

CLEAR CREEK ELEMENTARY SCHOOL PARENT INFORMATION

Welcome to Clear Creek School for the 2017-2018 school year!

Arrival and Departure:

Bus Information: If you reside in our school district, you may opt for your child to have the privilege of riding the bus each day. A schedule will be developed during the first few days of school and we will make every effort to ensure that it is consistent. Students should be waiting at their stop 10 minutes before the assigned time and should wait until 10 minutes after the assigned time. Students will not be dropped at their stop unless an adult is present.

Students who come by bus are to enter school through the bus rider entrance. Students are taken to the bus at the end of the school day. Good behavior is expected in all areas of our school including on the bus. Each child will be given the rules for riding the bus and are expected to follow them. Not following the bus rules may result in a loss of this privilege.

Car Riders: Students should be dropped off and picked up at the car rider area and must enter the school near the gym. We will provide staff to assist during the loading and unloading process. Please watch carefully and proceed cautiously as you drop off and pick up students.

Students may only be dropped off and picked up in the car rider lines, NEVER from the parking lot! For the safety of our students, parents parking in the parking lot, waiting for their child's dismissal, will have to wait until all traffic moves through the line before they will be allowed to cross from the parking area to the covered walk area. Parents will not be allowed on the sidewalk during student loading in the car rider area. Parents should remain in their car at all times. Never park in the traffic lanes!

The left lane of the car rider circle will be closed until 3:00. At 3:00, we will open this lane. This is to keep our building accessible for emergency vehicles and to allow visitors to exit our parking lot.

School Time:

Students should arrive at school between **7:30 AM and 7:55 AM**. Students who arrive after 7:55 AM or who are not in their classrooms by 8:00 AM are tardy and will need to sign in at the office. Students who arrive prior to 7:30 AM are to be enrolled and attend PSAM in the cafeteria. (See the information below concerning times and fees for our child care programs.)

Students will be dismissed at 3:00 PM by the intercom. Bus riders will be loaded first; then, car riders will be taken to the car riding area. Students in the car riding area should wait in an orderly fashion by grade level and wait for their name to be called. Children are to wait until the teacher or assistant takes them to their car. Parents are reminded to display your child's name in the car windshield area. **We do not have supervision for students after 3:20 PM. If you need after-school care, please contact PSPM at 697-4945.**

Leaving Early:

Parents should try to schedule student appointments after school hours and on non-student days. If this is not possible, parents should sign out students in the reception area and sign them back in upon returning to school. Your child will NOT be allowed to leave school with anyone you have not listed on the student information sheet! Anyone picking up a student early should be prepared to provide their ID. If you must pick up your child for an appointment, please do so before 2:30 PM. Between 2:30 and 3:00, parents will be required to come through the car rider line to pick up students.

Changes in Mode of Transportation:

Parents are encouraged to follow an established routine as to how their child will get home each day. If this routine changes, the teacher must have a **written note** from a parent notifying them of the change. Students going home with another student must have a written note from BOTH parties confirming the plan. Occasionally, there

may be a need to change your child's transportation plan for some particular reason. Call the school office by **2:30 PM** to notify us of this change in plans. Parents should not call with changes on a regular basis!

School Visits/Items brought to students by Guests:

Anytime an adult comes to the school to have lunch with a student or for a planned program, **he/she must sign in at the reception area and obtain a Visitor Pass.** Anyone coming during the school day to pick up a child will be asked to wait in the reception area for the child to be brought to them. Any item brought for a student during the school day will be left in the reception area and office staff will deliver it to student. Going to the classroom for any reason during the school day is very disruptive. If you need to talk with child's teacher, please call and schedule a conference time.

School Cafeteria:

Our cafeteria staff works hard to provide nutritious meals. Guests are welcome to come for lunch at any time during the year. Please let your child's teacher know when you plan to eat so that the number of guests can be included in our daily lunch count. If you visit your child for lunch, we request that **you not bring food from restaurants.** It is a special event for your child just to have you visit for lunch, so enjoy the lunch being served by our cafeteria staff.

We expect our students to be on their best behavior and exhibit good manners. Each class is expected to observe 10 minutes of quiet time at the beginning of their lunch.

We are participating in the Universal Breakfast again this year. This means all students enrolled at Clear Creek will be provided the opportunity to eat breakfast for free. Breakfast will be served in the classroom beginning at 7:30. We start our school day promptly at 8:00 am so please make sure your student is here so he/she will have the opportunity to take advantage of the Universal Breakfast.

<u>Prices:</u>	<u>Full</u>	<u>Reduced</u>
Student Breakfast	Free	Free
Student Lunch	\$2.40	\$. 40
Adult Lunch	\$3.25	
Extra Milk	\$.50	

Lunch may be paid for daily, in advance, or online from our school site at the HCPS website www.henderson.k12.nc.us. Charges will not be allowed without prior approval. All charges are to be paid in full at the end of each week. Students who owe money to the cafeteria cannot purchase additional food items. The money they bring will be applied to the amount they owe. The cafeteria will send an invoice home with the child if money is owed.

Students may opt to bring their lunch or eat the meal provided by the cafeteria staff. If you pack your child's lunch, we ask that you send an alternative to soft drinks. Soft drinks do not support the student wellness plan for healthy children. **Neither students nor parents are allowed to bring meals from an outside commercial source!**

An application for free or reduced meals will be sent home with your child. If your income changes during the school year, contact the school for the necessary adjustments.

Student Dress Code

School dress should be appropriate and proper so as not to cause disruption in the learning process. Clothing which advertises drugs, alcohol, tobacco, or violence; or has an inappropriate phrase or logo is prohibited. On PE days, students should wear appropriate shoes for physical activity. Pants should be worn properly around the waist. Flip flops are not allowed on PE days and shoes with cleats or wheels are not allowed at any time. Boys must wear shirts with sleeves. Girls must wear tops with shoulder straps at least two inches wide and the length

of shorts, skirts, and dresses must not be shorter than fingertips when standing with arms at sides. All students should wear clothing that does not allow their underwear to be visible.

Before and After School Child Care: PSAM and PSPM:

Child care is available for a fee. Your child MUST be registered in order to use either program! For further information, contact the program director at 697-4945 during the scheduled times.

PSAM (6:30 AM – 7:55 AM)	\$ 4.00 per day per child
PSPM (3:00 PM – 6:00 PM)	\$10.00 per day per child
Teacher Workday	\$22.00 per day (student must bring their lunch & drink)
Registration Fee	\$30.00 per child or \$40.00 per family

Parents must reserve days and make advance arrangements on Friday for the following week of care. Drop-in care is not provided. Credit WILL NOT be given for days purchased and not used unless schools close for an unforeseen reason or because of a family emergency.

Cell Phones/Electronic Games/Toys:

Students are never allowed to bring cell phones, electronic games, or toys to school. If one of these items is removed from a student’s possession, it will be kept in the teacher’s room or the principal’s office until a parent comes for it.

Sending Flowers and Gifts to Students

It is permissible to send flowers and gift items to students on special occasions. We do not disturb classes to give these deliveries to your child. Students will be called to the office just prior to dismissal to pick up the item. If you choose to send flowers or gifts, please keep the size in mind. If your child is a bus rider and we consider the item too large or too distracting to go home on the school bus, we will call you to come and pick up your child as a car rider.

School Messenger:

Henderson County Public Schools uses a phone system called School Messenger to notify parents of early dismissal due to bad weather or other emergencies. Clear Creek School will also be using this system from time to time to notify parents of special events at our school. **Please DO NOT call the school for school closing information!** You will be notified by phone as soon as this information is available. Make sure your child’s teacher knows what your child is to do in case of early dismissal. The number we have on file as your “Home Number” will be the number this messaging system will call. It is important that we have a current home phone number for you at all times in order for you to receive these messages.

High Expectations:

Clear Creek Elementary is known for its hard working, high achieving students. We work hard to earn the respect and support of parents and our community as we strive to provide a high quality education.

We have the following expectations for our students:

- to be well-behaved, considerate of classmates and staff, and to exhibit good manners
- to be at school every day and to be on time every day
- to be prepared for class with completed assignments and evidence of effort to meet grade level expectations
- to be well-behaved on the bus
- to be willing to take pride in our school and to help keep it clean and safe
- to respect and appreciate all of our staff members

We look forward to working with our Clear Creek families during the upcoming year!