

**Tips and Advice for Students and Parents:
Getting in the Swing, Getting Involved, Things to Know,
What to Bring and What NOT to Bring to SLArts – From A to Z!**

Absences – Please report absences by emailing absent@slarts.org , or call the office at 801-531-1173.

After School Plans – Please make a plan for your student to be engaged and supervised after school. Our SLArts After School program is very affordable and we offer some financial aid; see our website at www.slarts.org for class selection and registration info. **We cannot supervise students who are not enrolled in an After School class**, and all students not in After School will be cleared from the building by 3:15. **We want our students to be safe and productively engaged; just “hanging out” at school after hours is not a good option.** The Salt Lake City “Youth City” program is another great after school care option, and they pick students up from SLArts – their website is <https://www.slc.gov/youthandfamily/> .

Backpacks – If you bring a backpack to school it needs to be able to fit in your locker and remain there. Students may not carry them from classroom to classroom. We are simplifying what we want students to bring to class. They may use a *small* cloth book bag between classes.

Cell Phones and Electronics – **Students may use cell phones before and after school.** Cell phones must be kept in backpacks or lockers, **turned off**. Cell phones may be used in class if only under the direction of a teacher. Phone calls may be made in the office or under the direction of a teacher during the school hours. **Phones that are out without permission will be confiscated by teachers or staff** and held for 24 hours in the Principal’s office. Repeated offense will result in longer loss of phone. If a student is caught using their phone in a restroom it will result in the loss of the phone for 30 days. Students may use the phone in the office to call home. If your student brings electronics to school and leaves them in their locker, the locker must be locked; we can’t assume responsibility.

COMPASS -- Compass is our student information system at school, and is your direct connection to what is happening in your student’s day at school. In Compass you can view your student’s schedule, see grades and assignments, read teachers’ blogs and more.

- **Parents** will access your Compass Account at my.slarts.org with **YOUR email address and the password** you used to Register your student online. This is your PARENT account, and is different from your Student’s account. You can see everything your student does, but you have access to more parts of the system. If you have problems logging in, please contact the office – 801-531-1173.
- **Students** will have their **OWN my.slarts.org Compass log-in, using their student number.**
- Occasionally we will ask you to go to **“secure.slarts.org.”** This is the extra secure area of Compass where we collect sensitive data, and have you Register students with personal information.

Communications from School – We will send you emails twice a week, generally on Sunday and Wednesday. This is the best way to stay current and on top of things at school – **please read your email!** Our system is set up to email the two parents or guardians listed in your Compass account. Sometimes, families want additional people to receive the school updates – step-parents, nannies, grandparents or others. **Please email katy@slarts.org with names and email addresses of those you would like to receive our weekly emails, and we will forward them everything we send to families.** NEW this year, you can also see the content of our weekly emails on our website (www.slarts.org) under the “Parents” tab – look for “School Communications.

Digital Citizenship -- Our students are Digital natives, and it is our goal to teach them good digital citizenship habits. We are a Google Classroom school, and every student will be assigned a gmail account that they will use throughout their SLArts career. Through their gmail accounts your students will share documents with teachers, collaborate on projects, create evidence of learning and more. You can expect your student to be regularly accessing approved websites for research and learning purposes.

Drop Off and Pick Up / Parking at School – *Please* help us keep all our students safe by making a plan to drop off students and pick up students AWAY from the area immediately in front of school. The City provides a Crossing Guard at 900 South and 200 East, and parents may use the parking lot of Sacred Heart Church on 900 South and 200 East as a place to drop off or wait for kids. **Please don't double park in front of school – it is very unsafe!** For school events, and for visiting school, please park on the street. Parking is free and plentiful. Please DO NOT park in the H&R Block building parking lot south of school – unfortunately they WILL tow your car. Please do not pull into the Faculty parking lot south of the building, there is not much room to maneuver!

Locks – **You WILL need a lock for your locker.** Choose a lock that has the traditional rotary combination lock - they last longer, are less likely to break and easier for us to cut off when the combination is truly lost. Little locks like you would use on a diary are too small, big industrial locks are too big, choose an old-fashioned rotary lock!

Lockers – Lockers are a great place to store your school supplies, and are a good safe place to leave your backpack and wallet – **BUT you MUST lock your locker if you have valuables in it** – better yet, don't bring valuable things to school.

Lunch – The first week of school (August 22 through 24) students will need to bring a sack lunch. This means a lunch that requires no heating or hot water. Beginning August 27 we will have microwaves, hot water and some snack items for sale in the Student Store during lunches. **On short days (Fridays and some other special days) the Student Store and microwave room are not open, and students need to bring a sack lunch and utensils.**

Riding a Bike to School? -- Great! Please wear a helmet and get a GOOD lock! The U locks are the best. We have two bike racks, one in front (east), and one on the north side of school. The north side is probably the safest place to lock up your bike.

School Hours – Students may gather in the Commons before school begins; supervision starts at 7:50 a.m. Please enter through the North Door of the Commons. The first bell is at 8:15 a.m. and school ends at 3:00 p.m. Monday through Thursday. On Fridays and short days school starts at 8:15 a.m. and ends at 12:35 p.m.

School Supplies: To be ready to hit the ground running, here are the things our teachers hope your students will have with them the first day of school. **PLEASE NOTE:** We are working to simplify this coming year and reduce the clutter of unwieldy backpacks in classrooms. We will not let students carry backpacks between classes! Let's lighten our load, please. Students may carry a *small* cloth book bag between classes, which can contain:

- Four folders with pockets; one for math, one for humanities, one for science and one for art.
- Lined paper and graph paper
- Highlighter, sticky notes, black or blue pens and pencils, contained in a small pencil pouch.
- A Composition Notebook.

Social Media -- While we make every effort to keep students away from their cell phones during the school day, we recognize that cell phones and computers are present in our students' lives both in and out of school. We expect our students to be responsible, respectful digital citizens. Students will sign and agree to a responsible internet use policy at school, **but we implore our parents to be monitoring your student's use of electronics and, in particular, social media. It is critical that you know (and understand how to access) the apps your student is using.** If school administration becomes aware of inappropriate use of social media between SLArts students we will treat it as a disciplinary situation, with consequences.

UTA/Trax Passes – Your UTA/Trax pass is valuable and you need to be careful with it. Please figure out a safe place to keep this that comes to school with you everyday – a wallet, a lanyard with a pocket, a zippered pouch in your backpack or binder are all great options. We expect all our students to be ready to travel! Remember, this is YOUR personal Trax pass, you may not lend it or share it with other people. Your pass can get damaged and not work if you sit on it, put it through the wash, punch a hole in it -- please treat it well! Replacement are available from Jen G. in the office for an additional \$20.

Volunteering – There are lots of ways to volunteer and be involved at school, whether it is chaperoning on field trips, helping with special events or serving on a committee or the Governing Board. We generally circulate electronic sign-ups with our weekly emails, asking for volunteers. Keep your eyes peeled for these opportunities – we would love your help. If you have a special skill you would like to offer, please contact Katy Andrews in the main office, katy@slarts.org!

Website – Our website www.slarts.org is a great place to start when searching for information. It is the “outward” face of our school. The school's current google calendar is linked to the site, so you can see what is planned in advance. If you can't find something there, or notice things we need to fix, please email katy@slarts.org.

Who's in Charge? Here's who to reach out to with questions!

Matt Nelson, Chair of the Governing Board, matt.nelson@slarts.org -- Speak to the Governing Board, school governance questions.

Amy Wadsworth, Principal and CAO, amy@slarts.org -- Questions about student schedules, overall operations.

Moni Schwaerzler, Business Manager, moni@slarts.org -- Student Fees, Fee Waivers, money matters.

Jennifer Burrow-Sanchez, Dean of Students, Jennifer@slarts.org -- Student well-being, 504-Plan Support.

Katy Andrews, Community Outreach and Development Director, katy@slarts.org -- Volunteers, Fundraising, Communications, Special Events, Governing Board liaison.

Jen Guillory, Administrative Assistant / Registrar, jeng@slarts.org -- Front office. Registration questions, absences, general information.

Kathleen Ferdon, After School and Summer@ SLArts Coordinator, Kathleen@slarts.org -- After School and Summer programming and information.

Scott Sorensen, Special Education Director, scott@slarts.org -- Students with IEP Plans.

