

**ARNAUDVILLE ELEMENTARY
SCHOOL**

2018-2019

HOME OF THE BEARS



STUDENT HANDBOOK

Mary R. Miller, Principal

TABLE OF CONTENTS

Parent/Student Signature Page

Signature Page	3
School Contact Information	4
Mission Statement	5
Message from the Principal	5
School Philosophy	6
Professional Staff Information	7
Support Staff Information	8

A.E.S. SCHOOL POLICIES

Registration	9
Breakfast& Lunch Program	9
Attendance, Make – up Work	11
Tardiness, Permission to Leave School	12
Illness during the School Day	12
Use of Telephone	12
Lockers	12
Grade Reporting	13
Promotional Policy	13
Parents/School Visitors	13
Parent Communication	13
Student Success in School	14
Student Behavior	14
General Rules	15
PBIS School - Wide Expectations	17
Discipline Procedures	20
Dress Code	21
Field Trip Policy	21

Dear Parent,

Please sign and return this page to your child's homeroom teacher.

Thank You,

Mary R. Miller

Principal.

Date _____

This is to certify that I have received a copy of or viewed online a copy of the "Arnaudville Elementary Student Handbook." I understand that I can view the handbook anytime on line at <http://arnaudvilleelem.slp.k12.la.us/> under the parent tab.

Please list names and grades of all children attending Arnaudville Elementary:

_____	_____
_____	_____
_____	_____
_____	_____

**ARNAUDVILLE ELEMENTARY SCHOOL
Contact Information**

Mary R. Miller, Principal

**Address: 120 W. Railroad Avenue
Arnaudville, LA 70512**

**Ph. (337) 754-5320
Fax (337) 754-5326**

**Email: AES@slp.k12.la.us
Website: www.arnaudvilleelem.slp.k12.la.us**

***ST. LANDRY PARISH SCHOOL BOARD
VISION:***

St. Landry Parish School Board will promote excellence in education for all citizens.

***ST. LANDRY PARISH SCHOOL BOARD
MISSION STATEMENT:***

The mission of the St. Landry Parish School Board is to ensure high quality instruction while working collaboratively with families and communities to maximize every student's potential.

ARNAUDVILLE ELEMENTARY SCHOOL MISSION STATEMENT:

Teachers Teach, Students Learn, Together We Grow

.....From the desk of Principal Mary R. Miller

First we would like to thank you for the opportunity and privilege that you have given us to educate your child here at Arnaudville Elementary. As all are aware, each student comes into a classroom with a unique learning style. As teachers and administrators, one of our many objectives is to recognize each child's learning style and apply teaching strategies that will help each student reach his/her fullest potential.

However, having a positive mind set, before walking into the classroom is essential. Coming to school ready to learn and following rules are important factors in the learning process. The Arnaudville Elementary student handbook is located online at: AES@slp.k12.la.us For those without internet access a hard copy will be provide. This book contains all policies and procedures of Arnaudville Elementary. Also the District Rights, Responsibilities, Discipline handbook is located on line as well. Again a hard copy will be provided for those without internet access. Please take the time to read and familiarize yourself with our school policies and procedures and those of the district.

It is a privilege and an honor to serve as the principal of Arnaudville Elementary. I truly believe all of our students can achieve great things. I am looking forward to watching our students grow throughout the year and also working with you and the community to make Arnaudville Elementary the best it can be.

Sincerely,

Mary R. Miller

Remember "Nothing is Impossible, the world itself say's I'm possible."

-Katherine Hepburn

ARNAUDVILLE ELEMENTARY SCHOOL PHILOSOPHY

We the faculty of Arnaudville Elementary School, value the worth of the individual and firmly hold that each student is uniquely special and important. We, at Arnaudville Elementary, believe that all children can learn. Children learn best when they are provided with a supportive, caring environment that develops self-esteem, self-motivation and a sense of responsibility. We strive to provide every opportunity for maximum student achievement and to recognize and stimulate special talents in all students. We also strive to provide each student an opportunity to grow mentally, socially, physically, and morally. Our major goal is to help students become responsible citizens who contribute to the progress and welfare of their community and country.

A.E.S PROFFESIONAL STAFF

Fifth and Sixth Grade Teachers

Mrs. N. Boutte
Mrs. L. Speyrer
Mrs. K. Mallet
Mrs. A. Watts
Mrs. C. Lanclos
Mrs. D. Doucet
Mrs. N. Gremillion

Seventh and Eighth Grade Teachers

Mr. S. Breaux
Mr. C. Taylor
Mr. O. Hebert
Ms. C. Savage
Ms. C. Cortez

Other Professional Staff Members

Coach J. Williams	P.E.
Coach E. LeBlanc	P.E.
Mrs. A. Boone	Speech
Mr. C. Jones	Band

A.E.S SUPPORT STAFF

SCHOOL SECRETARY.....Mrs. C. Lalonde

COMPUTER LAB FACILITATOR..... Mrs. C. Arnaud

SCHOOL NURSE..... Mrs. Carolyn Keating

SPECIAL ED PROFFESIONALS

Kim Guidroz

Lisa Huval

Kerry Quebedeaux

BUS DRIVERS

Dale Andrus.....Bus #66

Gerald Mistic.....Bus #285

Roz Mayfield.....Bus #576

Melissa Boudreaux.....Bus #577

CAFETERIA

Sabrina Major.....Food Service Manager

JoAnn “Pookie” Powell.....Food Service Technician

CUSTODIAN

Mr. Kent Pontiff

A.E.S. POLICIES

I. REGISTRATION

- A. All students returning to Arnaudville from last year are pre-registered automatically. Please send current proof of address.
- B. All students entering AES from Grand Coteau Elementary are pre-registered automatically. Please send current proof of address.
- C. New students in grades 5-8 must register through the principal's office. The child's birth certificate, immunization record, Social Security card and proof of residence in the school zone must be presented at registration. This includes a copy of a utility bill to verify 911 address. Parent's Social Security cards are also necessary for registration. New students need proof of the Hepatitis B vaccination.

II. SCHOOL DAY

- A. School begins at 7:50 a.m. daily.
 - 1. Duty teachers arrive to supervise students at 7:15 a.m.
 - 2. Breakfast is served from 7:20 a.m. to 7:50 a.m.
 - 3. Students who are dropped off by parents are to be dropped off at the lower elementary entry gate (NOT BEFORE 7:20 A.M.). Carpoolers are not to drive through the campus. The school drive way is reserved for school buses only.
- B. School Dismissal
 - 1. All bus riders will board bus near the upper elementary building.
 - 2. Parents who pick up their children after school are to park alongside Union Street facing west. This area will be for carpoolers only. The school drive way is reserved for school buses only.
 - 3. For safety reasons, students are to be picked up only at designated area.
 - 4. Students who walk or ride bicycles are to use sidewalks and designated crosswalks. For their own protection, students are NOT to walk or ride a bike through the parking lot. Also, they are to leave campus immediately after first bell. They are not allowed to visit with other students or to play on the playground.

IV. BREAKFAST AND LUNCH PROGRAM

Arnaudville Elementary is a Community Eligibility Provision school. Lunch applications will NOT be required for all students for the 2018-2019 school year.

Child Nutrition Services Parent Information

1) Community Eligibility Provision (CEP)

Great news! All enrolled students of the St. Landry Parish School System are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2017-2018 school year. No further action is

required of you. Your child will be able to participate in these meal programs without having to pay a fee or submit a meal application.

2) REFUNDS

Transfers

Parents or guardians must request a refund when their child leaves the district. You may submit a written request for refund on the form provided at the school cafeteria. Once the form is completed and submitted, it will be processed for approval. Be sure to give us your new address if you will be moving right away.

Graduates

Parents of graduates must submit their refund request prior to the day of graduation.

Existing Students

Any parent requesting a refund for an existing student should submit their request before the last day of the school year.

Refund checks are mailed. Refunds will not be granted after the last day of the fiscal year (June 2017). You may also come to the Child Nutrition Department and we will be happy to help you.

Note: Credit balances (money left on an account) for existing students will be carried forward to the following school year.

5) MEALS FROM HOME

Food

Food may be brought from home; however, it is at the discretion of each principal. If the principal allows students to bring lunch from home, the following rules apply. The lunch from home must follow the school lunch meal pattern incorporating whole grains and other nutrient-based foods. Fast food is not allowed to be brought into the cafeteria, as well as candy and/or chips. To ensure proper holding temperatures, please make sure the food products are kept cold using ice packs until lunch service. **The cafeteria will not store student lunches brought from home.**

Drinks

No soft drinks (soda) or sugar-based juice drinks are allowed in the cafeteria. Water, milk and 100% juice drinks are allowed and may also be purchased in the cafeteria.

Peanut Free Schools

In addition, any food brought from home may not contain peanuts. There are several students with inhalation allergies to peanuts; therefore, all school campuses are peanut free.

Seafood at School

Some schools will not be allowed to have seafood on campus. The head nurse will make the determination at the beginning of the school year as to which schools will not be allowed to have seafood on campus. **There will be no seafood on any campus until the student allergy list is released.**

Microwave

Students at the elementary level (K-8) are not allowed to use the microwave at school. Therefore, parents are encouraged to pack student meals with ice packs to ensure proper temperature control for the safety of the student.

Students at the high school level (9-12) may use the microwave if available; however, it is at the discretion of each principal. If microwave use is allowed, the following should be adhered to:

- There should be adult supervision when students are using the microwave.
- Adults and students must remain by the microwave when it is being operated.
- Operating instructions should be available to users.
- Instructions for safe use of the microwave should be provided.

School Luncheons

Our AES students may invite guests to dine with them on the following occasions:

Thanksgiving Luncheon (Parents of 5th and 6th grade students.)
Christmas Luncheon (Parents of 7th and 8th grade students.)
Easter Luncheon (Grandparents of 5th-8th grade students.)

V. Perfect Attendance for End of the Year Awards Program

- **Students must report to school each day.**
- **Students must report to ALL 8 periods each day or have excused absences for classes missed.**
- **Student may have no more than 5 tardies.**
- **Examples of what constitutes a tardy:**

Checks in after 8:00

Checks out before 2:55 w/o excused absence

***On the 6th day tardy, a student will lose Perfect Attendance status, but he/she may maintain Merit Attendance status.**

STUDENTS WHO COME IN LATE MUST BE SIGNED IN BY A PARENT OR ADULT GUARDIAN. THIS IS A SAFETY PRECAUTION.

VI. MAKE-UP WORK

- A. Students will be allowed to make up work missed for any excused absences provided the STUDENTS TAKE THE INITIATIVE TO DO SO.**
- 1. The student making up work should not expect the teacher to take away from class time to enable them to catch up.**
 - 2. The teacher will give reasonable assistance without interfering with the regular class routine.**
 - 3. The student making up work is expected to do this and keep up with regular class work.**

4. Whenever possible, student/parent should contact the school on the day the student is absent and make arrangements to receive missed assignments

VII. TARDINESS

- A. School begins at 7:50 a.m. Students arriving after 8:00 a.m. are tardy.
 1. If an emergency arises and causes tardiness, the student must be checked in by a parent or adult designee. A reason for the tardiness must be given in writing.
 2. Upon the fifth tardy, disciplinary actions will be taken.

VIII. PERMISSION TO LEAVE SCHOOL

- A. Students may not leave school at any time without permission from the principal's office.
- B. Students who must leave due to dentist or doctor appointments or other family emergencies must be checked out by a parent or another adult 18 years of age or older with a signed note from the parent.
- C. Those listed on the Student Information Card as emergency contacts are the only ones allowed to check out a student without a note from the parent.
- D. A parent or other responsible adult must come to school to get the child unless special arrangements have been made with the Principal.

IX. ILLNESS DURING THE SCHOOL DAY

- A. It is most important that each child provide the school with a telephone number where parents can be reached in cases of emergency.
 1. The school will notify parents immediately in case of illness or accident.
- B. Only prescription medication that is taken at noon on a daily basis may be dispensed at school. However, before medication can be given, FORMS must be completed in the office.
- C. Students with communicable diseases CANNOT attend school. A physician "RETURN TO SCHOOL" must be available upon return.

X. USE OF TELEPHONE

- A. Students are not permitted to use the telephone during the school day. In cases of emergency, the school secretary will place calls for students.
- B. Students are not permitted to receive telephone messages at school except in cases of emergency.
- C. Students are not allowed to have cellular phones/beepers for any reason. (See next page for Consequences)

XI. LOCKERS

- A. Students in grades 7 and 8 will be able to rent a locker for their gear.
- B. Each student will have his or her own locker—No sharing.

XII. GRADE REPORTING

A. Grades are determined using the St. Landry Parish grading scale:

<u>Percent</u>	<u>Grade</u>
100 - 93	A
92 - 85	B
84- 75	C
74 - 67	D
66 and below	F

- B. Students who have not completed course work for the nine weeks period will receive an “I”. The work must be made up the next reporting period, or the grade becomes an “F”.**
- C. Final averages are determined by averaging the grades for the four marking periods. To receive a passing average, the student must have a 67 average which is a “D”. Less than a 67 constitutes an “F” average.**
- D. Computer report cards will be used for grade reporting. One copy of the report card is sent to parents, and the other is kept on file by the homeroom teacher.**

XIII. ST. LANDRY PARISH PUBLIC SCHOOL PROMOTIONAL POLICY

- A. Promotions and retentions of all students are directed by the Promotional Policy adopted by the St. Landry Parish School Board.**
- B. Parents will be issued a Promotional Policy so that each family will have a copy. It is also available on-line at www.slp.k12.la.us (under the parents tab)**
- C. The Promotional Policy sets standards regarding:
 - 1. number of absences.
 - 2. quality points per subject.**
- A. Students who meet the criteria stated in the Promotional Policy for their grade level will be eligible for promotion to the next grade.**

XIV. PARENTS - VISITORS VISITING AT SCHOOL

- A. Parents and all other visitors are to report to the office upon entering campus. Those who need to visit a classroom may do so during planning/preparation time only and must get a “VISITOR’S PASS” from the office. A pass is required at all times!**
- B. Parents requesting conferences should call school to set up an appointment with the child’s teacher. Teachers will return calls during their preparation periods, or conferences can be set up by talking to the principal. Conferences will take place before or after school or during the teacher’s planning period. Please call and set up an appointment.**

XV. PARENT COMMUNICATION

JCall will be used to communicate electronically with parents.

- A. You will receive an automated phone call from JCall anytime your child is absent.
- B. The district will also use JCall to inform you of pertinent information concerning schools in St. Landry Parish.
- C. If you see a missed call from the school number please check your voicemail.
- D. Individual teachers will use class Dojo to correspond with parents.
- E. Parents all have access to the Parent Portal. Letters will be sent home during the first 10 days of school with information on how to sign-up. You have access to the following on the Parent Portal.
 - a. Grades
 - b. Courses
 - c. Attendance
 - d. Discipline
 - e. Transcript
 - f. Communication- Messages concerning grades, attendance, discipline, and events
 - g. Access to teachers' emails

XVI. STUDENT SUCCESS IN SCHOOL

A. Classwork

- 1. Students are expected to do all classwork as assigned by the teacher.

B. Homework

- 1. All students are expected to do homework and to have it ready for each class at the designated time.
- 2. Teachers have a homework policy. Contact your child's teacher with concerns.

C. Materials

- 1. All students are expected to have the necessary materials as requested by each teacher for each class period daily.

D. Student Assessments

- 1. All student assessments are kept on file by individual teachers until the end of the school session.

E. Student Recognition

Student achievement is recognized throughout the school year.

Recognition activities include:

- Honors Night (May)
- Awards Day (May)
- 8th Grade Night (May)
- Junior BETA Club Installation Ceremony
- Super Bears
- PBIS

A. STUDENT BEHAVIOR

- A. All students are expected to exhibit proper and appropriate behavior at all times.

B. In an effort to help students recognize the behavior expected of them, the following rules have been set:

GENERAL RULES

1. Students are expected to be respectful to all adults.
2. Students are expected to behave in a cordial manner towards their schoolmates.
3. Students are to refrain from using vulgar language, obscene gestures, or profane language at all times.
4. Students are to refrain from having in their possession anything that may be classified as a weapon or drug.
5. Toys are not to be brought to school.
6. Screaming, whistling, and loud talking are not permitted at any time.
7. Students will walk on sidewalks and inside classrooms and cafeteria. **RUNNING** is not permitted.
8. Books are to be taken care of and carried in the proper manner.
9. Students are financially responsible for textbooks and library books or other material loaned to them by the school. Material lost or damaged must be paid for. In order to prolong book life, books should be covered.
10. Students are responsible for their own possessions.
11. Students may not exchange their personal things for those of someone else.
12. Buying or selling of personal articles is not permitted. Students are not to bring money to school unless it is to pay for meals or to pay for special materials, programs, or for concession.
13. Students will knock on classroom doors only if on an errand to that classroom.
14. Acorns and other foreign objects are to be left on the ground. Objects are never to be thrown.
15. Students will exchange classes in single file, quietly, and in an orderly manner.
16. Assemblies are important. Students will sit quietly and listen. No booing or other loud noises will be tolerated.
17. Booksacks, books, or personal items left unattended must be picked up in the principal's office.
18. **GUM** is not allowed on campus.
19. Liquid paper is not allowed on campus
20. Electronic devices (with the exception of teacher approved, standard calculators) are not permitted at school.
21. Students are not allowed to possess cellular phones at school.
22. Liquids, gels, sprays, or powders (including but not limited gels lotions), make-up, nail polish or lip gloss are not permitted on campus. Only stick deodorant is permitted.

ON PLAYGROUND

All students are assigned to a specified area in order to play/interact with other children of their own age.

**Grades 5-6: lawn in front of 5th/6th grade building.
Grades 7-8: covered side walk and around tree near the gym.
Grades 5-8: hard surface for basketball.**

IN THE MORNING

- 1. Non-bus riders may not report to school before 7:20 a.m.**
- 2. All students must report to the gym upon arrival to school. (if not eating breakfast)**
- 3. Students who eat breakfast are to report to the cafeteria before going to the gym at 7:20 a.m.. After eating, students return to the gym.**

AT RECESS

- 1. Students will report to assigned areas.**
- 2. On rainy days, all students will report to the gym. (Unless otherwise stated)**
- 3. Students will use bathrooms in gym breezeway.**

TEXT BOOKS

- 1. Text books are on loan to the students.**
- 2. Students are responsible for lost or damaged text books.**
- 3. Students are responsible for lost or damaged Accelerated Reader books.**

Mission of PBIS

The mission of PBIS is to facilitate a positive behavior change in our students and staff. Also, our goal is to increase instructional time through the development of effective, proactive, education-oriented interventions that result in reduction in the number of inappropriate behaviors by student and staff.

AES School-Wide Expectation

Be Responsible
Encourage Others
Act Safely
Respect Others

Behavior Expectations for Arnaudville Elementary

AREA	BE RESPONSIBLE	ENCOURAGE OTHERS	ACT SAFELY	RESPECT OTHERS
Hallways	Walk quickly to your destination Put litter in trash receptacles Gum Free	Model correct behavior Greet others in a friendly manner Say excuse me when bumping into others Assist others with books and doors	Walk to the right of the hall Walk facing forward Keep hands and feet to yourself Place book sacks neatly against the wall	Use appropriate language Follow staff directives Use inside voices Respect hallway display
Classroom	Be on time Bring all materials to class Follow teacher directives Be prepared Gum Free	Acknowledge others Be tolerant of differences	Keep hand, feet, and objects to yourself Keep aisles clear	Speak only when recognized Use appropriate language
Computer Lab	Follow teacher directives Stay on approved websites Gum Free	Acknowledge others Be tolerant of differences	Keep hand, feet, and objects to yourself Push chairs in when leaving Sit properly in the chairs Properly dispose of cotton balls	Speak only when recognized Use appropriate language Keep the computer on the appropriate setting
Cafeteria	Clean up after yourself Dispose of all items in the proper places Gum Free area	Thank the cooks Model good table manners	Wash hands properly Walk only	Greet cafeteria staff Use inside voices Single file line Stay away from walls

Behavior Expectations for Arnaudville Elementary

AREA	BE RESPONSIBLE	ENCOURAGE OTHERS	ACT SAFELY	RESPECT OTHERS
Gym	Dress in appropriate attire Sit in assigned areas Put litter in trash receptacles Gum Free Area	Practice good sportsmanship Applaud effort of others	Follow activity directions correctly Sit on bleachers Walk on floors Use equipment as directed	Enter gym quietly Listen quietly to speaker Use proper language Respect others privacy in the dressing room
Bus	Enter in a single file line Sit in assigned seat Keep bus clean Gum/food free area	Model correct behavior Be tolerant of differences	Remain facing forward Walk to and from the bus Keep hands, feet, and objects to yourself	Follow the bus driver directives Use appropriate language Use inside voices
Restroom	Place items in appropriate receptacle	Graffiti free	Wash hands after using restrooms Keep it clean Walk only	Flush the toilet Be quiet Use fixtures appropriately Respect privacy of others

XVI. PBIS ARNAUDVILLE

- A. Each student is issued a minor infraction tracking form. Forms are kept in a binder in the Administrative Assistant's office. When an infraction occurs and e-mail is sent directly to the Administrative Assistant and it is logged in the binder.**
- a. 1st Infraction- Administrative Assistant conferences with student and gives feedback on incident to student, clarifies rules and issues a consequence for failure to comply if necessary**
 - b. 2nd Infraction- Parental contact is made by the Administrative Assistant. Administrative Assistant clarifies rules and issues to student and may issue a consequence if necessary.**
 - c. 3rd Infraction- Administrative Assistant determines consequence which may include but not limited to: punish work, recess detention, time out during class.**

- d. 4th Infraction- A major form A is filled out and sent to the administrator or designee. Punishment is determined by administrator/designee. Usual Progression is as follows. The Principal/designee will determine the progression:
 - i. P.E. Detention
 - ii. After School Detention
 - iii. In-School Suspension
 - iv. Out of School Suspension
- B. Please note use of vulgar language will not be tolerated. This will result in at least a 1 day suspension.
- C. Students cannot return to school until a conference is held with the principal or designee. **(NO EXCEPTIONS)** Conference will be held at 8:30 am the day the student is to return.
- D. Refusing to do assigned punish work or classwork is an offense punishable with suspension.

PLEASE NOTE

Detention will be held on Saturday mornings. You cannot reschedule and student must be picked up and signed out by a parent or guardian. Failure to serve a Saturday detention will result in a 2 day suspension.

XVII. DISCIPLINE

- A. Act 194 of 1970, Section 223 and Subsection of Section 416 of Title 17 of the Louisiana Revised Statutes of 1950 are hereby amended and re-enacted to read as follows:

Every teacher is authorized to hold every pupil to a strict accountability for any disorderly conduct in school, or on the street or road while going to or returning from school, or during intermission or recess. School principals may suspend from school any pupil who is guilty of willful disobedience; who treats with intentional disrespect a teacher, principal, superintendent, member or employee of the school board; who makes against anyone of them unfounded charge; who uses unchaste profane language; who is guilty of immoral or vicious practices or of conduct or habits injurious to his associates; who uses tobacco or alcoholic beverages in any form in school buildings or on school grounds; who disturbs the school and habitually violates any rules; who cuts, defaces or injures any part of public buildings, or any property belonging to said buildings or writes any profane or obscene language or draws obscene pictures in or on any school material or on any public school premises, or any fence, sidewalk, or building on the way to or from school; who is found carrying firearms, knives or other implements which can be used as weapons, the careless use of which might inflict harm or injury; or who throws missiles on the school grounds liable to injure other pupils or who instigates or participates in fights while under school supervision; or who violates traffic and safety regulations or leaves the school premises without permission or who leaves the class during hours or detention without permission; or who is habitually tardy or absent; or who commits any other serious offense. Notice in writing of the suspension and the reason therefore shall be given to the parent or parents of the pupil suspended. Any parent of a pupil suspended shall have the right to appeal to

the parish superintendent of schools, who shall conduct a hearing on the merits. The decision of the superintendent of schools on the merit as well as the term of the suspension, shall be final, reserving the right of the superintendent of schools to remit any portion of the time of suspension. A pupil suspended for damages to any property belonging to the school system shall not be readmitted until payment in full has been made for such damages or until directed to do so by the superintendent of schools.

XVIII. DRESS CODE

- A. The complete dress code for St. Landry Parish can be found in the District guide.
- B. Please note the following:
 - a. Body Piercings:
 - GIRLS: Earrings
 - BOYS: None—and no make-up—not to be covered by Band-Aids, no straws in ears.
 - b. Facial Hair
 - Pre-K- 6: no mustaches or facial hair
 - 7-12: Males may have a well-groomed, neatly trimmed mustache—no other facial fair
 - c. Hair on males, no matter what style, that is longer than the bottom earlobes on the side, below the eyebrows in the front, and longer than the top of the collar in the back is not allowed. Ornamentation such as ribbons, bows, beads, etc. are not allowed for males.

XIX. SCHOOL COLORS FOR ARNAUDVILLE ELEMENTARY SCHOOL

- A. Tops: White or Navy Blue
- B. Bottoms: Khaki or Navy Blue
- C. Shirts with school logo (i.e. spirit shirt, other sport related shirts) may be worn ONLY ON FRIDAYS.

XX. FIELD TRIP POLICY

- A. Students must have a permission slip signed by the parent/guardian in order to attend a field trip.
- B. St. Landry Parish or Arnaudville Elementary is not responsible for students' lost or stolen items
- C. Students are expected to be on their best behavior when on a field trip.
- D. Students can be excluded from field trips due to discipline problems.
- E. All debts must be paid to school before a student can attend a field trip. (i.e. lunch, supplement fee, lost books)
- F. DUE TO THE FACT THAT FIELD TRIPS MUST BE PLANNED MONTHS IN ADVANCE ALL TRIPS MUST BE PAID FOR BY THE DEADLINE SET BY THE TEACHER.
- G. Only those students in the class are allowed to go on a field trip. Siblings in other grades and siblings not in school are not allowed on the field trip. This includes teachers' children as well. Field trips are planned for a particular class, it is not meant to be a family vacation.
- H. All students must ride the bus to the destination. If a parent wishes to take the child back with him/her, the student must be signed out with the teacher. Parents are only allowed to take their children unless prior arrangements have been made with the administrator.