



Pittsburgh King PreK-8

Student Handbook 2026-2027

Table of Contents

SUPERINTENDENT’S WELCOME	2
PRINCIPAL’S WELCOME	3
SCHOOL INFORMATION	5
VISION AND MISSION	6
COMMUNICATION PROCEDURES	7
BELL SCHEDULES	10
SCHOOL CALENDAR	11
ATTENDANCE	12
ACADEMICS	13
ACADEMIC INTEGRITY	15
ATHLETICS/EXTRACURRICULAR ACTIVITIES	16
DRESS CODE	19
ELECTRONIC DEVICES	20
GRADING	21
HOMEWORK PROCEDURES	22
HEALTH SERVICES	23
INFORMATION TECHNOLOGY/ACCEPTABLE USE	24
STUDENT SUPPORT SERVICES	25
STUDENT EXPECTATIONS/PROCEDURES	26
VISITORS	29
ADDITIONAL INFORMATION	30
APPENDIX	34

SUPERINTENDENT'S WELCOME

Dear Pittsburgh Public Schools Parents, Students, and Families,

Welcome to the 2026-2027 school year! Whether you are joining Pittsburgh Public Schools for the first time or returning for another exciting year, I am honored to welcome you to a community committed to helping every student learn, grow, and thrive.

At Pittsburgh Public Schools, we believe every student deserves access to a high-quality education in a safe, supportive, and inclusive learning environment. Our dedicated educators and staff are committed to preparing students for success in college, career, and life by fostering curiosity, creativity, critical thinking, and a lifelong love of learning.



This school handbook is an important resource designed to help you navigate the school year. Inside, you will find valuable information about District policies, school expectations, student supports, attendance, academic programs, extracurricular opportunities, health and safety procedures, and ways to stay connected with your school community. I encourage every family to review this handbook together and refer to it throughout the year.

A successful school year is built on strong partnerships between schools, families, and the community. We know that students achieve more when the adults in their lives work together to support their learning and well-being. We invite you to stay engaged by attending school events, participating in Parent School Community Council (PSCC) meetings, communicating regularly with your child's teachers, and taking advantage of the many opportunities to share your voice and partner with us.

As we continue implementing our PPS Future-Ready Plan, we remain focused on creating learning environments where every student feels welcomed, valued, supported, and inspired to reach their full potential. Together, we are building stronger schools and brighter futures for every child.

Thank you for entrusting Pittsburgh Public Schools with your child's education. We look forward to a school year filled with learning, growth, achievement, and meaningful connections.

On behalf of the Board of Public Education and the entire Pittsburgh Public Schools team, welcome to an outstanding school year!

Yours in Education,

Dr. Wayne N. Walters

Superintendent, Pittsburgh Public Schools

PRINCIPAL'S WELCOME

Dear Students and Families,

Welcome to the 2026–2027 school year at Pittsburgh King PreK–8! I am excited to begin another year of learning, growth, and partnership with our students, families, staff, and community. As we continue to strengthen our school culture, we remain committed to the implementation of the Ron Clark House System and Restorative Practices, which help foster belonging, leadership, accountability, and positive relationships among all members of our school community.

Our instructional focus continues to be rooted in high-quality teaching and learning through Open Court, MyPerspectives, and Illustrative Mathematics, ensuring that all students are challenged, supported, and empowered to reach their fullest potential.

As a proud Community School, we are thrilled to launch the PPS School Adoption and Partnership Program. Through this initiative, we are partnering with ACAC Hub, Donald Legacy Defined, Minuteman Press Pittsburgh, The Nest, Huntington Bank, and PPG Paints to expand opportunities and resources for our students and families. We will also continue our valued partnerships with Duquesne University, Point Park University, Urban Impact, and Reading is FUNdamental, which support student literacy, mathematics achievement, and enrichment opportunities.

We are also excited to launch our H.E.A.L.I.N.G. Project (Health, Emotional Safety and Learning Individual Needs & Goals). This initiative includes a new partnership with a local agency to provide ongoing professional learning for teachers, students, and families focused on trauma-informed practices. Together, we will build a deeper understanding of disruptive behaviors while creating healthier, more supportive learning environments for all scholars.

Social-emotional wellness remains a priority as we continue to strengthen our implementation of the Wayfinder SEL curriculum with support from Pressley Ridge to ensure every student feels safe, supported, and empowered to succeed.

Finally, we recognize that student success is strongest when schools and families work together. We encourage all parents and guardians to actively engage in their child's education by attending Back-to-School Night, Open House, monthly PSCC meetings, our



annual Parent Empowerment Breakfast, Parent-Teacher Conferences, and other school-sponsored events. Your voice and presence matter, and your partnership plays a critical role in the success of our students and school community.

Together, we will make the 2026–2027 school year one of excellence, opportunity, and growth. I look forward to partnering with you as we continue to build a community where every student can thrive.

Warmly,

Dr. Dawn M. Gordon

Principal, Pittsburgh King PreK-8

SCHOOL INFORMATION



Pittsburgh King PreK-8

50 Montgomery Pl, Pittsburgh, PA 15212

Phone: 412-529-4161

Fax: 412-323-4165

Office Email: mlking@pghschools.org

Website: pghschools.org/schools/k-8/king

[Pittsburgh King PreK-8 Staff Directory](#)

School Colors Maroon and Gray

School Mascot Monarch

School Motto Leading with Heart,
Roaring with PRIDE

VISION AND MISSION

Mission

We are committed to preparing all students for academic excellence and strong character. Through high expectations, accountability, and a nurturing environment, we empower students to thrive in school and in life.

Vision

At Pittsburgh King, every student will experience the joy of learning, reach their fullest potential, and grow into socially conscious, globally responsible citizens.

COMMUNICATION PROCEDURES

Contacting the School

Please see the previously listed phone number, fax number and office email address to contact our school.

Social Media

Our school will use its official Facebook page to keep families informed and engaged by sharing student achievements, school and community events, and important reminders such as school closures and early dismissals.

Newsletter

Our school will publish a quarterly newsletter to keep families informed and engaged by highlighting key moments from each marking period. Each issue will feature updates on student attendance, showcase how we're building a positive school culture through programs like the House System and Restorative Practices, and celebrate academic progress through curriculum highlights and student achievements. The newsletter will be shared digitally via email, our website, and Facebook.

Talking Points

Our school will use Talking Points as a key communication tool to connect with students and their families in a simple, accessible way. This platform allows teachers and staff to send messages directly to parents and guardians in their preferred language, helping to bridge communication gaps and ensure everyone stays informed. Through Talking Points, we'll share important updates, classroom news, reminders, and resources to support student success, all while encouraging two-way communication between home and school.

Arrival

The doors at Pittsburgh King will open at 8:05 a.m. Students in grades K-4 will enter the building through the back ramp entrance and students in grades 5-8 will enter through Stairwell 2. Students should arrive at the door with book bags open, coats unzipped, hats and hoodies removed, all electronics turned off and cell phones turned in and ready to move through the metal detectors. Any open food or drink containers (that are not a part of a full lunch) will be discarded. Please note that all students and adults are required to pass through a metal detector upon entry to the building. ADULTS must enter through the main doors located on the North Avenue side of the building.

Breakfast

Breakfast will be served from 8:05 am. until 8:30 am. Students will eat breakfast in their assigned areas.

Dismissal & Early Dismissal Procedures

Dismissal time is 3:05 p.m. Students will not be permitted to change their dismissal procedures unless a written note is provided to the teacher and verified by the main office, PRIOR to dismissal. Verbal requests for changes will only be accepted by either the transportation coordinator or administration. Early dismissals must be made before 2:00 p.m. Early dismissal requests made after 2:00 p.m. will not be permitted unless there is a special circumstance, an emergency and approved by an administrator.

Students will ONLY be dismissed to those individuals listed on the emergency contact form or to individuals listed in a written note and approved.

All individuals securing students **MUST** have **photo identification**.

School Closings/Delays

If the Pittsburgh Public Schools are closed or delayed (for reasons such as but not limited to heavy snowfall or icy roads) an announcement will be carried over the local radio and television stations the morning in question, or you may check www.pghschools.org. When there is a delay, school doors open at 10:00 a.m. Therefore, buses pick up students two hours later than their normal pick-up time. We ask that children do not arrive at school before 10:00 a.m. as there is NO supervision. Afterschool activities may be canceled. Please listen to an Alert Now message. No announcement means that school is in session.

General Communication

Please allow our staff to respond to any calls or emails within 24-48 hours. If it is an emergency and you need to talk to someone sooner, call the school directly on 412.529.4161.

Parent Meetings

You can request an individual scheduled meeting with a teacher via email, phone call to the school, or Talking Points.

Keeping Primary/Emergency Contact Information Up to Date

Please remember to ensure your primary and emergency contact information is up to date always. Having working telephone numbers is important for staff at Pittsburgh King to be able to reach you or your designated family or friends in the event of an emergency with your child or at the school.

Communication With Families During an Emergency

If Pittsburgh King would need to activate our safety response protocol by placing the school on SECURE, LOCKDOWN or the need to EVACUATE to an alternative site, an attempt will be made by personnel at Pittsburgh King or the District to contact families as quickly as possible through the phone messaging system and/or Talking Points. This communication will occur when the school emergency occurs and again when the emergency is resolved, or the information has changed. For this reason, it is important to complete all paperwork at the beginning of each school year and contact the school anytime the primary or emergency contact information changes.

- * While it is important for us to quickly update our parents, it is also important that the information we send is accurate. Please be aware that emergency situations are fluid and always changing, and that information received from non-District sources such as the news media and social media may be inaccurate. Depending on the type of emergency, our District may also utilize its website, Facebook and twitter accounts to provide timely information to families.
- * In addition to a phone call, an additional notice may be sent home with students or emailed to families. The notice may include other information as appropriate, such as lunch changes, transportation adjustments and extra-curricular and co-curricular activity modifications.
- * When receiving a phone call that Pittsburgh King has been directed to be placed in **SECURE**, on **LOCKDOWN** or has been **EVACUATED**, please remain calm and do not attempt to come to the school. We understand that the first reaction of many families is to come to the school, however, families should wait until they are advised that it is safe to pick up their child. Families arriving unadvised to the school may hinder the emergency response and could jeopardize their own safety. In extreme cases, law enforcement can arrest anyone who they determine is compromising their efforts.
- * If your child calls or texts you during a school emergency, please encourage him or her to remain calm and follow the directions of the teachers and staff. Also encourage your child not to post information to social media sites as it can lead to misinformation and confusion.

Our District has strong partnerships with local law enforcement and will work collaboratively with City of Pittsburgh Police to respond quickly to potential threats and ensure student and staff safety at all times. Please contact the main office if you have any questions regarding these procedures.

BELL SCHEDULES

Staff Meetings: 7:15am – 7:55am

Breakfast: 8:05 am – 8:20am

Daily Schedule (Remote Learning)		Half Day	Two-Hour Delay
Period 1 Homeroom/Intervention	8:20 – 9:05	8:35 - 9:10	
Period 2	9:05 – 9:50	9:10 – 9:45	
Period 3	9:50 – 10:35	9:45 – 10:20	10:20 – 10:35
Period 4	10:35 – 11:20	10:20 – 10:55	10:35 – 11:20
Period 5 K-2 Lunch	11:20 – 12:05	10:55 – 11:30	11:20 – 12:05
Period 6 3-5 Lunch	12:05 – 12:50		12:05 – 12:50
Period 7 6-8 Lunch	12:50 – 1:35		12:50 – 1:35
Period 8	1:35 – 2:20		1:35 – 2:20
Period 9	2:20 – 3:05		2:20 – 3:05
Dismissal	3:05 pm	11:30 am	3:05 pm

SCHOOL CALENDAR

The 2026-2027 District Calendar can be found [HERE](#).

Event	Date
#PittsburghForPPS Back to School Event	8/17/2026
First Day of School: All Grades Except Kindergarten	8/24/2026
First Day of School: Kindergarten	8/27/2026
No School: Labor Day	9/7/2026
4th Annual Take a Child to School Day	9/17/2026
Half Day	9/18/2026
No School: Yom Kippur	9/21/2026
Q1 Interim Progress Report	10/6/2026
Parent-Teacher Conferences (6-12, 9-12, Special, South Hills, EHS)	10/12/2026
Parent-Teacher Conferences (Early Childhood, PreK-5, PreK-8, 6-8)	10/16/2026
Half Day	10/23/2026
No School: Election Day	11/3/2026
No School: Veterans Day	11/11/2026
Q1 Report Cards Distributed	
Half Day	11/20/2026
Thanksgiving Break 11/26/2026-11/27/2026	
Q2 Interim Progress Report	12/15/2026
Half Day	12/18/2026
Winter Break 12/24/2026-1/1/2027	
No School: MLK Day	1/18/2027
No School	1/19/2027
No School	1/20/2027
Q2 Report Cards Distributed	2/1/2027
Half Day	2/12/2027
Black Men Read	2/25/2027
Half Day	2/26/2027
Q3 Interim Progress Report	3/2/2027
Parent University	3/6/2027
No School: Eid al-Fitr	3/10/2027
Half Day	3/12/2027
Spring Break 3/22/2027-3/26/2027	
Women Who Lead	3/31/2027
Q3 Report Cards Distributed	4/15/2027
Q4 Interim Progress Report	5/12/2027
29th Annual Take a Father to School Day	5/14/2027
No School: Election Day	5/18/2027
No School: Memorial Day	5/31/2027
Breakfast of Champions	6/7/2027
Last Day of School	6/8/2027
Q4 Report Cards Distributed	6/17/2027

Testing Dates	
Keystone Exams Winter	1/4/2027-1/15/2027
PSSAs English Language Arts	4/26/2027-4/30/2027
PSSAs Math, Science, Make-ups	5/3/2027-5/7/2027
Keystone Exams Spring	5/17/2027-5/28/2028

School Board Meetings		
Agenda Review	Public Hearing	Legislative Meeting
8/19/2026	8/24/2026	8/26/2026
9/16/2026	9/22/2026	9/23/2026
10/21/2026	10/26/2026	10/28/2026
11/18/2026	11/23/2026	11/24/2026
12/16/2026	12/21/2026	12/23/2026
1/20/2027	1/25/2027	1/27/2027
2/18/2027	2/22/2027	2/24/2027
3/17/2027	3/29/2027	3/31/2027
4/20/2027	4/26/2027	4/28/2027
5/19/2027	5/24/2027	5/26/2027
6/23/2027	6/28/2027	6/30/2027
7/21/2027	7/26/2027	7/28/2027

ATTENDANCE

Pittsburgh King PreK-8 holds student attendance in the utmost importance. You can only have academic success when you are present! Absence is defined as non-attendance in school in an individual class, the entire school day, or a combination of both. Absence includes tardiness to class and/or school as well as early dismissals. Pittsburgh King PreK-8 conforms to all laws, rules, and regulations in relation to attendance as prescribed by the Commonwealth of Pennsylvania and the Pittsburgh Public School District.

Attendance Related Procedures

Parents must submit a written (handwritten or email to school staff) excuse for absences within three school days. If a note is not submitted, the absence becomes permanently unlawful. After 3 unexcused absences, a meeting with the school social worker will be required to develop a school attendance improvement plan (SAIP) to ensure the students' success. Please note that parents are only permitted to write up to 10 notes excusing their child's absences. **Any absences after this point will only be excused with official documentation, such as a medical note or court verification for the student.**

Please review the above policy to know what conditions constitute reasonable causes for absence from school. Contact the school social worker to discuss any absences regarding your student.

ACADEMICS

We know that by ensuring all students have access to rigorous content and course offerings in a culture of high expectations, we will help to build motivated and independent learners who can succeed beyond high school. We believe that every child, at every level of academic performance, can achieve excellence and we are committed to keeping all students engaged, challenged and prepared for success after high school.

Language Arts

Grades K-5: Open Court

Core Resource-K-5 Open Court Reading: Through systematic, explicit instruction and a scope and sequence that follows a purposeful progression of skills, Open Court Reading teachers to turn the Science of Reading Research into action every day through the implementation of the 3 instructional bands: Green (Foundational Skills), Red (Comprehension), Blue (Language Arts/Writing).

Core Resource- K-5 Benson Handwriting: Students will develop legible, fluent handwriting through step-by-step instruction in letter formation and the four components of legibility (size, space, slant, strokes). Through its unique integration of reading and language arts standards, Benson Handwriting helps students develop the writing fluency they need while practicing key language arts and reading skills.

Grades 6-8: myPerspectives:

myPerspectives is a student-centered English Language Arts program that provides a diverse representation of literature, authors, characters, cultures, and themes. The program provides many opportunities for students to use their voices as they share their lived experiences, allows them to make choices in their learning, and gives them the opportunity to ask critical questions of the texts, the teacher, and each other. myPerspectives is built on the foundation of culturally responsive instruction in that the program focuses on what we do with students and how they interact with and learn from each other.

Math

We're excited to continue using the Imagine Learning Illustrative Mathematics (IM) K–8 curriculum, which was successfully implemented this past school year. This research-based program builds deep conceptual understanding and critical thinking skills, helping all students thrive in math. IM for K-8 offers:

- * Engaging, problem-based learning: Students develop a love of math through real-world problems and collaborative activities.
- * Focus on mathematical reasoning: Students learn to explain their thinking, justify their solutions, and make connections between concepts.
- * Rigorous content aligned to standards: The curriculum ensures students master essential math skills and knowledge.

Supporting Families

We understand the importance of family involvement in student learning. The Imagine Learning Family Support Hub provides families with resources to understand the curriculum and support their child's math journey at home.

Science

Carolina Biological: K-12 Science pedagogy should follow the phenomena-driven, 3D approaches (Practices, Crosscutting Concepts, and Disciplinary Core Ideas). This is a drastic shift from the way science has been traditionally taught. The teaching and learning process consists of anchoring phenomena, driving question boards, and claim, evidence, and reasoning throughout the unit. The anchoring phenomena provides the anchor and focus for the entire unit of instruction. The Driving Question Board (DQB) supports students with developing questions and wonderings as it relates to the anchoring phenomena while the teacher facilitates learning. Claim, Evidence, Reasoning (CER) occurs early in the unit, but students continue to uncover evidence and develop more reasoning, related to the anchoring phenomena, and add the new learning and reasoning to their CER chart.

Social Studies

This school year, we implemented McGraw Hill's custom Social Studies textbook for grades 6–7, following its recent approval by the PPS Board of Directors. The updated curriculum reflects a shift in focus—6th grade now explores the Eastern Hemisphere, while 7th grade studies the Western Hemisphere.

ACADEMIC INTEGRITY

At Pittsburgh King, we believe in being honest and proud of your own work. That means doing your best, using your own ideas, and giving credit when you use someone else's words, pictures, or help. If you work with a friend, tutor, or family member, just let your teacher know. If you forget to be honest, you'll be asked to reflect on what happened and may have to redo the work. If it happens again, you may not get credit for the assignment, and your family will be contacted. If it keeps happening, your teacher and school leaders will meet with you and your family to help you get back on track. We want everyone to learn, grow, and be proud of their work—honesty helps us all succeed!

ATHLETICS/EXTRACURRICULAR ACTIVITIES

Athletics

All students must be in good academic, behavioral and attendance standing to play on a Pittsburgh King Sports team. STUDENTS MUST HAVE UP-TO-DATE EMERGENCY CARE FORMS ON FILE and completed physical sports, as well. A parent or guardian must accompany all students who wish to attend the sporting event as a spectator. Students, parents, or other spectators failing to demonstrate appropriate behavior will be asked to leave the school grounds and may be subject to permanent removal from school events.

Fall Sports Activities	Winter Sports Activities	Spring Sports Activities
Flag Football (Co-Ed)	Basketball	Cross Country (Co-Ed) Soccer

Eligibility Guidelines

1. Beginning with the Second Semester of the 2026-2027 school year, students with a 0--1.99 grade point average, at the end of the previous report period, shall be considered ineligible under this policy; and shall be required to wait for the issuance of the next interim report card or end of quarter report card (whichever comes first) to determine if said student has satisfied the grade point average to participate in the activity.
2. When determining eligibility for programs beginning at or before the start of the school year, eligibility will be based on whether the student has passed four ("4") full credit subjects, and achieved a cumulative 2.0 GPA, during the previous school year.
3. Single report period grades are to be used as last previous grades only in determining academic eligibility for activities that are in progress once the school year begins.
4. If a student is found to be ineligible under this policy or under other applicable requirements due to having grades below those set forth above, or otherwise failing to meet other applicable eligibility requirements [7], the student shall not be permitted to participate in any interscholastic athletics or extra and co-curricular activities until they meet the eligibility requirements.
5. The academic eligibility requirements set forth in this policy do not apply to cocurricular activities that provide academic credit.

Extracurricular Activities

Throughout the school year, students will have the opportunity to participate in special events such as concerts, field trips, family nights, celebrations, and academic or sports award ceremonies. These activities are privileges—not rights—and are earned through positive behavior, strong attendance, and academic effort.

To attend field trips, students must meet all behavior expectations and have an up-to-date Emergency Care Form and physical form on file with the nurse. A signed permission slip is required for each trip—verbal permission will not be accepted. Students suspended from the bus may not ride the field trip bus.

Participation in special **activities and monthly incentives** also requires students to meet school-wide expectations. This includes demonstrating respectful behavior, maintaining good attendance, and staying on track academically. Students are expected to represent Pittsburgh King positively at all events. Repeated failure to meet expectations may result in loss of privileges for future activities.

Student Envoy Leadership

The Student Envoy Project focuses on mobilizing students directly; engaging them as active and essential partners in improving their academic performance and impacting classroom and school culture. In participating schools, this program builds a group of student leaders called Student Envoys, who are trained and provided with support to lead a cultural change with their peers throughout the building. In partnership with the Efficacy Institute, the Student Envoy Project at Pittsburgh Public Schools began its implementation in 2015. Students are nominated by school staff based on leadership abilities, representation of strong character, and a willingness to positively impact classroom and school culture. Once nominated, all students are expected to participate in a district-wide Student Envoy Camp that introduces these emerging leaders to the program, their key roles in this position, and the 5 Secrets of the Efficacy Institute. Following camp, Student Envoys are expected to fulfill the following roles within their building:

- **Role Models:** Students use and demonstrate the 5 Secrets in their daily lives, setting a positive example.
- **Vectors:** Students spread the 5 Secrets to their peers.
- **Leaders:** Students listen to their peers' concerns, identify and address issues in their schools by enhancing already established programs and, when needed, creating new projects to direct positive change.

Pittsburgh King Student Envoy meets each Friday during the 8th and 9th period; they assist with school-wide events, volunteer in classrooms, facilitate sel activities, and more. A roster is provided to each staff member each week.

DRESS CODE

At Pittsburgh King, our dress code helps create a safe, respectful, and focused learning environment. All students are expected to wear the school uniform daily. If a student arrives out of uniform and the school does not have a loaner available, a parent or guardian will be asked to bring one.

Students should wear:	Students should not wear:
• Solid-colored pants, skirts, or shorts worn at the waist with a belt. • Solid-colored collared polo shirts (no logos or designs). • Undergarments and midriffs must not be visible. • Joggers, sweatpants, or sweat shorts are not allowed. • Students may wear the colors of their assigned House System on any day.	• Shiesties (ski masks) or any face coverings not related to religious or health needs. • Non-religious head coverings. • Hoodies with the hood up, jackets, or outerwear inside the building. • Headphones or earbuds during the school day. Must be turned in at arrival • Leggings worn alone (they may be worn under skirts or shorts if solid-colored). • Slides or shoes without backs.

Consequences for Not Following the Dress Code

- **First Infraction:** Teacher contacts home via Talking Points; student changes into a school-provided uniform if available.
- **Second Infraction:** Parent must bring a change of clothes or student wears and returns a borrowed uniform.
- **Third Infraction:** Same as above, plus a parent conference and lunch detention.
- **Fourth and Beyond:** Referred to school leadership for further action.

Let's work together to show pride in ourselves and our school every day!

ELECTRONIC DEVICES

Students may not use personal electronic devices during the school day, all cell phones, smart watches, iPad, meta recording devices (including but not limited to glasses) and personal headphones will be collected upon arrival.

- **1st Offense:** The personal electronic device will be taken from the student by staff, student will be reminded about the school policy to turn in device and parent will be contacted.
- **2nd Offense:** The personal electronic device will be taken from the student by staff and an adult must retrieve the phone from the main office after dismissal.
- **3rd Offense:** The personal electronic device will be taken from the student by staff and an adult must retrieve the phone from the main office. A parent conference will be requested to resolve chronic violations of the electronic policy.

Pittsburgh King is not responsible for lost, stolen or damaged personal electronic devices that are a result of the student not following the school procedure.

GRADING

Grading Scale

Percentage Earned	Grade	GPA
90-100%	A	4.0
80-89%	B	3.0
70-79%	C	2.0
60-69%	D	1.0
50-59%	E	0.0

Late Work

Student grades should be an undiluted reflection of what they know, understand, or are able to do. At Pittsburgh King, we believe students should receive feedback in the form of next steps and grades that reflect understanding. We understand that students may turn in assignments of any kind late, we must still assess their knowledge and not their tardiness. That is just one form of dilution of grades. We support both forms of thought and believe that students need to understand the consequences of not meeting deadlines. Student work should first be assessed as if it were turned in on time, then calculated with points deducted. Both scores should be visible on student work. Thus, the King late policy is as follows:

- 1-2 days late – no deduction
- 3-5 days late 1% point
- 6 days and beyond – 3% points

It is a must that all three notations be written on the assignment (original score, deduction for tardiness, and the new score). The only exception to this school wide policy is that a teacher has already established a policy of accepting late work that does not exceed a 3%-point deduction. Furthermore, all late work must be submitted to teachers no later than two weeks prior to grades closing for each quarter.

Missed Work

All students will be given the opportunity to complete work missed resulting from excused absences, if the student has brought documentation to excuse their absence. Once proper documentation has been verified, it is the responsibility of each student or parent to approach his or her teacher to make-up missed work. Students will have the number of days equal to the number of days of absences to complete missed work. The failure to turn in work or complete work within the timeframe provided may result in the student receiving no credit for the work missed.

HOMEWORK PROCEDURES

Pittsburgh King follows the District homework policy as stated above (click the link for more details):

As a parent you should:

- Help your child set a regular homework time each day and free your child of other responsibilities at that time.
- Provide a place to work and study that is quiet, properly lighted, and equipped with the necessary materials.
- Become interested in your child's homework by encouraging him or her to do his or her best work and complete the assignments.
- Encourage your child to complete assignments independently.
- Contact the teacher if your child has trouble with a homework assignment and cannot complete it.

HEALTH SERVICES

Medication

The School District of Pittsburgh recognizes that parents have the primary responsibility for the health, care and well-being of their children. We recognize that the health of some children requires that they receive medication during the school day. When medication must be taken during school hours, the following procedures will be followed.

- All medication must be brought to the school by the parent, in the original container/box labeled by a pharmacist. The label must contain orders from the prescribing physician.
- Parents MUST sign a consent form that will be on file with the school nurse. The prescribing doctor must have written orders on file.
- Asthmatic and diabetic students must have a care plan on file.
- All medication will be secured in a locked location within the school building.
- The school nurse is the only staff member permitted to administer daily medication.
- Students are NOT PERMITTED to carry medication on them or administer their own medication. If caught students are subject to disciplinary action outline in the Student Code of Conduct.

INFORMATION TECHNOLOGY/ACCEPTABLE USE

Students are responsible for appropriate behavior and care of the school's computer and all students/ families must review and sign off on the **PPS Acceptable Use Policy**. Students may not use any school technology prior to returning this form. Students who violate this policy will be subject to disciplinary actions as presented in the Student Code of Conduct including loss of all technology use for the remainder of the school year.

Guidelines: General Use

- Do not damage/alter the hardware/software.
- Do not alter anything on the hard drive.
- Do not install/download any software.
- Report malfunctions/glitches to your teacher.
- Do not damage the computer network in any way.
- Do not violate copyright laws.
- Do not send, view, or display offensive messages and/or pictures.
- Do not share your password with another person.
- Notify your teacher, immediately, if by accident, you encounter materials that violate the rules of appropriate use.
- Do not change any of the computer settings such as backgrounds, screensavers, etc.

STUDENT SUPPORT SERVICES

Student Services at Pittsburgh King are designed to help students thrive intellectually, emotionally, socially, and morally. These services aim to assist students in self-understanding, alleviate tension and anxiety, and remove distractions from learning. A team of competent professionals, including homeroom teachers, team leaders, guidance counselors, social workers, school and district administrators, and medical personnel, develop and implement these services.

The Pennsylvania Student Assistance Program (SAP) is a systematic team process that mobilizes school resources to remove barriers to learning. SAP identifies issues such as alcohol, tobacco, other drugs, and mental health concerns that hinder student success. Pittsburgh King's SAP team, which includes teaching staff, school social workers, and mental health providers, meets bi-monthly to discuss referrals.

Any staff member, parent, or student can refer themselves or others to the SAP Program. Once parent permission is obtained, a mental health screener is completed by our SAP Liaison mental health provider, and recommendations are shared with SAP team members and the family.

Mental Health Supports Available at Pittsburgh King

- Mercy Behavioral Health (school-based therapy)
- Pressley Ridge - Community School Based Behavioral Health Team (comprehensive school, home and community support)
- Turtle Creek Mental Health Services (SAP Liaison)

Student Work Permits

Students who need a work permit should contact the school social worker for assistance. The social worker will provide the necessary forms and guide students through the application process to ensure all requirements are met.

Our School Social Worker, Mrs. Tanya Ashby can be reached at 412.529.4148 to inquire about how to connect to any services listed above.

STUDENT EXPECTATIONS/PROCEDURES

Pittsburgh King PreK-8 students have specific rights and responsibilities, which are listed below. Please refer to the [Student Code of Conduct](#) for a complete list of student responsibilities.

- Students are responsible for following the norms, procedures, schedules, and directives of school personnel while at school
- Students are responsible for showing respect to students, staff, and school property always
- Students may not use language or exhibit behavior in a manner that would be demeaning or vulgar, or that would imply any type of prejudice or discrimination toward any student
- Students are responsible for making up work when they are absent

Student Rights

Please refer to the PPS [Student Code of Conduct](#) for a complete list of student rights.

- Students have the right to learn in a safe environment
- Students have the right to fair and impartial treatment regardless of race, national origin, color, creed, physical handicap, or sexual orientation
- Students have the right to be informed of Pittsburgh King K-8 norms, expectations, procedures, and policies relating to school operations
- Students have the right to an education experience free of harassment, intimidation, threats, harm, assault, and humiliation
- Students have the right to nutritious meals, sanitary facilities, and a safe functional, and maintained facility
- Students have the right to proper medical attention
- Students have the right to report any problem or to register complaints regarding any aspect of the school without fear of punishment in accordance with published grievance procedures

The Foundation of Pittsburgh King PreK-8 is P.R.I.D.E.

At King, we inspire interactions that are full of P.R.I.D.E. all day every day!

Positivity	Responsibility	Integrity	Determination	Equality
• I will have a good attitude toward adults, peers, and my schoolwork • I will be optimistic • I will be confident	• I am capable of being trusted • I will be accountable for my own behavior • I will be accountable for my classwork, education, and future	• I will be honest, moral, and upright • I will do the right thing, even when no one is watching	• I will persevere • I will decide and control my own outcome • I will have a purpose	• I will treat everyone fairly • I understand that everyone has different needs • I will celebrate the differences of others • I will stand up against prejudice and stereotypes

Pittsburgh King will support a Positive Behavior Instruction and Support (PBIS) environment.

Pittsburgh King teachers will teach students the building expectations and rules.

Pittsburgh King will celebrate interactions full of PRIDE and positive behavior.

Bus Procedures

At Pittsburgh King, keeping our students safe is our primary concern. It is imperative that students always behave appropriately and safely in and around buses. Students must remain seated and talk softly on the bus at all times. Windows may be opened only at the direction of the driver. Video cameras are installed on school buses to ensure safety for all. Students will be disciplined and may be removed from the bus for inappropriate and unsafe behavior. Parents are responsible to transport their child to and from school if the student is not permitted to ride the bus.

The District contracts with numerous bus companies. Please keep the bus information sent to you each fall. We encourage you to first contact the bus company directly regarding any of your concerns and then school transportation coordinator and/or administration.

P.M. drop-off forms are available in the school office for those students who attend daycare or afterschool programs when dismissed. It takes at least one week to process, and you will be notified via email or Talking Points when the change will take place. Students may not ride buses to which they are not assigned, and parents are not permitted to ride the school bus. All changes in transportation for our students must be in writing. Any student caught riding a bus that is not their district assigned bus may be subject to discipline action.

Bus and Bus Stop Rules

All school rules, including school discipline procedures and protections, apply when students are on the bus and at the bus stop.

Violations that occur involving the school bus and/or incidents that occur while students are on the way to school (bus stop/neighborhood) or returning from school (bus stop/neighborhood) may result in disciplinary action.

Students are expected to observe the following rules for safety and courtesy:

At the Bus Stop

- Arrive at the assigned stop ten (10) minutes before bus pickup.
- Stand on the sidewalk or the edge of the street by the curb.
- Stay off private property.
- Do not stand on the traveled part of the road.
- Be respectful and watchful of traffic.

When the Bus Arrives

- Allow the bus to come to a complete stop.
- Board the bus in a quiet and orderly manner.

On the Bus

- Follow directions or redirections from the bus driver and exhibit orderly conduct.
- Be courteous and respectful of people and property.
- Always remain seated.
- Keep your head, hands, and feet inside the bus.
- Keep the bus clean.
- Use of profane language, eating, drinking, smoking, throwing objects, unsafe objects or weapons and vandalism may result in disciplinary action. Criminal conduct may be referred to law enforcement.

Leaving the Bus

- Remain seated until the bus comes to a complete stop.
- Leave the bus in an orderly manner.
- Leave at your assigned bus stop.
- Cross in front of the bus.
- Leave the bus stop in an orderly manner.

VISITORS

For the safety of all students and staff on campus, all visitors must enter through the main door and immediately sign through our new raptor system in with the front office to receive a visitor pass. All parents and visitors are to be escorted through the building by a staff member. NO PARENTS ARE PERMITTED IN STUDENT AREAS WITHOUT A PREVIOUSLY SCHEDULED APPOINTMENT. PLEASE SEE THE SECTION ON SCHOOL SAFETY FOR ADDITIONAL INFORMATION.

Visitor Procedures

All visitors to our school are required to follow the District's visitor procedures. Please share these procedures with anyone you have listed as an emergency contact for your child.

- If you would like to visit a classroom or other area of the school building during the school day, you must call the building office and pre-register for an appointment prior to the date of the visit. Absent an emergency, requests to meet with a classroom teacher or other staff member should be made at least 48 hours in advance to allow the school sufficient time to plan for substitute coverage, as necessary.
- Upon arrival at the school building, all visitors must register and sign in using our new Raptor system in the main office before proceeding to any other part of the building.
- As part of the registration process in the main office, all visitors will be asked to sign-in the Raptor system by providing their driver's license or other state-issued photo-identification.
- Once registered, the visitor will be issued a Visitor Identification Badge, which must be always displayed while the visitor remains in the school building or on school premises.
- Visitors must always remain in approved areas only and act in a manner appropriate to the safe functioning of the school environment. Any individual who engages in uncooperative or disruptive behavior will be required to leave the premises.
- Upon conclusion of the visit, the visitor must return to the main office, sign out on the raptor system and return the visitor badge.
- The District reserves the right to deny an individual entry to any school building, when there is reason to believe that such an individual's presence would be detrimental to the operation of the school and the learning environment.

ADDITIONAL INFORMATION

Bathroom Policy

All students in grades PreK-8 have scheduled bathroom breaks and have been assigned specific areas in the building to use the restroom. Teachers will contact the main office for emergency bathroom request outside of their scheduled time.

Fire Drills

To ensure the safety of all students and staff, Pittsburgh King K-8 conducts monthly fire drills as part of our emergency preparedness plan. These drills help everyone practice how to exit the building quickly and safely in case of a real fire or emergency. During a fire drill, students are expected to follow their teacher's directions, remain calm and quiet, and walk in an orderly line to the designated exit. Participation in these drills is required for all students and staff.

Lunch Procedures

Students eat lunch in the cafeteria. All students will have access to a microwave to heat up their lunches during their lunchtimes. It is their responsibility to ensure they clean the microwave after each use. No food is permitted to be taken out of the cafeteria to be eating in classrooms. Students are not allowed to have lunch delivered to the school. Staff may only order lunch for students as part of a special incentive, not as a regular practice.

Lockers and Desks

All school property, such as lockers, desks, etc., assigned to students is the property of the Pittsburgh Public Schools. The student is given a temporary privilege to use the property, and this privilege may be revoked at any time. School property should not be used to store materials, objects, etc. that are in violation of the Code of Student Conduct, school rules, or any statutes or ordinances. The school administrator may authorize the search of school property temporarily assigned to students. Prior to a search of said property, the students involved shall be notified and given an opportunity to be present. However, where school authorities have a reasonable suspicion that the property contains materials that pose a threat to the health, welfare or safety of students in the school, it may be searched without prior warning. Students shall have no expectation of privacy as to lockers, desks, or other school property temporarily assigned for personal use. School personnel may remove from lockers or desks any articles that are prohibited at school or could be used to interfere with or disrupt the educational process.

Homeroom teachers make all locker assignments and reassignments on an as needed basis. Students are not permitted to make locker switches or partner switches on their own.

Students are permitted to go to their lockers in the morning, during homeroom, before and after lunch, before dismissal or with the permission of the homeroom teacher.

All valuable personal property should not be brought to school. The school and the district assume no responsibility for the loss or theft of such property.

Loitering

Students should leave the school and school grounds promptly after classes or activities are dismissed. There is to be no unnecessary 'hanging around' before school or after school. Non-students are not permitted on campus at any time unless they have been registered as an official guest in the office.

Lost and Found

To help families recover lost items, pictures of Lost and Found items will be sent out weekly via Talking Points. Parents and guardians will have one week to claim any items. After that time, unclaimed items will be placed in our King Kloset for community use.

Materials

All materials will be provided for your student; however, it is recommended that your child bring their own book bag. Your child is permitted to bring a LIMITED number of school supplies, however at their own risk. Pittsburgh King is not responsible for lost, stolen, or damaged items.

Search of Student's Person and Metal Detectors

No student may conceal on his/her person or in a purse, handbag, book bag etc., any weapon, narcotic, dangerous drug, drug paraphernalia, alcohol or any other substance or object that is in violation of this Code, local statutes, ordinances or school rules. If the building administrator has reasonable suspicion that a student is in possession of an item that constitutes a violation of the Criminal Code or the School Code, a search of the student's person may be authorized at any time, students may be subjected to random or daily metal detector searches upon arrival at school.

School Safety

At Pittsburgh King K-8, student safety is our top priority. We follow the Standard Response Protocol (SRP) to ensure everyone knows what to do in different emergency situations. Below is a brief explanation of each SRP action:

Hold: “In Your Room or Area. Clear the Halls.”

This action is used when there is a situation inside the building that requires students to stay in their classrooms, such as a medical emergency or a hallway issue. Learning continues as normal inside the classroom, but no one is allowed to leave until the all-clear is given.

Secure: “Get Inside. Lock Outside Doors.”

Used when there is a threat or hazard outside the school. All students and staff move inside, and exterior doors are locked. Learning continues inside the building.

Lockdown: “Locks, Lights, Out of Sight.”

Used when there is a threat inside the school. Doors are locked, lights are turned off, and students stay quiet and out of sight until it is safe.

Evacuate: “To the Announced Location.”

Used when it is safer to leave the building. Students and staff exit calmly to a designated safe location.

Shelter: “Using Safety Strategy.”

Used for environmental hazards like severe weather. Students follow safety procedures such as moving to interior rooms or covering their heads.

We regularly practice these steps so everyone knows how to respond safely and calmly.

Evacuation: Evacuations may occur in the case of a threat, fire or other event making the school building unsafe. Students and staff will be evacuated to a designated evacuation site when leaving the building is the safest alternative. Pittsburgh King evacuation site is either Pittsburgh Allegheny School or Allegheny Alliance Church, whichever is deemed safer to evacuate to. In the event of an evacuation, attendance is taken to assure all staff and students are out of the building and arrive at the designation site safely. The following standard reunification plan will be implemented to ensure all students are safely returned to their families. During a reunification, families are directed to:

- Bring a valid form of Identification (ID)
- Follow signage
- Complete the provided reunification form.
- Choose the check-in line that corresponds to your student’s grade.
- Provide school personnel at the check-in table with a valid form of photo ID and the completed reunification form.

- Wait patiently as a District staff member retrieve and escorts your student to you.

Only approved adults with valid photo identification will be allowed to pick up students from the evacuation location.

APPENDIX

Policy 115 – Homework

This policy establishes expectations for meaningful, purposeful homework aligned to instructional goals. Homework should reinforce learning, be developmentally appropriate, and not excessive.

Policy 119 – Athletics & Extracurricular Activities

This policy governs student participation in athletics and extracurricular activities, including eligibility, academic expectations, conduct standards, and equitable access to programs.

Policy 204 – Attendance

Students are required to attend school regularly in accordance with Pennsylvania law. The policy outlines excused and unexcused absences, documentation, and procedures to support consistent attendance.

Policy 206 – Health Services

Outlines school health services including screenings, medical support, and procedures that ensure student health, safety, and readiness to learn.

Policy 209 – Grading and Reporting

Defines how student performance is assessed and communicated, including grading practices, report cards, and expectations for fairness and consistency.

Policy 211 – Graduation Requirements

Specifies the credit requirements and criteria students must meet to earn a diploma, aligned with state regulations.

Policy 212 – Student Code of Conduct

Establishes behavioral expectations and outlines disciplinary procedures to maintain a safe and respectful learning environment.

Policy 215 – Anti-Bullying

Prohibits bullying and harassment and outlines reporting, investigation, and intervention procedures to protect students.

Policy 216 – Electronic Devices

Governs student use of electronic devices. Devices may be used for educational purposes but are restricted during the school day to maintain a focused learning environment.

Policy 221 – Dress Code

Ensures student dress supports a safe, respectful, and inclusive environment while allowing appropriate self-expression.

Policy 226 – Academic Integrity

Prohibits cheating, plagiarism, and other forms of academic dishonesty, reinforcing ethical academic behavior.

Policy 231 – Homeless Students

Ensures educational stability and access for students experiencing homelessness in alignment with the McKinney-Vento Act. The policy outlines rights related to enrollment, transportation, and support services.

Policy 1004 – School Visitors

This policy outlines procedures for visitors entering school buildings, including sign-in requirements, identification, and approval processes to ensure a safe and secure environment for students and staff.

Annual Child Find Notice

Pittsburgh Public Schools conducts ongoing 'Child Find' activities to identify, locate, and evaluate children who may be eligible for special education services under the Individuals with Disabilities Education Act (IDEA). This includes children ages 3–21, including those who are homeless, wards of the state, or attending private schools. Families can request an evaluation if they suspect a disability impacting learning.



Students first
Always, in all ways.



Pittsburgh Public Schools (PPS) does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment and provides equal access to the Boy Scouts and other designated youth groups. It is the policy of the Pittsburgh School District to make all services, programs and activities available and to provide reasonable accommodations to persons with disabilities. Please make requests for accommodations at least 72 hours before the scheduled event. For more information regarding accommodations, civil rights grievance procedures, please contact: Rachel Beers, Office of Employee Relations rbeers1@pghschools.org | 341 S. Bellefield Ave, Pittsburgh, PA 15213 | 412-529-HELP (4357)