
Rogers Elementary Student/Parent Handbook

2025/2026



Identity Statement: At Rogers Elementary, as a Quality Neighborhood and Dual Language Immersion school in D11, we empower learners through aligned, rigorous instruction that inspires a unified community of belonging.

110 South Circle Drive, Colorado Springs, CO 80910
Office: 719-328-3300

Welcome to Will Rogers Elementary School in Colorado Springs School District 11. The staff would like to welcome all new and returning families to Rogers for the new school year. We look forward to working with you as a partner in creating an inviting and effective learning community.

COMMITMENT TO EXCELLENCE

We believe that by taking shared responsibility for learning, we can ensure that the children enrolled at Rogers Elementary will be successful learners and members of our community. To that end, we pledge to work together to support the school's identity statement and mission and vision.

In the following ways:

- We will make sure our child/children arrive at Rogers every day by 8:05 A.M.
- We will ensure that our child is in school every day, except for illness or other legitimate reasons. We agree to make every attempt to schedule appointments after school when possible. If our child is going to miss school, we will notify the office by 8:15.
- We will carefully read all the papers the school sends home to us.
- We will always help our child in the best way we know how, and we will do whatever it takes for him/her to learn. We will provide a time and place for homework to be completed, and we will help our child develop good time management skills.
- We will check backpacks and monitor our child's homework every night, let him/her ask the teacher if there is a problem with the homework, and read with him/her every night.
- We will always make ourselves available to our children and the school and promptly address any concerns they may have.
- We will attend all parent/teacher conferences each year.
- We will ensure that our child takes the state Assessment test and puts forth his/her best effort in doing so.
- We will make sure our child follows the Rogers' dress code, so my student is dressed for success.

ATTENDANCE

School Hours 8:05 - 3:05

Our doors open at 7:45, and school begins promptly at 8:05 AM. Students are considered tardy at 8:05, and students must get a tardy slip. Parents dropping off after 8:10 must come in and sign their students in. Breakfast will be served in the classroom until 8:05.

Attendance Policy per School Board Policy JH, Student Absences and Excuses

Colorado's Compulsory Attendance Law, JH/JHB (7104), establishes that all children between the ages of seven and sixteen be registered and attend school. Excused absences are

those due to illness, both temporary and extended, those that occur when the student is in the custody of the court of law or its agencies, and those approved by the principal.

Parent Cooperation: For student growth and achievement, parents should:

- Ensure your child arrives and is picked up on time each day
- Schedule routine medical and dental appointments after school hours when possible.
- Schedule family vacations during the school's vacation days.

Students are required to be in school except in cases of emergency, illness, or religious observance. It is the family's responsibility to inform the office by 8:30 A.M. or it will be marked as "unexcused". Roger's automated attendance system will notify parents/guardians of the absence.

Excused Absences

The principal and/or their designee will grant excused absences for substantiated reasons. The following will be considered:

- A student who is temporarily ill or injured or whose absence is approved by the principal on a **prearranged** basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature that cannot be taken care of outside of school hours.
- Requests for ongoing prearranged absences shall be considered on a case-by-case basis. To qualify, the student must agree to abide by an educational contract agreed upon by the student, parent, teacher, and the principal.
- A student who is absent for an extended time due to a physical, mental, or emotional disability.
- The following may be considered an excused absence at the discretion of the principal:
 - Serious illness or death in the family, as well as family emergencies or hardships
 - Religious observations when requested by parents or guardians.
 - Absence required by a legal body or a social agency.
 - Family vacations although strongly discouraged. Such absences shall be prearranged with the principal, with no more than five days total per school year being granted as excused absences. If a student has poor attendance or poor academic performance, the administration shall deny an excused absence for vacation purposes.

Unexcused Absences

An excused absence is defined as one not covered by one of the preceding exceptions. Students who are suspended or dismissed shall be considered excused. If a student is absent and the parent does not notify the school attendance office by 8:30 A.M. on the same day, this constitutes an unexcused absence. Parents/guardians shall be required to furnish an explanation for student absenteeism, either in writing or orally.

Habitual Absenteeism

If a student is absent from school or class four unexcused absences in one month, or ten unexcused absences from class or school during a school year, the student may be considered habitually absent. If the student is deemed to be habitually absent, a meeting between the Administration and the

parents will be called to determine the direct facts and circumstances and to evaluate the course of action that would be in the best interest of the child's educational process.

Tardiness

Tardiness is defined as the appearance of a student after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, penalties shall be imposed for excessive tardiness. Parents or guardians shall be notified of all penalties regarding tardiness. Parents and students shared responsibility for being on time for school. If your student is tardy, it is necessary for you as a parent to come into the office and sign the student in.

Leaving School Early - Tardy

A parent or guardian must sign out students before leaving the school campus. If the student is going to leave with someone other than a parent or guardian, the parent must give written permission to the office. Students will be called out of class once the parent has signed the student out for the day to reduce lost learning time.

After-School Activities

A student who was absent during a school day will not be allowed to participate in any after-school activities on that day.

Make-Up Work Prearranged Absences- teachers will do their best to collect and provide as much make-up work as possible prior to absence, but nothing can replace the direct instruction happening in the classroom. It is still the student's responsibility upon return to check with their classroom teacher to see if there are additional assignments that need to be completed.

STUDENT DROP-OFF and PICK-UP

AM/PM Hug and Go Drop Off

7:45 -8:05 (after 8:05, you must sign your student in). If you are heading South on Circle Drive, **do not** turn right onto South Hayman. Instead, turn right on Gomer Avenue and drive around the school to get in line for a safe drop off. Please try to have car seats on the passenger side, and do not get out of your car; this slows down the line. This is one lane of traffic only, and we ask that you pull forward as soon as your student is safely walking up the walkway. If your child needs to be unfastened, please park and walk your student up. You **MUST** turn right onto Gomer Ave. when exiting the parking lot. Thank you for your cooperation. This helps keep our kids safe and makes the line more efficient.

Pick Up- 3:05 - 3:15

Please do not come to school to get in the line any sooner than 2:50. The dismissal line for Kindergarten-2nd grade and older siblings will form on Hayman Avenue by the entrance of the parking lot, and students will be lined up with their grade level, watching for cars. We will bring your student to your car when you are in the loading zone. The dismissal line for 3rd-5th-grade students without siblings will form on Bassett Drive by the Northwest parking lot. At 2:50, vehicles will be allowed to pull forward into the parking lot. This is one lane of traffic, so to keep students safe, do not go around cars. You must turn right onto Gomer Ave. when exiting the parking lot.

SCHOOL VISITORS

All school visitors must check in at the office and provide identification. If a parent wants to talk with a teacher, we ask that you reach out to that teacher and make an appointment for when the teacher is not instructing students. For safety reasons, once visitors are buzzed into the building, we ask that they visit only the area they have been designated to visit.

BREAKFAST/LUNCH

Breakfast and Lunch are provided daily to all students, but we encourage all families to apply for free and reduced lunches for family benefits because this supports our school funding. Please fill out the application found at <https://www.applyforlunch.com>. We get our Title 1 funding based on these applications, and it provides us with extra money for our students. This information is private and confidential. If you are packing your child's lunch, we do ask that you not send energy drinks or caffeine soda.

Sharing Lunches and Snacks- Because of allergies, students are not allowed to share food.

COMMUNICATION BETWEEN FAMILIES AND TEACHERS

We create an effective community only when everyone's issues are recognized and respected. To that end, Rogers Elementary encourages communication by as many means as possible, including the following:

Class Dojo: Learn how to connect with your child's teacher and the entire school on upcoming events in real time.

Email/texts- the school will often send information home via email and text messages. Please make sure we have your most up-to-date information.

Social Media- Rogers maintains a Facebook, Instagram, PeachJar, Class Dojo, Blackboard, and Rogers@d11 page to promote communication and dialogue among our community- feel free to join the conversation. D11 also posts weather updates and other announcements on their homepage at d11.org. Rogers will also send out ALL calls for upcoming events.

School Visits- The most direct means of communication is personal presence. Rogers welcomes parents and visitors. However, all visitors, volunteers, and parents must check in at the office before continuing on to campus and must wear a school visitors' pass.

Report Cards- Rogers divides its school year into quarters, creating four separate grading periods. Parent/Teacher conferences will be held at the end of the first grading period, at which time report cards will be issued. All parents/guardians are encouraged to attend. At the end of the second, third, and fourth grading periods, report cards will be sent home with students.

Teacher Conferences- Formal parent/teacher conferences will be scheduled at the end of the first quarter. Arrangements for additional conferences may be made at any time with your child's teachers. We urge you to exercise this option should ANY concern or question arise. Please also send a note or email to your child's teacher to set up a phone or direct conference.

Contact information-Please notify the office of any changes of your child's address, phone number, emergency number, or parent work numbers as soon as possible. It is vital that the office keep this information up to date. Please call 719-328-3300 for any changes.

CELL PHONES/ELECTRONICS

Cell phones are allowed on school grounds, but they must be turned off and in students' backpacks during school hours. Students may NOT use personal cell phones to call home for illness, homework, lunches, etc. They must go to the office to make these calls. If cell phones are in use during the school day, they will be confiscated and can be picked up from the teacher for the first infraction. If there is a second infraction, the phone must be picked up by a parent or guardian from the office.

Please leave all additional iPads, laptops, earphones, games, and toys at home to support our learning environment and keep expensive items from being stolen or misplaced.

ANTI-BULLYING POLICY

Bullying is not ok and will not be tolerated!. Bullying is unwanted, aggressive behavior (verbally, physically, or electronically) between students involving a power imbalance that is either real or perceived. The behavior is usually repeated over time. Bullying may include behavior such as threats, spreading rumors, verbally or physically attacking someone, and purposefully excluding someone from a group. Bullying can take place on or off school grounds and adversely affects the ability of a pupil to benefit from school.

If you are the target of bullying, you are encouraged to use the following strategies:

- STOP- ask the person you believe to be bullying you to stop. If you do not feel safe, go directly to an adult.
- WALK- if the bullying behavior continues, remove yourself from the situation and walk away. If you do not feel safe, go directly to an adult.
- TALK- if the bullying behavior continues, let an adult know what is happening immediately.

If you see bullying, it takes courage to help stop it:

- Intervene to stop the situation (only if it is safe to do so) by letting the person know that bullying is not okay.
- Let the victim know you are standing with them against the bully.
- Get help from an adult or someone older
- If the bully is a friend of yours, talk to him or her in private.

What Adults Need to Know-

Rogers prohibits acts of harassment or bullying. Rogers has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards.

Harassment or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment.

Demonstration of appropriate behavior (e.g., treating others with civility and respect, and refusing to tolerate harassment or bullying) is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

“Harassment of bullying” is any physical, verbal, relational, written or cyber (e.g. email, social media, text, etc.) act that is reasonably perceived as being motivated either by any actual or supposed characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or a sensory disability or impairment; or by any other distinguishing trait. Such behavior is considered harassment or bullying whether it takes place on or off school property or at any school-sponsored function.

Rogers staff expect students to conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other students, school staff, volunteers, and contractors.

VOLUNTEERING - PTO and School Accountability

Please read the following criteria to become a volunteer. Any member of the child’s extended family can volunteer. Please fill out the volunteer packet online and submit it prior to volunteering. Please prearrange any volunteer time with the staff you want to work with, sign into the office each time, and wear your volunteer badge at all times.

We highly recommend that parents join our PTO and School Accountability meetings every first Tuesday of the month at 3:20 in the library. If you cannot attend the meeting in person, you can follow the live stream on Facebook. There are lots of ways to give back and volunteer to support our PTO, who do so much for our school and students.

INCLEMENT WEATHER

All children should be sent to school with appropriate clothing for our frequent and sometimes drastic weather changes. Students will go out every day for recess unless the temperature drops to 20 degrees or below, or in the case of severe weather. We are all in favor of fresh air and activity when possible. If your child needs warm clothing, let us know, and we will check our family pantry.

Snow Day Policy -CSSD11 uses every available resource to help us with the decision to cancel school because of inclement weather or unsafe road conditions. We sincerely ask and urge parents to help with the decision as far as their own children are concerned.

Announcements

In the case of bad weather, parents and staff should listen to local radio or television stations or check the D11 website (www.d11.org). These locations will broadcast information about the delayed start of school, canceled school, or early dismissal of school due to bad weather.

Two-Hour Delayed Start

In the event of a delayed start, all students should report to school at 9:45 a.m. Breakfast is not served on delayed start days. However, lunch will be available at the regularly scheduled time.

School Safety

Safety Drills - Rogers will be conducting Colorado State-required drills during the academic year. Safety drills allow our staff to prepare for situations where we may need to take additional safety precautions if needed.

Lockdown- This safety drill consists of school staff members ensuring the exterior doors are locked and windows are closed to prevent unwanted entry. Heightened alert, monitoring of doors, windows, and outside activity continues during this drill or actual event. Instruction continues as usual, but students will not go outside or move between buildings.

Shelter in Place- This safety drill consists of securing our students and staff in locked classrooms and secured areas and requires us to take special safety precautions. By conducting these safety drills, we will be better prepared to act efficiently and effectively in the event we ever need to implement these safety procedures.

Fire and Tornado Drills - Conducted periodically to ensure the safety of our students.

Dress Code Policy

At Rogers Elementary, we believe in fostering an environment that maximizes our children's ability to learn and grow. School dress is a joint concern between the school and parents. Student dress and appearance, along with student conduct, have a definite influence on class discipline and achievement, even in elementary school. During school hours, students shall be appropriately attired and groomed for the classroom. Hats are not to be worn in school, but may be worn outside.

- Please remember that students are out on the playground every day (weather permitting), so clothing and shoes should be conducive to outdoor play. Only closed-toe shoes should be worn. Tennis shoes with wheels (wheelies) are prohibited for safety reasons.
- Shorts and skirts must be mid-thigh length or longer and must be worn on the hips or above.
- Please do not send your students with makeup and/or fake nails, as this is a distraction to the learning environment.
- Spaghetti straps or shirts less than two fingers wide on the shoulders are not permitted.
- Clothing that contains advertisements, symbols, words, slogans, patches, or pictures that are obscene, profane, promote hate, or are disruptive or potentially disruptive to the learning environment is unacceptable school attire.
- More information on the dress code is available at www.d11.org.