

WIXOM ELEMENTARY SCHOOL FAMILY HANDBOOK



Home of the Wixom Wolves

Principal: TBD

Principal Secretary: Mrs. Michele Abele (MicheleAbele@wlcisd.org)

Building Secretary: Mrs. Tamara Baker (TamaraBaker@wlcisd.org)

School Hours

Drop Off	8:50 AM
Classes Begin	8:55 AM
Dismissal Process Begins	3:55 PM
Bus Departure	4:07 PM

24-HOUR ATTENDANCE HOTLINE

If your child is going to be late to school or absent from school, please call Wixom's 24-hour attendance hotline number at 248-956-3490 by 8:45 AM and our voicemail system will record your message. Or you may send an email to Mrs. Baker at TamaraBaker@wlcisd.org with the subject "**Attendance**". If we do not hear from you, by 9:30 AM, you will be contacted to assure your child's safety and to determine his/her whereabouts.

ARRIVAL AND DISMISSAL

All Wixom Elementary students are provided with School Bus transportation and **we highly encourage everyone to use the buses**. If a child rides a bus, he/she will never be marked tardy due to weather or traffic.

If you drop your child off, you must do so between 8:50 and 8:55 using our north side (gym) car loop drop off loop or the front door. The north door by the gym will be monitored starting at 8:45 am. **If you use the south parking lot, you must walk your child to the front door since the students need to cross through the parking lot to come into the building**. You may begin dropping your child off at 8:45 and they can wait outside the building until we start letting students in at 8:50.

If you would like to pick your child up after school, you must use the Wolf Pup Pickup system. Your child will be assigned a Wolf Pup Number that will be attached to his/her backpack. Parents will be given a corresponding Wolf Pup number to show as proof that you are the right person to pick up your child. You may use the north (gym) drive-through lot and display your Wolf Pup number in the car window. Students will be sent out to you. Or, you may park in the south (cafeteria) parking lot and walk up to the side cafeteria door with your Wolf Pup number in hand and the students will be sent out to you.

BREAKFAST PROGRAM

Michigan lawmakers have approved funding for universal free meals at all schools throughout the state. The program covers free breakfast and free lunch for students from Pre-K through 12th grade for the 2024-25 school year. Wixom will offer breakfast items each morning until approximately 9:00 AM and lunch during your child's scheduled lunch period.

We continue to encourage all families to apply for the Food Assistance Program this year because this program also gives our school extra funds for hiring additional teachers and purchasing supplies based on family income levels. All of this information remains confidential. Click [here](#) for more information on applying for the Food Assistance Program.

BUS TRANSPORTATION

Bus service is provided to all designated Wixom attendance areas. You can access your child's bus information through your Skyward Family Access account the week before school starts. Students must ride their assigned bus or they must request a bus transfer well in advance. Bus transfers are only permitted on buses that have open seats. **The WLCSD Transportation Department can be reached at 248.956.3090.** For information about late buses, please call the **Transportation School Bus Hotline at 248.956.5199.**

DRESS CODE

Students are expected to groom and to dress appropriately for school and for all weather conditions. Clothing should not detract from the classroom or school environment. Should fashions or styles become a distraction, students will be requested to conform to appropriate standards. **No crop tops nor any type of shirt exposing the midriff is allowed at school. Clothing that promotes tobacco, alcohol, drugs, firearms, or gang-related activity is also prohibited.** Any student wearing such apparel will be sent to the office to call home for replacement clothing or be given clothing to put over their other clothes. Students are also not to wear hats in the building during the school day.

The students will go outside for recess unless it is raining or the wind chill is below zero. Students must wear a jacket outside when the temperature goes below 50 degrees. Hats and gloves must be worn when the temperature goes below 35 degrees. Boots must be worn to go out in the snow or students will need to stay on the blacktop.

FAMILY ACCESS

Family Access is an informational resource made available to every family. This resource provides access to real-time information about your child's grades, attendance, report cards, schedule, and payment/balance information on his/her food service and childcare accounts. Family Access provides a safe, secure, and easy access to your child's record. **To obtain a Family Access username and password, please email FamilyAccess@wlcsd.org or contact the Family Access hotline at 248.956.2190.** Please be sure to include your name, the name of each child in the district, your email address, and a daytime phone number.

LUNCH PROGRAM

Wixom offers students the opportunity to get breakfast and lunch free of charge. Please make sure your children know when they are to get a meal from school and when they are bringing food from home. The teachers will all do a lunch and breakfast pre-count the day before so our lunch server has the correct number of lunches and breakfasts available for students. Menus are available online at <https://www.wlcsd.org/departments/food-service>.

Please remind your student to never share or trade any food items.

MEDICATION POLICY

An [Authorization To Administer Medication](#) form is required for your child to receive any type of medication at school. This form must be signed by you and your child's doctor and is retained in the school office with the medication. School Board policy prohibits school personnel from administering any medication without physician approval. This includes cough medicine, cough drops, aspirin, chapstick, and all other over-the-counter products.

PRIME TIME CARE

The Prime Time Care program provides childcare before and after school. Childcare services are available from 6:30 AM - 8:50 AM and from 3:50 PM - 6:00 PM. Registration materials are available [online on our website](#). The main Prime Time Care office can be reached at 248.956.5111. Wixom Prime Time Care can be reached directly at 248-956.3401.

SCHOOL CANCELLATION

The Walled Lake School District uses the Skyward Family Access system to communicate school closings and emergency information. This system allows us to send emails, text messages, and automated phone calls to families. Please make sure the contact information entered in Skyward is accurate and up-to-date. Links for Skyward Family Access are provided on the district website. School closing information will also be posted on the district facebook, twitter, and website, as well as on local news channels.

WIXOM NEWSLETTER, WEBSITE, and TWITTER

The Wixom Howler Newsletter is Wixom Elementary's source for the latest information about all things happening at Wixom Elementary, the district, and community. It is mainly produced by the principal and school office and is delivered via email to the email addresses listed in Family Access. All newsletter and other important school information can be found on the Wixom website:

<https://wixom.wlcsd.org/families/wixom-howler>

Follow us on Twitter at: <https://twitter.com/@WixomEl>

WIXOM PTA

Our Wixom PTA helps our school in so many ways. Our PTA is very active in implementing and supporting many programs and events for our students and families. We hope you will join us in supporting Wixom Elementary this year by becoming a PTA member! An application to join our PTA is included on the Wixom Elementary PTA website: <https://wixom-elementary-pta.square.site/>. Thank you in advance for participating.

You can also follow our Wixom PTA on Facebook at [Wixom Elementary PTA](#)