



DR. CARTER G. WOODSON PK8 SCHOOL
“Home of the Wolves”
Quick Reference Guide for Parents



******PLEASE NOTE THE NEW SCHOOL HOURS******

Teachers – 7:10-3:00 p.m.

Office Hours: 7:10 a.m. – 3:30 p.m.

SCHOOL PHONE NUMBER: (813) 975-7652 School Website:

<https://www.hillsboroughschools.org/woodson>

AFTER SCHOOL CARE

The H.O.S.T. (Hillsborough County out of School Time) program begins on the first day of school and is available for our K-2nd graders. It is available Monday through Friday from 2:10 p.m. to 6:00 p.m. (1:10 p.m. on Mondays) For information please go online to:

www.hillsboroughschools.org/host or you can call the H.O.S.T. office directly at 744-8941.

After-School All Stars is available for our 3rd -8th graders free of charge. Please register online on our Woodson website. The program is available Monday through Friday from 3:00 p.m. to 6:00 p.m. (Mondays at 2:00 p.m.)

The After-School All-Stars Program begins on the first day of school and is available for our 3-8th graders. It is available Monday through Friday from 2:10 p.m. to 6:00 p.m. (1:10 p.m. on Mondays) For information please go online to: ASASTampaInfo@ASASTampaBay.org

ARRIVAL/DISMISSAL PROCEDURES

CAR RIDERS- Please use the drop-off line off Yukon on the ramp closest to the cafeteria. *PLEASE DO NOT DROP-OFF ON THE UPPER OR LOWER CAMPUS RAMPS.* Student drop off begins at 7:10. ALL school students should be in class and in seats ready to learn no later than 7:40 a.m. The pick-up procedures for dismissal are below. **Please be courteous and patient in the car line.** For the safety of our students (and in accordance with Florida law) there should be no CELL PHONE use in the car rider line.

MORNING CAR DROP OFF PROCEDURES: The car rider drop-off for ALL STUDENTS is in the front of the school off Yukon Ave and closest to the cafeteria. The student drop-off begins at 7:10 a.m. each morning. Parents may arrive prior to 7:10 and wait in the car rider line until released by a Woodson Staff member. **NO STUDENT SHOULD BE DROPPED OFF ON THE LOWER OR UPPER CAMPUS RAMPS.**

Please note:

Headstart students will be dismissed at 1:30 PM (12:30 PM on Mondays) at the car rider ramp off of Yukon. Please remain in your cars and sign your student out accordingly. If you do not come on time, you will have to wait in the car rider line. FOR SAFETY PURPOSES, THERE WILL BE NO WALK-UPS.

AFTERNOON CAR PICK-UP PROCEDURES: Please do not arrive early. Please use the Yukon ramp for pick-up. Students will not be dismissed before 2:10 p.m. Teachers will supervise students in grade level

groups in the upper cafeteria. When you reach the Woodson staff member in the parking lot, please roll down your window to hear which numbered space you should pull up to, as your child will meet you there. **PLEASE KEEP THE CAR TAG DISPLAYED UNTIL AFTER YOUR CHILD IS LOADED IN YOUR VEHICLE. Cars are restricted from parking on the road and blocking traffic prior to afternoon dismissal at 1:55. Ignoring these restrictions is dangerous to our pedestrian traffic and causes congestion to the exiting car and bus traffic. Safety is always a priority over convenience.**

WALKER AND BICYCLE PROCEDURES - Students who ride bicycles are required by law to wear helmets. Bicycles should be locked to bike racks. Please practice the walk or bicycle ride to school with your child if this is a new experience for them. Be sure to stress that children must cross the street where there is a crossing guard. Please note that due to storage and safety concerns, rollerblades are prohibited. The after-school walker area is off 22nd and in front of the upper campus. **PLEASE DO NOT PARK IN OUR PARKING LOT OR ON ANY CITY PROPERTY! YOU WILL RISK THE CHANCE OF BEING TICKETED! THE WALKER RAMP IS FOR PARENTS AND STUDENTS WHO ARE TRULY WALKING HOME. IF YOU ARE USING A CAR, YOU WILL NEED TO PICK UP YOUR STUDENT(S) ON THE CAR RIDER RAMP. STUDENTS WHO DO NOT HAVE PARENTS WAITING ON THEM WILL BE RELEASED TO WALK. THE SAFETY OF OUR STUDENTS IS OUR HIGHEST PRIORITY.**

SEVERE WEATHER DISMISSAL- In the case of severe weather (tornadoes or lightning) students will not be released to walk or ride their bikes home until the weather conditions improve. Please have a dismissal plan in place with your child's teacher in the event of SEVERE WEATHER. Classroom teachers will need to know if you prefer your child to wait until the severe weather has passed, or if they will be picked up in the car line. There is a severe weather plan option in the first-day packet. Please be sure to choose a plan and return the form to your child's teacher.

ATTENDANCE

"If You Miss School, You Miss Out!" Please give us the entire day to teach your child by preventing tardies and early sign-outs. Schedule vacations using the district school calendar. Days missed due to vacations are unexcused absences. If your child is going to be absent, please call the Absentee Phone Line, 975-7652 - Option 1. State your child's name, teacher's name, reason for absence, and anticipated number of days they will be absent.

BIRTHDAYS

We enjoy making every day special for all our students, however, please note that for birthdays, NO FOOD ITEMS or BALLOONS are allowed due to food and latex allergies. Please consider non-food items such as pencils, stickers, bookmarks, etc. Please contact your child's teacher with any questions.

BUS INFORMATION

The bus drop-off is in front of the school. CARS ARE NOT PERMITTED on the bus ramp while buses arrive from 7:10 a.m. – 7:40 a.m. or from 1:25-1:55 p.m. during dismissal. All students riding a school bus are expected to behave appropriately. It is the policy of Hillsborough County Public Schools to refuse school bus transportation to any student whose behavior on the bus or at the appointed bus stop is disruptive or endangers their safety or the safety of other children. Students who misbehave will be disciplined and may be suspended from riding the bus.

CELL PHONES/ELECTRONIC DEVICES

ELEMENTARY STUENTS: Cell phones/electronic devices are not allowed to be used at school.

MIDDLE SCHOOL: Cell phones/electronic devices are not allowed to be used unless directed by a teacher to assist with instruction. Students must keep cell phones/electronics secure as they are responsible for all personal items. Students must be responsible DIGITAL CITIZENS and use cell phones, the internet, and social media in responsible and positive ways. SOCIAL MEDIA IS PROHIBITED AT SCHOOL.

CLASSROOM DISRUPTIONS

To limit classroom disruptions during the school day, please ensure homework, lunches and other belongings are brought to school by your child each morning. Students without lunch, or lunch money, will be provided lunch and parents will be notified that it was necessary for him/her to charge lunch. To avoid interrupting instructional time, teachers will be notified via email of deliveries left for students in the main office. Although we make every effort to ensure all students receive the items delivered, teachers are only available to check their messages during non-instructional time, and therefore may not be notified prior to lunch or the end of the school day.

CLASS PARTIES

To maximum instructional time for all students, elementary school classes may have two parties per year (winter break and end of the year). District policy prohibits parents from bringing or sending food items to celebrate individual student birthdays. Class celebratory food brought by parents at the request of the teacher or food provided by teachers/administrators for student incentives must be pre-packaged and factory-sealed, with the ingredient label visible on the individual/original packaging.

DISMISSAL CHANGES

Parents must notify the teacher in writing whenever there is a change in their child's dismissal procedure. Written notification from both households must also be received when a student is going home with another student. Students will not be permitted to go home with another student on the bus. Notification by phone or fax will not be accepted for any dismissal changes. TO AVOID DISRUPTION IN THE DISMISSAL PROCESS, PARENTS MAY NOT SIGN STUDENTS OUT AFTER 1:10 p.m. (112:10 p.m. on Mondays).

EMERGENCY CARD (STUDENT ENROLLMENT RECORD)

We will use the information you provide on your child's Student Enrollment Record (SER/Emergency Card) to contact you in case of illness or injury to your child. Regular ParentLink email and text messages with important school and classroom information will be sent to the email address and phone number you provide on the card. Please keep this important contact information up to date by notifying the teacher and the school office of changes

MEDICATION

We are unable to administer over-the-counter medications to students. Our school nurse can provide you with information regarding procedures for administering prescribed medication that must be administered during the school day. Please see the Hillsborough County Public Schools Student Handbook for additional information.

PHYSICAL EDUCATION

Students should wear closed-toed shoes suitable for physical activity on Physical Education days. Students must bring a written note from their parent or doctor to be exempted from participation in Physical Education class.

SCHOOL UNIFORM

School uniforms are **mandatory** at Woodson PK-8 for ALL STUDENTS. Our uniform options include khaki or navy shorts, skirts, pants, or jumpers and a burgundy, navy, grey or white collared shirt. Students may wear spirit t-shirts or house shirts and denim on Fridays only (School Spirit Day). Spirit shirts can be purchased from our PTA. Torn or bleach spotted denim is not allowed. We have a “clothes closet” with donated uniform items. Anyone needing assistance with uniforms can contact our school counselor at 975-7652.

TARDY STUDENTS

Please ensure that your child arrives at school in time to be in their classroom by 7:40 a.m. A STUDENT ARRIVING LATE TO THEIR CLASSROOM (AFTER 7:40 a.m.) MUST REPORT TO THE OFFICE, TO SIGN-IN AND RECEIVE A TARDY PASS.

VISITORS AND VOLUNTEERS

All visitors and volunteers must SIGN-IN and OBTAIN a VISITOR PASS in the main office prior to going to classrooms or other areas of the campus. A driver’s license is required every time you sign in. All volunteers must have an approved volunteer application on file.

VOLUNTEER APPLICATION FOR HILLSBOROUGH COUNTY SCHOOLS

HCPS requires all volunteers and community partners to complete the HCPS Volunteer Application or have a current active application on file prior to any volunteer engagement. Notices of renewal dates are sent (30 days in advance) to the applicant based on expiration date. Completing the HCPS Volunteer Application is the first step in the process for volunteering in our school. The volunteer application process includes Volunteer Policy and Procedure Acknowledgement, Information Collection and Background Check Authorization. Applications should be submitted at least two weeks prior to any volunteer activity (<https://www.hillsboroughschools.org/volunteer>)

