San José Unified School District

Almaden Elementary School
1295 Dentwood Drive
San José, CA 95118
408-535-6207
www.sjusd.org/almaden

Dear Almaden Elementary Families:

On behalf of the Almaden Elementary staff, welcome to an exciting 2025–2026 school year! Our school is proud to offer a high-quality education, thanks to our dedicated staff and the strong support of families like yours. When we work together with shared goals and a positive spirit, great things happen for our students. To help you prepare for a successful year, we'd like to share some important dates and school policies.

First Day of Class
THURSDAY, AUGUST 7th, 2025
Grades TK-5: 9:10 a.m. – 3:06 p.m.

ATTENTION TK/KINDERGARTEN PARENTS!!!
August 8th-15th, 2025 ***are EARLY RELEASE*** *days for* ***TK/Kindergarten*** *students.*
They will be dismissed at 1:06 p.m. on these days. Students will begin a full day on August 18th.

Please see the attached bell schedule for more detailed information.

SCHOOL OFFICE HOURS
Beginning ***Friday, August 1st, 2025,*** the school office will be open daily from 8:30 a.m. to 3:30 p.m. Please call 408-535-6207, if you have questions.

FIRST DAY OF SCHOOL:
The first day of school is **Thursday, August 7th, 2025.** All students in 1st-5th must report to the blacktop area and must line-up at their designated area no earlier than 8:55. TK and Kindergarten students must report to their assigned yard (see map). At 9:10 A.M., the teacher will meet his/her students and walk them to the classroom. We do not provide supervision until 8:55 a.m. ***Students should not be on school grounds before 8:55 a.m.***

POSTING OF CLASS LISTS
At Almaden Elementary, class lists are not posted to protect student confidentiality. Instead, your child's teacher will reach out directly by phone, email, or letter. Please ensure your contact information is up to date with the office. Staff will be available on the first day to help direct students to their classrooms. While we do not accept requests for specific teachers or classroom changes, please know that our experienced team carefully builds balanced classes with each child's needs in mind. Our goal is to ensure every student has an exceptional year.

ATTENDANCE
If, for any reason, your child will not be in attendance the first day of school, you must notify our office at **(408)535-6207.**
If you have not contacted our office by Monday, August 25th and your child is not in attendance, we will drop your child from our school.

ARRIVAL/PICK UP TIME
Supervision will be available starting at 8:55 a.m. Student safety is of the utmost importance. Please do not send your child to school before 8:55 a.m. Students shouldn't be alone on campus. It is important that children be picked up shortly after dismissal at 3:06 p.m. **Students are not allowed to remain at school unsupervised unless they are participating in an after-school program.**

COMMUNICATION
All communication will ONLY be sent out electronically via email or text message. If you desire a hard copy of any correspondence, please let your child's teacher know. The school will send out a weekly bulletin via Parent Square highlighting student activities and upcoming school events along with a calendar. For more current information, I encourage you to visit the school website on a regular basis at: **http://www.sjusd.org/almaden/ or** the Almaden Facebook page at: **https://www.facebook.com/almadenelementary/**

FOOD SERVICE
Breakfast will be available from 8:55 a.m. to 9:10 a.m. All San José Unified Schools will provide breakfast and lunch every school day at no cost to all in-person K-12 students. Families do not need to qualify for free and

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reduced-price meals for the 2025-2026 school year to receive meals at no cost. Menus will continue to be available on the SJUSD website each week.

Smart Device Policy (Cell Phones, Smart Watches, etc.)
To help all students stay focused, safe, and ready to learn, our school has the following policy for smart devices:

- Smart devices must be turned off as soon as students arrive on campus.
- Devices should be kept in backpacks or may be left with the teacher for safekeeping.
- Devices should remain off and stored for the entire school day, including recess and lunch.
- If a student requires a smart device during the school day for health or medical reasons, families should work with the school to include this need in the student's IEP or 504 plan.

Consequences for Not Following the Policy:

1. First time – Verbal reminder and warning.
2. Second time – Device will be sent to the front office and held until the end of the day.
3. Third time – A meeting will be scheduled with the student, parent/guardian, and school staff to discuss the concern.

Why This Policy Is Important:
Smart devices can be a distraction to learning and can interrupt classroom activities. They may also be used in ways that affect the safety and privacy of others. By keeping devices off and stored away, we create a school environment where all students can focus, learn, and feel safe. Thank you for supporting a positive learning environment for all!

SJUSD DRESS CODE POLICY
Almaden Elementary is not a uniform school. We believe that the responsibility for the dress and grooming of a student rest primarily with the student and his or her parents or guardians and that appropriate dress and grooming contribute to a productive learning environment. We expect students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. School-directed changes to a student's attire or grooming should be the least restrictive and disruptive to the student's school day. Any school dress code enforcement actions should minimize the potential loss of educational time. Administration and enforcement of the dress code will be gender neutral and consistent.
Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel. Students who violate the standards below shall be subject to appropriate disciplinary action.

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent (for example dresses, leggings, or shorts) and shoes.
- Hats and other head coverings are not permitted on school grounds except when worn as sun-protective clothing as prescribed by the student's physician, as an expression of religious beliefs, or when the principal determines that extreme cold weather warrants it.
- Clothing must cover the chest, torso, and lower extremities. NO CROP TOPS
- Clothing must cover undergarments.
- Clothing must not be see-through.
- Closed toe shoes are required. No sandals or flip flops.
- Clothing must be suitable for all scheduled classroom activities, including physical education.

Attire or grooming depicting or advocating violence, criminal activity, gang-related activity (including professional sports wear and/or colors identified by the Santa Clara County Sheriff or San José Police Department as gang-affiliated), use of alcohol or drugs, pornography, or hate speech are prohibited.

If you should have any questions, please contact us at (408)535-6207. We look forward to seeing you on August 7th.

Sincerely,
The Almaden Elementary Team