

**SCHOOL DAY
EC (REGULATION)**

STUDENT DAY

Opening and closing times of regular school days will be:

1. Early Childhood for students with special needs:
7:45 a.m. – 11:00 a.m.
2. PK – 6th Grade (Except 6th Grade at San Jacinto):
7:45 a.m. to 3:20 p.m.
3. Elementary Magnet Schools
7:45 a.m. to 3:45 p.m.
4. Middle school or junior high school and freshman schools (grades 7-9) and 6th Grade at San Jacinto:
8:40 a.m. to 4:15 p.m.
5. High school grades (grades 10-12):
8:40 a.m. to 4:15 p.m.
6. Early College High School (grades 9-12):
8:45 a.m. to 4:05 p.m.

INTERRUPTIONS

Nonacademic activities that interrupt and distract from the academic process will be avoided whenever possible. The principal of each school will be charged with enforcing this regulation.

The following restrictions will apply:

1. Announcements, other than emergency announcements, will be made over the public address system only once a day.
2. Emergency messages will be delivered at the beginning or end of a class period, if possible. Nonemergency telephone and other messages for students will not be delivered.
3. Visits to a classroom will be restricted and will occur only with the approval of the principal and the teacher.
4. Flowers and gifts will not be delivered to students during the school day.
5. Selling or solicitation will not be permitted during any class period. Fund raising by school organizations will be conducted before or after school, at lunch, or between classes.

ASSEMBLIES AND PROGRAMS

- A. Shall be based on the essential knowledge and skills and be an outgrowth of classroom instruction.
- B. Shall not be a big production or extravaganza.
- C. Combined grade level practice should be limited to five 45-minute class periods per program.
- D. Children will not miss the same subject more than two times a year for the purpose of rehearsals.
- E. A child may only be in one program per year.

AWARDS AND GOOD CITIZENSHIP ASSEMBLIES

- A. Shall not exceed 30 minutes each six weeks.
- B. The time should be rotated for each assembly so a child will not continuously miss the same subject during the year.

SCHOOL PARTIES

Parties will be limited to two per year.

- A. The parties will be held the last 30 minutes of the school day.
- B. No money will be collected from the children to fund the parties.
- C. There will be no birthday parties at school.
- D. There will be no end-of-year picnics.
- E. There will be no preschool children visiting in the classroom during school hours.

PARENT TEACHER CONFERENCES

Conferences are one of the most effective methods of reporting a child's school progress because they provide a two-way exchange of information. Skillfully handled, a conference can provide both parent and teacher with valuable information about the student.

Though each conference is individual in nature and designed to explain the progress and development of a single learner, suggested general guidelines which follow, may be helpful to the teacher:

1. To interpret to the parent the student's experiences at school and how he/she is responding to them.
2. To acquaint the parent with the school, its facilities, its personnel, and its work, and thus to further the community relations programs.
3. To learn about the student's home environment and relationships important to his/her development – his/her feelings, his/her interests, his/her friends, his/her health, his/her parents' hopes and desires concerning him/her.
4. To foster a positive relationship between teacher and parent.
5. To discuss ways in which teacher and parent can work together to help the student.
6. To give the student a sense of confidence and security through the cooperation of parent and teacher.
7. To discuss common goals for the student appropriate to his state of development.
8. To plan cooperatively with the parent so that consistent guidance may result, and so that the student may meet similar kinds of demands at home and at school.

APPROVED – May 2018