

Student Handbook

2025-2026



23 Ponte Russo
Lake Elsinore, CA
(951) 253-7530

LEUSD ELEMENTARY SCHOOLS' STUDENT HANDBOOK

ACADEMIC GRADING POLICY

The following grading system and accompanying guidelines, rules, and regulations have been developed to meet the needs of grading consistency throughout the school district and individual instructor freedom in assigning marks.

Meaning of marks 4-1

- 4 Deep Understanding
- 3 Standard Met
- 2 Partial Understanding
- 1 Limited Understanding

Citizenship Mark

The citizenship mark is determined by a student's citizenship, study skills, and effort. Factors considered include behavior towards staff and students, promptness to classes, and class participation. Marks for citizenship, study skills, and effort shall be reported as follows:

- O Outstanding
- S Satisfactory
- N Needs Improvement
- U Unsatisfactory

ACTIVITIES AND ELIGIBILITY

Student participation in events beyond the normal school day is considered a privilege. Not all students will be allowed to participate, and those students disregarding the appropriate behavior policies will be excluded. Students may be excluded from activities for any of the following reasons:

- Poor citizenship marks
- Excessive discipline

AFTER SCHOOL - Only students enrolled in an after-school program or attending a school-sponsored event are allowed on campus after regular school hours. No other students should remain on campus.

ARRIVAL AND DISMISSAL

The front parking lot and drop-off line should be reserved for parents of TK/Kindergarteners and students with special needs.

Grades 1-5 should use the back parking lot and gate. Parents/Guardians should use extreme caution when students exit or enter the car. Review safety rules with them.

Please do not park in bus loading zones, fire lanes, or other areas that cause congestion for buses and safety hazards for children. Always move forward when dropping off or picking up your children.

Teachers are on duty 15 minutes before and after the student's day. The playgrounds are not supervised before or after this time. If you drop your child off at school, please do not do so before 7:45 am. If you pick up your child after school, be sure you are there by 1:45 pm. Parents/Guardians should drop students off in front of the school which is a drop off and pick up only zone.

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DO NOT LEAVE YOUR CAR in the red zone. DO NOT DOUBLE PARK IN FRONT OF THE SCHOOL. Students will only be allowed to enter a car that is parked along the curb. You may also drop children off at the park. Children should not be dropped off in the parking lot. Please drop them off at the curb. Our first concern is your child's safety.

ARTICLES FROM HOME

Please do not allow your child to bring toys, games, iPods, iPads, MP3 players, Game boys or any items of personal value to school without prior request or permission of the teacher. This will prevent loss or damage. Nothing should be brought to school for use on the playground.

The district assumes no responsibility for lost or stolen items.

See Lost and Found for more information.

ATTENDANCE

Every absence from school must be cleared, whether it is excused or not excused.

Absences must be cleared within 5 days. (AR 5113) The law defines an excused absence as illness, quarantine by health officials, medical appointment, dental appointment, optometry appointment, chiropractic appointment, mental health, court appearance for the child, or attendance at a funeral for an immediate family member. Absences must be cleared in one of the following three ways: a) Provide a written note signed by a parent/guardian explaining absence, b) Parent/guardian may call or email the attendance clerk, or c) respond via Parent Square to the absence notification.

Leaving early also counts as a tardy. Students should be lined up at 7:42 AM. Entering campus after 7:55 AM will be considered a tardy.

CHRONIC ABSENCE AND TRUANCY

Chronic absentee means a student who is absent for any reason 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled.

Truant means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof.

California Education Code allows that an attendance supervisor, a peace officer, a school administrator, or any probation officer may arrest or assume temporary custody of a minor if found away from home and absent from school without a valid excuse. At the third truancy in the same school year, the pupil will be classified as a **habitual truant** and the pupil is referred to and required to attend a SARB meeting. Upon the fourth truancy, the student may be referred to the jurisdiction of the juvenile court.

BICYCLES/SKATEBOARDS/SCOOTERS (regular or electric)

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Bicycle racks are provided on the school grounds, but students must provide their own locks. The bicycle rack area is OUT OF BOUNDS during school hours. Students must not loiter in the rack area before or after school. Bicycles, skateboards, scooters, etc., are not to be ridden on campus. Students must wear helmets, as required by law.

*Electric Bikes and Electric Scooters. If a student is not legally permitted to use an electric bike or electric scooter, they may not use it for transportation to/from school. It is a parent/guardian's responsibility to know and understand local ordinances and laws.

BULLYING

Bullying is defined as: an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behavior that intends to cause physical, social and/or psychological harm.

Bullying is not tolerated in school. Students who are victims of bullying or witness bullying need to report the incident to an adult right away.

BUS REGULATIONS

Bus transportation is considered a privilege. Students riding school buses are expected to arrive at their stops ready for boarding 5 minutes prior to scheduled pick up and will observe all school, district and safety rules on the bus and at the bus stop. Failure to comply with the rules and regulations for bus riders in the district shall be sufficient reason for a student to be denied transportation and subject to school discipline. A copy of the bus safety rules will be available for all riders. District buses may be fitted with cameras and, if so, are recording on a continuous basis while the buses are in operation. This is to ensure student and driver safety.

CELEBRATIONS

Birthday celebrations/treats must be approved by the teacher. Premade goodie bags or popsicles are allowed as birthday treats. Please arrange with the teacher; the office will not communicate this for you.

CELL PHONES & ALL ELECTRONIC DEVICES

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

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to purposes related to the student's health.
(Education Code 48901.5)

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When a student uses any prohibited device or uses a permitted device in any unethical or illegal activity, a district employee may confiscate the device. The employee shall store the item in a secure manner until an appropriate time.

Students also may be subject to discipline, in accordance with law, Board Policy, or administrative regulation, for any off campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property, or substantially disrupts school activities.

CHILD ABUSE

The parent/guardian has the right to file a complaint against a school district employee or other person that they suspect has engaged in abuse of a child at a school site. To ensure that proper investigation takes place, a verbal or written complaint must be filed with the local child protective agency, school district, or county office of education. Public school employees are mandated by law to report any suspected child abuse to a child protective agency within 36 hours (about 1 and a half days).

CLOSED CAMPUS

All Lake Elsinore Unified School District schools have a CLOSED CAMPUS policy. Students must remain at school once they arrive on campus in the morning until they are dismissed at the end of the school day. Students who leave campus without permission shall be classified as truant and will be subject to appropriate discipline.

CONFERENCE WITH THE TEACHER

Teacher conferences may be requested at any time by either the teacher or parent/guardian. Please make every effort to attend the conference. Parents/Guardians are encouraged to conference with the teacher at any time throughout the year. An appointment may be made by leaving a message for the teacher by phone or in writing.

DETENTION OF STUDENTS

With parental notification, 24-hours beforehand, educators or administrators may require students to stay in their classrooms or the administrative office during a before or after school session. These detentions serve various purposes such as completing assignments, catching up on missed work, and managing disciplinary issues.

DISASTER/EMERGENCY

Following a natural disaster/emergency, all students will remain at school until they are checked out by the parent, guardian, or someone on their emergency card. Students are to follow the instructions of the adults on campus. An emergency check-out process will be followed, requiring all adults checking-out a student to have an ID and said adult must be listed on the student's emergency list.

LOOK TO PARENT SQUARE FOR DIRECTIONS.

DISCIPLINE

Students who display inappropriate behavior may be subject to suspension as outlined in the California State Education Code 48900 and 48915. A student may be suspended or expelled for acts which are related to school activity or attendance while on the

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school grounds, while going to or coming from school, during the lunch period whether on or off campus, and during or while going to or coming from a school sponsored activity.

*GROUNDS FOR SUSPENSION AND EXPULSION-(EDUCATION CODE 48900)

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (3) Except as provided in Section 48910, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2029.

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- (4) Except as provided in Section 48910, commencing July 1, 2024, a pupil enrolled in any of grades 9 to 12, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2029.
- (5) (A) A certificated or classified employee may refer a pupil to school administrators for appropriate and timely in-school interventions or supports from the list of other means of correction specified in subdivision (b) of Section 48900.5 for any of the acts enumerated in paragraph (1).
- (B) A school administrator shall, within five business days, document the actions taken pursuant to subparagraph (A) and place that documentation in the pupil's record to be available for access, to the extent permissible under state and federal law, pursuant to Section 49069.7. The school administrator shall, by the end of the fifth business day, also inform the referring certificated or classified employee, verbally or in writing, what actions were taken and, if none, the rationale used for not providing any appropriate or timely in-school interventions or supports.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
- (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
- (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.

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- (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
- (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
- (E) **EDUC CODE 48900.2** A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5 of the Education Code.
- (F) **EDUC CODE 48900.3** Pupils in grades 4 to 12, inclusive may be suspended or recommended for expulsion if it is determined the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in subdivision (e) of Section 233.
- (G) **EDUC CODE 48900.4** A pupil in grades 4 to 12 inclusive may be suspended or recommended for expulsion if it is determined the pupil has intentionally engaged in harassment, threats, or intimidation against another. The act must be sufficiently severe or pervasive "to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment."

DOGS/PETS ON CAMPUS

For safety and health reasons, pets are not permitted on campus.

DRESS CODE

The Board of Trustees believes that every student has the right to attend a school that is orderly and free from influences that detract from a wholesome educational environment. The primary responsibility for a satisfactory standard of dress and/or appearance rests with students and their parents. The clothing worn at school or school-related activities should reflect the positive attitude of our school community. All students are to dress and groom themselves in a school-appropriate and respectful manner.

THE FOLLOWING IS A LIST OF ALLOWABLE CLOTHING ITEMS:

Shirts/Tops/Dresses

- All shirts, tops or dresses must have at least one strap to secure over the shoulder or neck.

Pants/Sweatpants/Shorts/Skirts/Dresses

- All pants, shorts, skirts, and/or dresses must cover undergarments and private areas.

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Shoes

- Activity-specific shoes are required for physical education (PE) and co-curricular activities.

Sun protective clothing

- Sunglasses are permitted outdoors.
- Hats are acceptable outdoors and must not have inappropriate images, words, or content.

P.E. Days

- On P.E. days (Mondays), please have your child wear appropriate shoes. CROCS are not safe for P.E.

THE FOLLOWING IS A LIST OF CLOTHING ITEMS THAT ARE NOT ALLOWED:

Inappropriate Clothing

Clothing or accessories with images or language that depicts:

- Violence
- Drugs or alcohol (or any illegal item or activity; for example, Cookies)
- Hate speech, profanity, or pornography (including symbols)
- Anything that could create a hostile or intimidating environment based on any protected class

Undergarments (including bralettes), sheer materials, and swimwear of a similar design, worn as outerwear.

Headwear

- Headwear or clothing that obscures the face (except as a religious observance or health/safety-related facial coverings).
- Hats, caps and other head coverings shall not be worn indoors. BP 5132

Gang Affiliated Apparel

- In consultation with law enforcement or other gang experts, the school administration may limit clothing or apparel where there is a reasonable basis for identifying clothing as gang affiliated

All dress code violations will be enforced by site administration.

DRUGS AND ALCOHOL

Students using, being in possession of, or under the influence of alcohol, drugs, or controlled substances (including over the counter medications) will be subject to suspension, and law enforcement will be notified. Students who furnish alcohol, drugs, or controlled substances will be subject to immediate suspension, contact with law enforcement, and may be recommended for expulsion. Students who sell a controlled substance will be immediately suspended from school, have contact with law enforcement, and will be recommended for expulsion. (EC 48915) In addition, such students may be referred to a counseling program, transferred to an alternative placement, and/or be restricted from extracurricular activities, including athletics.

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EARLY DISMISSAL

It may be necessary for a student to be picked up early from school on occasion. The student must be checked out in the front office. The person picking up must be listed on the emergency card and present identification. The student will be marked as an afternoon tardy, which does affect "perfect attendance" counts. We ask that you limit the early dismissals to emergency situations only. Students will not be released after 1:25 (12:15 for TK/K), unless it is an emergency. We no longer accept call-ahead checkouts.

EMERGENCY CARDS

For the safety of your child due to illness, accident, or disaster, it is imperative that the school have your current telephone number and address, and work telephone number. Please list numbers of reliable, prearranged local emergency contacts in case the school cannot contact the parents. Always keep the school informed of ANY changes in this vital information.

EMERGENCY DRILLS

Practice drills for fire and other disasters are held monthly in our school. These may be called at any time by the principal or Fire Marshall. Disaster procedure guides are available in the office for parent/ guardian review.

FIELD TRIPS

The Lake Elsinore Unified School District has adopted the following guidelines, which are to be followed for all student field trips. These guidelines include:

All students will be required to ride District provided transportation (no exceptions), with appropriate field trip permission forms completed prior to the trip.

All adults attending field trips must have a CURRENT PURPLE B Badge.

Those adults with the Current Purple B Badge must fill out an Adult Chaperone Form (see your child's teacher for more information)

Siblings will not be allowed to attend the field trip with parents.

If your child's class has a field trip planned, please be conscientious about filling out and returning the proper forms on a timely basis.

FOOD POLICY

Most classes have a snack period at the beginning of their morning recess. Snacks are eaten at the outdoor picnic tables in the shade area. All food items must remain at the lunch tables.

All students, especially younger students, benefit from a nutritious snack. Please avoid soft drinks, energy drinks, sugary snacks, candy, or other "junk foods." Fruit, a half sandwich, and crunchy vegetables are especially good energy boosters. Due to health concerns and food allergies, food may not be shared with other students. Please only provide snack size portions for your child.

The daily menu for our school lunch program is published & sent home monthly.
TK/Kindergarten - Fifth grade students may prepay lunch on a weekly or monthly basis.

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Students may also pay each day. Milk is sold to those students who bring lunches. Some district families may be eligible for free or reduced-price meals. District policy does not allow students to charge for lunch.

*Policy is subject to change due to state guidance on free lunch.

If your child forgets his/her lunch, bring the lunch to the office with the child's and teacher's name clearly marked on it. The lunches will be taken to the multi-purpose room/lunch area prior to the first lunch at 10:30 am. Students will not be called to notify them they have a lunch being held in the multi-purpose room.

Lunch Rules

Line up and speak quietly.

Use proper table manners.

Keep your area clean.

Keep all food in the cafeteria or by the lunch tables.

Stay in assigned seat and leave only when excused by the supervisor.

All LEUSD schools have a "No Gum" policy. Students who choose to bring and/or chew gum at school will be assigned a consequence and/or discipline.

HEALTH SERVICES

Students must have a pass from their teacher or campus supervisor before going to the Health Office unless an emergency occurs, at which time the Health Office needs to be notified by phone or radio. Students are welcome to discuss health problems with the nurse or health clerk. The nurse or health clerk will administer first aid; if a student needs further treatment or care, and the student requires transportation home or to a doctor, an identified emergency contact person will be notified by, or under the supervision of, school personnel. Parents are required to provide the school with emergency information and to notify the school should name, address, and telephone number change.

Should your child become ill or hurt at school, we have a health clerk who will attend to the child's immediate needs. As important as attendance is to your child's education, sick children belong at home. Please contact your physician if you have concerns about your child's health as the health clerk is not able to assume responsibility for diagnosing health problems. Please do not send your child to school if he/she has:

1. Vomited or had diarrhea in the last 24 hours
2. Had a fever of 100 or higher in the last 24 hours
3. Obvious severe cold symptoms (sneezing, nasal congestion, runny nose, persistent cough, or sore throat) If your child becomes ill or is hurt at school, we will contact you to take him/her home.

**Due to students and staff with latex sensitivity, balloons are not allowed on the campus.

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HOMEWORK

LEUSD (Lake Elsinore Unified School District) Homework Policy:

Tk/Kindergarten: No specific amount of time is suggested for homework at this level.

Teachers will determine the readiness for homework.

Grade 1	About 1 hour per week
Grade 2	1-1.5 hours per week
Grade 3	1.5-2 hours per week
Grade 4	2-4 hours per week
Grade 5	2-6 hours per week

- Schedule a specific time and place to do homework in the household.
- Pick a quiet place that is free from distractions.
- Be sure the study place has a good light.
- Keep paper, pencils, a dictionary, and other study materials in your work area.
- Be supportive and encouraging.
- Check to make sure that assignments are completed.

INDEPENDENT STUDY CONTRACTS

If a student needs to be out of school, please contact the office to obtain an independent study contract.

INSURANCE

Voluntary school accident insurance is available to all students in the L.E.U.S.D.

Information regarding the insurance is available in the front office.

LIBRARY

Students are encouraged to use the school library. The library is available for study, research, and checking out books. Charges will be made for books which are damaged or lost.

LOST AND FOUND

A lost and found bin is located near the lunch tables. Items will be available at the flagpole on the 25th of every month. Please mark your children's sweaters, jackets, backpacks, lunch boxes, etc. with their first and last name for easy identification. The school is not responsible for personal toys, games or other personal items which should not be brought to school. Please see the section titled Articles from Home above. Unclaimed items will be given to local charities on the 1st of every month.

Personal property is brought at your own risk. The school and school district are not responsible in the event of loss, theft, or damage of any personal property. Students are encouraged to report any loss, theft, or damage of personal property to the

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administration office. School administration may investigate the theft, loss, or damage of personal property if reasonably able to do so.

MEDICATION

Students are not to have any medication in their possession, including both prescription and over-the-counter (OTC) medication. If it is necessary for a student to take medication during school hours, obtain the proper forms in the Health Office and have them completed by parents/guardians and physician. The forms are to be returned to the nurse or health clerk with the medicine in the prescription bottle. Medicine will be administered according to the physician's directions in the Health Office.

MESSAGES TO STUDENTS

School phones are limited to school business and emergencies. If the office receives a message during instructional time, it will be forwarded to the teacher during their recess and/or lunch. The office does not guarantee messages to students. Final deliveries of messages will be made by 1:25 p.m.

NON-DISCRIMINATION

Lake Elsinore Unified is committed to making schools free from unlawful discrimination and providing equal opportunities for all individuals in education. The district prohibits discriminatory practices whose purpose or effect has a negative impact on the student's academic performance, or of creating an intimidating, hostile or offensive educational environment. The district promotes programs that ensure that discriminatory practices are eliminated in all district activities. Any student who engages in discrimination of another student or anyone from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in discrimination may be subject to disciplinary action up to and including dismissal. Any student or parent/guardian who believes that discrimination has occurred should immediately contact the principal for resolution at the site.

PARENT ADVISORY COMMITTEES

The Parent-Teacher Association (PTA), the School Site Council (SSC) and the English Learner Advisory Council (ELAC) will be composed of parents/guardians and staff members. The main function of these committees is to work for the improvement of our school program. If you are interested in serving on one of these committees, please contact the office.

PARENT NOTIFICATION

It is important that parents receive information regarding school activities; therefore, it is the students' responsibility to take all bulletins and notices home to parents. The school web page, school newsletter, and Parent Square (a school communication system) all communicate pertinent information regarding school functions. Parents need to notify the school immediately of any change in address and/or phone number.

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PARKING

Please leave marked parking spaces available for the staff they are designated for. There are multiple visitor parking spots that may be utilized by parents. During school events, when parking is sure to be limited, please allow time to park on the street and walk to campus. Please do not park in the student drop off/pick up lane in front of the school or double park behind staff. It is a safety issue; it interrupts the flow of traffic and can result in a parking ticket. Handicapped spots are for vehicles with handicapped placards or plates only. PLEASE NEVER leave your car unattended or a child in a vehicle.

PLAYGROUND RULES

- We obey and speak politely to adults.
- We play in designated areas only.
- We follow the directions of supervisors.
- We respect others, play safely and fairly.
- We play games that are not dangerous.
- We use playground equipment correctly and safely.
- We do not bring personal sport equipment from home to school.
- All necessary equipment is provided by the school and should be used correctly and safely.
- We do not bring any toys or electronics to the playground. This includes cell phones and fidget spinners.
- We know that no food or gum is allowed on the playground.
- We will walk in hallways, on ramps/stairs, and on the blacktop.
- We know that any act which is physically or mentally harmful to self or others will not be tolerated.
- Fighting will not be allowed. Immediate consequences will be administered.

PROTECTED LITERACY TIME

8:15-9:00 (Monday -Thursday) & 8:30-9:15 (Friday). We will avoid interrupting classes at these times to protect focused reading instruction.

RESTROOMS

It is encouraged that restrooms be used during lunch and recess, or before and after school. Restrooms are not to be used for changing clothes or visiting with friends. Food and/or drink are not permitted in the restrooms.

SCHOOL RESOURCE OFFICER

Deputies from the Riverside Sheriff's Office are assigned to assist all schools. Deputies may assist in a wide variety of functions including, but not limited to, classroom presentations, traffic control, training/prevention, discipline, supervision, and the investigation of any criminal activity on campus.

SEARCH AND SEIZURE

School officials may search individual students, their property, backpacks, and lockers when there is a reasonable suspicion that the search will uncover evidence that the

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student is violating the law or the rules of the district/school. Any items contained in a backpack, or on their person, shall be considered the property of the student. The Parent/Guardian will be notified of all searches. The school district does contract with canine detection services to help keep our campuses safe.

SELLING FOOD/MERCHANDISE

The only individuals who will be allowed to sell anything on campus will be Food Services and school organizations that follow the process as outlined by the school ASB. There should be no selling of any items during regular school hours without prior approval. These items will be confiscated and may not be returned. In addition, the student may also face disciplinary consequences.

SCHOOL SPIRIT

The school colors are teal and black. Our mascot is the Coyote. Remember that Friday is "Spirit Day" at Tuscany Hills School. We encourage you to wear your school T-Shirts or Sweatshirts. Other Spirit Days will be announced throughout the school year.

SEXUAL HARASSMENT

STUDENT SEXUAL HARASSMENT POLICY

Lake Elsinore Unified is committed to making the schools free from sexual harassment. This means that the district prohibits harassment made by someone from or in the educational setting. Sexual harassment can be such actions as unwelcome sexual advances; requests for sexual favors; or verbal, visual, or physical conduct of a sexual nature made by someone from or in the educational setting. The district prohibits conduct that has the purpose or effect of having a negative impact on the student's academic performance, or of creating an intimidating, hostile, or offensive educational environment. The district further prohibits sexual harassment in which a student's grades, benefits, services, honors, program or activities are dependent on submission to such conduct. Board Policy 5145.7

SMOKING/TOBACCO/VAPES/LIGHTERS/MATCHES

No form of tobacco is allowed anywhere at school. Any student in possession of, or using, any form of tobacco and/or lighters or matches is subject to consequences, up to and including home suspension.

- **VAPING DEVICES AND ELECTRONIC NICOTINE DELIVERY SYSTEM (ENDS)**

The possession or use of any Vaping device or Electronic Nicotine Delivery System (ENDS) or any other device intended to promote use of a vaporized smokeless behavior is prohibited just the same as any tobacco item or device. LEUSD does not in any way promote smoking. Students who violate this rule may be subject to consequences up to and including home suspension and expulsion.

LEUSD ELEMENTARY SCHOOLS' STUDENT HANDBOOK

SOCIAL MEDIA

LEUSD schools maintain social media platforms to support student learning and to enhance communication between parents/guardians, staff, students and other community members. While we encourage comments and input on district social media platforms, comments that use offensive or vulgar language, share private information, advocate illegal acts, or violate Board policy will be removed. Responsible use of social media by students is expected.

Here are some important guidelines and information regarding use of social media for students:

- **Making Threats:** Threatening a person or group of people in any situation is serious. Posting or forwarding an anonymous, empty threat will raise red flags that both school officials and law enforcement will investigate. Cyber threats can result in serious student discipline as well as action by law enforcement. If you see a threatening post, take a screenshot and report it to school administration or a law enforcement official immediately.
- **Cyberbullying:** Cyberbullying takes many forms and can harm others. This includes offensive text messages, emails, posting rumors or slurs, and circulating embarrassing photos of a classmate online. Cyberbullying can result in serious disciplinary consequences. If you or someone you know is a victim of cyber bullying, please report it to school officials immediately.

Things to Remember:

- There is no such thing as true anonymity. Assume that everything you post is permanent. Even if you delete your account, others can easily print photos or text messages, images, etc.
- Be respectful of others. Don't spread rumors or publish confidential information.
- Think before you post. Offensive, racial or defamatory comments and personal insults may hurt others and disrupt the school learning environment.
- Know who is on your social media network. Be careful about accepting "random" friends.

SURVEILLANCE CAMERAS

In an on-going effort to improve the supervision of students on our campus and to provide a safe and secure campus, the school may use video cameras to monitor and supervise open/public areas of the campus. Signs posted on campus serve as a reminder that cameras may be used to supplement campus supervision.

TELEPHONES

School phones are used by teachers and staff members for school business. Students may use school phones only when provided with prior staff permission and when they are supervised by a teacher or other adult employee.

TEXTBOOKS AND EQUIPMENT

LEUSD ELEMENTARY SCHOOLS' STUDENT HANDBOOK

The school furnishes books and equipment for students. Loss of or damage to textbooks, library books, classroom books, school devices, or equipment will result in fines.

TITLE I PARENT INVOLVEMENT POLICY

The Lake Elsinore Unified School District Board of Trustees recognizes that a child's education is a responsibility shared by school and family during the entire period the child spends in school. To support the district and state mission to educate all students effectively, schools and parents must work as knowledgeable partners. (BP 6020(a)) Comprehensive programs of parent involvement require schools to involve parents at all grade levels in a variety of roles. These programs should be designed to:

Help parents develop parenting skills and foster conditions at home that support their children's efforts in learning.

Provide parents with the knowledge of techniques designed to assist their children in learning at home.

Provide access to and coordinate community and support services for children and families.

Promote clear, two-way communication between school and family about school programs and children's progress.

Involve parents, with appropriate training, in instructional and support roles at the school.

Support parents as decision-makers and develop their leadership in governance, advisory and advocacy roles.

These six types of involvement are not mutually exclusive and require a coordinated effort. Success cannot be the sole responsibility of any single program or group of individuals.

Although parents come to the school with diverse cultures, languages, and needs, they overwhelmingly share the school's commitment to the educational success of their children. The district and schools, in collaboration with parents, have a responsibility to establish and develop programs and practices that enhance parent involvement and reflect the specific needs of students and families.

Parents/Guardians of children enrolled in the district shall have regular opportunities to make recommendations on the educational needs of their children and in ways in which they can help their children to derive benefits from their instructional program. These opportunities may include, but not be limited to the following:

An annual, flexible meeting to inform parents of Title I students the Title I requirements and their rights to be involved in the Title I program.

Planning, reviewing and improving the Title I program and Title I Parent Involvement Policy in an organized, ongoing and timely way.

Regular two-way communication between the district and schools.

Scheduled parent meetings to explain curriculum, assessments and proficiency levels students are expected to make.

Participation in committee decision-making related to the education of their children. (Title I, SSC, ELAC, DELAC...)

LEUSD ELEMENTARY SCHOOLS' STUDENT HANDBOOK

Each school receiving Title I funds shall jointly develop and distribute to parents of students participating in the Title I program, a written school-level Title I Parent Involvement Policy agreed upon by the parents in accordance with the requirements of federal law. In addition, a school-parent compact is jointly developed and describes the following items in addition to items added by parents of Title I students:

The school's responsibility to provide high-quality curriculum and instruction.
The parents' responsibility to support their children's learning.

Lake Elsinore Unified School District engages Title I parents in meaningful interactions within the district. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the District schedules three calendared District Title I Parent Summits yearly. Here, materials and training are provided to parents to support them in working with their students to improve their children's achievement. Staff is educated yearly in the value of parent contributions and how to work with parents as equal partners. Title I Parent Involvement Programs are coordinated and integrated with other programs, such as Head Start and Special Education.

Regardless of limited English proficiency, disabilities, or high transience, Lake Elsinore Unified School District provides opportunities for all Title I parents to participate. This includes providing information and school reports in the parents' home language and in a format that parents can understand.

PARENTS' RIGHT TO REQUEST TEACHER QUALIFICATIONS (TITLE I SCHOOLS)
Your child is attending a school receiving Title I federal funds and as such, Federal Law requires that parents be notified of their right to know the professional qualifications of their child's teacher(s) in core academic subject areas, including the following: The type of state credential or license that the teacher holds. Some teachers will have credentials in a particular subject area, such as English or Mathematics, and others will have a multiple subject credential, which allows them to teach a variety of subjects, such as in elementary schools. 1. The education level and subject area of the teacher's college degree(s). All teachers have a bachelor's degree, and many teachers have graduate degrees beyond the bachelor's, such as a master's or doctoral degree. 2. In addition to the qualifications of the teacher, if a paraprofessional (teacher's aide) provides your child services, you may also request information about his or her qualifications. Many paraprofessionals have two years of college and others have passed a test that verifies their qualifications. If you would like to request this information, please contact Lake Elsinore Unified School District, Personnel Support Services at (951)253-7000.

Title IX Coordinator
Gilbert Rodriguez
Director III, Student Support Services
545 Chaney Street
Lake Elsinore, Ca 92530
(951)375-9104

LEUSD ELEMENTARY SCHOOLS' STUDENT HANDBOOK

Gilbert.rodriquez@leusd.k12.ca.us

VISITORS & VISITOR MANAGEMENT SYSTEM

LEUSD utilizes a digital visitor management system which requires visitors entering any campus to scan their ID before entering. During regular school hours, visitors will be requested to present a form of identification (Drivers License, Military ID, State ID, or district-issued badge). The digital visitor management system will issue a temporary visitor badge for those without a volunteer A or B badge or employee badge. This badge is to be worn in a visible location at all times.

Students should be friendly and courteous to all adults, including visitors who may be touring the school. Students are not allowed to bring relatives or friends, other than guardians, on campus for visitations during the school day. Any parent/adult visitor to our campus must report first to the front office to receive a visitor badge. Parents are encouraged to visit the campus. A 24-hour notice is required if a parent wishes to sit in on classroom instruction.

VOLUNTEER

Parents/Guardians are welcome and appreciated. Parents/Guardians, senior citizens and other community members offer their talents and services by assisting teachers with students in the classroom, working in the library, and performing other duties around our school. Volunteers work as little as an hour per week or as much as six hours per day. It is up to individual desires and abilities. Please contact our school office if you are available to help. Volunteers need to obtain a volunteer clearance and I.D. badge. To do this you must have a volunteer application on file with the district office. Applications are available in the front office. Please see the section on Visitation above. *Volunteers must have an invite from the teacher or the PTA to enter campus and show confirmation of sign-in.