

Webster Elementary

An AVID Elementary School



Parent-Student Handbook 2026-2027

**Mrs. Rachel Finch, Principal
Mrs. Haley Johnson, Assistant Principal
Mrs. Angela Conway, TOSA
445 Jersey Lane**

**Colorado Springs, Colorado 80911
(719) 391-3435
<https://webster.wsd3.org/>**

**School Hours: 7:15 a.m. - 3:45 p.m.
Student Hours: 8:00 a.m. - 2:40 p.m.**

Mission: *Everyone will learn, grow and achieve every day.*

Vision: *The Webster Elementary community will focus on achievement and growth, resulting in positive outcomes for all students*

Commitments:

- *Build positive, respectful relationships*
- *Celebrate ALL successes*
- *Understand data to make informed decisions*
- *Hold high, but achievable expectations*
- *Collaborate to reach goals*
- *Ensure ALL students thrive*
- *Develop critical, independent thinkers*
- *Utilize a growth mindset to be a lifelong learner*

ACCESS TO DISCIPLINARY RECORDS

Teachers or counselors may examine student disciplinary records maintained by the building administrator for students with whom they have direct contact. Parents and guardians may also examine student records as provided by board policy and applicable law. Access shall be granted to the teacher, counselor, or parent within a reasonable period of time following the request. Parents, guardians, and staff members shall be given written notice at the beginning of each school year regarding their opportunity to review student disciplinary records. Teachers and counselors shall not copy or take disciplinary records or information with them from the file and shall not disclose the information to any other person.

ACCIDENT OR ILLNESS AT SCHOOL

If a student is injured, it shall be his/her responsibility to inform a teacher or the office of the injury as soon as possible. In the event of a serious injury, all students should make it their responsibility to see that a teacher or the office is notified at once. A staff member will then take the proper steps to handle the particular situation. An attempt to contact parents/guardians will be made first if necessary. If there is no response, the emergency number will be called, followed by the family physician or hospital. **Please be sure the school has up-to-date information on home, cell and work phone numbers. Students should not be directly communicating to parents during the school day.**

ADMISSION

When enrolling a school in the District for the first time, parents are to present a birth certificate or other documentation to verify age. In accordance with Colorado Law, CRS 25-4-900, all students enrolled in public school are required to have a certificate showing required completion of immunizations. In addition, our school requires proof of residency. If a challenge prevents you from meeting these criteria, please see an administrator.

AROARds Assembly

AROARds is an academic incentive program that encourages students to do their best and make good choices. There are four AROARds assemblies during the year and parents are invited to attend. AROARds requirements are reviewed annually to ensure the equity and fairness of selection criteria and procedures.

ASSESSMENTS

Students participate in a variety of district and state assessments that provide diagnostic information and measure mastery of standards. The Colorado Measures of Academic Success (CMAS) assesses students on the grade level Colorado Academic Standards for English Language Arts, Mathematics as well as in Science and Social Studies. The grade levels for the different assessments are determined by the Colorado Department of Education. Prior to testing, students and parents will receive testing information and schedules via the school website and newsletter. English proficiency for English Language Learners (ELL) will be determined using the WIDA-ACCESS assessment in grades K-12. District assessments will generally be administered at the beginning, middle, and end of the school year to determine a student's "benchmark" status (mastery of grade-level standards and expectations). At this printing, elementary assessments include STAR Reading and STAR Math in grades 2-5 and DIBELS 8 for grades K-5. Naglieri Nonverbal Ability Test (NNAT) is administered to 2nd grade students in the spring to identify students who may qualify for gifted education. Common formative assessments (grade level, school, and/or district created) may be used at the discretion of the school and district to measure the progress of students as they work toward mastery of grade level expectations in a variety of content areas.

ATTENDANCE

Regular attendance is vital to the ongoing continuity of the educational program. Make-up work never compensates for school attendance. We encourage consistent school attendance; however, please do not send your child to school if he/she is not feeling well. Please call our attendance secretary at (719)391-3436 to report an absence. In determining whether or not an absence should be denoted as excused or unexcused, a school administrator may require suitable proof regarding the absence.

According to WSD3 Student Attendance Policy (JH), excused absences are defined as the following:

1. a student who is temporarily ill or injured or whose absence is approved by the school administration on a prearranged basis.
2. a student who is absent for an extended period due to physical, mental or emotional disability.
3. a student who is pursuing a work-study program under the supervision of the school.
4. a student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the school administration.
5. extenuating circumstances as approved by the school administration for reasons not defined above.

Extenuating circumstances may include, but are not limited to, matters arising out of circumstances reasonably beyond the control of the student with due consideration for the alternatives available to the student, matters arising out of circumstances relating to the welfare of the school district or community, and similar matters relating to the welfare of the school district and students. Students with excessive absences will receive phone calls and/or letters of concern and may be placed on an attendance improvement plan.

Webster Elementary School Pre-Arranged Absence Request Form can be completed. In order to be approved for a pre-arranged absence, this form must be received no less than 72 hours prior to the scheduled absence. These are available in the front office.

AVID

Webster is an AVID elementary school. AVID Elementary provides a model of success for students and is embedded in daily instruction. Students learn organizational skills as well as strategies to support their learning such as critical thinking skills, note-taking strategies and study skills. As part of this, our teachers also receive ongoing training on effective instructional strategies. You will notice the promotion of an atmosphere that focuses on having a growth mindset as well as college and career readiness. As a beginning step to teaching students organization, each student will receive a green home-school communication folder that will be used by teachers to send home work as well as communicate information to parents. Students in grades three through five are required to utilize planners and have them signed by parents daily. Required supplies for AVID are indicated on the Webster supply list.

BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS/SKATE SHOES

It is recommended that only students in first grade and above ride bicycles to school. It is also strongly encouraged that students wear a helmet if riding a bike to school. Bicycles must be walked once the student is on school property. Bikes need to be parked and locked in the racks provided. Each student is responsible for locking his/her bike. Scooters, rollerblades, skateboards, and all other riding devices must be left home. Webster is not responsible for the theft of bikes or scooters that are left unlocked. **Skate shoes (i.e. Heelys, etc.) are not permitted to be worn at school with functioning wheels. Wheels must remain hidden and unused during school hours.**

BOARD POLICY

Board policies can be fully accessed by stakeholders by visiting : <https://wsd3.diligent.community/Portal/>, then click on Policies.

BREAKFAST & LUNCH

We look forward to serving your students Breakfast and Lunch. With the passing of Proposition FF or Colorado Healthy Meals For All Act, school meals will become free for all students starting 2026-2027 school year.

Meal applications are required and we highly encourage you to fill out an application. This helps schools maximize federal reimbursement to ensure sustainability of the free meals program. No matter the outcome of the application results, all meals will still be free of charge for all students. Applications can be completed online after July 1, 2026. The link is located on our website at wsd3ns.com, click on the Meal Application button. You do not need to fill out an application per student, one application per family is sufficient. Please include all household members on the application to include infants, children that are not in school and all adults, whether or not they receive income. Complete all requested information, sign and date the application. Applications with missing information cannot be processed. If you need assistance filling out an application, please call the Nutrition Services Office at (719)391-3560 or (719)391-3561. Once your application is processed, you will receive a determination letter by mail or email. Please make sure all students in your household that attend WSD3 are on the letter you receive, if they are not, contact the Nutrition Services Office.

Menus with nutrition and allergen information are available at www.wsd3ns.com under the [menu tab](#), as well as [Meal Modification Forms](#) for special dietary needs. **If you have any questions, please contact Nutrition Services at (719)391-3560 or (719)391-3561.**

BUILDING ACCOUNTABILITY ADVISORY COMMITTEE

The Building Accountability and Advisory Committee (BAAC) provides parents, staff, students and interested citizens an opportunity to participate in the planning and accountability process. The committee is asked to act in an advisory role to the principal, serving primarily as a representative group for the community between and within the school, the school community, and the district. **Persons interested in serving on the committee are asked to contact the building principal.**

BULLYING

Bullying is a repeated written or verbal expression, or physical or electronic act or gesture, or a pattern thereof that is intended to coerce, intimidate, or cause any physical, mental, or emotional harm to any student in the school building, on school grounds, in school vehicles, at school bus stops, and at school activities or sanctioned events.

A student who engages in bullying is subject to appropriate disciplinary action including (but not limited to) detention, loss of privilege, in-school detention, change in placement, out-of-school suspension, expulsion and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made.

BUS RULES AND REGULATIONS

School transportation is provided free of charge as a courtesy to all eligible students. The District is **not** required by law to provide transportation services to all students. Only those students assigned to a bus may ride.

To provide safe transportation, all students riding in district vehicles must appropriately conduct themselves. The following guidelines have been established to assist students in fully using available services as well as provide a safe atmosphere for all.

Safety Rules - Waiting for/Departing the Bus

1. **Be on time at your designated bus stop** – Students shall be at their assigned bus stops FIVE (5) minutes before the bus is scheduled to depart. The bus cannot wait for those who are tardy.
2. **Do not play in the street or on private property** – Wait for your bus in a safe place, well off the roadway. Respect other's property: Do not play in yards near the bus stop.

3. **Wait until the bus comes to a complete stop before walking up to the bus to board.** Once the bus has come to a complete stop and the door is opened, enter in an orderly manner, give the driver your name for attendance, and take your assigned seat immediately.
4. **When loading the bus at school, all students must be on their bus by departure time.** *For safety reasons, once the driver has closed the door and the buses have started to move, students will not be allowed to get on their bus.* Do not run after the bus.
5. **Be alert to traffic when leaving the bus** – Students will need to remain seated until the bus has stopped and the parking brake is set. Exiting from the bus will be from the front door unless directed by the driver to do otherwise. Cross ten (10) feet in front of the bus. Follow the instructions of your driver for safe procedures when crossing the street or leaving the bus drop-off location. With motorists' increased distractions while driving, the need to pay attention to the bus driver and follow their instructions is critical for student safety. Pick up after yourself and close your window. **Do not cross behind the bus at any time.**

While on the bus:

1. **Follow the instructions of your school bus driver** – Treat everyone with courtesy and respect. Inappropriate conduct, use of objectionable language, or abuse of others will not be tolerated.
2. **Do not extend objects, hands, or head out of the bus window.** Serious injury could result.
3. **Eating or Drinking.** Due to allergies, health, and safety concerns, there will be no eating allowed on the bus. Water is ok to drink as long as it is in a non-spillable sealed container. No glass is permitted.
4. **Remain quiet and orderly.** Students will be assigned to a specific seat. Stay seated; seat to seat, back to back. Do not distract the driver. Keep the aisle clear. Talk quietly while on the bus. Be completely silent at all railroad crossings.
5. **Electronic equipment with a video display may be operated while on the bus** – Cell phone usage is limited to texting, video games, or listening to music (with earbuds) and the device does not become a distraction on the bus or other riders. The students need to hear driver instructions at all times.
6. **Keep belongings in your backpack.** *Items Not allowed on the bus* – Glass, balloons, pets, knives, firearms or explosive items, any tobacco products, matches, lighters, or any item that is a safety risk, hazard, or disruption. No items exceeding 2 feet x 2 feet in size, including musical instruments, are permitted unless previously authorized by the School bus driver. Sharp objects should not be transported in a manner that could potentially damage the bus or cause harm to others. The bus driver holds the authority to request the removal of items from the bus.
7. **Additional Information:** Violations of school bus rules will be handled on an individual basis in accordance with the school discipline code. If a problem continues, parents will be contacted and progressive action will be taken by the School officials. (See below for consequences.) Immediate loss of transportation may occur depending on the severity of the violation. Remember, school bus transportation **is a privilege, not a right**; school bus transportation can be suspended for willful misconduct or endangering the overall safety of the school bus, its occupants, or others.
 - **First Incident.** The driver will address the student at the earliest opportunity. The driver will contact the parent and request assistance in correcting the student's misconduct. A copy of the "Bus Conduct Report" will be sent to the school transportation point of contact (Principal/Assistant Principal/Dean).
 - **Second Incident.** The driver will address the student at the earliest opportunity. The driver will contact the parent and request assistance in correcting the student's misconduct. A copy of the "Bus Conduct Report" will be sent to the school transportation point of contact (Principal/Assistant Principal/Dean). The student may receive an in-school consequence.
 - **Third Incident.** The driver will address the student at the earliest opportunity. A Principal/Assistant Principal/Dean of Students or representative from the School will contact the parent and request assistance in correcting the student's misconduct. On the third reported incident, the student will receive an in-school consequence and/or **may lose all district-provided transportation privileges for a period to be determined by a School Representative.** Parents are responsible for their child's transportation to and from school during this time.
 - **Fourth Incident.** The driver will address the student at the earliest opportunity. A Principal/Assistant Principal/Dean of Students or representative from the School will contact the parent and request assistance in correcting the student's misconduct. On the fourth reported incident, the student will receive an in-school consequence and **may lose all district-provided transportation privileges for a period to be determined by a School Representative.** Parents are responsible for their child's transportation to and from school during this time. A copy of the "Bus Conduct Report" will be sent to the school transportation point of contact (Principal/Assistant Principal/Dean). A conference will be conducted by the School and Transportation Operations Manager to determine continued eligibility, **before reinstatement of the bus riding privileges.** The following individuals shall be in attendance: the parent/guardian, the student, and the bus driver.
 - **Additional Incidents.** Additional incidents may result in removal from the bus for the **remainder of the semester or school year.** End-of-year violations/disciplinary actions may carry over to the beginning of the following school year. Parents are then responsible for their child's transportation to and from school.

NOTE: Immediate loss of transportation privileges may occur depending on the severity of the violation. (Violations may include, but are not limited to: weapons on the bus, drugs, smoking, physical violence, vandalism, actions that may adversely impact the safety of others, etc.) Violations may be subject to additional school/district administrative and/or disciplinary action. Willful damage to the bus or equipment may have the cost of repair assessed to the offender. Please contact the Transportation Office at (719) 391-3540 as needed.

Extracurricular Trips

1. The above rules and regulations apply to any school-related trips.
2. Students shall respect the wishes of the chaperone.

CELLPHONES

Cellular phones: Although we understand that cell phones are useful tools for parent/student communication, we must maintain an academic environment within the building. **Cell phones are not to be seen or heard during the hours of 7:45 am-2:40 pm** (including recess) and should be **turned off** indoors. All phone home should be made in the office and not by personal student's cell phone. The school will notify parents if and when a student is sick and needs to be sent home. Cell phones that are seen or heard may be collected and returned to the student at an appropriate time. Students causing a disruption within the classroom with a cell phone may be given consequences applicable to a disruptive student. The school will not be responsible for lost or stolen personal property. Repeated cell phone infractions will result in the phone being confiscated and appropriate consequences will apply. This also includes watches that are being used as phones or texting devices. If you need to contact your child during the school day, we ask that you call the office and we will give your student a message.

CHANGE OF ADDRESS/TELEPHONE #

The current addresses and telephone numbers of all students are necessary for proper accounting and communication procedures. If a student's telephone number, place of residence, mailing address, babysitter, parent's place of employment or work number changes during the school year, the student or parent must report the changes and/or new telephone number to the school office or update it online.

CHARACTER EDUCATION (Refer to Policy IHAK)

The Board of Education believes that while parents are the primary and most important moral educators of their children, the school and community should reinforce parental efforts. The District's character education program is designed to help students cultivate skills, habits, and qualities of character that will provide an upright, moral, and desirable citizenry and better prepare students to become positive contributors to society.

CHILD ABUSE AND/OR NEGLECT

A Colorado Statute (19-10-102 to 115) requires the reporting of these cases to the appropriate county department or local law enforcement agency. In the new child abuse bill enacted in the 1976 session, the "school official or school employee" is listed as one of the persons required to report abuse or neglect. The new bill goes further to state that any person who is listed to report, who willfully fails to report a case of child abuse or circumstances, or conditions which would reasonably result in child abuse "commits a class two petty offense and upon conviction thereof, shall be punished by a fine not to exceed \$200.00 and shall be liable for damages proximately caused thereby."

No person who reports a case of suspected child abuse can be sued for making a good faith report.

CHOICE ENROLLMENT & BOUNDARY WAIVERS

Policy JFAB & JFBA | The Board of Education has established general guidelines for parents/guardians who want their students to attend a school other than the school in their attendance area. Parents/Guardians requesting a permit must complete and submit the Boundary Waiver Enrollment form and provide supporting documentation to the school you wish your child to attend. Completed Boundary Waiver forms should be submitted to the secretary at Webster Elementary.

COMMUNICATION

1. A monthly newsletter will be emailed to families and will also be posted on the school's website.
2. Report cards are sent home once per quarter as well as midterms.
3. You are welcome to visit the school and classroom. Specific procedures have been established to facilitate a positive experience for visiting members of the community and the staff and students of our school. **Please note it is required for visitors to sign in at the office before visiting a classroom. All visitors must provide a government issued identification card (Photo ID).**
4. Anytime you have a question about your child's progress at school, please contact the classroom teacher.
5. We encourage you to call the school at any time if you have any questions or concerns. Administrators are available by appointment to meet with parents throughout the week. We ask that you call 391-3435 to arrange any meetings. Administrators will respond within 24 hours to any calls.
6. Parents must register for the Parent Portal in Infinite Campus. Attendance can be checked for grades K-5. Grades can be checked in grades 4-5.
7. We communicate important information through email blasts regularly as well as Remind. Please be sure we have an updated email address on file and that you have set up your Remind account for district, building and classroom communications. **If you opt out of the district or school PARENT SQUARE accounts, you will not receive important information such as snow day cancellations or emergency information.**

COMMUNITY USE OF THE BUILDING

Any citizen, club, or organization within Widefield School District #3 boundaries may request use of the building/grounds, subject to the regulations for such use as approved by the Board of Education. Information on use of facilities may be obtained by contacting our office at 391-3435.

CLASS PARTIES, BIRTHDAYS, & SCHOOL-WIDE CELEBRATION DAYS

We do not allow parents to bring treats in for parties. Parents can bring non edible treat bags to be distributed at the end of the day. Only clear drinks are allowed in classrooms. **Shared food items including lunch meals and snacks are prohibited.**

COUNSELING

The Counseling Services will further help reach the needs of each individual student. The school counselor is a catalyst for the teacher/student/parent relationship. The three major functions of the counselor are:

1. Counseling with students
2. Consultation with faculty and parents
3. Coordination and implementation of the school counseling program

The goals and concerns of the elementary counseling program are committed to the development of all children. Professional school counselors realize these goals through the combination of counseling, consulting, and coordinating the activities in the counselor's program—a program that should provide dynamic and worthwhile learning experiences for all children. Professional counselors do not supersede the home, but rather complement and implement in terms of the objectives and goals of American education.

The counselors are concerned with the developmental needs of children; the counselors provide opportunities for the child to deal with tasks of learning which are consistent with his/her needs and abilities. We encourage parents to contact the school counselor by calling the counseling office at 391-3438 at any time. We also have a full time military counselor (MFLC) available for our military students and families.

DANGEROUS WEAPONS IN THE SCHOOL

The Board of Education determines that possession and/or use of dangerous weapons as defined in this policy is detrimental to the welfare and safety of students and school personnel within the District. Carrying, bringing, using, or possessing any dangerous weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity is prohibited unless permission has been granted by the school administration. For purposes of this policy a dangerous weapon shall include a weapon or device capable of producing death or serious bodily injury or which, in the discretion of the school administration, poses a threat to school personnel or students. Examples of dangerous weapons include, but are not limited to revolver, rifle, shotgun, air gun or spring gun, slingshot, bludgeon, brass knuckles or artificial knuckles of any kind, incendiary device, any knife or noxious substance. Violations of this policy shall be cause for a parental/guardian conference and/or for contact with an outside agency. The student will be suspended from school and may be recommended for expulsion. The expulsion shall be mandatory for carrying, bringing, using, or possessing a dangerous weapon in a school building or on school property as provided by state law. In accordance with federal law, expulsion shall be for no less than one full calendar year for a student who is determined to have brought a firearm to school. The superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis, and in accordance with state and federal laws. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms. This policy shall also apply to any replica of a gun or firearm, or any other object, which may be or is intended to be used to represent a gun or firearm, to convince an individual or group individuals that such replica or other object is a gun or firearm or to frighten or intimidate an individual or group of individuals. (BOARD POLICY JICI)

DISCIPLINE: AGREEMENT AND CONSEQUENCES/PBIS (Positive Behavior Intervention and Support)

At Webster, we attempt to create the best climate possible for students to learn and achieve. As a result, our behavioral expectations for students are high. Webster is a Positive Behavior Intervention and Support school. We use the acronym ROARS to symbolize our school-wide focus on respect, on-task behavior, aim for excellence, responsibility and safety. **Please refer to the matrix included in this handbook which outlines expectations for students in all areas of the school. Students will be held accountable for adhering to these expectations. In addition to consequences, we also promote positive reinforcement and the use of restorative practices to promote positive behavior.**

When a student is sent to the office for disciplinary reasons, the school uses a variety of proactive supports and restorative practices designed to teach, redirect, and refocus student behavior. When working with students, staff follow a progressive approach to address behavior concerns by providing opportunities to reteach expectations, reflect on choices, and develop strategies for making positive decisions.

For minor behavior concerns, classroom-level supports and restorative practices may be used before administrative involvement is necessary. These classroom-based responses provide opportunities to reteach expectations, support student growth, and utilize appropriate classroom consequences. Families will be contacted when behavior concerns arise to support communication and student success. If behavior concerns continue or require additional support, the student may be referred to building administration for further problem-solving and support.

DISMISSAL

Children are to go directly home after dismissal from school or special activity. No one will be allowed to remain on the school grounds unless supervised. Students may not return to the playground until 3:15 pm. Please remind your children not to go to anyone's house after school without making prior arrangements with you. In addition, students are not permitted to ride the bus with another student unless prior permission has been given by the district's transportation department.

IF STUDENTS ARE DETAINED AFTER SCHOOL FOR LONGER THAN 15 MINUTES, PARENTS WILL BE NOTIFIED and TRANSPORTATION IS THE RESPONSIBILITY OF THE PARENT.

All classes and activities are dismissed at the posted times. If you fail to pick up your child on time, your emergency contact will be notified and asked to assume care for your child. If we cannot reach or contact anyone listed on the child's registration form by 4:00 pm, the next step is to contact the local police department to arrange for your child's return home.

DISMISSAL DURING SCHOOL HOURS

1. **PLEASE NOTE:** After 2:20, students will not be released early as it disrupts the end of the day procedures.
2. Please send a note with your child if it is necessary for him/her to be picked up early.
3. Students **MUST** be signed out by a parent or guardian in the office before leaving school. For safety reasons this person must be listed in Infinite Campus.
4. Under no circumstances are students to be excused directly from their classroom or playground.
5. Emergency contacts are allowed to pick students up if they are listed on the student's information sheet. However, parents must contact the office to arrange for others to pick up their child.
6. Students will not be called out of the classroom to wait in the office for a parent's arrival. Students will be called down once the parent arrives and the parent/guardian is in the building to sign out the student. This is to minimize the interruption of instructional time and to ensure the safety of our students.

DRESS CODE

Attire, styles, and modes of appearance for Webster Elementary students are those which are not detrimental to the learning environment or the safety and general welfare of all students and staff. The school policy is as follows:

"Student dress and grooming shall conform to responsible standards of neatness, cleanliness, and modesty."

Webster Elementary takes a conservative position regarding student dress. All clothing shall be worn in the manner in which it is designed to be worn. Students are expected to follow these guidelines:

- Shirts must have straps that are at least three fingers wide.
- Shorts, skirts, and dresses must extend beyond the tip of the middle finger when arms are fully extended at the student's sides.
- Hats, caps, and hoods may not be worn inside the school building unless approved for a school activity or special event.
- Artificial (fake) nails are not permitted, as they can pose a safety concern during classroom activities, recess, and PE.
- Clothing or accessories that are sexually suggestive, advertise or promote drugs, alcohol, tobacco, or vaping products, or display gang-related symbols or messages are prohibited.
- Students must wear appropriate footwear, such as sneakers, tennis shoes, or other athletic shoes, to safely participate in PE classes.

If you question whether your appearance or dress is acceptable, it is probably not in harmony with the intent of these guidelines. Anything that disrupts the learning process or creates a safety concern will be considered inappropriate. Students who do not comply with the dress code will be asked to correct the issue. Willful disregard for school rules may result in disciplinary action, including suspension, in accordance with district policy. (Board Policy JICA)

DUE PROCESS

The determination of valid and rational rules and regulations for the operation of a school district rests primarily with the Board of Education. The guidelines, procedures, and policies for balancing individual interests when constitutional rights are involved are available to all persons in the public school community, regardless of status. Students and parents are encouraged to consult with their school principal if there are any questions regarding due process in: 1. Special Education; 2. Suspension, Expulsion, Denial of Admission; 3. Student Records; 4. Non-discrimination/Equal Educational Opportunity, or 5. Section 504.

ELECTRONIC EQUIPMENT AND TOYS

Electronic equipment (including headphones, tablets, portable game systems, laser pointers, smart devices, and similar items) and toys (including trading cards, stuffed animals, unapproved fidget toys, and other non-academic items) should not be brought to school. If these items are brought to school or become disruptive to the learning environment, they may be confiscated and held until a parent or guardian comes to retrieve them. The school is not responsible for lost, damaged, or stolen personal property. This policy also applies during field trips and while riding the bus to and from school.

Please note that personal technology used for academic purposes may be permitted with prior approval from the administration and the student's classroom teacher(s). Please refer to the **Cell Phones** section for additional information regarding mobile telephones.

EMERGENCY SCHOOL CLOSING AND TWO-HOUR LATE STARTS

The primary method to notify all district employees, parents, and students of school closing is by radio and television. Listen to local stations for information. A Parent Square message will be sent as well.

WSD#3 will...

- ❖ *Make inclement weather decision(s) based on students' safety.*
- ❖ *Make the decision as to whether school will be closed and announce that decision no later than 6:30 a.m. on radio stations and TV stations.*
- ❖ *Not penalize students if parents keep them home or pick them up from school on questionable days.*

In the event the decision made earlier is to open schools and the storm worsens unexpectedly, WSD3 will...

- ❖ *Inform the same media, as stated above, that schools will dismiss students early.*
- ❖ *Keep buildings open as long as necessary to evacuate all students safely.*

Parents are expected to...

- ❖ *Be responsible for custody of children*
- ❖ *Decide whether or not to send children to school on threatening, stormy days.*
- ❖ *Listen for an early dismissal announcement.*
- ❖ *Make sure children know what to do and where to go if dismissed early.*
- ❖ *Know that students may be dismissed earlier than normal.*
- ❖ *Not rely on telephones to make last minute arrangements for their children. (Lines tend to malfunction and be overloaded during storms and in the event of a power failure the telephones do not work)*

Two-Hour Late Starts

If an emergency closing is declared by the superintendent for part of the day only, a two-hour late start may be used. Whenever feasible, a two-hour late start will be announced by 5:30 AM through the same channels as a school closure. These channels include television, radios, **Parent Square app, and the district's website.**

When district officials announce a two-hour late start, all start times, bus pickup times and other standard schedules will be moved back by two hours. No breakfast will be served on two-hour late starts.

EQUAL OPPORTUNITY/NON DISCRIMINATION

WSD3 complies with all state and federal regulations prohibiting discrimination on the basis of race, color, national origin, creed, religion, age, sex, and disability. WSD3 is an equal opportunity employer. Inquiries concerning the application of Title IX, Section 504, or Title VI may be referred to the WSD3 administrative office at 1820 Main Street, Colorado Springs, CO 80911; or to the Regional Director of Education, Office of Civil Rights, 1961 Stout Street, Denver, CO 80294.

FIELD TRIPS

The Board of Education of Widefield School District #3 encourages the planning and implementation of field trips, out of building educational activities, and extracurricular activity trips, and will, within available funds, support these activities. The Board also emphasizes that the field trip must be closely related to the purpose of the approved course of instruction and that when a field trip is taken, it is done under the assumption that it is the most appropriate method or technique available for accomplishing the instructional goals of the course or the activity. Determinations regarding the appropriateness of a field trip, necessary modifications and/or accommodations, and other matters concerning students with disabilities shall be made by the students' IEP or Section 504 team. (Policy IJOA) Schools require permission slips for student attendance at field trips. Permission slips may vary depending on the nature and physical terrain of the field trip.

FIRE DRILLS/EMERGENCY DRILLS

We have fire drills and emergency drills monthly throughout the school year. Our aim is to evacuate the building or move students to a safe location within the building in an orderly fashion, and to have all students in their proper place as quickly as possible.

GIFTED EDUCATION

The Board of Education is dedicated to providing comprehensive programming for the identification and education of gifted students. Gifted students are those students between the ages of four and twenty-one whose aptitude or competence in abilities and talents and potential for accomplishments in one or more domains or areas of giftedness, as defined by state board rule, are so outstanding that he or she requires special provisions to meet his or her educational programming needs. The Board believes that a quality instructional program that differentiates curriculum and instruction is essential so all students can learn and grow at their level of potential. (Policy IHBB) If you have questions regarding your school's gifted education program, please contact a school administrator.

HABITUALLY DISRUPTIVE STUDENTS

Students who have been suspended three times during the school year for causing a material or substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events may be declared habitually disruptive students. The student and parent/guardian will be notified in writing of each suspension that counts toward declaring a student habitually disruptive. No student shall be declared habitually disruptive prior to the development of a remedial discipline plan. This plan shall be developed in accordance with state law. The remedial discipline plan may be developed after the first suspension for a material and substantial disruption and may be reviewed and modified after the second suspension. (District Code: JK)

HEALTH HISTORY

An updated health history form is required yearly. This form is part of registration for new students. Returning students will receive forms at the beginning of each school year. Please contact the health office if your student has a known allergy.

HOMEWORK

Your child should develop the habit of personal responsibility for his/her schoolwork. It is wise to spend some time each day forming good study habits at home. Homework can be work not finished in school, special assignments, and long term projects. We want homework to be meaningful, not busy work. If at any time you have questions regarding your child's homework, please do not hesitate to contact his or her classroom teacher.

ILLEGAL SUBSTANCES/ITEMS

No student or guardian shall have in their possession (possession shall mean having on their person, or retaining in their desk or backpack) while on school district property or while attending school district activities substances or items such as the following:

1. Alcoholic beverages
2. Any controlled substance as defined in Colorado Revised statutes 12-22-309.
3. Any substance which is accepted or represented to be a narcotic drug or which is a simulated narcotic drug.
4. Material which is illegal to possess under any local, state or federal law or ordinance.
5. Property which is stolen or improperly retained.
6. Any material or thing which might reasonably present a threat to the health, safety, or welfare of the school, staff or students.

This listing shall be considered illustrative and not exclusive.(District Code: JICH & JICI)

ILLNESS

For the protection of all students, our office staff, along with the school nurse, follow [guidelines](#) set by the Colorado Department of Public Health & Environment regarding symptoms of illness and necessary exclusion from school. If a student meets exclusion criteria as defined in the guidelines, parent/guardians will be contacted by the school and the student must be picked up.

IMMUNIZATION REQUIREMENTS

Colorado law requires all students attending Colorado schools and licensed childcare facilities to be vaccinated against certain diseases unless a medical or non-medical exemption is filed. For more information about vaccine requirements, resources, and exemptions, please visit the Colorado Department of Public Health and Environment's School Immunization page at <https://cdphe.colorado.gov/immunization>.
rado.gov/vaccineexemption and follow the instructions. Children with an exemption may be kept out of school during a disease outbreak.

INSURANCE

The School District will not assume responsibility for payment of doctor, hospital, or ambulance costs resulting from injuries incurred on school property or at school functions during school hours. Each year the Board of Education authorizes an insurance company to sell life, accident, and dental insurance to provide for student coverage at very low rates. The information concerning this insurance is available for families. The purchase of insurance under this program is at the option of parents/guardians and becomes effective upon completing the application and payment of the premium. Participation in this program is strongly encouraged. Widefield School District 3 encourages parents to provide some type of insurance coverage for their children.

INTERNET AND EMAIL

The Widefield School District desires for your student to have an information rich education. We believe this requires all students to have access to the Internet at school. Our board policy regarding the Internet has changed to reflect this philosophy. Under the new Board Policy JS-Student Use of Internet Electronic Communication, we no longer require parent permission before we will let your student access the

Internet at school on a school owned device. Instead, we expect that students will use the Internet unless you as the parent/guardian explicitly and annually submit the Annual Internet Opt-Out Form (See Board Policy JS-E) and return it to your student's school. Questions regarding this policy may be directed to building administrators.

LIBRARY BOOKS

Students are issued library books regularly as part of our school's commitment to literacy instruction. It is an enjoyable privilege to check books out regularly but the privilege also carries with it great responsibility. Students will be held responsible for lost or damaged items and parents will be asked to cover the replacement costs of these items if costs apply. Your support of your child's responsibility for school items is greatly appreciated.

LOST AND FOUND

Please write your child(ren)'s names in items such as coats, gloves, waterbottles, lunch boxes, etc. If your child does lose something, please notify the school and we will assist them in finding the article(s). Unclaimed items will be given to charities at the end of each quarter. The school will not be responsible for lost or stolen personal property.

MAKE-UP WORK

If your child is absent from school for any period of time, make-up work may be picked up from the teacher **after school**. Please make prior arrangements for obtaining make-up assignments and provide teachers with adequate notice to prepare work. Per district policy, students will be allowed two days to make up the work of each day missed. If your child will be absent from school for an extended period of time due to a family emergency or other extenuating circumstances, the homeroom teacher will compile the work your child has missed and the assignments will be given to your child the day he/she returns to school. **Webster Elementary School Pre-Arranged Absence Request Form** can be completed. In order to be approved for a pre-arranged absence, this form must be received no less than 72 hours prior to the scheduled absence. These are available in the front office.

MEDICATIONS

Parents are encouraged to administer medication to their children outside of school hours if at all possible. Only medications which are required to enable a student to stay in school may be given at school. Prescription medication and FDA approved over-the-counter medication may be administered to students by the school nurse or other school designee only when the following requirements are met:

1. The school shall have received signed, written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law. Medication orders must be renewed at the beginning of every school year at a minimum.
2. The school shall have received signed, written permission from the student's parent/guardian to administer the medication to the student.
3. The parent/guardian shall be responsible for providing all medication to be administered to the student.
4. Medication shall be in the original properly labeled container. Medication sent in baggies or unlabeled containers will not be administered at school.
5. Emergency rescue medication may be carried and self-administered by a responsible student as determined by the physician and school nurse. An annual written self-carry contract is required between student, parent and school nurse. Please contact your school nurse for more information.
6. Any changes to medication, dosage, route, purpose or symptoms to be given for or time to be given require a new medication order.

OFFICE TELEPHONE

Students are asked to use the office telephone only in cases of emergency. Arrangements for visits with friends after school are not considered to be emergencies. All after school activities should be taken care of prior to coming to school. Students will not be called out of class to receive phone calls at the office.

OPEN BOUNDARIES/SCHOOL OF CHOICE APPLICATIONS

Policy JFAB & JFBA | The Board of Education has established general guidelines for parents/guardians who want their students to attend a school other than the school in their attendance area. Parents/Guardians requesting a permit must complete and submit the Boundary Waiver Enrollment form and provide supporting documentation to the school you wish your child to attend. Completed Boundary Waiver forms should be submitted to the secretary at Webster Elementary.

PARENT ENGAGEMENT IN EDUCATION

The Board of Education believes that the education of each student is a responsibility shared by the school as well as parents. The Board recognizes the need for a constructive partnership between the district and parents that provides for two-way communication and fosters educational support for students and parents. In this policy, the word "parent" also includes guardians and other members of a student's

family involved in the student's education. In keeping with these beliefs, it is the intention of the district to cultivate and support active parental engagement and to set and realize goals for parent-supported students' learning. (Policy KB) Schools will encourage parents to participate in the following activities: consult with and encourage parents to share in school and district planning and the setting of objectives, helping parents understand the educational process and their role in supporting student achievement, informing parents of school choices and learning opportunities, providing opportunities for parents to be informed about their student's progress, providing appropriate avenues for parents to find support in their role, and encouraging formal organizations for parents at each school building as well as at the district level.

PARENT TEACHER ORGANIZATION

Any parent or guardian of a student is welcome to join our P.T.O. Please contact webptoprez@gmail.com if you are interested in being a part of the organization.

PETS

Pets of any kind are not allowed on school property at any time **including during arrival and dismissal**. Pets, although deemed safe by owners, may potentially be a danger to students in unfamiliar circumstances.

PHYSICAL EXAMINATION

Physical examinations by doctor/physician are recommended of:

1. All kindergarten and first grade students entering school in Widefield School District #3 for the first time.
2. Any student who in the opinion of school officials should be examined for the well being of that individual or his/her classmates.

The district form for a physical exam may be obtained from the school office or from the district administration building.

PROGRESS REPORTS AND MIDTERMS

To inform you of the progress your child is making in school we have mid-term reports that are sent home after the first four weeks of each quarter. This makes it possible to target problem areas and provides time for the student to remedy problems/concerns. Parent-Teacher Conferences to discuss your child's progress with the teacher will be held at the end of the first quarter, and if needed at the end of the third quarter. Progress reports are sent home at the end of each quarter. Any time you have a question about your child's progress, please call or come in to talk with us as we value your input.

PROMOTION AND RETENTION

Promotion and retention of any student shall be based on factors that contribute to the benefit of the student. Some factors to be considered prior to making a recommendation for promotion or retention are: academic performance, previous recommendations, previous promotion/retention, student social emotional development, parental conferences, attendance, and other specified reasons. (District Policy IKE-RA) A conference will be held between the parents and school personnel to discuss the possibility of promotion or retention.

RECESS

Recess is one of the school's regularly scheduled activities. All children are expected to go outside for recess unless the weather does not permit an outdoor recess. Fresh air and physical activity allow the child to perform better during the regular school day. If your child is too ill to participate in the regular school activities, we encourage you to keep him/her home until he/she has recovered from illness.

Students should not bring personal recess equipment from home. School equipment is available for student use. Webster Elementary is not responsible for lost, damaged, or stolen personal items.

RED FLAG DAYS

The term Red Flag Day signifies school days where the temperature (including wind chill) is 25 degrees or lower. If the temperature is 25 degrees or lower, students will be brought inside for before school recess. If you drive your student(s) to school on cold days, we encourage you to drop them off as close to the morning bell as possible. **Please make sure students are sent to school with appropriate outerwear as we will have outdoor recess when weather permits.**

SAFETY TIPS FOR THE WEBSTER COMMUNITY

1. Determine the safest route and have your child follow it.
2. Teach your child to only cross the street in identified crosswalk areas and to walk.
3. Please refrain from walking between parked buses in the bus lane. Bus drivers are not able to see those who cross in front.
4. Please do not pull into the bus lane at any time. The bus lane is reserved for bus traffic only during the school day.
5. Encourage your child to come home from school immediately.

SECTION 504

Section 504 is an act that prohibits discrimination against persons with disabilities in any program receiving federal financial assistance. The act defines a person with a disability as anyone whom:

- Has a mental or physical impairment which substantially limits one or more major life activities (major life activities include activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, or working);
- Has a record of such impairment; or
- Is regarded as having such an impairment.

In order to fulfill obligations under Section 504, Widefield District 3 has the responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability should knowingly be permitted in any of the programs and practices of the school system. The school district has responsibilities under Section 504, which include the obligation to identify, evaluate, and if the student is determined to be eligible under Section 504, to afford access to appropriate educational services.

If the parent/guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

SECURITY CAMERAS

Widefield School District is committed to the safety of all students and staff. Entry doors for visitors are established and monitored by security cameras at every building. Doors will remain locked at each site during instructional hours. **Visitors should have a photo ID ready before pushing buttons for service at entry doors.** After gaining admission, visitors must check-in directly at the office.

SEX OFFENDER INFORMATION FOR PARENTS

Parents may obtain information collected by law enforcement agencies related to registered sex offenders by contacting the El Paso County Sheriff's Office at 520-7333. Legal Ref.: CRS 22-1-124

STUDENT CODE OF CONDUCT–DISTRICT CODE: JICDA

In accordance with applicable law and board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off school property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
7. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the district's policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of district policy or building regulations.
11. Violation of the district's policy on weapons in the schools. Expulsion shall be mandatory for using or possessing a firearm, in accordance with federal law.
12. Violation of the district's alcohol use/drug abuse policy.
13. Violation of the district's violent and aggressive behavior policy.
14. Violation of the district's tobacco-free schools policy.
15. Violation of the district's policy on sexual harassment or other harassment.
16. Violation of the district's policy on nondiscrimination.
17. Violation of the district's dress code policy.
18. Violation of the board's policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
21. Lying or giving false information, either verbally or in writing, to a school employee.
22. Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel.
25. Repeated interference with the school's ability to provide educational opportunities to other students.

26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the school staff.

STUDENT RECORDS/RELEASE OF INFORMATION ON STUDENTS

The Family Educational Rights & Privacy Act (FERPA) and Colorado law afford parents/guardians (parents) and students over 18 years of age (eligible students) certain rights with respect to the student's educational record as follows: 1) the right to inspect and review the student's records; 2) the right to request to amend the student's educational records; and 3) the right to consent to disclosure of personally identifiable information contained in the student's educational records, except as authorized without consent; 4) the right to file a complaint with the U.S. Department of Education; 5) the right to refuse to permit the designation of any or all of the categories of directory information; 6) the right to request that information not be provided to military recruiters.

The district is permitted by law to disclose information regarding students. Directory information may include the student's name, date and place of birth, major/minor fields of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, honors and awards received, the most recent and previous schools or institutions attended, and other similar information. The parent or eligible student, however, has the right to refuse to permit the disclosure of any or all directory information and may submit an objection in writing to the superintendent or designee within twenty (20) calendar days of publication of this notice. Disclosure of personally identifiable information can be made without consent to the following: 1) school officials working in the school at which the student is enrolled who have a specific and legitimate educational interest in the information for use in furthering a student's academic achievement or maintaining a safe and orderly learning environment; 2) officials of another school, school system or post secondary institution in which the student seeks to enroll; 3) authorities named in FERPA including comptroller general of the United States, secretary of education, and state educational authorities; 4) institutions connected with a student's application for or receipt of financial aid; 5) a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the school district; 6) educational testing and research organizations; 7) accrediting agencies for the purpose of accreditation only; 8) parents of students over 18 years of age who are dependent for financial income tax purposes; 9) emergency situations; 10) anyone if required by a court order or subpoena; and 11) parties to litigation or if the district initiates legal action against a parent or student.

(District Code: JRA)

STUDENT SEXUAL HARASSMENT

Students have a right to a school environment free of sexual harassment. Widefield District 3 policy (District Codes JBB) states, "Sexual harassment is recognized as a form of sex discrimination and thus a violation of the laws that prohibit sex discrimination. It shall be a violation of policy for any student to harass other students or staff through conduct or communications of a sexual nature. Behaviors considered sexual harassment include (but are not limited to) the following:

- ❖ unwelcome sexual advances and/or requests for sexual acts or favors
- ❖ verbal or nonverbal behavior, including "kidding," which is demeaning or abusive
- ❖ the use of vulgarity by anyone when addressing another either verbally or in writing
- ❖ hazing of any form
- ❖ other verbal or physical contact of a harassing nature

Any student who has a complaint of sexual harassment at school shall report the incident immediately to his/her counselor or principal.

TARDIES (District Code: JH-RC)

A student is considered tardy when he/she enters the building after 8:05 AM. The student must report to the office **with an adult**, in order to be admitted to class. Tardies will be excused when:

1. A student is detained by a teacher, counselor, principal or other staff member.
2. A student is returning to class from medical appointments, court appearances, or extenuating circumstances approved by the principal or designee.
3. Students who arrive at 8:30 am or later will be marked absent for the AM class. Students checked out prior to 12:00 pm will be marked absent for PM class.

TECHNOLOGY

School-issued electronic devices, such as Chromebooks, are property of Widefield School District. Students are responsible for the care of these devices when in their possession, and devices need to remain at the school unless permission is given by the teacher/school. Students are responsible for any damage to a district device, and fees could be incurred, resulting in monies due to the school for repair of the device. Families must sign the technology usage agreement before students are allowed to use their devices.

TEXTBOOKS

The textbooks used by the students are supplied by the Board of Education and are the property of the school. Each student should take very good care of the books issued to him/her. Students are responsible for all textbooks and other school materials at all times and must pay for lost or damaged items.

TOBACCO-FREE POLICY

In order to promote general health, welfare, and well-being of staff and students, smoking, chewing, vaping or other use of any tobacco products by staff, students, and members of the public shall be banned from all buildings, grounds and district vehicles in Widefield School District #3.

VIOLENCE-FREE WORKPLACE

It is the goal of Widefield School District #3 to maintain a work environment free from acts or threats of physical violence, including intimidation, harassment, and/or coercion, which involve or affect the district or which occur on district property. (District Code: GBEE)

VISITORS

Webster Elementary welcomes parents/guardians and community members to visit our school to support student learning and participate in school events. We encourage families to be involved in our school community while helping us maintain a safe and secure learning environment for all students and staff. Parents and community members wishing to visit should coordinate their visit with the school office or classroom teacher whenever possible.

To ensure the safety of everyone in our building, all visitors are required to:

- Bring a valid photo ID.
- Check in through the front office using the Raptor Visitor Management System each time they enter the building.
- Wear a visitor badge while on campus.
- Check out through the front office before leaving.

VOLUNTEERS

At Webster Elementary, we believe family and community involvement is an important part of student success. Many teachers utilize family volunteers in their classrooms throughout the school year. If you are interested in volunteering your time with students, please contact your child's teacher or the Webster Elementary front office.

Our students' safety is our highest priority. Before volunteering, all volunteers must complete the [Notice of Restrictions, Release, & Assumption of Risk for Volunteers](#) paperwork.

- Volunteers who volunteer in a school or on school-sponsored activities **more than four times** in any **instructional quarter** and intend to continue volunteering more than four times per instructional quarter must complete the background check process through the building principal or site supervisor in conjunction with the Office of Human Resource prior to the fourth volunteer session.
- Volunteers shall be limited to volunteering in their child's classroom no more than one class period or sixty-minute class period per week.

Wildcats Volunteer Job Board

The Wildcats Volunteer Job Board provides a variety of opportunities for families to get involved throughout the school year. Whether you are available to volunteer during the school day, help at evening events, prepare materials from home, or support classroom and school projects, there are meaningful ways for every family to contribute, including options for working families with busy schedules. If you would like to learn more about current volunteer opportunities or join the Wildcats Volunteer Job Board, please contact the Webster Elementary office.

Watch D.O.G.S.(Dads of Great Students) & Watch M.O.M.S. (Moms of Marvelous Students)

Webster Elementary is proud to offer Watch D.O.G.S.® and Watch M.O.M.S. as additional volunteer opportunities for family members.

These programs are designed to:

- Provide positive adult role models who demonstrate that education is important.
- Support a safe, welcoming school environment by serving as additional positive adult presences throughout the school.

Volunteers may spend time reading with students, assisting in classrooms, helping during recess and lunch, supporting arrival and dismissal, assisting with school events, and engaging with students throughout the day. If you are interested in participating contact the school or visit our school's website to sign up!

WITHDRAWAL FROM SCHOOL

If you are moving during the school year, please notify the office one week in advance so your child's records can be processed. Prior to the student's last day, the parent/guardian should come to the office for final processing and to sign withdrawal paperwork.

WEBSTER PBIS BEHAVIOR EXPECTATIONS

	HALLWAYS	PLAYGROUND	CAFETERIA	ASSEMBLIES	BATHROOMS	ARRIVAL/DEPARTURE
RESPECT	- Voice level 0 when walking with class - Voice level 1 when walking with adult - Be mindful to learners.	- Treat others the way you want to be treated. - Use appropriate language.	- Voice level 0 (in line) - Voice Level 1-2 (table talk) - Keep food on your tray. - Be polite and use kind words.	- Voice level - 0 while the presenter is speaking. - Sit flat on your pockets with your hands to yourself.	- Voice level - 1 - Clean up after yourself. - Throw away trash. - Flush the toilet when finished. - Allow others their privacy.	- Voice level - 3 (normal) - Use appropriate language. - Be respectful to bus drivers and teachers on duty.
ON-TASK	Walk directly to where you are supposed to be.	- Use the equipment properly. - Stay in teacher's view.	- Eat. - Face forward in the line.	- Listen closely to the presenter (s). - Eyes on the presenter (s). - Enter/Exit in a single line with a 0 voice level. - Respond immediately to the voices off signal.	- Take care of your business. - One person per stall.	- Go directly to the playground or the cafeteria upon arrival. - Walk straight to the bus/home after dismissal. - Stay in designated area until bell rings.
AIM for EXCELLENCE	Set an example.	Be a good sport.	Set an example.	- Be engaged. - Follow directions. - SLANT	- Return to class quickly. - Wait patiently for your turn.	- Set an example. - Help others when needed.
RESPONSIBILITY	- Stay in a single line. - Face forward.	- Return equipment. - All food and drinks remain in the cafeteria. - Collect all belongings.	- Pick up food and trash from your area. - Raise your hand if you need something.	- Take care of business beforehand. - Sit with a voice level of 0.	- Wash and dry your hands. - Use one to two pumps of soap. - Report issues to the teacher.	- Arrive to school/classroom door on time. - Collect all of your belongings. - Walk into the building with a 0 level.
SAFETY	- Walk on the right side of the hallway. - Keep hands and feet in a safe spot.	- Follow directions of staff members on duty. - Walk on the blacktop. - Appropriate hands and feet. - Take a knee when you hear three whistles.	- Walk at all times. - Remain seated until dismissed.	- Keep hands and feet to yourself. - Wait for a signal from the teacher to exit.	- Keep feet on the floor. - Keep water in the sink. - Use the bathroom equipment properly.	- Walk to line up when the whistle/bell rings. - Use sidewalks and crosswalks to exit grounds with a teacher. - Walk on all blacktops and sidewalks.