



YOLANDA MCCOMB
PRINCIPAL

Raymond Elementary School
A California Distinguished School
Fullerton School District

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PARENT & STUDENT Reference Guide 2018-2019

Welcome to Raymond!

Please read this information about Raymond School procedures and expectations. For more detailed information, refer to our district website www.fullertonsd.org to view the "District Parent Handbook."

FIRST DAY OF SCHOOL IS MONDAY AUGUST 13, 2018

<p>1:1 iPad Parent Mtg. for Students in Grade 5 or 6 – Only need to attend 1 mtg. Student must be present with parent.</p> <p>Student Class Assignment Card given to you once you complete the online registration at this mtg. Office staff available for assistance at these meetings.</p>	<p>Wednesday, Aug 8 at 5:30 – 6:30 p.m.</p> <p>Thursday, Aug 9 at 5:30 – 6:30 p.m.</p>
<p>TK, Kinder & DLA Kinder Orientation: Complete registration prior to this meeting. Once done, pick up your Student Class Assignment Card in the office.</p>	<p>Friday, August 10, 2018 from 2:00-3:00p.m.</p>
<p>1. Complete Online Registration</p> <p>2. Pick up Student Class Assignment Card on Friday, August 10th</p>	<p>Friday, August 10, 2018</p> <p>School office open to assist you in completing online registration 7:30 a.m. – 6:00 p.m.</p>
<p>School Office Hours:</p>	<p>7:30 a.m.-3:30 p.m.</p>
<p>School Website: Twitter: Facebook:</p>	<p>raymond.fullertonsd.org @Raymond_School Raymond Elementary School</p>
<p>Online Registration: Must be completed by all parents before school starts</p>	<p>Please check your email. This is IMPORTANT – Thank you! We need emergency info prior to first day of school.</p>

SAFETY PROCEDURES FOR ALL VISITORS AND VOLUNTEERS

VISITORS - Between 8:00 a.m. and dismissal daily, all visitors **must sign in at the office using the Raptor Visitor Management System, present a form of current, government-issued photo identification and sign out by returning the badge to the office.**

VOLUNTEERS who plan on assisting in classrooms will be asked to complete the NEW volunteer application form, read through the new handbook and provide required documentation according to the Tier. There are now three (3) volunteer Tiers. For additional information, you may visit fullertonsd.org under the Parents tab, click on How to Volunteer.

HOW TO CONTACT YOUR CHILD'S TEACHER?

It is best to contact your child's teacher via email provided to you on our school website. You may also call the office and leave a message for the teacher to return your call after school.

PARENTS, PLEASE PLAN AHEAD

Please make arrangements with your child and/or teacher in advance for all necessary school items. We can always leave a message for a teacher who will retrieve their message after school. Unfortunately, we cannot deliver forgotten items for your students such as lunches, homework, money, etc. because this interrupts learning in the classroom for all students.

STUDENT DROP-OFF 7:30-7:50 a.m.

Students should arrive at school between 7:30 a.m. – 7:50 a.m. in order to be on time to their classroom.

Students are expected to be at their line at 8:00 a.m. Students may arrive for breakfast between 7:30 – 7:50 a.m.

There is no supervision for children before 7:30 a.m.

Parents are asked to park in designated parking areas in our lot but **never Double Park** your vehicle in the school parking lot at any time.

Double parking blocks traffic that goes out to our street and this could become dangerous. Our drive thru drop off lane is also considered our bus lane and **emergency vehicle lane**. Cars are not allowed to park in this drive thru lane and/or leave vehicles unattended. Being able to get an emergency vehicle into our school quickly and safely at any time is top priority.

STUDENT DISMISSAL

Due to supervision, children need to be picked up from school within 15 minutes of their dismissal time.

FOOD PRICES - Breakfast \$1.80 and Lunch \$2.85

Please feel free to visit our district website for students meal applications or meal payments at <http://www.fullertonnutrition.org>

Meal payments can be made online by visiting mySchoolBucks.com or meal payment envelopes are located in the school office for your convenience. Meal applications are now available online. Nutrition Center is no longer using paper applications. For information call the Nutrition Center at 447-7435.

ABSENCES

When your child is absent, parents are required to call the office (447-7740) and leave a message with the following information on our answering machine the night before or prior to 7:30 a.m. Please say the child's name, grade, reason for absence, and person calling.

ELECTRONIC DEVICES AT SCHOOL

Students may not bring toys or electronic devices to school and we strongly recommend **no cell phones at the elementary level**. If your student must bring a cell phone to school, it must be turned off, powered down, and put away at all times while on campus. The school is not responsible for lost or damaged cell phones. Phones within eyesight of a school official or phones that disrupt learning, will be confiscated, and parent will be required to pick up the phone from the principal. Phones left on, will result in an office discipline referral (ODR). **If a student needs to use a phone during school hours, they must report to the office and use the office phone.**

STUDENT DRESS CODE

“The board of trustees believes that appropriate dress and grooming contribute to a productive learning environment.” Dress hairstyle, or make-up that are of a distracting nature or interfere with the study habits of students in the class or school is not acceptable for Raymond School.

The following are Not considered appropriate, safe attire for students at Raymond School:

- open-toes or backless shoes
- hoop, dangling or stretching earrings
- clothing that does not cover underwear or does not fully cover chest or stomach area
- (ie: spaghetti straps or midriff tops, short shorts)
- shorts, skirts and dresses should not be shorter than extended arms length
- make-up or artificial nails
- gang attire or clothing that displays logo for tobacco, alcohol, drugs, profanity
- oversized or excessively large clothing
- clothing that displays illustrations and/or language degrading a race, religion or gender

Students are allowed to wear hats to school in an effort to protect children from hazards related to exposure to the sun. Raymond Elementary hat policy is intended for outdoor use only as “sun protection”. Hats are to be worn properly, forward facing and need to be removed when entering a building. Hats must meet all other dress policy requirements regarding displays of appropriate illustrations, language and symbols.

RAYMOND RACCOON RULES OF CONDUCT

Raymond Raccoons are expected to be:

Respectful

Responsible

Really Safe

Ready to Learn

These expectations are to be followed before, during and after school in all areas of the school such as: **Classrooms, Playground, Lunch Tables, Restrooms, Hallways, Library/Media Center, Multi-Purpose Room/Assemblies and Office including Health Office.**

RAYMOND SCHOOL PARKING LOT SAFETY REMINDERS

- Help keep safety a priority in the parking lot by obeying the traffic duty personnel and posted signs.
- If walking your child to school, consider parking off-site and walking in.
- Arrive between 7:30-7:45 a.m., the lot becomes congested after 7:50 a.m.
- Stay in your vehicle and never leave your car running or unattended.
- Only park in handicap parking spot if you have a handicap placard and back up safely.
- Please do not double-park behind parked cars in our lot.
- When dropping off students, pull forward as far as you can in our drop off lane. This will keep traffic moving safely into our parking lot entrance.
- Please do not enter the parking lot through the exit.

I look forward to a great partnership.

Yolanda McComb, Principal