

West Ridge Elementary Student Handbook



2023-2024

Our Mission is to cultivate the academic skills and character traits of students, facilitating their successful participation in society.

Dear West Ridge Families,

On behalf of the West Ridge Staff, I would like to welcome you to West Ridge Elementary. My name is Lisa Hoffeld and I am the principal at West Ridge. I look forward to meeting our incoming Kindergartners, new students and catching up with our returning students.

The beginning of the year is always full of fun and excitement. In order to help streamline information, we have put together this student handbook to hopefully answer most of your questions and provide you with information needed for the upcoming school year.

The Post Falls School District encourages you to visit their website to view their back to school information for all Post Falls Students at www.pfsd.com.

We look forward to partnering with you to make sure your child's school year is successful. One way to get involved in the school is by joining our Parent Advisory Group. It will meet once a quarter with the goal of promoting a home/school partnership. All parents are encouraged to attend. We also welcome parent and community volunteers in our classrooms and library.

Sincerely,

Lisa Hoffeld

Principal

CHARACTER



Our Mission

To cultivate the academic skills and character traits of students, facilitating their successful participation in society.

The West Ridge Community will:

- Foster a collaborative community of educators, parents and patrons
- Focus on academic achievement and growth
- Provide a safe and caring learning environment for students and staff
- Promote healthy nutrition and lifestyle choices
- Model and teach positive character and social skills
- Utilize technology to improve academic achievement and teacher effectiveness engage in ongoing effective staff development

Character Education

West Ridge expects all members of our learning community to demonstrate: COUGAR P.R.I.D.E.

Perseverance

Respectful

Integrity

Dependable

Empathy

District Calendar and Bell Schedule

Post Falls School District

2023-2024 Calendar

<https://www.pfsd.com/fs/resource-manager/view/1b5fad2d-a139-41c5-9bec-0640fe008a4e>

<https://resources.finalsite.net/images/v1681254972/pfsd.com/cu9rvu2vuwjicvomqqu1/approvedPFSD2023-244-dayCalendar.pdf>

Or you can visit the Post Falls School District Website to view the Schedule and Events that are going on at West Ridge!

Schedules

Monday-Thursday 8:55-3:40

Breakfast 8:30

Playground Open 8:30

First Bell 8:50

Tardy Bell 8:55

Dismissal Bell 3:40

The Playground and Breakfast are not open before 8:30. Please do not drop your student off before that.
Thank you

Lunch and Breakfast Schedule and Cost

Lunch Schedule

5th Grade 11:00-11:35
4th Grade 11:20-11:55
3rd Grade 11:40-12:45
2nd Grade 12:00-12:35
1st Grade 12:20-12:55
Kindergarten 12:40-1:15

Lunch and Breakfast Cost

	<u>Breakfast</u>	<u>Reduced</u>	<u>Lunch</u>	<u>Reduced</u>
Child	\$1.95	\$.30	\$3.15	\$.40
Adult			\$4.70	
Extra Milk	\$0.60			

MealTime Online:

You can now pay for lunches online and view your child's activity. To sign-up go to www.mymealtime.com

Attendance

Regular and punctual attendance are expected.

Families are notified when students exceed 5 and 9 absences and/or 5 tardies in on quarter.

Please contact the office with any questions.

What if my child is absent or has to leave early?

Call the school before 9:00 am on the day your child will be absent. Send a note in advance to the school when a future absence is know.

If your child is leaving school early, please call before 2:30pm or send a note. You can pick your child up at the office and sign them out.

Attendance Concerns:

Throughout the school year we will be sending out attendance letters to the parents of students that have accumulated 5 or more excused or unexcused absences to alert then of such issues. The school will work with parents to encourage faithful attendance with medical circumstances will be taken into account. If absences are significantly above 5 without being pre-approved or due to medical reasons, Ms. Hoffeld may request a parent conference to discuss attendance. A written summary of the conference will be sent to the parent/guardian. If the child has a history of unexcused absences or if we are concerned about the welfare of an absent student, we may request our resource officer make a home visit to check on the student's welfare.



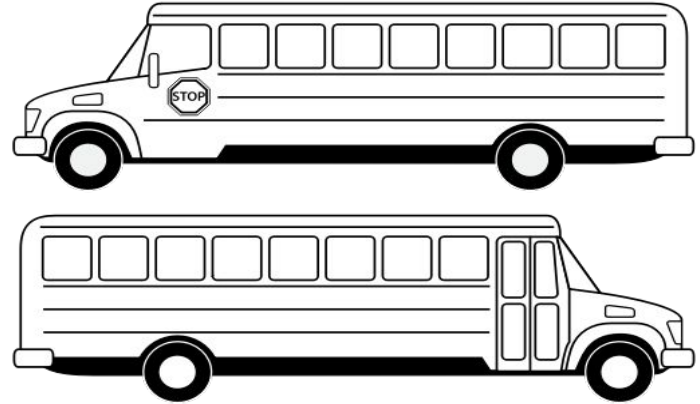
Transportation

What if my child's transportation changes?

If you know that your child will be going home a different way than the usual routine, please send a note.

If for any reason your child's usual departure changes during the school day, **Please call with the changes before 2:30.** The end of the day gets very busy, so to assure we can get the change to your child we ask that you call before 2:30.

If your child is not a busser we can not put them on a bus with a friend. You need to contact Transportation ahead of time.



Pick up and Drop off

WALKERS, BICYCLISTS, SKATEBOARDS and Any other Wheeled Item TO MONTROSE

Students choosing to walk must use the path to the gate to the playground to enter and exit.

Student riding bikes, skateboarding or any other wheeled item are required to always walk their bikes on school grounds.

We ask that you lock your bike on the bike racks closest to the playground.

Our safety dean will be out before and after school to help students understand the correct safe path.

Monday-Thursday our crossing guard will be out 8:30-8:50am to help your child arrive safely at the entrance to our school by the railroad tracks.

MORNING CAR DROP OFF: Monday-Thursday 8:30-8:50

Please pull up to gate and drop your student off to recess. You can also drop them off at the front doors if they are coming in for breakfast.

Please park your car in a parking spot if you wish to get out with your child for final goodbyes. You can then walk them to the playground entrance.

Our goal is to keep the line moving so parents may get to where they need to be in the morning,

Enter the parking lot through the entrance for safety purposes
DO NOT enter through the exit.

Please pull close to the curb when dropping students off so others are able to go around .

Pick up procedure and Transportation information

CAR PICK UP 3:40:

Afternoon pickup

If you pick your child up at the end of the day, please follow the procedures below...

- All parents that get out of their cars please wait for your children at the South Playground gate.
- Use the crosswalk to cross the parking lot (this is for everyone's safety)
- Please pull all the way forward we start loading students at the lamp post after the crosswalk
- If a staff member reminds you of these procedures, please know they are trying to keep all adults and students safe.

Transportation Information:

If you are in the bus zone for West Ridge you may go to the website PFSD.COM and then you can go to the transportation tab and fill out the online form. When you fill it out it will give you the bus stop location and the pick up and drop off time.

If you are registering a kindergarten student for the bus you will need to get a form from the school office.

If you have any questions you can call transportation at 208-773-4217.

Outside Recess and Inside Recess

Throughout the school year all children will be expected to go outside for recess. The fresh air and a chance to unwind makes the children more productive in the classroom. We recommend that children be prepared each day for the weather. On snowy days, boots, hats and gloves are a must. In extreme weather conditions, the children will be kept indoors.

We go outside in the snow, rain and cold. We do have a policy that if it gets below a real feel of 12 degrees outside we will have inside recess.

When the weather is extremely cold, students go outside for a very short period of time.

INCLEMENT WEATHER AND DRESS CODE

Inclement Weather:

When the weather creates hazardous road conditions, school may close for the day or there will be a 2 hour delayed start. School closures/delays are announced between 6:00 am and 8:00 am on the local news broadcasts and through Skyalert text messages.

Please make sure that your contact information is up to date at the office.

To sign up for Skyalert text please send a text to 68453 with the word “subscribe” in the body of the text. You will then receive a confirmation text reply that you are registered with school messenger.

Dress Code:

To encourage a positive learning environment the following clothing rules must be followed:

- No clothing advertising or promoting drugs, alcohol, tobacco, or other inappropriate behavior/slogans.
- Tank tops must have 1 inch straps, No Muscle shirts
- Shorts/ skirts must be at or below fingertip line
- Gym shoes must be worn for PE
- Pajamas may only be worn during specified school events.