

Lake View Primary School

Home of the Eagles



Family Handbook

Student Policies and Procedures
2022-2023 School Year

“Education is not preparation for life; education is life itself.” - John Dewey

1801 N. Navajo Dr.
P.O. Box 1927
Page, Arizona 86040

www.pageud.org
Attendance Desk/Registrar: 928-608-4215
Principal's Office/Admin Assistant: 928-608-4202
Fax: 928-608-4291

Brian Henderson, Principal
Assistant Principal

Office Staff

Dana Bennett, Administrative Assistant
Jennifer Whitehorse, Registrar/Attendance
Holly Castelan, Counselor
Kimberly Edgewater, Dean of Students
Vershauna Long, School Nurse
Lead Custodian

Page Unified School District #8

2022-2023

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PAGE UNIFIED SCHOOL DISTRICT #8

Page Unified School District #8 Mission Statement

“Our Schools are passionate about the learning-for-all mission and understand that every student matters. We are responsible and accountable for the education of every student that walks through our doors every day.”

Page Unified School District #8 Vision Statement

“Page Unified School District is a community of learners who direct our collective actions and resources towards the unique learning needs of every child in order for all students to become college and career ready and successful in a global society.”

LAKE VIEW PRIMARY SCHOOL INFO:

Office Hours (Mon-Tue/Thu-Fri): 7:30 AM - 4:00 PM

Office hours (Wed): 7:30 AM - 3:00 PM

Classes in Session (Mon-Tue/Thu-Fri): 7:50 AM - 3:00 PM

Classes in Session (Wed): 7:50 a.m. - 1:30 p.m.



School Mascot: Eagles

Motto: “Soaring to New Heights”

Colors: Blue & Gold

Lake View Mission Statement

Our mission is academic and social growth for all.

Governing Board Members

Mrs. Desiree Fowler, President

Mrs. Delores McKerry, Member

Mrs. Sandra Kidman, Clerk

Mr. Mike Mangum, Member

Mr. Charles Weiss, Member

Dr. Bryce Anderson, Superintendent

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Dear Parents and Guardians,

Welcome to Lake View Primary School! I am excited to be a part of an early education facility where the faculty, community and families are passionate about kids learning. At Lake View, our priorities focus on educating the whole child. This means that teachers and staff strive to ensure that all students are healthy, safe, engaged, supported, and challenged.

Lake View Primary School is dedicated to Positive Behavior Intervention and Support systems (“**PRIDE**”) to reward children positively for good behavior, and address concerns or poor choices using reteach, interventions of support, or further supports that reflect positive social and emotional development.

We are committed to providing the best educational opportunities that we possibly can. Through programs and curriculum used district wide, we can effectively focus on academic achievement from Kindergarten through 12th grade and beyond.

Use the handbook to become familiar with our policies, procedures, meal programs, attendance expectations, and parent involvement opportunities. To locate Page Unified School District Policies visit Arizona School Boards Association (ASBA)
<http://policy.azsba.org/asba/Z2Browser2.html?showset=allmanuals>

I look forward to working together to make certain your Lake View Eagle is able to meet their goals and have a successful school year!

Sincerely,

Brian Henderson

Lake View Primary Principal

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LAKE VIEW PRIMARY SCHOOL EAGLES SOAR WITH P.R.I.D.E.



All schools in the Page Unified School District are Positive Behavioral Intervention and Support (PBIS) schools. PBIS places emphasis on school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school culture. Our school-wide expectations are that our students will display P.R.I.D.E.

- Positive
- Respectful
- Involved
- Determined
- Excellent

Lake View Primary School will define, teach, and reinforce these expectations to all students. On the next page, the Behavior Expectation Matrix defines the behaviors that Lake View expects from all of our students. Our goal is to have our students display P.R.I.D.E. in everything they do at school and in the community.

Lake View Primary School's Desired Outcome

- Increased academic achievement and performance
- Decreased classroom disruptions and office discipline referrals
- Improved school climate and safety

To make these desired outcomes happen, Lake View has a systematic approach to proactive, school-wide discipline based on a Response to Intervention model. Data will be used to track, identify and respond to school-wide behavior issues and trends. Lake View Primary School is excited about PBIS and what it will bring to our school climate and culture.

These are the expectations of all Lake View students. When students are showing their P.R.I.D.E. they will be positively reinforced with feathers, as well as verbal praise for displaying appropriate behaviors. These feathers will be gathered weekly and monthly for drawings where students will be able to win cool prizes. The more feathers they gather and the more P.R.I.D.E. they show, the more chance they have to win!

	Classroom	Hallway	Playground	Cafeteria	Bus	Restroom	Assembly
P OSITIVE	<ul style="list-style-type: none"> •Be Kind •Use Kind Words 	<ul style="list-style-type: none"> •Voices Off 	<ul style="list-style-type: none"> •Use positive language •Share •Take Turns 	<ul style="list-style-type: none"> •Say please •Say Thank you 	<ul style="list-style-type: none"> •Use kind words •Use inside voices 	<ul style="list-style-type: none"> •Use positive language •Go 	<ul style="list-style-type: none"> •Quiet •Quick
R ESPECTFUL	<ul style="list-style-type: none"> •Keep hands and feet to self 	<ul style="list-style-type: none"> •Keep hands and feet to self 	<ul style="list-style-type: none"> •Keep hands and feet to self 	<ul style="list-style-type: none"> •Keep hands and feet to self •Use inside voice 	<ul style="list-style-type: none"> •Keep hands, feet & objects to yourself •No eating on the bus 	<ul style="list-style-type: none"> •Flush 	<ul style="list-style-type: none"> •Keep hands and feet to self
I NVOLVED	<ul style="list-style-type: none"> •Look •Listen 	<ul style="list-style-type: none"> •Look •Listen 	<ul style="list-style-type: none"> •Look •Listen 	<ul style="list-style-type: none"> •Look •Listen 	<ul style="list-style-type: none"> •Follow directions the first time •Assist younger students 	<ul style="list-style-type: none"> •Wash 	<ul style="list-style-type: none"> •Look •Listen
D ETERMINED	<ul style="list-style-type: none"> •Ask •Answer 	<ul style="list-style-type: none"> •Walk on the Right 	<ul style="list-style-type: none"> •Play safe •Have fun 	<ul style="list-style-type: none"> •Stay in place 	<ul style="list-style-type: none"> •Be at bus stop 10 mins early •load in single file •keep your book bag under your seat 	<ul style="list-style-type: none"> •Leave 	<ul style="list-style-type: none"> •Pay Attention
E XCELLENT	<ul style="list-style-type: none"> •Always do your best 	<ul style="list-style-type: none"> •Always do your Best 	<ul style="list-style-type: none"> •Remind your friends 	<ul style="list-style-type: none"> •Clean up 	<ul style="list-style-type: none"> •Use bus time as study time 	<ul style="list-style-type: none"> •Find help 	<ul style="list-style-type: none"> •Remind your friends

**Teacher/Staff
Managed Behaviors**

**Office
Managed Behaviors**



Warning/Redirect student.

Intervention 1:
Call to notify office of major infraction, student to be picked up or sent to office.

**1st offense
Intervention 1: Re-teach & Verbal Reflection.**
Discuss behavior one to one, review PRIDE expectations.

Teacher/Staff Managed Problem Behaviors	Office Managed Problem Behaviors
Inappropriate language -Name Calling	Abusive language -Racial taunting
Physical contact (reaction) -Wrestling w/another student -pushing/shoving/kicking -biting (w/no marks)	*Fighting/ physical aggression (intent) -kicking, hitting, pushing, shoving, biting, etc. w/intent to do harm
Disrespect -Talking back	Truancy *Leaving School Grounds w/out permission
Defiance -Not completing class work -Not following directions/ non compliance	*Threat or Intimidation/ Bullying -Verbal threats of aggression against another person
Observable Behavior -running in the hallway -poor line behavior -throwing food	*Vandalism of personal/ school property
Disruptive -tattling -distracting other students	Weapons/Dangerous Items -knives, bullets, lighters, matches, etc.
Property misuse -"snooping" in other's desk or bags	Lying/cheating -Forgery
Dress code violation -Inappropriate language on clothing	Harassment
Stealing petty theft =w/little or no value	*Theft -major theft =items of high value

Intervention 2:
Student conference with Dean: Reflection/ reteach/rehearse behavior

**2nd offense
Intervention 2:
Written Behavior Reflection Sheet and/or other Tier 1 Intervention**

Intervention 3:
Dean/Administrator determines and assigns consequences according to policy.

**3rd offense
Intervention 3:
Contact Parent/Home**

Intervention 4:
Parent Contact (phone/ sheet) and Dean/administrator provides teacher with feedback.

**4th offense:
Call office & send student with ODR sheet* and documented**

After 4 ODRs student is referred to the MTSS team for Tier 2 interventions.

*See forms in Resources

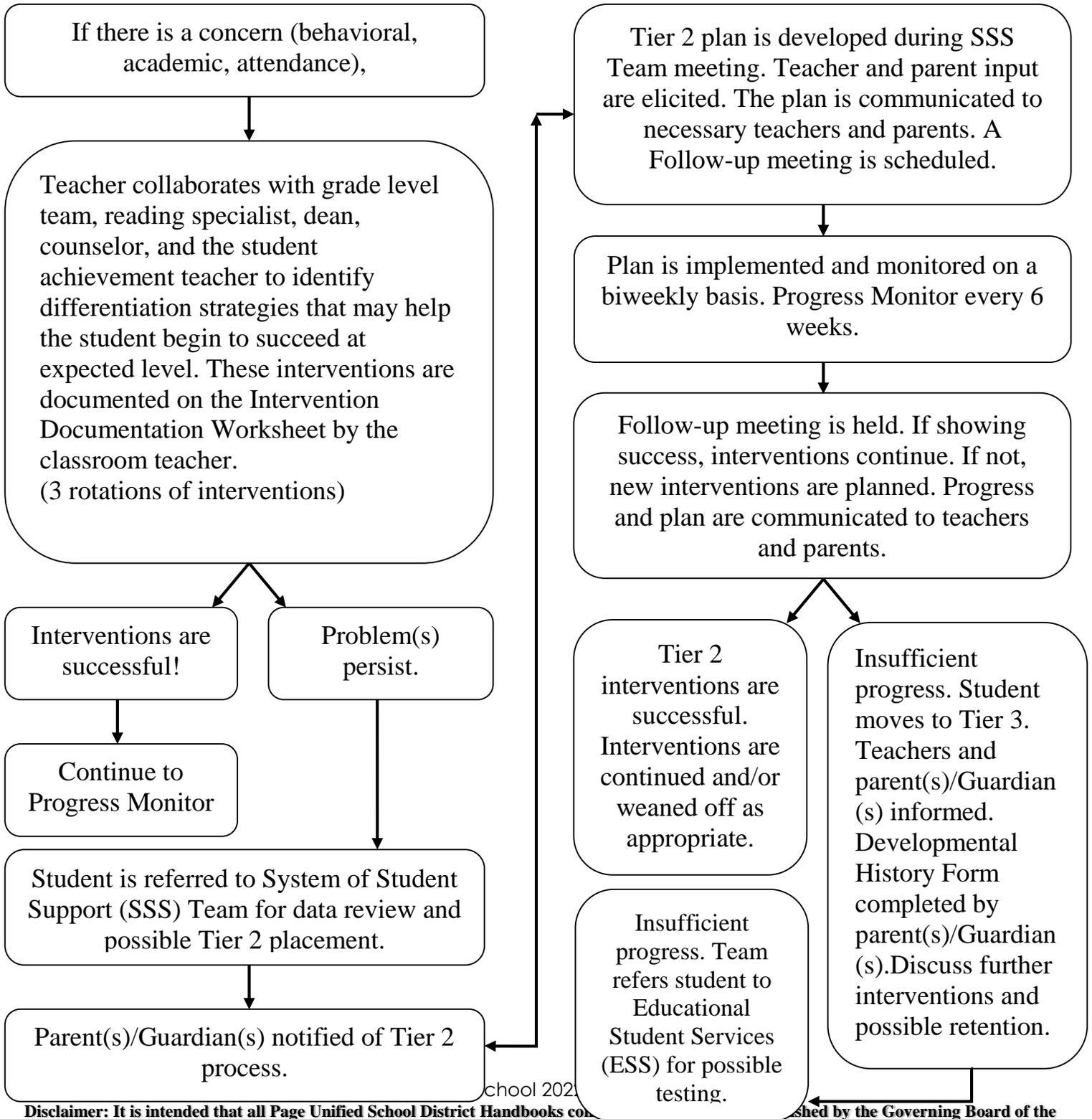
***Every week starts with a clean slate. *Take concrete action to correct behavior (i.e. individual practice, removal from activity, seat change, etc.**

***Teachers are encouraged to use preventative strategies to prevent student misbehavior, including strategies taught in the PBISWorld.com website, Fred Jones "Positive Classroom Discipline", Harry Wong-"First Days of School", Effective Elements of instruction, and yearly differentiation of Classroom Management Plan. Etc.**

Major Problem Behaviors	Definition	Interventions
Abusive Language	Student delivers verbal messages that include swearing, name calling, or use of words in an inappropriate way that is directed at someone.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Referral if behavior persists
Fighting/Physical Aggression	Student engages in actions involving serious physical contact where injury may occur with intent to do harm. Example: spitting on someone, hitting, punching, throwing objects, etc.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Suspension *Police *Referral to School Counselor *Referral to Outside Agency *District Hearing/Expulsion
Defiance	Student engages in continuous refusal to- follow directions, talks back, and/or delivers socially rude interactions.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Referral to School Counselor *Referral to Outside Agency
Disrespect	Student engages in continuous verbal or non-verbal displays of rudeness or discourtesy such as inappropriate gestures, arguing, yelling, etc.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Referral to School Counselor *Referral to Outside Agency
Harassment/ Bullying	Student delivers disrespectful messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures or written notes.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Suspension *Police *Referral to School Counselor *Referral to Outside Agency
Theft	Student is in possession of, having passed on, or being responsible for removing someone else's property without that person's permission.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Suspension *Police *Referral to School Counselor *Referral to Outside Agency
Lying/Cheating	Student lies or cheats repeatedly, chronically and it interferes with classroom instruction.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Referral to School Counselor *Referral to Outside Agency
Failure to follow school rules	Repeated disregard for school-wide expectations and rules.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Referral to School Counselor *Referral to Outside Agency
Weapons	Student is in possession of knives or guns (real or look-alike), or other objects readily capable of causing bodily harm.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Suspension *Police *Referral to School Counselor *Referral to Outside Agency *District Hearing/Expulsion
Property Destruction	Deliberately flooding restroom, intentionally breaking windows, destroying school property, removing tile from wall, etc.	*Re-teach *Parent Conference *Loss of Privilege *Intervention *Suspension *Police *Referral to School Counselor *Referral to Outside Agency

LAKE VIEW PRIMARY SCHOOL BEHAVIOR DEFINITIONS & RESPONSES

Lake View Primary RTI Flow Chart



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KEYS TO SUCCESS

Teaching and learning are collaborative processes. This collaboration includes staff, students, families, and the community. This process requires all of us stakeholders to work together to create successful opportunities for our students as we all work for the same goal. Each of us plays a role in the students' education.

Staff Role

- Staff have a responsibility to create a safe environment for students and staff.
- Staff have a responsibility to respect students and staff with respect and kindness.
- Staff have a responsibility to teach every child in the school with rigorous instruction.
- Staff have a responsibility to manage classroom that promote learning.
- Staff have a responsibility to collaborate with one another to increase student academic achievement.
- Staff have a responsibility to communicate with students' families.

Student Responsibilities

- You have a responsibility to come to school. This means that you come to school every day, on time, unless you are sick or excused.
- You have a responsibility to practice good personal cleanliness. This means that you come to school clean.
- You have a responsibility to take care of property. This means that you take care of school property and respect the property of others.
- You have a responsibility to obey school rules. This means observing all safety, playground and classroom rules.
- You have a responsibility to complete your classroom assignments. This means that you do your best with class assignments and homework, and hand them in on time.
- You have a responsibility to take school messages home. This means that it is important for you to take all school messages to your parents.
- You have a responsibility to help make school a good place to be. This means being a good citizen who is trustworthy, responsible, caring, fair and respectful.

Parents as Partners

You are your child's first and most important teacher. It is both your right and your responsibility to take an active role in your child's education. Lake View welcomes your participation. You are always welcome to visit your child's classroom. It is the best way to know what is being taught and learned and how your child interacts with the teacher and other students. We do require that you check in at the office as we want to have the opportunity to help you in any way we can.

Suggested ways for parents to participate:

- Bring your child to school on time
- Get to know your child's teacher
- Visit your child's classroom
- Eat lunch with your child at school
- Listen to your child read
- Make sure your child completes his/her homework daily
- Volunteer to help at school, call our office at 608-4200
- Watch for evening activities on the monthly calendar-bring your family!

Home Hints for School Success:

Make the time with your children quality time...

- Spend time talking with your child each day
- Do things they enjoy-discover what is important to them
- Have a family time when members share something nice about each other
- Have a dinner time routine where everyone sits down and eats together (No T.V.)

Set the Stage for Study:

Homework is your children's responsibility! You can help them by:

- Providing a special time and place for studying
- Limiting distractions as much as possible, such as phone calls and TV
- Making homework a priority over other activities until it is complete
- Showing interest in the homework assignment
- Read to them-let them see that you have a positive attitude about completing an assignment
- Expect that your child will have reading and math homework daily

Site Council

The Lake View Site Council is made up of teachers, parents, community members and other staff. Members' names are posted in the office. The meeting schedule will be established and posted. All meetings will follow the Arizona laws pertaining to open meetings. Parents and staff are encouraged to attend and to communicate with their elected representatives on the Council.

Parent Teacher Organization (PTO)

Parent Teacher Organization (PTO) provides the opportunity to work together to incorporate yearly celebrations, fund raising opportunities, and teacher appreciation as an early educational community. Please come and join this organization. Meetings will occur once each month. Dates and times to be announced. Please contact the Lake View Primary front office at 928-608-4200 for further information.

LAKE VIEW PRIMARY SCHOOL ATTENDANCE POLICIES

The staff at Lake View Primary care about all students' success in school. Be sure that they are at school every day and come on time. Missing out on school during these critical years is detrimental to your child's educational experience. WE are here to help! It is very important students attend school every day and arrive on time. To be late or to miss school will affect their opportunity to be successful because they may miss part of their learning or the teacher may have to stop teaching to get a tardy student caught up. Absences and tardiness are sometimes unavoidable, but if they become excessive, the Dean of Students will make contact with the family to see if there can be any assistance given to make sure the child is able to attend school on a regular basis. If you have any questions or concerns please contact your child's teacher, school counselor, or principal. We are all here for you and your child!

Attendance Terms:

Excused absence (EXC): Absence is verified by note from doctor/ medicine man, Death in immediate family (documentation is program from service), Court (summons or court paperwork required)

Verified absence (VER): Parent/guardian notifies school by phone call or note explaining absence.

Unverified absence (UNV): Student misses school and absent reason is not provided by parent/guardian.

*District Policy: J-1561, Policy J-1650 REF: ARS §§ 15-802, 15-803, 15-805, 15-806, 15-807 August, 2000 "10NNC Subsection 502"

Absence:

* Report all absences in writing or by phone before or after the absence.

- Doctors notes and/or medical appointment information is required by the office in order to excuse an absence.
- Prearrange absences with the office and teachers for hospitalizations, family trips, extended absences and emergencies.
- Tardy students must check in at the office to get an admit slip to class. This does not excuse a tardy (Please get students to school on time, it does affect their learning routine).
- Students are absent after 9:38 a.m. (Mon - Fri)
- Only parents, legal guardians and individuals listed on the student sign out sheet can check out a student from school. Any legal documents regarding individuals who cannot be around or check out a student must be turned in to the office. You may be asked for identification.
- Check outs can only occur through the office. You may not take a student from the playground, classroom, or cafeteria without office consent and a Student Off Campus Pass.
- Lake View Primary School is a closed campus; therefore students cannot leave campus during the day without following the check-out procedures.



NOTICE OF NAVAJO NATION TRUANCY LAW 10 NNC 502 & 503

You are hereby given notice of the Navajo Nation Truancy Law regarding compulsory education which states as follows:

- 10 NNC 502 Compulsory School Attendance – Generally: “Education in Navajo schools shall be compulsory as to children between the ages of 5 and 18 years as prescribed and defined in 10 NNC 118 of the Navajo Education Policies.”
- 10 NNC 503 Application of State Law and Navajo Nation Law: “The Navajo Nation Council consents to the application of state compulsory school attendance law to the Indians of the Navajo Nation and their enforcement on Indian lands of the Navajo Nation wherever an established public school district lies or extends within the Navajo Nation.”
- “In addition, 10 NNC 118 of the Navajo Education Policies regarding compulsory attendance shall apply to all Navajo minors between the ages of 5 and 15 and to all persons having care and custody of such minors who are within civil or criminal jurisdiction of the Navajo Nation.”

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Collectively Committed to Every Student, Every Day, Every Minute

LAKE VIEW PRIMARY SCHOOL PROCEDURES

Visitors to Schools (Pursuant to Policy KI-R)

For the health, safety and welfare of all of our children as well as faculty / staff members, we ask that the following steps be followed:

- For the safety of all of our faculty / staff and students, visitors will be required to produce photo identification confirming their identity as they sign in and receive a Visitors Pass at the Main Office.
- The Visitors Pass will be required to be worn while visiting our school as well as any of our class rooms.
- In visiting a classroom, visitors must realize that the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length of time with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment either or before or after school hours.
- No person will be allowed onto the school premises, including visits or audits to a classroom or other school activity without prior consent by the Principal and the Classroom teacher(s). Neither will any person be allowed to conduct or attempt to conduct any activity on school premises that has not had prior approval by the Principal.
- Anyone who is not a student or staff member of the School District schools assigned to a particular school and is in violation of this policy will be asked to leave the property of the District. Failure to comply with the lawful directions of the District Officials or of the District Security Officers or any other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions will subject the person to have criminal charges filed against them under State law.

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TECHNOLOGY RESOURCES IJND-R © REGULATION

(Movies/Videos/Electronic Materials)

Movies, videos and electronic materials with ratings other than for general audiences of all ages are not to be shown in classrooms or at any District facility (this includes buses and motels where students are present) except when:

- A. The movie, video or electronic material has been previewed by the teacher or other certificated staff member.
- B. The movie, video or electronic material has been determined to not contain material that is objectionable or inappropriate for the age group to which it is intended to be shown.
- C. The responsible school administrator has approved the use of the movie, video or electronic material prior to its showing.
- D. The teacher or other certificated staff member has provided advance notification to each student's parent(s), or other responsible adult, of the title of the movie, video or electronic material and the date on which it will be shown.
- E. When a movie, video or electronic material has a rating the above advance notification will include the rating and the source providing the rating.
- F. A student whose parent(s) or other responsible adult has provided notice of their disapproval will not be permitted to view the movie, video or electronic material.

Parents or guardians have the right to have advance access to instructional materials, learning materials and activities currently in use, or being considered for use, in the District. Parents have the right to request that their child not view any movie or video, regardless of its rating or the purpose for which it is to be shown.

A parent or guardian who objects to any learning material or activity on the basis that it is harmful includes objection to a material or activity because it questions beliefs or practices in sex, morality, or religion or, because of sexual content, violent content, or profane or vulgar language, may request to withdraw that student from the activity or from the class or program in which the material is used and request an alternative assignment.

STUDENT DROP OFF PROCEDURES

Staff are on duty starting at 7:15 AM. The final tardy bell rings at 8:05 AM. There are two student drop off locations at Lake View Primary.

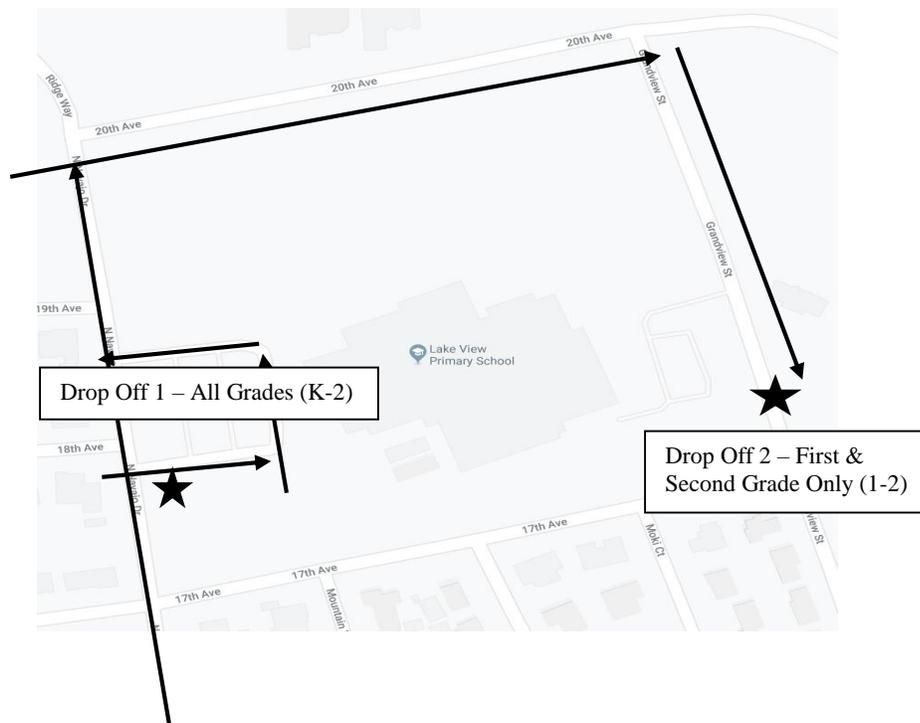
North Navajo Drive: All grade levels. Students may be dropped off in the 1st lane of the parking lot (closest to the building) where our staff on duty will help them to cross and go to the building access point. The fire lane will still be closed to thru traffic, plan accordingly.

Grandview Street: First and Second grade (1-2) students may be dropped off here, where our staff will direct them to the building access point. Please do not drop your students of on 17th Ave.

The rear parking lot is staff access only, plan accordingly. ***This is a ONE WAY drop off only*** There is no crossing guard on duty at this location. For the safety of your child(ren) please do not allow them to cross the street unless you are crossing with them.

After 8:05 AM student drop off must be done in the front of the building.

Please be considerate and observant of others while dropping students off. Please do not park or block any residential driveways.



END OF SCHOOL DAY ROUTINE

For the safety of your children, Lake View Primary School's dismissal routines and times are listed below. (Note: Times may change)

- If your child rides a bus please note the time bus groups depart (these times are subject to change):
 - Group A / Mon-Tue/Thu-Fri: departs the bus ramp at 3:15 PM / Wed: at 1:45 PM
 - Group B Mon-Tue/Thu-Fri: departs the bus ramp at 3:30 PM / Wed: at 2:00 PM
 - Group C / Mon-Tue/Thu-Fri: departs the bus ramp at 3:45 PM / Wed: at 2:15 PM
- Students will not be allowed off of the bus once they have boarded. Plan ahead for checking your child out of school.
- Student bus route changes or pick up arrangements must be made before 2:00 PM (Mon-Tue/Thu-Fri) and 12:30 PM (Wed)

*** THERE WILL BE NO CHECKOUTS AFTER 2:45 PM (Mon-Tue/Thu-Fri) or 1:15 PM (Wed) ***

- School dismissal is at 3:00 PM (Mon-Tue/Thu-Fri), 1:30 PM on (Wed). We ask that you do not interrupt instruction for early pick-up. Your child's teacher appreciates your cooperation. Be prepared to park and exit your vehicle in order to retrieve your student. Lake View Primary staff are on duty to assist you. Only parents, legal guardians and individuals listed on the student sign out sheet can check out a student from school. Any legal documents regarding individuals such as custodial paperwork and orders of protection must be turned into the office.
- At the beginning of the year you will be provided with 2 pick-up cards that match your students. You, and whomever you give those cards to (authorized persons on the student check-out list), are required to show the card at the time of pickup. If you or the individual picking up your student does not present this card, you will be required to go the main office to verify identity. If you do not have identification your student will not be released.
- All students will be picked up at their designated locations. Students will not be allowed to wait in the office after school (except with pertinent legal documentation).

Changes in afterschool arrangements must be written by a parent/legal guardian. Phone calls for changes must be made by the parent/legal guardian. **We do not accept the child's verbal permission, direction, or requests for changes in going home routines.**

Student Pick Up: It is important to pick up students on time. **Any students remaining 30 minutes after the release bell may be referred to Department of Child Services**

Parent Pick Up Procedures:

In an effort to improve the traffic flow and the safety of your children please help the situation by following these guidelines:

- Look for children at all times.
- Do not block emergency vehicle access.
- If you plan to leave your car and go into the building, park your car in the parking lot rather than along sidewalks and walkways.
- No parents are allowed on bus ramp.
- All pick up students must be signed out from their assigned classroom.
- **When picking up your student you will be asked to provide the matching student pick up card given to you at the start of school. If you do not have this card you will be required to show identification to the front office staff or teacher before your student is released to you.**

Off Campus Student Pick Up:

We do not allow students to be picked up/signed out of school during off campus events (field trips, track meets, etc.).

We ask that you follow our procedure with courteous behavior. Failure to comply will result in the administration taking your behavior as a serious safety incident. Your help and cooperation will make the process work smoothly and create a safer situation for all the children.

BAD WEATHER DAY PROCEDURES

Bus group 1 and 2 students will be in the hall or classroom until their scheduled bus run. Bus Group 3 students will be in the gym.

INCLEMENT WEATHER

By 5:00 AM PUSD calls for road conditions and for road condition up-dates: You will be notified by the automatic phone messaging system. You can get information from local radio stations. You may also refer to our PUSD website at <http://pageud.org/>, call the Transportation Department 608-4131 or the PUSD District Office at 608-4100.

TRANSPORTATION INFO

If your student does not arrive home at the appropriate time, our staff is available until 4:00 pm. After 4:00 pm, please contact transportation at (928)608-4121 or (928)608-4131.

LAKE VIEW PRIMARY SCHOOL MEDICAL PROCEDURES

ACCIDENT AND ILLNESS



- Report all accidents or illness to the office.
- Immediate care will be arranged.
- Parents will be notified by phone contact or note home.
- **Families will be responsible for the cost of emergency services (paramedics/ambulance).**
- **Fevers:** Parents will be called for any temperatures over 100.4 and the student will need to be picked up. Students will need to be out for 3 days, symptom free & without medication before returning back to school.
- **Pink eye:** Any redness, swelling, discharge, and itching of the eye's. Pink eye is very contagious. Parents would be called and student will need to be picked up. Also, a doctor's note would need to be brought in before returning to school. Failure to provide a doctor's note will result in the parent being called to pick up the student again.
- **Stomach pains:** Such as Diarrhea student will be sent home and would need to be kept home for at least 24 hours due to possible viral bug.
- **Vomiting:** Parents will be called and student would need to be picked up from school. Student would need to be out for at least 3 days, symptom free, before returning to school.
- **Restroom Accidents:** Parent's will be called to bring a set of clothes or a set of clothes in back packs on a daily basis.
- **Lice:** If you know student has lice or had lice let the school Nurse know so all students in the class can be checked. Parents will be called, and student will need to be picked up. Student will be excused ONE day from school. Student will need to be brought to the Nurse's office the next morning to get checked before returning to class. If the student still has lice, the parent will be called again to remove the student from school grounds. Excessive lice infestations may be reported to Child Protective Services.
- **Injuries:** Parents will be called and notified for any major injuries. Head injuries are very important due as it may concussion may occur. Head injuries will result in student being sent home. A doctor's note will need to be brought in before returning to school. Failure to provide a doctor's note will result in the parent being called to pick up the student again and a report may be made to Child Protective Services.
- **Medication:** A student who needs to take prescription medicine during the school day should contact the Nurse's office. A medication form will need to be filled out with your written permission to administer it. All medication sent to school must be in the original container and delivered to the office by the parent or guardian for proper locked storage. No medication will be administered without a signed permission slip.

(A.R.S. §15-157, 15-341, 15-344, 15-871, 15-872, 32-1601, 32-1901, 36-621)

IMMUNIZATION REQUIREMENTS

State laws require that all children be completely immunized before attending school. Effective January 1, 1992, **A pupil shall not be allowed to attend school without submitting documentary proof to the school administrator unless the pupil is exempted from immunization pursuant to section (A.R.S. §15-873).**

Students may be suspended from school without proper exemptions or immunization records. **Unless proof of an exemption from immunization pursuant to section 15-873 is provided, a pupil who is admitted or allowed to continue to attend and who fails to comply with the immunization schedule within the time intervals specified by the schedule shall be suspended from school attendance until documentary proof of the administration of another dose of each appropriate immunizing agent is provided to the school administrator.**

(A.R.S. §15-873).

If you have any questions please contact **Chloe Begay, School Nurse at 608-4207**

CAFETERIA INFORMATION

We have received The Community Eligibility Provision (CEP), from the United States Department of Agriculture (USDA), Food and Nutrition Service.

Page Unified School District schools will be serving free breakfast and lunch to all enrolled students for the school year. Breakfast will be served and consumed each morning in students' respective classrooms. Lunch will be serve and consumed in the cafeteria.

“The Community Eligibility Provision (CEP) is a meal service option for schools and school districts in low-income areas. A key provision of *The Healthy, Hunger Free Kids Act* (HHFKA, Public Law 111-296; December 13, 2010), CEP allows the nation’s highest poverty schools and districts to serve breakfast and lunch at no cost to all enrolled students without the burden of collecting household applications.” <https://www.fns.usda.gov/school-meals/community-eligibility-provision>

If you have further questions, please contact the Nutrition Office @ 608-4105 or 608-4102.

FOOD IN SCHOOL

Any outside food that is brought into Lake View Primary must be store bought and sealed in the original packaging. Items meant for consumption not following this guideline will not be accepted.

BIRTHDAYS & PARTIES

Food and gifts may be dropped off at the Lake View Primary Front Office for delivery to classrooms and students.

PERSONAL BELONGINGS: TOYS, ETC

All toys, electronics, or other valuable items should stay at home. We are not liable for lost or stolen personal items brought from home. Rollerblades, scooters, skateboards, and bikes cannot be ridden on school grounds.

LIBRARY – MEDIA CENTER:

The use of the school library is a privilege for all students. Lost or damaged books must be paid for through notification of the librarian. Final report cards can be held until all fines are paid.

(A.R.S. §15-362)



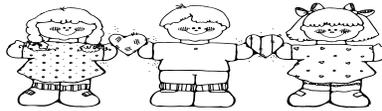
VIDEO DISCLAIMER

As part of our teacher induction program, we have an expectation that teacher's record themselves on occasion for reflective coaching purposes. Because of this, we would like to inform you that your child may be video recorded during a class session to be used for teacher observation. It will not be placed on any websites or outside resources. By signing the family handbook signature page at the end of this handbook and returning it, you are giving permission for video in the classroom to be used for teacher instructional purposes

DRESS AND GROOM

Students should dress appropriate to the weather conditions. Shoes must be worn at all times. (Tennis shoes are recommended for Physical Education). Coats/jackets must be worn during inclement weather days in order to play outdoors. Hats are not permitted in the building except during special events or with special permission.

AZ FIND



What is AZ Find?

Previously: Child Find.

AZ Find is a component of the [*Individuals with Disabilities Education Improvement Act \(IDEIA 2004\)*](#) that requires states to *locate, identify, refer,* and evaluate all children with disabilities, aged birth to 21 years, who are in need of early intervention or special education services. Page Unified School District is charged with looking for and addressing the needs of these children within the district boundaries.

Mission Statement:

AZ FIND provides information and resources to parents, public education agencies (PEAs), state agencies, and professional organizations regarding AZ find statutes, policies, and procedures.

Contact information:

To schedule a screening for a child from infancy to age three, please contact:

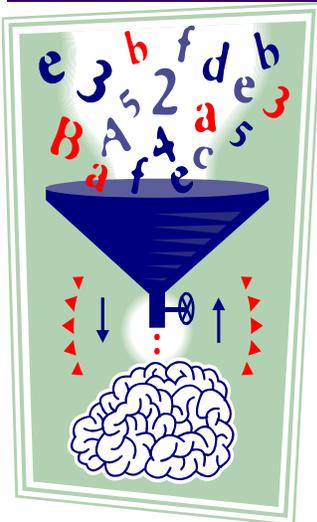
Arizona Early Intervention Program (AzEIP): 602-532-9960

Or at our local offices in Flagstaff: 928-637-1871 or (800) 352-4558

To schedule a screening for a child who is three years of age and older, please contact:

PUSD Educational Services: (928) 608-4155

Gifted Education



“Gifted” means a child who is of lawful school age, who due to superior intellect or advanced learning ability, or both, is not afforded an opportunity for otherwise attainable progress and development in regular classroom instruction and who needs special instruction or special ancillary services, or both, to achieve at levels commensurate with the child's intellect and ability.

Arizona Revised Statutes Article 4-15-761. Arizona Department of Education

Page Unified School District administers state approved tests for grades k-12 given throughout the school year. Students who score at or above the 97th percentile on national norms in any one of the three areas—verbal, quantitative, or non-verbal will be served.

Students can only test once every 12 months. Students themselves, parents, teachers, and administrators may nominate students for gifted testing.

Contact the Gifted office at Educational Services for further information, (928) 608-4155.

Lake View Primary School 2022-2023 Family Handbook

Disclaimer: It is intended that all Page Unified School District Handbooks comply with the policies established by the Governing Board of the Page Unified School District. In the event that anything in this handbook conflicts with current district policy, district policy will prevail.



School-Parent Compact

Annual Public Notification of Nondiscrimination

Page Unified School District does not discriminate on the basis of race, color, national origin, gender, age or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The **Page Unified School District** also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator.

Dr. Bryce Anderson, Superintendent
500 South Navajo Drive Page, Arizona. (928) 608-4117
Beth Jahsman, Director of Educational Services
500 South Navajo Drive Page, Arizona. (928) 608-4154

Lake View Primary School 2022-2023 Family Handbook

Disclaimer: It is intended that all Page Unified School District Handbooks comply with the policies established by the Governing Board of the Page Unified School District. In the event that anything in this handbook conflicts with current district policy, district policy will prevail.

Lake View School-Parent-Student Compact

School Responsibilities: As a primary school, we are dedicated to your student and commit to you in the following ways.

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet the Arizona academic achievement standards.
2. Communicate with parents/guardians regularly in ways to help their child learn.
3. Provide opportunities for parents/guardians to volunteer and participate in their child's education.
4. Seek resources for assistance for a student who is struggling with learning or having difficulty in school.
5. Teach expectations for learning academics, and social skills with PRIDE (school rules and expected behaviors).

Parent Responsibilities: We as parents/guardians will commit to support our child's learning in the following ways.

1. Find an appropriate place and time for reading homework daily/with adult, and/or other assignments to make sure they are complete.
2. Help my student learn to express their needs, conflicts, in order to get help in a positive way.
3. Communicate and work with teachers and school staff to support and challenge the student.
4. Help my student attend school every day.
5. Balance student's television and video game playing time with learning opportunities such as reading and homework.
6. Ensure my student gets adequate sleep and proper nutrition before attending school.
7. Find a way to volunteer time at school, or events when possible. (music performances, class parties, reading with kids, cutting projects at home, festivals or celebrations, site council, parent-teacher organization, other)

Student Responsibilities: As a student, I know it is important to do my best in school. Therefore, I will commit in the following ways.

1. Come to school every day, be on time, and ready to learn.
2. Work hard to do my best in class by completing work, and do my homework.
3. Follow and use PRIDE expectations (School rules and expected behaviors) for our school.
4. Give my parents/guardians all notices and information received by me from the school every day.

Family Handbook Signature Page

2022-2023 School Year

This handbook provides important information about Lake View Primary School.

I understand that I am responsible for READING the 2022-2023 Lake View Primary Student - Family Handbook. I also understand that I will be held accountable for the rights, responsibilities, and liabilities outlined in it. I acknowledge that we have received a copy of the Lake View Primary School – Family Handbook and I will review its contents with my student. This handbook will help me understand the procedures, policies and expectations at Lake View Primary School. During the school year if I have questions, I will refer to the Family Handbook. If I find that the Family Handbook does not answer my questions, I will contact the school for clarification.

Parent/Guardian's Signature

Date

Student's Signature

Date

Teacher's Name

Grade

Please remove this signed page and return to Lake View Office Staff.