

Family Handbook

2026-27

School Phone Number: 754 323 6250
Fax Number: 754 323 6270
Attendance Line: 754 323 6252

Keep your contact info up to date in the front office to receive school updates via phone, email & text! Visit our website at:
https://www.browardschools.com/hollywoodpark

Student Name: _____

Dear Students and Parents:

The teachers and staff join us saying WELCOME! We are happy to have you as part of the Hollywood Park Family. Your child will receive the very best education possible from our staff in a nurturing, loving environment.

This Family handbook has been prepared to acquaint you with the policies and procedures of Hollywood Park Elementary School. Please take time to read over the information carefully and keep it available so that you may refer to it throughout the year.

Parents are invited to visit the school to attend meetings, conferences, special school events and PTO activities. Parents are also encouraged to volunteer their time at school through our Volunteer Program. Please get involved in your child's education. By working together, we can make this year successful for you and your child. We look forward to meeting and working with you as we begin another exciting school year!

Sincerely,

Galina Markevich
Proud Principal

School Mascot: Panther
School Colors: Blue and White

School Day:
7:40 am School doors open & school supervision begins for students
7:40 - 8:00 a.m. Breakfast Service
8:00 a.m. First Bell- students enter classrooms to unpack and prepare for the day
8:10 a.m. Academics Begin
2:10 p.m. Dismissal - (2:10pm on Early Release Days)

Hollywood Park Elementary School is an outstanding public school within the Broward County Public School System. For the District Strategic Goals, please visit www.browardschools.com

School Mission: To provide an environment that is conducive to collaboration and reflection for all students to thrive in a global society.

General Information

Arrival

- Breakfast Service starts at 7:40 a.m. Breakfast service ends at 8:00 a.m.
- Students not eating school breakfast will be allowed to enter the school building at 7:40 a.m.
- Between 7:40 - 8:00 a.m., K - 5 grade students will sit in the hallway outside of their classroom. Pre-Kindergarten students and students in our Special Program will remain in the Panther Café until it is time to report to their classrooms. All students will be supervised by school staff.
- Students are allowed to enter their classroom at 8:00 a.m. to unpack and prepare for the day.
- Instruction will begin promptly at 8:10 a.m.
- Parents with official school business must check in at the front office with identification for a visitors pass. Parents **may not** enter the cafeteria or any other part of the school building without checking in at the front office.
- The safest and most convenient way to drop your child off at school is to use one of our two **car loops**:
  - South Loop (near Johnson) - Students in our Special Program, Pre - K and students eating school breakfast
  - North Loop (near 69th way) - K through 5th grade students who are not eating school breakfast
  - **ALWAYS** use only one lane of traffic**.** Do not overpass any vehicles. Proceed all the way forward in the car loop lane before allowing your child to exit the vehicle allowing several cars to enter the loop and unload their children at once.
  - Teach your child responsibility by making sure that all tasks such as lunch money, homework, papers that need to be signed, etc. are taken care of at home.
  - You will not be allowed to park your car in either loop. If you need to enter the building, park in a designated parking space and enter through the front office with a picture ID.
- Students who arrive by bus will be greeted by an adult and directed to the appropriate area inside the school building.
- Students who walk or ride their bike to school may not take a path that crosses the entrance of any driveways or parking lots. Please speak to your child about the safest route to school.
- Parents may not drive through the loop located in the front of the school, as this area is for school buses **ONLY**.

After School Care

An after-school program is provided at Hollywood Park Elementary School through the YMCA and Sunshine Aftercare from 2:10 p.m. to 6:00 p.m. For further information, contact the Afterschool office at 754-323- 6250 after 1:30 p.m.

Attendance:

Florida law requires school attendance for all children grades K-12. The parent is legally responsible for compliance with this law.

Parents have an obligation to keep their children in school and to promptly report and explain

any absence in written form and/or phone call. Failure to comply carries a penalty. (Florida Law 232.10.232.17). Furthermore, a student who has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, may be exhibiting a pattern of non-attendance (F.S. 1003.26 (1) (b)). Excessive absences and tardiness will result in notification to the State Attorney's Office.

To report an absence for your child, please call our attendance hotline at: 754-323-6252.

Excused absences include Illness; Illness of an immediate family member; Death in the family; Religious holidays of student's specific faith; Required court appearance or subpoena by a law enforcement agency; Important public functions or conferences, state/national competitions; Scheduled doctor or dentist appointment; Communicable disease or infestation which can be transmitted. Absences not excused as defined by this section are considered unexcused.

Bicycles

It is important that all students have locks for their bicycles. It is impossible to guarantee the safety of their equipment while in the bicycle area. A lock will help to secure the bicycle/scooter. By law helmets are required for all bike riders. Students will not be allowed to leave school campus on a bicycle without a helmet.

Birthdays

Birthdays are very special, and we want to honor your child on his/her special day. The following is our school policy for birthday celebrations:

- Parents may send individual store-bought treats for their child to share with his/her class in the Panther Café during his/her lunchtime. Parents are not allowed to eat lunch or celebrate birthdays with students in school.
- Ideas for treats are cupcakes, cookies, doughnut holes, or doughnuts. Unfortunately, we cannot accept cakes, as we are unable to cut and serve them.
- Please send these items to school with your child in the morning.

Car Riders

To avoid difficulty in dropping off and picking up children, we are asking for your help, assistance, and cooperation. Our common goal is to ensure your child's safety. By following the guidelines and procedures listed below, you will be helping us tremendously in achieving this goal.

- When dropping off or picking up your child, please stay as close as you can to the right-hand side next to the sidewalk. Do not form a double line for pick up or drop off!
- For the safety of our students and staff, cell phones are never to be used in either car loop area.
- Only allow your children to exit and enter your vehicle on the right-hand side of the sidewalk. Please do this as quickly as possible so that we can keep the flow of traffic moving.
- Never leave your vehicle unattended. If you need to park, please use a designated parking area.
- Please don't ask children to walk in front of vehicles while in the car pick-up area.
- School and day care buses are the **only** vehicles allowed to drive through the loop in the front of the school.

Café
The Panther Café plans and serves both a nutritional breakfast and lunch. Monthly menus can be viewed on the school website.

Applications for free or reduced lunches as well as other eligibility benefits must be completed online at http://www.myschoolapps.com. New applications must be made each year. Notification of the disposition of each application will be made within 10 days.

Meal Fees for
2026 – 2027
Breakfast: FREE
Lunch: FREE
Ice-cream (available on select days): $1.00

You may create an online account and place money into your child's lunch account at the following website: https://www.schoolpaymentsolutions.com/

Cellular Phones / SMART Watches
Students may possess a cell phone; however, it must be turned off and kept out of sight in his/her backpack. Cell phones may not be used or allowed to emit any ring or noise on school grounds during school hours. If a student is seen using his or her phone, it will be held in the front office for their parent(s) to pick up. Do not contact your child during the school day. Any important messages can be communicated via the front office. Please refer to the Code of Student Conduct for further clarification of this rule.

Conferences
Communication between school and home is the cornerstone of positive relationships. If a child is having a problem, working together is a major avenue for helping them to overcome and understand it.

Parents should feel comfortable in this relationship. When involved in a conference, have the teacher review the program and minimum basic skills. Also, ask your teacher what strategies are being used to overcome the problems and how you can help at home. Parents will be provided with a minimum of 2 parent/teacher conferences per year.

Class Size and Student Placement
Please be aware that your child's class placement is tentative, **and your child's teacher** may be changed after the start of the school year to abide by the Class Size Reduction Amendment.

Classroom Interruptions
Please make sure that your child has everything they need each day. This includes, but is not limited to homework, school lunch/snacks, clothing, Boys and Girls Club cards, etc. It is imperative that we not interrupt the instructional school day. In addition, helium balloons, flowers, candy, etc. are not permitted for birthday celebrations. Office staff will not deliver any items during instructional time.

Clinic
We have a school nurse on campus daily. Please indicate any medical conditions, regular medications or allergies, on the Emergency Card that is sent home on the first day of school or online. Be sure to update the emergency card as needed. If your child requires medication during school hours, please review the MEDICATIONS section of this handbook. In addition, our staff has received training in recognizing common skin and communicable diseases. The nurse or trained staff member makes periodic checks of the entire school.

We urge and encourage regular attendance, but request that ill children remain at home.

Discipline
Hollywood Park Elementary School is a home away from home. As is the case in all homes, there are behaviors that are deemed unacceptable. All students are expected to be courteous to each other and to all adults. They will not be permitted to disrupt the instructional program or interfere with others. Any type of fighting, harassing, threatening others, verbal abuse (arguing with or talking back to teachers) or profane language/gestures is unacceptable.

To have a learning atmosphere for all children, rules for proper behavior must prevail. Please discuss and review expected behavior and consequences as listed in the Code of Student Conduct Handbook which is posted on Broward Schools' Web site at http://www.browardschools.com/index.asp. The Discipline Matrix is also included in the Handbook and will be applied to student referrals.

Additionally, each teacher will have a classroom discipline plan. This plan will be sent home with your child during the first week of school and discussed at Open House.

Dismissal
- Car Riders: (gates are opened at 2:05pm and students are released beginning at 2:10pm)
    - Pre-K - 2 Car Riders will be dismissed from the North Car Loop (on 69th way).
    - Grades 3 - 5 and Special Program Car Riders will be dismissed from the South Car Loop (on Johnson St.).
    - **ALWAYS** use only one lane of traffic. Do not overpass any vehicles. Proceed all the way forward in the car loop lane. Your child will be directed to your car by an adult.
    - **Please have your car sign displayed with your child's name, grade and teacher's** name clearly written in bold black letters.
- All bus students will be dismissed to the bus loop where an adult will greet them and direct them to the appropriate bus.
- Boys and Girls Club students will be walked to the club by a teacher at dismissal.
- Walkers (North) will be dismissed from the North Walker exit near the North Parking lot.
- Walkers (South) will be dismissed from the South Walker exit near the South Parking lot.
- Parents who walk to pick up their child may walk up to the grade level dismissal area and stand at the roped off area; parents may not walk through the student areas as this is a safety concern. They must wait off to the side and wait for their children to walk up to them.
- Siblings who are car riders, will report to the younger sibling's dismissal area. Siblings who are walkers will meet at the North or South Walker exit. Siblings who ride the bus will meet in the bus rider area.
- Parents may not drive through the loop located in the front of the school, as this area is for school buses **ONLY**.

Early Sign Out
Early dismissal should be avoided. Per School Board Policy, no child will be released between ***1:40 p.m. and 2:10 p.m***. We ask that parents make doctor and dentist appointments after school hours when possible. Otherwise, your children will miss activities that cannot be made up the next day.

Students will be released only to those people designated on the registration/emergency contact card. Due to security reasons, we cannot grant telephone requests for students to leave early. All students must be signed out through the school office. These procedures are designed to protect our students. Your help in maintaining a safe environment for our students is greatly appreciated. Please know your child's grade, teacher's name and have your government issued identification available when you arrive to remove your child from school during the school day.

Early Release Days
Dismissal Time: 12:10 pm

October 9, 2026
December 18, 2026
February 12, 2027
March 18, 2027
April 30, 2027
May 28, 2028

Emergency Dismissal
On rare occasions, school has been dismissed early for reasons of severe weather warnings or some other unforeseen emergency. We are notified by the Superintendent when such an emergency exists. If unusual conditions exist, a parent link will be sent home to inform you. Please remember to keep your phone number up to date in the front office.

Field Trips
"GOING TO SEE" is an important part of any effective educational program. Field trips are a vital learning experience and should be an outgrowth or extension of classroom activity.

Each parent must complete and sign a Field Trip Authorization Form before a child may participate in a field trip. Forms will be provided. To ensure the field trip process runs smoothly, it is critical that permission forms and fees are submitted by the deadline date. Children who do not have signed permission slips will remain at school and follow the regular class routine.

Field trips may be paid for by cash or online. We encourage the use of the online credit card payment system. You will need your child's student identification number to create an account if one does not already exist for your child. You may access this site at: https://estore.browardschools.com
Select: Elementary
Select: Hollywood Park Elementary
Select: Scroll through the list provided until you reach the item that describes the activity for which you wish to pay for.

Parents who have been asked to chaperone a field trip must be an approved school volunteer. Please see the volunteer section of this handbook for directions on how to sign up to be a volunteer.

Students who violate the Code of Student Conduct, act in a disruptive manner or fail to conform to school rules and regulations may be denied the privilege of participating in field trips, social and/or extracurricular activities. The principal shall make the final decision on whether the student may participate after receiving documentation and input from the affected staff.

Please note: All field trip monies are non-refundable. Unless alternate directions are given, students must dress in their school uniform to attend all field trips.

Food Items

As per the School Board Policy, only store-bought food items may be donated for class parties and celebrations.

Emergency Drills

Please note that it is necessary to practice school wide drills such as fire drills and lockdowns. During these times, which may be unannounced, the office will remain closed, and children may not be signed out until the completion of the drill. These drills are typically very short in duration, and we appreciate your cooperation.

Head Lice

Each class will be checked as needed for head lice. If your child is found to have head lice, you will be contacted to pick your child up from school. Following the removal of all nits and head lice, a parent must accompany the child to the clinic the following day and wait until the child is rechecked. School Board Policy states that children must be nit free before returning to school.

Laptops – "FREE" ONE TO ONE Laptop Device Issuance Program is available for the 2026 – 2027 school year. Please visit: http://www.browardschools.com/laptoprequest for more information.

Homework Policy

- Homework in the core academic classes may be given daily.
- Additional assignments shall be up to each teacher and may include other subjects or special projects.
- The amount of time spent on homework should depend on the age of the child, his/her ability and grade level.
- Homework may be checked by the teacher or by the class (in whole group).
- Parents will be notified if the student does not complete assignments regularly.
- If your child consistently has no homework assignments, spends an unusual amount of time on a homework assignment or if you have any questions concerning this policy, please request a conference with his/her teacher.
- Please refer to School Board 6306 and 6306 A.

Report Cards/Interim Reports

Interim Reports Issued:
September 9, 2026
November 10, 2026
February 16, 2027
April 28, 2027
Report Card Issued:
October 21, 2026
January 13, 2027
April 6, 2027
June 10, 2027

Health & Health Screenings

Florida Statute 381.0056 requires that health screenings be conducted at various grade levels. Trained school-based personnel and district-level staff perform these screenings. Below are the grade level screenings, which include: Vision, Hearing, Body Mass Index (BMI) and Scoliosis.

The required screenings are as follows:

Vision:

- Students in Kindergarten, first, third and sixth grades.
- Students entering Broward County Public Schools for the first time.
- Students considered for Exceptional Student Education (ESE) placement.

Hearing:

- Students in kindergarten, first, and sixth grades.
- Students entering the Broward County School District for the first time.
- Students considered for ESE placement.

BMI:

- Students in first, third, and sixth grades

Parents will be notified in advance of the screenings and will have the opportunity to opt their child(ren) out of these screenings. Please refer to the form sent home with your child in the First Day Packet.

Lost & Found

Valuable items will be turned into the office. Articles left in the cafeteria or elsewhere on campus will be stored on the stage. Please make sure that your child has his/her name on their backpack, raincoat, purse, lunchbox, or other personal items. Unclaimed articles will be given to charity at the end of each quarter.

Media Center & Obligations

Students must return or pay for lost library books. Lost library books and any outstanding late book fees MUST be paid in full, or your child may not be allowed to participate in any extracurricular activities, such as field trips or other school functions. Media "Book Check-out" – There is one book maximum check-out weekly. New books can be checked out once the other book has been returned.

Medication Administration
Broward County School Board Policy #6305 expressly forbids school board employees from administering or dispensing of medicines to students without a completed Medication Authorization and Treatment Plan Form signed by a physician and the parent. The Broward County Health Department has recommended that parents inform their physician and dentist **of their child's school hours in order that adjustments to time and dosage may be made to** avoid conflict with school policy.

It is understood by the School Board and the Health Department that there are certain physical/medical conditions which require daily and periodic medication. All parents are responsible for bringing and picking up any authorized medication from school. Medication must be in its original packaging.

Inhalers and EpiPens are permitted to remain with the child if parents request medication authorization and principal notification.

Never send any medication including cough drops to school with your child for him/or her to take on their own.

Parent Link
School information will be sent home to parents via our parent communication system called Parent Link. To receive these messages via phone, email and text, parent contact information must remain up to date in our front office. Please make sure to contact the front office to update your contact information if it changes throughout the school year.

Parent Teacher Organization (P.T.O.)
Many of the things needed to make our school a better place for learning have been contributed by Hollywood Park parents working through PTO. Please look for PTO information in our school newsletter or school website.

In conjunction with the PTO, parents/volunteers work on an individual and small group basis with children, helping them to improve their skills in the academic areas. Requests for parent volunteers are sent home at the beginning of the year. We need your support. Please contact the Volunteer Coordinator at 754-323-6250.

PTO General Meetings will be held once a month or as deemed necessary by the PTO Executive Board. Time and date of each meeting will be posted on our website and sent home with your child.

Phone Usage
Students are not permitted to use phones at school unless it is an emergency with adult permission. Rainy day dismissal is not an emergency. Please make sure your child knows what to do when it rains. Please make all arrangements at home before your child comes to school so they will know what to do at dismissal. If a bus is late or if there is a problem, the transportation department will provide the necessary phone calls for your child. The SBBC South Area transportation department can be reached at: (754) 321-4100.

Rainy Day Dismissal

- On rainy days we will follow the regular dismissal procedure, however, children will wait in designated areas until they are called outside to their cars.
- Do not park your car in either loop and keep the flow of traffic moving.
- Children will be brought to their cars under an umbrella.
- Children who walk or ride a bike will be dismissed if there is no lightning or thunder.
- If your child is to follow other procedures for dismissal, please make sure he or she is aware of those procedures before a rainy day.
- In case of severe weather, administration will make the decision to keep students in the building until it is safe to begin the rainy-day dismissal procedures listed above.

Safety & Security

To maintain a secure environment for our students, it is imperative that **all** visitors, volunteers, and others come to the front office and sign in with government issued photo identification. A visitor's pass will be supplied upon your signing in. Parents may not enter the cafeteria or any part of the building without checking in at the front office. Under no circumstances will any adult not employed by Broward County Public Schools be permitted to be on school grounds without following school safety protocols for entrance.

Students will not be dismissed to any unauthorized person (as identified on the registration card) or without prior approval from parent and administration.

Safety Patrols

Safety Patrols have the responsibility of encouraging safety procedures within our school environment. The Safety Patrols are under the supervision of a staff member.

Student ID Badges

During school hours, all students are required to wear a student ID Badge to identify them as a Hollywood Park Elementary student. Badges will remain at school.

School Advisory Council (S.A.C.)

Our School Advisory Council consists of parents, community members, and staff. We are dedicated to the philosophy that by working together we can achieve high academic standards, provide the best educational program for our students, and improve school effectiveness. We invite you to attend our monthly meetings. An invitation will be sent home each month.

Take Home Tuesday

Each Tuesday, students will take home school fliers or other school information for parents. Please make the **effort to check your child's bookbag daily, but especially on Tuesdays**, to stay informed.

Tardiness

Any child not in his/her room by 8:10 a.m. must be marked tardy. Children arriving after 8:10 a.m. must be accompanied by an adult and signed in, in the office, before going to class. Promptness is a habit that both home and school must encourage. EVERY EFFORT SHOULD BE MADE TO HAVE YOUR CHILD IN HIS/HER CLASSROOM ON TIME. Instruction starts promptly at 8:10 a.m. Students who enter after this time are missing valuable information that could negatively impact his or her academic performance.

Uniform

Appropriate dress and grooming can help to create a positive learning environment. In addition, in the event of an emergency, students must be easily identifiable as Hollywood Park Elementary students.

Hollywood Park has a mandatory uniform policy. Waiver requests are only accepted "within the first 10 school days of a student's initial attendance". Failure to do so will result in consequences being implemented, according to the Code of Student Conduct. Please note that the dress code is in effect every day, including Fridays. Other attire may be allowed for **special school activities with approval of the school administration. As a reminder, "clothing that exposes the upper thigh" and "backless shoes" are not allowed. Changes in clothing** trends will not override the dress code policy.

Your child may wear:

- TOPS: Plain white button-down shirts, and plain navy, powder blue or plain white polo or T-shirts.
- BOTTOMS: Khakis or navy-blue pants; blue jeans
- Jackets must button or zip in the front. No pullover sweatshirts or hoodies are permitted.

School T-shirts are available for purchase in the main office throughout the school year. Only cash or check is accepted.

Volunteers

Volunteers are welcome at Hollywood Park Elementary School. As always, student and staff safety are of utmost importance. Therefore, in accordance with SB1774/HB, Florida Statute 943.043 all individuals wishing to assist with students in any capacity at school, including class parties or on field trips, must complete a volunteer on-line application at www.getinvolvedineducation.com. The approval process takes approximately two weeks. A specific volunteer badge will be made for everyone that has been approved. Volunteers are required to log in and out in the main office. Please obtain your badge from the front office and always wear it while on campus. Return your badge after signing out.