

We are so excited to welcome back our Northwest Nighthawks for the 2021-22 school year! To help get you started below is some important information. Please read and review this information with your child and family. On the last two page of this document there is some information we will need from parents. Please complete, sign and send an electronic copy of those sheets to your child's teacher. If you have any questions please call Northwest 975-7315.

8/10- FIRST DAY ON CAMPUS PROCEDURES

Our faculty and staff will meet the students as they arrive on campus on 8/10. **Masks are optional for all students**, parents please make that decision with your child and provide masks for your child as they enter campus. For students that plan to wear a mask we recommend that students have backup masks in their backpack in case their mask breaks or needs to be replaced.

Parents **PLEASE** complete the **name tags** provided in this packet with the required information and insure that **your child wears it the week of 8/10. Students are encouraged to ride the bus starting on 8/10.** We will not have an accurate count of students per bus unless they ride the bus during the first couple weeks. By completing the name tag, you will help us with bus rosters and with immediate identification of your child and his/her homeroom. Your cooperation will help make the first day run smoothly for your child.

NO PARENT PARKING or VISITORS ON CAMPUS

For the safety of all students and faculty **NO VISITORS** will be allowed on campus. Parents will **NOT** be able to park and walk students in. Parents please plan ahead and decide the best way to drop off your child each morning (car-rider, daycare drop-off, bus or walk/bike to school). Once at the gate, parents will leave students. Northwest staff will have procedures in place to guide all children to reach the cafeteria (for breakfast) or to go their classroom. **ALL** Kindergarten students will report to his or her classroom and go with the teacher to breakfast at 8:00am for the first two weeks of school.

GENERAL TRANSPORTATION INFORMATION

Students have the option to wear a mask to and from school while riding the bus. The Transportation Department wishes to notify all parents of the many mediums by which you can access bus run information for your child before school starts. Please see the enclosed reports that list the bus stop locations and times. Bus run information is also available at [http:// www.hillsboroughschools.org](http://www.hillsboroughschools.org). If you have any questions, please feel free to call (813) 631-4052 where they will be happy to answer your questions. Please remember, if you have an ESE child receiving specialized bus services, your bus driver will be contacting you with specific bus stop locations, times, and bus numbers.

DISTRICT KINDERGARTEN TRANSPORTATION PROCEDURES

1. K students will be given green backpack tags by the school on the first day. These tags must stay attached to backpacks and students should have these tags every day of the school year. Green tags will indicate bus riders, all other K students will get red tags.
2. K students can be released at the bus stop with older siblings unless otherwise stipulated by the parent. If there is no older sibling, **a designated adult must be at the stop (not waiting in the car).**
3. If no adult is at the stop the K student will be returned to the school after the elementary run is complete.

****REMINDER** Only buses are to enter the front driveway during the hours of 7:00 -7:40 a.m. and 1:25-2:10 p.m.** Students transported by cars before and after school will use the WEST driveway.

Day Care buses will pick up students in front of the school as designated. **Having your child ride the bus on 8/10 will help alleviate Northwest's traffic congestion.**

STUDENT HOURS ARE

7:40 a.m.-1:55 p.m. (Tuesday-Friday) and 7:40 a.m. 12:55 p.m. (on Mondays). Students are to be seated and ready for instruction at 7:40 a.m. Any student arriving to class after 7:40 a.m. will be considered TARDY. If on occasion you need to drive your child to school, please remember that students are **NOT to be dropped off before 7:00 a.m. UNLESS YOU HAVE REGISTERED FOR MORNING HOST.**

EARLY RELEASE

During the 2021-2022 school year students will be released one hour earlier on most Mondays. Student hours on most Mondays will be 7:40 a.m. -12:55 p.m. Please make plans for early dismissal on Mondays to ensure that transportation and after school care is not a problem on those days.

HOST

HOST, our sponsored before and after school care program will begin on 8/10. The program hours are Morning 6:30-7:00a.m. and from school dismissal until 6:00 p.m. HOST will provide a snack and drink each day. The program consists of supervised homework time, arts and crafts, outside games, and organized indoor activities. There is a registration fee and a weekly fee dependent on the household income.

CAMPUS SAFETY AND STUDENT SIGN OUT

We have procedures for entry on to campus. These procedures have been developed to enhance the security of our school and to provide the safest learning environment possible for our students. ALL gates will be closed at 7:40 a.m. All entry to campus after 7:40 a.m. must be done through the front office, where visitors will sign-in and present a Driver's license. Students may only be signed out by adults and **sign outs will not be allowed after 12:30 p.m. on Monday and 1:30 p.m. Tuesday-Friday.** All adults must present a driver's license and **be listed on the student's Emergency Card for a student to be released.** To minimize disruptions students will not be sent to the office.

SCHOOL ADVISORY COUNCIL (SAC)

We invite you to become involved in quite possibly the single most important committee in any Florida public school. Formed through state legislation, all public schools must have a School Advisory Committee (SAC) made up of school "shareholders," i.e. parents, community members, businesses, faculty, staff, and administration. Duties include attending monthly meetings and reviewing and assessing the annual School Improvement Plan. By law, 51% of the council is to be comprised of non-school-affiliated members. To keep our council both productive and manageable, 15-20 members is an optimal number. Interested parties should call 975-7315 for information or consideration as a member of our SAC. Dependent on the number of applicants, non-school-affiliated members will be voted or affirmed at our first general PTA meeting.

LUNCHROOM INFORMATION

*We offer **FREE BREAKFAST and LUNCH** to **ALL** students.*

Breakfast will be served 7:10-7:35 a.m. and milk is served with all meals. Breakfast will consist of a CHOICE between a hot or cold offering. Children will be offered one entrée and choice of 2 sides each day for lunch. Menus will be sent home monthly, or are available on our district website.

A la carte items are NOT included in the student lunch and cost extra. If you plan to have your child purchase a la carte items, you will either need to send money or use the district's meal pay online. It is recommended that you send a la carte money by the week or month (our school month is 20 days) or pay electronically. Money paid electronically will be credited to the child's computerized account. Your child's 7-digit student ID will also act as his/her meal number. If your child was a student at Northwest or any Hillsborough County School last year, the number will be the same this year, and throughout his/her school career. Please help your child memorize this number (like a phone number!) before the first day of school. See the District website at www.hillsboroughschools.org for electronic "meal pay" directions. If you have more than one child at Northwest you may write one (1) check for all lunches. **PLEASE** write the names of **all children (first and last name) and teacher names**, as well as the amount of money enclosed, and the days paid for on the outside of the sealed envelope. Parents are requested to **put the child's first name and last name on the check so it may be credited properly.**

SCHOOL UNIFORM POLICY

Northwest Elementary School has a **voluntary** uniform policy.

UNIFORM SHIRTS: Red, White & Royal Blue Polo Shirts, with or without "Nighthawk" logo. These shirts will be worn Monday-Friday. Uniform shirts may be purchased at various retailers.

UNIFORM PANTS: Navy Blue or Khaki shorts, pants, skorts and capris for Monday through Friday. Shorts, pants, skorts and capris may be purchased at any retailer.

OPTIONAL:

Red "Patriotic" T-shirt for Wednesdays (PTA order form)

Blue "Spirit" T-Shirt for Fridays (PTA order form)

DISMISSAL PROCEDURES

Having a well-planned dismissal is in the best interest of your child. Children may be dismissed in a number of ways. Please indicate the usual procedure for dismissal of your child.

_____ 1. My child will ride bus # _____ home.

_____ 2. Parent pick-up.

_____ 3. Daycare pick-up:

Name _____

_____ 4. HOST

_____ 5. Other _____

PERMISSION TO RELEASE PHONE NUMBER

Northwest PTA is looking forward to a year with many exciting activities. Since you are an important part of these activities, we would appreciate your help from time to time. Please give us permission to use your phone number in order to contact you.

_____ Yes, you can use my cellphone number to contact me.
My cellphone number is _____

_____ No, I do not want my number used.

_____ Yes, you can use my email address to contact me.
My email address is _____

_____ No, I do not want my email address used.

FIELD TRIP PERMISSION

My child has my permission to go on any and all field trips that the school feels are beneficial. I understand that I will be notified of each trip and may cancel my permission in writing if I desire. I further understand that the children will be properly supervised by representatives of the school and may be transported in a school bus or private automobile. Automobiles are not under the control of the School Board of Hillsborough County.

_____ I give permission for my child to go on field trips.

_____ I do not give permission for my child to go on field trips.

EMERGENCY INFORMATION and RELEASE of STUDENTS

Should an emergency arise and a parent cannot be reached, the office will contact those people listed as emergency contacts on the Student Enrollment Record. I understand that without a written permission from me that my child will NOT be dismissed to anyone other than those people listed on that form.

I HAVE READ THE ABOVE INFORMATION AND HAVE FILLED OUT THE APPROPRIATE SPACES TO INDICATE MY PREFERENCES.

Parent Signature _____

Date _____

Student Name Tags

Last Name	First Name	Last Name	First Name
Teacher name	grade	Teacher Name	grade
Way Home	BUS Bus # Stop #	Way Home	BUS Bus # Stop #

Last Name	First Name	Last Name	First Name
Teacher name	grade	Teacher Name	grade
Way Home	BUS Bus # Stop #	Way Home	BUS Bus # Stop #

Last Name	First Name	Last Name	First Name
Teacher name	grade	Teacher Name	grade
Way Home	BUS Bus # Stop #	Way Home	BUS Bus # Stop #