among all Preston School District employees.
- Increase achievement in core academic areas.
- Appreciate and recognize the unique aspects of all individuals.

SCHOOL HOURS

School Begins8:00

School Dismisses3:45

AM Kindergarten Begins8:00

AM Kindergarten Dismisses11:30

PM Kindergarten Begins12:20

PM Kindergarten Dismisses3:45

ACCIDENTS AND ILLNESS

Children may leave home feeling great but become ill during the day. We will contact you if your child becomes ill. We make every effort to contact parents or guardians in case of illness or serious accident. If we cannot reach you, we will notify one of your listed contact persons. In extreme emergencies we will take steps that we feel are necessary, including calling 911 for transporting to emergency medical services. Please keep us informed of any changes in the emergency numbers and alternative ways to contact you.

ATTENDANCE

Please encourage good attendance. Consistent attendance leads to greater student achievement and self-esteem. Be sure your child gets to school on time every day. Keep your child at home if there are signs of a cold, fever, rash, etc. Our School Board has established an attendance policy that states that students are required to be in attendance at least 90% of the time, which means a student should NOT MISS MORE THAN 7 DAYS of school per semester (half that amount for every-other-day kindergarten students). The school will notify you of excessive absences. If a child misses more than 14 days (7 for every-other-day kindergarten), promotion to the next grade could be jeopardized, or you could be referred to court officials. Each child who misses over this set amount will be evaluated on a case-by-case basis to determine the best placement for the coming year. If your child is absent, please call the school by 9:00 a.m.

BIRTH CERTIFICATE

All new students, whether beginning kindergarten or entering from another school district, must present a certified copy of their birth certificate to school personnel within 30 days of enrollment.

BIRTHDAYS AND OTHER CELEBRATIONS

Birthdays are special days and we want to be able to celebrate these with our students. However, there are some safety precautions to observe: Please do not bring or send flowers or balloons to students unless you plan on picking your child up from school that day. Balloons, large flower arrangements, vases, etc. are not to be taken on the bus for obvious safety reasons. Edible treats brought to the school for birthdays or other celebrations must be store bought.

BULLYING

Bullying is not allowed. Bullying is defined as intentional, repeated hurtful acts, words or other behaviors such as name-calling, threatening and/or shunning committed by one or more children against another. Bullying may be physical, verbal, or emotional in nature. The parents of any student found guilty of bullying will be notified and the student could be referred to the principal to determine the appropriate intervention strategy that should be implemented to address the behavior. Repeated offenses shall be handled pursuant to the District's disciplinary procedures.

CELL PHONES

Students are not to have cell phones or other electronic devices at school. Phones are available at school for students to use if a phone call becomes necessary.

CHARACTER EDUCATION

Pioneer Elementary will provide instruction to assist in development of good character traits in all students. Students will be encouraged to exemplify character traits of respect, responsibility, honesty, fairness, trustworthiness, caring, and citizenship. We will recognize and honor students who are examples of these character traits throughout the year.

DISCIPLINE PROGRAM

Pioneer rules give the children the freedom of working within set limits. Children are responsible for their own actions. Teachers shall review the discipline policy with their students and discuss the plan to deal with student behavior that keeps others from learning. Our goal is to be positive, reasonable, and consistent with every child. If a student infraction occurs, school-wide discipline procedures will be followed, including: classroom warning, think-time in a neighboring classroom where students reflect on who to improve behavior, contacting parents, or referral to principal. Education is a cooperative function between the home, school and community. Parent involvement is necessary if the school is to accurately reflect the desires and hopes of the community.

The key to good behavior is self-respect and giving respect to others when going to and from school, in the classroom, in the hallways, on the playground, in the lunchroom, and on field trips.

Pioneer Panthers are expected to RESPECT

1. the rights of others
2. other people's space, property and the school facility
3. themselves

CLASSROOM AND HALLWAYS

- The students of Pioneer School are expected to show respect to their fellow classmates and to all adults.
- Behavior in the classroom and hallway is to be cooperative and helpful. Students are expected to keep hands and feet to themselves. Keep own space!
- Voice levels in the school are to be low and soft.
- Disruptive behavior is not allowed.

PLAYGROUND

Outside playground activity is an important part of the day. It allows a student a period of physical exercise before continuing with the academic portion of the day.

The following will be required in order to offer all students a safe and fun outdoor activity period:

1. Students are to exhibit appropriate and respectful conduct.
2. Students are to stay in sight of teacher or supervisor.

3. A child is NOT permitted to leave school grounds.
4. Students should not play around cars or near the school parking lots.
5. Students should stay off and away from fences.
6. Destruction of school property, trees, walls and school equipment is not allowed.
7. Students should try to help Pioneer Elementary grounds stay clean and attractive.
8. Any type of rough play is not permitted.
9. There is to be no throwing of wood chips, sticks, stones, ice, mud, snow, etc.
(If it's on the ground, leave it on the ground.)
10. Proper use of playground equipment must be followed.
11. Cones set around a certain area mark it as unsafe and restricted and should be avoided.

CONSEQUENCES

Students who do not act in a responsible manner must explain their actions to the teacher, playground supervisor, or principal, at which time appropriate disciplinary action will result. Disciplinary actions may include think time, detention, loss of recess privileges, in-school suspension, or out-of-school suspension. In cases of out-of-school suspension parents will be notified immediately and have the responsibility to pick their child up from school.

CHECKING CHILDREN OUT OF SCHOOL

Parents are required to sign their child out from the office and personally pick up their child. The office staff will give a pass to the parent to present to the teacher for the child to leave the classroom. Children are not sent outside to wait for parents. If special arrangements need to be made to pick up a student (such as using a neighbor or other designated adult) please send a note explaining these arrangements and include a phone number where you can be reached for verification.

FIELD TRIPS

Parents are asked to complete field trip permission information on the student enrollment form. When you complete the form indicating that permission is granted, your child may go on all field trips scheduled during the year. Details of the field trip are sent home before each field trip occurs. The school offers cafeteria prepared sack lunches for field trips. The price of these prepared lunches will be deducted from your child's lunch account.

HARASSMENT/INTIMIDATION

Harassment is not allowed. Harassment includes conduct whether verbal, written, graphic or physical relating to student's race, national origin, color, disability, or sex that is severe, pervasive, or persistent. No student should be subjected to any demeaning conduct.

IMMUNIZATIONS

All students enrolled in a public school must have completed immunizations on file before admission to school. Five or more doses of DtaP or TD vaccine, four or more doses of polio vaccine, two doses of MMR, three doses of hepatitis B vaccine, two doses of varicella vaccine, and two doses of hepatitis A vaccine. A child may be exempt by a doctor's statement or by a signature of a parent for personal or religious beliefs.

INSURANCE

Even with the greatest precautions and the closest supervision, accidents can and do happen at school. They are a fact of life and a part of the growing-up process all children go through. Parents need to be aware of this and be prepared for possible medical expenses that may arise should their child become injured. The school district does not provide medical insurance to pay for expenses when students are injured at school. The district does make student medical insurance available for families for their individual purchase. Brochures outlining the coverage and premiums are handed out at the beginning of the school year and are available at the school office.

OFF TO A GOOD START

Your child should be well rested (9-10 hours of sleep) and have nourishing well-balanced meals and healthy snacks. It is important that your child receive a healthy breakfast before beginning school each day. Breakfast is available free of charge each morning as school begins. Your child's clothing should be simple, safe, sturdy and easy for your child to manipulate without help. (Coats and boots should be easy to get on and off.) Outdoor clothing should be labeled with your child's name placed on the inside. (We do not recommend putting your child's name where it may be seen and used by strangers to give false assurances to your child). Choose appropriate clothing for the weather and prepare for possible changes in the weather.

PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences will be held each school year. These conferences give parents an opportunity to interact with teachers and discuss any concerns or questions about their child's education. We feel these conferences are very beneficial and help to assure student progress. We encourage your attendance. To prepare for conferences you may want to do the following:

1. Decide what questions you need to ask and write them down.
2. Ask your child if there is anything he/she would like you to discuss with the teacher.

Any time you have concerns or problems, please feel free to contact the teacher at school.

PETS AT SCHOOL

Please keep family pets at home unless prior approval has been given by the teacher. If pets are part of a student's show-and-tell presentation, the parent will need to accompany that pet and take it home immediately following the activity. Also, please explain to children the importance of leaving animals home so we don't have stray animals here on our campus. If you have pets, please keep them in the house or fenced yard during periods when children walk to and from school. An Animal Control Officer will be called to remove any unattended animal at school.

PTO

The Parent Teacher Organization (PTO) provides many services to the school and students. We are grateful for all they do. From time to time, you will see notes from the PTO asking for help with their projects. Please be generous with your time because these activities directly benefit our students.

Parent participation and involvement is welcomed and invited. We are currently seeking volunteers who will serve as officers and/or committee members for our Pioneer Parent and Teacher Organization. All interested parents are encouraged to call the school (852-2050).

READING

Learning to read will be given the priority status necessary to enable all students to become successful and fluent readers. Excellence in Education is our motto and "Succeeding in Reading" is our major focus.

RECESS

Children should come to school dressed for the weather of the day so they can safely and comfortably enjoy recesses. Recess supervisors are outside each recess. All students are expected to go outside for recesses except in severe weather conditions (low chill factor, poor air quality, drenching rain or blizzard). In those extreme conditions children will remain inside. If for some rare event your child should not go outside at recess, please send a note with your child each day he/she is to stay in the building.

SAFE BUSING POLICY

Students can ride the bus home or to a set daycare. If arrangements need to be made to ride a different bus, the district requires a note to be given to the school in advance of the requested change. Please make those arrangements early in the day. If changes must happen, contact the school before 3:30 p.m. so we can let the student know. For safety reasons, students cannot be pulled off buses once they board at 3:45. Parents who are picking their children up from school should be in the building prior to the 3:45 dismissal.

SAFE and DRUG-FREE CAMPUS

The Pioneer School is a drug-free and safe campus. Drugs or drug paraphernalia of any kind are not allowed on campus, nor are firearms, knives or other dangerous instruments. Any student exposing or threatening others with dangerous weapons (such as knives or guns of any sort) shall be subject to immediate suspension and possible expulsion from school, and legal action will be taken. Any person on campus with a dangerous weapon will be referred to local law enforcement.

SCHOOL LUNCH

A nutritious breakfast and lunch are available to all Pioneer students each school day. Studies show that students do better in school when they have a healthy breakfast and lunch. The meals served at Pioneer meet or exceed the specific nutritional guidelines as set forth by the federal government. Students are given several options they may choose from daily, along with vegetables, milk, and fruit. Student prices are as follows:

Breakfast : Free

Lunch : \$2.00

Payments for school lunch can be made on a daily, weekly, monthly, quarterly, or yearly basis. Payments may be made in the morning from 8:00 to 10:30 and during lunch in the Oakwood Cafeteria. Lunch payments may be given to the office secretary. Please remember to write or enclose a note with your child's name and account number on your payment.

Free and reduced lunch applications are available year round at the district office, Pioneer office, or the Oakwood cafeteria. Students that were eligible for free or reduced meals the previous school year are still eligible until October of this year. A new application must be filled out each year. Applicants are notified within ten (10) days after applying whether or not they qualify for free or reduced cost meals. Every family is encouraged to fill out a free or reduced application. The information on each application is confidential. If you have any questions, please call Tara Johnson, 852-0280.

SKATEBOARDS, WHEELIE SHOES, SCOOTERS, SKATES, ETC.

The Preston School District has a policy which prohibits skateboards, scooters, skates or any similar conveyance from the school district property. Shoes with wheels are also not allowed.

TELEPHONE POLICY

Please try to make after school arrangements prior to sending your child to school. In an effort to maximize instructional time, we want to limit telephone use by students. Students are only allowed to call home after consultation with their teachers. **Cell phones for students are not allowed at school.**

TOYS

Toys are distracting to students and are not to be brought to school unless prior arrangements have been made with the classroom teacher. Please do not allow your child to bring toys to school. VISITORS AND

VOLUNTEERS

All school visitors/volunteers must report to the office before proceeding to any classrooms. After signing in at the office, a school badge will be issued allowing entry into classrooms.

Please consider opportunities to volunteer in classrooms. Your child's teacher may occasionally need help for one-on-one tutoring, small group work, or field trips. We appreciate and welcome those who volunteer. You may want to arrange regular times each week. We encourage you to work with your child's teacher to make the best educational environment.

STUDENT DRESS CODE

We support the idea that what a child wears to school may influence his/her behavior and attitude. For this reason we have adopted the following dress code:

- Clothing shall be modest, clean, and in good repair. Clothing shall not expose tummy, abdomen, back or chest and shall be of properly fitted size as to conceal undergarments at all times.
- Shoulders, midriff, and back should be covered.
- Sleeveless shirts are not allowed.
- Safe footwear is required. Flip-flops, shoes without backs, or open-toed shoes are not safe for P.E. or playground, and are therefore discouraged. Laces must be tied. Socks are to be worn.
- Shoes with wheels or cleats are not allowed.
- No distracting make-up, jewelry, or clothing.
- No hats are to be worn inside.
- No bandannas are allowed.
- Distractive body ornaments, jewelry, accessories, or colored hair that may be distracting to the classroom are prohibited.
- Clothing or appearance which, in the judgment of the administration, draws undue attention and/or is disruptive to the educational process will not be allowed.
- Shirts, jackets, backpacks, or other articles containing inappropriate logos or slogans are prohibited.
- If a student comes to school out of compliance with this dress code, parents will be notified and requested to help bring students into compliance.
- Adherence to these dress and grooming standards as well as all other district dress standards as presently stated will be the responsibility of the student and his/her parents or guardian. District policy will be followed for noncompliance.
- Students should be dressed appropriately as indicated above except that other appropriate dress may be worn to special activities as approved by the principal. These may include such things as 'hat day', 'hair day', etc.

Remember – children have a P.E. rotation class for which they will need to wear proper shoes.

This list is not all-inclusive and can be amended and revised as needed.

STUDENTS

Students have the RIGHT to:

1. Learn in a positive safe environment.
2. Attend scheduled classes.
3. Participate in school functions.
4. Expect reasonable requests by teachers and administrators.
5. Expect others to be honest in both academic and school-related affairs.
6. Expect to be safely transported to and from school.
7. Be informed about class requirements.
8. Be informed about safety procedures.
9. Share their feelings - except when it infringes on the rights of other people.
10. Be protected from physical and verbal abuse by other students and staff members.

Students have the RESPONSIBILITY to:

1. Know their full name.
2. Know parents' names.
3. Know address and telephone number.
4. Know bus driver and stall number in order to get on and off the bus without being helped by brothers, sisters or friends.
5. Bring a book bag every day. A book bag helps to keep students' papers and books together so you can discuss them together when your child gets home.
6. Keep track of their belongings. (Please put name on child's belongings - particularly coats, jackets, etc.)
7. Know and follow the school rules.
8. Be on their best behavior at all times.
9. Dress appropriately.
10. Try their best, regardless of social, emotional, or physical capacity.

PARENTS

Parents and Guardians have the RIGHT to:

1. Expect a classroom atmosphere that permits a meaningful learning place.
2. Expect that a student will not be exposed to verbal or physical abuse.
3. Expect that the disruptive actions of a few will not interfere with the educational process.
4. Be informed of behavior on the part of their child which is jeopardizing their fellow student's right to learn.
5. Be informed of any disciplinary action taken as a result of several continuing infractions, and the right to informally appeal such action.
6. Assume the school staff will meet with them to discuss pertinent problems.
7. Expect every precaution will be taken for complete confidentiality regarding their child.

Parents and Guardians have the RESPONSIBILITY to:

1. Know and understand that the state code requires every parent to properly train, educate, discipline and control their child.
2. Be available, at a mutually agreed upon time, to confer with personnel concerning their child. Constructive dialogue stimulates progress and is welcomed by all.
3. Direct their concerns regarding the education of their child to the professional most directly involved. Handle concerns at the lowest level first.
4. Be financially responsible for any damage to personal or school property committed by their child.
5. Not drop off their child at school before 7:45 AM. (12:10 p.m. for afternoon kindergarten)
6. Make sure their child is in attendance at school and call the office if child is absent.

TEACHERS

Teachers have the RIGHT to:

1. Expect students to maintain an accepted standard of behavior in the classroom.
2. Expect cooperation from the administration and parents in establishing and maintaining a school atmosphere conducive to learning.

Teachers have the RESPONSIBILITY to:

1. Maintain a school atmosphere conducive to learning.
2. Reprimand or discipline students in an appropriate manner.
3. Maintain a reasonable standard of behavior throughout the school facility.
4. Make written discipline referrals to the administration.
5. Enforce the rules and regulations of the district and school.
6. Keep accurate attendance records.
7. Communicate frequently with parents or guardians.

ADMINISTRATORS

An Administrator has the RIGHT to:

1. Make professional interpretations of stated rules and regulations.
2. Promote and encourage support of all school employees in the implementation of district and school regulations.
3. Suspend, recommend for expulsion, or refer to school resource officer those students involved in cases of flagrant and continuing misconduct.

An Administrator has the RESPONSIBILITY to:

1. Execute school board policy and administrative rules and regulations.
2. Treat students, parents, teachers and citizens with the respect due them as individuals and with sensitivity to their differences in ethnic and social background.
3. Maintain an atmosphere which is conducive to educational development and growth.
4. Inform parents of serious or consistent student misconduct and disciplinary actions.
5. Maintain confidentiality in all matters relating to student records.