



FAMILY ONBOARDING GUIDE

Welcoming New & Returning Families

Cherokee Elementary

Everything families need for a smooth, confident start to the school year.



What's Inside This Guide



1 • Daily Logistics & Routines

Hours, attendance, transportation, meals, and dress code



2 • Communication Channels

Portals, apps, school updates, and how to reach us



3 • Academics & Student Support

Curriculum, homework, and student well-being



4 • Community & Involvement

PTO, code of conduct, and getting involved



SECTION 1

Daily Logistics & Routines

Hours, attendance, transportation, meals, and dress code: the rhythm of every school day.

Hours & Attendance



School Hours

The school day runs:

8:30 to 3:30

Tardy arrivals

Students arriving after 8:29 AM must be accompanied by a parent to check in at the office.



Reporting an Absence

Submit a doctor's note or excuse within three days of the absence.



Tardiness

Students arriving after 8:29 should follow the check-in procedure and report to the front office.



Early Check-Out

only guardians and contacts listed in OnCourse can check a student out. They must present their I.D. for verification. Students may not check out after 3:00.

Meals & Snacks



FREE breakfast & lunch

All RPSB students are offered free breakfast and lunch for the 2026–2027 school year.



Menus

Lunch & breakfast menus are on the school homepage or the district site at www.rpsb.us — under Quick Links, the "Families" tab. Subscribe to the menu calendar to sync with Google or iCal.



Payment System

Payments are handled through SchoolCash Online.



Packed Lunches & Allergies

Guidelines for packed lunches: [what's allowed]. Allergy / nut-free policy: [any classroom-specific rules].

Dress Code

CHEROKEE ELEMENTARY

Dress Code Reminders

TOPS

- collared uniform shirts
 - solid red, navy, white, black
- Cherokee spirit shirts and tribe shirts
- students may wear a previous year's spirit shirts if they are in cherokee colors)

BOTTOMS

- Pants/shorts/skirts/skorts
 - Navy or Khaki
- Jumper/Dress
 - Navy, Khaki, Red, Black
- JEANS/JOGGERS ON FRIDAY FOR \$1

JACKETS

- School-Approved pull overs or hoodies
- Full Zip jackets/sweaters
- Cardigans
- Coats during winter months/cold days

ACCESSORIES

- Tennis Shoes every day
- Belts
- Leggings underneath skirts/dresses (solid color)

STUDENTS MAY NOT WEAR

- Baggy or oversized clothes
- Open back shoes (crocs/slides)
- Half-zip sweaters
- Ripped or frayed pants
- hats
- leggings as pants



SECTION 2

Communication Channels

Portals, apps, and updates.

Parent Portals & Apps



OnCourse Connect

Grades & student information

Our student information system. Every parent and guardian needs their own account to check grades and monitor progress.

Set up:

[New Student Registration Link](#)
[Parent Guide/FAQ Link](#)



ClassDojo

Teacher-to-parent communication

Our primary channel for classroom updates and teacher messages. Ask every family to download the app and connect to their child's class.

Get connected: Download the App, Sign up as a parent (or login if you already have an account), then click the link or type in the code provided by the teacher.



Direct to Parents

Emails, SMS Text Messages & Phone Calls

School administrators can reach parents and staff members directly through our mass notification system.

Information is synced nightly with our student information system, OnCourse.

[Parent Account Guide](#)

Updates & Teacher Contact



School Updates

How updates are sent: Class Dojo School Stories

What's included: Events, Reminders, Bus Route Reminders, Calendars, Etc.

How often: Notifications and reminders will be sent as needed. This could be weekly or daily!



Teacher Contact

Easy to reach, with clear expectations on response time.

Preferred method: ClassDojo message, email, call the office and leave a message

Contact details:

School Phone: 318-442-1987

Visit the school website for teacher email addresses

Response time: Please allow 24 hours for a response or call back during the school week.

Urgent matters: Call the office for time-sensitive issues

QUICK REFERENCE

Communication at a Glance

NEED	USE	DETAILS
Check grades	OnCourse Connect	Parent Guide Log In Link
Message the teacher	ClassDojo	Code will be provided by the teacher
Weekly / monthly news	ClassDojo Stories	• News for the upcoming month will be posted at the end of month. • Weekly updates will be posted throughout the week.
Urgent / time-sensitive	School office	318-442-1987



SECTION 3

Academics & Student Support

A snapshot of what your child will learn and how families and staff support them along the way.

Curriculum Overview

A brief outline of what your child will be learning this year.



Core Subjects

ELA, Math, Science, Social Studies,



Specials Classes

P.E., Art, Music, Library



Grading Scale

Rapides Parish uses a 10-point grading scale.

100-90- A
89-80- B
79-70- C
69-60- D
59-0 - F



Reinforcing Learning at Home

Ask your student about their day at school and read together 20 minutes each night

Homework Policies



Daily Study / Homework Time

Assigned homework should take no more than 45 minutes each night.



Reading Logs

Students should read for 20 minutes each night and record their books on a log provided by the teacher. Your child's teacher will give more specific directions.



Numeracy Practice

Students will have math fluency practice daily. The Teacher will provide specific directions for math practice.



Where Homework Is Posted

Homework will be in student folders, on dojo, or in a planner depending on grade level and teacher preference. Teachers will provide this information at open-house or the first day of school.



Late or Missing Work

Students are expected to turn in all work missed in a prompt and timely manner once they have returned to school.

Student Well-Being



Academic Concerns

First point of contact:

the classroom or subject teacher
via class dojo message or email



Social & Emotional Support

classroom teacher or school
administration



School-Based Health Clinic

Please visit the school website for
information and student release
forms.

<https://cherokee.rpsb.us/>



SECTION 4

Community & Involvement

How to engage, participate, and help build a strong, welcoming school community.

PTC & Code of Conduct



Parent-Teacher Club (PTC)

How to join:

Contact our Parent Club Representative via email.
cherokee.parentclub@gmail.com

PTC President: Ashley Smith



Behavior Expectations

[Cherokee Behavior Parent Guide](#)



Anti-Bullying Guidelines

Bullying is prohibited in all schools. Reports of bullying will be investigated immediately. Contact the classroom teacher and/or administration to discuss concerns or report school bullying. [Cherokee Behavior Plan - Updated](#)

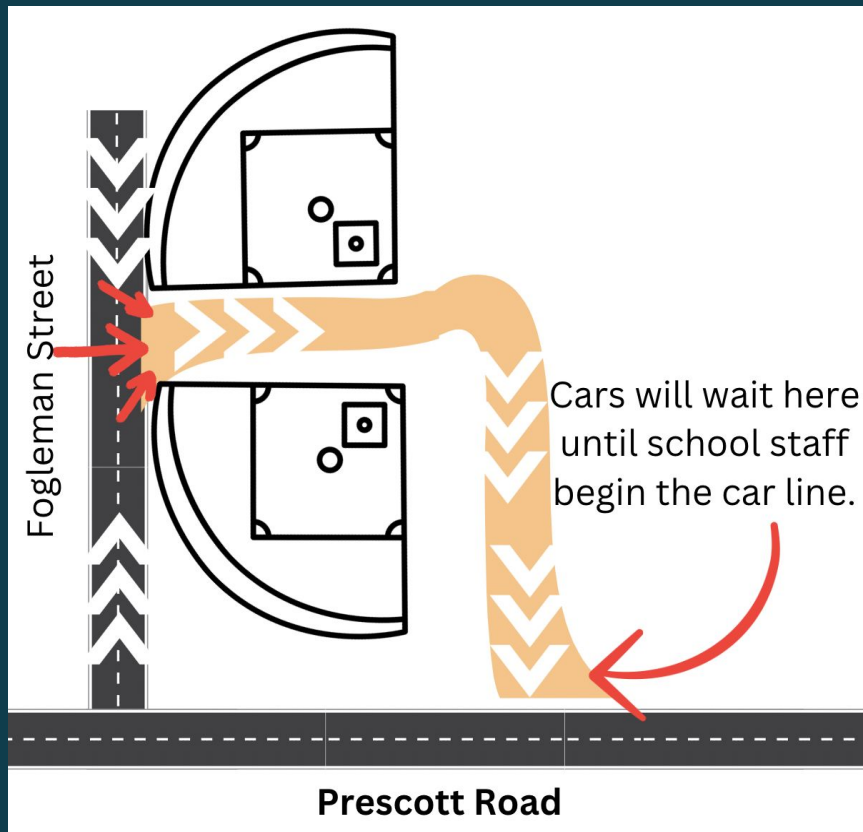


Resolving Concerns

All concerns should be brought to the teacher's attention. If a resolution is not reached, the teacher and/or parent may contact administrators.

Transportation: Carpool Maps

Make sure families can clearly see how arrival and dismissal work, so the whole community is informed.



Key Reminders

- We use the iDismiss platform for car riders. **All students will be assigned a number.**
- Car tags with iDismiss # are **required.**
- Arrival begins at 7:55 and ends at 8:29. Students are tardy at 8:30 and must be signed in by guardian.
- Dismissal begins at 3:30. Students must be picked up by 3:45 or may be required to ride the bus.



Welcome to our school family!

We're glad you're here. Reach out anytime — we're partners in your child's success.