



Hope D. Wall Family Handbook



449 W. New Indian Trail Ct
Aurora, IL
630-301-5008

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Welcome to Hope D. Wall! We are so excited to welcome your student and family to our amazing school. At Hope Wall, we believe that all students should have the opportunity to learn in a high quality environment that meets their academic, therapeutic, and social needs. Our goal is to develop a strong partnership with each family and work together to support your student.

Kelly Person is the principal of Hope D. Wall and Melissa Yarbrough is the School and Student Services Lead for our building. We look forward to getting to know all of you throughout the school year. Our goal is to foster a supportive, welcome environment for all families and students. Thank you for sharing your student with us and becoming part of the Rocket family!

Welcome Message

Important Contacts

Name	Position / Description	Contact
Kelly Person	Principal	630-301-5277
Melissa Yarbrough	School and Student Services	630-301-5291
D129 Transportation	D129 Bussing	630-301-5620
Durham Transportation	D131 Bussing	630-892-3050
Hope Wall Attendance	Attendance Line	630-301-5290
Sam Cole	School Nurse	630-301-5278



About

Hope D. Wall



Vision

Hope D. Wall is a community where adaptability, perseverance, compassion, dignity, and teamwork are at the core of our values. Dignity is the foundation of our interactions. We recognize that all individuals are worthy of respect and honor the individuality of our students. Teamwork connects us together by encouraging open communication and shared responsibilities with all those who are important in our students' lives. Perseverance is our commitment that all students can and will learn, enabling us to overcome obstacles and setbacks we may encounter with determination and resilience. Compassion reminds us to treat one another with empathy and kindness, as every moment we have with one another matters. Adaptability allows us to stay flexible and responsive to change and needs throughout our environment. Together, these values form the foundation and commitments of our Hope D. Wall school community.

Mission

Hope Wall is an advocate for all, emphasizing our compassion for individuality, by supporting students to be their best self.

Hope Wall has adopted the following core values to support our work with students, families and staff:

- Dignity
- Adaptability
- Teamwork
- Perseverance
- Compassion

Values

Entering the School⁰⁴



Anyone entering Hope D. Wall school must check in with the office prior to entering the learning space. Anyone wishing to access the learning environment or attend a meeting, must present a photo ID at the front window. Once you are signed in, you will be welcomed into the building beyond the double doors. This is for the safety and security of all students and staff. Any individual who is unable to provide photo identification, will not be admitted into the learning space. Any adults without the proper visitor sticker will be escorted out of the building if unable to provide the main office with a valid photo ID.

If you are sending someone to pick up your student, they must present their photo ID at the front window. We will ensure the individual is able to pick up your student before releasing them. We will not release a student to an individual who does not have their photo ID present. We will need to contact the parent/guardian to arrange alternative pick up plans.

Volunteering

We are excited to welcome families in to our building to help the teachers or support special events. If you are coming in for a single day or once a month, you can sign in with the front office. If you are looking to volunteer on a regular basis, please contact the building principal to learn about the process. Regular volunteers need to complete a background check and meet with Human Resources before being cleared to attend school regularly.



Arrival & Dismissal

9:00

2:00



Arrival

Students arrive to school by car or bus. All bus riders are brought into the school by a Hope D. Wall Staff member who greets them at the bus. Families who choose to drop their student off can do so at door 1 in the morning. Families should park and walk with their student across the cross walk. Once at Door 1, students will be supported to class by a staff member. Please note that we have several buses and the parking lot has a lot of traffic during arrival. We also have limited parking available at times.

Dismissal

Car Riders: If you are picking your student up from school, you should walk to the door pictured below. A staff member will be stationed at that door and radio the staff for your student. They will be escorted to the door to meet you. Please note the staff supporting your student may not be from their classroom as we are responsible for dismissing and supervising many students during this time. Car riders are dismissed starting at 1:55.

Bussing: We dismiss our students in three rounds of bussing. The process takes approximately 15-20 minutes. District 129 buses are the first to be loaded followed by Durham.

Changes

If you are needing to make any changes to your child's transportation, please contact District 129 transportation or Durham. If you have a change of plans for a day or your student will not be going home as they normally do, please write a note or message the classroom teacher so we can make a note of this. If you did not leave a note and need to make a last minute change, we ask that all changes be made by 1:00 by calling the office.

Equipment

If your student utilizes any specialized equipment for transportation purposes, they must have this equipment each day to ride the bus. We are unable to transport students that do not have the proper equipment that is listed in their individualized education plan for safety purposes. If your student utilizes this equipment and you bring them to school for a day, please ensure they have what they need to ride the bus home.

Birthdays/Celebrations

The West Aurora School District does not allow students (or students' families) to bring in any treats, gifts or party favors for any occasion. There are no exceptions to this rule to ensure the safety of all students. Celebrations will take place in the classroom as appropriate.



Student Teachers & Observers

As part of the school district, it is possible for high school or college students to spend time in our classrooms observing or interacting with children in order to complete observation or clinical hours for school. They will be monitored by classroom staff and may be present in the classroom throughout the year. Thank you for helping us support future educators.

General

Health & Wellness

General Information

All student medications must be delivered to the health office by a parent/guardian with the appropriate medical documentation. Students may not hand-carry prescription or over-the-counter medications to school. All school accidents must be reported immediately to a school official. If a student becomes ill during the school day, he or she must report to the nurse for assistance. Health office will follow District Guidelines for Returning to School after an Illness. Additional criteria for exclusion due to communicable disease will follow Health Department guidance based on physician confirmation of disease/illness.

Concussions

Students who exhibit signs and symptoms, or behaviors consistent with a concussion or head injury must be removed from participation or competition at that time. Such students will not be allowed to return to play unless cleared to do so by a physician licensed to practice medicine or a certified athletic trainer. Students who have experienced concussions will be supported by the District in accordance with the school's Return-to-Play and Return-to-Learn protocols. Parents/guardians should notify the building principal and nurse if they are aware that their student has suffered a concussion.

Food Allergies

Parents of students with known life-threatening allergies and/or anaphylaxis should provide the school with written instructions from the student's health care provider for handling anaphylaxis and all necessary medications for implementing the student-specific order on an annual basis.

District 129 participates in the National School Lunch/School Breakfast program. According to the USDA's Food and Nutrition Services Instruction 783-2 Revision 2, a medical statement from a physician detailing food allergies must be provided before the school can make any restrictions or substitutions for students. If your child has any dietary restrictions, please contact the Certified School Nurse at your child's school.



General

Health & Wellness

Head Lice

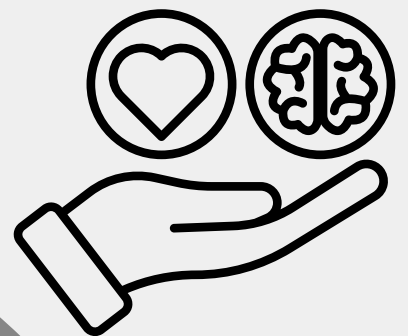
Students with live head lice do not need to be sent home early from school; they can go home at the end of the day, be treated, and return to class after appropriate treatment has begun. When lice/nits are found on a student at school, the student's parent/guardian will be informed. Any household contacts that attend school in West Aurora School District will be called to the health office to be checked. Parents'/Guardians are encouraged to take their child(ren) home for treatment.

Physical Education Excusal Requests

A student may be excused from physical education classes for up to two days with a note or request from the parent/guardian. However, for longer periods of non-participation, a doctor's note is required. The doctor's note should clearly state the duration of time for which the student is unable to participate in physical education activities.

Toilet/Potty Training

Toileting and self-care support is provided to students as needed based on their developmental needs. We kindly request that parents pack a change of clothes in their child's backpack to support self-care. Those students who are not yet able to use the toilet should come to school with the necessary self-care supplies. It is the parent/guardian responsibility to provide these supplies and replenish them as needed or requested by the classroom teacher. We will help support laundering items as needed here at the school. If your child is not yet toilet trained or they are in the process, please communicate this with their teacher so you can begin to work together on how to best support them at school and at home.



When your child is sick

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Children will get sick throughout the school year and we thank you in advance for your support in following the guidelines below to keep everyone safe and healthy:

- Call your students in to the attendance line if they will miss school
- Students who have a fever of 100 degrees or higher should stay home until they are fever free for 24 hours.
- Students who vomit or have diarrhea should stay home for 24 hours until these symptoms have resolved.

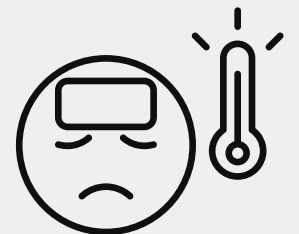
You are always encouraged to contact our School Nurse to discuss your child's illness. Certain illnesses will require a doctor's note to return to school. Working with your school nurse will help you in these situations. Please note, when children have a bad cold or are coughing frequently it can be hard for them to participate in school. We encourage parents/guardians to keep their sick children home until symptoms improve to help prevent and reduce the spread of infection.

A registered nurse or health assistant will be in the building during school hours. Please contact the health office staff for any medical concerns regarding your child so they can provide you with any required paperwork that may be needed.

Students may become ill at school. Once they are assessed by the school nurse, it may be necessary for the parent/guardian or emergency contacts to pick them up from school. If your student uses a mobility device that you are unable to transport, we will work with transportation to get this to your home when we are able.

At times, students may experience medical emergencies. We will call 911 and contact the parent/guardian immediately. Staff will be with the student and a school administrator will stay with the child in the ambulance to the hospital if this is necessary. We will be in constant communication with the family throughout these emergencies. Parents do have the right to deny transportation in the ambulance only when they are able to arrive at Hope D. Wall in a quick time frame. This can not be done over the phone and the emergency services are not able to wait for a long period of time. We will otherwise act in the best interest of the student and go to the nearest available hospital.

At Hope D. Wall, our goal is to keep all of our students safe and healthy and we appreciate your partnership.



Reporting

an absence from school

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As soon as you know that your child will be absent, please call the Safe Phone/Absence Line (630-301-5290). If you receive an automated call from the absence line regarding your child's absence from school that day, please call the absence line and leave a message. We ask that you use the absence line to ensure the message is received by the office staff. If you do not call your student in after attendance is submitted to the office, an automated call will come from the absence reporting system.

When calling your student in, carefully listen and follow directions:

- child's name
- teacher
- your name
- call back phone number
- date of absence and reason

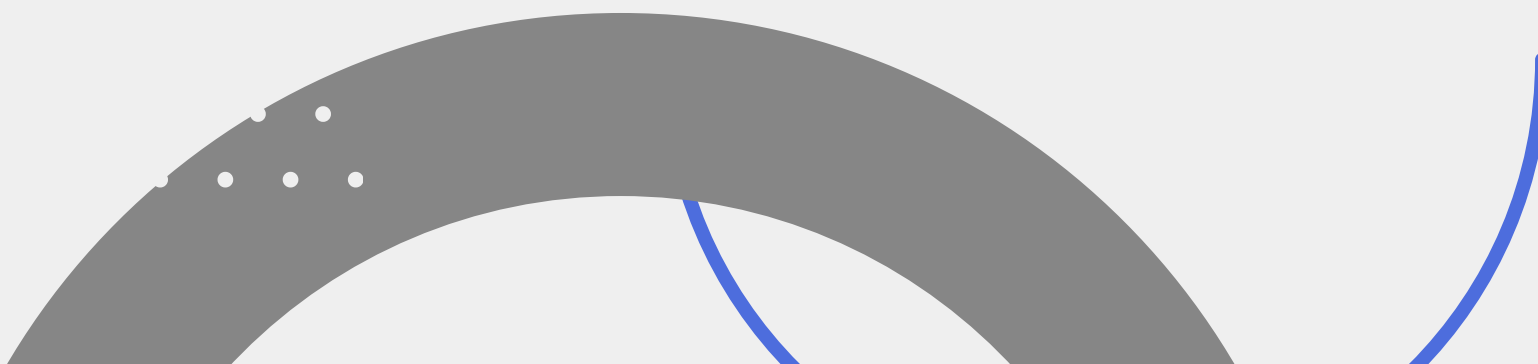
The message will ask for an ID number. If you do not have this information, just simply say you do not know and move on to the next step. This message also plays in Spanish.

If your student will have an extended absence, please report that in one message to save time from calling daily. We will keep track of those absences in the school office.

Students who are absent should also call the Durham Bus Company (1-630-892-3050) or D129 (630-301-5620) for that day to let the bus company know that your student will not be riding the bus.

Absence Line

630-301-5290



Meals at School

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All students will be offered breakfast and lunch as part of their day at Hope D. Wall. Families are welcome to send in meals from home if their student has dietary restrictions or preferences that are not available in the school. Here are some important things to consider regarding meals:

- Families who have a student that requires meal modifications will be asked to complete a form from the nurse to detail the modifications. The school speech/language pathologist will work alongside your doctor with your permission to obtain the proper feeding protocols. All staff will be trained to ensure your student has the proper meal preparation.
- Some meal modifications may be available from the food services at Hope D. Wall. Families will be in communication with the school nurse or speech/language pathologist based on the information provided by your doctor.
- Families whose students require the use of medical feeding equipment, such as a G-Tube, will be required to supply the proper feeding equipment and feeding formula. Teachers are able to store this for the students.
- If your student brings a lunch and tends to eat quickly or requires food modifications, we ask that families prepare those in advance (cut up in small pieces, break up the sandwich, etc.) to allow for students to get the most benefit out of their meal time.

All of our staff eat alongside the students and are with them the entire lunch period. Meal times are designed for socialization and the use of many functional skills. We appreciate your partnership in supporting your student.

If your child is not eating the school meals or requires specialized foods due to dietary restrictions, it will be the parents responsibility to supply these food items. If you have any reason that you are unable to supply these food items, please call the building principal to discuss. Families will be provided with a copy of the meal menus each month and they will also be posted on our school Facebook page.



School to Home Communication

We ask that you check your child's backpack each day. There are important papers and information in the backpack that should be checked daily. Newsletters, notes, and other important information will also come home in their backpack. Classrooms may use Seesaw as an electronic communication tool, sending individual communication, newsletters and information of upcoming events. Please check with your child's teacher if you need assistance in signing up for Seesaw. Our school website and Facebook page are also updated regularly.



Families will receive progress reports related to their students goals every quarter. These are important documents that provide you with information on how your students in growing and developing. If you have any specific communication requests that would best help you support your student, please have a conversation with the teacher to determine a communication plan. We are willing to work alongside families so that you get the information you need about your student's day.

Families are always encouraged to communicate directly with their child's teacher. We encourage families to communicate with the team of people serving their child. This helps ensure that all team members, including the family, are receiving the information. If you have any challenges accessing a way to communicate with a staff member, please contact the building principal or student services lead for support.

School Safety & Drills

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All buildings practice and perform several safety drills each year. During our fire drills, students exit the building with their teachers safely and walk to our evacuation location. Students are supervised at all times under the direction of teachers, paraprofessionals, and administration. We take attendance and ensure the safety of all students before returning to the building. We use the fire alarm to help children learn to respond to this bell.



During our tornado drills, all students make their way to an assigned location. We take attendance and make sure all students are safe before returning to our classrooms.

For our evacuation or ALICE drills, we are working as a district to make choices in the event of an emergency that will keep us safe. Students will follow the lead of their teacher to remain safe in the classroom or evacuate the building. We are going to be reviewing the procedures with the students to help students learn the routines. We will have a drill with the Aurora Police Department. More information will be provided prior to any evacuation or ALICE Drill.

We will also practice drills to maintain safety in our classrooms many times this year. During these drills we will continue our day, but ensure that we have a safe and secure environment. Our number one goal is student safety and teaching our students that all teachers and adults are here to keep them safe. This practice allows us to be prepared in the event of an emergency. Should you have any questions, please let us know.

Families will receive an email prior to the drills taking place from Melissa Yarbrough. These emails are to inform you of the drills.



After School Activities

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Hope D. Wall offers a variety of after school clubs and sports that will be offered throughout the school year. Families will be informed of these offerings when they are appropriate for their students grade level. We are working to provide offerings at all levels and want to be mindful of the various needs of our students.



To sign your student up for an afterschool activity, you will need to complete and return the sign up sheets to the club/sport organizer. You will be notified if they are able to enroll in the activity. Bus transportation is provided for all students who request it.

There are a few important things to consider when signing your student up for a club or sport:

- Any student who has been absent from school for the day will not be able to return for an after school club
- Families who choose to pick their student up from an after school activity will need to ensure they arrive on time. If your student is taking the bus, please be sure that someone is home to receive the student from the bus.
- Students who are experiencing behavioral difficulties that make a longer day more challenging, may have to be excused from an after school club after discussion with the family.



Please consider your child's individual needs and their ability to stay at school for a longer day when signing them up for after school activities. Many of our offerings will include games or activities that families can attend. Please look for communication from your child's activity sponsor.

ROCKETETS

Community

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Community Based Instruction is part of our curriculum and learning at Hope D. Wall. Beginning in September, students will be participating in community based instruction outings throughout the school year. During the school day, teachers may take students on walking trips to local community stores to purchase various supplies for instructional activities. In addition, our teachers schedule regular community trips that take place off school grounds. Your child's teacher will be sending home a list of these community outings each month. Please ensure you are aware of the community trip days and hours for your student. It is important that they arrive at school on time on these days as classes are not able to turn around to pick up students. In the event that they miss the class, the student will be with another teacher until their class returns.



As we leave school grounds, it is important that we share some guidelines to help assist families:

- In the event of an emergency, teachers will call 911 for student related medical needs when out in the community. A school administrator will be contacted and communicate with the family.
- If a student is not feeling well or having difficulties acclimating to the community environment, the teacher will contact the building administrator. The parent/guardian will be contacted and may have to pick the student up from the community based trip.
- Staff will be trained to administer modified diets and feedings in the community. Medication authorizations will be obtained and teachers will have the appropriate supplies needed while in the community.
- Students who take medication or require specialized feeding in the community will receive an authorization form from the nurse to indicate specific needs during community based instruction.

All families will receive a community authorization form to complete at the beginning of the school year. If you do not want your student to attend community trips or you were to arrive late with your student on a community day, they may be in another classroom with a different teacher during the class community instruction outing. If you have any questions, please contact the building administration for support.



Technology Usage

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Students will utilize technology for a variety of purposes at school. We have iPads and Chromebooks available for students for instructional usage. Many students communicate through the use of assistive technology devices which are used in collaboration with our speech/language department.

Each classroom also has an interactive smart board designed to support a variety of instructional activities. Some students may have goals for using technology to support their overall development.

There are a few important things to consider regarding technology that we appreciate your partnership with as we help support our students in being responsible with technology at home, school, and in the community:

- Students in transition may utilize a cell phone for instructional purposes during their school day. Older students tend to have cell phones for their personal use. We ask that students keep their cell phones in their backpacks unless instructed by a teacher to use their phone for something school related.
- Students should not be using their personal or school technology to take pictures or videos of others without their consent. We work hard to teach our students to ask or request permission before taking a video or picture. We appreciate your support in helping them learn this at home.
- School issued technology, such as an iPad, is designed for instructional use. Students should be accessing age appropriate content on their device. This should be coming back and forth to school daily if it is sent home. This device is not designed for personal use.
- Students who are having difficulty being safe with technology will be provided with opportunities to demonstrate appropriate behaviors. Should the technology tool continue to become a distraction or difficulty for the student, it is possible it may be removed and a supplemental tool will be provided.

All students engage with technology and it is part of our every day life. We work hard to provide a balance of technology and other instructional techniques. We appreciate your support in helping your student balance their use of technology apps or tools at home. If you need any support in helping your student learn how to use less technology at home, we are happy to help!

Understanding ¹⁷

Hope Wall Meetings

Throughout the year, families will participate in a variety of important meetings to support their child's learning. Below please find a list of those meetings and a definition of what those meetings entail. We look forward to partnering with you this year to work as a team to support your student.

Domain Review (DRM): This is a meeting that takes place to discuss your child's need for new evaluations or updates in many developmental areas. The areas include: academics, cognitive development, motor skills, health, hearing and vision, social-emotional, functional performance, and speech/language development. This meeting is held at least every three years or more often depending on the individual needs of your student. This meeting will typically not take place in person. You will receive a phone call from a team member to review this document. You will be asked to provide a signature to give the team consent to complete the evaluations that may be necessary. At times, we will have the meeting in person and ask the family to come in.

Eligibility Determination Conference (EDC): This meeting will follow a DRM. The purpose of the meeting is to review the existing information or new evaluations and discuss the students eligibility for special education services. During the meeting you will also explore their individual needs and the results of any evaluations. Once the student is determined to be eligible for special education, the team will move into the next phase of the meeting.

Individual Education Plan (IEP) and Annual Review (AR): Once a student is eligible for special education, they receive an Individual Education Plan. This plan explores the students individual needs and has goals and services associated with those needs. The plan also contains any additional supports or accommodations a students may need to successfully access their education or educational environment. The IEP will need to be reviewed and update at least annually during an Annual Review. This is an important meeting to participate in. At the AR, new goals will be suggested and progress will be shared by all the team members. We want all families to attend these meetings to be a part of the team and share their thoughts about their students needs.



Hope D. Wall

Program Departments

Hope Wall has six unique departments that serve students in our building. We have a variety of class sizes and students support throughout the building to best meet the individual needs of all students. The following section will provide a brief overview of the programming for all students at Hope Wall.

Early Childhood (INSPIRE): This program is for our youngest learners ages 3-5. We have EC programming throughout school district 129 that our classrooms are an extension of. These classrooms have 8 students in each session and offer morning and afternoon programs. The program is designed to inspire new strategies to promote independence with respect and equitable opportunities for our youngest students.

Multi-Needs (MN): We have seven classrooms that are classified as our multi-needs classrooms. These are classes designed for up to 8 students who have a wide variety of needs and abilities. These students are able to engage in a variety of small and whole group activities and transition between classrooms with the support of school staff. These students are working on a variety of goals in many areas.

SPIRIT: We have four classrooms that serve our students who have Autism or specific individual needs that require them to receive a high level of structured support in a small classroom setting. These classrooms have up to 5-6 students with increased levels of adult support. The instruction in the classrooms is highly individualized and provided in small group or individual sessions.

Exceptional Needs (ENC): We have three classrooms who serve students that require increased levels of support for their total care and cognitive developmental needs. These classrooms have up to 8 students. These rooms use a wide variety of instructional strategies, including assistive technology, to support student's learning. These teams work very closely with the related service providers to provide multi-sensory learning experiences for their students. These classrooms have a high level of individual student support.

Life Skills: We have three classrooms that serve our older students, grades 6-12, in a larger class size of 13. These students are demonstrating a variety of independent functioning skills and continue to work on their goals. Students in these classrooms are fairly independent at navigating the building and may even obtain job opportunities or have work tasks within the building that they complete. These classrooms have less individual support for students.

Transition: When students graduate in 12th grade, they are able to continue special education programming in a transition classroom until the age of 22 and complete the full school year. This program is designed to support transition related goals and help our students learn to use their skills in a functional way to access their community and demonstrate their functional skills to the best of their ability. Transition students engage in a variety of learning experiences that are designed to support independence and learning how to make decisions as an adult.