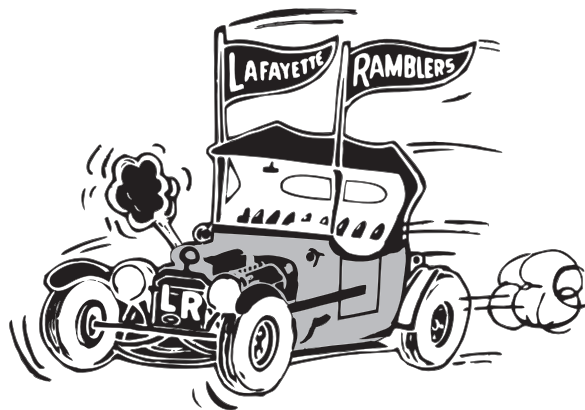


NORTH
LAFAYETTE
ELEMENTARY
STUDENT HANDBOOK

2022-2023



610 North Duke Street • LaFayette, Georgia 30728 • Phone (706) 638-1869 • Fax (706) 638-7046

*“It is the Mission of Walker County Schools to ensure all students graduate -
Ready for College, Ready for Work, Ready for Life!”*

Dear Parents and Guardians,

WELCOME TO OUR SCHOOL.

NLE is an enormous part of our RAMBLER community. Students are immersed in increasing their personal achievement, interests, and abilities, as well as visiting our community, community members, and our world. LaFayette **is our town; this is our school.**

Our school theme this year is **“Opportunity”**. Everyday holds an incredible opportunity for each of us and we (NLE) are here to provide Enrichment, Acceleration, and Remediation opportunities.

We would love for you to assist as a volunteer and be a part of our school. Please attend PTO meetings and ANY and ALL school functions. We want you to be involved in your child/children’s education.

Ensure you receive our weekly school-casts via phone or email, and know our teachers have an array of communication tools.

Our staff is committed to providing a safe, caring, and academically engaging environment for our students.

Please contact the school or your teachers with any questions. We appreciate all parent communication.

We are proud to serve the future of our town, your children.

Please check your student’s power school account weekly and stay informed of all the great opportunities at NLE through parent teacher communication. Please ask your students what “Rambler Ready” means and why it is important.

“Are you Rambler Ready?”

Sincerely,
David Schwind
Principal NLE

Dear Students,

North LaFayette Elementary is your school, LaFayette is your town, and we consider this part of your home. We need your help to keep our school beautiful, positive, and safe for all. Please do your part every day to make your time and experience here exceptional. Learn and follow our school rules, take care of business, and treat everyone how you would like to be treated. Below is some information that will help you and all who come to our school. Go Ramblers!

General Policies

1. Students transported by parents should not arrive before 7:00a.m.
2. Breakfast will begin at 7:00a.m. in the cafeteria and students will be housed in the cafeteria until hallway doors open at 7:10.
3. At 7:10, students will take their trays to the classroom for breakfast "On the Go."
4. Our School day begins at 7:30a.m.
5. Students arriving after 7:30a.m. will be counted tardy in his/her homeroom. **An adult must sign in students arriving at 7:30 or after.** Please have your child at school on time. Classroom instruction will begin promptly at 7:30.
6. **We will not check students out in the office after 1:55pm.**
7. Dismissal time is at 2:15p.m. beginning with bus riders.
8. Parents arriving after 3:00p.m. to pick up students will sign in at the office and proceed to Rambler Reach for pick-up. Rambler Reach fee may apply after third late pick-up.

Library Books

The Walker County School System provides opportunities for students to have access to library books. The care of books is the responsibility of each student. Some reasonable user damage is expected in daily use. Unreasonable or intentional damage to library books will result in fines or damage fees. Fines for damaged or lost books are based on the current replacement cost.

Field Trip Policy

Field trips are planned to enhance each grade level curriculum. Parents are encouraged to support participation. Trips are carefully planned by the teacher and approved by the administration and board of education. A parent or a legal guardian must sign permission forms before a child will be permitted to go on a field trip. Students not participating are required to attend school that day unless he/she is ill. The student not attending the field trip will be assigned to another classroom teacher for regular instruction. Walker County provides for teacher discretion in allowing students the privilege of attending field trips based upon the child's demonstrated ability to follow the required code of conduct and all safety procedures. **Please note that field trips are planned with each individual grade level's standards in mind and siblings from other grade levels should not attend.** If

a student from another grade does attend, he/she will be counted absent and it will be unexcused.

Attendance

Attendance is an essential component to a student's academic success. When a student is absent, tardy or leaves early, valuable instruction and interaction is lost that cannot be made up. Georgia compulsory attendance laws identify truancy as a Code of Conduct violation. See GEORGIA COMPULSORY ATTENDANCE LAW State of Georgia Code: 20-2-690.1. We encourage and promote regular attendance at NLE and follow the policies set in place by Walker County Schools. Attendance is addressed in the Walker County Schools FYI Booklet.

Emergency Cards

Emergency cards will be brought home the first day of school and collected by the teachers the next school day. All information needs to be completed. **Any change to the card must be made in person by the parent/guardian who originally signed the back of the card.** The contact information on these cards will be used for School Messenger notifications.

Notes (from Parent/Guardian)

Please send a note to the school if:

- Your child needs to be dismissed early.
- Your child is going home with other children.
- Your child is riding a different bus or getting off at a different stop. Be specific with the address.
- Someone else is picking up your child. This person must be listed on the Emergency Card. A picture I.D. will be required.

Medicine

If a child is on prescribed medication that must be taken at school, a *Medication Permission Request Form* must be completed and returned to the school office. Medicine should be in the actual prescription bottle with correct dosage information on it. For non-prescription medicines, parents should bring the medicine with a signed note indicating the specific instructions. An adult will administer all medicines and a record will be maintained. A nurse will be scheduled part-time.

Illness - If your child has a fever, diarrhea or vomiting, he/she must stay home and symptom free for 24 hours before returning to school. Check your child's temperature (this will help tremendously). If the temperature is 100.4 or above, students should not come to school.

Cell Phones

We encourage all cell phones to be left at home. However, if there is a reason that one must be brought to school, it needs to stay in the students' book bag and be turned "off" while on the school campus (the bus is considered part of the campus). Phones may be taken up if it rings while at school or if the student uses it without permission. A parent or guardian will have to retrieve the phone from the office if it is taken up for violation of this rule. School personnel will not be responsible for lost or stolen phones.

What to Leave at Home

Cell phones and anything not needed for class should be left at home. Cameras, radios, recorders, skateboards, pets, chewing gum, electronic games, toys, etc. should not be brought unless the teacher provides permission. Knives, matches, lighters, fireworks, guns, tobacco of all types, vapes, alcohol and illegal drugs are not allowed on school premises. Items of aforementioned nature are prohibited, and violate state and local laws.

Valuables

School personnel try to prevent losses, but they are not responsible for students' personal property. Large amounts of money or valuables should not be brought to school.

Food Service Program

Breakfast is free (while Federal funds are available). A lunch/breakfast menu will be provided on the Walker County website. We encourage all students to take part in this **FREE PROGRAM while it is available**. Elementary lunch costs \$2.25.

Our school food service provides a nutritious, well-balanced breakfast and lunch. Therefore, students or adults should not bring fast food items from restaurants. Also, students are not allowed to bring carbonated drinks except to take on a field trip.

Meals can be paid by the day, week, or month. **Applications for free or reduced meals are available and must be completed and returned.** If students accidentally forget their lunch money, they may charge for that day's lunch. **Due to the large number of charges not being paid, students will not be allowed to charge more than a total of \$5.00 without approval from an administrator.** Charges should be paid promptly.

We hope all students will participate in our lunch program and encourage parents to visit and eat with us daily. Our school is **HAPPY** to accept checks. Please follow the check requirements set by **Payliance**.

Instructional Time

Please understand that teachers have a professional responsibility to educate students. Unnecessary interruptions should not interfere with teaching.

Parent Conferences

Parents are encouraged to contact the school any time they want to discuss their child's education. They should call in advance so that a meeting can be planned. We cannot call a teacher out of the classroom to take a phone call except for an extreme emergency. Teachers will schedule parent conferences during the school year, and your attendance is encouraged. Teachers will schedule parent conferences after 2:30 or during planning periods. Other times will be scheduled if necessary. **Parents and visitors must always check by the office when entering the building.**

Physical Education

PE is required for all students. If your child is not able to participate, please send a note to the teacher. If your child misses PE frequently, a doctor's excuse is recommended. Students are asked to wear tennis shoes during PE classes for safety reasons.

After School Care / RAMBLER REACH

Operating until 6:00pm every day. For cost and more information, see our front office staff.

Parent Teacher Organization

Support our PTO by joining the organization. Meetings and workshops are held throughout the school year. North LaFayette receives financial support from the PTO on items that cannot be afforded by the school or the classroom teacher. The PTO provides additional funding for designated areas of needs.

Grades

Students are graded as described in FYI. Parents have access to grades at any time on Power School.

Equal Education Opportunities

It is the policy of the Walker County Board of Education to provide equal education opportunities in its educational programs and activities.

Student Dress Code

Students are expected to comply with the Walker County School District Elementary Dress Code.

Positive Behavioral Intervention and Support (PBIS)

NLE is a PBIS school. PBIS applies evidence-based programs, practices and strategies for all students to increase academic performance, improve safety, decrease problem behavior, and continually develop a positive school culture. NLE's current programming and strategies with reward systems are put into place to engage and motivate students positively everyday.

WE ARE RAMBLER READY!

WE ARE RESPECTFUL, RESPONSIBLE AND SAFE!

All students are expected to behave in a respectful and orderly manner while in all areas of school, including the cafeteria, playground, and the bus. If, however, a student becomes disruptive, we reserve the right to employ appropriate discipline. North LaFayette Elementary School's discipline policy conforms to both local and state policies.

Fire Drills/Tornado Drills/Lockdown

Every precaution is taken to ensure the safety of your child during normal school hours. Periodic fire, tornado and lockdown drills are practiced to make certain students learn proper safety procedures and adhere to all safety guidelines.

Inclement Weather

School personnel will be in constant contact with Emergency Management officials so that early warning can be received concerning possible severe weather. Students will be sent home only if there is sufficient time to get them there before severe weather strikes. Parents are urged not to come to the school for children if the severe weather is already in the immediate area since students would be safer at school than traveling under these conditions. Students will not be checked out to parents during a **tornado warning**; however, parents will be encouraged to join students in designated safe areas within the school building until the warning has expired. Disaster drills will be held regularly at the school so the children will be familiar with safety areas and procedures. If it becomes necessary to send students home, the Superintendent of Schools and not the building principal will make that decision. Parents will be notified by phone, email and/or text message of any school closings via the **School Messenger** notification system. It is the parents' responsibility to keep your home address, email, and phone

number(s) current in the school office. The following stations will announce school closures: 93.1 AM and 102.7 FM. Check www.walkerschools.org for school announcements and local weather stations and listen for a school cast call.

School Traffic – All Traffic procedures are subject to change per administration's discretion.

The safety of our children is top priority. Please observe the traffic signs and be patient.

1. Cell Phone HANDS FREE ZONE in our Car Line.
2. Park in designated parking areas only - **no bus areas**.
3. **Drive slowly**.
4. One-way traffic while on school grounds.
5. Do not leave your vehicle unattended unless you are appropriately parked in a designated parking spot.
6. Buckle-up before leaving campus.

A.M Drop Off / P.M. Pickup Procedure

Traffic for the first couple of weeks may be difficult and **we are requesting your patience**. Our goal is to provide a safe environment for all students. The procedures for arrival and dismissal are outlined below. Your support and cooperation will be essential for the success of these procedures. Carefully read the following procedures. You may call the school with any questions or suggestions.

Traffic

Please remember the N. Duke Street entrance is for buses and staff only.

1. All cars are to enter at the Indiana Street entrance.
2. Cars are to enter the drop off area in double file.
3. Approximately 14 cars will be unloaded with traffic held until all children are safely on the sidewalk. (10 loaded PM)
4. Those vehicles will be released and another 14 will then be unloaded. (10 loaded PM)

*Pay close attention to the sign posted on North Duke Street headed south. It states, "No left turn on Indiana Street". The hours posted are from 7:00a.m.-8:00a.m. and 2:15p.m.-3:15p.m. Monday – Friday. The police actively patrol North Duke Street and they will issue you a ticket if you turn left onto Indiana Street off of North Duke Street during the posted hours. City officials placed the sign there to prevent traffic congestion.

