

Avenue A Elementary School

**111 South Madison
Hutchinson, Kansas 67501
620-615-4950**



**Parent-Student
Information Booklet
2017-18**

Dear Parents,

We want to extend a warm welcome back to all of our returning students, and a warm welcome to our new students. We have an exciting year planned at Avenue A, and we are all very pleased that you will be with us.

As we begin the new school year, we continue to learn and grow so that we may meet the learning needs of all our students. Through this process, we not only want to teach children the basic skills but also instill excitement and curiosity for learning, as well as respect for others, responsibility, and safety. We feel privileged to be working with you and your children throughout this school year.

For this school year, I would like to highlight the following:

1. Reading is a complex cognitive process of decoding symbols in order to comprehend. We will focus on decoding, fluency, vocabulary, and comprehension.
2. Math is all around us in everything we do. It is the study of quantity, structure, space and change. We can't wait for you to see what is being learned.
3. Principal's Wise Owl Club is our way of recognizing children who are demonstrating effort, respect, responsibility, and safety.
4. We are excited to have in place for this school year a new PTO. Please be on the lookout for information.
5. Family Nights are a great time to interact as a family here at school. Your involvement shows children how important school is.
6. We have a new Student Council for this school year. We can't wait to see what they accomplish.
7. The Southwest Bricktown Neighborhood Center is growing. We have a new sign to help communicate what is happening in the neighborhood. Look for the newsletters and on Facebook.
8. Boys and Girls Club will continue to support our children this year.
9. Positive and Productive Parenting: CHAMPS at Home is a new program that will be offered to families this year starting in September. Look for information at our Open House on August 14, 5:00-6:30 p.m.

Above all, we are committed to keeping your children in school, to helping them acquire the fundamental skills for success in today's world, and to challenge them to be their very best.

We look forward to seeing you at all school functions in the year ahead. Supporting each child is a partnership between parents and teachers. We are committed to being your partner in this process.

Respectfully,

Beth Redinger, Principal



Avenue A Elementary School
111 South Madison, Hutchinson, KS 67501
Phone: 615-4950 Fax: 615-4952

Daily Schedule

- 7:10 Office opens
- 7:15 Madison Street doors and Avenue A doors open for breakfast
All parents must enter through the Madison Street doors and check in at office
- 7:40 Breakfast Serving Line Closes
Morning Announcements
- 7:45 Students are dismissed/First Bell
- 7:50 Final bell rings and classes begin
- 8:50 Students arriving after this time will be counted absent for the morning session.
- 2:00 Students leaving school before this time will be counted absent for the afternoon session.
- 3:10 School is dismissed
- 5:30 Boys and Girls Club closes

Birthdays

Birthdays will be celebrated on the third Tuesday of the month during lunch. July birthdays will be celebrated in August. June birthdays will be celebrated in May. Parents are invited to come eat lunch and celebrate their child's birthday. Parents must notify the office by 8:30 that they will be attending. Students who are celebrating a birthday for that particular month will be given a special treat. By celebrating birthdays during a special luncheon, instruction time during the day will not be interrupted by individual birthdays celebrated in the classroom.

Cell Phone Policy

Cell phones will remain off and in the student's backpack or designated place in the classroom during the school day and during Boys and Girls Club. If a student chooses not to follow this expectation, the phone will be taken to the office for a parent to pick up and the phone will not be allowed back at school.

Dismissal

Students are dismissed from school at 3:10 p.m. Students are expected to go straight home, go to Boys and Girls Club, or to their caretaker. If plans change for students, notification should be made in the office before 2:00 p.m. Students will not be allowed to call home to make other plans. Students are not allowed on the playground from 3:10 to 5:30 p.m. unless they are participating in Boys and Girls Club.

Doors

Outside doors are locked at all times except for 7:15 to 7:50 a.m. for students arriving at school. Only students may enter through the Avenue A doors. All parents and patrons must enter through the doors on Madison. Classroom and outer doors will not be propped open when leaving the classroom or building. (Refer to District Guidelines – Visitors in School)

Dress Code

The following are the guidelines developed for Avenue A Elementary:

- Is the manner of dress decent?
- Does the manner of dress distract from the educational process?
- Does the manner of dress create a concern for the safety and health of others?
- Does the manner of dress cause classroom disruption?

Students are encouraged to use good personal hygiene and come to school in clean clothing which is appropriate for the season and all school activities, including physical education and recess. Classrooms in the building are air conditioned during warm months. Students are advised to dress for moderate room temperatures. Some children are more comfortable with a light sweater or jacket that can be worn as needed. **Parents and students should plan on outside play during the day and should dress accordingly.**

- ✓ Shorts and skirts which are at least mid-thigh in length may be worn.
- ✓ Tank tops, spaghetti strap tops and cropped tops (tops allowing exposure of the chest, midriff or rib cage are considered inappropriate) may be worn only with other shirts underneath or over them. Fishnet and see through tops are not allowed.
- ✓ Clothing that advertises drugs, tobacco, or alcohol or displays inappropriate writing or pictures will not be allowed.
- ✓ Baseball caps, hats, bandannas, and other head coverings may not be worn in the building unless the head covering is part of an educational event or needed due to health or religious reasons. Students will be asked to remove all head coverings while in the building.
- ✓ Slide-on, flip flops, or very loose fitting sandals, and platform shoes or higher heels are inappropriate for recess and gym activities. Students must have tennis shoes for P.E.
- ✓ Sagging jeans, low riding pants or shorts, and jeans dragging the ground are deemed inappropriate for school.
- ✓ Any dress or grooming that is disruptive or distracting to the educational process is inappropriate at school.
- ✓ Coats and jackets must be removed while in the building. They should be hung up in the classroom upon entering. If a child is cold in the classroom, it is suggested that warmer clothing be worn in the classroom.
- ✓ Sweatshirts/Hoodies (with or without zippers) will be allowed.

Emergency Dismissal

In the event that school is dismissed prior to its regular time, students may be kept either in the gym or in the classrooms. Parents are to go to the designated area and check out their student from the classroom teacher. A student may go home with someone else if a parent has given permission to the office.

Interpreters/Translators

Avenue A is fortunate to have an interpreter/translator in the building. Their first priority is to assist students. If parents need the help of an interpreter, one will be available **7:30 to 7:55 a.m., during the lunch hour, and 3:10 to 3:45 p.m.** They will not be pulled out of classrooms as it interrupts student learning.

Medications

Medication will not be given to children without written authorization from parents and the proper medication form filled out by the doctor. Medication approval forms will be on file in the office and medication will only be dispensed from the office. Cough drops do not require a medication form but will be kept in the office to be dispensed.

Parent Information Night

This is an opportunity for the principal to share school, district and state goals/expectations as a Title I building for the school year.

Parent-Teacher Organization

Avenue A has a new PTO. Please join us on the fourth Wednesday of each month at 5 p.m. PTO meetings will be held on:

August 23	January 24	May 16 (third Wed.)
September 27	February 14 (second Wed.)	
October 25	March 21	
November 15 (third Wed.)	April 25	

Parking and Your Child's Safety

To enable children to arrive and depart safely at school, the Hutchinson Police Department has recommended the following guidelines:

- The circle drive on Madison is for student drop off and student pick up only. **While in the circle drive, parents are NOT to leave cars unattended at any time.** If you are coming into the building, **you must park your car in a legal parking space.**
- Students may only cross at the circle crosswalk with a teacher or parent.
- No cars are allowed to park where "No Parking" signs are posted.
- No cars are allowed to park at any time where the curb is painted yellow.
- No cars are allowed to park in the area marked for loading buses.

Personal Property

Students are not to bring electronic devices to school (pagers, PDA's, CD players, iPods, etc.) Items will be taken to office for parent to pick up and not allowed back at school.

Playground Rules

The blacktop is for organized games such as jump rope, four-square and basketball. Kick and catch games are only allowed in the field. Playground supervisors are responsible to determine what games are appropriate for the field. Following are rules and guidelines to be followed:

- ▶ Students will walk when dismissed to the playground and when lining up after recess.
- ▶ All students should be involved in constructive, safe play.
- ▶ Children will report all injuries to the supervisor.
- ▶ Students will not leave the playground without permission from supervisor.
- ▶ Students are not to throw dirt, rocks, snow or ice.

<p>Teeter-Totter -Two children at a time -No standing or sitting in the middle -No bumping -Hold on with two hands</p>	<p>Swings -No standing on swings -No jumping off swings -No twisting or swinging side to side -No running or standing around swings in use</p>
<p>Balls -No balls/ropes in the sandy area -No bouncing of balls on the sides of building -No kickball or dodge ball on blacktop Slide -Only one person on the steps -Only one person going down the slide -Face forward at all times -Sit down, feet first going down slide</p>	<p>Equipment -No chasing on or around the equipment -No jumping off any equipment Tire Swing -One person sitting on swing -One person pushing -Sit only -Feet/legs in center of tire</p>
<p>Spider Dome -No hanging upside down -No jumping off</p>	<p>Rock Wall -No sitting on top of rock wall -Be safe with other climbers</p>

Sources of Information

- USD 308 Parent/Student Information Booklet
- Avenue A web site: www.usd308.com
- District and school newsletters, notes, and notifications
- *The Hutchinson News* and local radio stations

Student Conduct

Be Safe – Be Respectful – Be Responsible

The school/district has identified major and minor behaviors with definitions. A flowchart has been developed to help guide decision making in both the classroom and principal's office. Teachers are to teach the rules/expectations and re-teach several times if necessary. All students are expected to demonstrate a value for learning and take responsibility for their own behavior. Students learn best in a safe and orderly environment. Most discipline will be dealt with by the supervising teacher. When the teacher finds it necessary to take discipline to the next level, the principal and/or the teacher will decide the appropriate action/consequence and parents will be notified.

- Conference with student, which may include the principal, parent and other appropriate people
- Quiet time away from other students
- Avenue A Community Service
- Loss of privileges
- After School Detention
- In-School Suspension
- Alternative Program
- Out-of-School Suspension
- Expulsion

If students are to be detained after school for disciplinary reasons or to complete assignments, the teacher will notify parents.

Student Council

Student Council is a group of students elected by their peers and supervised by adults. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out school activities and service projects. In addition to planning events that contribute to school spirit and community welfare, the student council is the voice of the student body. They help share student ideas, interests, and concerns with the school wide community.

Security and Visitation

The main entrance to Avenue A is on Madison Street. Students riding the bus will be dropped off and picked up by the alley off of Avenue A with the exception of the four year olds being dropped off and picked up over the noon hour. These students will be dropped off/picked up on Madison Street. All parents and visitors will enter the building using the doors on Madison Street and report immediately to the office where they will sign in and receive a visitor's pass. If parents arrive prior to dismissal, we will ask that you stay in the entrance to allow students to continue learning.