



The ABCs of Drayton Hall Elementary Family Handbook

Follow us on FB @DHESBobcats

draytonhall.ccsdschools.com

**** SCHOOL SUPPLY LISTS 25/26****

To find your child's 25/26 BUS information please click [HERE](#)
FIRST VIEW sign up information: (Delete OLD app)

<https://www.ccsdschools.com/departments/operations/transportation/bus-tracking-and-notification-apps>

FIRST VIEW Bus Code **N6G3F** [CCSD Transportation Website](#)

IMPORTANT PHONE NUMBERS

DHES Main Line	(843) 852-0678
Fax	(843) 852-2069
Registration	(843) 852-204
Guidance	(843) 852-2044
School Nurse	(843) 852-204

****Code for the FIRST VIEW Bus App is **N6G3F****

IMPORTANT INFORMATION

We open our doors at 8:05 am each day.
The tardy bell rings at 8:30 am.

***Students arriving to the classroom after
8:30 am are TARDY***

Half-day bell time: 11:30 am
Early release bell time: 1:30 pm

If a parent/guardian needs to pick their child up early from school, an approved person on their child's pick up list must bring a SC Driver's License into the front office prior to the 2:30pm cut-off and sign the child out through our Raptor system.

All staff emails are
firstname_lastname@charleston.k12.sc.us

Principal- Ms. Alexandra Rodis alexandra_rodis@charleston.k12.sc.us

Assistant Principal- Ms. Katherine Anderson katherine_anderson@charleston.k12.sc.us

Bookkeeper- Mrs. Becky Price rebecca_price@charleston.k12.sc.us

Data Specialist- Mrs. Dena Ladson dena_ladson@charleston.k12.sc.us

Parent/Student Handbook Verification Form As you read this handbook, you will see the statement “**Policy Requires Signature on Parent/Student Handbook Verification Form**”. Please read ALL policies carefully. By putting your initials next to the policy on the Parent/Student Handbook Verification Form, you are confirming that you have reviewed and agree to abide by each. Please be sure to initial the appropriate line for each policy and sign the bottom of this form prior to returning it to school. You do not need to print and return any of this referenced information from the website.

<p>Academic Calendar CCSD</p> <p>2025-2026</p>	<p>The new school year begins for students on Tuesday, August 13, 2024, and will end for students on Thursday, May 29, 2025.</p> <ul style="list-style-type: none"> • 2025-2026 Calendar View • 2025-2026 Calendar List View
<p>Acceptable Use Policy (Technology)</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>CCSD Student Mobile Device Responsible Use Handbook and Agreement</p> <p>CCSD TECHNOLOGY ACCEPTABLE USE POLICY Our students are fortunate to have access to technology through computers, iPads, Chromebooks, etc.</p> <p>Please review the CCSD Acceptable Use Policy IJNDB: Technology Acceptable Use (See CCSD Code of Conduct COPPA page.)</p>
<p>Arrival Procedures</p>	<ul style="list-style-type: none"> • Car riders, bikers, walkers, and golf cart riders will unload and enter the building on the side of the school closest to the gym and music room. Students should arrive at school between 8:05 am and 8:30 am. Dropping your child off on time is one of the most important ways you can advocate for their education. • Students MAY NOT be dropped off before 8:05 am, there is not adult supervision at that time • Students may enter the building at 8:05 am. Class begins promptly and students are expected to be in their classroom by 8:30am. Please note that staff may still be outside unloading cars after the 8:30 am bell to ensure the safety of our students. If they are arriving TO CLASS after 8:30 am they will be marked tardy by the classroom teacher. If staff are no longer unloading cars, parents MUST park their car and sign their child into the front office. DO NOT have your child walk into the building alone. • Office staff will begin issuing tardy passes at 8:30am. • Bus riders will be dropped off at the bus loop located in the front of the building. • Car riders and walkers enter the building through the side entrance of the school. • Children must remain in the car until they reach the sidewalk under the awning.

Attendance

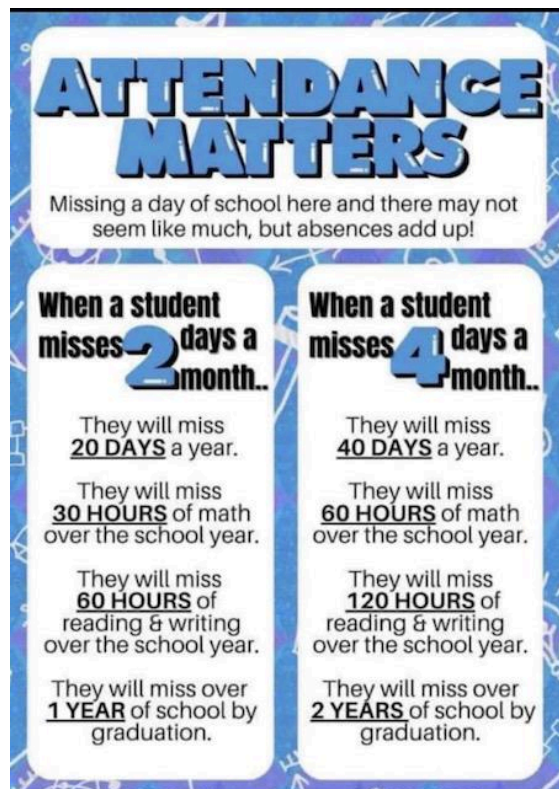
Policy Requires Signature on Parent/Student Handbook Verification Form

- Students must be signed in by a parent/guardian in the front office if arriving at 8:30 am or after. Please keep in mind on a normal school day, in order for your child to be marked present, they must attend school no less than 3.5 hours. Example: If you are signing in tardy due to a scheduled doctor's appt., you must sign your child in before 11:30 am for them to be counted present for the day. If you are signing your child out early, they must be signed out after 12:00 pm to be counted present for the day.
- If your child is going to be absent, send an email to your child's teacher and "cc" dena_lodson@charleston.k12.sc.us Please be sure to state the reason for the absence. You must send in a handwritten note or doctor's note as well, after the absence.
- Upon your child's return to school, send a medical excuse or handwritten signed note, stating the reason for the excuse. Written explanations must include the student's name, parent's full name and phone number, date (s) of absence (s), and documentation or reason for the absence. Absences are unexcused without this note to the teacher. There is no need to call the school to let us know your child is absent. Any absences over 3 consecutive days will only be excused with medical or legal documentation. E-mails are NOT accepted.

DAYS MISSED IN SCHOOL YEAR
Satisfactory Attendance Missed less than 5% (fewer than 9 days in a 180-day year)
At-risk Missed 5-9% (9-17 days in a 180-day year)
Moderate Chronic Absence Missed 10-19% (18-35 days in a 180-day year)
Severe Chronic Absence Missed 20% or more (36 or more days in a 180-day year)

Attendance Continued

- Out-of-town trips and/or vacations are not considered excused absences and may put your child in a truant status.
- All parent-written excuses and/or doctor's excuses must be sent in **within three days** of the child returning back to school. Excuses can be sent in your child's folder, delivered to the front office to Dena Ladson, or faxed to 843-852-2069.
- Sometimes parent notes and excuses do not make it to the front office as they get lost in student bookbags, etc. To ensure that your note makes it to Mrs. Ladson, please feel free to take a picture of the handwritten note that you are sending in with your child and email the picture to your child's teacher & Mrs. Ladson. Don't forget to send in the original copy of the note.
- Please see Early Check Out information under **SCHOOL SECURITY**
- Please note: **There will be NO student sign-outs after 2:30 pm as we are preparing for dismissal.**
- Attendance Information can also be found in the [CCSD Code of Conduct](#)
 - [Attendance EVERY DAY- SC State Department of Education Brochure](#)



Bus Services

Policy Requires Signature on Parent/Student Handbook Verification Form

- First Student Bus Services -- 843-823-3928
www.ccsdschools.com/transportation

Please utilize the School Bus Lookup tool to locate your child's bus stop. Ensure you arrive at your bus stop 10-15 minutes prior to the scheduled time.

Look for the bus stop with the nearest cross-street to you. The AM and PM times when the bus will be at this stop are on the chart.

- Make a note of your bus number and the street name for the stop. Communicate this information to your child's teacher.
- If you do not see a bus stop within 0.4 miles from your house, you can request a stop on the Transportation site.

CD and K students are considered "Red Tag" students. This means these students will not be dropped off at a bus stop without an adult present. If you would like for your CD or K student to exit at the bus stop with a sibling, please notify your child's teacher and he/she will provide a sibling form which will need to be completed and turned in to the bus driver.

All bus riders will receive a DHES bus tag for their backpacks with a color corresponding to their specific bus route.

We strictly enforce bus safety rules. Consequences range from parent/student conferences to bus suspension for one day up to several weeks. Each time a student is suspended from riding the bus, parents must provide transportation for their children to and from school.

There are instructions on how to sign up for bus notifications on the CCSD Transportation website.

School Bus Safety

- [Drivers: When to Stop for a School Bus](#)
- [Getting On and Off the School Bus Safely](#)
- [Do You Know When to Stop For a School Bus](#)

[Bus Stop Lookup Tool](#)

On the Bus Lookup Tool website, select the Click for Help button on the top of the page for instructions to navigate the website.

- Stop information and locations can change, please check this website often.
- [Bus Stop Guidelines](#)
- [Bus Stop Request](#)
 - Your home address must be updated in PowerSchool. The request will be reviewed when your address is updated in PowerSchool.
- [Submit a Complaint/Feedback](#)

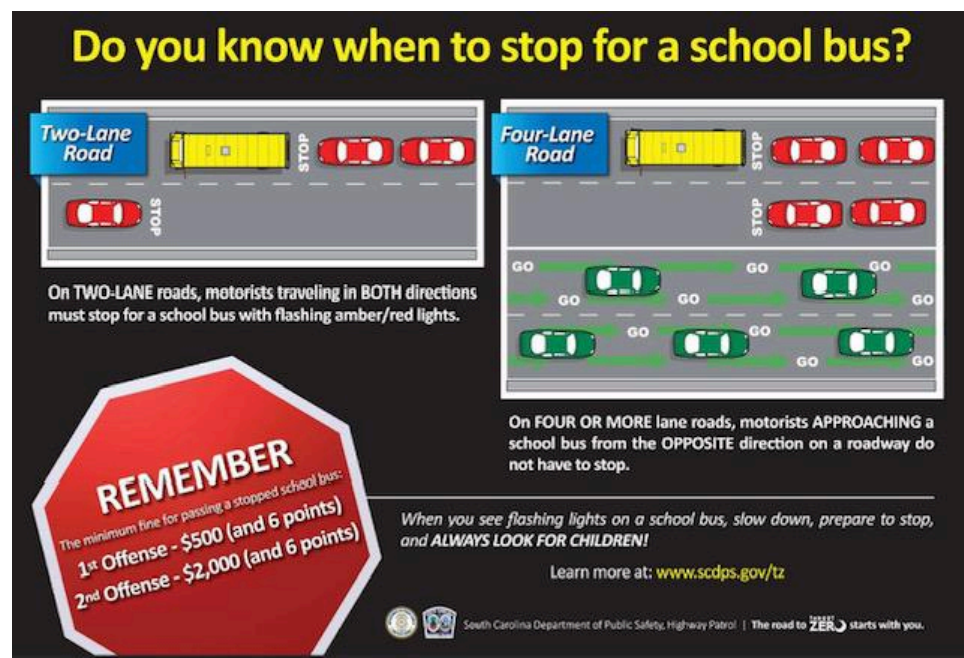
- Provide positive feedback, suggestions or complaints.
- Customer Service 1-888-889-8920 or support@firstviewapp.com
- [Parent/Guardian Bus Stop Responsibility](#)

[School Bus Stop Look-Up Tool](#)

[To Request a Bus Stop](#)

[First View Sign Up Instructions](#)

[First View Parent View Self-Guided Tools](#)



Cafeteria

www.ccsdschoolmeals.com

[MENUS](#)

The Drayton Hall Cafe serves breakfast and lunch daily.

Breakfast service begins at 8:05 a.m. and ends at 8:30 a.m.

Meal prices: Free breakfast and lunch for all students
Adult Breakfast: \$2.25 Adult Lunch: \$3.75
Milk \$0.50

The office will NOT accept DoorDash, UberEats, or Food deliveries from restaurants for students.

Celebrations	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>We recognize student birthdays with an announcement on the news show, a pencil, and a birthday book.</p> <p>Due to food allergies and student medical concerns, birthday treats are not to be sent in at any time. Please do not send or bring balloons or flowers. Party invitations may be passed out at school ONLY if every child in the class is invited.</p> <p>All homeroom parents will work closely with the classroom teachers for any planned holiday festivities.</p>
Child Development (CD)	CCSD Pre-K Program
Class Visitation and Outside Observations	<p>Parents are welcome to observe in the classrooms with approval from administration. Please contact the office to set up an observation and allow 48 hours for the team to schedule your observation.</p> <p>Unannounced visits will not be allowed.</p>
Clinic and Medication	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>Please communicate all medical needs with the Nurse. Please refer to CCSD Policy JLCD to answer questions on dispensing medications. A Doctor's Order is attached to this policy and must be completed by the parent and doctor prior to the nurse dispensing prescribed medications.</p> <p>CCSD Schools are allowed to dispense a limited list of over-the-counter medications with parent permission. Please see the clinic emergency card for the list.</p> <p>All medication should be in its original container.</p>
CCSD Progressive Discipline Plans & Student Code of Conduct	CCSD Parent Resource Manual and Student Code of Conduct
Daily Schedule	<p>Students may not be left unattended before 8:05 AM. You may be in the loop prior to 8:05 AM; however, students may not be released from vehicles until 8:05 AM.</p> <p>8:05 AM: Students may enter building 8:30 AM: Tardy Bell, Morning Announcements & News Show 3:10 PM: Afternoon Announcements 3:30 PM: Dismissal</p> <p>Any children waiting to be picked up by car after 3:50 pm will need to be signed out in the front office.</p>

<p>Dismissal Procedures</p>	<ul style="list-style-type: none"> • Dismissal begins each day at 3:20 pm • Car riders are dismissed in the side loop of the school. We have created unique, school issued placards for you to use. You may pick up the placards at Meet the Teacher or you may request them through our main office. Placards from previous years are no longer valid. Please place the placard on the windshield, this allows us to move the car rider line along as quickly as possible. If you forget your placard while picking up your child, you will need to bring your driver's license to the main office in order for us to dismiss your child. • Cars will create a double line at the beginning of dismissal and then merge into a single line after the 1st group of students is dismissed. Please pull all the way forward as students will be called to specific stations to load their cars in the afternoon. • Children are expected to sit quietly during pickup and will remain in the gym while being called to load cars. • Children who are walkers will only be dismissed at the playground gate. Please be sure to notify your child's teacher they will be dismissed as a walker if you plan on this type of dismissal. Please <u>DO NOT</u> park in the parking lot, walk to the walker/playground gate and return to your car in the lot, this is not permitted. • Remain in your car during pick-up and pull to the left of the car rider line to fasten your child into their seat. A teacher will escort your child to the car when you are able to pull up to the canopy area. • <u>Please stay off cell phones all the way through the pick-up line.</u>
<p>Dress Code</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form CCSD Code of Conduct Page 40</p>
<p>Electronic Devices</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form CCSD cell phone policy</p>
<p>Emergency Cards</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form Emergency Cards are completed online through the registration process each year. Please make sure you re register each child in order to update any necessary information and provide emergency contact information. Once the school year is in session, parents should update their information through the main office if changes occur.</p>
<p>Emergency Early-Dismissal</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form When adverse weather conditions threaten, officials in CCSD monitor the situation closely. Students and parents are encouraged to watch Charleston area television news broadcasts, the Weather Channel, or listen to radio news reports for information on school closings. District officials also have the option of calling for a delayed opening. A delayed opening is when all schools operate on a two-hour delay. The following will be the schedule in the event of a delayed opening:</p> <ul style="list-style-type: none"> • Schools and offices will open two hours later than usual. For DHES that would be 10:05 AM. • Students should not be dropped off before school opens. • Buses will run two hours later than normal in the morning. • The school day will end at the regular time.

Eureka Math Information	<ul style="list-style-type: none"> Eureka Math Squared- Family Engagement 												
Fact and Fee	<p>Fact & Fee days are scheduled in August to allow parents and students to meet their teacher, pay school fees, and drop off school supplies. During this drop in, please make sure that you have signed up for the School Dismissal App and have set your child's mode of transportation for the school year. There will be a number of areas for you to visit in order to gather information throughout the night.</p>												
Field Trips	<p>*All parents/ guardians serving as chaperones on a field trip must be approved through CCSD's RAPTOR system. https://apps.raptortech.com/Apply/Mzg2OmVuLVVT Please plan early, and allow at least one week for processing!</p> <p>*When your child will be participating in a field trip, please notify the teacher and nurse if your child has a special health care need. The health care provider must complete the Parent Information For Medications and Medical Procedures & Medication/Procedure Doctor's Orders in order for the student to have medication at school and on field trips. Self-Medicate and Monitoring Doctor's Orders are only for life-saving medications/procedures such as insulin, asthma inhalers, and epi-pens.</p> <p>*Over the Counter Medications (OTC) will not be provided on field trips without a completed Parent Information For Medications and Medical Procedures & Medication/Procedure Doctor's Orders. Self-Medication Orders are not valid for over-the-counter medications. The parent should provide OTC medications in a manufacturer's container with the seal and label intact.</p> <p>*Medication administration will be the responsibility of the trained designated CCSD employee.</p> <p>*Contact our school nurse with any medication or medical questions.</p>												
Food Policy	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>Drayton Hall is committed to providing a safe school setting for all of our students. We also believe that teaching children to eat in a healthy manner is an important life skill. The high number of life-threatening food allergies has caused us to make a few changes to our food practices as we are committed to providing a safe school setting for all of our students. Food is not to be used as a reward or consequence on a daily basis. If there are special circumstances, please see the Principal.</p> <p>Outside food is NOT permitted to celebrate children's birthdays. Instead, children will be featured on DHES News and parents are welcome to eat lunch with their children.</p> <p>Water bottles are welcome. We recommend that they are washed out regularly at home. We also recommend writing your child's name on their water bottles and other personal items so they can be returned if lost.</p>												
Grading Scale and Report Cards	<p>Report Cards will be sent home at the end of each nine weeks. Interim reports will be sent home to parents at the middle of each nine weeks. Grading system is below:</p> <table> <tr> <th>Grades CD, K, 1, & 2</th><th>Grades 3-5</th></tr> <tr> <td>4= Exceeding grade level expectations</td><td>A= 90-100</td></tr> <tr> <td>3= Meeting grade level expectations</td><td>B=80-89</td></tr> <tr> <td>2= Approaching grade level expectations</td><td>C=70-79</td></tr> <tr> <td>1= Not yet meeting grade level expectations</td><td>D=60-69</td></tr> <tr> <td>NA= Not assessed at this time</td><td>F=0-60</td></tr> </table>	Grades CD, K, 1, & 2	Grades 3-5	4= Exceeding grade level expectations	A= 90-100	3= Meeting grade level expectations	B=80-89	2= Approaching grade level expectations	C=70-79	1= Not yet meeting grade level expectations	D=60-69	NA= Not assessed at this time	F=0-60
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<p>Guidance</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>Our School Counselors are Mrs. Tammi Spivey tammi_spivey@charleston.k12.sc.us Mrs. Katie Little katelyn_little@charleston.k12.sc.us</p> <p>Social Worker Mrs. Ciara Glenn ciara_glenn@charleston.k12.sc.us</p> <ul style="list-style-type: none"> • The guidance program at Drayton Hall is designed to meet the needs, interest, and concerns of our parents and students. • Your child will receive lessons and guided instruction from our guidance counselors. The topics include: friendship, coping skills, safety, and kindness. <p>Our school-wide PBIS expectations are "PAWS": Practice Kindness, Act Responsibly, Work Hard, and Stay Safe.</p>
<p>Homebound Instruction</p>	<p>What is Homebound?</p> <p>Homebound instruction involves the delivery of educational services by school district personnel within a student's home. Homebound instruction was initially seen as an educational service option for students with impairments that made them physically incapable of attending school, but other reasons are also considered (i.e. illness, accident, surgery).</p> <p>Who do I contact if I think my child qualifies for Homebound services? Please email our Homebound Coordinator Mrs. Spivey for more information. She can be reached at tammi_spivey@charleston.k12.sc.us</p> <p>How does my child qualify for Homebound instruction? A medical doctor must determine if the student is unable to attend school. The Medical Homebound Instruction Form and the Letter to the Physician must both be filled out and signed by the student's doctor in order to be eligible for homebound instruction.</p> <p>Are there different types of Homebound offered? Homebound services can be offered full-time or for intermittent services, depending on the services needed.</p> <p>South Carolina's mandates regarding medical homebound instruction appear in State Board of Education Regulation 43-241.</p> <p>R 43-241 says that a student who cannot attend public school because of illness, or accident is eligible for homebound or hospitalized instruction. The State Department of Education funds a maximum of five periods per week of Homebound Instruction pursuant to the Education Finance Act (EFA). A day of instruction must be based on the students individual need, but may be no less than fifty minutes. A physician must certify that the student is unable to attend school but may profit from instruction given in the home or hospital.</p> <p>When a parent requests homebound instruction for their child, the district will require that SECTION III - RELEASE of the Medical Homebound Instruction Form has been signed allowing the release of confidential information. If permission is not granted, the homebound instruction may not be approved.</p> <p>For additional information, please e-mail Mrs. Spivey at tammi_spivey@charleston.k12.sc.us</p>
<p>Homework Policy</p>	<p>Kindergarten = 10 minutes daily/40 minutes weekly 1st & 2nd Grade = 20 minutes daily/80 minutes weekly 3rd Grade = 30 minutes daily/120 minutes weekly 4th Grade = 40 minutes daily/160 minutes weekly 5th Grade = 50 minutes daily/200 minutes weekly</p> <p>Check your child's folder daily to ensure homework is complete. Sign and return important papers or documents. Teachers may assign specific topics or subjects for reading. Major projects to be completed at school. Please make your child's teacher aware if you and your child are spending more time completing homework than listed above.</p>

<p>How to get involved</p>	<ul style="list-style-type: none"> • PTA – Look for a sign-up form in the first weeks of school. Becoming a member of the PTA is the best way to receive notices about events and volunteer opportunities. draytonhallelementarypta@gmail.com • School Improvement Council (SIC) • Room Parent – Each classroom has a room parent to assist with communication. Check with your child's teacher for details on how to volunteer for this position. • Social Media: We have school Facebook and Twitter accounts- Also- PTA has a Facebook page...Follow us!
<p>i-Ready</p>	<p>We use i-Ready Reading and i-Ready Math.</p> <p>i-Ready is an online program in reading and mathematics that will help your student's teacher(s) determine your student's needs, personalize their learning, and monitor progress throughout the school year. i-Ready allows your teacher(s) to meet your student exactly where they are and provides data to increase your student's learning gains. i-Ready consists of two parts: Diagnostic and Personalized Instruction.</p> <p>Learn more about i-Ready by watching this video and by visiting https://i-readycentral.com/familycenter/ .</p>
<p>Kaleidoscope</p>	<p>Drayton Hall's Kaleidoscope director is Mrs. Laura Strickland. laura_strickland@charleston.k12.sc.us or 843-852-2053</p> <p>Kaleidoscope Expanded Learning</p> <p>Kaleidoscope is a district-led after-school and summer camp program. Questions about the DHES Kaleidoscope program should be directed to 843-852-2053.</p>
<p>Lost and Found</p>	<p>PLEASE put your <u>child's name</u> on all belongings! Name stickers are a great investment and there are many affordable choices available via Amazon. Simply search: <i>Personalized Labels for Kids</i></p> <p>LOST and FOUND items are collected daily and housed on the hooks located along the wall in the cafeteria. As soon as you realize that your child has lost an item, encourage them to look for it there. At the end of each semester, all items that are not claimed will be donated.</p> <p>PTA volunteers regularly go through the rack and place items labeled with student names in the homeroom teacher's mailbox. Please note: <i>All items that remain unclaimed at the end of each semester will be donated.</i></p>

<p>Lunch Visits</p>	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>Each family is invited to celebrate their child's birthday with a lunch visit!</p> <ul style="list-style-type: none"> • If the birthday is over the summer or on a weekend/holiday, please contact your child's teacher to determine a day that is best to celebrate. • Due to our small cafeteria space and tight lunch schedule, we are planning for one birthday lunch visit per student per year. In extenuating circumstances, please contact the front office • Parents should contact their child's teacher in advance in order to schedule their birthday lunch visit. • Parents must bring a driver's license in order to check into the front office. Parents will be issued a visitor tag which they must turn in as they leave the building. • Birthday lunch will be a time for the child and parent to eat together and enjoy one another. We regret that we are unable to allow friends to join. • Parents are welcome to bring a special lunch for their child but due to allergies (latex, food, etc), please no balloons, treats for the class, etc. • Students will be expected to leave with their class when lunch is over. Your child's teacher will let you know ahead of time what time lunch starts and ends. • Parents will not be allowed to walk their child back to class unless the teacher has made a previous arrangement to have the parent read to the class, etc. We warmly encourage you to volunteer as a reader! • Please contact your child's teacher for more information or to schedule your lunch date
<p>Make-Up Work</p>	<p>To ensure continual academic progress, students are expected to make up work missed due to absence. Due to the nature of instructional planning and pacing, work cannot be provided prior to a student's absence.</p> <p>Immediately upon returning to school, students and/or parents must contact teachers concerning arrangements for making up work. It is the student's responsibility to collect, complete, and turn in assignments. The student will have up to one week, from the date of return, to complete missed work. Work not turned in will be reflected in the student's grade.</p> <p>Please note: The assignments and tests shall be reasonably equivalent to, but not necessarily identical to, the assignments and tests missed during the absence, as determined by the teacher using best instructional practice.</p>
<p>Office Telephones</p>	<ul style="list-style-type: none"> • The school requests that your child be given all necessary instructions and notes before leaving home in the morning. • School phones are available for students only in the event of an emergency. • Students will not be sent to the office to call home for items that they forgot to bring to school (ex. Lunch, homework, instruments, etc.). • Please note, that <u>personal student cell phones must be turned off and in their bookbags</u> during the instructional day.

PTA	<p>The Drayton Hall PTA is dedicated to supporting the teachers, students, and staff of DHES. As a PTA, we provide the students with a wide array of fun and educational opportunities and are able to do so with donations and the help of volunteers! Please sign up to become a PTA member! Follow us on Facebook and Instagram.</p> <p>Questions? draytonhallelementarypta@gmail.com.</p>
Registration	<p>Returning Student Registration Click Here</p> <p>New Student Registration Click Here</p> <ul style="list-style-type: none"> Registration questions may be directed to dena_ladson@charleston.k12.sc.us
School Grounds	<p>Drayton Hall Elementary School and its grounds are smoke-free/tobacco free zones. No smoking or using tobacco products is allowed.</p>
School Security	<ul style="list-style-type: none"> All school visitors must bring a valid SC Driver's License as ID with them <u>every</u> visit. Identification is always required to pick up a student. If someone other than the parent/guardian is picking your child up early from school, a handwritten note with that person's full name as it appears on their driver's license and time of pickup must be sent in with the child that morning. The school office nor the teacher can accept phone calls, emails, faxes, or text messages. This policy is put into place for the safety of our students. Visitors should ring the school doorbell and identify themselves and their purpose for visiting before entering the building. Fire, hurricane/tornado, and lock-down drills are conducted regularly. To help with our youngest students, CD and K5 students will have a red tag placed on their backpacks with student information (name, class, bus stop, or afterschool program). All students will be given a tag for their backpack with information on how they will get home each afternoon. Students who walk, ride their bikes or are picked up by golf cart will have a color coded tag for their backpack.
School Supplies	<p>Please click HERE for a link to the 25/26 School Supply lists</p>
School Zone Information	<p>School Zone Safety</p> <ul style="list-style-type: none"> School Zone Safety Facts School Zone Safety Tips "Back to School Safety" Video (2:00) Step Back. Be Seen. Be Safe.

Special Area Information	25/26 Special Area Welcome and Information Link
Student ID Number	<p>All students are assigned a Student ID# upon registration. Check with your child's teacher or the front office for this if you do not have it prior to school starting.</p> <p>Student PIN numbers stay with them through graduation and are used to help identify the student for meal payment, student records, online education portals identification, K5 tags etc.</p>
Tags (Car and Bus)	<p>Bus Riders receive bus tags for their backpacks.</p> <p>Car rider dashboard/visor tags and backpack tags are issued to each family in August. Car rider backpack tags are replaced as needed.</p>
Tardies	<p>Being on time each day is important. A student is tardy if he/she is not in their homeroom when the tardy bell rings at 8:30 AM. Once a student receives five tardies, a parent letter will be sent home. After that, if the student receives two additional tardies, the parent will be required to come in for an administrative conference.</p> <p>Beginning at 8:30am, the doors by the car rider line will be closed and all students will be directed to use the doors by the main office to enter the building. Students must be signed in by a parent/guardian in the front office if arriving at 8:30 am or after. Students entering the building after 8:30 AM will be marked tardy by their classroom teacher or the front office. Please note that staff may still be outside unloading cars after the 8:30 AM bell to ensure the safety of our students. A staff member unloading your car does not mean the student isn't going to be marked tardy.</p> <p>Information concerning tardies can also be found in the CCSD Code of Conduct</p> <ul style="list-style-type: none"> PLEASE NOTE: If your student is at our school on an Approved District Transfer, you may not receive more than five (5) tardies in one semester or 18 weeks or you risk having your transfer revoked.
Technology	<p>Policy Requires Signature on Parent/Student Handbook Verification Form</p> <p>CCSD Student Mobile Device Responsible Use Handbook and Agreement</p> <p>CCSD TECHNOLOGY ACCEPTABLE USE POLICY Our students are fortunate to have access to technology through computers, iPads, Chromebooks, etc.</p> <p>Please review the CCSD Acceptable Use Policy Policy IJNDB: Technology Acceptable Use (See CCSD Code of Conduct COPPA page.)</p>
Traffic Procedures	<p>If you prefer to walk your child up to the school door, please park in the main parking lot (Not in front of the school's main entrance) and walk your child to the side entrance of the building. You are responsible for safely walking your child all the way up to the side entrance. Under no circumstances should a child walk any portion of this route unescorted by an adult.</p>

Truancy	<p>CCSD BOARD POLICY</p> <p>Attendance Laws, Regulations, & Definitions</p>
Visitors	<ul style="list-style-type: none"> • Parking for all faculty members, as well as visitors, will be in the front or side parking lot. • ALL visitor spaces located in front of the main entrance are intended for short, 10-minute visits in order to pick up a sick child, drop something off in the office, etc.) These spaces are not intended for morning drop-off, volunteering, or afternoon pick-up. • Parents and other visitors are always welcome in the school, but please remember that student learning and safety are our top priorities. • It is mandatory that all visitors, including ALL parents, volunteers, substitutes, and any adult, stop at the front office, present a valid driver's license (if you have not been entered into our system), and receive a "VISITOR" pass which will indicate your destination. Please make sure your visitor's pass is clearly visible and adhered to your shirt or lapel. It is unlawful to enter the school without signing in and receiving a pass. • All school personnel and volunteers will wear identification badges to help students and parents identify them. Teachers will not permit parents or other visitors to enter their classrooms without required identification. All visitors must check-in with the office. Staff members are expected to ask any adult without identification to please check in with the office. This is for the safety of all our children when in our charge. For large activities/performances, a form will be sent to allow visitors the opportunity to RSVP and have a preprinted badge upon arrival. We would love to have you see what your children are learning! • All visitors to Drayton Hall are asked to use the adult bathrooms. No adult should ever be in student restrooms.
Volunteers	<ul style="list-style-type: none"> • *<u>All</u> parents/ guardians who would like to volunteer at DHES must be approved through CCSD's RAPTOR system. https://apps.raptortech.com/Apply/Mzg2OmVuLVVT • Volunteers will not be allowed to log in as "visitors". If a parent/guardian has not completed the volunteer application when they arrive to help, the office staff will provide them with the information and they will have to return once they have been approved. • Please plan early, and allow at least one week for processing! • This process must be completed to attend Field Trips
Walkers and Bike Riders	<ul style="list-style-type: none"> • Bicycle Safety: What You Should Know" • Walker Safety