

Elliott Essentials



A Handbook for Parents

Elliott Elementary
3721 Hudson Crossing
McKinney, Texas 75070
469-633-3750

Frisco Independent School District

Our Elliott Community Mission

Our Elliott community empowers and celebrates **ALL** children- who they are and who they will become.

Our Elliott Motto

Every Child, Every Chance, Every Way.



The Elliott community values these principles and encourages each student to be:

- ★ Ready to Learn
- ★ Respectful
- ★ Responsible
- ★ Resourceful

We have high expectations for behavior as well as for learning. We understand that you want to be informed of your child's success in all areas. We will maintain active communication regarding both.

PLEASE!!

Take time to review the information in this handbook.
Share pertinent information with your child as well.



NEW!!

FISD ELEMENTARY SCHOOL HOURS

7:45am - 2:55pm

All students should arrive at school prior to 7:45am. The tardy bell rings exactly at 7:45. Students arriving after the tardy bell will need to come to the front office to pick up a tardy slip to take to classroom teacher.

*Students should not arrive on campus before 7:10 a.m.

! The interior doors are opened at 7:10 when breakfast food service begins. !

! Adult Supervision is not provided until 7:10. !

! Teachers' arrival time is 7:20. !

Arrival Procedures

The building officially opens at 7:10 am with adult supervision. Breakfast is served from 7:10am to 7:40am for students who wish to eat breakfast at school. The cafeteria line closes promptly at 7:40 so students need to arrive early enough to ensure plenty of time to eat before walking to classrooms. At 7:30 students who have been waiting in the cafeteria or engaged in physical activities in the gym, will be dismissed to walk to classrooms. Students entering school at 7:30am or after will proceed directly to their classrooms. During early morning arrival time, parents who need to go to a classroom must check in at the office to get a visitor's sticker. When leaving the building, please remember to stop back in the office to sign out. Teachers are unavailable for conferencing at this time unless prior arrangements have been made between the teacher and parent. Teachers may be reached during conference periods and welcome the opportunity of setting a time to visit regarding your student.

School begins promptly at 7:45am. Please realize that our morning carline **will be challenging** from 7:35-7:45. We highly encourage our car-riders to allow sufficient time to arrive to school on time. Please note and closely adhere to all morning carpool procedures:

7:10 – 7:30am

- Our school building opens at 7:10 AM
- Students arriving before 7:30 AM **must** be dropped off curbside at the Main Entrance in the front of the school between 7:10am-7:30am. The back carpool line is **not** open until 7:30am.

7:30 – 7:45am

- Between 7:30am-7:45am cars may **not** turn left into the front driveway. We appreciate cars dropping off at the appropriate areas to avoid congestion in either of the two drop-off areas.
- Cars **are expected** to pull all the way forward. Please watch staff members and our student safety patrol directing traffic and pull forward when motioned to do so; pulling all the way forward allows as many cars as possible to unload at one time and alleviates congestion on the road.
- When orange cones are blocking the front drive, in preparation for bus arrival, cars **MAY NOT** drop students off in the front (***NOTE: We have one special needs bus**). If orange cones are blocking the entrance, please proceed to the back carpool line. After buses depart, the cones will be removed. **Per district policy, the front carpool line is not available when buses are unloading.**
- Staff members are on duty, supervising the front and back carpool lines, from 7:30am -7:45am each morning. Their role is to supervise students on the sidewalk, assist unloading, **if needed**, and ensure students are only crossing at the cross walks.
- ****PLEASE NOTE:** Students **MAY** exit their vehicles without the assistance of a staff member as long as their car is on the **inside lane** and they are **exiting on a sidewalk**. We do ask that drivers remain in their vehicles. If assistance is needed, please wait until a staff member is available to assist.
- Once students have unloaded, cars may make their way to the outside lanes to exit.

- If a car is unloading in front of you and you have not yet unloaded, please do not attempt to pass that car and then get back into the drop-off lane, as this is not safe for drivers and students. **Only cars that have unloaded and are exiting the school grounds are to enter the outside lanes.**
- On inclement weather days, when traffic is inevitably slower, please plan accordingly and leave at an earlier time than usual.
- Bike riders and walkers should enter through the main entrance.
- Bus and Day Care students enter through the main entrance.
- **No** toys, electronic games, music, collectible/trading cards, etc. are allowed. The school is not responsible for any lost or stolen prohibited items.
- **Please adhere to posted 10 mph speed limits.**
- Cell phone use is prohibited during carpool.
- Once students are inside the building, for safety reasons, POD exterior doors are not to be opened by any student for any adult.
- Due to safety concerns and high volume traffic, please do not park in the west parking lot to walk your child through traffic

Thank you for doing all you can to ensure your student arrives to school each and every day on time. Please contact the Assistant Principal, Jodi Jordan, should you have any concerns or questions regarding morning carpool.



Dismissal Procedures

Students are expected to:

1. Walk to designated pick-up area with a teacher.
2. Walk in a quiet, single file line to ensure safety.
3. **Walk bikes and scooters** while on campus; this policy applies to adults and non-school age children as well.
4. **Cross streets *only* at designated crosswalks.**
5. Watch, listen and obey the crossing guards.
6. Wait for a teacher to walk them to the car if he/she is a car rider and not walk or run into street, lanes, between cars, or parking lot unattended.
7. Listen carefully for name to be called when their car arrives.
8. Inform the teacher on duty when leaving campus.
9. Not remain on campus after dismissal without adult supervision.



Pick-up ~~ Who? Where?

Car Rider Pick-Up Locations:

- K /1st: Exit the back doors located in POD 2
- 2nd/3rd: Exit the back doors located in POD 3
- *4th/5th: Exit east door outside POD 3 by the gym
- **SIBLINGS: Pick up will be at the youngest child's pick up location. Example: 3rd grade and 1st grade siblings would be picked up at the Kinder/1st carpool line (behind Pod 2)**

*K and 1st grade parents should use the two inner lanes for pickup and proceed to appropriate stopping area (signage is posted). This will allow vehicles picking up 2nd - 5th to proceed in the outside lane to the appropriate pick-up area. **Cars *MAY NOT* stop in the outside lane.**

Cars **MUST** pull all the way forward; please focus on staff members directing traffic and pull forward when motioned to do so; pulling all the way forward allows as many cars as possible to access the proper drop-off location..

Walkers/Bike Riders - Older students are to meet younger siblings by walking to the appropriate area for the youngest sibling and leaving from that location with sibling.

- **Pod 1 Walkers/Bikers:** Exit through the POD 1 doors on the West side of the building to meet parent and/or older siblings. Teachers will not release any student until they see the parent and/or sibling.

- **Pod 2 Walkers/Bikers:** Exit through the west doors located next to the bicycle rack outside POD 2 to meet parent and/or sibling. Teachers will not release any student until they see the parent and/or sibling.
- **Pod 3 Walkers/Bikers:** Exit from the doors located next to the Cafeteria (in the front of the building to the right of the main entrance). Parents should wait in the grassy area at the front of the Cafeteria to meet their child(ren) as they exit.
- **Bike/scooter riders:** Walk to bike racks, pick up bikes and walk bike to nearest crosswalk to leave campus.

Special Needs Bus - Students will be escorted through the glass doors between the front of the building and the Cafeteria to load bus.

Day Care - Students attending day care off campus will be escorted from the front glass doors located next to POD 1 to the appropriate Day Care van parked in bus lane.



If your child is going home in any manner out of the ordinary you **MUST** send a note with your child at the beginning of the day. For the safety of your student, your child will only be released to the authorized adults (documented on registration form). Your child should take the note to his/her teacher first. Your child will then be asked to bring the note to the office so the office staff will know of all transportation changes as well. Request calls for last-minute pick-up changes can be accepted only until 2:15 pm to ensure proper notification to student and staff. Pick-up or schedule change requests should not be left on teachers' voice mail or email. An email may also be sent to Barbara Tindula, Receptionist, at tindulab@friscoisd.org if there is a change of dismissal plans. If your child does not have a note, he/she will be sent home by the usual means. Please know that the safety of your child is always our priority.

To protect our instructional time from interruptions, please leave all drop-off items for your child in the front office and we will deliver to the class. Lunch is always a great time to visit with your child during the school day. Just check in at the office and proceed to the cafeteria and enjoy the time.



PETS ON CAMPUS

As an added measure of safety and comfort for our students all schools in FISD request that pets **not** be brought on school campus/grounds at any time during the school day by parents or employees. This includes arrival and dismissal.

DRILLS & PROCEDURES

We have district personnel that keep us informed of important regulations regarding crisis situations. In an emergency we want our students and staff to be well prepared. We have monthly drills to practice the routines for different types of emergencies, such as fire, lock-down, and severe weather. You may at times come to the school and see a sign stating we are having a drill. Your patience during this time is appreciated. You may drive by and see students lined up outside and/or hear the alarm. This is typical for a fire drill or when any of our fire stations have been accidentally activated. During very severe weather no one will be allowed to enter or exit the building. We have rooms/areas that are designated as *Safe*. If dangerous weather is impending, all students will be moved to their assigned *safe* room or location. Students will not be released to go home, so please do not come to the school to check your student out during severe weather.

In the event of an emergency, forcing school closure, our children would be moved to Comstock Elementary School.

Attendance

Regular and punctual attendance is the greatest single factor in school success. Arriving on time is necessary, allowing valuable instruction to begin without the stress of rushing. Preferably, students are in their classroom with plenty of time to settle and prepare to have a successful school day. Being absent unnecessarily from school impairs a student's opportunity to succeed in studies and also indirectly encourages the development of poor attitudes toward schoolwork and other obligations. A significant part of the learning process occurs in direct instruction from the teacher and the interaction between students and teachers within the classroom. These essential interactions in the classroom in the classroom setting cannot be replicated through make-up assignments. Communications between students, families and school district personnel are important to understanding how attendance plays a role in a student's

overall success. We must all work together for a student to have the best educational experience possible and to take advantage of all of the opportunities available.

General Information:

A student's attendance record encompasses **all absences**: excused full days or parts of days as well as unexcused full days or parts of school days.

Under Texas Education Code 25.094, a student is in violation of the Compulsory Attendance law if the student accrues excessive unexcused absences for full days or parts of school days. Tardiness is considered part of the school day. Leaving school early is also considered part of the school day. It is the responsibility of the parent to monitor their child's attendance. Under Texas Education Code 25.093, a parent is subject to prosecution when his/her child fails to attend school regularly.

Under FISD policy and Texas Education Code 25.092, a student must attend at least 90 percent of the school year. If your child misses ten percent or more school days (18 excused and/or unexcused absences) a required attendance committee meeting may be held at the end of the school year **to determine whether your child will be promoted or retained**. ALL non-school related absences, except those exemptions allowed by law, are counted toward the 90% requirement and both excused and unexcused are taken into account.

Absence Procedures

Notification of Absences:

- When your child is sick or there is a family emergency and your child must miss school, please call **the office** to let us know. This courtesy, however, **does not** take place of the ***required written and signed parent note or email*** upon your child's return. You may email our data clerk, Teresa Edwards at edwardste@friscoisd.org. As an added convenience, there is also a link to report a student absence on the homepage of Elliott's website:
<http://www.friscoisd.org/ly/schools/elementary/elliott/>
- All notes, (parent, healthcare professional, etc.) must be returned within three (3) days of an absence. **Notes submitted after the third day will not be accepted.**
- If after three days, a note is not submitted, the absence will be documented/reported as an *unexcused* absence.
- Please note: If a student establishes a questionable pattern of absences, the campus attendance committee may also require a physician's or clinic's statement of illness after a single day's absence. The campus attendance committee may make the decision to no longer accept parent notes if deemed appropriate.

Tardy:

- **Students will be considered tardy if they are not in the building when the bell rings at 7:45am excluding health care visits with proper documentation).** Tardies are unexcused

and are part of a student's attendance record. When a student is tardy, this is recorded as an unexcused absence for part of a school day.

Late Arrival due to Health Care Visit:

- If your child arrives at school after 7:45am due to a visit to a health care professional, the visit must be supported by a document/note from the health care professional to prevent counting as tardy. It will be coded as a Medical (M) reason and though it will affect possible perfect attendance for your child, it will not be counted against your child's attendance for truancy purposes. This documentation of absence must be submitted within 3 school days of absence to the front office/data clerk.

Personal Illness:

- When a student's absence for personal illness exceeds four (4) successive days, a statement from a physician or health clinic verifying the illness or other condition requiring the student's extended absence from school is required (note: the school nurse is available to verify an illness on the day of the absence).
- If you did not take your child to the doctor, a note from the doctor's office or clinic stating that you discussed symptoms with them and they advised you to stay home for a certain number of days would be sufficient.

Leaving School Early

- In order for a "leave early" to be considered excused, one of the following conditions must be present:
 - ✓ Student is checked out to go to a doctor's appointment (a doctor's note verifying the student's appointment must be received within 3 days upon return to school - please note: a sibling's doctor appointment would not excuse the student)
 - ✓ Student is sent home by the nurse due to illness
 - ✓ Checking a student out to attend a funeral (upon which an obituary or program would be required within 3 days upon return)

Absence due to a funeral: If a student is absent due to attending a funeral, FISD policy requires that a copy of the funeral program or obituary must be received upon return to school, in order for that absence to be considered excused. FISD policy allows up to 3 consecutive days to be excused due to a funeral (allowing 2 days for travel, if needed, and 1 day for the funeral). If a student is absent more than 3 consecutive days for a funeral, the 4th day and subsequent days will be coded unexcused.

Non-school related trips and vacations

- We understand there are extenuating family circumstances, such as illness or death in the family, requiring students to be away from school.
- We strongly discourage students being absent for the purpose of vacations.

- Parents shall submit a written request, in advance, stating the dates and circumstances surrounding the vacation or trip. **These absences will be considered unexcused.**
- Only one such trip or vacation per family, per year, can be requested. Request may be granted; however, these absences will still be considered unexcused.
- No more than five (5) consecutive days of absences for trips and or vacations shall occur, except in extenuating circumstances as determined by the FISD Superintendent or designee.
- If a student is going to be absent more than 10 consecutive days, the student will be withdrawn on the 10th day. He or she may reenroll upon return; however, class placement in the same class cannot be guaranteed.
- The student shall agree to have any pre-assigned work completed upon his/her first day back to school, although a teacher is not required to give the student make-up work prior to the absence.

Make-up work for Planned Absences (unexcused)

- Students are responsible for requesting make-up work the first day they return to class.
- Students will turn in work as follows: one day of absence = one day (next day) to make up the work; two days absence = two days to make up work; three days or more absent = three days to make up work.
- Full credit can be earned as long as the work is turned in within the allotted time.
- A teacher may also ask for a reading log, journaling or a writing activity to demonstrate learning that occurred on a trip.
- The student will not be entitled to additional tutoring either before or after the trip.

Make-up work for students who are absent 10 or more consecutive days and are withdrawn and reenroll

- The teacher may assign the student make-up work based on the instructional objectives and the needs of the individual student.
- It is the student's responsibility to obtain make-up work and the student will have three days to complete and turn in the work.

Notifying Parents of Unexcused Absences

In an effort to communicate a student's record of **all unexcused** absences (full days or parts of school days), FISD employs proactive measures such as phone calls and written notifications.



When a student has been tardy, has an unexcused absence and/or had an early release day that totals 3, the parent will be notified via email and by letter. Documentation is kept on file in the data clerk's office.

When a student has been tardy, has an unexcused absence and/or had an early release day that totals 7, the Assistant Principal will contact parent by phone, document, and send a

letter. At this time attendance (tardy, full day, leave early) will be closely monitored each week.

When a student has accumulated tardies, unexcused absences, and/or early release days that total 10, the assistant principal will contact parent/guardian, document, and may confer with the district truancy specialist should the need to begin the process of filing for truancy charges occur. FISD has three elementary truancy officers to help with the filing process. Lenny Gray serves Elliott.

The purpose of contacting the parent or guardian that receives a letter is to explain the letter and answer any questions they may have. The conversation is also documented and any extenuating circumstances are noted. This communication is shared with the truancy facilitator should absences continue and guides the decision to request truancy citations.

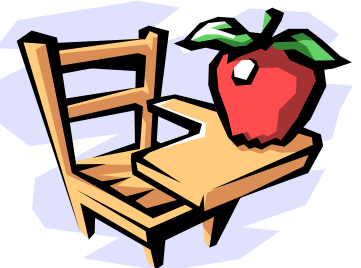
We hope to work as partners in teaching your child the important life skills of punctuality and attendance. If you have questions, please talk with your child's teacher or contact the school office at 469-633-3750.

Attendance information is also available on FISD's website at <http://www.friscoisd.org/ly/parentsStudents/AttendanceInfo.htm>.

Thank you for your support of this important policy.



1. Walk quietly, on the right side of the hall.
2. Face forward.
3. Keep hands, feet, and objects to self.
4. Be aware of stopping points.



Restroom Procedures

1. GO
2. FLUSH
3. WASH
4. LEAVE
5. ZERO VOICE LEVEL
6. RESPECT OTHER'S PRIVACY AT ALL TIMES



We are proud of our beautiful school! In order for it to be well-maintained, we ask that everyone work together to help keep it clean and welcoming. Our custodians will be grateful as well.

Assembly Procedures

Elliott students will:

1. Enter and exit quietly
2. Sit cross-legged, on pockets
3. Hands in lap.
4. Show respectful audience behavior
5. Participate and celebrate



Elliott

Live

Elliott Live is scheduled for Friday mornings, 8:00-8:30, beginning in September. This is a time for our entire school to come together to recognize and celebrate the week's accomplishments and activities. Elliott Families are welcome to join our assemblies. Parents may enter through our front doors where they will sign in and be given a visitor's sticker. We ask that parents/guests sit in the chairs provided at the back of the cafeteria. We encourage all who attend our assemblies to participate in the activities. As soon as Elliott Live is over, all visitors should exit through the side cafeteria doors. If parents need to enter the main part of the building (any area outside of the cafeteria), they will need to re-enter through the front office and sign in using the computer system.

Healthy Zone School

Elliott is proud to be among the district's campuses to have the privilege of this distinction. We work in partnership with the Cooper Institute and United Way of Metropolitan Dallas, Inc. to promote healthy lifestyles. Our participation in the program is a three-year commitment. Thank you, in advance, for working together with us as we promote healthy food choices and physical activity as ways to develop a lifelong commitment to good health and well-being.

Breakfast Guidelines

- Breakfast service begins at 7:10 and closes promptly at 7:40.
- Enter the cafeteria quietly and select your breakfast.
- Sit at a designated table.
- Eat your breakfast and clean up your items before joining your class.
- All regular cafeteria procedures should be followed.



We want students to enjoy conversations with friends during breakfast and lunch. It is an expectation that all students use appropriate table manners and pick up

skills that will be addressed and reinforced daily.

Lunch Procedures

Elliott students will:

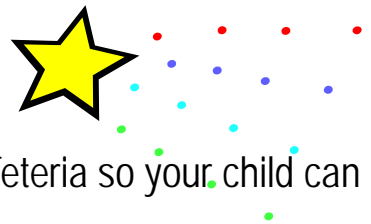
- Enter and line-up to exit in an orderly manner
- Sit appropriately in chairs
- Eat with utensils provided, as appropriate
- Quietly visit with friends at table
- Stay seated and raise hand when needing help
- Use walking feet at all times
- Pick up trash on the table and floor before leaving table/area
- Leave chairs and tables clean for next group
- Wait to put up lunch trays and trash until directed by teacher/adult
- Line up and walk quietly with your class and wait for directions from a teacher or staff member



A peanut free table is available for any student with a nut allergy. Please contact the classroom teacher and Nurse Jenny if your child has any food allergies. There is also a specific form to fill out for our Nutrition Department. This form is located at

<http://www.friscoisd.org/departments/ChildNutrition/Forms.htm>

Be Our Guest



- Check in at the office and get a Visitor's Sticker.
- If waiting to eat lunch with your child, please wait in the cafeteria so your child can easily locate you.
- Since this is a special time for you and your child, we have reserved a "guest" table especially for parents to have lunch with their children. To avoid hurt feelings of others and awkward situations regarding food brought in for you or your child, we ask that other students not be asked or chosen to join you.

- The Texas Department of Agriculture does not permit parents to bring food at lunch time for any other child other than their own. Please help us monitor this guideline from the state.
- Parents are always welcome, but please send a note to your child's teacher when you are planning to come for lunch. If teachers are not notified about lunch plans, a student will be sent through the lunch line after waiting for 5 minutes.
- In order to maintain an optimal learning environment throughout our school, at the end your student's lunch time, **visitors will be asked to exit through the side cafeteria doors.** If parents need to enter the main part of the building (any area outside of the cafeteria), they will need to re-enter through the front office and sign in using the computer system.

We follow the state guidelines regarding regulations and allowable foods at school.

- Campus and PTA organizations may not sell any food product at any time during the school day.
- You may file a Parent Lunch Account Preference Form provided by the cafeteria. Please be careful when completing this form – the spending limit and snack information listed in the system is what the cashier must adhere to. These forms should be returned to the cafeteria manager so all information can be entered into your child's account.

Birthday Celebrations



Student birthdays are acknowledged and celebrated in a variety of ways at Elliott. The following is in place for any student celebrating a birthday.

- Birthdays will be announced during “Live in the Library” morning announcements.
- Students and staff celebrating birthdays will have their names announced and will be asked to come to the stage for the birthday song during *Elliott Live* on Fridays. On any Friday when there is no *Elliott Live*, the student/staff name will be announced at the next scheduled *Elliott Live*.
- Students may come to the Office to receive a special *Happy Birthday* bracelet.
- Parents may make an online \$10 donation to the Elliott Library to honor their child for their birthday. The student may come to the Library to choose a favorite book already housed in the Library and receive a special birthday sticker with the child's name to place inside the favorite book chosen. The donation will be used to purchase new books for our campus library.

*Students issuing invitations to individual birthday parties or other celebrations may only do so at school if **all** students in the class are invited. These celebration invitations must be passed out at the end of the day with permission from the teacher.*

Deliveries from parents or grandparents of floral arrangements, balloons, cookie grams, etc. are discouraged; if sent, they will be delivered at the end of the day or the student will be notified to come to the office on his/her way out of school to pick up the delivery.

Playground Expectations

- Have fun with your friends
- Be SAFE - Follow rules at all times
- Be a good sport and a good friend
- Be respectful to all teachers/staff on duty
- Go to the teachers on duty if there is a problem
- Be respectful of learners in the classroom
- All playground equipment must be used properly as intended
- Remain outside unless you have permission to go in the building
- No tackling or rough play
- Wood chips should remain on the ground and in the play area
- Play in designated areas only
- Walk on sidewalks and avoid muddy areas
- If cones are on the playground they are there for a reason, please use caution if approaching an area with a cone
- Line up quickly and orderly when requested to do so



For safety reasons- Appropriate play shoes should be worn to school for outdoor recess. Our play area is covered with wood chips to provide additional cushion but creates an uneven walking surface.

We strongly discourage wearing flip-flops for outdoor play.

→ DON'T FORGET!

If a health condition or an injury prohibits your child from participating in physical activity please send Nurse Jenny the doctor's note regarding release from activities.



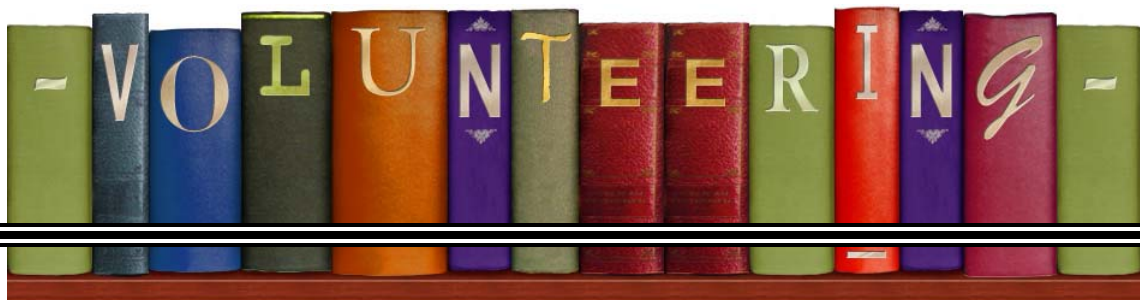
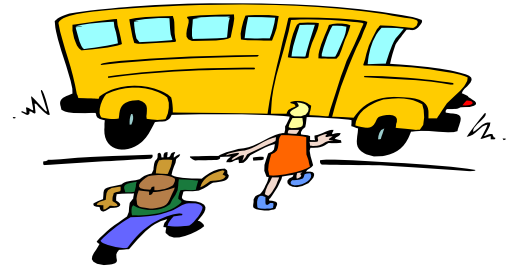
Recess

Students will not have outdoor recess on days when the temperature reaches 94° (at the time they would be outside) or when the heat index is 100 degrees or greater OR when an actual red ozone warning has been issued in Collin County. When there is an actual orange ozone warning in Collin County, time spent outside will be restricted to half its normal length. During the winter months all students should come prepared for outdoor play with coat, gloves, scarf, etc. to be appropriately dressed for the weather. The temperature would have to be very cold, (below 40° or 32° wind-chill) before students would not be allowed to enjoy their recess time, even though that time may be reduced.

It is very important to us that Elliott students have a safe playing environment; therefore, we require that teachers on duty actively monitor the playground. In order to maintain a high level of safety, we request that visitors and siblings do not attend recess.

Study Trip Procedures

1. Follow directions of adults.
2. Stay with the group.
3. Keep hands, feet, and objects to yourself.
4. Use appropriate bus/audience procedures.
5. Participate appropriately.
6. Be courteous and respectful.



Because you place your child in our care everyday and we take that responsibility very seriously, it is the policy in FISD that all employees and volunteers pass a *Background Check*.

Therefore, any person that volunteers in our school, helps supervise students while on study trips, chaperones 5th grade at Camp, helps on field day, or otherwise is in direct contact with our students, must have a background check on file.

We appreciate and welcome volunteers on our campus. Just drop by the office and we will assist you in completing the online background check or from your home computer, go to the ***Frisco ISD Home Page*** under the ***Back to School, Student Forms, Community and Service Volunteer Forms***, or go to **<http://www.friscoisd.net/back/forms.htm#volunteer>** and click on ***Access FISD Parent Volunteer Application Online***

We understand this procedure requires additional time to complete, but please know we appreciate your willingness to volunteer and comply with the above policy.

A Background check must be completed *EVERY* school year.
(Even if you completed one the previous school year)

Guidelines for Chaperones (Study Trips and 5th Grade CAMP)

- Chaperones are expected to keep a watchful eye on students at all times.
- Chaperones are to remain with students at all times.
- Any student behavior issues should be directed to the teacher/administrator present.
(*There should be no physical contact by the chaperone to a student in order to handle a discipline problem)

Dress Code

We ask that students follow these guidelines:

1. Shoes must be worn at all times.
2. Shorts of appropriate length may be worn.
3. Inappropriate or revealing clothing will not be permitted and is subject to building administration discretion.
4. Straps on shirts should be no less than 2" wide, for girls and boys.

5. Clothing items with provocative, offensive, violent, or drug related pictures or slogans will not be permitted. If worn your child will have three choices: call home for another shirt to be brought to school, wear shirt inside out, or choose a different shirt from the nurse's office.
6. Items advertising alcoholic beverages or tobacco products will not be permitted.
7. All students are expected to meet standard and school policies with regard to health, cleanliness and appearance.
8. No sagging pants or shorts will be permitted.
9. No jeans with large holes or tears are permitted (see FISD dress code)
10. No gang paraphernalia.
11. No caps, hats, head rags, bandanas, and other headwear permitted.
12. No shoes with wheels.
13. Students may not wear colored hair paint or colored gel to school at any time.

***For more details refer to FISD Student Handbook.**

PLEASE label your child's jacket, coat, scarf,
gloves, lunch box, back pack, etc.

For safety concerns, tennis shoes must be worn during physical education class. Flip-Flops will not be worn in P.E. You will be called to bring shoes to school if your child repeatedly fails to wear proper shoes for P.E.

***NOTE: If your child has an extra pair of tennis shoes, keep in backpack to have at school at all times. This can eliminate a shoe problem on PE days.**

*For safety reasons, we discourage students from wearing flip flops on the playground during recess. The district also prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause disruption of or interference with normal operations.



The What, How and Why of the 4 Rs

I will be **READY TO LEARN** by
 ⇌ being a self-directed learner

⇒ being a good listener and following directions
⇒ having my supplies ready
⇒ arriving to school on time daily
in order to give my best effort each day.

I will be **RESPECTFUL** by

⇒ using kind words and good manners
⇒ keeping my hands, feet and objects to myself
⇒ being a good school citizen
⇒ treating others the way I want to be treated
in order to have a safe and happy learning environment.

I will be **RESPONSIBLE** by

⇒ having and completing my schoolwork
⇒ making wise choices and taking ownership of my actions
staying on task and using my time wisely
⇒ taking care of school property and materials
in order to demonstrate a caring attitude for my own learning
as well as that of others.

I will be **RESOURCEFUL** by

⇒ helping myself and others problem solve
⇒ keeping myself and others safe
⇒ contributing to the care of our school
⇒ being an active participant in classroom and school-wide
activities
in order to become an independent thinker and problem
solver.

Every day - All day - On time

There is a weekly award that is given to classes that have perfect attendance for an entire week.

If a class has perfect attendance for the week, they will be announced during Elliott Live and receive an award to be displayed the following week on the outside of the classroom door.

INDIVIDUAL ATTENDANCE AWARD

Every nine weeks individual students will be recognized for their perfect attendance. To receive this recognition and award, students must have had no tardies and no absences for the entire nine weeks. This includes not missing any parts of days (leaving early). At the end of the year students who have had perfect attendance all year will be recognized. (no absences, no tardies, no leaving early)



"STAR" student award - is to recognize students for their exceptional behavior, attitude, and citizenship that reflects high integrity. This award is in recognition of those who consistently display these glowing behaviors not only in their class but also in the school community. This recognition is given by the child's homeroom teacher

How does a student get a "STAR Student" award?

- All teachers will explain to the students the expectations for receiving this prestigious "STAR" award during the year.
- Classroom teachers complete a "STAR Award" certificate for a student who consistently models the exceptional traits listed above.
- The certificate is submitted to the office.

Please read the criteria below that helps to define the characteristics of "Star" students:

- a. **Ready to Learn**—materials are ready; listens to directions and follows them; works well with others in cooperative learning situations; remains focused; takes learning seriously and shows high regard for his/her own learning; is actively engaged
- b. **Respectful**—shows a genuine respect for all students and adults when speaking and interacting in activities; demonstrates a respect for personal and school property; engages in all activities with a positive attitude; shows high integrity by treating others with a kind, patient, and caring attitude.
- c. **Responsible**—demonstrates responsibility by having school materials, homework, class projects, etc. organized and completed according to timeline given by teacher; comes prepared daily to give best effort to all school activities; maintains order of both personal and school materials; is dependable to carry out any task requested by the teacher or another staff member (ex. Getting a message to the office; going directly to the nurse, running an errand to another classroom, etc.)
- d. **Resourceful**—demonstrates self-initiation with problem solving; thinks “outside the box” when attempting to complete a project, solve a problem, help in a small group learning environment, etc.; initiates action prior to seeking help.

What happens when a student gets a “STAR” award?

- A phone call is made to the student's family to inform them of the good news and invite them to Elliott Live.
- The “shining” student is recognized for his or her glowing behavior during Elliott Live and given a STAR T-shirt.
- STAR student(s) for the week will have their picture taken and displayed on Elliott's “STAR Student” bulletin board.



GRIT Grams

Students will be given a GRIT Gram by their teacher(s) for demonstrating characteristics of GRIT (effort, determination, perseverance, tenacity,

etc.) even when something is difficult. GRIT Grams will be displayed on the large bulletin board in the front hallway (toward gym and cafeteria). Each nine weeks new GRIT Grams will take the place of those from the previous nine week period. Students may receive more than one GRIT Gram over the course of the year. You can read about GRIT on our Elliott Website under the scroll bar entitled, "GOT GRIT". *Ongoing information about GRIT will be shared by the principal on the Elliott Website GRIT scroll bar located at the top of the Elliott homepage.

Wall of Fame

The Wall of Fame bulletin board located in the main hallway (next to the office door) will showcase the "happenings" of our students outside the school setting. Any time a student receives a special recognition as a result of his/her participation on a sports team, scouts, etc. we want to recognize and celebrate them. Photographs and write-ups that may have been in the newspaper are all welcomed to adorn the board. This goes for our staff as well!!! We want to celebrate our Elliott students and staff by posting pictures, articles, and special recognition that can be shared with our Elliott community.

Zeros Aren't Permitted (ZAP)

ZAP Guidelines for Teachers

Zeros Aren't Permitted (ZAP) is an opportunity for students to complete class work (it can be work that requires a grade or any classwork that students have not completed) when the student has not utilized classroom time and opportunities to get his/her work done. If a student has received ample time to complete an assignment and has chosen not to do so or has wasted class time, that student can receive a ZAP. ZAP will occur on Friday mornings in the science lab from 7:30-8:30. ZAP will be covered by a staff member from 7:30-8:00; two teachers will take over from 8:00-8:30 (during Elliott Live). ZAP is intended for students who are choosing not to utilize class time to complete work. It is not for students needing

tutorials, students who work slower than others, or students who missed class time (absences, pull out time, etc.) to get the work done.

All accommodations for students who have a special education IEP, 504 plan, SST plan of action, etc. should be followed. If students get extra time or shortened/reduced assignments those accommodations should be taking place. Classroom teachers will assign any ZAPs no later than the end of school on Thursday. A ZAP note will be sent home in Thursday folders along with either a phone call or e-mail home by Thursday. The ZAP note has 3 colored copies-white copy for teacher, yellow copy goes home, pink copy gets turned in to ZAP folder in the front office by the end of the day Thursday. We appreciate parent support when ZAP is assigned to the student. This can definitely help to support appropriate use of classroom time.

Visitors to School

We welcome visitors! Upon entering the building, we ask that you first report to the front office area to sign in and receive a visitor's sticker only with the principal's prior approval and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment. We ask that you talk with your child about the importance of helping us care for our building. We are proud of our school and sincerely hope you find time to visit.

***Cell Phone Use:** Upon entry to the building, we ask that all cell phones be put away. If you are in the middle of a phone/text conversation, please complete the call before entering the building. Cell phones can be distracting and private

conversations can be overheard. We appreciate your support of this campus expectation.

***Lunch visitors** will be asked to exit through the side cafeteria

doors. If
need to
main part
building
outside of

Elliott Reception – Barbara Tindula- 469-633-3750
Attendance- Teresa Edwards - 469-633-3757
Nurse-Jenny Burns- 469-633-3758

parents
enter the
of the
(any area
the

cafeteria), they will need to re-enter through the front office and sign in using the computer system.

Upon conclusion of your visit, you will then return to the front office to sign out (*with the exception of lunch visitors). Visits to individual classrooms during instructional time shall be permitted only when prior arrangements have been made with the teacher/administrator.

At Elliott Elementary, we celebrate empowered, life-long learners who have high academics, well developed interpersonal skills, and optimistic attitudes necessary for future success. Each child's family plays a vital role in achieving this goal. We look forward to seeing you and serving you at Elliott Elementary!

Numbers & Notes

Elliott Website:

<http://www.friscoisd.org/schools/elementary/elliott/>

Keep apprised of happenings through our Elliott Facebook page.
Use this QR code



Join the Elliott PTA!

Contact Felicia Kochalka, President, at fkochalka@gmail.com

Please use these notes when your child returns to school from an absence.

Student's Name _____
Teacher _____
Grade _____

Student's Name _____
Teacher _____
Grade _____

Today's Date _____
Date/s of Absence:

Today's Date _____
Date/s of Absence: