Crestmore Elementary



Safe School Plan

2025-2026

Crestmore Elementary
18870 Jurupa Avenue
Bloomington, CA 92316
Phone: (909) 580-5010 FAX: (909) 872-640

School Mission Statement

"*Crestmore Elementary students are encouraged to become self-motivated, life-long learners through quality instruction and the support of families and the community.*"

Safe School Vision Statement

Crestmore Elementary is a confident, courageous, and caring community. We believe positive interactions provide the academic and social skills to empower successful citizens that are the future.
Developed by the PBIS Team and School Staff

Profile

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Crestmore Elementary is one of 27 schools in the Colton Joint Unified School District. We are located just south of the Interstate 10 freeway in the rural, yet newly developing, area of Bloomington California; 60 miles east of Los Angeles and 5 miles west of our District offices.

Our highly qualified staff includes 40 members of faculty, 3 support staff members, a full time school counselor, Principal and an Assistant Principal who work together to plan and develop unique programs and activities to address the diverse needs of our students and the characteristics of our school. Staff and student relationships are fostered as students step into responsible roles in their classrooms and the school. Student leaders are elected by classmates to serve as members of the ASB, and many more are utilized as peer and cross-age tutors.

As of February 2025, a total of 580 students in transitional kindergarten through grade six were in attendance at Crestmore Elementary.

COVID 19 RESPONSE OR OTHER PANDEMIC

1. Follow all District, local, state and federal guidelines.
2. Follow health and safety protocols as directed by local, state, and federal directives. (social distancing, masks, sanitation, contact tracing and health reporting protocols, etc.)
3. Frequent hand washing, appropriate face coverings and access to essential protective equipment as needed.
4. Continuous monitoring of the situation and ongoing communication with the District will be conducted by the Administration.

School Culture

Crestmore Elementary supports our District belief that parent involvement improves student achievement. Parents are strongly encouraged to be involved in their child's education. Reviewing homework and attending school functions provide students positive reinforcement to excel in school

Crestmore Elementary families and staff come from diverse backgrounds adding a rich luster to our school curriculum. There are opportunities available for parent and community participation in our school. Crestmore School is fortunate to have a strong School Site Council, and English Learners Advisory Council. Volunteers are appreciated for providing support not only to the school, but to the students as well. In appreciation for their gift of time to our school, a Volunteer Recognition Tea is provided for all volunteers at the end of each school year.

Strategies to Promote Student Affiliation/Inclusion:

Crestmore's strong Association of Student Body plans many activities to promote student affiliation and inclusion in our school. The Association of Student Body brings about student inclusion through the special spirit days, on Fridays or school celebrations, when we encourage wearing Crestmore T-shirts sold by the Association. We see our school as a place where each person on staff is responsible for every student. When we include each student as our "own" we are showing by example that we are all a part of a learning community. This includes staff members praising students to promote self-esteem and good behavior.

Regular and Consistent Student Recognition and Support

Regular and consistent student support is provided in the classrooms as teachers, support staff and aides work with students in whole class settings, small groups in the classroom as well as pull out programs. Our Student Study Team works with teachers and parents to implement strategies to improve instruction for at-risk students. A Learning Center used during rotating ELD/ELA time is available to support grades with struggling readers to improve reading skills. Teachers on Assignment work with at-risk students to improve students' reading, writing, and technology skills. In regards to Special Education, the Resource Specialist (RSP) and special education instructional aides work with identified students both in the regular classroom and in the RSP room. The after school program- Think Together- provides support to identified students in academic skills. There is a schedule for each class to utilize the computer lab and library resources weekly.

Students are rewarded for their academic excellence and good citizenship both in the classroom and at school- wide PRIDE assemblies. Students are encouraged to work together towards academic excellence. Teachers work together to provide students with accessible learning opportunities by arranging student desks to facilitate cooperative learning and facilitating reading buddies and cross-age tutors.

Strategies for a Positive School Culture

The following programs/procedures help ensure our safe school culture. These programs are reviewed and assessed by our staff, and updated as needed.

- Respect is modeled by all, and integrated into the curriculum
- Reading buddies, peer reading, and Cross-age tutoring
- Grade level study trips to enhance curriculum goals

Academic and Behavioral Expectations - Activities in Place:

- School Compact - student, parent, teacher
- Student attendance program to encourage students to attend school daily
- School-wide discipline with PBIS
- After school tutoring through Supplemental Services
- Think Together, After School Grant Program
- Student Study Teams

Support and Recognition - Activities in Place:

- Volunteers encouraged and recognized
- Staff Appreciation Week
- Student PRIDE Assemblies for academics and attendance
- Social Club activities for staff recognition etc. Retiree Luncheon

Discipline and Consequences - Activities in Place:

- Parent packet sent home at beginning of year (District Policy)
- Classroom discipline plan aligned with district policies
- Dress code enforced
- PBIS Matrix posted in classrooms, cafeteria and throughout campus
- Parent letter from each teacher - includes discipline plan
- Staff is fair and consistent in handling violations
- Regular Staff meetings - certificated and classified
- Alerting parents of absences – SART when necessary
- Citations, Office Referrals & Student Reports
- Zero tolerance for weapons and fighting

Participation and Involvement - Activities in Place:

- Back to School Nights
- Student programs during school
- Active School Site Council
- English Learner Advisory Committee
- Family Curriculum Nights
- Use of Parental Communication by teachers and office
- Parent Education

Ethnic and Cultural Diversity -Activities in Place:

- Cultural curriculum materials
- Stories in adopted literature text
- Staff membership reflects ethnic diversity
- Heritage Celebration and performance

Healthy Students - Activities in Place:

- Dental screening, Vision and Hearing screening
- Health Assistant is on campus daily, Nurse visits each week

Physical Environment

Built in 1955, Crestmore Elementary is located in a rural neighborhood approximately one mile south of Interstate 10 in Bloomington, California. Crestmore currently has 37 classrooms at the beginning of the 2023-2024 school year. The permanent structures were freshly painted blue and white in 2004 and the school completed modernization at the beginning of the 2013-2014 school year. The technology laboratory is available to all students and staff.

The school operates on a traditional schedule servicing more than 600 students in grades TK through 6. Benches for public and student use are located around the black top areas.

The school has a newer Administration building that is located at the front of the school. A display unit for community information and events is located at the entrance of the front of the school along with a marquee in the front of the school which proudly displays our school name along with important information for school events. In addition, our classroom intercom system is used to improve school-wide communication. The school's cafeteria/multi-purpose room displays a wide assortment of student work. A newly installed sound system is used for students and community events. The floor is cleaned and maintained by the custodial staff on a regular basis.

The school black top features a variety of activities for student play through the Peaceful Playground program. The Blacktop area includes basketball courts, four square -courts, hopscotch areas, dodge ball circles, and tetherball courts. There are also two kickball areas on opposite ends of the grassy area of the playground. There is a large quad for school-wide assemblies. We have a playground Jungle Gym adjacent to the large playground and a large grass area planted with shade trees for student enjoyment and exercise. In between the classrooms are newly planted trees and benches for student use. Another playground located in the kindergarten area includes: tricycle paths, a Jungle Gym and grassy area.

Crestmore's classrooms, fields, and playgrounds are enclosed in a fenced area. Gates are locked during regular school hours. Visitors enter campus through the office, sign-in, and wear a visitor badge while on campus. District employees wear district identification badges while they are on campus.

A clean campus is important. Custodians clean and inspect the entire facility daily, notifying administration of safety concerns. The District Grounds crew maintains the grounds and the District Maintenance Department makes repairs as needed. Emergency and maintenance vehicles may enter campus through a secure gate located in our southwest parking lot.

Crestmore's Physical Environment – Activities in Place

School Location:

Citizens are encouraged to report crime
Safe routes to school discussed in class & provided by busses

School Grounds

Custodial maintenance
Informational signs placed on school grounds

Graffiti and vandalism covered and repaired quickly
Grounds are clean and well maintained
Limited visitor access
Supervised vehicle access

School Buildings and Classrooms:

Quick clean-up of graffiti
Regular safety checks by teachers, custodians and administrators
Safe evacuation routes posted
Emergency and first- aid supplies in all classrooms

Internal Security Procedures:

Guests Sign-in and given badges
Student check out procedures
District employee identification badges

Procedures for Routine Assessment of Facility Safety

Safety concerns are reported in writing to the administrator or office manager as they are identified. Custodial staff submits a Grounds and Facilities Safety Report to the administrators monthly. Safety committee members identify and discuss safety concerns that focus on playground/recess issues and student discipline. The community representatives assist in effectively answering the safety concerns of our school, and provide educational programs and/or assemblies for our students.

Operations, Policies, Procedures

Decision Making

Shared decision-making is the foundation for decisions made at Crestmore School. An "Open Door Policy" ensures that administrators, students, and staff members discuss concerns openly. Our administration and Leadership Team work together to ensure an effective learning environment for all students.

Attendance Policy

It is extremely important that all students attend school regularly. School attendance is mandated by statute and by laws and regulations of the State of California and the

Governing Board of the Colton Joint Unified School District (BP 5113). Crestmore Elementary School has the responsibility to enforce all attendance policies, which assure regular attendance and punctuality. In order for an absence to be cleared, a parent/guardian must send a note or call the school office within one week to inform the school of the student's absence. After three consecutive days of absence, a doctor's note is required. According to the California Compulsory Attendance Law, an absence is excusable for the following reasons:

1. Illness
2. Quarantine directed by a county or city health officer
3. Having medical, dental, or optometry services rendered
4. Attending funeral services of a member of the pupil's immediate family.

When a student accumulates absences, whether excused or unexcused, under the district attendance procedure, the following interventions may occur:

1. 3 absences- Parent/guardian receives written communication from the school. Teacher may conference with the student.

2. 6 absences- Parent/guardian receives a second written communication from the school. Other options may include but are not limited to:
    a. A scheduled conference with the school attendance clerk or administrator.
    b. Referral to the district's School Attendance Review Board (SART) when absences exceed 10%.
    c. Student Study Team Referral (SST).

3. 9 absences- Parent/Guardian receives written communication from the school. Other options may include but are not limited to:
    a. Referral to SART
    b. Retention/Intersession Referral

Saturday School is available to students in K -6th who need to make up absences. Makeup work will be the responsibility of the student. The student should immediately ask the teacher for missed work upon returning from an absence. The student will be given the same number of days to make up the work as the number of days absent, excluding the day they return to school.

TARDIES

A student is tardy when they are not in their class line when the signal to begin the school day is given or leaves school before the completion of the school day. Three tardies in excess of 30 minutes without a valid excuse will be counted as truancy. Students who are habitually tardy will be required to make up the instructional time. Tardies that result in truancies may be referred to the SART board for review.

EARLY RELEASE OF A STUDENT

Parents must come into the office to sign their student out for medical, dental, or other kinds of appointments that will require them to leave school early. Office personnel will verify I.D and that you are authorized to pick up the child. If possible, medical and dental appointments should be scheduled before or after school.

Any person that you have listed on your child's emergency card is authorized to check your child out of school. Please review the names of people you have authorized on the card. If there is a custody issue please notify the school office immediately and bring a copy of the court orders. If there is not a court order on file, both parents have equal rights.

PBIS

Our school is participating in an important district initiative. It is called Positive Behavioral Interventions & Support. PBIS is a process for creating safer and more effective schools. As part of our PBIS process, teachers and other staff members use evidence-based practices to increase student learning and decrease classroom disruptions. Teachers and staff constantly teach and refer to our school-wide expectations. Throughout the school signs have been placed with the behavior expectations for that area.

- P-Positive Attitude
- R-Respect Self & Others
- I-Integrity to do what's Right
- D-Determination to Succeed
- E-Excellence in ALL You Do!

STUDENT INTERVENTIONS

Each referral to the office for disciplinary action will be reviewed individually. The school will work closely with parents to assist all students in exhibiting appropriate behavior at all times. Violation of the school rules may result in disciplinary action including one or more of the following:

- Corrective Counseling.
- Consequences given as part of individual classroom discipline plans.
- Referral to the Assistant Principal or Principal.
- Student conferences with a teacher, administrator, or counselor (if available)
- Parent contacts, by phone and/or in writing as necessary.
- Conferences, or Student Study Teams Meetings, including parents, the student, teachers, and administrators, as needed.
- Anti-bullying Pledge
- Referral to appropriate community agencies.
- Bus referrals can result in suspensions from the bus, or removal from the bus for the remainder of the school year.
- Suspension and expulsion: Any violation of the Education Code (E.C.) 48900, 48900.2, 48900.3. or 48900.4.
- Important Note: A student may be suspended or expelled for violation of E.C. 48900 that are related to school activities or attendance that occurs at any time, including; but not limited to, any of the following:While on school grounds, going to or coming from school.

COLTON JOINT UNIFIED SCHOOL DISTRICT DRESS CODE

You can help improve school safety by becoming more selective in your son or daughter's choice of clothing for school. While we want to protect students' rights to choose clothing styles, we want, most of all, to protect your child's safety. The Colton Joint Unified School District has a dress code in place for all students, kindergarten through grade 12. The dress code is stated below.

Board Policy 8010 – Dress and Grooming
ADMINISTRATIVE REGULATION AR 5132

DRESS AND GROOMING

The purpose of the student dress and grooming regulations is to maintain a safe and orderly environment, to promote modesty, and to encourage students to dress appropriately and to come to school properly prepared for participation in the educational process.

A student may not remain at school or at school activities dressed in a manner which (1) creates a safety hazard for said student or for other students, (2) constitutes a serious or unnecessary distraction to the learning process, (3) tends to disrupt the campus order, or (4) is in conflict with the District's goals and philosophy of the prevention of substance abuse and gang activity.

Parents have the primary responsibility to see that students are properly attired for school. School personnel have the responsibility for maintaining proper and appropriate conditions conducive to learning by enforcing District policy. At the Principal's discretion, school personnel are to enforce all guidelines relating to the following regulations. These guidelines shall be in effect at all school-related activities except where modified by the site administrator for specific extra-curricular activities or specific cases.

In case of questionable dress and/or grooming not covered by the guidelines, the site administrator and/or law enforcement personnel will determine the appropriateness and make the final decision.

1. No head coverings are allowed to be worn on school grounds except for sun protective hats that fit the following description: must be plain white, tan, or neutral color canvas with a 2-4 inch brim that follows the entire circumference of the hat. It must be flexible so to fit in a pocket, backpack, purse, book bag or locker. It may not be altered or customized in any way and the chinstrap or strings must match the color of the hat and may not be worn indoors. The hat may include the official school logo. ONLY during inclement weather (as determined by the site principal) may hoods or unadorned beanies be worn outdoors.

2. Clothing, accessories, body art, and/or personal items including, but not limited to, backpacks and folders, shall be free of writing, pictures, or other insignia which are crude, vulgar, profane, or sexually suggestive, which bear weapons, drug, alcohol or tobacco company advertising, promotions, and likeness, or which advocates gang affiliations, ethnic, racial, or religious prejudice.

3. Any clothing or accessory that is a safety hazard to the wearer or others is not allowed.

4. Clothing shall be sufficient enough to conceal undergarments at all times. See-through fabrics, halter tops, tube tops, strapless or off-the-shoulder or low-cut tops, bare midriffs/midsection, and skirts, shorts, or rips in jeans shorter than mid-thigh are prohibited. Sleepwear/loungewear (including but not limited to pajama bottoms and slippers) is prohibited. Excessively baggy pants/shorts, banded or tucked pant leg bottoms, and hanging belt straps are not allowed. Skin must be visible between shorts and knee high socks.

5. Any attire or accessory containing a professional sport team name or logo is prohibited.

6. Students shall be permitted to wear College attire or accessories.

7. Shoes must be worn at all times. For elementary and middle school only: sandals must have heel straps. Flip-flops or backless shoes are not acceptable.

8. Glasses, other than prescription, shall not be worn inside school buildings or outside of buildings if they are a disruption to school activities.

Procedure to Notify Teachers of Dangerous Students

The staff at Crestmore Elementary respects the rights of all students and strongly believes that all student information is confidential and must be protected.

Administration is notified of new students with a history of violence or any special needs. As questions arise, the parent, guardian, and/or agency are contacted for clarification. Any information regarding these students is relayed in a confidential manner to the teacher assigned to work with that student. Other staff members are kept informed as needed, respecting the rights of the child and school population as a whole.

In addition, as the cumulative records of students arrive, they are reviewed before filing by an administrator, health office, resource teacher, and classroom / RSP teacher in a timely manner.

Sexual Harassment Policy

Crestmore Elementary School fully supports all Colton Joint Unified School District Plans and Policies. The board policy is a follows:

The Governing Board is committed to maintaining an educational environment that is free from harassment. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

Cell Phone/Electronic Devices

The Superintendent or designee shall ensure that each school develops standards of conduct and discipline consistent with Board policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others, including, but not limited to, physical violence, possession of a firearm or other weapon, and terrorist threats

2. Discrimination, harassment, intimidation, or bullying of students or staff, including sexual harassment, intimidation, hate-motivated behavior, cyberbullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption

Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, or other harmful texts, sounds, or images on the internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

3. Conduct that disrupts the orderly classroom or school environment

4. Willful defiance of staff's authority

5. Damage to or theft of property belonging to students, staff, or the district

The district shall not be responsible for students' personal belongings which are brought on campus or to a school activity and are lost, stolen, or damaged.

6. Obscene acts or use of profane, vulgar, or abusive language

7. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs

8. Possession or use of a laser pointer, unless for a valid instructional or other school- related purpose (Penal Code 417.27)

Prior to bringing a laser pointer on school premises for a valid instructional or school-related purpose, a student shall obtain permission from the principal or designee.

9. Use of a cellular/digital telephone, pager, or other mobile communications device during instructional time

Such devices shall be turned off in class, except when being used for a valid instructional or other school-related purpose as determined by the teacher or other district employee, and at any other time directed by a district employee. Any device with camera, video, or voice recording function shall not be used in any manner which infringes on the privacy rights of any other person.

In accordance with BP/AR 5145.1, Search and Seizure, a school official may search a student's mobile communication device, including, but not limited to, reviewing messages or viewing pictures.

Integration of Funding

A variety of funding sources is utilized to provide student services, in-services, materials and programs that impact student safety and success. Those available at Crestmore are: Title I, LCAP (Local Control Ability Plan), Saturday School, Site Discretionary, Lottery, and Community Donations.

The Goals of the School Safety and Violation Prevention Act are to:

- Reduce the incidents of violence at the school site
- Teach students techniques for resolving conflicts without violence
- Train school staff and administrators to support and promote Conflict Resolution techniques for resolving conflicts among students.

Leadership – Activities in Place

- Principal and staff regularly meet with students, teachers and parents
- Principal & assistant principal visit classrooms and playgrounds daily
- District Office Personnel visit campus several times each year
- School Site Leadership Team

Classroom Organization and Structure – Activities in Place

- Teachers on Assignment
- Cross-age Tutoring
- After School Tutoring
- Homework Clinic
- Attendance awards
- Principal's Honor Roll and Academic awards
- District and School policy for homework
- Adherence to State mandated minutes of instruction

Areas of Pride and Strength

Crestmore students, parents, and staff are proud of our school and the programs that we have established. Our diverse staff openly shares their many talents and life experiences to

provide a rich meaning centered curriculum to our school. Parent workshops are provided monthly to improve student performance and all teachers communicate with parents on a regular basis.

We are proud of our Dedicated and Active:

- School Site Council
- English Learners Advisory Committee
- Parent Volunteers
- PBIS Team
- Band program for grades 4-6

Discipline Reports

Students who go beyond the classroom discipline plans or violate standard Crestmore rules receive an office referral. District guidelines for responding to Ed. Code violations are closely followed to ensure that we are providing consistent and fair consequences. The most common office referral is for disruption of school instruction / activities and inappropriate conduct on the playground. Discipline issues that do not rise to the level of an Ed. Code violation are dealt with on an individual basis. Administrators consider the behavior history of the student, the extent of their involvement in the violation, and the behavior interventions in place before making a discipline decision. Crestmore has implemented a "Cougar Coupon" incentive to promote students modeling good behavior. Members of the school staff provide the Cougar coupons. Minor and Major Discipline is entered into Zangle and SWISS.

Child Abuse Reporting

Known or suspected instances of child abuse shall be immediately reported to the principal of the school, which the child attends. The principal shall inform the appropriate child protective agency (Sheriff's Office, Police, and/or Child Protective Services). If the principal is not available to make the required report, it will then be the responsibility of the employee discovering the known or suspected child abuse to make the required report.

A report by telephone shall be made immediately, or as soon afterwards, as possible, and a written report shall be made and sent to the same agency within thirty-six hours of receiving

the information about the incident. Failure by any of the above named persons to make the report required by law is a misdemeanor.

A single report may be made whenever two or more people know of a known or suspected case of child abuse and with mutual consent of those present, one person can write and sign the written report. If that person does not do so, one of the other persons shall make the report.

The telephone report and the written report form shall contain the name of the person making the report, the name of the child, the present location of the child, the nature and extent of the injury, and any other information requested by the child protective agency, including information that led to the report of suspected or known child abuse. Also, a copy of the report shall be sent to the Superintendent's Office.

District personnel may also report any known or reasonably suspected cases where mental suffering has been inflicted on a child, or where the emotional well being of a child is endangered in any way. The name of the person reporting shall be confidential.

Child abuse reports made without malice shall not incur any civil or criminal liability as a result of making the report. (Penal Code 11172)
When a child is released to a peace officer and taken into custody as a victim of suspected child abuse, the Superintendent and/or principal shall not notify parents as required in other instances of removal of a child from school, but rather shall provide the peace officer with the address and telephone number of the child's parents.

The staff at Crestmore Elementary is required to report suspected child abuse. They are asked to discuss the situation with the principal or designee. However, it is the staff member with the knowledge or suspicion of the child abuse who is responsible for reporting the incident.