

EMILY C. WATKINS ELEMENTARY SCHOOL

PreK - 8 PARENT/STUDENT HANDBOOK



It is our pleasure to welcome you to Emily C. Watkins Elementary School (ECWES) for the 2019-2020 session! We intend to improve student achievement and to develop a positive learning environment. Our purpose is to serve the educational needs of this community.

Parents are strongly encouraged to become actively involved in their child's education.

Parent responsibilities include:

- Sending children to school each day on time, prepared with all necessary materials, well rested and properly dressed.
- Checking homework on a daily basis.
- Providing suitable study conditions at home.
- Communicating with teachers when concerned about your child's progress.
- Expecting and demanding the best from your child.

The Parent-Teacher Organization is very important. We desire to strengthen this program to improve the working relationship between the school and parents and to help involve the parents more in the educational process. Parents are strongly encouraged to play an active role in the P.T.O. and our parent volunteer program.

We all want to make Emily C. Watkins Elementary School a great place to learn. In order to establish the positive learning environment we are seeking, it is necessary to set up a Code of Honor. Your observance of the few simple rules in this code will do much to maintain a school in which we can be proud.

Remember that your school is what you and all of the other citizens attending make it. Your progress and your school's progress will be measured by the way you accept and meet your obligations as a student. Working together as

parents, students, teachers and administrators, we can accomplish our goals and have a very successful and rewarding school year.

HISTORY

Emily C. Watkins Elementary School opened its doors on August 6, 2009. This school is named for Emily Charles Watkins (1913-2003), a 50-year educator in St. John the Baptist Parish. She was principal of Woodland Elementary School in LaPlace. Mrs. Watkins was known by the nickname "Queen Bee" because of her strong belief in family and a quality equitable education for all students. She graduated from Booker T. Washington High School in New Orleans, Southern University in Baton Rouge and Xavier University in New Orleans.

MISSION STATEMENT

The mission of Emily C. Watkins Elementary School is to prepare every child with traditional values while gaining 21st century knowledge and skills to be successful.

VISION

Everyone teaming together to
Create a positive and productive
Working and learning environment

VALUES AND BELIEFS

- Students are our top priority.
- We value and acknowledge student diversity.
- Mutual respect is essential.
- Research-based practices enhance student achievement.
- High expectations for all students foster achievement and success.
- Educational opportunities are purposeful and challenging which enable students to reach their highest potential.

CURRICULUM

ECW is a school with unlimited opportunities for children of all abilities to reach their potential for learning. We offer a curriculum where students gain a strong foundation through technology, while learning proper communication skills, reading, writing, math, science, and the art of listening and speaking.

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Special programs are aimed at developing traditional and alternative means for improving student achievement and establishing a strong parent involvement program.

Students between grades 6th through 8th can potentially earn 5-1/2 high school credits; however, each course must be approved by school administration in accordance with district criteria (pgs 40-41 in Pupil Progression)

Band	1 credit
Comp Health	.5 credit
Algebra 1	1 credit
Speech	1 credit
Computer Literacy	1 credit

SCHOOL HOURS

Regular school attendance is one of the most important habits that each student should develop. School times are 8:40 – 3:40. Students are expected to be present and on time. Students who arrive late or leave early disrupt the learning environment.

Parents who provide their own transportation are asked to be sure that students do not arrive before 8:10 when duty teachers are not present. Under no circumstances should a child be left alone on the school campus before 8:10 a.m.

Parents who pick up students after school should do so at dismissal time. Parents must form a line on the inside of the west driveway and remain in their car to pick up students. Students will be escorted by an adult to their respective car. If it becomes necessary to leave the car, parents must park in the front west parking lot side of the building. Parking in the driveway is not allowed between the hours of 7:40 - 8:40 a.m. and 3:00 - 4:30 p.m.

Students who need to leave during the school day for any reason need to be checked out in the main office. Parents/guardians shall sign the dismissal log kept in the office, enter the time of dismissal, reason for dismissal, who is picking the child up, etc. A child will be released only to the parents unless the school has been notified in writing by the parents that they have granted permission for someone else to pick up their child. The parent, or authorized person,

must come to the office and present identification when signing the child out. If not the parent, the person picking up the child must be on the child's emergency card. **No verification phone calls will be placed. In addition, no student will be allowed to check out after 3:00 p.m. If a change in transportation becomes necessary, the parent must call the office and make the arrangements by 2:30 p.m.**

ARRIVAL PROCEDURES

PreK-4th Students

Breakfast Students

1. Report to cafeteria
2. Get breakfast and eat at assigned table
3. Clean area and discard trash
4. Walk to respected area
5. Sit in hallway/classroom quietly

5th-8th Students

Breakfast Students

1. Report to breakfast-on-the-go
2. Walk to respected area
3. Sit in hallway or classroom to eat breakfast
4. Discard trash and sit quietly in the middle school hallways.

****Non-breakfast students should report to their respected area and sit quietly or complete assignments.**

SCHOOL UNIFORM POLICY

The wearing of school uniforms is mandatory including off campus school events unless otherwise noted. All students are expected to comply with the policy below. Uniforms may be purchased from many of the local businesses. Students must be easily identified.

GIRLS GRADES PreK-5th:

KHAKI JUMPER with WHITE BLOUSE (PreK-1st only)

KHAKI WALKING SHORTS, SKIRTS, CAPRI/PANTS
PURPLE POLO with LOGO

SCHOOL SWEATSHIRT with LOGO

(White, black, purple, or gray shirt or turtleneck allowed underneath.)

(White/black tights or stockings ONLY allowed during winter. Leggings are not allowed.)

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PREK-8TH GIRL'S HAIR ACCESSORIES

Black/ white, khaki and purple-Headbands 2" or less. No cat ear headbands, bandanas or head wraps. (Conservative and practical for school environment at the principal's discretion/not distracting.)

BOYS GRADES PreK-5th:

KHAKI WALKING SHORTS/PANTS-WORN AT THE WAIST OR ABOVE-NO CARGO PANTS

PURPLE POLO with LOGO

BLACK OR KHAKI BELT

SCHOOL SWEATSHIRT with LOGO

(White, black, purple, or gray shirt or turtleneck allowed underneath during winter.)

Hooded sweatshirts or jackets are not allowed!

GIRLS and BOYS GRADE 6th-8th

KHAKI WALKING SHORTS/PANTS ONLY-WORN AT THE WAIST OR ABOVE

**NO CARGO PANTS, NO SKIRTS, NO SKORTS

FOREST GREEN POLO with LOGO

SCHOOL SWEATSHIRT with LOGO

BLACK or KHAKI BELT

(White, black, purple, or gray shirt or turtleneck allowed underneath during winter.)

Hooded sweatshirts are not allowed!

WINTER WEAR-ALL STUDENTS

Only hoodless ECW sweatshirts are allowed for outer wear during the winter. Sweatshirts must be purchased at Children's World. Noncompliant sweatshirts will be confiscated. HOODED SWEATSHIRTS AND JACKETS ARE NOT ALLOWED!

Hats, caps, and scraves are not allowed in the building. Shirts must be tucked in at all times. Belts must be worn when wearing pants or shorts with belt loops. Pants must be worn at the waist. Belt color is to be black, khaki, brown or white. Additionally, the following pants types are not allowed: Jeans, Wide legs, big & baggy, low-riders, cargo pants, carpenter pants, painter pants, overall shorts or pants.

JEWELRY:

STUDENTS ARE CAUTIONED AGAINST WEARING LARGE, EXCESSIVE, OR EXPENSIVE JEWELRY. IF JEWELRY CAUSES A DISTRACTION, DISRUPTION, OR A SAFETY CONCERN IT WILL BE

CONFISCATED. JEWELRY REQUIRING VISIBLE BODY PIERCING, SUCH AS NOSE RINGS, EYEBROWN RINGS, LIP RINGS, CHEEK RINGS, TONGUE RINGS, ETC. ARE **NOT ALLOWED.**

EARRINGS ARE THE ONLY ALLOWED PIERCINGS.

FOOTWEAR:

ECW WOULD PREFER SOLID BLACK AND/OR WHITE SHOES (NO VISIBLE ATHLETIC LOGOS.) BLACK OR WHITE SOCKS MUST BE WORN. Heels, flip flops, light up shoes or sandals are not permitted. Closed toe shoes are required. On special occasions, out of uniform days may be declared. On those days, students must comply with the St. John Parish Dress Code as specified in the Code of Student Discipline. **NO JEANS WITH HOLES EVER!**

**Tennis shoes must be worn to participate in P.E.

Consequences for Non-compliance:

1st Offense: Loss of PBIS Points

2nd Offense: Loss of PBIS Points and a phone call home

3rd Offense: Loss of PBIS Points and recess detention

4th Offense: Loss of PBIS Points-student will also receive a Major referral and be excluded from school.

SCHOOL BAG POLICY

Clear school bags will be required for all students in all grades who attend public schools or ride public school busses in St. John the Baptist Parish. All school bags must be clear plastic or "see through" mesh.

Purses (may not be larger than 8"x6" or a textbook, larger purses are not allowed and will be confiscated), school bags, lunch boxes, pencil cases, enclosed binders, etc. are subject to search during random searches and during searches with probable cause and cannot have gang-related graffiti/words or pictures on them. No fanny packs or backpack purses allowed. Illegal bags may be confiscated.

****Spirit shirts can only be worn on Fridays.**

****White polo's are not allowed. Only PreK-1st girls are allowed to wear a white blouse with a khaki jumper.**

****Additions to uniform are not permitted (i.e. vests, scarves, hats, knit caps, ties, etc.)**

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ATTENDANCE

Student contact days are 178. Students must attend 167 days of school in order to be promoted to the next grade level. This means that an elementary student can miss **no more than 11 days** per year and still be eligible to receive credit. According to the attendance policies of St. John Parish Schools, students will be excused from school when under the care of a physician or in cases of emergencies. On the day of return to school, a student who has been absent must present a written excuse to the teacher. This written excuse must be presented within five (5) days of return to school from such absence in order for the days missed to be considered excused absence(s). Failure to provide proper excuses and/or documentation in accordance with the five (5) day requirement can only be waived by the Supervisor of Child Welfare and Attendance for extenuating circumstances.

All absences are classified as excused or unexcused. Excused absences include:

1. Personal illness accompanied by parent note or doctor's excuse.
2. Serious illness in the family, verified by a doctor's note.
3. Death in the family.
4. Religious holidays of the student's own faith.

NOTE: Regardless of the reason for absence, (excused or unexcused) **any student missing twelve or more days during the school year WILL NOT be promoted to the next grade.** When absences are excused, the teacher will help students make up missed work and test grades. Teachers are not expected to help students make up work for unexcused absences nor will credit be given for the work. The following are not excusable absences:

1. Truancy
2. Suspensions (O.S.S.)*
3. Missing the bus
4. Car trouble
5. Family trips
6. Shopping
7. Oversleeping
8. Employment
9. Errands
10. Babysitting

*Out of School Suspensions

Students missing school due to an out of school suspension shall be counted as absent.

When a student misses a total of 3 unexcused days, he/she will be referred to the Supervisor of Child Welfare and Attendance for a follow up.

In order for a student to qualify for the Perfect Attendance Award, he or she must be in attendance *every day, all day*. The student may not sign in late or leave school early.

TARDINESS

The official school day begins promptly at the time published by the district. We consider it the responsibility of the parents to have their child to school on time. Attendance is taken at the beginning of the day (homeroom). A student is considered tardy if he/she is not in the assigned classroom within 5 minutes of the bell. Teachers will send students to the office for a tardy slip. Tardiness to class is included in the PBS requirements and will not be tolerated. Students will lose a PBIS point for **EVERY** tardy. Parents or guardians of all students arriving late for school shall bring them to the office to sign them in, indicating the reason for the tardiness. The St. John Parish Code of Student Conduct will be followed in issuing consequences.

A student is tardy when the official school clock **indicates 8:46**.

Consequences for Excessive Tardiness:

3rd-5th Offense: Parent Notification & loss of PBIS point

6th Offense: Referral to Truancy Panel & Saturday Detention

SKIPPING

If students are not in their designated class as the designated time, they will be marked as Skipped. An automated call will be made and consequences will be assigned according to the Code of Student Conduct & Discipline.

BOOKS AND SUPPLIES

Students are expected to have supplies for each class daily. Textbooks are the property of the St. John Parish School Board and are loaned to the students at no charge. Students are responsible for textbooks checked out to them and will be required to pay for lost or damaged books. They are to be covered and should remain free of pencil and ink marks. Payment for any lost or damaged books must be

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made in order to receive textbooks for the following year.

COMPUTERS AND THE INTERNET

Students are challenged to use computers while at school to enrich learning. The use of the Internet gives students the opportunity to experience learning at greater distances. Students are informed of the appropriate use of computers and the Internet. Ethical and responsible conduct in all online network activities is expected. Students shall not be allowed to access the Internet without the signed student code of discipline handbook acknowledgment form. These rules will be strictly enforced.

REPORTING SYSTEM

Report cards will be sent home every nine weeks. Progress reports will be sent home for students on the twenty third day of the grading period and prior to the administration of semester exams. These are to be signed and returned to verify receipt. Graded papers will be sent home each Wednesday.

Parents will have ten (10) working days after report cards have been issued to question a grade of the previous nine weeks.

Any student caught cheating will receive an automatic "0" on that particular test, as well as a consequence according to the school's discipline policy.

HONOR ROLL

Principal's List - All A's

Honor Roll - No grade less than a B

Only major subjects will be considered for Student Recognition as follows:

1st- 2nd grades - ELA, Math

3rd - 8th grade: - ELA, Math, Science and Social Studies

PROMOTION

Promotion from one grade to another is based on the following criteria:

Kindergarten

1. Must meet parish requirements for attendance
2. Fastbridge, Benchmarks and report card grades will determine promotion

Grades 1st - 2nd

1. Must meet parish requirements for attendance
2. Reading - Master appropriate reading level for each grade.
3. Math - Earn a passing final grade on the report card
4. Language Arts - Earn a passing final grade on the report card
5. A minimum of 4 quality points must be earned during the year to be promoted. Two of the 4 points must be earned during the second semester AND must have an average of 1 full quality point.

Grades 3rd-8th

1. Must meet parish requirements for Attendance
2. Earn a final passing grade on the report card by following the prescribed standards and benchmarks in the 4 major subjects listed: Math, English/Language Arts, Science and Social Studies. All 8th grade students will participate in and receive a half credit in Health. This will go towards their high school credits as long as assignments, projects and grades meet the specified requirements.

8TH GRADE CELEBRATIONS AND PROMOTION CEREMONY

Participation in 8th grade end-of-the-year celebrations is a privilege, not a right and does not guarantee promotion to the 9th grade. 90% PBIS points will be required of all students to participate in activities.

Attire for promotion ceremony is dressy for both males and females.

Females clothing should be modest. Strapless tops or dresses, halter tops, mini-skirts, see-through clothing, tight fitting clothing, spandex, and especially revealing clothing will not be allowed.

Males must wear slacks, belt, button down shirt, and a neck tie.

Tennis shoes will not be permitted for males or females.

Specific colors and more information will be provided during the fourth quarter.

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ECW SCHOOL CONTRACT / PBIS

In an effort to document student's effort to follow the Emily C. Watkins PBIS Student Contract, a point system is used. Each student is awarded points daily for following the items listed in part A of the Student Contract. Teachers will record these points on a daily basis and include student's totals when papers are sent home.

Students will have the opportunity to earn 5 points each day, 25 points each full week and 225 each nine week period. Effort points will be recorded on the progress report and report card.

By the end of the school year, students may earn up to 900 points. **Any student who does not earn at least 90% of possible points and/or receives a major referral during a given month will not be allowed to attend school wide incentives (i.e. field trips, specials events).**

Severe Clause: When a student is suspended from school, that student will **NOT** earn effort points on the day(s) of suspension. Listed below are the effort items:

****Due to the unique needs of students with disabilities, the IEP committee may consider variations in the PBIS Point system as documented in the student's IEP or 504 Plan.**

FIELD TRIPS

Periodically during the school year, off campus learning opportunities will be provided. Students must be a "student in good standing" in order to be allowed to participate. A student must have 90% of PBIS points and no major discipline referrals to the administration in the nine weeks in which the field trip occurs.

According to parish policy, field trips allow opportunities of positive education experiences beyond the classroom and will be scheduled by the teacher to correspond with lessons taught in the classroom.

HOMEWORK PHILOSOPHY/POLICY

The St. John Parish School Board's philosophy on homework is that it is to be given as reinforcement of material thoroughly taught or on a special project. Teachers will not give a numerical grade for day-to-day reinforcement

and/or practice homework. However, day-to-day reinforcement/practice homework may be checked for completeness. Students in grades 1st-5th are issued a school planner to record homework assignments each day. Parents are asked to check the planner every day in order to stay in touch with the teacher and school events. The cost for a replacement planner is **\$5.00.**

PARENTAL INVOLVEMENT POLICY

Emily C. Watkins Elementary School supports the involvement of parents and community in the education of their children. Developing strong parental and community partnerships with teachers, the administration, and staff is our goal. ECW is committed to providing quality education for every child in the school. The child benefits when the school and home partner up to promote high expectations for our children. Since parents are their child's first teachers, it is important that they remain as teachers throughout the duration of their child's education.

Through a Parent/Teacher Organization consisting of parents of all student levels, activities will be developed collaboratively along with school system personnel. Activities will address, but not be limited to high stakes testing, academics, and homework, at home family discussions, school functions, television programming, and parents in the schools. The activities/programs will be researched and implemented based upon data of involved strategies.

To foster and build parental involvement, Emily C. Watkins will hold Parent Academic Academy meetings throughout the school year to convey information and afford parents the opportunity to be involved in any and all aspects of that program. Parents and the community will be notified of these meetings through fliers, school newsletters, and student planners. At these meetings parents will be informed of the state and local assessments, pupil progression plan, curriculum, and discipline policies. Input on school policies and procedures will be encouraged.

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In an effort to match programs and activities with the needs of students and parents, Emily C. Watkins shall distribute surveys and questionnaires yearly. From the information gathered, activities shall be developed to match the expressed needs. The purpose for parental and community involvement is to achieve and promote student success.

PARENT-TEACHER COMMUNICATION

Parents are urged to contact the school whenever the need arises. Teachers may be contacted by note, email or telephone. If you call during the school day, the office will leave the teacher a note to return your call. If you wish to have a conference with your child's teacher, please call ahead to make an appointment, as our teachers' schedules do not allow for drop-in conferences. Teacher conferences must be scheduled during nonteaching periods/times. However, accommodations will be made for those parents who work or may have difficulty attending during the school day.

In an effort to keep parents informed of student progress and activities of the school, several means of communication exist. Students in grades 1st – 5th will be issued a Student Planner. (Students in Kindergarten-2nd will also carry a folder.) This planner will contain daily homework assignments, a calendar, and space for teacher/parent communication. **Students are required to carry the planner to and from school each day. Each Wednesday, all students should bring home their yellow Parent Communicator Folder, graded papers (PreK-4th), detailed progress report (5th-8th), the school newsletter, and any other school notices.** We encourage parents to communicate regularly with their child's teacher.

PARENT/TEACHER ORGANIZATION

The purpose of the parent teacher organization (PTO) is to promote the education and welfare of our children. Parents are encouraged to join and be an active participant in our PTO. Meetings dates will be available in the weekly purple newsletter. We also encourage participation in our parent-volunteer program. If you are interested in assisting in this

program, please contact your child's teacher or an officer of the PTO.

VISITORS

All visitors to the school must report directly to the office. For the safety of your children and to provide an uninterrupted learning environment, no one will be allowed to visit the classroom during school hours. Exceptions to this include:

- Pre-arranged parent/teacher conferences
- Pre-arranged administrative conferences
- Pre-arranged classroom observations
- Special events
- Parent volunteers who are assisting teachers with pre-arranged tasks.

Visitors to the classroom under these special circumstances should not interrupt instruction, but should arrange for an individual conference to discuss any concerns, if it becomes necessary.

Visitor ID's will be issued in the office. All visitors are required to provide a valid state i.d. that will be scanned through the Raptor system. Visitors on campus without ID's will be considered a risk to the safety of our students. ***Irte parents may be banned from the campus and all school related activities.***

All visitors are asked to park in the school parking lot, not the drive-way.

BIRTHDAY CELEBRATIONS

We celebrate student birthdays each morning by announcing their names on our Morning Talk show or during morning announcements. Students will receive a birthday sticker and pencil. PreK-5th grade students are allowed a brief birthday celebration with their peers. In order for the school to be in compliance with the Health Inspector, parents should bring store bought **cupcakes** only. They can be dropped off at the front office any time before 3 p.m. If parents would like to assist with the celebration for PreK & Kindergarten students, 2 visitors will be allowed into the classroom at 3 p.m. This celebration can only occur if the parent has contacted the teacher in advance. Balloons are not allowed. They are a distraction to other

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classmates and also a hazard for bus drivers. Middle School (6th-8th) students are not allowed to conduct birth celebrations during the school day.

TRANSFERS

If your child must be transferred from Emily C Watkins Elementary School during the school year, please notify your child's teacher and notify the office so the proper forms can be completed. An official drop form must be completed and forwarded to the Supervisor of Child Welfare and Attendance. Personal belongings should be picked up on the last day of attendance and a transfer form will be issued. Official school records will be mailed/faxed to the new school upon request from that school. Students cannot be withdrawn until all debts are clear and a new school has been selected.

SCHOOL PICTURES

Exact change must be sealed in the order envelope. The front office does not collect picture money and will not be able to make change. Also, picture order forms must be at the school by 9 a.m. If you order online, please write the code on your child's form and send with him/her on picture day.

MEDICATIONS

No medications may be given to any student without a medical doctor completing a medical release form as required by the St. John Parish School Board. You may request a form from the school and return it to school. **Students are not allowed to carry or take prescriptive nor non-prescriptive drugs at school. This includes cough drops, medicated Chap Stick, and aspirin.**

SCHOOL INSURANCE

An accident insurance policy is available to all students. Information will be sent home during the first week of school and is available in the office thereafter. Parents are encouraged to take advantage of this inexpensive policy.

REFUNDS

Refunds will not be issued to students who have been assigned to ISS/Out of School Suspension. This includes field trips, movie days, snack sales, etc.

HALL/TELEPHONE PASSES

Students are not permitted in the halls during class unless accompanied by a teacher or carrying a hall pass from a teacher. Students must have an office pass in order to call home. The office staff may call home on a student's behalf if necessary.

ITEMS NOT PERMITTED AT SCHOOL

1. Chewing gum.
2. Glass containers.
3. Knives, lighters or any types of sharp or pointed objects, weapons of any type. (See St. John Parish Code of Student Discipline, Section 10.13.0)
4. Tools such as screwdrivers, pliers, drills, wrenches, etc.
5. Toys, gadgets, sprays or medicine.
6. Students should not bring expensive items or large amounts of money to school (over \$20). The school will not be responsible if these articles are lost or stolen.
7. Electronic devices including cell phones, iPods, MP3 players, radios, tape recorders, headphones, toys, video games, etc. are not allowed on campus. These items may only be picked up by parents on Monday afternoons between 3:40-4:30 p.m.

LOST AND FOUND

A lost and found box will be kept in the office. All articles found on the school grounds are to be turned in to the office. **Clothing and personal possessions should be labeled.**

EMERGENCY INFORMATION

Emergency information is requested on the information sheet when you register your child and must be updated every quarter or when changes occur. Information forms are also sent home during the first week of school. These should be completed and returned to the office as soon as possible. It is extremely important that we have this information and that it is kept up-to-date so that we can contact you if your child becomes ill or is injured at school. If contacting a parent consistently becomes a problem, the parent will be required to bring emergency information to school before the child may return.

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In the event of an emergency at the school, parents should listen to the local TV station or call the school board office for instructions for the location for picking up their children. Students will be released to parents or prior listed designees on student emergency cards. Identification will be required before release occurs.

COMMUNICABLE DISEASES

If a child has chicken pox, impetigo, measles, head lice, pink eye, staph infection or any other communicable disease, he/she cannot attend school and can be re-admitted only by the school nurse or a doctor.

LUNCH PROGRAM

Our cafeteria serves free meals to all students that are nutritious and well balanced.

Students may bring lunches from home. No canned or bottled soft drinks or any form of junk/fast food are allowed in the cafeteria. Students may purchase milk for 60¢.

CELL PHONE USE

Students will not be allowed to possess cell phones on campus. Any cell phones that are confiscated may only be picked up by a parent on Monday afternoons between 3:40-4:30 p.m. If phones are confiscated on a day before a holiday, the phone will be returned on the day school resumes. If a student brings a cell phone to school and it is stolen/lost, an investigation will not be conducted. Multiple violations can result in further consequences (See St. John Parish Code of Student Discipline).

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CODE OF HONOR

A program of Positive Behavior Support (PBIS) is used at Emily C. Watkins School to provide the type of positive, orderly learning environment necessary for academic success. Using a team effort approach creates successful students. This team consists of the student, teacher, administration and parents. Our ultimate goal is for all students to develop an internal focus of control and to become independent, responsible, and contributing members of society. For this to occur, we must communicate to the students what we expect of

them and reinforce that behavior when demonstrated. The following general rules outline the behavior expected of everyone at Emily C. Watkins Elementary School:

Successful Students

1. Are present and prepared to start class on time.
2. Listen carefully and follow directions.
3. Work quietly being careful not to disturb others.
4. Respect others. Be kind with your words and actions.
5. Respect school and personal property.
6. Work and play safely.
7. Refrain from chewing gum while at school.

We are the Lions, we have **PRIDE**. We are:

Positive

Respectful

Incredibly Safe

Dependable

Eager to Learn

Each teacher has developed a Classroom Management Plan that establishes the expectations for the individual classrooms. This plan will be explained to all students and will be sent home for your information and signature. The final step of each teacher's plan involves the administration.

Administration at Emily C. Watkins Elementary School shall follow the policies set forth in the St. John Parish Code of Student Discipline adopted by the St. John Parish School Board.

NOTIFICATION OF POLICY

It is the policy of Emily C. Watkins Elementary School to provide equal opportunities without regard to race, color, religion, sex, age, national origin, handicapping condition, or veteran status in its educational programs and activities.