

Student and Parent Handbook 2022-2023



J.R. HARRIS
ELEMENTARY SCHOOL



This booklet is intended to serve as a guide to benefit our school. It should be used in conjunction with the Code of Student Conduct and the policies of the Board of Education and the Texas Education Agency (TEA).

Information in this handbook may be changed with or without notice based upon policy changes from the John R. Harris Elementary School's Shared-Decision Making Committee, Houston Independent School District's Board of Trustees, Texas Education Agency, Texas Legislature, or the Congress of the United States.

It is the policy of the Houston Independent School District not to discriminate on the basis of age, color, handicap or disability, ancestry national origin, marital status, race, religion, sex, veteran status, or political affiliation in its educational or employment programs and activities.



Student-Parent Contract

Parent Pledge: In order to prepare my child(ren) for higher education, I will...

- Send my child(ren) to school on time every day before 7:30 a.m.
- Make arrangements to ensure my child(ren) remain at school until 3:00 p.m.
- Allow my child(ren) to go to tutorials when needed and to make the necessary arrangements to have them picked up and/or dropped off on time.
- Support J.R. Harris's discipline, policies, procedures, and dress code.
- Check my child(ren)'s Daily Behavior Calendar and initial and return the next day.
- Make sure my child(ren) is doing their homework and reading 30 minutes every night by signing their homework log daily.
- Keep the teacher(s) informed about my child(ren)'s academic progress, health conditions, and life changing events that would affect his/her ability to learn.
- Provide a valid written excuse for my child(ren)'s absences within 3 days of the absence.
- Encourage and support my child(ren) to be involved in extracurricular activities.
- Attend at least 4 parent meetings throughout the school year and support school fundraiser activities (Meet the Teacher, Open House, Coffee with the Principal, Family Literacy Night, Family Math/Science Night).
- Make sure my contact information is up to date.
- Follow up with my child(ren)'s teacher after every progress report and/or report card.

Student Pledge: In order for me to be ready for college, I will...

- Be dressed in school uniform at all times unless told otherwise by the school.
- Come to school prepared with my completed homework and with my supplies every day.
- Strive to learn, listen, and grow as an individual.
- Follow all classroom and school rules.
- Demonstrate respect for self, property, and people.
- Listen and follow to the instructions/directions of my teacher, faculty, staff members, administrators, and/or any adult on campus.
- Take responsibility for my own actions and my words by being honest.
- Strive to do my best and behave in a way which allows everyone to learn.
- Encourage my parents to attend at least 4 of the parent meetings held throughout the school year.

JOHN R. HARRIS ELEMENTARY SCHOOL
801 BROADWAY STREET
HOUSTON, TEXAS 77012



MAIN: 713-924-1860

FAX: 713-924-1863

WEBSITE: *houstonisd.org/harrises*

TWITTER: *@jrharris166*

CLASS DOJO: *https://tinyurl.com/harris-doj*

VISION

John R. Harris is committed to meeting individual student academic, social and emotional needs.

MISSION STATEMENT

John R. Harris is dedicated to unlocking students' potential for greatness by creating critical thinkers who contribute to their local and global community.

MOTTO

Think...Dream...Believe...Achieve

SCHOOL COLORS

Red, White & Blue

MASCOT

Eagle

PROGRAMS

Bilingual, ESL, & Regular

CORE VALUES

EAGLES SOAR

Safety - Means helpfulness, good judgement, and responsibility

Ownership - Means honesty, integrity, and courage

Achievement- Means grit, perseverance, and self-discipline

Respect - Means good manners, kindness, and friendship

THE PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

"I pledge allegiance to the flag, of the United States of America.
And to the republic for which it stands, one nation, under God, indivisible,
With liberty and justice for all."

THE SALUTE TO THE TEXAS FLAG

"Honor the Texas Flag. I pledge allegiance to thee, Texas, One state, under God One and indivisible.

THE J.R. HARRIS SCHOOL PLEDGE

I must work hard today, to get smarter in every way, helped by my teacher, my family and friends. If I make a mistake, I have what it takes to keep trying until I succeed.

THE J.R. HARRIS SCHOOL SONG

"J.R. Harris Mighty Eagles
are soaring higher every day
We do our best
on our learning quest
Helping each other
on the way
Our school prepares us for our future
as eagles we're flying towards our dreams
At J.R. Harris we're a family
made of lots of awesome teams."

Dear Parents/Guardians,

Welcome to the 2022-2023 school year! I am honored to lead the school as your principal as we continue to make progress towards excellence. We are committed in helping every student reach their highest potential. When we expect more, our students achieve more. John R. Harris Elementary is a great place to be. We have built a foundation for a safe and respectful learning environment. Our school wide expectations are based on the premise of respect and building a strong foundation for success.

This year we are focusing on ensuring all grade levels are reading at or above grade level. In addition, we will be focusing on integrating a school-wide PBIS system in which students, staff, and parents will be given opportunities to grow in their social-emotional learning and behavior management.

The faculty and staff are filled with excitement to begin working with students, families, and the community. We invite you to volunteer and become involved in your child's learning experience. Please plan to join us for our Open House on Wednesday, September 28th from 4:30-5:30 pm.

To ensure the safety of all students, we have worked carefully to improve our campus arrival and dismissal plan. Our goal is to keep every child, parent, and staff member safe during dismissal. So, please make sure that you help us by following our school rules. We encourage you to take the time to review the handbook with your child.

We appreciate your patience and cooperation as we get our students accustomed to the school environment and routines. If you have any questions or concerns, please let us know by contacting our school secretary at 713-924-1860. As always, your support and partnership is key to the success of our school. I am looking forward to another successful school year!

Sincerely,

Jessica Rivero, Principal

John R. Harris Elementary

As a member of the John R. Harris School Community we expect all students, faculty, staff, and parents to S.O.A.R. Please see the chart below on how you can help your student to S.O.A.R. at school.

	Safety	Ownership	Achievement	Respect
Arrival	<ul style="list-style-type: none"> 🌐 Park and walk student to the front office and sign them in when tardy (Arrive after 7:30 am) 	<ul style="list-style-type: none"> 🌐 Student arrives prior to the start of the school day at 7:30 am. 	<ul style="list-style-type: none"> 🌐 Student is on time and ready for the day. 	<ul style="list-style-type: none"> 🌐 Treat and talk with all individuals I encounter with respect.
Dismissal	<ul style="list-style-type: none"> 🌐 Use correct dismissal area to pick up student (Circle Drive or Manchester) 🌐 Park and walk to front office to sign out student if late to pick up (after 3:10 pm) 	<ul style="list-style-type: none"> 🌐 Student is picked up by 3:10 pm each day. 	<ul style="list-style-type: none"> 🌐 Student has all items for homework in backpack and ready to go home. 	<ul style="list-style-type: none"> 🌐 Treat and talk with all individuals I encounter with respect.
Classroom	<ul style="list-style-type: none"> 🌐 Ensure student uses technology safely and respectfully at school and home. 	<ul style="list-style-type: none"> 🌐 Read all communication from teacher (newsletter and Class Dojo reminders). 	<ul style="list-style-type: none"> 🌐 Student has all homework completed each evening. 	<ul style="list-style-type: none"> 🌐 Treat and talk with all individuals I encounter with respect.
Parent Engagement	<ul style="list-style-type: none"> 🌐 Check and initial my child's behavior calendar daily & consistently encourage my child to adhere to all behavioral expectations. 	<ul style="list-style-type: none"> 🌐 Be an active partner with the school. 🌐 Stay informed by reading all communication (newsletters, flyers, Class Dojo) 	<ul style="list-style-type: none"> 🌐 Join PTA and seek out ways to volunteer and/or be involved with the school. 	<ul style="list-style-type: none"> 🌐 Model respect and manners at home and school for my child at all times.

DAILY SCHEDULE

- 7:10 a.m. Campus Opens
- 7:30 a.m. Students Enter Classroom / Instruction Begins
- 7:35 a.m. Students are Tardy / Morning Announcements
- 9:30 a.m. Official Attendance is Taken
- 3:00 p.m. Dismissal

*Breakfast will be served in the classroom beginning at 7:30 a.m.



STUDENT ARRIVAL PROCEDURES

School starts at 7:30 a.m. and ends at 3:00 p.m.

At 7:30a.m. the first bell rings. Tardy bell rings at 7:35 a.m.

- All students will enter through one of the following locations:
 - Magnolia Circle Drive - ALL students
 - Broadway - Buses
- All students, parents, and visitors will enter the building through the front doors at all times during the day, NO EXCEPTIONS.
- All students, parents, and visitors MUST check in at the front office.
- The school building opens at 7:10 AM. Do not drop off your children before 7:10 AM as there is no one on duty to supervise them. For your convenience, drop off zones will be open until 7:30am.
- Students arriving after 7:30 am MUST be walked to the front office and signed in.
 - 2nd-5th grade students will be held accountable for excessive tardies.
- Between 7:25-7:30 am, students in grades PK - 5th will be picked up from the hallway to go to their classroom.
- All students will be supervised by assigned personnel in their grade-level hallway.
- All PreK - 5th grade students will have breakfast in the classroom. NO EXCEPTIONS.

DISMISSAL PROCEDURES

Dismissal time for all students is 3:00 p.m. Please pick up your child/children on time. Each teacher will walk students to their designated dismissal areas. We have signs posted all around our designated dismissal areas. Please take time to familiarize our dismissal map.

Please remember that we will not dismiss anyone or pass out messages for transportation changes after 2:30 pm.

Car Riders/Walkers & Siblings

PK- K:

All **car riders** will be picked up by Magnolia circle drive.

Orange cones are in placed as **loading stations**. We ask that you please pull all the way forward to the next available cone or as directed by school personnel.

All **walkers** will be picked up from the PK-K exit doors on Magnolia Street. (See map for clarification) Please use the dismissal tags that were given by the teachers.

If you do not have a dismissal tag you must park the car and pick up your child from the office. No students will be released without a dismissal tag. Make sure your name is on the registration form and have an ID in order for student to be released.

1st-5th:

All **car riders** and walkers will be picked up on Manchester Street dismissal area. Please follow designated signs posted for each area.

Orange cones are in place as **loading stations for car riders**. We ask that you please pull all the way forward to the next available cone or as directed by school personnel.

If you do not have a dismissal tag you must park the car and pick up your child from the office. No student will be released without a dismissal tag.

BUS and VAN RIDERS:

All bus and private van riders will be picked up by designated personnel and escorted to their dismissal areas

Bus and Van riders will be picked up at Manchester Street.

SPED Bus will load students at the circle drive by Broadway Street.

If your child will not ride in the bus or van for the day, please send a **written notice** stating how they will go home, and who will be picking them up. Make sure that the person picking them up has their driver's license and is listed on the rainy-day form. In addition, please make sure you notify main office of changes before 2:20p.m.

Please note: If your child has a younger sibling in PreK or Kinder, they will be picked up on Magnolia Circle Drive (car rider) or Pre-K exit doors (walkers). Only the dismissal card for the youngest sibling is required at the time of pick up.

RAINY DAY DISMISSAL

It is most important that the child understands the plan for rainy days. Children will not be allowed to call home to make rainy day arrangements. During thunder and lightning storms, we will keep children in the designated areas until someone picks them up. We do not dismiss children in any grades earlier due to rain unless they are picked up by their parents **before 2:30p.m.** Dismissal during rainy days can be hectic. We must be patient, expect it to take time, and be considerate of others. The most important consideration is the safety of our children. If weather permits, we will use umbrellas and raincoats to escort the children. If not, you will be asked to get off your vehicle to pick your children from designated areas. If for any reason you are not able to get down, please make sure that you proceed to the Magnolia circle drive so that we are able to assist you.

*Children who attend the After-School Program go to the cafeteria. Children who walk home will go to the cafeteria until weather permits.

All late pick ups will be brought to the cafeteria at 3:10 PM. We will have a designated employee to supervise late pick up. You will need to walk to the cafeteria, present a dismissal card, and sign the late pick up form. If you do not have a dismissal card presented at the time of pick up, you will need to go to the front office to get a temporary dismissal card. An ID card must be presented. **To ensure the safety of your child/children, we will only release students to parents/guardians 18 years or older.**

****Please keep in mind that all students will be picked up with the youngest sibling.** See school map for more information. Again, to ensure the safety of our children please do not drop off before 7:05 AM. Students are dismissed at 3:00 PM. Please be on time to pick up your child.

ATTENDANCE POLICY

Attendance Policy:

Official HISD and State attendance is taken at 9:30 a.m. Students must be at school in order to be counted present. A student must be in attendance at least two instructional hours in order to be counted present for one-half day and at least four hours to be considered present for one full day. TEC 42.006(b). School shall notify parents or guardians when a student has three absences. Please note that you will be receiving a phone call and/or a home visit when your child is not in school. Unexcused tardies are not converted to unexcused absences. In order to maximize the instructional time for your child's learning, we need your support in ensuring that they arrive on time and come to school every day ready to be challenged.

EXCESSIVE ABSENCES/ TARDIES

All students in HISD are expected to be in attendance in all their classes and to take advantage of the opportunity to learn and to pass their classes. In May, an attendance committee will review the records of any student not meeting the criteria to determine if he/she will pass to the next grade level. Students who are absent must present a written excuse. Failure to provide a note within 3 days will result in an unexcused absence. In the event that students are habitually tardy, they will be given a consequence. Students who have eight or more unexcused absences may be retained and must repeat the school year. Excessive tardies will result in student not being eligible for perfect attendance awards. Students in 2nd-5th grade will have a consequence after every 3 tardies, and a conference will be made with the parents. The only acceptable excuses for absences and tardies are:

- Personal Illness.
- Sickness or death in the family.
- Weather or road conditions making travel dangerous.
- Participation in school activities with permission from the principal.

ABSENT - MAKING UP WORK

Students must be given the opportunity to make up work missed due to all absences. The school will provide make-up work to students who have been excused. The school shall give

students a reasonable amount of time to complete such make-up work and will give a reasonable amount of time to grade such make-up work.

GRADING POLICY

Categories for grades for 1st–5th grade students: Each category has a set weight to it.

- Class work - 40%
- Tests - 40%
- Quizzes - 20 %

Pre-K and Kindergarten use a different grading policy based on objectives.

ELECTRONIC DEVICES

Students are not allowed to have in their possession any personal electronic device (cell phones, tablets, etc.) during the regular school day. Electronic devices **MUST BE TURNED OFF** while in the school building. Students in 3rd–5th grade will turn in their cell phones to a lock box each morning and will have it returned before dismissal each day. If an electronic device is found in student's possession during the day, the faculty member will confiscate the item and turn it in to the front office by the end of the same school day. The front office will place the item in storage, log the item, and student's name. Parents may come and pick up the item during school hours. The use of personal devices during school hours will result in a discipline infraction.

NEWSLETTERS

A grade level and school-wide monthly newsletter will be sent home with important dates and information in English and Spanish on the 1st Friday of each month in the school folder.

LEAVING / RETURNING TO SCHOOL DURING THE SCHOOL DAY

According to Houston Independent School District (HISD) board policy, no student under 18 years of age may leave campus during school hours for any reason without prior approval in writing or by documented phone call from the student's parent or guardian and only with an adult that is on the enrollment card. If a student must leave during the school day for any reason, the parent/ guardian must come to the office to sign him/her out and must present a picture ID. Office personnel will send for the student. This applies to lunch, doctor appointments, extracurricular activities, field trips, and any other activity supervised by campus or district personnel. Such excuses must be approved by the principal or principal's designee. If the student returns during the school day, he/she will need to come by the office to sign in before returning to class. Please make sure that if changes are required in your child's transportation the school must be notified of this change, in advance, by a note to the teacher or communicated before 2:20p.m. If you need to pick up your child early, this must be done before 2:20pm. After 2:20pm, the students will be dismissed in the normal process.

REGISTRATION REQUIREMENTS

For a child to be registered for school it is necessary to have the following items:

1. A certified copy of birth certificate or birth registration card
2. Immunization record for the student
3. Social Security Card
4. If your child attended a previous school, a report card from the last school is required

5. Proof of address, such as a paid utility bill or rent receipt, with the correct name and address
6. If enrolling during the current school year, a withdrawal sheet from the previous school is needed.
7. Guardianship papers are required if the student is residing with someone else other than the parent.

WITHDRAWING PROCEDURES

A two-day advanced notification is needed to complete the checkout forms and to determine if fines and textbooks have been cleared. Please inform the school of the student's last day of attendance, new address, and the name of the new school your child will attend. Only the parent(s) or legal guardian who enrolled the student(s) in school may withdraw the child(ren). The completed checkout form must be taken to the new school with a copy of the last report card attached, if available. We appreciate your cooperation in giving us a 2-day advanced notice, however we are aware that emergency situations do arise which would require a speedier withdrawal process.

ENROLLMENT FORMS

In order for the school to handle emergencies, you must fill out two forms at the time of enrollment. In the event that your address, telephone, or other information changes, please notify the office immediately and complete a new enrollment form. We must have emergency phone numbers. No forms will be accepted without a phone number. Please make sure that you complete all forms and come to the office to update them immediately.

SOCIOECONOMIC INFORMATION FORM

Houston ISD must comply with the requirement to collect data on the socioeconomic status of each student as an indicator of performance in relation to student achievement and for use in the allocation of federal funds. It is very important that families fill out this form so that schools receive Title I funds and the State Compensatory Education Program.

SCHOOL COMMUNICATIONS

- Please encourage your child to bring notes sent home to your attention.
- Phone calls may also be made by the Principal through an automated call out system. It is very important that we have your correct phone number on file in order for you to receive these phone calls. If at any time you change your phone number or you are not receiving automated phone calls from the Principal, please see Mrs. Puente in the office so she can update your phone number.
- Daily Behavior Calendar
- Monthly Student calendars and newsletters are a way we communicate with our families.
- Class Dojo - Ask teacher for code to join.
- School Website: <http://www.houstonisd.org/harrises>
- Twitter Account: @jrharris166
- Instagram Account:
- Facebook Account:
- Monthly Coffee with Principal & Quarterly Title I Parent Meetings (See calendar above)

PROGRESS REPORTS

Teachers will send home the progress reports to parent/legal guardians each grading period. These reports are to be signed and returned to your child's teacher. Should you desire to have a conference with your child's teacher, please call the school, send an email to the teacher, or leave the teacher a message at the front office.

HOMework

Homework assists students in achieving satisfactory school progress, reinforces what was taught during the day and develops good study habits and responsibility.

The following homework suggestions may help your children:

- Choose an area where you and your child can read together for 30 minutes or more each day.
- Preview what is going to be read with your child.
- Don't forget to ask questions about what was read.
- Make sure the television and radio are turned off in the room where your child is studying.
- Become a role model to your child, let them see you read.
- Make sure your child is writing every day.
- Always ask what he/she learned that day and why it was important.
- Check your child's homework and provide positive comments.
- If your child is having difficulty with the assignment, ask your child's teacher how you can help.
- Review everyday high-frequency words in English/Spanish.
- PK-2nd graders need to practice counting the 100 chart every day. Please make sure that your child is counting by two's, five's, ten's, and writing their numbers.
- 3rd-5th graders need to practice their math time tables every day.
- Please remember that your child's teacher is a great source to assist you in enriching your child's learning.
- The most important suggestion is to have FUN helping your child learn!

VOLUNTEERS

Teachers are encouraged to establish a volunteer program in their classroom. The frequency for volunteering directly in the classroom and the types of activities the volunteer will complete is at the discretion of each teacher. **All parents that would like to participate as chaperones or classroom helpers must follow Volunteers in Public Schools (VIPS) procedures.** Parents must register every school year. Please see Ms. Lopez, Ms. Peery, or Ms. Carbajal to find out more information on how to become a volunteer. J. R. Harris values our volunteers and recognizes that they are an integral part in our school. *Together we can achieve more! Become a volunteer today.*

VISITORS

All conferences must be prearranged with your child's teacher during their planning time. Please contact the main office for individual teacher conference time. For security reasons, it is required that any person entering the building during the school day must sign in the main office. Please note that everyone will need an identification to be given a pass. **For the**

safety of our children we ask everyone who is joining their child for lunch to visit on *Monday's only*. Parents may bring store bought cupcakes of one flavor only for their child's birthday. The teacher will celebrate with the students after 2:20 pm. You may only attend if you are a VIPS approved parent and if the teacher asks. **In addition, we will allow you to escort your PK and K student on the first day of school ONLY.** Please understand that it is important to transition our student into the school environment as soon as possible for learning to take place. We appreciate your parental involvement and hope you continue to support your child.

FIELD TRIPS / SCHOOL EVENTS

All chaperones and visitors must be VIPS approved when attending a field trip / school event during regular school hours. All chaperones must follow Volunteers in Public Schools (VIPS) procedures according to HISD policies. Allow 3-6 weeks for the approval process. Parents are responsible for updating their status yearly. There is no rollover from year-to-year. Teacher sponsors of the field trip or the principal reserve the right to limit the number of chaperones. Chaperones must sign in the main office to obtain a pass prior to the field trip. All students attending the field trip must leave and return together, NO EXCEPTIONS. Parents are not allowed to meet up and or remove students from the field trip's location.

AFTER SCHOOL PROGRAM

Each year the Port Terminal Railroad Association (PTRA) sponsors an Invitational Golf Tournament, benefiting J.R. Harris Elementary School After-School Program. John R. Harris Elementary will have after school activities. Parents MUST sign the participation form for each program they are interested in their student participating in. Students that do NOT have a parent participation form will not be allowed to stay and participate in after school activities. Further information on Afterschool Program guidelines will be communicated by the coordinator.

MEDICATION

H.I.S.D. board policy prohibits school personnel from administering any medication during school hours. This policy includes aspirin and over the counter medication. If a child must take a long-term medication, the school will provide parents with a form to be signed by a physician stating this need. All medication must be kept in the nurse's office, this includes over the counter drugs. Parents are allowed to come to school and administer medication to their own child.

IMMUNIZATIONS

All students are required to have current and updated immunizations as required by law. It is the responsibility of the students and parents to provide the school with an accurate immunization record. A student may not be allowed to attend school without these State mandated immunizations.

SCHOOL UNIFORM

Students are required to wear uniforms Monday through Friday. Occasionally, non-uniform days will be announced. The principal has the final authority for dress code decisions, including consequences for dress code violations. Students are expected to proudly represent their school by dressing in good taste and portraying a neat and well-groomed appearance.

Hair

- Must be clean and worn out of the eyes.

- No gang related/vulgar language or symbols may be cut into the hair.
- Any hairstyles, colors, hats, caps that are deemed a distraction to the learning environment are not permitted.

Shirts/Blouses

- Red, white, or navy blue polos or a school t-shirt.
- All shirts must be tucked in.

Jackets/Sweaters

- Jackets or sweaters are to be in solid color only.
- If sweaters are worn, uniforms must be worn under these clothing items.
- Jacket hoods should not be over the student's head inside the building.
- No pullover sweaters.

Pants, Shorts, Skirts

- Khaki, black, or navy blue pants, shorts, or skirts (no rips or tears).
- Shorts must be worn at the knee or no more than 3 inches above the knee.
- Dark, solid colored leggings may be worn underneath skirts.
- Belts are recommended.

Shoes

- Closed toed shoes with socks must always be worn at all times for safety and health reasons.
- Tennis shoes must be laced and tied.
- For safety reasons, no open-toed shoes, platform shoes, spiked heels, combat boots or any backless shoes including clogs, crocs, shoes with wheels, sandals, baseball cleats or water socks are permitted.

Purses/Backpacks

- Should be left in an assigned area in the classroom during the day. Please check with the teacher to see if backpack is permitted.
- Students are not permitted to carry purses to the cafeteria or other classes. Students who need items from their purses/backpacks for personal use should obtain permission from the classroom teacher.

Jewelry

- Jewelry and other valuables should not be brought to school. The school is not responsible for lost, stolen or damaged jewelry.
- For safety and health reasons:
 - Girls should not wear large or dangling earrings.
 - Boys are not allowed to wear earrings.
 - Pierced lips/nose/eyebrows are not permitted.

Any student not properly dressed will be asked to correct the infraction if possible and remain at school. If the problem cannot be corrected the school will contact the parent to bring a change of clothing for the child.

STUDENT DISCIPLINE

Rules of conduct are established to achieve and maintain an orderly environment conducive to learning. Our rules are in accordance with established district policies and procedures outlined in the H.I.S.D. Student Code of Conduct. Students will be treated reasonably, fairly, and with patience. However, a violation of district and school rules will not be tolerated. Cooperative Discipline will be utilized to ensure positive behavior at all times.

SCHOOL-WIDE PBIS EXPECTATIONS

Common Area	Safety	Ownership	Achievement	Respect
Cafeteria	🌐 Clean up area when finished eating.	🌐 Finish your lunch in a timely manner.	🌐 Golden Spatula Award	🌐 Listen for and follow instructions from the cafeteria monitors.
Restrooms	🌐 Report any problems to the teacher.	🌐 Wash hands and put paper towel in the trash can.	🌐 Keep restroom floors and walls dry and clean.	🌐 Return to class or line promptly.
Hallways	🌐 Walk in straight line on the right side of the hallway one square from the wall.	🌐 Walk with backpack on back.	🌐 Keep quiet at all times.	🌐 Respect all bulletin boards, walls, and people.
Playground / Recess	🌐 Be kind and put safety first.	Walk in a straight line to and from the playground.	🌐 Watch for others and activities around you.	🌐 Line up quietly when called.
Arrival	🌐 Keep hands and feet to yourself.	🌐 Always walk on campus.	🌐 Follow monitor's directions.	🌐 Voices off- Level 0
Dismissal	🌐 Keep hands and feet to yourself.	🌐 Be seated quietly and listen for your names or bus.	🌐 Follow monitor's directions.	🌐 Voices off- Level 0
Special Events & Assemblies	🌐 Keep hands and feet to self.	🌐 Stay seated on your bottom with legs crossed or appropriate in chairs.	🌐 Follow monitor's directions.	🌐 Listen attentively and eyes on the speaker/s.

SUGGESTIONS FOR PARENTS

To help your child meet promotion standards:

- Ask your child daily about what he/she did in school.
- Ask about and follow up on your child's homework.
- Plan family learning activities that will reinforce your child's learning.
- Make and use oral or written contracts with your child and his/her teachers.
- Ask your child questions when they don't understand what is being taught
- Participate in school events so that your child is aware that you value his education. In doing so, you model for your child the importance of school.
- Attend teacher/parent conferences regularly.
- Be sure that children are in school every day for the full day.
- Make doctor and dentist appointments during non-school hours.
- Read with your child for at least 30 minutes every night.

STUDENT CLASSROOM EXPECTATIONS

To meet promotion standards, students should:

- Set aside homework time each day and complete homework assigned.
- Attend school regularly and be on time.
- Be prepared by bringing materials needed for class.
- Write down assignments in a notebook. Be organized!
- Create a special place at home to put school materials for the next day.
- Respect your-self, other students and school authorities.
- Respect property of others.
- Attend after-school tutorials when your teacher schedules you to attend.
- Ask teachers for extra help when needed.
- Follow Classroom Rules.

Please Note: All staff will be able to correct inappropriate behavior, violation of student expectations, and conference with the teachers regarding infraction.



STUDENT and PARENT HANDBOOK SIGNATURE PAGE 2022-2023 J.R. Harris Elementary

Student and Parent Acknowledgment

The Student and Parent Handbook has been written to help you and your son or daughter gain the greatest possible benefit from his or her school experience. The school is in need of your help and cooperation. It is important that every student and parent understand the Handbook and be expected to follow the rules and regulations set forth in the Handbook. Please read and discuss the Handbook with your child. When you have done so, you and your child must sign this form and return it to the school. Signatures of parents and the student acknowledge receipt of a copy of the Student and Parent Handbook and certify that they have read and discussed the terms. **Please acknowledge that you have read the Student and Parent Handbook and turn in this form signed for each student by FRIDAY, AUGUST 26TH.**

Student's Name _____ Grade _____

Teacher's Name _____

Parent's Name _____

Parent's Signature _____