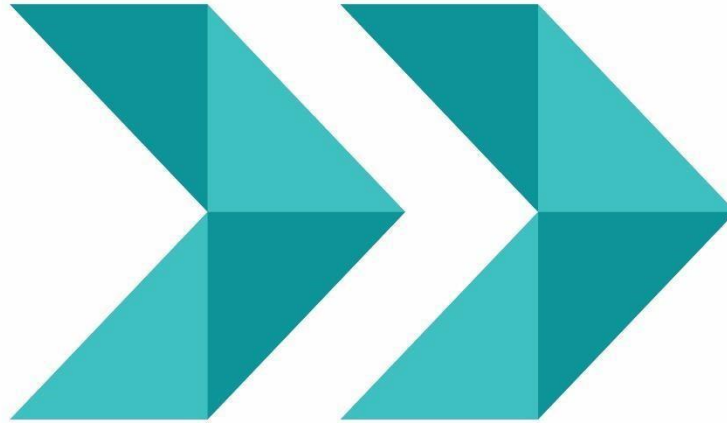


# FutureForward WASHINGTON SQUARE



## Student and Parent Handbook 2024-2025

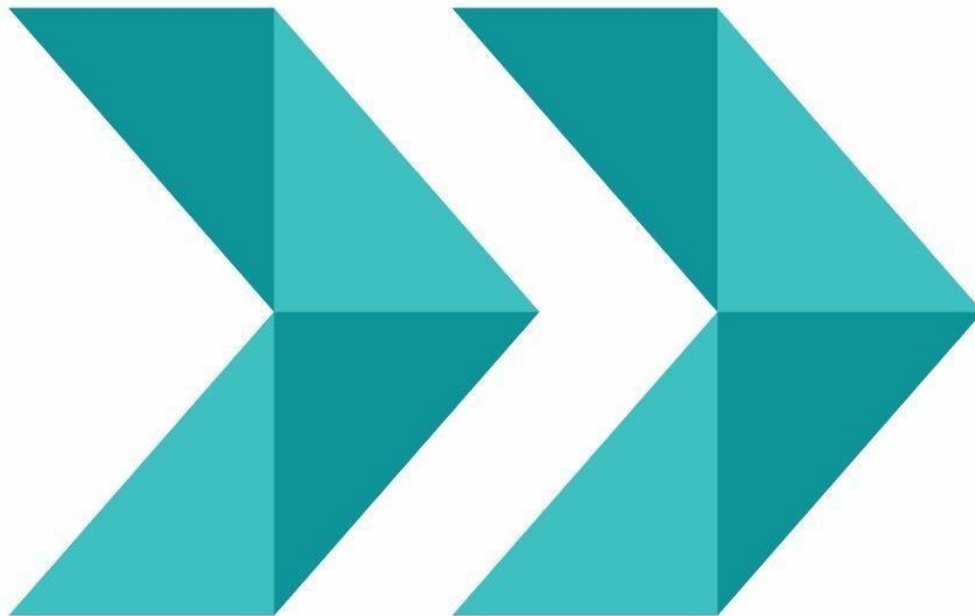
Washington Square  
12521 Washington Street  
Thornton, CO 80241

### Washington Square Administration

Principal..... Mr. Marv Lewis  
Assistant Principal..... Ms. Tessa Gargano

**Table of Contents:**

School Information..... 3  
Important Dates for Students..... 4  
Behavior Expectations, Disciplinary Action and Student Code of Conduct ..... 5  
Commonly Requested Information ..... 5  
Inclement Weather/School Closure..... 6  
Infinite Campus ..... 6  
Legal Notifications ..... 6  
Pets on School Property ..... 7  
Student Health Information..... 7  
Visitor/Parent Check-In ..... 8



## **School Information**

**Website:** [futureforward.adams12.org/washingtonsquare](http://futureforward.adams12.org/washingtonsquare)

**Address:** 12521 Washington St., Thornton, CO 80241

**Main Office:** 720-972-2900

**Attendance Line:** 720-972-2900, option 1 (available 24 hours a day)

**FAX:** 720-972-2999

● **Please call your student's home high school as well as Washington Square**  
Absences must be reported on the school's attendance line, even if the student's teacher(s) have been informed of the absence. The school's attendance line may be called at any time to report an absence or tardy. Attendance is taken at the beginning of each class period.

**View the Adams 12 Five Star School District School Attendance Policy [here](#).**

## **School Hours**

Monday: 8:00am – 5:18pm

Tuesday: 8:00am – 5:18pm

Wednesday: 7:40am – 5:22pm (Academic Support -7:40am-8:30am)

Thursday: 8:00am – 5:18pm

Friday: 8:00am – 3:06pm

## **Main Office Hours**

Monday: 7:15am – 5:30pm

Tuesday: 7:15am – 5:30pm

Wednesday: 7:15am – 5:30pm

Thursday: 7:15am – 5:30pm

Friday: 7:15am – 3:30pm

## Important Dates for Students

**Please note:** Calendar activities and events published may not be completely accurate due to changes, deletions, and additions that may occur throughout the year. Please listen to announcements, visit our [website](#) and consult the parent newsletters for updates..

# Washington Square

## 2024 - 2025 Important Dates for Students

*Please Note: All dates are subject to change*

| August 2024 |  |
|-------------|--|
| 9           | Washington Square Coffee With Teachers (7:30am-9:30am) |
| 12          | 1st Day for All Students                               |

| September 2024 |   |
|----------------|---|
| 2              | NO SCHOOL - Labor Day (District Closed)         |
| 3              | NO SCHOOL - Staff Workday                       |
| 17             | 8th Grade Expo - No Classes @ Washington Square |

| October 2024 |   |
|--------------|---|
| 3            | Parent/Teacher Conferences (4:00 - 7:00 pm) |
| 4            | NO SCHOOL - Staff Workday                   |
| 11           | End of Quarter 1                            |
| 14-18        | NO SCHOOL - Fall Break                      |

| November 2024 |   |
|---------------|---|
| 1             | NO SCHOOL - Staff Workday                     |
| 11            | NO SCHOOL - Veteran's Day                     |
| 13            | Career & College Day-During normal class time |
| 25-26         | NO SCHOOL - Staff Comp Days                   |
| 27-29         | NO SCHOOL - Thanksgiving Break                |

| December 2024 |  |
|---------------|--|
| 19            | End of Quarter 2 / End of Semester 1       |
| 20            | NO SCHOOL - Staff Workday                  |
| 23-31         | NO SCHOOL - Winter Break (District Closed) |

| January 2025 |  |
|--------------|--|
| 1-3          | NO SCHOOL - Winter Break                             |
| 6            | NO SCHOOL - Staff Workday                            |
| 7            | All Students return from Winter Break                |
| 16           | Open House - 4pm - 7pm (Washington Square & Bollman) |
| 20           | NO SCHOOL - Martin Luther King Jr. Day               |

| February 2025 |  |
|---------------|--|
| 3             | NO SCHOOL - Staff Workday                          |
| 3             | EmPWR Day-Must register for this event             |
| 17-19         | NO SCHOOL - Mid-Winter Break                       |
| 20 - 21       | NO SCHOOL - Staff Comp Days                        |
| 27            | Washington Square Show Your Skills (4:00pm-7:00pm) |

| March 2025 |   |
|------------|---|
| 10         | NO SCHOOL - Staff Workday               |
| 14         | End of Quarter 3                        |
| 27         | NTHS Ceremony @ ESC (5:30 pm - 7:00 pm) |
| 31         | NO SCHOOL - Spring Break Begins         |

| April 2025 |   |
|------------|---|
| 1-4        | NO SCHOOL - Spring Break                                |
| 15         | Washington Square Pre-Acceptance Meetings (5:00-8:00pm) |
| 16         | Staff Workday-NO CLASSES @ Washington Square            |
| 16         | Washington Square Pre-Acceptance Meetings (5:00-8:00pm) |
| 24         | Washington Square Lettering Ceremony (5:30-7:30pm)      |
| 25         | Bollman/Washington Square Acceptance List Posted        |

| May 2025 |   |
|----------|---|
| 6        | Signing Day   |
| 7        | Senior's Last Day / Schoolwide BBQ                        |
| 12       | NO SCHOOL - Staff Workday                                 |
| 26       | NO SCHOOL - Memorial Day                                  |
| 27       | Last Day of classes at Washington Square                  |
| 28       | Academic Support Day - No classes - NO BUSES              |
| 29       | Academic Support Day - No classes - NO BUSES              |
| 29       | Last Day of School / End of Quarter 4 / End of Semester 2 |
| 30       | Teacher Work Day  |

revised 7/3/2024

## **INFORMATION AVAILABLE ON DISTRICT WEBSITE**

### **Behavior Expectations, Disciplinary Action and Student Code of Conduct**

In order to ensure a positive and safe learning environment that helps facilitate self-discipline, encourage academic success and promote school wellness, school staff will enforce District policies and school rules related to expected student behavior.

Consequences will be administered by staff in those circumstances where a student exhibits behavior contrary to these policies/rules. Each teacher/staff member will have a set of specific guidelines of acceptable behavior, in addition to the school rules and District policies.

A summary of the [Student Code of Conduct](#) for Adams 12 Five Star Schools (the District) is available on the District's [website](#). For complete information, please refer to the latest version of each District policy, available [here](#).

This summary includes information such as:

- [student conduct](#)
- [student attendance](#)
- [cell phones and personal electronics](#)
- [District technology and Internet usage](#)
- [student dress code](#)
- [bullying and harassment](#)

### **Commonly Requested Information**

A summary of commonly requested information is available [here](#) on the District's [website](#). For the most complete information, please refer to the latest version of each District policy (if applicable), available [here](#).

“Commonly requested” information includes topics such as:

- complaints or grievances
- consolidated billing
- student transportation
- video and audio monitoring
- visitors to schools

## **Inclement Weather/School Closure**

Information on emergency school closures due to severe overnight storms or other emergency situations is available on local television stations and school websites. Please listen for announcements concerning Adams 12 Five Star Schools. Information on closures may also be obtained by calling the District information number at 720-972-4000, then press 7 for school closure information or check the [District website](#). Please note that school is rarely canceled.

- **In order to receive text messages, opt-in today by texting “YES” to 67587**

## **Infinite Campus**

Parents and students have up-to-date access to class marks, attendance and fees through the Infinite Campus Parent Portal. You may access the log-on by going to the school’s website, select Resources then select “[Infinite Campus](#).” Please contact the school registrar with any questions or concerns.

## **Legal Notifications**

The District’s legal notifications/annual notices are available on the District’s [website](#).

These notices include information concerning:

- non-discrimination (including Title IX)
- rights under the Family Educational Rights and Privacy Act (FERPA)
- directory information under FERPA
- rights under the Protection of Pupil Rights Amendment (PPRA)
- other opt-out provisions

## **Notice of Non-Discrimination Under Title VI, Title VII, Title IX, Section 504, Age Discrimination Act, Title II of the Americans with Disabilities Act (District Policies 4140, 8400, 8410)**

The District is committed to non-discrimination in relation to race, color, sex (including pregnancy, childbirth and related medical conditions), age, religion, creed, national origin (including ancestry), genetic information (including family medical history), marital status, sexual orientation, transgender identity, gender identity, gender expression, or disability (“Protected Classes”) in its educational programs, activities, operations and employment decisions. Anyone engaging in discrimination shall be subject to discipline in accordance with District Policy.

Any student or staff member who believes they have been discriminated against, or who witnesses discrimination (including bullying or harassment) will promptly make a report to an administrator or supervisor, or the Title IX/Non-Discrimination Coordinator.

The District's Title IX/Non-Discrimination Coordinator is:

Megan Brooks  
Educational Support Center  
1500 East 128th Avenue  
Thornton, CO 80241 720-4179  
megan.brooks@adams12.org

### **Parking on Campus**

There is an annual \$50 district parking permit fee. The fee is \$25 for Washington Square and \$25 at your student's home high school and Washington Square if students will be parking at both campuses.

To obtain a parking permit for Washington Square, students must do the following:

- Bring their car registration to Campus Security or the main office at Washington Square.
- Complete the Washington Square parking permit application.
- Pay the \$25 fee at Washington Square, on PayForIt, or at their home high school.

### **Pets on School Property**

In an effort to keep our school feeling safe for all students and families and in accordance with District Policy, only service animals and therapy dogs are permitted on school property. District Policy requires prior authorization from the principal to have a therapy dog on school property. We ask that all other pets remain off school grounds during school hours. We appreciate your cooperation with this request.

### **Student Health Information**

Information about student health and wellness, including immunizations, health screenings, and when to keep your child home from school, is available on the District's [website](#).

### **Visitor/Parent Check-In**

Parents and visitors are welcome in Adams 12 Schools. Student and staff safety will be prioritized in our school. All visitors during regular business hours must check in at the main entrance/secured vestibule. Visitors may not access other doors to enter our school. A valid ID must be presented at the time you arrive at school and will be used in the Raptor visitor tracking system. Classroom visits by parents or guardians should be approved 24 hours prior to the visit to avoid disruption of the learning environment. Students who permit friends or siblings to attend school and/or who violate District policy by attending a school where they are not enrolled will be subject to discipline and may be referred to law enforcement. Visitors are required to display a visitor's sticker at all times.