

**WIMAUMA ELEMENTARY  
IMPORTANT STUDENT INFORMATION  
2020-2021 SCHOOL YEAR**

**DAILY SCHEDULE - ARRIVAL / DISMISSAL TIMES**

7:35 Warning Bell      7:40 Classes Begin    12:55(Mon) Dismissal      Head Start: 7:40a.m.-12:55/1:55 p.m  
1:55 (Tue-Fri)

Student supervision begins at 7:10 a.m. Children are not to arrive at school prior to 7:10 a.m., as no adult supervision is available. If you transport your child (ren) by car and you arrive before 7:10 a.m., please supervise your child (ren) in your vehicle until the school personnel comes out to assist with the arrival process. If a child arrives late, he/she must be accompanied to the office by an adult or at the time of his/her tardy arrival, have a parent/guardian signed and dated note.

Students are to report directly home following dismissal from school. Students who do not ride the bus must be picked up once school has ended. Since there is no adult supervision, students are not allowed on campus during non-school hours (afternoons, evenings, holidays, weekends, etc.).

**EARLY RELEASE OF PUPILS**

In the interest of security, any student who must leave prior to dismissal time must be released through the school's office. The adults listed as male/female household head or as emergency contacts on the child's emergency card will be required to present picture identification and sign the student sign-out book/SafeNet system. Your child will then be called to the office. Under no circumstances will a child leave school prior to dismissal without following this procedure. Since only adults authorized as indicated will be allowed to remove your child from school, it is important that you keep your child's emergency card up-to date to prevent delays. *Also, children miss instructional time when they are released early, therefore, please reserve early sign-outs for emergencies or important medical appointments that may not be scheduled during non-school hours.*

Students who are signed out prior to the end of the school day will miss receiving handouts, academic instructions, class/homework assignments, etc. Therefore, parents are strongly encouraged to plan to arrive by 12:15 (Mon)/ 1:15 (Tues-Fri) p.m. if your child must be signed out early. If you arrive after the sign-out times, please join the car-rider line. Inform the office staff that your child will be a car rider, and then return to your car to follow the afternoon pick up procedure. Your cooperation is greatly needed in order to guarantee a swift, smooth, and safe dismissal.

**When students are picked up early, teachers will be unable to stop instruction to prepare notes, assign homework...etc.**

**ILLNESS OR ACCIDENT AT SCHOOL**

Except in minor cases, parents will be notified immediately of an illness or accident at school. Minor scrapes and bruises, temporary discomforts, etc. will be treated and/or closely monitored at school. However, no child will be allowed to remain at school with fever, throwing up, or diarrhea. Because our school clinic is not equipped or staffed to handle ill children for long periods of time, we request that you pick up your child as soon as you are notified of the illness. The following information should be written on your child's emergency card and be **UPDATED** as needed:

1. *Name, address, home phone and business phone numbers of parents/guardians.*
2. *In the event that parents or guardians cannot be reached, other names and numbers should also be on file.*

**ABSENCES AND TARDIES**

Florida State law requires that a student be in attendance every school day except for personal illness. It is required by law that parents explain the cause of a child's absence or tardiness. If your child is absent, please call the school absentee line at 671-6164 #1 to explain. All students who have been absent **MUST**, upon returning to school, have a note explaining their absence. Ten or more days of unexcused absences will be considered excessive and will be referred to the school social worker.

All students who arrive after 7:40 a.m. must immediately report to the office to receive a tardy pass before going to class. Students who are tardy must have a parent/guardian signed and dated note or be accompanied to the office

by an adult. We discourage excessive tardies. Children miss important instruction if they arrive late. Being on time sets the tone for a good day!

### **ADMINISTRATION OF MEDICINE**

Authorized school personnel will assist students in the administration of prescription medicine when the following conditions have been met:

1. Parent Authorization forms must be completed in order for a student to take medication at school.
2. Only prescription medicine will be administered at school.
3. Over-the-counter or sample medication must be accompanied by orders from a physician. Without these orders, the medication will not be administered. Parents/Guardians may administer medicine in person.
4. Parents must deliver the medication to the school office in the container in which it was purchased. At no time should a child transport medication of any kind.

### **ACCIDENT INSURANCE**

Students are not insured by the School Board. **The School Board has no legal responsibility for injuries incurred by students while at school.**

### **HEALTH REQUIREMENTS**

Florida's School Health and Immunizations laws require students to have a physical examination prior to admission to school and to have the required immunizations. The school principal shall require acceptable proof of age, a school physical (not more than one year old) and a health certificate pertaining to inoculations for all children desiring to be admitted to school for the first time).

### **HOMEWORK**

Homework will be assigned by teachers Monday-Thursday. If you have questions about your child's homework, please ask your child's teacher. Homework should not exceed 30 minutes in grades K-3 or 45 minutes in grades 4-5. Students will receive an Agenda Book to assist in parent communication regarding homework assignments.

### **HEADLICE**

It is county policy that a child will be excluded from school when the student is found to have head lice and/or nits. The child will not be permitted to return to school until his/her head is free from lice and nits. **Do not send your child back to school on the bus if he/she has been sent home with nits or lice.** *Since the **child must have a check before returning to class, parents must accompany the child to the school office.***

The school takes special precautions by informing the parents and isolating students with nits or lice. If you, the parent, will also check on a regular basis, this will help us. If you do notice this condition, please contact the school. Before a student may return to classes, he/she must be checked in the office and be free of all head lice and nits.

### **BREAKFAST AND LUNCH PROGRAM**

Students are encouraged to eat a nourishing breakfast to assure classroom success. Breakfast is served at four different carts stationed around the campus. All students qualify for our "FREE" universal breakfast. **Our breakfast schedule is from 7:10 a.m. to 7:40 a.m. To insure your child has a nutritious breakfast, they must arrive at school prior to 7:55 a.m. If your child is going to be late for school, please plan to provide them with breakfast prior to their arrival.** (Head Start students will eat breakfast after 7:45 a.m.)

A hot, well-balanced lunch, including milk, will be available daily to all students whose parents want them to eat a school lunch. Each student is responsible for his/her own lunch money, payable daily, weekly, or monthly. Make checks payable to Wimauma Elementary Lunchroom (please put your child's name and teacher's name on the lower left portion of the check). In an emergency, a child may charge a lunch for one day, AND PAY THE NEXT SCHOOL DAY.

Applications for free and reduced meals will need to be completed on-line. Additional forms will be sent home in the first day packet. Please return these forms as soon as possible. Note: Students are not allowed to bring to school carbonated drinks, drinks/food stored in glass containers, candy or gum.

## **PERSONAL PROPERTY**

Please label your child's clothing (coats, sweaters, etc.) so they will be easily identified if misplaced. The Lost and Found is available for students to look for and deliver misplaced items. Do not send your child to school with personal items, which have no educational purpose such as valuables, toys, large sums of money, photographs, etc...

Children are discouraged from bringing large amounts of money to school. However, when it is necessary for your child to bring money to school, please instruct him/her to secure his money in pockets, shoes, or socks. Also, students must not bring toys, candy, gum, snacks, beepers, telephones, real or toy weapons (including mace and pepper spray), valuables, glass/ceramic objects etc. to school.

## **FIELD TRIPS**

Field trips are an integral part of the curriculum and each child is encouraged to participate. Parents will be notified in advance of upcoming field trips. Money will be collected prior to the field trip by your child's teacher. If paying by check, please put your child's name and their teacher's name on the check. Also, please send one check for each student...per classroom. Do not combine students from more than one classroom on each check. Records are kept by their individual teacher.

## **PHYSICAL EDUCATION**

**All students are expected to dress appropriately for and participate in daily physical education activities. Shoes should be securely fastened to the feet of a reasonable heel height; therefore, no sandals or flip-flops will be worn. Students are not excused from such classes without a written statement from a doctor.**

## **TEXTBOOK INFORMATION**

Students are responsible for damage to or loss of library books or textbooks assigned to their care. Students who lose or damage school books or school property will be required to pay for the damage or replacement cost of the item.

## **SCHOOL BUS INFORMATION**

**There are new procedures implemented for all Kindergarten students riding the school bus. All Kindergarten students will receive identification tags to hang on their book bags. Kindergarten students who cannot be delivered to their parents will be returned back to the school. Parents must then pick up the child from school.**

School bus transportation is available for children who live two miles or more from school. All bus stops are based off the physical address of the family. Transportation may be provided for students residing less than 2 miles from school under certain conditions (if seats are available). Students must observe classroom conduct while getting on and off the bus and while riding the bus. The bus driver is in charge of the bus and should be treated with respect. Students riding the bus must comply with the rules of the bus and the driver. Any misconduct will be reported to the School Safety Sponsor and/or the Assistant Principal. Severe or continued misbehavior may be cause for suspension of a student's bus riding privileges.

Permission for a student to ride a bus other than the one assigned will not be granted. In order to obtain approval for alternate transportation, prior to 8:00 a.m. the parent must provide the verification of the new address. The permission form will be given to the student to give to the driver. **Remember that times listed on the bus routes are estimated times and can change due to traffic.**

## **HOME/SCHOOL COMMUNICATION**

Various channels will be used to keep parents informed of student progress, school policies and achievements. These channels include the Important School Information flier, Handbook for Parents/Students, flyers, report cards, conferences, PTA activities, social media, and recorded messages.

## **PARENT/TEACHER CONFERENCES**

Parent/Teacher conferences are a vital part of the educational process. Our school will have scheduled conference nights twice during the school year. Teachers and parents may SCHEDULE conferences at other times as the need arises. Also, because teachers supervise incoming students from 7:10 a.m. - 7:40 a.m. and spend most of their time

involved with teaching and supervising students, scheduling a conference in advance ensures that the teacher will be available and prepared to talk privately with parents.

### **STUDENTS USE OF THE SCHOOL PHONE**

In extreme emergencies, adults will assist students with phone calls to parents. (NOTE: Since each parent will submit a Rain Days Plan form, rainy days will not be considered emergencies and calls will not be necessary.) **Cell phones are permitted. However, they must be turned off and placed in a backpack.** They may be used only in emergencies with permission by the teacher or administration. Cell phones will be taken by school employees if there is any misuse of them. They will be returned at the end of the day.

### **PARENT CALLS TO LEAVE MESSAGES**

Since we have over 600 students, and it would be impossible for office staff to handle a large volume of incoming calls, parents are advised to limit incoming calls to leave messages for children. Most problems, plans or change in plans can be discussed with your child before he/she leaves home in the morning.

### **SCHOOL HEALTH SCREENING**

The School Health Services program conducts health-screening activities at various times during a child's school experience and for various grade levels. Screening activities occur on a schedule dependent on guidelines established by the Health Department and local school health personnel. Parents/guardians must inform the school in writing if they do not wish their child to participate in any portion of the program.

### **DRESS CODE**

For the 2020-2021 academic year, Wimauma will have a uniform policy in place for students. If parents/guardians are exempting from the policy, they would need to come into the main office to sign the necessary paperwork that would be kept on file. Then they would be under the criteria under the student's handbook for what would be appropriate attire for school. Currently, the uniform is a navy blue and gray polo shirts for tops and the bottoms are beige (khaki)/navy blue and jeans. Spirit shirts may also be worn by students instead of the polo shirts. Wimauma PTA does sell shirts to parents, but they are not required to buy them from PTA. Student's shoes should always be secured and fastened at all times to protect their feet at all times. SNEAKERS is the best type of shoe for all our students. Parents will be notified when students may wear something different than their school uniform. An example would be for school pictures since parents have the option to purchase them.

### **VISITATION**

No person is to visit classrooms without permission from the office and must have a valid form of identification. Therefore, upon arriving on campus, immediately report to the office to get a visitor's pass. **SORRY, SCHOOL BOARD POLICY PROHIBITS CHILDREN WHO ARE NOT ENROLLED IN THE SCHOOL TO VISIT WITHIN THE SCHOOL DURING SCHOOL HOURS.**

Parents are invited to arrange in advance to observe in their children's classrooms. The teacher, however, cannot stop classroom activities to hold parent conferences. If you need to conference with a teacher, please call to make an appointment.

### **PARTIES**

School board policy allows for 2 parties per year (one just prior to winter breaks and one on the last day of school) in each elementary classroom. Consequently, although teachers may hold lesson-related celebrations, teachers are not at liberty give a variety of holiday parties or birthday parties for individual students. Parents are allowed to send bought store items for their child's birthday, with permission of the teacher and given out during their scheduled lunch time.

**Other important information may be found in the HANDBOOK FOR PARENTS AND STUDENTS.**