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Dear Parents and Students:

Welcome to the 2023-2024 school year at Desert View Elementary School! I am looking forward to working with you and your child during this school year. Our goal is to work together, with you, to support your students and develop life-long learners. One way we do this at Desert View is through our PBIS program, which will help students to think about how to make choices that are safe, respectful, and responsible. This parent/student handbook will provide ible.

leaving your message, e.g., fever, cold, ear infection, etc. Do not just say, "Does not feel well" or ".....is sick."

- Absences shall be excused only for necessary and important reasons: illness, doctor appointments, bereavement, other family emergencies, and observance of major religious holidays of the family's faith.
- When a student is absent, it will be necessary for the parent to call the school before the day of the absence or on the day of absence before 9:00 a.m. in order to advise the school as to the reason for the absence.
- When a student returns to school following an absence, a note of explanation from the parent is required.
- The school will require an appointment card or a letter from a hospital or clinic when the school \_\_\_\_\_ been notified by the parent of an appointment that is medical or dental in nature.
- Unauthorized absence from school is considered truancy and will be treated as such.

In addition to the District policies concerning absences, Desert View Elementary will adhere to the following:

- Any student absent from school because of medical or dental reasons will be required to bring in a doctor's note explaining the reason for the absence.
- Reporting your child's absence does not necessarily excuse an absence for personal or medical reasons. Sick days are excused if we receive a doctor's note explaining the condition causing the absence. *If your child has chronic health problems, we will need a letter by the doctor certifying the student has health problems preventing them from attending regular classes for intermittent periods of one or more days because of the illness, disease or accident.*

**doctor/dentist appointment or family emergencies. All other parent must notify the attendance clerk in writing, in person or by a phone call to the office at 602-347-4000.**

In order to assure students are successful and meet current state legislation, which requires all students to attend 90% of the school year, WESD has an Attendance Unit (AU). The AU will work in conjunction with the City Justice Courts to identify students who are chronically absent or are truant.

**When a student reaches five unexcused/unverified absences, families will receive an attendance notification letter. When a student reaches 10 unverified, unexcused, and excused absences, families will receive an attendance warning letter and a referral to the AU for appropriate actions** (see District guidelines). In order to avoid this eventuality, there are several precautions to take: (1) reinforce being on time and good attendance, (2) call the school each time a student will be late or absent, (3) present any medical documentation to the nurse and/or attendance clerk if illness will be a consistent, foreseeable issue.

An attendance letter will be sent by the school to the families of students who are approaching or pass the midway point for

unexcused absences, excused absences and tardies. Parent cooperation is of the utmost importance in assuring student success.

Students are not permitted to leave the school grounds at any time once he/she has arrived at school without permission from the principal's office. Students are released only to parents, guardians and to those persons listed on the emergency card as emergency contacts . If your child is a bus rider and you wish to pick him or her up in your car, you must report to the office first. We ask that you never pull up to the bus bay and try to pick up your child there. Students must have their ID in order to ride the bus home. If a student does not have an ID, they will be issued one temporary ID at school. Students that subsequently lose or do not return the temporary ID will be expected to purchase a replacement ID. If a student does not have an ID nor a temporary ID available, they will not be permitted to ride the bus home. Please refer to the District portion of this handbook for more specific information.

Safety is our number one priority. We will \_\_\_\_\_ any child to anyone not authorized to pick him or her up.

The front office will not check out students after 2:10 p.m. each day (12:40 p.m. on Wednesdays) as these late-afternoon check-outs can cause a classroom disruption during the final moments of the school day. If you have a change in plans for how students are getting home that day, it is your responsibility to notify the office of these changes. The office will accept a handwritten note by the parent or a phone call. For us to make sure that the student and teacher are aware of these changes, please notify the office 30 minutes before dismissal.

Student dress is governed by Washington District Governing Board Policy (See District Student Conduct Section). "Students' dress must be appropriate at all times. Any student's dress or personal appearance that distracts or interferes with the normal learning process is unacceptable. The decision as to whether or not such a condition exists or regarding the course of action to be taken shall be left to the reasonable discretion of the administration."

**If a student comes to school dressed inappropriately, he or she will be sent to the school nurse and will be given an acceptable outfit to wear if one is available. If one is not, or this is the second time he or her an acceptable outfit to wear. The student will not go back to class until he or she is dressed appropriately.** Parents are always welcome to discuss the matter of what is deemed appropriate dress with the principal, the school nurse or the teacher. In general, students should not wear see-through clothing, tops with straps less than three-fingers wide, clothing that promotes alcoholic beverages or drugs/tobacco products, clothing with pictures of weapons or usage of profanity, and/or lewd/vulgar clothing. Clothing should fit properly and not expose the genital area(s), i.e., be of appropriate length and . We appreciate full parent support and student cooperation.

Our library is open to students throughout the school day so that they can check out books. Please encourage your student(s) to take advantage of this opportunity to check out up to four books and take them home. This will provide you with an opportunity to read with your child each week.

Art, vocal music and physical education are offered to all kindergartners through sixth graders. The fine arts are also integrated throughout the kindergarten and preschool

