

Loyd Elementary School Calendar

SY 2009-2010

03	August	Monday	Teachers/Support Personnel First Day & In-Service Day	
04-06	August	Tues-Thurs	Teacher Pre-Planning	
06	August	Thursday	Parent Orientation	
07	August	Friday	Students' First Day of School	
10-21	August	Mon-Fri (2 weeks)	PTO Magazine Sale	
31 Aug-4	September	Mon-Fri	Book Fair	
01	September	Tuesday	Open House 6:00 to 8:00 p.m.	
07	September	Monday	Labor Day – Holiday (No School)	
17	September	Thursday	Pie Initiation – 2:00 to 3:00 p.m.	
18	September	Friday	Fall Pictures	
25	September	Friday	Hispanic Heritage Day	
08	October	Thursday	End of First Quarter (44 days)	
09	October	Thursday	Teacher In-Service Day – Student Holiday	
12	October	Monday	Columbus Day Holiday (No School)	
23	October	Friday	Teacher In-Service Day – Student Holiday	
30	October	Friday	Report Cards Go Home	
05	November	Thursday	Thanksgiving Luncheon	
10	November	Tuesday	Reading Night 6:00 to 8:00 p.m.	
11	November	Wednesday	Veterans' Day – Holiday (No School)	
17	November	Tuesday	Native American Day	
23-27	November	Mon-Fri.	Thanksgiving Holiday (No School)	
15	December	Tuesday	Winter Holiday Program 7:00 to 8:30 p.m.	
19	December	Friday	End of 2 nd Quarter (44 Days)	
21-31	December	Mon-Thur	Winter Holiday (No School)	
01	January	Friday	New Year's Day (No School)	
04	January	Monday	Teacher's Work Day – Student Holiday	
05	January	Tuesday	School Resumes	
11	January	Monday	Report Cards Go Home	
15	January	Friday	Mathorama (Math Activities during the day)	
18	January	Monday	Martin Luther King, Jr. Day – Holiday (No School)	

15	February	Monday	President's Day – Holiday (No School)
26	February	Friday	Black History Day
11	March	Thursday	End of 3 rd Marking Period (46 days)
12	March	Friday	Teacher Work Day - Student Holiday
22	March	Monday	Report Cards Go Home
02	April	Friday	Hobby Day
05-09	April	Mon-Fri	Spring Break
12	April	Monday	School Resumes
22	April	Thursday	Earth Day
30	April	Friday	Multicultural Night 6:00 – 8:00 p.m.
10-14	May	Mon-Fri	Book Fair
11	May	Tuesday	Spring Concert/Volunteer Recognition 7:00-8:30 p.m.
13-14	May	Thurs-Fri	Field Day
24	May	Monday	Asian Pacific Day
21	May	Friday	Teacher Work Day - Student Holiday
27	May	Thursday	Last Day of School/ Report Cards Go Home
28	May	Thursday	Last Day for Teachers/School Level Personnel
29 May-4 June		Fri-Thurs	Potential Makeup Days in the Event of Missed Instructional Days



DoDEA COMMUNITY STRATEGIC PLAN

2007 - 2011

VISION

Communities Committed to Success for ALL Students

MISSION

To provide an Exemplary Education that Inspires and Prepares ALL DoDEA Students for Success in a Dynamic Global Environment

GUIDING PRINCIPLES

- **Success for ALL Students**
- **Trust and Respect for Others**
- **Uncompromising Advocacy for Students**
- **Development of Lifelong Learners**
- **Equal Access to Quality, Rigorous Education**
- **New and Motivating Challenges to Inspire Excellence**
- **Teaching with high Expectations**
- **Safe and Stable Learning Environment**

GOAL 1 *Highest Student Achievement*

All students will meet or exceed challenging standards in academic content so that they are prepared for continuous learning and productive citizenship.

GOAL 2 *Performance-Driven, Efficient Management System*

DoDEA will use performance-driven management systems that operate in a timely, efficient, and equitable manner; place resource allocation and decision-making at the lowest operational level; and facilitate a safe environment conducive to optimum student achievement.

GOAL 3 *Motivated, High Performing, Diverse Workforce*

The DoDEA workforce will be motivated, diverse, and committed to continuous professional growth and development resulting in exemplary performance and optimum student achievement.

GOAL 4 *Promoting Student Development through Partnerships and Communication*

Every level of DoDEA will develop, promote, and maintain partnerships and communications to enhance student

LOYD ELEMENTARY SCHOOL

Vision Statement

At Frank R. Loyd Elementary School we are “Working Together Moving from Good to Great”

Mission Statement

The mission of Frank R. Loyd Elementary School is to facilitate the highest academic success for each learner by embracing diversity, providing 21st century strategies, and utilizing assessments and accountability for optimal student learning.

Statement of School Beliefs/Guiding Principles

- We believe that all students can learn and be successful.
- We believe that all students are to be treated with respect and learn to respect one another and adults.
- We believe that students are granted a safe student-centered and conducive to learning school environment.
- We believe that children succeed when teachers, parents and students work together, each accepting their responsibility.
- We believe in flexibility to adapt to children’s different learning modalities.
- We believe in building character, citizenship and leadership to prepare our children for a changing world.
- In order to adapt to this changing world, we believe that teachers and students need to move toward 21st Century teaching and learning, we believe teachers as well as students need to be lifelong learners.
- We believe in catering to the needs of the military child.
- We believe in cultural awareness, celebrating diversity and respecting these differences.

ELIGIBILITY

Students can attend the Fort Benning Dependent's Schools only if they fall into one of the following categories:

- Sponsor resides in permanent housing on post.
- Sponsor has been notified of availability of post housing within 90 days and presents a letter obtained from housing showing the estimated waiting time.

Registration is on-going throughout the school year. New students should be registered at school as soon as possible after parent/guardian knows they will be moving on the spot.

Any student who begins the school year may complete the year, regardless of the sponsor's status. If a family is not in permanent housing within 90 school days OR if housing is refused, students must be withdrawn from school.

ENTRANCE REQUIREMENTS

- **Proof of Age:** A certified birth certificate from the Department of Vital Statistics. The certificate must include the parents' names and cannot be a pocket card or hospital/congratulatory certificate. A child enrolling in-
 - Pre-school must have attained the fourth birthday on/before September 1.
 - Kindergarten must have attained the fifth birthday on/before September 1.
 - First grade must have attained the sixth birthday on/before September 1.
- **Immunization Record:** A Georgia Certificate of Immunization indicating that required shots have been received to include the Hepatitis A & B and a second varicella shot. Documentation must be available to the school within 10 days from the first day of school. This regulation will be strictly enforced.
- **Social Security Number:** Enrollment regulations require that student's social security number be furnished.
- **A copy of current orders and/or Sponsor's ID card.**
- **Telephone numbers are required at registration. Please keep all phone numbers and contact information up-to-date.**

WITHDRAWAL FROM SCHOOL

When withdrawing from school the office should be notified at least five (5) days in advance of the student's withdrawal from school so that his/her records may be prepared. After 2:00 p.m. on the student's last day in school, if proper notification was given, a copy of all records will be given to the parents to hand carry to the next school.

When a the sponsor of a student is under orders for permanent change of station (PCS), which necessitates

withdrawal of a student before the end of the school year, but after May 15th, or 20 or less days from the end of school, the child will be promoted if the quality of work to that time is such that the child would have been promoted had he/she completed the school year. (DoDEA 1005.1 Manual, paragraph 14.5 Accelerated Withdrawal)

ARRIVAL AT SCHOOL

Students are to arrive at school between 8:15 a.m. and 8:45 a.m. Students may NOT be dropped off before 8:15 a.m. since supervision for students does not start till 8:15 in the morning.

Breakfast at school starts at 8:15 a.m. and ends at 8:40 a.m. If your child is a car rider and is going to have breakfast, he/she needs to be dropped off on time at the designated area at the circle in front of the school since the cafeteria stops serving breakfast at 8:40.

A car rider not having breakfast reports straight to his/her classroom after being dropped off at the entrance no earlier than 8:15 a.m.

Classroom activities begin promptly at 8:45 a.m. If a child arrives at school after 8:45 a.m., the parent will need to park in the parking lot and come in and sign the student in so that they can get a tardy slip to be admitted into the classroom. **Parking in the circle is not allowed at any time.**

In the mornings **only**, parents that are bringing students to school will drop them off at the circle in front of the school and immediately move to keep the traffic flowing. Students will be met at the entrance by school personnel.

At the end of the day parents picking up their children will follow the arrows in the parking lot to line up for after school pick up.

During school hours the only authorized parking is in the designated area in the parking lot, never on the side of the building, in front of the school or on the side of the road. We need to keep the circle area open at all times. In the event of an emergency, this is where the emergency vehicles will park.

PRE-K STUDENTS MORNING & AFTERNOON PICK UP

Parents will line up behind the bus and as the bus leaves, parents will move up to pick up their child. On rainy days parents will line up at the back awning, behind the bus on the side of the school.

Afternoon Pre-K will be picked up by the teacher at the bus lane. Car riders will be picked up there too. If it's a rainy day children will be picked up at the back awning. If any students are picked up from school during or at the end of their school day, while parents sign them out through the office, the office staff will call the classroom for the child to come to the office and meet the parent.

SCHOOL HOURS

Our school follows a different schedule on Tuesdays when students are released earlier. Please take note of these specific dismissal hours.

Grade	Regular Hours	Tuesday Hours
Pre-K AM Session	8:45 – 11:15 a.m.	8:45 – 10:30 a.m.
Pre-K PM Session	1:00 – 3:30 p.m.	12:30 – 2:15 p.m.
K-5	8:45 a.m. – 3:30 p.m.	8:45 a.m. – 2:15 p.m.

School phones: 706-544-8964, 706-544-8962

Website: <http://www.am.dodea.edu/Benning/Loyd/>

END OF SCHOOL DAY

The school day ends at 3:30 p.m. Parents that pick up students must be in line promptly at 3:25 or before at the assigned area in the parking lot. Traffic should flow to the circle where employees will deliver the student to parents. Parents of children that are not picked up will be contacted immediately. Adult supervision at the end of the day ends at 3:45 p.m. If parents are not found – emergency contact will be called. If that fails, appropriate authorities will be contacted.

SCHOOL POLICIES:

CLASSROOM ASSIGNMENTS:

Placement of students is one of our primary concerns. Careful consideration is given to try and place the child in the best educational setting where his/her abilities could be developed to a maximum. *The school administration will make the final decision in terms of what is best for that individual student and the whole school.*

AFTER SCHOOL CLUBS

Loyd has several after school clubs. A notice will be sent home announcing the different clubs. Clubs will run from 3:45 to 4:30 p.m. Since transportation is not provided, participants will have to be picked up. *Children need to be picked up promptly at 4:30 p.m., after this time there is no adult supervision for these children. Club sponsors can not be held responsible for students that are not picked up on time.*

OVERCROWDING OR LOW ENROLLMENT

On occasion, our classes may grow in student population beyond an expected or desirable student-teacher ratio. In such cases, an additional class may be formed with a new teacher. Students from the overcrowded classes may be moved to the new class to ensure the most desirable, appropriate placement for all. Should this occur, a random drawing will be held to identify students who will change teachers. The principal will ensure a fair procedure by random means. Should special circumstances alter this procedure in anyway, parents will be informed of the necessary changes.

If enrollment in a classroom is too low, the need to create a multiage classroom is also a possibility, (1st & 2nd, 3rd & 4th, etc). In such case, parents will also be notified.

ATTENDANCE

In order for a child to be successful in school, attendance is essential. Illness or emergencies are the only legitimate reasons to be absent. It is the responsibility of the student, parent, and the school district to see that children attend school regularly.

Parents will be notified of excessive absences and/or tardiness at each of the following:

- 3 days – phone call and/or letter to parents.
- 7 days – conference with parent and administrator.
- 10 days – request for command sponsored assistance.
- Attendance policy varies for Pre-K since a child could attend Pre-K, but it is not mandatory.

Our mission is to educate all children to their optimum level of academic performance. As your child's parent and sponsor, we are counting on you to ensure that your child does not miss school unnecessarily. We firmly believe your child will benefit academically, as well as develop good work habits for his/her future.

REGULAR INSTRUCTIONAL PROGRAM

The school curriculum is designed to provide the children with a variety of broad flexible experiences that will enable them to become democratic, socially responsible and self-directed members of society.

The following is a brief outline of the program of instruction:

- A. English, Language Arts, which includes reading, writing, listening, speaking, spelling and literature
- B. Social Studies, which includes history, geography, and citizenship
- C. Mathematics, which includes computation and problem solving
- D. Science/Health, which includes everyday living and an introduction to the scientific world
- E. Physical Education, Art, Music, and Guidance



STANDARIZED TESTING

Standardized achievement tests are administered annually to students in grades 3-5 to guide instruction in the classroom. The results of these tests provide a continuing record of each student's needs and progress. The assessments are also utilized in the Community Strategic Plan. Assessments that are administered throughout the year include:

- Developmental Reading Assessment (DRA) for students in grades 1-3.
- Terra Nova Multiple Assessment for students in grades 3-5.
- National Assessment of Educational Progress (NAEP) for students in grade 4.
- Social Studies Criterion-Referenced Test for grade 3.
- Science Criterion-Referenced Test for grade 5.

FACULTY

The Loyd School Faculty is qualified and certified in accordance with Georgia Professional Teacher Standards Department of Education and the Department of Defense Education Activity. The faculty includes a media specialist, an art teacher, a music teacher, and a physical education teacher. We have a Spanish & Gifted teacher and also a teacher who provides services for students with communication, emotional or learning impairments. Loyd has a guidance counselor and a school nurse.



Teachers' duty hours are 8:15 a.m. to 3:45 p.m. If you need to contact a teacher, please call in the afternoon after classes have ended (3:30 – 3:45 p.m.) or you may call the office during the school day and leave a message asking the teacher to return your call

PROGRESS/REPORT CARDS

There are four reporting periods which last nine weeks each during the school year. Report cards are distributed at the end of each period.

A mid-term deficiency report or conference will be issued when a student is not working to his fullest potential. If you receive a mid-term report, try to schedule a conference immediately to work with the teacher for your child to improve performance.

PROMOTION/RETENTION

A student's promotion from one grade level to the next must depend on the student's academic progress, attendance, and social, emotional and behavioral readiness to profit from instruction at the next grade level. Academic and personal progress shall be measured in terms of achievement of the schools' goals and objectives.

The decision to promote or retain a student will be made in the best interest of the student by the Placement Committee. The Placement Committee (classroom teacher, counselor, Special Services & Principal) is responsible and will make the decision to promote or retain a student based on academic

progress and child's best interest. After this meeting parents/guardians will be requested to meet with the classroom teacher and principal. Input from parents will be considered.

PARENT TEACHER CONFERENCES – These conferences are scheduled when needed to provide an opportunity for personal and direct two-way communication between the home and the school. A conference can be arranged by a parent or teacher. When the teacher requests a conference with you, please consider the following points:



- Answer as quickly as possible the teacher's note requesting the conference.
- Since the teacher usually has several conferences scheduled, it is important that each parent be punctual for their conference and abide by the time set. If more time is needed, arrange for another conference.
- Avoid canceling the conference. Please notify the teacher as soon as possible if conference must be canceled. Send a note to the teacher or telephone the office.
- Come to the meeting without children, we need your undivided attention.
- Avoid discussion about other parents, students or teachers.

STUDENT SERVICES

CHILD FIND

Special Education Services are available to all students including preschoolers. If you have concerns regarding your child's academic, physical, social, or language development, please contact the child's teacher or the principal. Preschool children ages three and four years with developmental delays, physical disabilities, or speech-language problems may be eligible for services. Contact Loyd Elementary School Principal if you are concerned about your preschooler. For infants and toddlers, ages 0-2, please contact Educational and Developmental Information Services.

FORT BENNING SCHOOLS SPECIAL EDUCATION

Fort Benning Schools are proud of their special education programs in the areas of learning disabilities, developmental disabilities, emotional/behavior disorders, physical disabilities, intellectual disabilities, and speech/language disorders.

School psychologist, occupational and physical therapy at the district level, are also available as part of the Special Ed Programs.

SPECIAL SERVICES

- ***Speech/Language and Hearing*** – Children with speech/language or hearing disabilities are served by a speech/language pathologist. Children with possible problems are identified through teacher and/or parent.
- ***Learning or Emotional Impairments*** – Qualified interrelated special education teachers serve Loyd School. Children with learning or emotional impairments are served according to their individual needs.

LIFE SKILLS

Besides academics, Loyd School offers our moderate to severe Special Education population a basic life skills program.

A case study committee consisting of classroom teachers, special education teachers, administrators, counselors, nurses, parents, etc., meet regularly to plan and implement educational strategies for students experiencing difficulty in any part of their school program.

OTHER SERVICES

GIFTED EDUCATION – Gifted education students are defined as those who exhibit extremely high performance and capability. Students identified through multiple measures will be provided differentiated instruction as well as social and emotional support.

Students referred for gifted education review or entering Fort Benning Schools will implement the DoDEA eligibility requirements for gifted education. Students currently enrolled in the program do not have to meet the new requirements and will continue in the program.

Review Committee will determine each student's eligibility status. After reviewing a student portfolio, the committee will determine if a student is eligible, ineligible, or monitored.

READ 180 – In order to assist students who have difficulty reading in grades 3-5, we have the Read 180 Program. By using Guided Reading computer instruction, silent reading and whole group instruction, students are assisted in mastering reading.

SPECIAL AREAS – The Fort Benning Schools offers a diverse range of specialized instruction. Art, Music, Physical Education, Library and Guidance are taught in a rotational schedule. Each discipline has varied subject matter, concepts, skills, vocabulary, and a means of communication and expression. The **DARE Program** is also an integral part of the fifth grade student curriculum.

Spanish – In order to promote the acquisition of a second language, Spanish is offered to students from kindergarten through third grade. Students follow a curriculum and are assessed to determine growth.

RELEASE OF STUDENTS TO PARENTS, GUARDIANS OR EMERGENCY CONTACTS

The safety and security of Loyd students is extremely important for us. Students will only be released to parents, guardians or emergency contacts. The emergency contact needs to be someone in the local area or with immediate access on post. Make sure the emergency contact knows before you list his/her name and phone number. When coming to pick up a child, the person needs to show a picture ID. If there is a custody dispute, please inform the school as soon as possible of any restraining orders by providing proper documentation.

It is imperative that you notify the school of any changes in home phone numbers and sponsor's unit/work phone numbers, and emergency contact numbers. We must be able to reach you in the event of an emergency.

CLASSROOM VISITS

Sign-in Policy for Visitors

In order to provide the safest possible environment for our children, and the fewest interruptions in the instructional day and as a safety precaution it is imperative that:

- You enter and exit through the front door only, all other doors are locked during the school day.
- You sign in and leave a picture ID with the office staff and in turn you will be given a visitor's pass.
- *You are always welcome in your child's classroom, but in order to maximize instructional time, we ask that you not interrupt the teacher during instruction.*
- *If you wish to visit your child's classroom for a special project, activity or volunteer to help, please schedule a time with the teacher.*
- *If you wish to observe in your child's classroom, please contact the principal to schedule a time that is best for you.*
- *When observing in your child's classroom or volunteer in the school, we ask that you make child care arrangements for younger brothers and sisters. This helps to minimize classroom interruptions, which take away from instructional time.*
- *Visits from parents or guardians should be limited to the classes in which they have children enrolled.*
- *Visits to the same classroom more than once a week need to be scheduled with classroom teacher.*
- *It is requested that you not involve the teacher in any discussion and if a conference is needed the teacher can schedule it either after school or during the teacher's planning period.*
- Parents are cordially invited to visit for lunch and eat with students occasionally. Please call the cafeteria office **(706-544-8980)** to make arrangements.

School Age Visitors

- **We do not interrupt the educational process by having school age relatives or friends visiting our school during the academic day.**

We take safety very seriously and will not tolerate any violation that can jeopardize our security plan, so your cooperation in following safety guidelines is greatly appreciated!



SAFE SCHOOLS

School safety is a priority in the Fort Benning Schools. In the wake of school violence throughout the world, it is important to analyze the causes of violence and implement preventive measures to assure that every student and adult will feel secure in the school environment. Fort Benning Schools will implement a system-wide **BULLY PREVENTION** program as a part of the Safe Schools and Character Education program.

Bullying has been defined as a means to have power over another and it takes many forms: physical, verbal, and indirect such as gossip and isolation. Bullying leaves long-lasting scars for its victims. Bullies have a higher incidence of antisocial behavior, domestic violence, and crime as adults. Society pays a heavy toll for tolerating bullying behavior and bullies.

“SAFE SCHOOLS” in the GA/AL DISTRICT

School security is a national concern. Throughout the United States, youth crime and violence threaten to undermine the safety of our students’ learning environment. Since the Domestic Dependents Elementary and Secondary Schools (DDESS) represents a cross-section of Americana, all partners in our community education process must understand and support the principles underlying a safe and secure learning environment as applied to creating a safe school. The underlying principles all relate to student rights to a safe and secure learning environment free from the threat or fear of physical violence; free from drugs, alcohol, weapons and other prohibited items; free from hazing, bullying or intimidation; and free from gang or criminal activity.

The Department of Defense Education Activity (DoDEA) follows guidance for the Department of Defense and also issues instructions and policies concerning our schools. DoDEA Regulation 205.1, Disciplinary Rules and Procedures (August 16, 1996) outlines student conduct expectations and disciplinary consequences that may be invoked when the conduct of a student poses an immediate threat to his/her safety or the safety of others in the school. This regulation is supplemented with interim guidance which updates and standardizes the policy and procedures for disciplinary action for all students enrolled in schools under the Department of Defense Domestic Dependent Elementary and Secondary Schools issued June 28, 2005. These student conduct expectations apply to student conduct that is related to a school activity while on school property; while en route between school and home, to include school buses; during lunch period; during or while going to or coming from all school-sponsored events/activities that affect the missions or operations of the school or district including field trips, sporting events, stadium assemblies, and evening school-related activities.

Violence, threats of violence, prohibited items, gang or criminal behavior, and bullying or intimidation will not be tolerated. Perpetrating a bomb threat or complicity in the act is grounds for expulsion. Additionally, local military regulations and laws may authorize criminal prosecution for such actions. Therefore, it is incumbent upon all community education partners - students, parents, military leaders, administrators, faculty and staff – to understand the serious nature of actions violating the principle student freedoms and the scope of authority over infractions as outlined in DDESS Interim Guidance for Student Discipline. The administration at each school is responsible for the management of student behavior. Specific rules and regulations are outlined in the student

handbook for each school. If you are interested in obtaining a copy of the **Department of Defense Domestic Dependent Elementary and Secondary Schools Guidance for Student Behavior**, please access the DDESS website for a copy.

Loyd School will follow the **Guidance for Student's Discipline** which was developed on June 28, 2005 by the Department of Defense Domestic Dependant School (DDESS). These guidelines will apply to any student enrolled in any of our DDESS schools. The following excerpt lists the grounds for discipline including suspension and expulsion. A copy of the 45 page document is available in the office for anyone wishing to review it and also on the DDESS website.

ENCLOSURE 2

GROUNDS FOR DISCIPLINE INCLUDING SUSPENSION OR EXPULSION

E2.1. General. This enclosure describes student conduct that might be subject to a disciplinary action or consequence and provides a degree of guidance as to the seriousness of offenses. However, this Guidance does not list every offense nor does it dictate the seriousness of any particular offense. Instead, it describes categories of conduct with sufficient specificity to inform the student of the type of conduct which may result in disciplinary consequence and is intended to alert Principals to their flexibility in assessing the seriousness of offenses for purposes of determining the appropriate consequence. The student conduct subject to disciplinary sanction concerns student conduct:

E2.1.1. While on school property,

E2.1.2. While in-route between school and home, including when on school-owned or operated or chartered buses,

E2.1.3 During lunch period whether on or off campus,

E2.1.4 During or while going to or from all school-sponsored or school-supervised events/activities that effect the missions or operations of the school or district including field trips, sporting events, stadium assemblies, and after school related activities to include evening school-related activities.

E2.2. School Bus Discipline. Additional rules of student behavior and disciplinary procedures applicable to students en route by bus between home and school and/or school-sponsored events and activities are contained in the Student School Bus Behavior Management Policy. The existence of a separate list of school bus disciplinary rules does not mean that infractions of school bus discipline are excluded from the list of infractions section in this section, or that actions must be assigned separately from other school disciplinary concerns. However, the school has the discretion to assign disciplinary actions for school bus infractions solely within the context of school bus transportation, or as a part of school discipline generally, except when school bus discipline would interfere with the free appropriate public education of a child with disabilities. When disciplinary action might affect a student's special education program, the procedures

described in enclosure 5 concerning the disciplinary procedures for students with disabilities must be followed.

E2.3 Additional Guidance at the School/District Level. In addition to this guidance, individual schools, school districts or directorates may promulgate student manuals that implement the procedures of this Guidance.

E2.4 Discipline for Minor or First Offenses. A student may be disciplined for relatively minor or first offenses, through the use of written or oral reprimands or notice to parents, in-school suspensions, alternate in-school temporary placements (formerly referred to as “time out”), teacher/student/parent conferences, suspension of school extracurricular privileges, and by any other teacher intervention deemed by the teacher or school administrator to be appropriate. Grade reduction is typically not an appropriate means of discipline, but may be used to the extent that the student refuses to or fails to participate in the classroom. These minor offenses include any conduct that is not conducive to the good order and discipline of the school. Examples of conduct for which minor discipline may be appropriate include, but are not limited to: tardiness, unexcused absence, chewing gum or eating food in class, being unprepared for class, running or horseplay in the halls or classrooms, cheating or lying, possessing items in violation of school rules, use of offensive or vulgar language, minor failing to follow instructions, disrupting the class by talking, laughing, or wandering about when the teacher determines that such conduct is inappropriate to the classroom activity, and engaging in inappropriate behavior on the school bus. Nothing in this paragraph precludes the imposition of more serious disciplinary actions, such as suspension or expulsion, when a student engages in repeated or multiple acts of misconduct which individually might not warrant suspension or expulsion, and/or when the teacher or Principal determined that the offense, in the context of all circumstances, warrants a more severe consequence than contemplated by this paragraph. Also, the disciplinary authority must decide whether conduct described in this paragraph, which may also be described below, should be punished under the succeeding paragraph.

E2.5. Grounds for Suspension or Expulsion. A student may be suspended or expelled from school, if the Principal or, in the case of suspension over 10 days or expulsion, the disciplinary committee determines that the student has:

E2.5.1. Caused, attempted to cause, or threatened to cause physical injury to another person, or has threatened to use or has used physical force against any person.

E2.5.2. Engaged in substance abuse, including, possessing, using, selling, dispensing or being under the influence of any illegal/controlled substance. A mandatory expulsion recommendation is required for a second offense.

E2.5.4. Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia as defined in 21 USC 863.

E2.5.5. Committed or attempted to commit robbery or extortion.

E2.5.6. Damaged or attempted to damage personal or real property. This includes property owned, leased or used by the school or that is encountered in connection with

school activities including property that belongs to or is owned or used by the school, government, vendor, contractor, or any private person.

E2.5.7. Stolen or wrongfully appropriated, or attempted to steal or wrongfully appropriate, and/or knowingly receive the stolen property of another, whether the property is owned by the school, the government, a vendor, a contractor, or is the private property of an individual

E2.5.8. Possessed or used tobacco, or any containing tobacco or nicotine products or any herb, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, including snuff, chew packages, and betel nut.

E2.5.9. Committed any lewd, indecent or obscene act or engaged in habitual profanity or vulgarity.

E2.5.10. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other personnel engaged in the performance of their duties. This provision includes not only horseplay and other disorderly conduct, but also included tying to and/or making false statements to school personnel, violation of school honor codes or other rules and guidance's established for an orderly educational atmosphere.

E2.5.11. Gambling in any form.

E2.5.12. Engaged in conduct, including fighting, that endangers the well-being of self or others.

E2.5.13. Presented him or her self without authorization in the school, or the school grounds, or on school buses or failed to leave promptly after being told to do so by the Principal of staff member in charge.

E2.5.14. Engaged in the unauthorized use of portable communications devices (including beeper and cell phones), electronic games, portable radio and/or compact disc players, iPods, personal computers or other electronic devices during classes, unless specifically authorized by the Principal or DDESS educator. Such equipment and devices are subject to confiscation by school authorities.

E2.5.15. Use of cell phones during class, except in emergency situations that threaten the safety of personnel in the school or when specifically authorized by the DDESS educator or Principal.

E2.5.16. Cursed, gestured, or verbally abused any person, including but not limited to conduct involving abuse or harassment based on that person's race, religion, gender, creed, national origin, personal or physical attributes, disability, intellectual ability, or sexual orientation.

E2.5.17. Engaged in vandalism, arson, or any threat to bomb, burn, or destroy in any manner a school building or school property.

E2.5.18. Forged school documents, cheated on school projects or tests, or plagiarized the work of another.

E2.5.19. Use or possession of fireworks or any other explosive device.

E2.5.20. Violated attendance rules.

E2.5.21. Violated the terms and conditions of the DDESS student Computer and Internet Access Agreement, or used or gained access without proper authority to computer, software telecommunications, and related technologies; and engaged in any willful act that causes physical or financial damage, or otherwise disrupts information technology; or use of a computer to communicate threatening, harassing, or indecent messages, or to download obscene materials.

E2.5.22. Violated any law, rule or regulation of the military installation or school.

E2.5.23. Been complicit in the violation of any rule described above. In addition to the specific grounds for imposing discipline that are described above, students who have knowledge of, or who participate in the misconduct of others may also be disciplined as deemed appropriate. Students have an affirmative duty to report and must promptly report to their teacher or Principal knowledge of offenses that violate law, rule or regulations, or that threaten the safety or personal security of any student or other person on school grounds or engaged in school activities. Failure to do so may be grounds for discipline.

PLAYGROUND RULES

School playgrounds are to be used by Loyd students **ONLY** during school hours for safety and security reasons.

School cannot be responsible for children which are not registered at Loyd.

**DRESS CODE
FOR LOYD ELEMENTARY SCHOOL STUDENTS
SY 2009-2010**

We hope this standard of dress will foster an environment of school pride and maintain/improve our safety, order, and discipline while maintaining focus on academic achievement. The first requirement of quality education is to create a safe and disciplined learning environment. The objective of the code is to minimize disruptions and distractions that can be caused by inappropriate attire. This code which ensures a good learning environment includes all students Pre-K through fifth grades.

ALL CLOTHING (SHIRTS & PANTS) AND OUTER WEAR MUST BE SOLID IN COLOR

Acceptable fabrics are cotton, cotton blends, corduroy, wool, or denim. No spandex, nylon, leather, or leather-like material is allowed.

SHOES

Shoes must be low-heeled with closed toe/heel and be laced, tied/fastened properly at all times (no Crocks, Heelies, sandals, flip-flops, or open-toed shoes of any kind). On physical education days, tennis shoes must be worn.

BOYS'/GIRLS' SHIRTS

- Pullover polo-style, t-shirts or dress shirts/blouses must be either short or long sleeves and solid in color.
- Size-appropriate sweaters/sweatshirts must be solid in color. They may not be hooded nor may they have writing/pictures of any kind. They must be worn over code-approved shirts.
- Turtleneck sweaters/shirts are acceptable in solid colors.
- No sleeveless, see-through materials, or spaghetti straps.
- All shirts must be tucked in with no midriff showing.
- Outerwear must be put away upon entering the building.
- Students may also wear any school spirit polo or t-shirt with any approved pants or skirts.

BOYS'/GIRLS' SLACKS/SHORTS/SKORTS/JUMPERS/DRESSES/SKIRTS/CAPRIS/JEANS

- Colors must be solid.
- Shorts/skorts must be no shorter than 4 inches above the knee.
- Skirt length must be no shorter than 4 inches above the knee.
- Pants/shorts/skirts may have no decorative accents.
- Solid color leather belts must be worn with pants and must be plain without studs or other decorations. No chain belts. Pants must be worn at the waist.

- The following are not acceptable: cargo pants, overalls, painter pants, spandex pants, draw-string pants, warm-up pants, wind suits, or excessively baggy, tight or revealing clothing.
- Bottoms should only have the four (4) traditional pockets. Pants with the small “hammer hangers” are acceptable.

ALL STUDENTS

- Headgear – no headgear permitted inside the building. This includes kerchiefs, bandanas, and caps.
- Make-up – no make-up other than lip gloss or Chapstick.
- Jewelry – no dangling earrings, hoops, collars and heavy chains for both girls & boys.
- Hair – no pink, purple, blue, green, or orange; natural hair color only! No distracting hair styles may be worn.
- Armbands – no armbands. Sweatbands are allowed.
- Pants will not have frayed hems, rips, holes, tears, or drag the floor.

GRADES 3-5 GIRLS

- Girls must wear appropriate support underclothing (such as bras or sports bras) on PE days.

CONSEQUENCES FOR DRESS CODE VIOLATION

1st: Call home and have appropriate clothing brought to school.

2nd: Same as above, will call home once again.

3rd: Parents or sponsor representative to meet with principal.

This dress code is designed to be a religiously neutral, universally applicable code. However, we recognize that in some unique circumstances, accommodations/exceptions to the dress code based upon medical or religious justifications are reasonable and appropriate. Parents may request that their child be permitted to opt out of some or all of the dress code provisions. Parents may not however, request an opt out of those provisions which prohibit speech related to the promotion of illegal use of drugs, alcohol, tobacco, violent conduct, or that contains threats or expressions which are violent, discriminatory, lewd or obscene. The request to opt out of the school dress code must be provided to the principal in writing, and must provide an appropriate rationale to support the request.

Administrators reserve the right and will address any situation regarding the dress code to include items not covered that may present a safety concern or is materially and substantively disruptive to the learning environment.

New students, who register after the first day of school will be given 10 school days to comply with the dress code. The principal is the final authority.

FOR MORE INFORMATION: If you have any questions or need clarification concerning appropriate/acceptable clothing & accessories for school, please contact the school at 545-8964.



SCHOOL TRANSPORTATION

Our school benefits from the privilege of transportation services. This service is a privilege, not a right that can be revoked or taken away from a student if he/she does not comply with the behavior standards. Students who abuse the privilege by misconduct while riding the school bus will be denied bus service. Suspension of bus privileges **does not** mean that the student is suspended from school attendance. It **does** mean that the parents must provide the transportation to and from school.

The school cannot be responsible for incidents occurring at bus stops before the bus arrives. Parents are responsible before the bus arrival and after bus drop off at the stops. Parents of four-year-old students MUST meet their children at the bus stop. Unattended students will be brought back to the school and the school will try and contact one of both parents. If parents cannot be contacted, the proper authorities will be called. The safety and well being of students is a major concern of the school and bus drivers. Students will be assigned a seat on the bus at the discretion of the bus driver or principal. They will be expected to occupy that seat until it becomes necessary to move as deemed by the driver or the principal. In the event of severe weather while transporting the students, the buses will pull off the road until an all clear signal is given. **Student's regular transportation will not be changed without a written note from parent or guardian. Phone calls are not acceptable.**

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY BEHAVIOR STANDARDS FOR SCHOOL BUS STUDENTS

ON AND AROUND SCHOOL BUSES STUDENTS WILL:

1. Comply with the Behavior Standards for school bus students.
2. Board and exit the bus in an orderly, safe manner
3. Remain seated while on the bus.
4. Talk with other passengers in a normal voice.
5. Keep all parts of the body inside the bus windows.
6. Keep aisles, steps, and empty seats free from obstruction.
7. Remain fully and properly clothed.
8. Treat the driver and fellow students with respect.
9. Promptly comply with the bus driver's or monitor's instructions.
10. Treat the bus and other private property with care.

ON OR AROUND SCHOOL BUSES STUDENTS WILL NOT:

1. Fight, push, shove, or trip other passengers.
2. Use or possess unacceptable items identified in the school Code of Conduct.
3. Push while boarding or exiting the bus.
4. Get on or off the bus while the bus is in motion.

5. **Make excessive noise or play electronic equipment without earplugs.**
6. **Put objects out of bus windows or hang out of windows.**
7. **Engage in horseplay.**
8. **Obstruct aisles, steps, or seats.**
9. **Engage in public displays of affection.**
10. **Eat, drink, or litter on the bus.**
11. **Use profane or abusive language or make obscene gestures.**
12. **Spit.**
13. **Harass or interfere with other students.**
14. **Disrespect, distract or interfere with bus driver.**
15. **Damage private property – Buses are private property, not government property. If a child damages seats or anything on the bus, parents will be responsible for damage repair costs.**
16. **Sit in the bus driver’s seat.**
17. **Open or try to open bus door.**
18. **Throw or shoot objects inside or out of bus.**
19. **Tamper with bus controls or emergency equipment**

CHILD NUTRITION PROGRAM

The Child Nutrition Program is sponsored by the U.S. Dept. of Agriculture. It is operated on a prepay/debit computerized accounting system. Each child from 1st grade up has the responsibility of learning his/her 4 digit code which the child will enter at the time of each purchase. A breakfast and lunch program is available or your child can eat breakfast at home or may bring a lunch from home. Meals may be purchased daily or through your child’s account. Parents whose children eat regularly in the cafeteria are encouraged to deposit larger sums (\$20) into your child’s account for your convenience. Your child will be notified when his/her account is nearly depleted. Parents may apply for free or reduced priced meals for their child based on income. Prices are as follow:

Daily breakfast price.....	\$.85
Daily reduced breakfast price.....	\$.30
Daily adult breakfast price.....	\$1.25
Daily lunch price.....	\$2.00
Daily reduced lunch price.....	\$.40
Daily adult lunch price.....	\$3.50
Milk.....	\$.50
Ice Cream (sold only on Fridays).....	\$.35



PLEASE NOTE: A procedure for handling outstanding lunchroom charges has been adopted by the Fort Benning School Board to insure that sponsors are informed of the status of their child(ren)’s breakfast and lunch account as well as to enable the Fort Benning School System to collect these balances in a timely manner. The procedure is as follows:

- A charge slip will be sent home with the child for each charge incurred. Please look for it in your child’s backpack.
- If the charge balance reaches \$3.00, we will attempt to contact the sponsor by telephone. If the sponsor cannot be contacted after three attempts, the matter will be referred to the Child Nutrition and /or Superintendent’s Office.

- A letter will be mailed from the Superintendent requesting that the outstanding charges be paid.
- If the balance is not paid within 10 days, the sponsor's commanding officer will be contacted to request assistance.
- If the balance remains unpaid at the end of 30 days, the matter will be referred to the Garrison Commander's Office.

If there are unusual circumstances that prevent prompt re-payment, please contact the cashier or cafeteria manager and every attempt will be made to work with you. Monies may be sent with the student in an envelope with the student's name and teacher, or parent may come to the cafeteria to make payments. Please do NOT come to make a payment during serving hours. Menus are distributed to students once a month and are posted on the website.

Parents/guardians making payments for more than one student in the family should indicate the names of the students and teachers. Please write checks payable to "Fort Benning Schools" or "Loyd School Cafeteria." Parents with returned checks will be charged a \$25.00 service charge. Please notify the Child Nutrition Program if you have a child beginning school this year whose sibling was in the Free/Reduced Lunch Program last year. Free/reduced lunch applications for those children who were in our system last year must be renewed each year.

***Lunches from home should be well-balanced and nutritious. In accordance with USDA CNP guidelines, commercial fast foods and sodas are not allowed.**

Health Program

As a school we have the obligation to promote and protect the health of our children. The school nurse provides care for health problems or injuries.

Our Health Program includes:

- Screenings for visual, hearing, scoliosis (grades 4 & 5), dental, nutritional and other physical problems with appropriate referral and follow-up.
- Maintenance of appropriate, current, and cumulative health record of each child's health status.
- Facilities, personnel, and other provisions for first aid, rest, emergency care and recuperation, when minor injuries or illnesses occur.
- Policies for the prevention and control of communicable disease (students must be cleared by clinic staff after having a communicable disease before re-entering school)
- As a parent you can help the school with our obligation to promote and protect children's health by observing the following practices:

ILLNESS

Do not send your child to school if he/she appears ill. The following signs and symptoms are indicators of illness:

- Temperature of 100 or above
- Nausea, vomiting or diarrhea
- Sore throat, swollen glands of neck or throat
- Acute cold symptoms or persistent cough
- Red, inflamed or discharging eyes
- Any suspected communicable disease
- Earache, toothache, persistent headache
- Head and body lice
- Acute state of asthma or allergy attack
- Unexpected, unexplainable profuse sweating
- Undiagnosed rashes. A note from the doctor stating the child is not contagious is required to return to school if the child is sent home with an undiagnosed rash.

Generally, a student who is too ill to participate in physical education classes should remain at home. However, illnesses preventing children from participating in physical education classes must have a doctor's note.

Children diagnosed with contagious diseases such as:

Ringworm

Scabies

Conjunctivitis (pinkeye)

Impetigo must have a note stating the name of the medication with which they have been treated to be able to return to school. Students may return to school after being treated for 24 hours.

A STUDENTS MAY NOT RETURN TO SCHOOL UNTIL THEY HAVE BEEN CLEAR OF FEVER, VOMITING OR DIARRHEA FOR 24 HOURS.

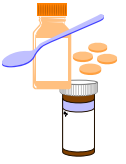
Always check with the nurse at school if there are questions about the appropriate time for student to return.

HEALTH RECORDS

A health record will be maintained by the by the school nurse for each student enrolled. These records will be kept in the nurse's office during the school year and will then become a port of the student's cumulative record. These records may be reviewed upon request.

Any allergies or medical problems that may show up periodically at school should be indicated on these records by the parent. Parents will need to provide medication for children with severe allergies to food or insects. All food allergies must have a doctor's note describing what the child may and may not have to eat at school.

Medication Taken at School – Any student who is required to take medicine of any kind during school hours will bring the medicine to the clinic upon arriving at school. Please send the medicine in the original container (label w/pharmacy name, etc) along with a note from the parent. **If the medication is not in the original container, we cannot give the medication to the child.** Parents are urged to aid clinic staff whenever possible by administering medicines just before a student comes to school and as soon as he/she returns home after school. We do not administer over the counter medication.



Emergency Contact Number - It is imperative that every child has an emergency contact number in his records. Please keep the clinic and the office informed of new phone numbers (**home and work**). ***In the event of an emergency situation, we waste valuable time trying to locate parents/guardians if we have not been provided new phone numbers for work or home.*** Please make sure the person you list as an emergency contact knows that you have done so. If the emergency contact on your child’s health record should change, please let the clinic staff know immediately.

GENERAL INFORMATION

Family’s Being Involved (FBI)

Parents are encouraged to participate in school activities and volunteer in classrooms through the volunteer program. Through this program parents volunteer their time and their talents. Many hours of valuable service are provided to the school each year by dedicated parents. If you wish to volunteer, you must register through the office. Please stop by and ask for a volunteer registration form and handbook.

EMERGENCY PROCEDURES

There are well-established and understood policies and procedures for coping with emergencies at school. All students are briefed as to what to do in case of fire, storm, and bomb threat as well as other emergencies.

Fire – a fire drill is conducted once a month.

Storm - periodic tornado drills are held in the school. In the event of severe weather warnings, children will be kept at school until notification is received from the Superintendent’s office. **DO NOT CALL THE SCHOOL OFFICE SINCE TELEPHONE LINES MUST BE KEPT OPEN.**

Winter Weather – If you suspect that school will be cancelled due to inclement weather, please listen to the radio or television for these announcements. **PLEASE DO NOT CALL THE SCHOOL OFFICE SINCE TELEPHONE LINES MUST BE KEPT OPEN.**

Appropriate Clothing for the Season

As winter approaches please make sure your child is wearing the appropriate clothing for the season following the standards of dress. This will avoid children getting sick during the winter season.

SCHOOL CANCELLATION NOTICE

Fort Benning Schools will be open everyday unless the base is closed. In the event of an emergency, please listen to local TV and radio stations for information.

TELEPHONE USE

School telephone use is discouraged, but if a call has to be made it has to be approved by the principal. Calling home for forgotten homework, etc, does not constitute an emergency. In-coming calls from deployed parents will be accepted.

USE OF A CELL PHONE IS NOT ALLOWED!!

INTERCOM CALLS

Classes will not be interrupted to deliver messages except in an emergency.

FIELD TRIPS

Field trips are a part of the regular school curriculum. All children participate unless the office has a written objection from the parents on file. Teachers generally send notices home announcing any field trips.

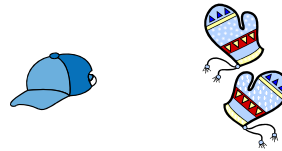
HOLIDAYS AND PARTIES

The school observes all national holidays, which are observed by the military. Classroom parties are limited and should be held only at the end of a major class unit or project, and at the end of the day before major holidays such as Thanksgiving and Christmas.

Birthday parties are not held at school. Parents may bring a cake, cupcakes or brownies to be shared with the child's classmates at the end of the lunch period in the cafeteria and not the classroom. No ice cream or cake that needs to be cut is allowed.

Flowers, balloons or other gifts for special occasions are not to be delivered to students during the school day.

Party invitations of any kind will not be given out at school unless there is an invitation for every child in the classroom, the invitations will then be given to the teacher to distribute at an appropriate time.



LOST AND FOUND

We keep a lost and found box. **Name tags should be placed on all clothing and other items that are brought to school (boots, umbrellas, lunch boxes, etc.).** At the end of the school year, clothing left in the lost and found will be donated to the local clothing bank.

ANIMALS

Animals may be used for instructional purposes at the following grade levels: Grades Pre- K through fifth – frogs, tadpoles, fish, and gerbils.



TOYS

Toys of any kind as well as electronic games, I Pods, I phones, Nintendo DS are not allowed in school. Item will be taken from the student and parents will be contacted. We cannot be held responsible if the item is lost or reported missing.

LIBRARY BOOKS

If a library book is lost, student will pay for it or provide the library with a copy of the book. If paying with a check, it should be made out to the U.S. Department of the Treasury.

CHILD ABUSE

State and federal laws make it mandatory for school personnel to report all cases of suspected or known child abuse and/or neglect. Therefore, all school personnel at Loyd Elementary will report to the responsible authority any and all instances of suspected or known child abuse and/or neglect.

COUNSELING PROGRAM

The counseling program is an integral part of the total school program. The counselor provides group guidance, individual counseling, and consultation with teachers, students and parents. The school counselor has the opportunity to meet with the students in the school for group lessons in self-understanding, expressing ideas, and concerns. Special attention is given to students with deployed parents through the deployment groups.

INTERNET ACCESS AND MEDIA/WEB PERMISSION FORM:

In order for a student to be able to use the internet, parents should fill out and sign the form for the DoDEA Computer and Internet Access Agreement for students.

In order for students to be interviewed or photographed for the media (Newspaper, TV, etc) or for his/her picture to be shown on the school's website, parents must fill out and sign the Media/Web permission form.

These forms are given to the parents in the original registration packet, if you have any questions, please contact our office staff.

SUGGESTIONS FOR PARENTS

QUALITY FAMILY TIME

Have you hugged your child today? Did you take the time to listen to your child when he/she came home from school? Did you play that game with your child when he/she asked you to do so? If your answer is no to any or all of these questions, it is time to consider the amount of quality time you are spending with your child.

In many families, a child spends up to five hours a day in front of a T.V. and/or computer with little interaction with parents or siblings. The electronic age has become the new babysitter in the home.

It is important to spend quality time with your child. There are many activities that are enjoyable and can be of benefit to both you and your child. The following are some examples of activities to be shared with a child.

- Read books to your child.
- Have your child read to you.
- Watch and discuss a T.V. program with your child.
- Play a game together.
- Visit the library and choose books together.
- Visit a museum.
- Plan a picnic outing.
- See a ballgame together.
- Take a short family vacation.
- Share a hobby together.
- Take time to talk.
- Go for a walk with your child.

There are endless activities to share with a child. It is important to take advantage of quality time with your child. Take time out to enjoy your family.

DISCIPLINE TIPS FOR PARENTS

Discipline problems occur not only at school, but in the home also. Here are a few tips that should be heeded when you are faced with a disruptive child.

1. Don't disapprove of the child – disapprove of what he/she does.
2. Give attention and praise for good behavior – not bad.
3. Encourage and allow discussion – but remember it is the parent that makes the final decision.
4. Punishment should be swift, reasonable, related to the offense, and absolutely certain to occur.

5. Throw out all rules you are unwilling to enforce, and be willing to change the rules if and when you think they need changing.
6. Don't lecture and don't warn – youngsters will remember what they think is important.
7. Don't feel that you should try to justify rules, although you should try to explain them.
8. Allow your child to assume responsibility for his/her decisions as he/her shows the ability to do so.
9. Don't expect your child to demonstrate more self-control than you do.
10. Be honest with your child – hypocrisy shows.
11. The most important factor in your child's self-image is what he/she thinks you think of him/her. A child's self image is a major factor in how he/she acts.

One final note to remember is that when you do discipline your child, be fair, but firm, and always be consistent.

PARENTAL INVOLVEMENT

Parents are the first teachers a child has, and your role continues even after the child enters school.

Parents' Role

Participate in school activities by visiting (with teachers' permission) your child's classroom and lending a helping hand.

Ad mire and love your child. Build on strengths and help improve weaknesses.

Read with your child—street signs, billboards, grocery lists, maps, books, magazines, cartoons, etc. Set a goal of spending as much time reading together as watching television.

Encourage hobbies and interests such as sports, music, collections, pets, pen pals, or handicrafts. Suggest friendships with children who share similar interests.

Note your child's progress with verbal praise and a pat on the back. Be positive. Never compare progress with that of another child.

Talk about school, interests, friends, places you go together, and things you do as a family. Encourage your child to ask questions. Answer questions patiently.

Support your child. Stress the need to learn to read for knowledge and enjoyment.

Parents are a key factor as to how well a child does in school. Get involved in our school. One of the best ways to get involved is by joining our parent – teacher organization. Join us and actively support your child’s education.

HOMWORK GUIDELINES

PROVIDE A STUDY AREA

The specific room chosen for homework makes little difference. The atmosphere in that room however, is important. The child should have an area that has good lighting, proper seating and sufficient space to place materials. Distractions such as radio, TV or other children should be kept away. Reference materials such as a dictionary, atlas and encyclopedia are helpful.

PROVIDE A SPECIFIC TIME PERIOD

Provide your child with a specific time period each day for homework. You may want to establish firm rules against using the phone, watching television, listening to music or participating in certain activities until homework is done.

THINK POSITIVELY

Homework assists your child’s progress in learning. Don’t pressure your child just for grades. Try to get him/her to see the value of the knowledge he/she is trying to acquire. Don’t tell your child he/she doesn’t have to complete work he/she doesn’t want to do, and don’t do it yourself. Give as much assistance as possible, but remember that the homework is your child’s responsibility.

CALL THE TEACHER

If your child is having difficulty with homework, a call to the teacher will often clarify or solve the problem. Try not to complain to your child about the homework. This may cause him/her to lose confidence in the teacher or lose interest in school work. If your child seems to have too much homework, check with the teacher.

WATCH FOR SIGNS

If your child is having difficulty completing homework, check his/her study habits. Moving lips when reading, writing slowly or unclearly and using poor study skills are signs your child may have problems that reduce his/her ability to get homework done. Help him/her work on these areas. Your child could be having personal problems unrelated to the school work. If so, help him/her deal with these distractions.

SUPERVISE HOMEWORK

Make sure your child has enough time, understands directions and works carefully. Your supervision and discipline will gradually help him/her develop his/her own discipline toward homework. This will make children understand that you at home, and we at school work as a team.

HELP GET THE HOMEWORK HABIT

When your child doesn't bring work home, find out if he/she is completing it in school, forgetting it, or failing to bring it home. Get your child into the habit of doing homework. But if you find your child actually has little or no homework to do – relax. Learning is not how much time a child puts in at home or how many homework papers he/she completes, but the understanding he/she develops from what he/she does do.

TEACHING CHILDREN ABOUT RESPONSIBILITY

Children learn in many different ways. They learn from books, teachers, parents, and experience. Parents have an obligation to provide experiences that will eventually lead children to be responsible for their own actions.

Begin teaching responsibility at homes by giving children certain chores. These could include picking up clothes, cleaning a room, taking care of a pet, washing dishes, setting the table, cutting the grass, raking leaves, etc.

As children get older, their responsibilities should increase. They can be responsible for doing homework without being told. They should be able to handle an allowance and manage money. They should also be able to make choices when confronted with different situations.

Here are some tips that can help cement a positive relationship between parents and children and will make learning about responsibility a rewarding experience:

1. Expect the best from children.
2. Clearly explain expectations.
3. Be firm but fair.
4. Set reasonable time limits.
5. Talk to children and encourage them to express their opinions.
6. Avoid Arguments.
7. Channel anger in constructive ways.
8. Work as a team; don't be a dictator.
9. Praise children for accomplishments.
10. Refrain from placing children in a no-win situation.
11. Show children that you have confidence in their abilities.
12. Listen to what children are saying.

13. Remember, children all want to feel important.

Children must be given space, time and appropriate experiences to help them develop into responsible adults.

Parents and school working as a TEAM will make our children succeed!