

# SCHOOL POLICIES



- **Drop-off Time:** The door is open for classroom entry from 7:45 a.m. to 8:00 a.m. Students arriving after 8:00 a.m. must drop off at the office. No child will be allowed to enter the school after 10:00 a.m. unless they bring a valid medical/legal excuse from their appointment.
- **Pick-up Time:** Parents are not allowed to pick up their children in the classroom. Parents are asked to wait in the office and the teacher brings the child and their belongings. This is very stressful for the children. Behaviors escalate, children see one parent and want to see theirs.
- **Every Day:**
  - It is a must to bring a water bottle with the child's name on it! This is to ensure your child stays hydrated throughout the day.
  - Do not allow your child to bring toys and electronic devices to school.
  - Make sure your child's materials, notebooks, clothing, water bottles, food containers are labeled to prevent any loss.
- **Uniform Policy:**
  - **Uniform:** Must be worn every day: school polo shirt with the school logo embroidered (available for purchase at the school), and blue or khaki bottoms.
  - **Shoes:** Only closed toe shoes or sneakers are allowed. No sandals, no crocs.
  - **Hair:** Must be neat and clean.
  - **Make-up/Jewelry/Accessories:** Make-up is not allowed, Nail polish is not allowed, Earrings must be modest and simple. I.e. large hoop earrings are not acceptable. More than one set of earrings and other visible body piercings are not allowed.
  - **Headgear:** All headgear is forbidden on school property except as deemed acceptable by the administration for special events
- **Medication:** No type of medication may be given to students by teachers.
- **Meals:**
  - Students who bring their own food must be in a hot container. We are not allow to reheat food.
  - Please do not bring any food containing nuts, peanuts. Nutella contains nuts.
- **Code of Conduct:** All students are expected to:
  - Demonstrate respect for self and others.
  - Demonstrate courtesy to others.
  - Behave in a responsible manner.
  - Attend class regularly.
  - Be prepared for class.
  - Take seriously the course of study.
  - Dress appropriately.
  - Cooperate with school officials.
  - Respect other's property.
  - Avoid violation of student code of conduct.