

WELCOME TO FISHERS ELEMENTARY SCHOOL

Welcome to the 2011-2012 school year! Fishers Elementary is dedicated to academic excellence. We are committed to helping each student succeed to the maximum of their potential. Our staff is focused on teaching citizenship skills and positive behavior to maintain a school climate where teachers can use maximum time for instruction and students have the opportunity to learn in a safe and positive environment.

We sincerely wish all of our new families a warm welcome. We are also excited to see many returning faces. I sincerely welcome each and everyone of you to our "Fishers Family." We are very proud of our school and what it offers to students and families. Fishers Elementary has a dynamic PTO that offers our students many educational and social opportunities. We have excellent staff members whose number one goal is to help all children be successful. Our goal is to work together with you as a team to provide the best educational and school experiences possible.

This folder contains school rules and information that must be followed in order to keep our school safe and provide an environment for learning. Please note the positive behavior intervention guidelines of Respect, Responsibility, and Resourcefulness. These guidelines are used everywhere in our school. We hope these guidelines will become common language at home and throughout the school community. It is the responsibility of each parent and student to read this information and refer back to it when situations arise.

We invite you to continue to be actively involved in your child's education. Please visit and volunteer your services. We look forward to an exciting and productive school year!

Patricia Bittinger Mansfield
Principal

FISHERS ELEMENTARY SCHOOL P.T.O

All parents are members of our PTO. Meetings are usually the first Tuesday of each month at 6:30 p.m. in the school media center. The PTO supports the school financially and by providing activities for our students and families. The parents also volunteer many hours to help support the staff and students in the classrooms. With the PTO and the FES staff working together, our students will continue to have many academic and extracurricular opportunities. Please consider attending the meetings or getting involved on a committee.

Our PTO Board consists of:

Co-Presidents- Mrs. Janet Pritchett and Mr. Joe Evans

Co-Vice-Presidents-unknown at this time

Secretary-Mrs. Colleen Cook

Treasurer-Mrs. Kara Lauth

FISHERS ELEMENTARY MISSION STATEMENT

Fishers Elementary is committed to the total education of children, including their ability to master and exceed district, state, and national standards. Remediation, acceleration, and differentiation of instruction will be used to meet the needs of individual students.

HAMILTON SOUTHEASTERN SCHOOLS

Fishers Elementary School is located in the town of Fishers on Lantern Road, just south of 116th Street. Our mailing address is 11442 Lantern Road, Fishers, Indiana 46038, the telephone number is 594-4160 and FAX 594-4169. Our school is part of the Hamilton Southeastern School Corporation, 13485 Cumberland Road, Fishers, Indiana 46038. The superintendent of schools is Dr. Brian Smith. The

telephone number for the administrative office is 594-4100. Questions concerning bus transportation may be directed to Jim White, Corporation Transportation Director, at 594-4117.

ACADEMIC INFORMATION

All Fishers Elementary staff members teach the Indiana State Standards. Kindergarten will be teaching the National Common Core Standards. These standards are integrated into the HSE academic curriculum. As you are aware, students must pass the ISTEP+ test that is given to them their sophomore year in high school in order to receive a high school diploma. The ISTEP+ test questions are aligned with the state standards that are taught at each grade level.

The expectations of our staff are for students to master at least the grade level standards by the end of each school year. Students will need to practice what is taught to them both at school and home. Our staff and students need your support in preparing students to be responsible, contributing members of society.

You will hear about the Indiana Standards at the grade level's Parent Orientation Night. These standards can also be accessed through the IDOE web site at www.doe.state.in.us/standards. Please read over them, consistently talk with your student about the academic expectations, and review your student's homework.

We want to establish a strong school/home connection to help all students be successful!

HSE LANGUAGE ARTS WRITING EXPECTATIONS

The entire school district has implemented the writing process of the 6+1 Writing Traits and the 6+1 Writing Rubrics. The writing rubrics are being used to better help both students and parents understand the state standard writing expectations. The following areas will be evaluated throughout the school year.

1. Ideas and content (Is the writing clear and focused?)
2. Organization (Does the organization enhance the central idea? Is the information clear, structured, and in order?)
3. Voice (Does the writer speak directly to the reader in a compelling, engaging way?)
4. Word Choice (Are the words powerful and engaging?)
5. Sentence Fluency (Does the writing have an easy flow, rhythm, cadence?)
6. Conventions (Does the writing demonstrate good spelling, punctuation, capitalization, grammar, usage, etc.?)
7. Presentation (Is the writing easy to understand and connect with the message?)

Students are graded on a five point rubric. This rubric will be explained to parents at each Parent Orientation Night, in Tiger Tales, and in classroom newsletters. It will also be posted in each classroom. In conjunction with the 6 + 1 Writing Traits, Writer's Workshop is also used to teach the writing process.

FES READING INSTRUCTION

The Essential Five Skills in Reading:

1. Phonemic Awareness-ability to hear, identify, and manipulate individual sounds.
2. Phonics-linking print to sound.
3. Fluency-smooth, accurate reading rates.
4. Vocabulary-grasping word meaning.
5. Comprehension-understanding and communicating the meaning of print.

Read, Read, Read to and with your child!

BALANCED LITERACY

FES and HSE Schools are in the fifth year of implementation of Balanced Literacy. Language and word study, reading workshop (which includes guided reading) and writer's workshop are included in this instructional framework.

HOMEWORK POLICY

Homework is an out-of-school assignment that contributes to the educational development of the student. It should be an extension of the class work and related to the objectives of the curriculum presently being studied. Homework may include additional practice exercises, reading of material on a specified subject or unit, an in-depth extension of classroom activities or independent project work. Homework assignments are due on the specified date given by the teacher. It is required for all students that an assignment notebook be utilized in grades three and four.

HOMEWORK OF ABSENT STUDENTS

HSE district policy states that a student will have one day to complete missed work for each day that the student's attendance is excused. If you would like your child's homework sent home, you must call the office by 9:30 a.m. so that the classroom teachers have adequate time to prepare the assignments. If a student misses school due to an illness, he/she is not allowed to participate in any after-school activities. In the case of a prearranged absence, homework is given only after the student returns.

REPORT CARDS--MID TERMS-VIEWING ASSIGNMENTS-TEST GRADES

The first nine weeks report card is given to the parents at the Parent/Teacher Conference. At the semester, third nine weeks and the end of the school year, report cards are available for parent viewing on Skyward. Mid-terms are also available for viewing at the mid-point of each nine weeks. After each mid-term and nine weeks, the teacher will be sending home a parent verification form that parents sign stating that they have seen the report card and have gone over it with their child.

In class assignment grades, missing assignments and test grades can also be viewed in Skyward at any time by the parent.

A+ (100), A (93-99), A- (90-92), B+ (87-89), B (83-86), B- (80-82), C+ (77-79), C (73-76), C- (70-72), D+ (67-69), D (63-66), D- (60-62), F (59 and below).

SCHOOL SUPPLIES/SCHOOL BOOKSTORE ITEMS

Parents should periodically check that their child has the necessary supplies, such as paper, pencils, crayons, glue, and erasers. Each classroom teacher furnishes a list of the particular supplies for that classroom. Both third and fourth grade students are required to use an assignment notebook. This notebook will be provided to your student. If your 3rd or 4th grade student loses the assignment notebook, a new one may be purchased in the office for \$3.50.

All FES students must purchase a green plastic folder in the school office to keep the school's positive behavior management communication plan in. These are available for \$1.00.

FES does not want rolling book bags at school. We are trying to maintain a safe environment for our students. We have seen many students trip over these bags coming off of the bus, walking in the hallway, and using the stairs in the building. These book bags normally do not fit into our coat closets. This, again, represents a safety hazard to our students and also leaves the classroom looking cluttered and untidy. We appreciate your cooperation with this rule.

BEHAVIORAL EXPECTATIONS

Fishers Elementary School has developed a positive behavior intervention plan that is to be followed by all students everywhere in the building. In your Fishers Folder, please find the behavior expectations. (Entitled-FES Positive Behavior Matrix) The night of Parent Orientation, each classroom teacher will be explaining this plan in detail to all parents/guardians. The staff will be explaining, teaching and modeling the expected behavior at the beginning of the school year so that all students understand the behavioral expectations. Please go over the enclosed FES Positive Behavior Matrix with your student.

The Hamilton Southeastern Elementary Schools Behavior Expectations and Parent Handbook are enclosed in the folder. Please read through this and discuss the information with your child. According to Indiana Code IC 20-33-8-12, parents/guardians must provide written verification that they have

received and read the school and corporation discipline policies. Please sign the Verification of Discipline Policy form and send it back to school with your student.

FISHERS ELEMENTARY POSITIVE BEHAVIOR INTERVENTION PLAN

In keeping with our community and staff expectations, students are to conduct themselves in a way that reflects positively on our school and community. Good conduct is a requirement for quality education to occur. We believe in encouraging consistent behavior by rewarding positive student behavior. It is our goal that our students are able to accept the responsibility to behave in all areas of the school setting and to carry that over into all areas of their lives. Specific school-wide behavior expectations are in place and need to be read and discussed by all students and parents. (Please see enclosed FES Positive Behavior Plan Matrix) All classes will follow the same positive behavior intervention plan. (including related arts)

RESPECT

- Do what teachers and other adults ask you to do.
- Use kind words.
- Take care of your belongings.
- Take care of your school.

RESPONSIBILITY

- Use your hands for helping, not hurting.
- Walk, do not run in school.
- Use quiet voices.
- Always do your best work.
- Turn your work in on time.

RESOURCEFULNESS

- Make good choices.
- Stop and think before you act.

Any type of physical aggression or verbal or physical threat by a student to another student or staff member will not be tolerated. Teachers are requested to immediately send the student to the principal. At this time, the principal will contact the parents, and privileges will be taken away. Depending on the circumstances, more serious consequences may take place. For severe and/or repeated student discipline problems, in or out-of-school suspension may be warranted.

SAFE SCHOOLS

Please be aware that each door at Fishers Elementary is locked at all times. To enter the school from 8:00 a.m.-4:30 p.m., you must ring the door bell, identify yourself, and state why you are here. Everyone must go directly to the office to sign in and receive a visitor's tag. Please make sure you bring in your driver's license to the office for identification.

BACKGROUND CHECKS

All classroom volunteers, field trip chaperones, and P.T.O. volunteers (Parents' Night Out, classroom parties, etc.) must have a current background check on file with Fishers Elementary School. This form is included in the Fishers Folder and can also be obtained from the office. Please remember, it will take up to one week to process the necessary information. The background checks need to be renewed every three years. If you are not sure if your background check is still valid, please call the office.

BUILDING VISITORS

Parents are welcome to visit after the third week of school is completed. The first few weeks of school are when your child is adjusting to his/her new environment. We would like the students to get settled in before we have lunch visitors.

For safety purposes, all lunch visitors must have a complete background check on file. All visitors must sign in at the office and wear a badge before going to other parts of the building. It is not just a mere courtesy, but for the safety and education of our children, we cannot allow parents just to walk into the school unexpectedly. With broken homes and restraining orders, it is in the best interest of all that our school personnel are aware of who is in the building.

Our staff welcomes parents and strongly encourages them to volunteer to work in the classroom. If you are interested, please contact the teacher or office staff.

Parents may observe their student in the classroom. Please wait until 9:30 a.m. so that the daily routine of beginning the school day can be completed. Parents may observe their child in a classroom for 30-60 minutes one time per 9 weeks. If a parent feels additional observations are needed, please contact the principal to discuss this. All observations must be set up with the teacher. We ask that parents observe their child and not interact with them or other students. This allows students to stay focused on instruction. We ask that you do not plan observations or classroom visits during ISTEP+, Terra Nova testing and the week before a vacation.

Pick up or delivery of items to students must be cleared through the office.

STUDENT/ADULT CELL PHONE POLICY

FES has a no cell phone policy. We ask all adults before entering the office area to turn off their cell phone. This is to keep our students safe and also limit interruptions to student instruction and learning. Students are not allowed to have cell phones at school for any reason unless it is first approved by the principal. Approval will be done for extreme situations only.

STUDENT BACKPACK IDENTIFICATION

All Fishers Elementary students are required to have an FES ID tag on their backpack and any other bag that is used to transport materials to school. We will provide these tags to each student. All lunchboxes need to be marked on the outside with the student's name and Fishers Elementary. These rules have been established to keep our students and staff safe. It allows for school officials to quickly determine if an unmarked bag, box, etc., could be of danger to anyone.

ARRIVAL AND DISMISSAL PROCEDURES

Students will unload from the buses at 8:55 a.m. If you drive your child to school, you must pull up to the sidewalk south of the building and form a line parallel to the sidewalk up to Lantern Road. Cars will pull up to the staff member standing closest to Lantern Rd. Students will be dismissed from their cars. This process will continue until all car riders have been dropped off.

If you are coming into the building with your student in the morning, please pull into a parking space. There is a regular guest parking lot that may be used. If the parking lot is full, all parents and patrons must park in the back parking lot and walk to the front entrance. The back doors are always locked. In order to maintain security, students have been instructed never to let anyone in the back doors. If your child is tardy to school, please pull up to the front entrance, turn your car off, walk your child into the office, and sign him/her in. Students are considered tardy after the busses leave from dropping off the students (approximately 8:55 a.m.) **Please do not ever drop your student off without walking him/her into the office and signing him/her in. By following this policy, you are helping FES keep your child safe!**

Students will board buses at 3:40 p.m. at the end of the day. Students being picked up by their parents will be dismissed at 3:35 p.m. and wait outside the south doors by the kindergarten rooms with a staff member. Parents should, again, pull up by the sidewalk on the south side of the building. Once all cars are at a stop, a staff member will dismiss the students, in order, to the waiting cars. If a parent is late picking up the child, a staff member will take the child to the office. The office staff will call the parent

to confirm that he/she remembered to pick up the child. When the parent arrives, he/she must come into the office to pick up his/her child.

Do not walk up to the building to take your child when the busses are present. Please see the principal and/or the office staff in case of special situations where time is a factor. Your cooperation with these procedures will help keep our students and staff safe, and our bus zone safe and orderly.

Please help us set a good safety example to our students by never walking in between or directly behind buses when picking up a child!

LEAVING DURING THE SCHOOL DAY

Procedures for leaving school during the school day:

1. The parent must send, fax or e-mail a note to the school. In case of an emergency, a phone call may replace a note. Please do not feel offended if we ask for identification. This is done to ensure the safety of your child.
2. Parents must report to the office to pick up and sign out students - do not go directly to the classroom!
3. Sick students will remain in the clinic until picked up.
4. At no time is a student to be released from school early without the knowledge of or permission of the office staff.
5. If a parent needs to make a change in transportation for the end of the day, a phone call, e-mail or fax must be made to both Missy Cox mcox@hse.k12.in.us and Laurie Elixman lelixman@hse.k12.in.us (front office staff) **by 2:00**. The office staff cannot assure that a change in transportation will get to the classroom teacher and student if it is made after **2:00** unless it is an extreme emergency.

STAYING AFTER SCHOOL OR ALTERNATE ROUTE HOME

If your child is staying after school for extra activities, riding a different bus home, or is being picked up at school by anyone, a note must be sent in on each occurrence. Failure to bring in a signed note from the parent will result in the child being sent home on his/her regular bus. No student may stay after school without a signed permission slip. This is for the safety of your child. This way we are sure the parent knows where the child is and will also let the teacher know of daily transportation changes.

RETURNING TO SCHOOL - BEFORE AND AFTER SCHOOL FOR FORGOTTEN ITEMS

We cannot allow parents or students to return to the classrooms before or after school hours to get items they may have forgotten. We want to encourage student responsibility and organization and also maintain building security.

STUDENT LEARNING TIME, CLUBS, ACTIVITIES – BEFORE/AFTER SCHOOL DROP OFF/PICK-UP

When dropping off your student for extracurricular activities, please pull your car parallel to the main entrance next to the sidewalk. Please be aware that the front door will not be opened until five minutes before the activity is scheduled to begin. Please do not leave until you see your student enter into the school.

When picking your student up after school for an extracurricular activity, please pull your car parallel to the main entrance along the sidewalk. Make sure all students are in their cars before pulling away.

BEFORE AND AFTER-SCHOOL PROGRAM

The Hamilton County YMCA operates a Before and After-School Program in the school cafeteria. Students may enroll in the program on a full-time or drop-in basis. Enrollment forms are available in the school office. The Hamilton County YMCA office will gladly answer specific questions at 577-2070. The program is offered from 6:30 to 8:50 a.m. and again after school until 6:00 p.m. on school days.

SCHOOL CLOSINGS

In case of adverse weather conditions, listen to the local radio and television stations for news about school closings. HSE also uses the Skylert System for school closings, delays, and emergencies. If we have a school delay, you will receive an automated message from Skylert letting you know of school closings or delays. If school is on a two-hour delay, all school activities and clubs will begin exactly two hours after they were originally scheduled to start. If we would happen to have a severe snowstorm and need to be dismissed during the school day, the Skylert System will alert you at the numbers you listed when you signed up for the system. **IMPORTANT** - Please inform your child what he/she is to do in case no one is at home if the schools are closed and children are sent home unexpectedly. Be sure neighbors are alert for unexpected closings and that emergency telephone numbers are on file at school. It is important the school be notified if the student(s) must not be sent home on their regular bus if there is an early dismissal of school due to an unforeseen emergency.

You may access school delay/closing information by going to the HSE web site - www.hse.k12.in.us.

ATTENDANCE AND ABSENCE INFORMATION

Indiana State Law requires anyone between the ages of six and sixteen to attend school (IC 20-33-2-7). The law sets the age requirement for school enrollment as follows:

Students entering kindergarten must be 5 on or before September 1st.

Students entering 1st grade must be 6 on or before September 1st.

State laws require punctual and regular attendance of all children. Unnecessary absences from school adversely affect a child's academic and social progress. Our daily attendance rate is also one indicator used in determining state awards for school improvement and four-star status.

Any day that a student will be absent or miss the beginning of the day, the parent must call the school office prior to 8:45 a.m. The school voice mail system will record your message before 8:00 a.m. and after 4:30 p.m. If a student is marked absent and we have not received a call, we will call all numbers that are listed requesting that you call the school to verify your student's absence. We will call only the home, work and cell numbers that you have listed. This policy is designed to help parents know if their child did not go to school. Students are excused from school for:

1. student personal illness or injury (documented);
2. accident involving student transportation;
3. death or serious illness in the student's immediate family;
4. religious observations;
5. properly pre-arranged absences (not during the week preceding or following fall break, winter break or spring break; or the last week of school);
6. attendance excused by the principal

TARDINESS

When a child is late to school for any reason (including a prearranged appointment), he/she must check in at the office prior to going to the classroom. Students are considered tardy after 9:00 a.m. A parent must accompany the student to the office to sign the student in.

CAFETERIA INFORMATION

Our cafeteria is set up for students to use prepaid accounts. Money is collected in the morning and input into the student's accounts. Student lunches are \$2.05. Extra milk is \$.50. Snacks items may be purchased by 4th grade students. Ice cream will be sold each Friday to 3rd and 4th grade students.

PRE-PAYMENT CASH PURCHASES

Parents may send payment (for a day, week, month, semester, etc.) in an envelope on any day of the school week which will be sent to the cafeteria in the morning. Payment for an entire family can be sent

in on one check in one envelope. The check total needs to be broken down by students on the outside of the envelope. On the outside of all envelopes please mark:

- Child(ren)'s name(s) - first and last name
- Teacher(s) name(s) and grade(s)
- # of lunches x \$2.05 = total for each child. Please include the check total also. Each child receives an ID number when he/she enters HSE Schools. The number will remain the same until he/she graduates from HSE Schools.

LUNCH CHARGES

If students are paying by cash and forget their lunch money, and an account has not been pre-paid, the student will charge his/her lunch. Charges are expected to be paid the next day. Any student owing over \$2.05 in charges will not be able to charge any food items/snacks. However, the cafeteria staff will provide a peanut butter and jelly or turkey sandwich and milk to the student for \$.75 (school board policy). Lunch charge slips are sent home every Friday. Please return with payment on Monday.

FREE AND REDUCED LUNCHES

If you would like to apply for free or reduced lunches, please call Mrs. Lutz, Cafeteria Manager, or Mrs. Elixman, School Treasurer, at 594-4160.

VISITOR LUNCHES

Visitor lunches are \$3.00. A visitor may not charge a lunch on a student's account. He/She will need to bring cash. Please call the office by 9:30 a.m. to order a lunch. Parents may not bring fast food into the cafeteria. Carbonated drinks are not allowed. These sometimes explode and cause messes on the floor and tables. Students may not leave school to go out for lunch. The use of cell phones by parents in the café is prohibited. **Lunch visitors must have a background check on file.**

COMMUNICATION

Emergency Phone Numbers

Upon registration of your child, you are asked to provide us with phone numbers of people that could be called in case of an emergency. If these numbers change during the year, please inform the office, nurse, and teacher so that we will always have the correct information on file.

Tiger Tales and Classroom Weekly Newsletters

Our school has a weekly newsletter, TIGER TALES, that publishes current information of interest to all parents and students. Tiger Tales can be seen by signing up for the FES listserv or on the FES web site each Friday. Enclosed is an informational letter on how to sign up to be a part of the listserv. If you prefer to have a hard copy of Tiger Tales sent home with your child, you must send in the informational letter (in this folder) or write a note that notifies the office of your request. Please also let your child's teacher know you need hard copies sent home of all information.

Each week, your child's teacher will send via a distribution list a weekly newsletter.

ANGEL SITES

To receive Tiger Tales and other important information on line, please go to the FES web site, www.hse.k12.in.us/FES, and double click on the resource tab. Each week, you will receive the classroom newsletter via a distribution list sent by the classroom teacher. Each teacher also has an ANGEL site that contains much pertinent information.

MEDICAL/HEALTH INFORMATION

Children with contagious illnesses, fevers, or vomiting should not be sent to school. Children should be symptom free of illness for 24 hours before sending them back to school. Injuries should be taken care of before the children are allowed to return to school. Any medical information that should be forwarded to our school nurse should be done as soon as possible. If your address, phone number, or child's medical condition changes, please notify the secretary and nurse so that this valuable information can be updated. (The clinic handbook can be found on the HSE web site. If you do not have access to a computer, please notify the FES office and a handbook will be provided for your use.)

Please see the Hamilton Southeastern Elementary Schools Behavior Expectations and Parent Handbook (inserted in the Fishers Folder pocket) for additional medical/health and clinic information.

ADDITIONAL INFORMATION

BIRTHDAYS

Due to the increasing number of student food allergies, no birthday treats may be brought into school. We do believe that birthdays are a special time for children. We will continue to honor students' birthdays by:

1. Announcing the student's name over the morning announcements on his/her "special day."
2. Having the student come to the office for birthday wishes and a birthday pencil.
3. Singing "Happy Birthday" during Spirit Convocations to all students and staff celebrating a birthday during the month.

Please remember you may continue to celebrate your child's birthday at school by joining the Birthday Book Club through our library.

Party invitations should be mailed and not handed out at school. Please be aware that we do not accept any balloon or flower deliveries at school. If they are delivered, parents will be asked to pick them up.

BOOK RENTAL

Following is the method of charging and reimbursement to parents should a child withdraw from school before the end of the school term or enroll after the opening of school:

REFUNDS:

August to November 1 - Full refund of textbook rental only. (Consumable money will not be refunded.)

November 1 to January 20 - Two-thirds refund of textbook rental only. (Consumable money will not be refunded.)

January 21 to March 1 - One-third refund of textbook rental only.

After March 1 - No refund.

COLLECTION:

August to November 1 - Full book rental fee.

November 2 to January 20 - Two-thirds of textbook rental, plus full amount for consumables.

January 21 to March 1 - One-third of textbook rental, plus full amount for consumables.

RETURNED CHECKS:

All returned checks will result in a \$20.00 penalty.

CARE OF PERSONAL ITEMS

Please label all clothing and boots with first and last name.

Do not bring more money than what is needed for daily expenses. The school cannot be responsible for money and other valuables brought to school.

The child and parent should understand that the student is responsible for the care and safekeeping of all school materials provided for his/her use. Students will be required to pay for lost and/or damaged items (at current cost) issued by the school.

Tennis shoes are required of all students to wear to physical education class.

FIELD TRIPS

When the classroom teachers schedule a field trip for the class, a permission slip will be sent home with the needed information on it. This slip must be signed, dated, and returned to the school by the due date. Students without signed permission slips will not be allowed to attend the trip. If you are a parent volunteer for a field trip, you must have a background check on file in the school office. We ask that siblings do not attend field trips with parents who volunteer for the field trip. This is for safety reasons. Tiger Tales and the class weekly newsletter will list the dates of these trips ahead of time.

LOST AND FOUND

FES has a lost and found hanging coat rack that is located in the hallway next to the library. If your child is missing any items, please encourage him/her to check the boxes. Periodically, the remaining items will be donated to a worthy charity.

RECESS

All grade levels (except for ½ day kindergarten) have recess one time per day for 20 minutes. School personnel supervise recess. All students will go out to recess unless the temperature is below 10 degrees wind chill factor and/or if it is raining, and/or if the black top is icy or snow covered. Please make sure your child dresses appropriately for outside recess.

NON-PARTICIPATION IN RECESS/P.E. CLASS

We recognize that there are occasionally times when, as a parent, you believe it would be in the best interest of your child not to participate in a physical and/or outdoor activity due to a minor illness or injury that might be aggravated by participation. We will accept a parental note requesting your child's non or limited participation for one day. A doctor's statement of nonparticipation, however, is required beyond one day. In order for students to participate in physical education classes, proper footwear must be worn. This should be tennis shoes with velcro or shoe laces. No sandals, clogs, crocs, flip-flops, slip-ons, or boots should be worn. This is to ensure participation and safety for all children. Students who do not have proper shoes will not participate in class.

WITHDRAWAL OR TRANSFER OF STUDENTS FROM FISHERS ELEMENTARY

Parents who will be withdrawing their child from school should notify the school office at least one full day ahead of the actual transfer so that appropriate forms, book rental refund, library obligations, and textbooks can be taken care of.

School records will be sent directly to the new school. Health forms may be copied and sent with the parents. A request for these copies should be made as far in advance as possible.