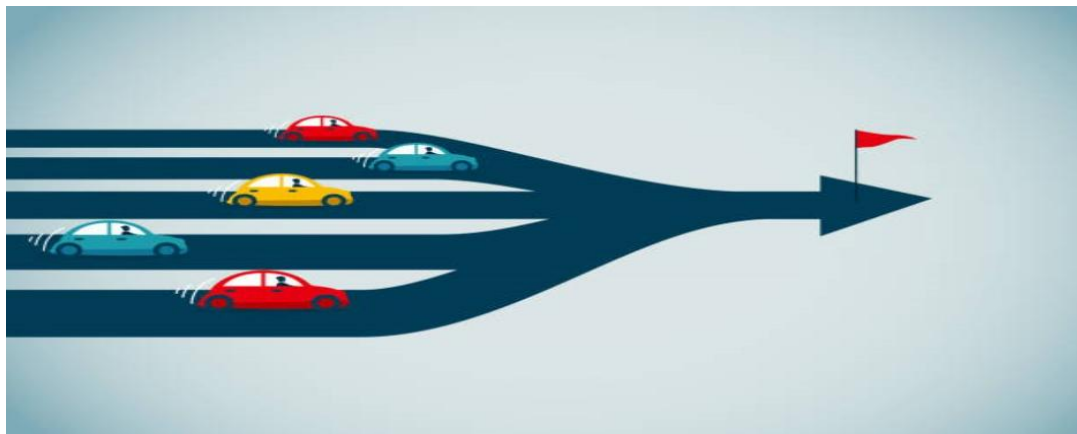




Student – Parent Handbook 2026-2027

On The Road To Greatness



**2727 Kate Bond Road
Memphis, TN 38133
Phone 901-416-0020
Fax 901-416-0021**

Learners Today, Leaders Tomorrow

**Chandra Crutcher, Principal
Heather Hayes, Assistant Principal
Jill Hodum, PLC Coach
Shonteria McCoy, Instructional Facilitator**

Dear Parents and Guardians,

Welcome to the 2026-2027 school year at Kate Bond Elementary!

As I begin my fifth year as Principal, I am grateful for the opportunity to continue serving this exceptional school community. Kate Bond Elementary has a longstanding tradition of excellence, and I am proud of the strong partnerships among our students, families, staff, and community that make our school such a special place.

At KBE, our mission remains focused on ensuring that every student receives a high-quality education in a safe, supportive, and engaging learning environment. We are committed to fostering academic achievement, character development, and leadership skills that will prepare our students for success both in and beyond the classroom.

This Parent Handbook serves as a resource to help families understand our school procedures, expectations, and important policies. We encourage you to review the handbook carefully and refer to it throughout the year. By working together and maintaining open communication, we can provide the best possible educational experience for every child.

Thank you for entrusting us with your child's education. We value your partnership and look forward to a year filled with learning, growth, and achievement. Together, we will continue preparing our learners of today to become the leaders of tomorrow.

We are excited about the year ahead and look forward to making the 2026-2027 school year our best yet!

Warm regards,

Chandra L. Crutcher

Principal

Kate Bond Elementary

Kate Bond Elementary

OUR SHARED MISSION

We are committed to providing a safe and inclusive environment where every student can thrive academically, socially, and emotionally.

OUR SHARED VISION

Unlock the full potential of every student.

Mantra: Learners Today, Leaders Tomorrow

Theme: On The Road To Greatness

Our Cub P.R.I.D.E.

P - Positive Attitude

R - Respectful

I - Integrity

D - Discipline (Do the right thing)

E- Strive for Excellence

Important Numbers

KBE Office number901.416.0020

KBE Fax number 901.416.0021

YCare..... 901.761.7677

MSCS Transportation 901.416.6077

WHO'S WHO IN THE OFFICE

Principal..... Chandra Crutcher

Assistant Principal..... Heather Hayes

PLC Coach..... Jill Hodum

Instructional Facilitator Shontria McCoy

Interventionist Amanda Jacox

Counselor (K-2nd Grade) Yumeekia Mitchell

Counselor (3rd - 5th Grade) Jamecca Bowen

Financial Secretary Nataria Smith

General Office Secretary Lisa Hall

General Office Secretary LaTasha Sanders

Bilingual Mentor Alma Marroquin

Family Engagement Specialist Lissette Bailey

Building Engineer Cheryl Hurd

Cafeteria Manager Kendrick Walker



Kate Bond Elementary School Rules

At Kate Bond Elementary, we believe that a safe, respectful, and caring environment is essential for learning and growth. Each classroom and learning space follow consistent expectations to help every student succeed. These schoolwide rules guide all students in their behavior throughout the day:

Our Cub P.R.I.D.E. Rules

P – Practice a Positive Attitude

Stay kind, encouraging, and ready to learn.

R – Be Respectful

Use kind words and actions toward everyone.

I – Show Integrity

Do what's right, even when no one is watching.

D – Demonstrate Discipline

Make smart choices and stay focused.

E – Strive for Excellence

Always try your best in everything you do.

Parental Involvement

At Kate Bond Elementary, we recognize the powerful role that families play in a child's academic success. When parents and guardians are actively involved in their child's education, students perform better, feel more supported, and develop a lifelong love of learning.

We welcome and encourage families to engage with our school community in meaningful ways—whether by volunteering in classrooms, attending events, supporting school-wide activities, or simply staying connected with teachers and staff.

To ensure the safety of all students, **all volunteers must complete the district's volunteer application and background check** prior to participating in school activities. This includes field trips, classroom help, and special events.

We value our partnership with parents and look forward to working together to make every child's experience at Kate Bond Elementary successful and rewarding.

Lunch

Beginning September 8, 2026, we are excited to welcome parents who wish to join their student(s) for lunch during the school day. This is a wonderful opportunity to connect and share a special moment together. To maintain a positive and structured lunch environment for all students, **parent lunch visits are limited to once per month.**

Room Parents

We invite parents to become involved in our classrooms by serving as Room Parents - a wonderful way to support your child's learning environment and build a strong school community. Each classroom may have up to three Room Parents to share responsibilities and collaborate throughout the year.

Room Parents can support the classroom in a variety of ways, including:

- **Time** - Volunteering at class events, organizing activities, or helping with special projects.
- **Donations** - Contributing classroom supplies, snacks, or materials for events and celebrations.

- **Talent** – Sharing skills such as crafting, organizing, communication, or any special expertise that enriches the class experience.

Suggested Room Parent activities include, but are not limited to:

- Coordinating seasonal celebrations or special events
- Organizing appreciation efforts for teachers and staff
- Assisting with classroom needs or field trip coordination
- Helping communicate classroom updates or needs to other families

If you're interested in becoming a Room Parent, please reach out to your child's teacher at the beginning of the school year. We look forward to working together to make this a fun and meaningful experience for all!

School Hours

Kate Bond Elementary School operates from 9:15 a.m. to 4:15 p.m. Students may begin entering the building at 8:45 a.m., at which time breakfast is served at no cost to all students.

Instruction begins promptly at 9:15 a.m. Students who arrive after this time are considered tardy and must be signed in by a parent or guardian and must obtain a tardy slip.

We strongly encourage parents to make every effort to ensure their child arrives on time each day, so they don't miss valuable learning time.

⚠ Please note: There is no supervision before 8:45 a.m. or after 4:30 p.m. For your child's safety:

- Do not drop off students before 8:45 a.m.
- Be prompt when picking up your child at dismissal.

Students who are dropped off early or not picked up on time may be reported to MSCS Security or The Department of Children's Services (DCS). Repeat offenses will impact general choice transfers.

Report Card and Progress Reports

Grades are calculated over a nine-week grading period. Report to Families are distributed at the midpoint and end of these grading periods. Report to Families contain academic, conduct, and attendance information.

Progress Reports are distributed to students in the middle of each nine-week term and Report Cards are issued following each nine-week grading period. Notices should be signed by the parent or guardian and returned to the classroom teacher. Please contact your child's teacher and/or guidance counselor to discuss questions regarding your child's academic progress.

Kindergarten Report Card

The Kindergarten report card shows progress towards the state standards. The grade level standards are set by the state and indicate what a student should know and be able to do. Students are evaluated based on their progress toward meeting benchmarks for each standard. This is indicated by symbols expressing mastery or non-mastery for each skill. Additionally, the letter grades "E", "S", "N", or "U" will be used to express basic grading for art, music, and physical education (P.E.).

Academic Grades

The basic grading system for knowledge/subject area is expressed by the letters "A", "B", "C", "D", and "F" according to the numerical values listed under the Grading Scale below, except for first (1st) grade science and social studies, KK-5 art, music, and P.E. which will be expressed by the letter grades "E", "S", "N", or "U".

Homework: 5% (min. of 4 grades)

Class Participation: 5% (min. of 4 grades)

Classwork: 40% (min. of 4 grades)

Projects/Portfolios/Presentations: 5% (min. of 1 grade)

Assessments: 45% (min. of 4 grades)

For all other subjects (i.e. art, music, and P.E.) in grades 1-5, a minimum of nine (9) grades per nine-week term should be recorded.

Grading Scale

A (100-90); B (89-80); C (79-70); D (69-60); F (59-below)

Conduct Grades

Grades 1-5 conduct grades are noted as "E", "G", "S", "N", or "U" and is to be reported at each grading period on the report card. Self-contained classes receive one homeroom conduct grade. Departmentalized classes give a conduct grade each.

Student Awards

Principal's List All A's/ E's in Special Subjects

Honor Roll All B's or better/ E's or S's in Special Subjects

Citizenship

Citizenship Award - All E's (Excellent) in Social and Academic Behavior

Perfect Attendance

Perfect attendance for the entire nine weeks (no absences, late arrivals, early dismissals or late pickups).

An Honor's Assembly will be held after each nine week grade reporting.

Promotion and Retention (Policy 5013)

A. Assessment

Regular assessment is important to guide the provision of academic services, enhance District and classroom instructional strategies, and measure student progress toward meeting academic achievement standards. Therefore, the District shall employ a comprehensive student assessment system to help ensure that students meet academic achievement and grade level standards.

B. Promotion and Retention Decisions

1. Promotion

The academic program implemented in each school shall be designed to help students achieve the expectations of the gradelevel state academic standards and meet the requirements for promotion to the next grade. Promotion to the next grade level shall be based on successful completion of required academic work or demonstration of satisfactory progress in each of the relevant academic areas.

2. Retention

Retention shall be considered only when it is in the best interest of the student, and in accordance with applicable laws, rules, and policies. Retention decisions shall consider the following: 1. ability to perform at the expectations of the current grade-level standards; 2. the student's age; 3. overall academic achievement level/potential; 4. previous performance; 5. evaluative data; 6. chances for success with more difficult material if promoted to the next grade or when current skills are inadequate; 7. number of absences/attendance record; 8. previous retention; 9. social and emotional maturity level; 10. results of local assessments, screening, or monitoring tools

and, if applicable, state assessments and standardized tests; and 11. benefits accomplished by retention.

Third-Grade Retention (T.C.A. § 49-6-3115)1,2,4,8,9

A student in the third grade shall not be promoted to the next grade level unless the student demonstrates proficiency by scoring "on track" or "mastered" on the English Language Arts (ELA) portion of the most recent TCAP test.

A student who does not demonstrate proficiency on the ELA portion of the most recent TCAP test (i.e., scoring "approaching" or "below") may be promoted if the student meets certain provisions set forth in state law and rules.

Retention decisions for students with disabilities shall comply with the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act, and state guidance. A student with a disability or a suspected disability that impacts their ability to read shall not be retained in accordance with state rule.

3. Academic Interventions

Academic interventions, as deemed appropriate, should be provided to students on an ongoing basis. Instructional strategies, classroom grades, and intervention opportunities shall be monitored and reviewed by the Superintendent (designee) on a regular basis.

C. English Learners

(EL) English Learners shall meet the same standards as all students. However, in accordance with federal law, English language proficiency shall not be the sole factor in determining that a student has not met performance standards for promotion. A student's Individualized Learning Plan (ILP) shall be considered in determining promotion/retention decisions for English Learners. Intervention strategies shall include, where appropriate, assistance in the development of English language proficiency

D. Students with Disabilities

To the maximum extent appropriate, students with disabilities shall be governed by standards established for students without disabilities and shall earn a regular diploma upon meeting state requirements. All enrichment, interventions/remediations, opportunities, benefits, and resources made

available to students without disabilities shall be made available to students with disabilities. Students with disabilities who have an Individualized Education Plan (IEP) may be exempt from promotion/retention standards if an IEP team determines that the student does not have the ability to successfully meet MSCS Student-Parent Handbook 7 2022-2023 general curricular standards. Students with disabilities are not subject to promotion/retention standards if, due to the nature and severity of their disability, they have an IEP allowing them to take an alternative form of assessment.

E. Parent Appeals

Parents who disagree with the decision of the teacher(s) and/or final decision of the principal regarding the promotion or retention of a student may appeal the decision to the Superintendent (or designee). The decision of the Superintendent (or designee) shall be final except as otherwise provided by State Board rule (specific to third grade retention).

To see Policy 5013 in its entirety, please visit:[https://go.boarddocs.com/tn/scsk12/Board.nsf/files/CHTNKK604F53/\\$file/5013 Promotion and Retention.pdf](https://go.boarddocs.com/tn/scsk12/Board.nsf/files/CHTNKK604F53/$file/5013%20Promotion%20and%20Retention.pdf)

Parent Conferences

Parent conferences are welcomed and encouraged. MSCS designates two districtwide parent conference days each school year: **September 17, 2026**, and **January 28, 2027**. In addition to these designated dates, conferences may be scheduled as needed during a teacher's planning period or before or after school.

To request a conference with a teacher, parents/guardians may contact the teacher directly by email or ClassDojo, send a note requesting a conference, or call the school office for assistance with scheduling. To schedule a conference with an administrator, please contact the school office.

Attendance

Memphis Shelby County Schools Attendance Policy 6014:

The MSCS Board of Education believes that regular attendance is a necessary requirement of all students. All students are expected to attend school each day that school is in session. **Only the following reasons will be excused:**

1. Illness, injury, homebound circumstance or hospitalization of student. The District may require a parent conference and/or physician verification to justify

absences after the accumulation of ten (10) days of absence during a school year. Notes must be date specific and will be required for subsequent absences beyond ten (10) days.

2. Death or serious illness with the student's immediate family.
3. Religious holidays.
4. A court order; a subpoena; and/or legal court summons.
5. Extenuating circumstances beyond which the student has no control as approved by the principal.
6. If a student's parent or guardian is called to Federal active duty, they are excused when parent is deployed or returns from deployment.

If necessary, verification is required to justify absences. **All absences other than those outlined above shall be unexcused. Notice of absence(s) is required and must be submitted within 2 days of a student's return to school by the parent or guardian.**

All students are expected to attend school each day that school is officially in session. Only the aforementioned reasons will be considered for excused absences.

Maintaining good attendance (absences, tardies, and late pick-ups) is part of the renewal criteria for choice transfers.

In order to maximize student academic growth, students must attend school each day in its entirety. Kate Bond Elementary rewards students who maintains perfect attendance (who have not missed any time from school).

Arrival and Dismissal

Classrooms are open each day at 9:00 a.m. and instruction begins promptly at 9:15 a.m. All students may opt to participate in the Free Breakfast Program from 8:45 a.m. to 9:14 a.m. **Students are considered late at 9:15 a.m. and must be accompanied by a parent into the building to receive an admit form to go to class.** Dismissal time is 4:15 pm. Students that are walkers are expected to leave the campus promptly after dismissal.

All car rider students have been assigned a number that must match the car tag provided to the adult that will pick up the student. **All car riders must be retrieved by parents through the car rider lane.** Parents are not permitted to park in the front parking lot and walk up to the front door to retrieve students. Parents are not permitted to park in the back parking lot and walk up to drop off or pick up students. Parents without a car tag will be required to retrieve their

child after dismissal is complete. The parent or emergency pick-up person must come into the office to show identification to retrieve students after dismissal is complete. Students will only be released to adults that are on the student's emergency contact list. It is essential that dismissal procedures are followed, as our goal is to maintain a safe learning environment for all students. **Car riders must be picked up by 4:25.**

*****The front parking lot is for our parents of Pre K students and Exceptional Needs bus students ONLY. *****

Walkers are students who walk from school to their homes.

- K-1st grade walkers will be dismissed from the front entrance to be retrieved by an adult.
- 2nd - 5th grade walkers will be dismissed from the front entrance and released at the school's marquee to walk home.

******* All walkers should be off campus by 4:20 pm. *******

Bike riders are dismissed at 4:15. Bikes must be walked off campus. Bikes are to be stored in the bike racks provided. All bicycles should have a lock for the bike rack. All students are reminded to practice bicycle and pedestrian safety. No scooters, Heelys, skateboards, or skates are allowed at school.

Bus Transportation

Memphis Shelby County Schools provides buses for students that live more than 1.5 miles from the school.

If your child is in Kindergarten or 1st grade and rides a MSCS bus, a parent must be at the bus stop in the afternoon, or the child will be brought back to school. It is the parent's responsibility to pick students up at the school should they return due to failure to be met at the bus stop by an adult.

Students cannot ride any bus other than the one to which they are assigned, and students must board and disembark only at their assigned stop. Parents are responsible for their children's supervision until the child boards the bus and, in the afternoon, when they get off the bus. Once a student boards the bus - **AND ONLY AT THAT TIME** - they become the responsibility of the school system.

Bus service is a privilege provided by MSCS and students are expected to follow the rules for safety reasons. Failure to comply with the rules or students who become a disciplinary problem will result in loss of bus privileges.

Students that ride the bus will be issued a bus pass that they will need in order to ride the bus daily. Be sure to sign and return the parent bus contract once received.

Bus Behavior

1. Students shall cooperate with the driver.
2. Students shall not use obscene and/or abusive language.
3. Students shall not participate in excessive talking and unnecessary noise.
4. Students shall not throw items on the bus or out of the windows.
5. Students shall not fight or scuffle on the bus or at the bus stop.
6. Students shall not deliberately delay loading and unloading.
7. Students shall stay seated and not turn around in their seats.
8. Students shall not use tobacco and/or drugs, nor will they have weapons or weapon look-alikes on the bus or at the bus stop.
9. Students shall not extend their hands, arms, head, or legs out of the windows.
10. Students shall not tamper with equipment or deliberately vandalize the bus.
11. Students shall not consume food or beverages on the bus.
12. Students shall not change or have changed the a.m. or p.m. riding schedule unless approved by the school principal and/or transportation office.
13. Students are required to remain in their assigned seats.

To avoid confusion and keep your child safe, if you must change your child's transportation for the day, please send a note to your child's teacher. We are unable to make changes over the telephone or by fax. If your child does not bring a note to school, the child will go home his/her usual way.

Students should be completely off campus by 4:30 p.m., unless they are enrolled in the YMCA program or are participating in an after-school event.

Parents must indicate the type of dismissal for their child on the dismissal form at registration. The students will not be allowed to deviate from the type of dismissal that is listed on the form unless written notification is sent to the office.

Early Check-Outs

Parents who wish to pick up their children before dismissal will need to sign their children out in the office. If your child checks out of school prior to 12:45 pm or checks in after 12:45 pm, he or she will be counted as absent for the day.

Students will not be released to anyone other than adults listed in PowerSchool. **ID must be provided.** All parents must first report to the office to check out a student, then the student(s) will be called to the office.

If you check your child out before 3:00, it will be counted the same as a tardy and marked excused or unexcused depending on the reason for early check out.

No early checkouts after 3:00 pm.

Choice Transfers Denial/Revocation of Student Transfers:

Student transfers may be denied or revoked at any time if the student fails to meet or maintain acceptable academic grades, attendance (including tardies, early check outs, and late pick-ups), behavior, and/or other eligibility criteria. Parents are encouraged to monitor their child(ren)'s behavior, academic performance, and attendance and work with the school if necessary to ensure their child(ren) successfully maintains their transfers. Students whose transfers are denied or revoked are to attend their assigned school, unless otherwise determined by the superintendent (or designee).

Suspensions

All suspensions will be cleared after 9:15 am on the date listed on the suspension notification.

Faculty Parking Lot

The faculty parking lot is reserved for school buses and faculty only. Parents are asked not to enter the faculty parking lot during arrival and dismissal times. Please be considerate and do not park in reserved parking spaces.

Exception: Families of PreK students in **Ms. Harrison's class** and PreK Special Education students in **Ms. Humphries' class** who have been issued an official school car tag are permitted to enter the faculty parking lot for student drop-off and pick-up. The car tag must be displayed and visible at all times while using the

front parking lot. This exception applies only to vehicles displaying the authorized car tag.

Emergency Drills

Fire, tornado, lock-down, and earthquake drills are necessary for the safety of students, faculty, and staff. Drills are conducted unannounced throughout the year. Teachers will provide students with specific information and procedures for each drill type. If an actual fire, tornado, earthquake, or other emergency occurs, students' safety will be the primary concern of school personnel. During/After an emergency or unusual circumstance, parents and guardians should come to the front area of the school to check children out of school if early dismissal is communicated by the district. Staff will be present inside and/or outside the office or outside the school building.

Field Trips

Our students take field trips to various places on school buses during the school day. Parents are notified of the time, place, and cost before the trip. If a student does not participate, he/she will be assigned to another classroom for the duration of the field trip. Parents will be advised of opportunities to chaperone on the field trip; however, parents are prohibited from riding on school buses. **No younger siblings may accompany parents on a field trip.** All money and permission slips must be turned in on time in order for the student to participate in the field trip. Students presenting behavioral issues may have field trips or extracurricular activities limited or curtailed. Payment is cash only and nonrefundable, with no exceptions. **Students prohibited from attending a field trip cannot be brought to the field trip by a parent or guardian.** All students must ride the school bus to and from the field trip as it is an extension of the school's curriculum and school day.

Student Dress Code / MSCS Policy 6021

- Pants must be worn at the waist, be appropriately sized, and of a safe length.
- Head apparel (such as hoods, hat, etc.) must not be worn inside the school building, except for special designated days, religious or medical reasons (see Individual Exemptions from Certain Dress Code Requirements or from Standardized Dress/Uniforms).

- Footwear is required and must be safe and appropriate for indoor or outdoor physical activity.
- Clothing or accessories may not display offensive, vulgar language or images, nor promote inappropriate and/or illegal products such as alcohol, tobacco, or illegal drugs.
- For students in Grades 3-5, "short shorts", mini-skirts, and skin-tight outer material such as spandex are inappropriate attire. No shorts or skirts shorter than four (4) inches above the knee are allowed.
- Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders. Shirts or tops must be no longer than wrist length and must cover the waistband of pants, shorts, or skirts with no midriff visible.
- Waist-length and appropriately sized sweaters, sweatshirts, and lightweight jackets can be worn inside school for warmth.
- Light jackets, vests, shirts, sweaters, sweatshirts, and cardigans are permitted as items that may be worn over the uniform top. They must be white, tan, navy blue, black, or grey.

The school administration reserves the right to determine whether a student's attire and appearance are within the limits of decency, modesty, and safety. In matters of opinion, the judgment of the principal/designee shall prevail.

The principal may allow exceptions for school-wide programs or special classroom activities.

The school administration will administer appropriate consequences for policy infractions.

KBE Uniform Policy

All students at Kate Bond Elementary are required to wear uniforms. Students not complying with the dress code will be required to telephone parents requesting appropriate clothing to be delivered to school (1st Offense). Progressive discipline will be followed for subsequent dress code offenses.

KBE Standard Uniform

White, Navy or Grey Polo with collar

Navy, Black, or Khaki shorts or pants

Navy, Black or Khaki skirts/jumpers

Black or Brown belts

KBE t-shirts are permissible with uniform pants - daily

White, Navy or Grey light weight jackets or sweaters

*******LEGGINGS ARE NOT PERMITTED*******

Medication

Essential medication can only be given at school with a completed doctor's authorization form on file in the office. The medicine must be in the original container. Medication cannot be refrigerated. No medications may be kept in the classroom except for inhalers. Students with inhalers must have a medical form on file in the office.

Medical Conditions/Allergies

Please make your child's teacher aware of any medical conditions or allergies. Medical forms are available in the main office and must be completed for any prescription medication on the school grounds. All prescription medications are kept in the main office.

Title One Parent Orientation/ Meet the Teacher Night

Parents are invited to a Parent Orientation Meeting at the beginning of the school year. Teachers will share expectations for the coming year and discuss classroom policies and procedures. These meetings are very informative, and parents are strongly encouraged to attend.

August 12, 2025 - KK - 2nd Grade

August 14, 2025- 3rd - 5th Grade

Library Books

Library books may be checked out by students during library hours. The student is responsible for returning the book on time and in good condition. The student is responsible for paying for lost or damaged books. Fines are charged for late books.

Noise Levels

As part of our respect for others, Kate Bond School uses a Voice Level Index. Voice levels are used to keep our areas quiet and increase learning.

Zero Zone = no talking

Level 1 = quiet whisper (classroom, cafeteria)

Level 2 = regular conversation voice (classroom, cafeteria)

Level 3 = over talking (speaking to a group, playground)

Level 4 = loud talking (playground)

Behavior and Discipline

Kate Bond School uses progressive discipline, which includes positive rewards and consequences developed by the administration, teachers, and students. Each teacher uses these expectations to improve learning.

If students choose not to follow expectations, progressive discipline is used to improve bus and school behavior. Please refer to your child's classroom discipline plan for further information.

Cub Slips are issued to students for inappropriate behavior occurring within the school setting throughout the school year.

Level 1-4 Infractions (Cub Slips)

Cub Slip #1	Parent Conference (phone, TEAMS, or in person)
Cub Slip #2	Classroom Intervention(s) Implemented
Cub Slip #3	SST Referral (parent contacted)
Cub Slip #4	Detention Issued (parent contacted)
Cub Slip #5	ISS (parent contacted)
Cub Slip #6	Disciplinary Referral Issued

Level 5 Infractions - Automatic Disciplinary Referral

1. Fighting (serious injury or weapon used).
2. Aggravated assault against students (resulting in serious injury).
3. Assault of any kind.

4. Possession of a dangerous weapon of any kind (Ex.: cutting, stabbing or projectable objects).
5. False imprisonment or kidnapping.
6. Sexual harassment/battery.
7. Serious threats against a student (physical or verbal).
8. Threats (serious & non-serious) or false accusations against school personnel.
9. Possession of drugs of any kind or drug paraphernalia.

Emergencies and Inclement Weather

Please be sure that we have a current and accurate phone number for your child on file in the office in case of an emergency.

Parents will be asked to complete an Emergency Contact Card that is kept on file in case of inclement weather or other calamities. When weather changes occur or if anything unusual should happen, parents should have a special plan for their children in writing. Check the MSCS web site for information -

<http://www.scsk12.org>, listen to the radio stations, or watch TV for school closings as the school ties up our phone lines and personnel.

Calls and Messages

Guidelines that our office staff will follow in giving messages to students include the following:

1. Messages will not be given to students during class. An administrator must approve any emergency situation.
2. It is very disruptive to the educational program to deliver messages regarding riding the bus, being a car rider, doctor's appointments, etc. Please make sure you have determined your plans before your child comes to school.
3. **A note must be sent to the teacher stating that transportation plans have changed; otherwise, your child will go home on their regular transportation.**
4. Items brought to school late, i.e. lunches, homework, books, etc., are to be left in the office for delivery. **Be sure all items are labeled with the student's name and teacher. Students will not be allowed to call home for forgotten items.**

YCARE

As a service to the parents, the school offers a before and after school program. YCare begins at 6:30 AM and ends at 6:00 PM. Information is available during registration or by calling the school office. The YCare program is not available if school is dismissed due to inclement weather or holidays.

Student Fees

Parents are responsible for accrued fees for textbooks, library books, and technology.

Homework

Students will receive homework assignments and are responsible for completion. Homework requests may be made in the morning for pick up the next morning for students that are absent for more than two days. When the student returns to school he/she will be allowed one day per day of absence to make up the work. (Example: out two days- have two days to make up the work upon return to school). Make-up work is done at the teacher's discretion upon the student's return to school. Please help your student by providing the time, place, cooperation, and encouragement needed to complete assignments.

Cell Phones | Policy # 6024

All students are banned from possessing any type of phone or personal communication device that is turned on or visible/audible at any time during the regular school day. Students who wish to carry a cell phone with them to and from school must keep the device turned off and stored (e.g., kept in the student's backpack at all times during the entire school day), unless otherwise determined by the principal.

District security officials may, if they have reasonable suspicion to do so, search for any cell phone brought onto any MSCS property, which includes but is not limited to parking areas. For the purposes of this policy the school day includes the entire day from the school start time or bell that indicates the start of the school day until the final dismissal time of the school day. The school is not responsible for any loss or theft of the device while on school property.

A student found in unauthorized possession of any type of cell phone or communication device during the school day shall have the device taken from him or

her and kept by the school Principal or designee until the parent is notified. The parent may pick up the device at a time and location designated by the principal at the close of the next school day following the day that the parent received notification or earlier at the principal's discretion. Thereafter, the parent may pick up the device by appointment.

Any subsequent violation shall result in the device being taken from the student and retained until the close of the next school day following the day that the parent received notification or earlier at the principal's discretion. Thereafter, the parent may pick up the device by appointment. Moreover, for such subsequent violation of this policy, the student shall receive additional consequences in accordance with the district-wide discipline policy.

The District does not take responsibility for confiscated items and will not compensate the owner for any lost, stolen, or damaged confiscated items while in the custody of the District.

Classroom Visitation

Our school is always open, and we are proud to share the exciting things we do each day. However, to keep our classrooms safe and purposeful, we require all visitors to enter through the front door, sign in at the office, and wear a visitor's badge. You will be required to provide proper identification. No visitors will be allowed to classrooms during school hours without a visitor's badge issued from the office and prior arrangements made with an administrator and the teacher. Visitors should not go to the classroom before or after school unless a conference has been scheduled with the teacher. Arrival and dismissal are very critical times for student safety and require the full attention of our teachers.

Backpacks

Backpacks should not be too large or heavy for the students to pick up and/or hold independently. Oversized backpacks also interfere with classroom storage space as well as bus spacing, if applicable.

Rolling backpacks are not permitted at Kate Bond Elementary

Personal Items

All items should be labeled with the student's name. **Lost and found** items are kept outside the main office.

For various reasons, cell phones, toys, game boys, radios, electronic devices, trading cards and related items or valuable items are not permissible at school. Lost and found items not claimed will be boxed and sent to Goodwill monthly.

Lunches

All students are welcome to receive free breakfast and/or lunch daily. Lunches from home may not have canned drinks or drinks in glass bottles. All lunches must be in a lunch box, including from outside establishments.

Birthday Celebration

Due to the length of students' lunch time and protecting instructional time, birthday parties are not permitted. Students are allowed to share store bought cupcakes or cookies ONLY. There must be enough for all classmates. Items are to be dropped off in the office or sent with student the morning of their special day.

*NOTE: This is a quick celebration and cannot include the following food items: pizza, ice cream, cake, etc.

Parent Teacher Organization

Our PTO is underway, and we are excited for what is ahead! Please reach out to CrutcherC@scsk12.org or (901) 416-0020 to express your interest in being a part of Kate Bond School's PTO.

Purses

Students that carry purses to school must keep them with their backpacks in the appropriate area in their classrooms. Purses are not permitted to be carried from class to class. This is for the safety of all students.

Restroom Use

To help us maximize instructional time, we ask that families encourage students to use the restroom before leaving home each morning whenever possible. We have noticed that many students request to use the restroom immediately upon arriving at school, which can delay the start of instruction and cause students to miss important morning routines.

Students will always be permitted to use the restroom when needed. If your child has a medical condition or other documented need that requires frequent restroom access, please notify your child's teacher and provide any appropriate documentation to the school office so we can ensure your child receives the necessary support.