



ESPERANZA ELEMENTARY
An AVID Certified School

2025-2026

STUDENT HANDBOOK

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Mrs. Conner
Principal

Mr. Webb
Vice Principal

Esperanza Elementary School's Mission Statement

Esperanza's mission is to create a safe, equitable and academically rigorous school environment which focuses on developing college and career ready students to be productive and responsible citizens of the world.



ESPERANZA LEARNER OUTCOMES

Through a rigorous education offered at Esperanza, our Eagles will develop the following characteristics:

Self- Control

Esperanza students will learn and demonstrate skills to manage their thoughts, actions, and emotions so they can get things done.

On Task

Esperanza students will be engaged in the task and will demonstrate listening skills during whole-class instruction, working on assignments or while engaging with peers during group work.

Achievement

Esperanza students will work to master academic content through short-term or long-term academic goals within the school setting.

Respect

Esperanza students will demonstrate respect to self, respect to peers, and respect to adults, demonstrating an understanding of how words and actions may affect others.

EAGLES SPIRIT CHANT

Eagles, Eagles!
We take FLIGHT!
Learning, Soaring
To new heights!
Focus, Effort
We Succeed!
AVID Learners,
Take the Lead!

This handbook includes commonly referenced policies and guidelines, but does not capture every possible situation. It is a living document, which means that revisions may occur throughout the school year, especially in response to updates in Education Code, state law, and/or district policy changes. For the most current information, you can contact the school office for clarification or visit our website to view the latest version of the handbook.

SCHOOL CALENDAR 2025-2026

<u>Semester 1 (August - December)</u>	<u>Semester 2 (January- June)</u>
<u>August 2025</u>	<u>January 2026</u>
Aug 1: Back to School Night Aug 4: First Day of school (Minimum Day) Aug 5: Minimum Day Aug 25: Minimum Day	Jan 1-9: WINTER BREAK NO SCHOOL Jan 12: Classes Resume Jan 12: Third Quarter/Second Semester Begins Jan 16: Minimum Day Jan 19: M. L. King Holiday NO SCHOOL
<u>September 2025</u>	<u>February 2026</u>
Sept 1: Labor Day NO SCHOOL	Feb 16: Presidents Day NO SCHOOL
<u>October 2025</u>	<u>March 2026</u>
Oct 3: First Quarter Ends Oct 6: Second Quarter Begins Oct 13-17: NO SCHOOL Oct 13: Parent Teacher Conferences Oct 14: Parent Teacher Conferences	Mar 20: Minimum Day Mar 20: Third Quarter Ends Mar 23-31: SPRING BREAK NO SCHOOL
<u>November 2025</u>	<u>April 2026</u>
Nov 11: Veterans Day NO SCHOOL Nov 21: Minimum Day Nov 24: Lincoln’s Day NO SCHOOL Nov 25-28: Thanksgiving Break NO SCHOOL	Apr 1-3: SPRING BREAK NO SCHOOL Apr 6: Classes Resume Apr 6: Fourth Quarter Begins
<u>December 2025</u>	<u>May 2026</u>
Dec 8: Minimum Day Dec 19: Minimum Day Dec 19: Second Quarter/Semester Ends Dec 22-31: WINTER BREAK NO SCHOOL	May 25: Memorial Day NO SCHOOL
	<u>June 2026</u>
	June 4: Minimum Day June 5: Quarter/Second Semester Ends June 5: Last Day of School Minimum Day

ARRIVALS AND DISMISSALS

MORNING DROP OFF

If students walk to school, they must stay on the sidewalk and never walk through the parking lot.

If students are getting dropped off by car:

- Cars must pull up to the curb.
- Students must get out next to the curb, not in the middle of the street.
- Parents should not walk students through the parking lot.
- Cars should pull all the way forward before stopping to let students out.

All gates close and lock at 7:40 a.m. If students arrive after that time, they are tardy. A parent or family member must go with a student to the office to sign them in.

AFTERNOON PICKUP

Students can only get into a car if it is parked next to the curb.

After school, students wait at these spots:

- Bolz Ranch Gate
- 35th St. Gates (by 1st–2nd or 3rd–4th classrooms)
- Front of the Office
- Gate near the bike rack

Students cannot wait at Rancho Vista Park for a ride unless the parent is with the student. Students must always get picked up at school.

WALKING HOME

- If students live near Bolz Ranch Road, they use that exit to walk home.
- If students walk south on 35th Street, they use the crosswalk at the 35th Street gates.
- If students walk along Fairgreen Lane, they use the north side of the parking lot.

DISMISSAL TIME

- Full Day Dismissal for TK/K: 1:40 p.m.
- Full Day Dismissal for Grades 1-6: 1:50 p.m.
- Minimum Day Dismissal for TK/K: 12:50 p.m
- Minimum Day Dismissal for Grades 1-6: 12:50 p.m
- Siblings must be picked up at the fake grass, and all siblings must exit together through a single gate.

EARLY DISMISSAL AND STUDENT SIGN OUT

- **Early Release Policy:** Only adults listed on the student's **emergency card** may sign out a child at the office.
- **No Unsupervised Departures:** Students may not leave campus early without an approved adult.

ESPERANZA IS AN AVID SCHOOL

What is AVID?

AVID stands for **Advancement Via Individual Determination**—that means **working hard to reach your goals!** In AVID, you'll learn:

- How to stay organized
- How to take good notes
- How to study smarter
- How to ask good questions
- How to work well with others

AVID helps you get ready for middle school, high school, college—and your future career! It's all about doing your best, believing in yourself, and never giving up! We focus on WICOR strategies at Esperanza!

WRITING	INQUIRY	COLLABORATION	ORGANIZATION	READING
Students who write: <ul style="list-style-type: none">• Engage frequently, in every content area and classroom• Cite evidence to support their thinking• Deepen their understanding of content• Demonstrate command of academic vocabulary• Communicate as a content expert• Communicate their thinking	Students who inquire: <ul style="list-style-type: none">• Analyze and synthesize materials or ideas• Clarify their own thinking• Probe others' thinking• Work through ambiguity• Solve authentic problems	Students who collaborate: <ul style="list-style-type: none">• Create a safe and supportive physical and philosophical environment• Work through identified structures and roles to achieve a common goal• Develop positive interdependence• Clearly communicate verbally and nonverbally• Listen effectively to decipher meaning• Deepen the learning of others through inquiry and active engagement	Students who organize: <ul style="list-style-type: none">• Self-direct, self-evaluate, self-monitor, and self-advocate to reach academic goals• Develop and use tools to organize thinking, resources, and time• Develop and use processes, procedures, and tools to study effectively• Prepare for rigorous courses and engage fully in instruction	Students who read: <ul style="list-style-type: none">• Activate, engage, and extend beyond the text• Make predictions and create visual images as they read• Understand text structures• Question the text and engage in deep inquiry• Become content experts• Evaluate sources for accuracy and bias

HOME/SCHOOL COMMUNICATION

Families can check **PowerSchool** to see how their students are performing and can communicate with teachers through Parent Square messaging. Teachers will make every effort to respond to parent messages within a reasonable time frame, typically within 24 to 48 hours. Please understand that they are unable to respond during the school day while actively teaching and supervising students.

Please check student backpacks daily for information—this is the most common way teachers send information home. Back-to-School Night, Open House, and other evening meetings provide additional opportunities for parents to become informed about student curriculum, progress, and district events. Esperanza Elementary's website provides parents another way to contact teachers through email, view upcoming events and obtain information throughout the year. In addition, there will be regular messages sent home via Parent Square and email. Parents are also encouraged to join the Parent Teacher Association (PTA), School Site Council, and/or the English Learner Advisory Committee (ELAC).

Our office staff **WILL NOT interrupt classroom learning** for deliveries, drop-off of forgotten items, such as jackets, lunches, snacks, homework or reminders about dismissal changes as learning is our number one priority. Please leave a message for the classroom teacher in Parent Square if you have dropped something off for your student. They may check the office drop off table during their recess and lunch breaks.

STUDENT SUCCESS AND GRADES

We want every student to **meet or beat grade level goals** by the end of the year. Students will receive grades of:

- 4 = Exceeds expectations
- 3 = Meets expectations
- 2 = Getting there
- 1 = Needs help

Students will receive **progress reports** at the end of Quarter 1 (in October) and the end of Quarter 3 (in March). **Report cards** are provided in December and June. These grades help decide if students have met content standards to move onto the next grade.

Kindergarten- 2nd Graders can earn awards each quarter:

- Student of the Month
- Perfect Attendance
- Mini Scholars

3rd-6th graders can earn Academic Awards each semester

Semester 1:

- **Perfect Attendance** (no absences, or tardies or early pickups more than 30 min)
- **Westside Scholars** (For students who meet or exceed standards in English Language Arts or Mathematics as determined by the annual California Assessment of Student Performance and Progress (CAASPP).

Semester 2:

- **Perfect Attendance** (no absences, or tardies or early pickups more than 30 min)
- **Academic Honors** (3's & 4's in all subjects)
- **High Honors** (3's & 4's in all subjects + behavior skills)

STUDENT ATTENDANCE

ABSENCES CAN BE EXCUSED IF

- Students are sick (3+ days needs a doctor's note)
- Students have a doctor or dentist appointment (with a note from the doctor or dentist office)
- Students have a religious event
- Students have a court date (with documents turned in to the office)
- Student's family member has passed away

POOR ATTENDANCE MAY LEAD TO

- Students Missing fun activities, merit parties, school events, or privileges
- Students Not moving to the next grade
 - Parent/Teacher/Administrator meetings
 - Attendance contract with Administration

All absences must be cleared in 4 days or they will be unexcused.

*To attend a dance or special event, students **must** be at school for the entire day! If students are not at school the full school day, students may not re-enter campus for awards, events, or activities (including, but not limited to, merit parties, assemblies, dances, carnivals, etc.).

STUDENT CONDUCT

Students are expected to show good behavior:

- At school (including arrival and dismissal)
- On the way to and from school
- During lunch
- At recess
- At field trips or school events

If students break a rule, they may get a consequence. If it happens again, the consequence might be more serious. Students may be removed from special activities, field trips, after-school or extra programs if behavior doesn't improve. Student's families will be told first.

CAPTURING KIDS HEARTS

At Esperanza, we implement the *Capturing Kids' Hearts* (CKH) philosophy to promote a safe, respectful, and emotionally supportive learning environment. This relationship-driven model empowers teachers and students to build strong connections and take ownership of classroom culture. The foundational belief is: If we capture a child's heart, we can capture their mind.

Building Strong Classroom Communities

Philosophy

- Prioritize building **strong, trusting relationships** as the foundation for student success, both academically and socially. This aligns with proven strategies for enhancing school belonging and engagement.

Purpose

- Establish **safe, connected classrooms** where students feel valued, respected, and motivated to learn—a clear and supportive learning environment fosters both well-being and academic persistence.

Key Strategies

- Create a **Social Contract**, developed jointly by teachers and students, to define norms and expectations.
- Begin each day with **affirmations** and **student-led greetings** to foster ownership and positivity.
- Use communication tools like "**Good Things**" sharing and the "**Four Questions**" routine to promote open dialogue and effective conflict resolution.

Focus on Social-Emotional Growth

- Develop empathy, emotional intelligence, and responsibility alongside academic learning through consistent classroom culture and SEL practices. This supports long-term growth and aligns with SEL frameworks that enhance interpersonal competence.

Student Impact

- Increases student engagement, improves behavior, and fosters belonging and self-worth. These outcomes are consistently linked with strong educator–student relationships and positive school climate.

Core Belief

- **“Capture kids’ hearts to capture their minds.”** When students feel valued and emotionally connected, they are more open and motivated to learn.

REWARDS AND INCENTIVES

When you show **good behavior, attendance, and effort**, you can earn:

- Merit parties (3rd–6th)
- Field Friday passes
- Golden Eagle Feathers
- Certificates
- Prizes
- Special recognition on announcements
- Positive calls home

CONSEQUENCES FOR BREAKING RULES

If rules are not followed, consequences may include:

- Talking with a counselor
- Lunch detention
- Loss of privilege to attend celebrations, trips, events, or assemblies
- Loss of merits (3rd–6th)
- Reflection forms or apologies
- Parent conferences
- Behavior contracts
- Suspension/Expulsion

HEALTH AND WELLNESS POLICY

The Westside Union School District is encouraging and reinforcing the wellness of the students in the district. One of the goals of the district is to align the types of foods or treats provided to students with the wellness policy developed by the State of California.

CLASSROOM celebrations are scheduled for one day a month, and items will only be allowed on prescheduled days. **Please DO NOT provide sweets such as cakes, cookies, cupcakes, candy, etc.** Consider more healthy choices such as vegetable and fruit trays, popcorn, crackers and cheese, pretzels and granola bars for these ONCE a month celebrations, which are schoolwide selected dates.

****Birthdays are a special time for each student. If you would like to provide something special for your child to handout to friends, these must be non food items such as pencils, erasers, stickers, or other favors instead of candy, food, or sweets and may only be shared on the approved monthly celebration date.**

This prevents any conflicts with our health and wellness policy as well as protects students with food allergies. To safeguard the health and safety of students, please note the following concerning food items brought onto campus.

- ❖ **No food prepared or stored in a private home shall be used, stored, served, offered for sale, sold or given away in school to students.**
- ❖ **Treats or snacks provided by teachers, parents, PTA's or other organizations to students must be commercially processed and wrapped to prevent the possible spread of bacteria or germs.**

Such items could be sent to school with your student for the teacher to distribute at the appropriate time.

25-26 CLASS CELEBRATION DAYS EACH MONTH

Friday, September 26, 2025

Friday, December 19, 2025

Friday, March 20, 2026

October 31st – Halloween 2025

Friday, January 30, 2026

Friday, April 24, 2026

Friday, November 21, 2025

February 13 - Valentine's Day 2026

Friday, May 29, 2026

These dates are the ONLY dates classroom celebrations or parties will occur. This will enable our classrooms to receive fewer interruptions and maximize instructional time. The purpose of this policy is to instill healthy habits for all of our students. We appreciate your continued support in working towards the growth of healthy minds and hearts. If you are **DROPPING OFF** items on one of the above dates, for an **approved celebration**, in the office, for your child's classroom please make arrangements to contact your child's teacher through PARENT SQUARE. Our office staff **WILL NOT interrupt classroom learning** for deliveries, drop-offs, and announcements as learning is our number one priority. Food items, or treats brought in on unapproved dates will be denied and sent home with the parent.

NOT AT SCHOOL

Some items include: weapons, toy weapons, cameras, video cameras, radios, music players, gaming devices, electronic toys and devices, water guns, balloons, playing cards, trading cards, aerosol containers, fidget spinners, tobacco, paraphernalia, and any potentially dangerous items. **Eating candy or chewing gum is also prohibited. NO FAST FOOD, No Starbucks, No purchased beverages (ex: hot cocoa, fraps, smoothies). NO colored beverages, such as SPORTS DRINKS or SODA on campus.** If it is not part of your education, it really shouldn't be at school. **Students should not walk on campus with breakfast items or drinks.** Students should **NEVER** bring items of value, including jewelry, personal belongings, or large sums of money that can be stolen or misplaced, as **the school will not be responsible for them if they are lost or stolen.**

The following items/activities are not appropriate for school or school activities:

- Toys, cards, water guns, collectibles, stuffed animals
- Permanent markers, sharpies, paint pens
- Personal sports equipment (footballs, baseball bats, baseballs, basketballs, jump rope)
- Gum, candy, sodas, colored beverages (like PRIME or Gatorade)
- Electronics (iPods, video games, earbuds, cameras, tablets, etc.)
- Big amounts of money or expensive items
- Dangerous items, weapons, vapes, alcohol, exacto or craft blades
- Items for distribution to students (ex: party invitations, toys, gifts, food)
- No selling or trading anything
- No hugging, kissing, or holding hands
- No fast food lunches delivered to the office

Our office staff **WILL NOT** interrupt classroom learning for deliveries, drop-offs, forgotten items, announcements as learning is our number one priority.

CELL PHONES AND ELECTRONICS

Device Use Expectations

- **All cell phones and cellular devices (including smartwatches with image capabilities) must be turned off and stored away while on school grounds—before, during, and after school. This includes all school sponsored field trips, events, or activities.**
- **Usage is only permitted with explicit permission from school staff and in the presence of an administrator or authorized staff member.**
- **Other electronic devices (e.g. iPods, cameras, earbuds) are strictly prohibited at all times, unless a staff member grants specific permission.**

1st Offense

- Device confiscated → given to office → released only to a parent/guardian
- Parent receives an electronics notice; copy placed in student file; merit loss assigned
- Device confiscated → held until parent picks up during office hours
- Temporary loss of device privilege; merit loss assigned.

2nd Offense

- Device confiscated → held until parent picks up during office hours
- Temporary loss of device privilege; merit loss assigned

3rd Offense

- School administration, student, and parent conference
- Device confiscation for the remainder of the school year
- Further violation may result in loss of backpack privileges

Photo/Video Violations

- Any unauthorized image capturing can result in suspension or even expulsion.

ALL CELL PHONES/CELLULAR DEVICES INCLUDING SMART WATCHES, NEED TO BE OFF AND AWAY.
DO NOT USE CELL PHONES UNTIL YOU ARE COMPLETELY OFF THE SCHOOL GROUNDS.

OFFICE PHONE USE








- Students may only use the school phone for emergencies. (Forgotten lunch or playdates are not emergencies.)
- Teachers may message parents through Parent Square if necessary.

WHEELS AT SCHOOL

Students may ride their bikes **to school** with the following expectations:

- Bicycles must be locked up when on campus
- **Helmets must be worn- this is California Law!**
- **Bicycles may NOT be ridden on school grounds**
- No scooters, skates, roller shoes, or skateboards allowed

DRESS FOR SUCCESS

<p> <u>SHOES</u></p> <ul style="list-style-type: none"> ● Must be worn at all times. ● No flip-flops, slides, slippers, or house shoes. ● Must have a back strap and closed toes. ● Shoes should be safe for running/moving. 	<p> <u>CLOTHING MESSAGES</u></p> <ul style="list-style-type: none"> ● No clothing with drugs, alcohol, gangs, weapons, or inappropriate/suggestive images/language. ● No gang-related or tagging-style markings. ● No pajamas (unless it's a spirit day). 	<p> <u>HATS & HEADWEAR</u></p> <ul style="list-style-type: none"> ● Baseball caps/visors are to be worn <u>outside only</u>, bill forward. ● No hats, hoods, beanies, do rags, bandanas, indoors.
<p> <u>TOPS</u></p> <ul style="list-style-type: none"> ● Must fully cover undergarments and midriffs (even with arms up). ● Straps must be at least 2 inches wide. ● No spaghetti straps, halter tops, backless, off-shoulder, or see-through fabrics. ● Tops must fit properly—not too big or short. 	<p> <u>BOTTOMS (PANTS & SHORTS)</u></p> <ul style="list-style-type: none"> ● Must cover undergarments at all times. ● No sagging or oversized pants. ● No large holes or rips above the knee (bigger than a phone or ID). ● Leggings shouldn't be see-through. <p> <u>SHORTS & SKIRTS</u></p> <ul style="list-style-type: none"> ● Must be fingertip length or longer. ● No short shorts or visible undergarments. ● Must stay appropriate when seated. 	<p> <u>SUNGLASSES/ACCESSORIES</u></p> <ul style="list-style-type: none"> ● Sunglasses Not allowed indoors—keep them in your backpack. ● No chains, spiked items, or sharp jewelry. ● Only small stud earrings are allowed. ● No facial piercings (nose, lip, eyebrow, etc.).

If students or parents are not sure if something is okay, **don't wear it!** Please consult the Westside Union School District website for a full description of dress code expectations. Dress code violations will result in merit loss, call home for change of clothes, or loss of participation in school events while in violation of dress code.

VISITOR & VOLUNTEER PROCEDURES

Closed Campus

- All visitors must **check in at the office** with a **valid photo ID**, complete a **Raptor scan**, and have a valid **visitor badge** before entering campus.

Visitor/Volunteer Guidelines:

- No visitors or volunteer are allowed in the cafeteria
- No visitors or volunteer are allowed in student restrooms
- No visitors or volunteer are allowed on the playground during arrival, recess, or dismissal.
 - Parent volunteers must exit campus before dismissal time, and pickup their students at the appropriate dismissal gates.
- No visitors or volunteer are permitted to bring food or beverages on campus during volunteer time, with the exception of water.

**Exceptions may be made for approved PTA events or assemblies*

VOLUNTEER CLEARANCE

Volunteer Requirements: Ongoing volunteers (more than occasional visits) must complete:

- A TB health questionnaire
- **Fingerprinting** through Westside Union School District
- Take your volunteer badge picture at the District office for a current district volunteer badge (these must be renewed every year)

HEALTH & MEDICATION

Medication Management

- Only the **health office nurse** may administer medication **with a doctor's note**. **The medication must come in the original box/bottle with dosage and RX number.**
- Students are **not permitted** to bring any medication onto campus, including over the counter or non prescription items including but not limited to: cough drops, Tylenol, Tums, ibuprofen, Midol, cold medicine/cough syrup etc.
- Any questions about student medication, self carry inhalers, diabetes etc please call our health office ext:77571

PETS & SERVICE ANIMALS

No pets allowed on campus, except in these two circumstances:

- For **educational purposes**, with **written approval** from the principal or designee.
- As a **service animal** for a person with a disability
 - If an animal is brought to campus for **comfort** or emotional support, it is **not a service animal** under ADA or state law and is **only permitted** on campus if properly identified, such as with registration tags or documentation, and with explicit prior approval from school administration

STUDENT LEARNER OUTCOMES

S.O.A.R.	Classroom	Hallway	Playground	Cafeteria	Bathroom	Library	Office	Technology
S is for Self Control	Stay seated Use material appropriately Keep all toys at home	Walk in line Face forward Quiet voices	Keep hands and feet to yourself Follow Rules Settle disagreements appropriately Eat Snack at tables only	Keep your place in line Use inside voices Keep your hands, feet and food to yourself Eat all Lunch/Food Inside	Quiet voices 1 person at a time in a bathroom space	Follow Library Rules Hands and feet to yourself Library Voices	Enter quietly with a pass walk Respect furniture	Be gentle when using devices Use school appropriate sites and searches Use school friendly words
O is for On Task	Be on time Follow directions Participate Use your planner/folders	Walk to and from lunch and bathrooms Quiet Voices	Watch where you are going Line up on time Walking only on concrete	Stay seated until dismissed Use table manners	Use the restroom without playing Use the restroom quickly and quietly	Check out books quickly and quietly Use shelving sticks	Listen to Office staff Follow directions	Stay on assigned sites and programs Complete assignments
A is for Achievement	Try your best Be prepared and ready to learn Don't give up	Go directly to your destination	Pay attention to those around you Be friendly	Raise your hand for help Ask permission to use hall restroom	Finish quickly and return to class to learn Wash your hands	Leave tables neat Know your reading level	Turn in Golden Eagle feathers each week	Make sure devices are charged each day Stay focused Turn in your best work
R is for Respect	Listen when others are speaking Speak kindly Be helpful Respect others' belongings	Respect hallway displays	Share equipment Use playground balls gently Pick up Jackets and lunch boxes before lining up	Say please and thank you Throw away trash Clean up your space	Leave the bathrooms clean Respect privacy	Treat books with respect Raise your hand for help	Ask permission Use excuse me, please and thank you	Be careful taking out and putting away chrome books Use appropriate language

Title I, Part A School-Parent Compact

Esperanza Elementary the parents of the students participating in activities, services and programs funded by Title I, Part A, agree that the School-Parent Compact outlines how the parents, the entire school staff, and the students will share in the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State high academic standards (Every Student Succeeds Act [ESSA] Section 1116[d]).

The school understands the importance of the school experience for every student and their role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of their ability:

- Esperanza will strive to address the individual needs of all students
- Esperanza will provide a safe space for students to communicate emotional needs.
- Esperanza will Communicate regularly with families about academic progress and behavioral concerns.
- Esperanza staff will encourage and promote a growth mindset for all students
- Esperanza will create a positive and inclusive learning environment.
- Esperanza will encourage students to be on time and ready to learn each day.
- Esperanza staff will assure every student has access to a quality and engaging learning experiences.

The parent/guardian understands that participation in their student's education will help their achievement, motivation, and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of their ability:

- Parents and Families will provide a healthy (physical, mental, emotional) home environment that supports student learning, models and fosters a love for reading, and promotes academic achievement in all content areas.
- Parents and Families will ensure the student attend school on time and ready to learn
- Parents and Families will encourage and develop a growth mindset, determination, and respect and responsibility in their students.
- Parents and Families will respect school rules, handbook, staff, property, and school community
- Parents and Families will monitor, engage, and educate our children on appropriate and healthy use of technology and screen time (as outlined by American Academy of Pediatrics)
- Parents and Families will be active and engaged in our school community through opportunities such as: PTA events, volunteering opportunities, connecting through Parent Square and Powerschool, parent conferences, and school events
- Parents and Families will build regular, positive two way communication with teachers, school staff, and school administrators to work towards mutual goals, positive resolutions, and student success.

The student realizes education is important. Therefore, they agree to carry out the following responsibilities to the best of their ability:

- Students will be responsible for getting to school on time
- Students will follow the SOAR Matrix and all school rules, demonstrating Self Control, On task behavior, Achievement and Respect in all areas.
- Students will be responsible for completing and submitting assignments on time
- Students will respect teachers, staff, and peers.
- Students will resolve conflict appropriately, without physical or verbal aggression.

BULLYING PREVENTION POLICY

Esperanza Elementary School believes that all students have a right to a safe and healthy school environment and have an obligation to promote mutual respect, tolerance and acceptance.

We want everyone to feel safe and respected at school.

Bullying is not allowed. Bullying is any mean or disrespectful behavior that is ongoing, done on purpose, with the intent to hurt someone physically or emotionally.

****Tell an adult** if you or someone else is being bullied.

We will listen and help! If you or someone you know is experiencing friendship drama, conflict, threats of harm, or bullying- TELL a trusted adult or report Reported through “Let’s Talk” on your chromebook or electronic device immediately. Trusted adults on campus can be: a teacher, a counselor, a playground supervisor or instructional assistant, the Principal or Vice Principal, or an office staff member.

Esperanza Elementary School will not tolerate behavior that infringes on the safety of any student.

Bullying and hazing are serious matters. **Bullying** is any mean or disrespectful behavior that is done on purpose to hurt someone physically or emotionally. **Hazing** is any initiation into a team or group that may cause humiliation, physical or emotional harm. A student shall not intimidate or harass another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

There are different types of bullying and misconduct including, but not limited to:

- **Physical Bullying:** hitting, kicking, pushing or other unwelcome physical contact. *Serious physical bullying may be regarded as a criminal act, such as battery or assault.*
- **Cyberbullying:** using electronic devices to embarrass, spread rumors, threaten or intimidate. This includes posting or sending inappropriate messages or images by text, cell phone or on social networking sites such as Facebook, Instagram or Twitter. *Sending nude or sexual images may be considered distribution or possession of child pornography, which is a crime.*
- **Social Bullying:** leaving people out, rejecting, manipulating relationships, rating or ranking people, or trying to ruin the reputation of another.
- **Verbal Bullying:** name calling, teasing, spreading hurtful rumors or gossip, making threats or rude noises. *All threats are taken seriously and may be reported to law enforcement.*
- **Non-verbal Bullying:** posturing, dirty looks, stalking, damaging property, graffiti, making gang signs or other efforts to intimidate or pressure someone.
- **Indirect Bullying:** getting someone to do something mean or hurtful to someone else on your behalf.

Sexual Harassment: any unwanted or demeaning behavior about someone’s sex, sexual orientation, gender or gender identity or gender expression. *Sexual harassment may require additional investigation.* (Even if I like the person, I must be respectful at all times.)

Discrimination: targeting someone based on their real or perceived race, color, national origin, religion, disability or medical condition, sex, sexual orientation, gender, gender identity or gender expression may be considered an act of hate and may be a crime.

Esperanza Elementary School expects students, parents and/or staff to immediately report incidents of bullying to the principal or designee. Each complaint of bullying shall be promptly investigated. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus and during a school-sponsored activity.

To help ensure bullying does not occur on our school campus, Esperanza Elementary School will provide staff development training in bullying prevention. Students will participate in campus-wide bully prevention lessons which will take place during designated class times.

BULLYING POLICY PARENT/STUDENT ACKNOWLEDGMENT FORM

Esperanza Elementary School believes that all students have a right to a safe and healthy school environment and have an obligation to promote mutual respect, tolerance and acceptance.

Esperanza Elementary School will not tolerate behavior that infringes on the safety of any student.

Bullying and hazing are serious matters. **Bullying** is any mean or disrespectful behavior that is done on purpose to hurt someone physically or emotionally. **Hazing** is any initiation into a team or group that may cause humiliation, physical or emotional harm. A student shall not intimidate or harass another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

There are different types of bullying and misconduct including, but not limited to:

- Physical Bullying:** hitting, kicking, pushing or other unwelcome physical contact. *Serious physical bullying may be regarded as a criminal act, such as battery or assault.*
- Cyberbullying:** using electronic devices to embarrass, spread rumors, threaten or intimidate. This includes posting or sending inappropriate messages or images by text, cell phone or on social networking sites such as Facebook, Instagram or Twitter. *Sending nude or sexual images may be considered distribution or possession of child pornography, which is a crime.*
- Social Bullying:** leaving people out, rejecting, manipulating relationships, rating or ranking people, or trying to ruin the reputation of another.
- Verbal Bullying:** name calling, teasing, spreading hurtful rumors or gossip, making threats or rude noises. *All threats are taken seriously and may be reported to law enforcement.*
- Non-verbal Bullying:** posturing, dirty looks, stalking, damaging property, graffiti, making gang signs or other efforts to intimidate or pressure someone.
- Indirect Bullying:** getting someone to do something mean or hurtful to someone else on your behalf.

Sexual Harassment: any unwanted or demeaning behavior about someone's sex, sexual orientation, gender or gender identity or gender expression. *Sexual harassment may require additional investigation. (Even if I like the person, I must be respectful at all times.)*

Discrimination: targeting someone based on their real or perceived race, color, national origin, religion, disability or medical condition, sex, sexual orientation, gender, gender identity or gender expression may be considered an act of hate and may be a crime.

Esperanza Elementary School expects students, parents and/or staff to immediately report incidents of bullying to the principal or designee. Each complaint of bullying shall be promptly investigated. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus and during a school-sponsored activity.

To help ensure bullying does not occur on our school campus, Esperanza Elementary School will provide staff development training in bullying prevention. Students will participate in campus-wide bully prevention lessons which will take place during designated class times.

We have reviewed the Esperanza Student Handbook and Bullying Prevention Policy.

****PLEASE SIGN AND RETURN THIS PAGE TO YOUR STUDENT'S TEACHER****

We have read and agree to the 2025/2026 Esperanza Elementary School's rules, policies, procedures, and have discussed the Bullying Prevention Policy with our student.

Student's Name (PRINT)

Student's Signature

Parent/Guardian's Name (Print)

Parent/Guardian's Signature

Student's Teacher

Date