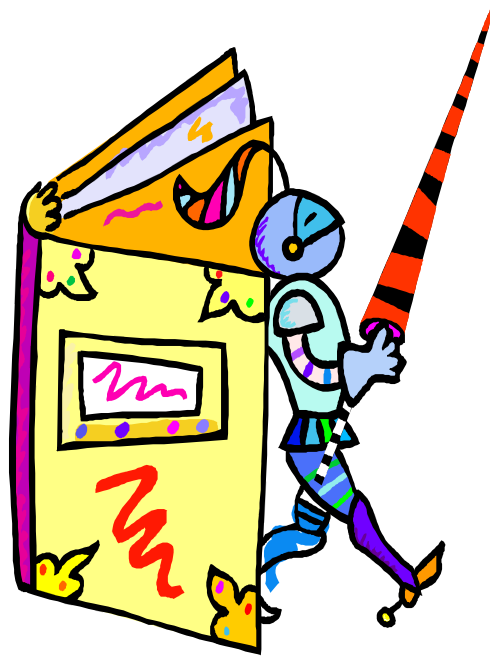


NEW RIVER ELEMENTARY SCHOOL
Escuela Primaria New River

WELCOME!
to your Back To School Night
*Bienvenidos! A su Noche de Regreso a La
Escuela*



2010-2011
PARENT HANDBOOK
Manual Para Padres

NEW RIVER ELEMENTARY SCHOOL



*13432 South Halcourt Avenue
Norwalk, CA 90650
(562) 868-9848*

Dear Parents,

Welcome to New River where our motto is “A Community of Learners”. We believe that all students can learn and be successful. It is my privilege to work with your children and to lead the educational team teaching your students.

The staff at New River is prepared to meet the 2010-2011 challenges, excited to work with your children, and to make this school year a successful year for New River’s students.

This information handout has been prepared for you to better understand your school’s procedures, and how we work in the most efficient possible manner to provide our community with quality customer service. Please take the time to read it thoroughly and keep it for reference.

We encourage you to actively support your child’s education by:

- ☺ Visiting the school
- ☺ Attending school programs and events
- ☺ Becoming an active member of our Parent Teacher Association (PTA)
- ☺ Participating in our English Learner Advisory Committee (ELAC)
- ☺ Being a caring volunteer at your child’s school.

If you have any questions during the year, please call.

Respectfully,

A handwritten signature in black ink that reads "M. Cent".

Achievement for each student is possible when the school, family and community work together.

Office Hours

Our school office is open from 7:30 a.m. to 3:30 p.m.



ATTENDANCE PROCEDURES

California State Law requires you to send your child to school every day. You are responsible for making sure your child is in school every day unless he/she is ill or must see a doctor.

You are also responsible for making sure that your child arrives at school on time, and gets picked-up on time after school.

1. If your child is going to be absent because of illness or a doctor's appointment, please call the school office before 9:00 a.m.
2. After an absence, your child **MUST** bring a note from you or your doctor stating the reason for the absence. These notes are to be given to the teacher or to the office on the day your child returns.
3. When your child returns to school, he/she should ask the teacher for any missed assignments. Your child is responsible for completing any missed assignments.
4. If your child is absent only part of a day, he/she should report directly to the school office before leaving and upon returning. Students who are absent for part of the day will have a "partial day" absence recorded for that day.
5. If a student is ever truant from school, (absent without permission) he/she will be required to make up the time and the work, which was missed, and a parent conference will be required.

EARLY STUDENT CHECK-OUT

Parents wishing to check out students during the school day must go through the school office. We will call the teacher and arrange for your child to come to the office while you are filling out the release form. All parents picking up students during the school day must sign the release form **and show proper identification**. This procedure is for your child's protection. **We cannot release a child to anyone not specified on the Emergency Card or without your written permission and/or a phone call authorizing the release.**

Students with excessive absences, tardies and/or truancies will be referred to the Student Attendance Review Board (S.A.R.B.), where the parents of the student with excessive absences will be summoned to attend a hearing.

**STUDENTS WITH PERFECT ATTENDANCE WILL RECEIVE AWARDS
AT THE END OF THE YEAR.**

SCHOOL INFORMATION IN A NUTSHELL



Student Health

Annual vision and hearing examinations are conducted with the students. You will be informed prior to any of these examinations.

Medication and Illness

Only prescribed medication is given to the students upon the completion of the district required forms completed by the child's physician. **The school we will not administer any other medication to the students.** When your child is ill we will do our best to make him/her comfortable while we contact you.

Pediculosis

We must exclude children with head lice and/or their eggs from class and they may not return until all signs (including eggs) are gone. Up to 3 days of absence due to lice, per incident are excusable. Please remind your child that they should **not** share combs, hats, or other personal items. Notices will be sent home for you to check your child's hair when outbreaks occur.

Child Abuse

We are required by law to report immediately ANY suspected child abuse or neglect. This report is filed with the Los Angeles County Department of Children's Services.

Lost and Found

Students leave many sweaters, coats, jackets, and lunch pails at school. After checking in the office, you may look through the lost and found in the cafeteria. Please write your child's name on all personal property.

Articles Brought to School

Soda, gum, candy, and sunflower seeds are **not** to be brought to be sold, or eaten at school. Sports equipment, radios, skateboards, video games, iPods, and other toys are to be left at home. Any such items, which are brought to school, will be collected by the school staff and returned only to the student's parents or guardian.

Care of School Property

The parents of any student who willfully marks, cuts, or otherwise defaces any school property will be held responsible for all damages. Students are responsible for their textbooks and library books. If those books are lost or damaged, parents of the student will be held responsible for reimbursing the school.

Bike Riders

Students may ride their bike to school. Each bike must have its own lock. In addition students **must** wear a helmet when riding their bike to school.

Student Safety/School Hours

The school gates are unlocked at **7:40 a.m.** each day. **Students should not be dropped off before this time because there is no supervision.** The first bell rings at **8:05 a.m.** It is important that every child is ready to line up at this time.

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The school day ends at **2:27 p.m.** on regular days (at **12:55 p.m.** on minimum days). **All students should be picked up immediately after school.** There is no supervision after school time. If you need supervision for your child outside of these hours, please contact our on-site childcare provider, ARCC at 562-864-0640, or see them in room 70, before and after school.

Parent Visitation

You are welcome to visit our school and your child's classroom. In order to make your visit productive and enjoyable for you please:

- Make arrangements with your child's teacher at least one day prior to your visit.
- Check in at the office before you go to your child's classroom.
- Try to limit your time to 30 minutes per visit.

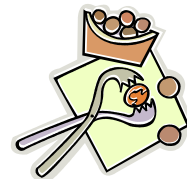
If you would like to conference with your child's teacher, please arrange the conference before or after school. During the school day our teachers' first priority is teaching.

Drug, Alcohol and Tobacco Free Workplace

The Board of Education of the Norwalk –La Mirada Unified School District is committed to making each school site and the District Office buildings a safe environment for everyone. Because of this commitment to safety, the making, distributing, selling, possessing, or using drugs, alcohol, or tobacco of any kind is **FORBIDDEN** at all times on school grounds and/or during school-sponsored activities and will be enforced. Signs prohibiting smoking within the school grounds are posted at all entrances, and the laws regarding drugs, alcohol, and tobacco will be enforced.

Civility Policy

The Board of Education of the Norwalk-La Mirada Unified School District supports the staff's efforts to teach, the students' right to learn, and the parents' responsibility to participate in their children's education. In an effort to make sure that the schools are safe for children and adults, the Board has developed a Civility Policy. This policy states that parents, staff and students will respect each other at all times through their words and actions. No adult will speak to another adult in a derogatory or insulting way, either through their choice of words or manner of speaking. Swearing, name-calling, shouting, threatening, or interrupting classroom instructions are not acceptable. Violations of this Civility Policy will be referred to the district's security department and are punishable by fine or by restricting the offending party from being on the school campus. Remember that children emulate everything that adults do and say. Let's be positive examples of speech and behavior for all of the New River children.





Procedures for Expressing Parent Concerns

Because at New River School believe that parents are partners in education, it's important for them to know whom they can talk to, and the resources that are available to them when they have questions or concerns about their children's class assignments, homework, test scores, behavior, classroom or school procedures and/or curriculum. When parents have questions about these issues, taking the following steps will assure that the concerns are addressed in a timely manner:

1. Make an appointment to see the CLASSROOM TEACHER. Teachers represent the first step in resolving concerns because they are knowledgeable about your children and the school program. Contact your child's teacher to schedule a convenient time when other students are not present. This will ensure that the teacher can give you his/her full attention and listen to your concerns. When you meet with the teacher, it's helpful to bring written notes about what you want to discuss, and questions that you would like the teacher to answer. As you meet with the teacher, remember that the purpose of the conference is to help your child. It's also a good idea for the child to attend this conference with you and the teacher, depending on the child's age and the subjects to be discussed.
2. If the problem is not resolved during the conference between you and the teacher, the next step will be a conference between you, your child, the teacher, and the PRINCIPAL, to be scheduled by the principal. Once again, bringing written notes of what you want to discuss helps to keep the discussion focused. During this meeting, the principal may direct you to a PROGRAM SPECIALIST or PSYCHOLOGIST in order to make sure that you have the opportunity to talk to the person who has the most information about your concern.
3. If your concern is still not resolved after meeting with the TEACHER, PRINCIPAL, and/or OTHER SUPPORT PERSONNEL, the principal will advise you on the next steps to take in order to answer your questions.

Once again, children need to know that parents and teachers are working together to help them. Following the above steps when there is a concern helps to strengthen the home/school partnership and to keep the lines of respect and communication open between parents, teachers, students and administrators.