

VICKERS ELEMENTARY SCHOOL

STUDENT HANDBOOK

2018-2019



"Achieving Excellence For All!"

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Like Vickers Elementary on Facebook!

It's another great year at Vickers Elementary!

Your child attends Vickers Elementary, where the administration, teachers, staff, and parents work together to achieve excellence! This handbook was designed so that the students and parents will be aware of the services and policies of Vickers Elementary School.

Students and parents are obligated to become familiar with this handbook so that they can work together with the school to help provide the best possible education for children. The handbooks will tell what is expected of you and what you can expect from the school.

Vickers, like every other school, has established rules for carrying on its activities. Some policies are handed down from the Board of Education, others are formulated by school administration, and some are worked out by the school staff. Whatever the source, all policies result from experience and thoughtful planning with students in mind.

Parents are encouraged to take an active role in the education of their children. Activities that enhance communication with the school include acting as a parent volunteer, taking an active role in P.T.O., and actively engaging your child in conversation about their school day and what they are learning, as well as holding them accountable for their work and behavior.

Please feel free to contact the school if you have any questions regarding these handbooks or other school matters.

May this school year be one of the most enjoyable and rewarding ever!

Sincerely,

Troy White
Principal

ABSENCES: Also Refer to VISD Code of Conduct and Handbook for students and parents.

If your child is absent, always call the office by 8:00 am in the morning and let the



school know. A student receives credit for attendance if they are on campus at 9:30 a.m. A phone call does not excuse an absence. When returning to school following an absence, a student must bring a note signed by the parent that describes the reason for the absence. The student will give the note to his/her teacher who will then send it to the office along with the class attendance folder. This note must be submitted no later than five (5) school days after the student's absence (Notes can be faxed or emailed to the school as well). The school principal shall determine if an absence is excused or unexcused.

School personnel will monitor student absences. If a K-5 student misses more than 10% of school days, that student can be retained in that grade-level, even if that student has all passing grades.

ABSENCES (UNEXCUSED):

It is essential that we hear from parents regarding absences. Failure to contact the school in writing will result in an unexcused absence.

Campuses are responsible for initiating truancy prevention measures with parents whose child has three (3) or more unexcused absences in a four-week period. In most cases, campuses will file with the Justice of the Peace on parents of students who have ten (10) unexcused absences in a six-month period. An offense under this section is a class C misdemeanor and shall be prosecuted. Fines will include court costs of up to \$100 and may include fines of up to \$500 a day for each unexcused absence. Paperwork will also be forwarded to the district attendance officer who will also monitor the student's attendance. The attendance officer has the authority to investigate unexcused absences.



NOTE: Vacations and out of town trips are expected to be taken on the weekend, school holidays, or in the summer. Any absences for vacations or out of town trips will be unexcused.

ACCELERATED READER (AR) PROGRAM:



Vickers includes AR as part of its reading program. This requires that students read books at home and school. A computer is used to test comprehension. Books are given weighted points based on difficulty levels. Student goals in reading are set each nine weeks, and a grades are given based on the average score of the student's tests and on the percentage of the AR goal they met.

ADMISSION REQUIREMENTS: Refer to VISD Code of Conduct and Handbook.

ALLERGIES:

If your child has an allergy to certain food, insects, etc., please inform the school at the beginning of the school year or as soon as you become aware of the problem. We need to know this information in order to assist in making school a pleasant and safe place. Vickers is a peanut/tree nut aware campus. You are asked not to bring peanut or tree nut products on campus.



ARRIVAL:

Students

Purpose: Student Safety

Students may arrive at school no earlier than 7:00 am. All students arrive through the front doors of the campus with the exception of bus students who arrive through the side cafeteria door. Students arriving between 7:00-7:35 will enter the campus and proceed immediately to the cafeteria where they will have an assigned table to sit at. At 7:35 am, students in the cafeteria are released to go directly to their classroom. Students arriving after 7:35, but before the tardy bell at 7:45, will enter the front doors of the campus and proceed immediately to their classroom. Students must be in their classroom at 7:45. If not, students will first stop by the office and obtain a tardy slip.

Student Breakfast

Purpose: Student Learning Readiness and Tardy Reduction

Breakfast is served in the cafeteria beginning at 7:00 am. The school cafeteria will end breakfast service at 7:40. Students who receive their breakfast between 7:30-7:40 will be given a sack breakfast to be eaten in the classroom. Sack and tray breakfasts will have equal nutritional value.

Parents

Purpose: Safety and Security

Parents are encouraged to remain in their vehicles and use the car drop off lanes in the front parking lot. Two lanes are marked for moving traffic. A center lane is used by Safety Patrol crossing guards and staff members to direct traffic. Do not use the center lane unless directed to do so. **The side parking lot is for buses and staff parking only.** Students should be dropped off and picked up at the front entrance parking lot only. Safety Patrol members and staff will be present to open car doors and direct students into the building. Parents are encouraged to allow their child to walk to class on their own in order to develop their independence; however, parents will be allowed to walk their children to class starting at 7:35 am. Upon leaving the student at the doorway with the classroom teacher, parents will exit the building. At the tardy bell, staff will scan the hallways to assure that all visitors have left the building so that instruction may begin promptly. Parents may not walk tardy students to class. Parents should not use arrival time to conference with a teacher as they have other responsibilities at this time.

Teachers

Purpose: Building Relationships with Students, Setting Tone, Student Safety

Each morning, teachers will greet students with a handshake in their classroom doorways from the time students are released to the classroom at 7:35 until the tardy bell rings. Students will have independent tasks (morning jobs) to complete as they enter the classroom. Teachers will position themselves in the doorway in a manner that allows them to monitor students who are already in the classroom and to give positive verbal and non-verbal feedback to students passing in the hallway.

ATTENDANCE: Also refer to VISD Code of Conduct and Handbook for students and parents.

There is a close relationship between a child's success in school and his/her attendance. We know that good attendance greatly enhances a child's performance and success. Please help your child attend school whenever possible. A sick child, however, should be kept out of school so he/she can rest and recover, and so other children will not be exposed to the illness. If in doubt, bring the child to school and let the school nurse help make the decision.

Attendance is taken daily at 7:45 am and 9:30 am. In order for your child to be counted present, he/she must be in school at 9:30 am. Children leaving school after 9:30 a.m. will be considered present for the day. Students counted absent at 9:30 (due to a doctor's appointment) will be given credit for attendance if a note is brought from the doctor and school is attended for any part of that school day. We will offer incentives during the year to encourage children's attendance in school. Perfect attendance will be recognized throughout the school year.

ATTENDANCE FOR CREDIT: Also refer to VISD Code of Conduct and Handbook for students and parents.

A student shall not be given credit for passing if he has been absent more than 10% during the school year (17 days) unless an attendance committee hearing gives credit because there were extenuating circumstances for the absences and all work is made up. The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit.

AWARDS:

Students will be recognized each nine weeks in their classroom, and at the end of the year in an assembly, for achievement, citizenship, and attendance. If you prefer that your child not be recognized publicly, please contact the office. The list of awards that students are eligible for are posted on our website.



BIRTHDAYS and CELEBRATIONS:



Students are NOT ALLOWED to have birthday parties at school; however, parents may send cupcakes or snacks for the class snack time on birthdays.

Please check with your child's teacher about any food allergies before sending birthday snacks. Invitations to parties will not be passed out at school unless there is an invitation for every boy and/or girl in the class.

For birthdays and other holiday celebrations, please do not send flowers and/or balloons to your child at school. Absolutely no deliveries will be taken to the classrooms and parents will be called to pick up the delivery.

BUS REGULATIONS: Also refer to VISD Code of Conduct and Handbook for students and parents.



Students living outside a two-mile radius from Vickers are eligible for bus transportation to and from school. If you have any questions regarding transportation, please call the Transportation Department at 578-1538.

CAFETERIA: Also refer to VISD Code of Conduct and Handbook for students and parents.

Breakfast and lunch are served daily at Vickers. Students may also bring lunches to school. The time your child will generally eat is posted on the Vickers website under "schedules" and is included in the handbook on p. 22. Below is specific information about the cafeteria and food service.

- Money to Student Account:
 - Money can be put on a student's account at any time online (via the Vickers or VISD website)
 - Free and reduced applications are available in the office
 - Breakfast
 - \$1.50 VISD elementary students
 - Breakfast is FREE for all Pre-K students
 - Reduced price for qualified students \$0.30
 - Adults \$2.10

- Lunch=
 - \$2.55 VISD elementary students
 - Lunch is FREE for all Pre-K students
 - Reduced price for qualified students \$0.40
 - Adults \$3.60
- Breakfast is served in the cafeteria beginning at 7:00 am. The school cafeteria will end breakfast service at 7:40. Students who receive their breakfast between 7:30-7:40 will be given a sack breakfast to be eaten in the classroom. Sack and tray breakfasts will have equal nutritional value.
- Guests at Lunch:
 - Visitors are welcome to eat with their child at lunch at the separate parent table. The tables closest to the stage are reserved for students who have earned that reward from their classroom teacher.
 - No food may be shared with students other than your own immediate family (state requirements).
- "Emergency Meals": The Food Service Department is dedicated to the nutritional well being of all students. We will not let a child go hungry. It is our policy to provide a cheese sandwich and milk to the child as an emergency meal until his/her account is brought out of arrears.

CAMPUS IMPROVEMENT PLAN:

A set of campus priority goals are developed annually. It is approved by the Site-based Decision Making Team and VISD School Board. The goals and objectives are available on the Vickers website.

CELL PHONE:

For safety reasons, district policy allows students to possess telecommunications devices; however, these devices must remain unseen and turned off during the instructional day. A student who uses a telecommunications device during the day will have the device confiscated. Upon confiscation, administration may require the parent to pick up the device from the office.

Other electronic devices such as MP3 players, cameras, video games, etc. are not allowed at school or on field trips unless prior permission has been obtained from the principal.

CLUBS:

All students attend Technology, Library, Music, and Art once a week. In addition, all students benefit from structured physical activity for at least 135 minutes a week, most of which takes place in PE. Students in grades 4 and 5 may participate in before or after school Choir, Cheer Squad, and Safety Patrol. Each class further elects a student council representative for Student Council. Intramural kickball is offered to interested 5th graders. Additional information on Clubs can be found on the Vickers website.

CODE OF CONDUCT: Refer to VISD Code of Conduct and Handbook for students and parents.

COMMUNICATION:

Vickers Elementary values communication with our students and parents. Every day, your child will bring home a take-home folder. This take-home folder will include their daily conduct, as well as important school notes. Graded papers are sent home in the take home folder every Monday. It is the parent's responsibility to look at the items in the take home folder every evening and to write their signature in the appropriate place(s). If you have any questions, please write a note in the folder which will return to the teacher the next day. You are also encouraged to email or call the teacher whenever you have a question.



In addition to this, Vickers maintains a school web-site as well as a Facebook page. In addition, we utilize an automated calling system to notify parents of important information.

CONFERENCES:



Anytime you want to schedule a conference with your child's teacher, please write a note, email, or call to make arrangements. If you have a particular concern, please leave a detailed message so that the teacher will have materials available. Please do not conference with the teacher at the door in the morning. She needs to have her attention on the children in the room and begin the school day.

Teachers will schedule a minimum of two student-led parent-teacher conferences with each child's parents: one in the fall and one in the spring.

Administration requires that parents always speak directly with teachers about any concerns which may arise with their child. If concerns continue to exist, parents are invited to contact the school administration and we will help to resolve the issue.

COUNSELING:

Personal/Group Counseling: The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional, academic, or chemical dependence needs. The counselor may also make available information about community resources to address personal concerns. Parents who wish to meet with the counselor may make an appointment by calling the school office.

CURRICULUM:

All public schools in the state of Texas are required to teach the Texas Essential Knowledge and Skills (TEKS). The TEKS contain all standards and student expectations across all of the core subjects. For each grade level, they tell us what skills and information should be taught and to what level, so that students develop a depth of understanding that help them acquire new concepts in later grades.

To ensure that we are fully aligned with the TEKS and to ensure that instruction and assessment is aligned with the curriculum, our school and district follow the scope and sequence known as Texas Resource System (TRS). It is used to tell us the order in which to teach the TEKS and to clarify what the TEKS mean. We use a variety of resources and instructional materials in order to teach the TEKS to

mastery.

Information on other resources used at Vickers can also be found on the Vickers website under "Curriculum".

DISCIPLINE: Also refer to VISD Code of Conduct and Handbook for students and parents.

One of the most important lessons education teaches is discipline. Although it is not a subject, discipline influences the entire structure of education. It is the key to good conduct and proper respect for other people. Each teacher has a discipline plan for his/her classroom. A copy of this plan will be sent home. Please read over the plan with your child. Each student will receive positive rewards that encourage following school rules. School-wide expectations are posted on the Vickers website under "Curriculum" > "Positive Behavior Support".

DISMISSAL:

All students are dismissed through the front doors with the exception of bus students who are dismissed to our side parking lot. Students who walk or ride their bike home are dismissed to the front porch and walk off campus with a staff member. Students whose parents are in the car pick-up line will be held in the cafeteria until they are called. Students whose parents are on the front porch will walk to the front porch to meet their parent. Students are not allowed to go to the playground after school during dismissal.

Pick-up Requirements

Purpose: Student Safety

Adults who are picking up students in the school's car pick-up line must have a yellow pick-up card displayed in the front window so that staff may call for students from our holding facility in the cafeteria. Those who do not have the card will be asked to park and report to the office with photo identification to prove that they have permission to pick up the child. Please do not leave your car when it is in the drop off or pick-up lane.

Adults picking up their child on the porch must wait below the steps and also have the yellow pick-up card. Those who do not have the card will also be asked to report to

the office with photo identification to prove that they have permission to pick up the child.

Yellow pick-up cards are issued to parents at Sneak Peek. Parents may request additional yellow pick-up cards by stopping by the office.

Parent Change of Plans for Pick-up

Purpose: Student Safety

At the beginning of the school year, parents should communicate with their child's teacher how their child will be getting home each day. A written note, email, fax, or personal office visit by the parent will then be the only acceptable methods for changing the normal dismissal routine for a student. For instance, if a student normally rides the bus home, and the parent wants the student to walk or to be picked up in the car line on a particular day, the parent must submit this information in writing or through a personal visit to the office.

Early Check-out for Students

Purpose: Student Safety During High Transition Time Before Dismissal

Unless your child has a doctor's appointment, please refrain from checking your child out early.

DRESS CODE: Refer to VISD Code of Conduct and Handbook for students and parents.

Staff will refer students to the administration for dress code violations. The student will be given the opportunity to correct the problem here at school and alternate clothing may be provided by the nurse to enable the student to be in compliance. If we are unable to bring the student into compliance, parents will be called and asked to bring up a change of clothes. Please review the dress code with your child and make sure he/she fully understands what is acceptable.

Excessive make-up is discouraged. Administration reserves the right to enforce removal of make-up that is deemed a health or safety issue or is distracting to the educational environment. Putting on or sharing make-up at school is expressly prohibited.

GRADING GUIDELINES:



Grades will be based on academic work done by the student at school and graded by the teacher. Grading guidelines and expectations will be published for parents at the beginning of the year. If your child is in grades 1-5, you may access his/her grades on-line. After the first week of school, you may go to the Vickers or VISD websites and click on the "Parent Gradebook" button. A tutorial will help you set up your account.

Each student may take the opportunity to make corrections on a failed assignment or test one time to allow the student to reflect their mastery of learning. The student must correct the assignment or test **within 5 days** of receiving the grade on the initial assignment or test. The student may earn up to one-half credit per corrected item to the previous score not to exceed a maximum of a grade of 70. Students are responsible for notifying the teacher when he/she is ready to retest.

Music and Art grades are determined based on student conduct and participation during that class (0-1 conduct marks = E; 2 conduct marks = S; 3-4 conduct marks = N, 5+ conduct marks = U). P.E. grades are also based on conduct and participation, but not using the same formula as Music and Art.

GUM CHEWING:

Gum is a pleasure to be saved for home. This helps protect our floors, desks, materials and books.

HOLIDAYS:

You can find important dates on-line on the Vickers or VISD websites.

ILLNESS AT SCHOOL:

If your child complains about not feeling well, his/her teacher will send the child to the nurse. The school nurse will make a decision on whether or not parents need to be called. Many times, allowing the student to lie down in the nurse's office takes care of the situation. However, if your child has a



fever or continues to feel badly, you will be called. For this reason, it is necessary that the emergency information for your child be updated if there are changes. If you feel that school personnel need to know about an illness, injury, or other medical concern, please contact the school nurse.

IMMUNIZATIONS: Refer to VISD Code of Conduct and Handbook for students and parents.

Students must be current on all immunizations before they are allowed to register or enroll in public schools.

INTERNET USE:

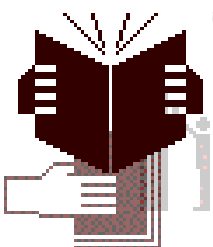


Internet access is available in all classrooms and support classes. Inappropriate use of the internet by a student will be grounds to deny a student access and/or face other consequences.

LEAVING SCHOOL DURING DAY:

If parents have a need to pick up a student during the school day, the parent must come to the office with their photo i.d. to sign the student out of school. Teachers will not allow students to leave class until notification from the office has been received. Please refrain from checking your child out early unless it is completely necessary.

LIBRARY:



Each week, all students will have a designated time/day to check out books with their class. Various "open library" times are also provided throughout the week for additional check-out time.

Books are checked out for one week with a five cent per school day fine for overdue books. A 5-day grace period will be given before a fine is charged. Maximum fine is \$1.00. A student who has lost a book (or damaged it beyond repair) must pay the replacement price of the book. Replacement price will also be charged for books overdue for more than four weeks.

Pre-K students do not check out books. Kindergarten students do not check out books the first few weeks of school. Kindergartners and 1st grade students may only check out 1 book at a time; grades 2-5 may check out 2-3 books. Magazines and reference materials are checked out one week at a time to grades 3-5 only.

MEDICATION: Also refer to VISD Code of Conduct and Handbook for students and parents.



In order for your child to receive medication at school, the following procedure should be in place:

School Board policy requires that the school **MUST** have written permission from parents or legal guardians to administer any medications (prescription or over the counter) to students while at school. The written permission must include:

- | | |
|----------------------|---------------------------------|
| -student name | -time to be given |
| -name of medication | -amount to be given |
| -date(s) to be given | -parent or guardian's signature |

All medications (prescription and over the counter) **MUST** be in the original containers and properly labeled. Parents must bring any medications to the nurse or the school office. This is done to protect the health and safety of your child. Medication given for longer than 10 days requires permission from the prescribing doctor.

Only send medicine if it is necessary that your child take it during school hours. Many medications that are taken 3 times daily can be taken before and after school and at bedtime.

MONEY:

We strongly recommend that extra money not needed at school be left at home. If money is lost, it can cause many problems because it is difficult, if not impossible, to prove ownership.



PARENT SIGNATURES:



In order to keep track of your child's progress in school and maintain awareness of school activities, it is important for parents to monitor what students bring home. The school monitors parent awareness through parent signatures. Please help us keep an open line of communication by signing student folders, Accelerated Reader log sheets, field trip permission forms, discipline notes, etc.

PARKING LOT / TRAFFIC CONTROL PROCEDURES:

Parents are encouraged to stay in their vehicle and to allow Safety Patrol and staff to help your child get out of the car at arrival and into the car at dismissal. In the morning, they will open the car door and make sure they get safely in the building. In the afternoon, they will make sure your child gets safely into the correct car and will open the car door for them as well. Two lanes in the front parking lot are marked for moving traffic. A center lane is used by Safety Patrol crossing guards and staff members to direct traffic. Do not use the center lane unless directed to do so. Left lane traffic in the parking lot should only turn left when leaving the parking lot. The right lane turns right. Do not hold up traffic in the left lane in order to turn right. Do not use the side parking lots for drop-off or pick-up. This is for buses and/or staff only.

Parents are issued two yellow pick-up cards at Sneak Peek. The yellow pick-up card must be placed prominently on the dash or somewhere easily seen before entering the parking lot. Those who do not have the pick-up card will be directed to park and report to the office with photo identification to prove that they have permission to pick up the child.

No left turns will be allowed into the pick-up/drop-off parking lot during arrival and dismissal. If you are traveling south on Glasgow to arrive at Vickers, turn left on Edinburgh instead of left on Northgate. After turning left on Edinburgh, circle the block to enter the parking lot. If you are traveling north on Glasgow to arrive at Vickers, turn right on McLane instead of right on Northgate. After turning right on McLane, turn left on Broadmoor St. to get back to Northgate. This will allow you to turn right into our parking lot instead of left. It will also cut down on the traffic at the intersection of Glasgow and Northgate, which will allow you to exit quickly and

keep our drop-off and pick-up moving efficiently.

It is against the law to operate a hand held cellular device while in your car in a school zone. Victoria police frequently patrol our school zone and have issued tickets for speeding, blocking traffic, and using a hand held cellular device. Please be safe and follow the above procedures to make our arrival and dismissal as efficient as possible.

PHYSICAL EDUCATION:



All Pre-kindergarten - 5th students will have a P.E. class. Physical education is designed to develop your child's physical fitness to the fullest. All students must wear appropriate shoes to P.E. class. Girls are required to wear shorts under their dresses or skirts.

If your child needs to be excused from P.E. due to illness or injury, write a note to your child's P.E. teacher. If your child has to miss more than 3 days of P.E., a note from the doctor is necessary. If your child has a physical or medical condition that would limit his/her participation, please let the P.E. teacher know in writing.

PROGRAMS:

Your child may be asked to participate in various extra-curricular programs and events throughout the year. No child is required to participate in any program. Teachers will send notes listing times and requirements for participation. If you allow your child to participate, please make every effort for your child to attend. Programs are carefully planned and "no shows" disrupt these plans.

PTO:

All parents and legal guardians of a student at Vickers are considered members of the Vickers PTO. We have a strong and active organization that works very hard to support the school. Meetings are generally held in conjunction with Open House and grade-level musical performances. PTO fundraisers are conducted throughout the year, and the money is distributed to the school to help purchase additional classroom supplies and technology as well as help fund field trips, clubs, and teacher appreciation.

RESIDENCY:

Parents are required to complete an information card for every child attending school. This information is used in reports to the Texas Education Agency. Please immediately notify the school of any changes in address, phone or other important information.

If a student moves out of the school attendance zone after the last Friday in September, the parent(s) may apply to the Office of Student Services for continued enrollment prior to the move or within ten school days following a move. If the request is granted, it will be approved for the student to remain at Vickers for the current semester only. Continued enrollment applications made on or before the last Friday in September will not be considered and students must enroll at the new school in the attendance area in which the family has moved.

RESPECT FOR AUTHORITY:

Each teacher and staff member should be treated with due consideration and respect. Students must realize that any faculty or staff member has the authority to correct them, not only during school hours, but at any school-sponsored activity. Students should also extend the same respect to any substitute teachers who may be assigned to the classroom.

RESPECT FOR SCHOOL PROPERTY:



An attitude of personal pride and the inherent respect for the property of others is strongly reflected in the care given to school facilities and materials. Students shall be encouraged at all times to learn and practice the wise use of all school properties.

RETENTIONS: Also refer to VISD Code of Conduct and Handbook for students and parents.

We will be stressing more and more the need for a child to have mastered the skills for the grade he or she is in before passing to the next grade. Social promotion is no longer possible. A child must be able to satisfactorily complete one grade level before moving on to the next grade.

SAFETY PATROL:

Students will serve duty positions at the front entrance and help to supervise the cafeteria at arrival and dismissal. The purpose of Safety Patrol is to ensure the safety of our students and improve traffic flow. Please direct any traffic concerns to school staff members rather than to students.



SCHOOL EVACUATION:

In case of a major emergency, an emergency drill procedure will be used to evacuate students from the school if students need to leave the school grounds. The principal or assistant principal will determine the location to which students will either walk or be bussed. The local radio and television stations will announce where students can be picked up. Vickers has the capability of notifying parents with an automatic phone calling service. If your phone number changes during the school year, please make sure we are given the most updated contact information.

SCHOOL HOURS:



School begins at 7:45 and dismisses at 3:30 for all students. Students will be allowed to come into the cafeteria no earlier than 7:00 where they will stay until dismissal to the classrooms at 7:35.

It is very important that your child be in the classroom by 7:45. Please make sure your child is picked up as soon after 3:30 as possible. Under no circumstances should a child be left at school past 3:55. Our staff members have appointments, meetings, and their own children to attend to, and are unable to supervise past this time.

SCHOOL PICTURES:

Children will have individual and group pictures taken during the school year. These pictures may be purchased at the prices quoted by the studio. Details concerning dates, costs, etc., will be announced. Please make every effort to comply with deadlines for purchasing pictures.

SCHOOL SONG:

We're proud and think you ought to know it
That Vickers is our school.
It is the pride of all the schools around.
We always go by the rules.
With our heads high we try to show it
That we all love Vickers School.
Salute to colors red and white, our principal and teachers.
Three cheers for Vickers our great school.
RAH! RAH! RAH!

SNACKS AND SNACK DRINKS:

Elementary classrooms may allow one nutritious snack per day under the teacher's supervision. The snack may be in the morning or afternoon, but may not be at the same time as the regular meal periods for that class.



The policy allows exceptions for birthdays. See "BIRTHDAYS AND CELEBRATIONS".

SITE-BASED COMMITTEE:

The Vickers Site-Based Committee serves in an advisory role for the purpose of implementing planning processes for our campus. The Principal will select two parents, two community members, and two business representatives to the committee which is also made up of a number of teachers and staff.

STUDY HABITS:

The teaching staff makes a great effort to help students develop self responsibility. One way this will be done is in giving classroom and homework assignments. When assignments are given, it will be the child's responsibility to see that the work is completed and turned in on time. Parents can help by checking with their children on a daily basis about what they worked on during the day and what assignments they have for homework.



SUPPLIES:

Each student will be expected to have supplies necessary for the student to function in the learning environment. Copies of supply lists are available in local stores and the office. A limited number of supplies may be available on a first come/first serve basis from the school.

TARDIES:

A student who is tardy disrupts the normal routine of the classroom and misses valuable learning time. Help your child develop a good habit of being on time. Tardies are considered "parts of days" and will affect attendance. **If your child is tardy because of a medical appointment, please be sure to bring a note from the doctor so the tardy will not be recorded.** Students must be IN their classroom by the 7:45 bell in order to not be tardy. If students are tardy, the student will need to come to the office for a tardy slip.

TITLE I:

Our school is a Title I, Part A campus. Title I, Part A schools receive supplemental funds from the federal government to provide additional academic support and learning opportunities for their students. This is to ensure that ALL children are provided a high quality education that will enable them to exceed performance standards. More than 50,000 public schools across the country use Title I funds to improve their schools. In Victoria ISD, Title I funds are used to support instruction by providing extra personnel, supplemental materials and technology. In addition, Title I funds support our prekindergarten, extended day, and enrichment programs. We are also able to provide extra professional development opportunities for our staff members. We hope that you will become an active member of our school family and participate in our parent activities. Parents and families are invited to learn more about our Title I program and to become active participants in designing our program. To learn more about how you can be involved, please contact our campus parent liaison.

TOYS/GAMES:



Toys and games are not allowed at school without prior teacher approval. This includes CD players, iPods, radios, yo-yos, cards, handheld computer games, or trading cards. We can not be responsible for loss or damage. Do not let students bring items to sell or trade with other students. If your child brings a toy to school, it may be taken up and kept in the office until a parent can pick it up. No toys/items should be attached to backpacks or bags.

VISITATION:

We are glad to have visitors on campus and in classrooms to observe. However, if the visitor needs to talk with the teacher, a conference should be scheduled during the teacher's conference time (as per state rules) and not during instructional time. Children from other schools or cities are not permitted to visit our classrooms, nor are they eligible to ride the bus.

To ensure the safety of our students, all visitors at all times **MUST** present a driver's license and sign in at the office upon arrival (**NO EXCEPTIONS**). If you pick your child up for any reason, you **MUST** present your driver's license and sign them out through the office. In order to keep disruptions to a minimum, the office will call for students.

VOLUNTEERS:

Vickers has a need for volunteer help from parents. Parents are encouraged to take an active part whenever possible. Vickers hosts a highly successful Watch D.O.G.S. (Dads of Great Students) program that enables fathers to volunteer for an entire day at school. Help is needed in the classrooms, the workroom, the science lab, and the library. Schools with active parent participation are the most successful, so we hope to see you at school.



If you have 30 minutes:

- Help a student read their sight words
- Read a story to a Kindergarten class
- Share your career by letting students interview you
- Eat lunch with your child in the cafeteria

If you have 1 hour:

- Make copies in the workroom
- Laminate and cut for teachers
- Work a booth at Fall Festival
- Attend a PTO meeting/music program
- Set up the Science lab for a teacher

If you have several hours:

- Join the WatchDOGS program
- Become a PTO board member
- Help set up for Play Day
- Chaperone your child's class field trip

If you only have 5 minutes:

- Write an encouraging email to your child's teachers
- Pick up an item from the store to send for your child's class basket for Fall Festival
- Drop off a fruit tray in the school's break room
- Clip Box Tops for Education

WITHDRAWAL FROM SCHOOL:

If a parent needs to withdraw their student from Vickers, the office needs notice at least one day in advance so forms can be prepared. Just send a note or call telling us the day you plan to withdraw, and all paperwork can be completed before you arrive.