

BEC and BPS

Student Handbook Addendum



2023-2024

Bullard Early Childhood

"It's a great day to have a great day!"

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Welcome

Welcome to Bullard Early Childhood... where the learning adventure begins for our littlest panthers! We have prepared this handbook to increase communication between school and home. We look forward to working alongside our families to provide a positive school experience for all students.

School Colors: Red, White, and Blue

School Mascot: Panther

Office Hours: 7:30 a.m.- 4:00 p.m.

School Hours: 7:45 a.m.- 3:15 p.m.

Stay Informed

At BEC, communication between school and home is important to us. There are several ways you can stay informed. We will maintain up-to-date information on our campus webpage as well as social media.

Webpage: www.bullardisd.net, click on campuses, select Bullard Early Childhood.

Facebook: Like us on Facebook @Bullard Early Childhood Campus. We post updates regularly.

ParentSquare: this is our main mode of communication. Please make sure you provide a valid email address and download the app.

BEC PTO

PTO is an integral part of our school. They partner with us to help purchase supplies and resources for our classrooms and our campus. They also join us in celebrating our staff and students. Please consider becoming a member of our PTO. For more information about PTO as well as to find out other ways to become involved on campus, contact our 2023-2024 PTO President Cori Crim. Please follow our PTO on Facebook @ BPS & BEC PTO.

Arrival and Dismissal

Students may arrive no earlier than 7:15 a.m. Please do not drop students off prior to this time. Students arriving between 7:15 a.m. and 7:45 a.m. will sit with classmates in the gym, or they may eat breakfast in the cafeteria. At 7:35 a.m. students will be dismissed to class. For the safety of all students, we ask that parents not park and walk their child into the school during arrival time. Parents will not be permitted to walk students to their classrooms. The tardy bell rings at 7:45 a.m. Students arriving after 7:45 a.m. will be counted tardy and must be signed in by an adult.

During the school day, all students must be signed in and out through the office. The school will not release a child to anyone without the consent of the parent who has legal custody. If a student is leaving school early he/she will need to

be signed out in the office. Students cannot be signed out in the office after 2:45 p.m. You must display the car sign in order to pick your child up in the car line. If you do not have a car sign, you will need to park in the parking lot and show your ID in the office. Please do not park in the car line or bus lanes.

Attendance

Attendance is taken at 9:00 a.m. each day. A child not in class at 9:00 a.m. will be marked absent for the day. A written or electronic note from a parent, guardian or doctor is required when a student returns to school. You have 2 school days after the student returns to submit this documentation. If documentation is not provided within 3 days of the student's return, the absence will be considered unexcused. BISD requires that a student be in attendance 90% of the school days in order to be promoted to the next grade level. A child may be required to attend summer school in order to make up the time missed. Unusual circumstances, which may cause absenteeism, are understandable. It is helpful to the school and teacher if a parent/guardian will contact the school when their child is going to be absent. Highly unusual circumstances will be taken into account by the campus attendance committee. Students will be required to make up any missed assignments as a result of the absence(s). Parents will receive reminder letters (3, 6, 10, and 15 days) from the Student Services Coordinator, Mark McDonald. The compulsory school attendance law applies to all students that are enrolled in a Texas Public School.

Changes in Transportation

It is imperative that we know how your child will get home each day. Changes in transportation are highly discouraged unless it is an emergency or an extenuating circumstance. Students may be picked up in the car line or ride the bus or daycare van. If there is a change in transportation, you must send a note with the child stating the change in transportation. Please give specific information so that we may safely get your child home. You may also call the school anytime during the day prior to 2:00 pm. Please do NOT email your request to the teacher or school. Your child will be given a yellow Change

in Transportation form to carry to the car line or bus line.

Dress Code

For the full BISD Dress Code, please review the Bullard ISD Handbook. Below are some of the important requirements as they pertain to BEC:

- Hair must be of natural color and kept out of the eyes.
- Dresses, skirts, and shorts must be no shorter than fingertip length.
- Leggings may be worn with shirts, dresses, and skirts to cover the entire posterior.
- Holes are allowed in pants only if the holes fall below the short/skirt fingertip length area.
- Halter tops, see through clothing, muscle shirts, spaghetti straps, and strapless garments are not permitted.
- Hats are not to be worn inside the buildings.
- Girls may have pierced ears. No other piercings are allowed.
- Students must wear tennis shoes for PE. If a student wears flip-flops or sandals, they must bring appropriate PE shoes to change into.

Labeling

Please label student jackets, coats, backpacks, lunch kits, etc. with the child's first and last name so that any lost items may be returned to them.

Volunteers

We need volunteers and welcome them on campus. Bullard ISD requires any person volunteering (i.e., field trips, classroom help, etc.) to submit a Name Based Criminal History Check each school year. An application is available in the campus office. We encourage you to volunteer this year.

Meal Program

This year all students can eat breakfast for \$2.25 and lunch for \$3.00. Students can apply for free or reduced lunch by completing an application. These will be sent home with all students. BISD encourages parents to prepay for meals. You can do so online at the Lunch Money Now payment site or by sending money in a labeled envelope. Students will be allowed to charge 4 meals before being offered an alternate meal. Menus are available on the Bullard ISD website. Student

breakfast is served each day from 7:15 a.m. to 7:40 a.m. Lunch times vary due to class schedules.

Lunch With Your Child

Parents are welcome to join their child for lunch during his/her scheduled lunch time starting the 4th week of school. They must sign in at the front office and present a valid driver's license. We ask that parents eat with their child at the designated lunch table located at the front of the cafeteria. Parents may only provide food for their own child and will only be permitted to sit with their own child. At the end of lunch, parents are asked to sign out in the front office. Parents will not be permitted to attend recess or visit the classroom during this time.

Food Guidelines

All meals provided by Bullard ISD are prepared in a nut-free kitchen. Please be aware that many children are highly allergic to nut products. A letter will be sent home to parents if a student in your child's class has such an allergy. We ask you to be sensitive when preparing lunches and snacks from home. We create a safer environment when we are sensitive to food allergies.

Birthday Celebrations

Parents may bring in birthday treats for the entire class in celebration of their child's birthday. These treats will be given to the students towards the end of the school day by the classroom teacher. Parents are not allowed to attend class birthday parties. Please keep food allergies in mind when choosing treats for the class. BEC and BPS are nut-free schools. **Outside deliveries such as flowers, balloons, etc. will not be permitted. If you join your child for lunch on their birthday, we also ask that balloons and such items are not brought in.** Birthday party invitations will only be handed out at school if **ALL** students in the class are invited. This helps prevent hurt feelings among children.

Party Days/Special Events

We will have school parties where parents may send snacks for the class. These snacks must be store bought. You will receive more information about party days closer to each event.

Fall: October 31 (No parents)

Holiday Party: December 19 (Parents allowed)

Valentine's Day: February 13 (No parents)

End of Year: May 22 (Parents allowed)

We will also host special events throughout the school year such as Parent and Family Engagement Events, Grandpanther's Day, Turkey Trot, Field Day, Awards Day, as well as book fairs and other family friendly events. You will receive invitations close to each event.

Lost or Damaged Books

Students must pay for lost and damaged books. A receipt will be issued for lost books.

Medication

Schools do not provide medication for students. Parents must hand deliver any medication that is necessary during school hours or to be kept for emergency use. When medication must be given at school, Texas law requires that it be furnished in its ORIGINAL LABELED CONTAINER and with the parent's signed WRITTEN REQUEST and DIRECTIONS. The container and your notes must include: student's name, name of the medicine, purpose of medicine, dose, time of day, or when it is needed and how the medicine is taken. Include phone numbers where you can be reached if there are concerns. **THE SCHOOL REQUIRES THAT ALL MEDICINES BE CHECKED INTO THE OFFICE.** Medication forms are available in the nurse's office.

Parent/Teacher Communication

Students Folders— Please empty, review, and return information sent home in the folders the following day.

Progress Reports—Progress reports will be sent home every 3 weeks during each six week grading period. PK/K students will not receive a progress report the 1st six weeks.

Report Cards—Report cards are issued every 6 weeks. Please sign and return the district copy.

Parent/Teacher Conferences — Conferences may be requested by parents or teachers. Teachers are available for conferences during their conference period. Please contact the teacher to schedule an appointment.

Telephone— Every classroom is equipped with a telephone, and each teacher has a voicemail.

Messages may be left during instruction times or when the teacher is unavailable.

Email— You may email the teacher at any time. They will respond within 24 hours. Teacher email addresses are the following:
first.name.last.name@bullardisd.net

Grades

Students in Pre-K through 2nd grade will be assessed using a standards based grading system. Teachers will utilize checklists, daily work, unit assessments, and performance-based assessments to accurately assess students' progress toward mastery of the standards. Teachers will use the following grading criteria for report cards:

- **INS**– Insufficient Progress. Student is not making progress or is making limited progress towards mastery of the standard.
- **APP**– Approaches Grade Level Expectations. Student is making progress toward mastery of the standard.
- **MTS**– Meets Grade Level Expectations. Student has met the standard.
- **PM**– Previously Mastered. Student has already mastered the standard.
- **N/A**– Not Assessed in this grading period.

Promotion and Retention

A student may be promoted only on the basis of academic achievement and demonstrated proficiency in the subject matter of the grade level. If a student is in the INS category (Insufficient Progress), the student will NOT automatically be promoted to the next grade level. The retention committee will meet to discuss the student's academic progress. Any student that falls within this category for the entire school year will be asked to attend summer school for additional support.

Safety

For the safety of our students and staff, all of the exterior doors will remain locked during the school day. We utilize a video entry system, located by the front door, to let parents and visitors into the building. Please bring a valid driver's license with you each time you visit the

campus. It will be scanned into our School Gate Guardian system.

Emergency Contact

Parents must provide working telephone numbers where they (or an adult designee) may be reached in the event of a child's illness or injury during the school day. If your child needs emergency care and we cannot reach you or others you have named, we will call EMS. Parents are responsible for paying any medical bills for EMS and the hospital used.

Electronics, Cell Phones, Smart Watches, and Toys

If a student must have a cell phone, it must be turned off and kept in their backpack during the school day. Smart watches with cell phone capabilities must be turned off during the school day. Students are not permitted to make phone calls or send text messages on these devices at any point during the school day. Students must use school phones under the teacher's supervision when a call home is needed. If students do not use electronic devices as requested or if they become a distraction, students will not be permitted to bring them to school.

Illness

If your child is sick with fever, diarrhea, and/or vomiting, he/she must stay home until he/she is symptom free for 24 hours **WITHOUT** the aid of medication. Please follow these guidelines to ensure that we do not spread illnesses to others. If your child has been diagnosed with the flu or any other virus, please bring a doctor's note when he/she returns to school. Please follow all medical guidelines concerning how long a child should stay at home.

Classroom Assignments

At BEC, we desire to provide a safe and happy learning environment for all students. We reserve the right to make changes to classroom assignments in order to provide an equitable learning environment for each child based on enrollment data. Parents/Guardians will be notified in advance of a classroom change.

