

Venice Heights Elementary School Supplemental Handbook 2006-2007

Venice Heights Elementary School Mission

*At Venice Heights,
we learn and prepare for life*

SCHOOL GOALS

1. Venice Students will be at/or above grade level in all areas as measured by DRA, QRI, OOPT, IEP, OPT, and short cycle assessments as available.
2. Venice Students will demonstrate appropriate character as measured by satisfaction surveys of staff, parents/community, and students.
3. Venice staff and students will promote a safe environment as measured by accident reports and suspensions.

ARRIVAL

As students arrive at school they are to go to the back playground, unless there is bad weather. Because all ages of students with differing skill levels are on the playground in the morning (unlike at noon recess when students are divided up by age), children are not to play on equipment, but are to stay on the blacktop. An important school rule is to keep hands and feet to self; if this rule is violated, playtime will be suspended. Children will be admitted to the building at 7:50 a.m.

HALLWAY BEHAVIOR

Our hall floors can be very slick. To avoid accidents we ask students not to run, swing bookbags, and to keep their hands and feet to themselves. To avoid missing their bus at dismissal, students should go directly to their bus line. They are not to visit other children upon leaving their classroom, pick up friends or relatives at other rooms. If students meet their friends and relatives at the bus line we can then be more assured that everyone gets on the correct bus.

VISITORS

Parents and visitors are always welcome in our school. However, they must enter through the main doors in the front of the building and proceed to the office to sign in. A visitor's badge must be worn while in the building. Upon exiting, the badge must be returned to the office and the visitor must sign-out. All staff members are asked to look for this badge and to send visitors to the office who do not have one.

MEAL TICKETS AND TOKENS

Tickets and milk tokens are purchased each morning beginning at 8:00 a.m. Tickets may be purchased daily, by the week, or for longer periods of time. After tickets and/or tokens are purchased, they are given to the classroom teacher. PLEASE SEND MONEY IN A SEALED ENVELOPE WITH YOUR CHILD'S NAME, ROOM NUMBER, AND INSTRUCTIONS ON THE OUTSIDE.

LUNCHROOM AND RECESS PROCEDURES

Lunchroom and recess are divided into 2 sections.

Students are escorted to the lunchroom by classroom teachers. Students will line up by classes in an orderly manner. No cutting ahead in line permitted. Quiet voices or no talking will be observed while in the hallway in order to not disturb other classes still in session.

As some students “forget to eat” because they are so busy talking, and because younger students are often intimidated by all the noise and confusion in a lunchroom, the cafeteria will observe some quiet time while eating. Quiet time lasts until all students are seated. Once all students are sitting they may use inside voices to converse with a neighbor.

After recess children will line up by classes at their respective assigned spot. Recess Duty Teachers will escort the students into the building. Students may not leave the lunchroom or playground without a recess duty personnel’s permission.

PLAYGROUND RULES

1. No balls or playground equipment other than school equipment will be used on the playground.
2. “Keep your Hands to Yourself” – no pulling or grabbing of jackets or clothing.
3. No rough games.
4. No name calling or fighting.
5. Do not leave the playground for any reason without the permission of the teacher on duty.
6. No kicking of the red playground balls.
7. All play stops on the bell or whistle. Students should go directly to their class lines. Teachers should not bring students into the building until they are quiet and orderly.
8. Report all injuries to the teacher and to the office. The school accident report should be filled out on any serious injuries. Parents should be notified when a child is injured on the playground.