

JOHN EHRHARDT  
ELEMENTARY SCHOOL  
Parent/Student Handbook  
2009-2010



Home of the Ehrhardt Eagles

**Principal**

Steve Brenizer

**Vice Principal**

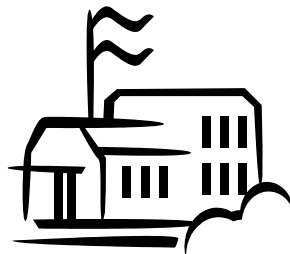
Ann Marie Bronte

(916) 684-7259

<http://www.egusd.net/ehrhardt/>

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# **ELK GROVE UNIFIED SCHOOL DISTRICT MISSION**

**Elk Grove Unified School District will provide a learning community that challenges ALL students to realize their greatest potential.**

## **CORE VALUES**

- Outcomes for students
  - Achievement of core academic skills
  - Confident, effective thinkers and problem solvers
  - Ethical participants in society
- Commitments about how we operate as an organization
  - Supporting continuous improvement of instruction
  - Building strong relationships
  - Finding solutions
- High expectations for learning for ALL students and staff
  - Instructional excellence
  - Safe, peaceful, and healthy environment
  - Enriched learning environment
  - Collaboration with diverse communities and families

## **MISSION STATEMENT OF JOHN EHRHARDT ELEMENTARY SCHOOL**

The mission of John Ehrhardt Elementary School is to maintain a safe, clean, learning environment where students:

- \* DEVELOP THEIR POTENTIAL TO THE FULLEST
- \* PROMOTE POSITIVE SELF-ESTEEM
- \* APPRECIATE UNIQUE TALENTS
- \* COOPERATE TO ACHIEVE
- \* REDISCOVER THE JOY OF LEARNING
- \* UNDERSTAND THE GLOBAL COMMUNITY

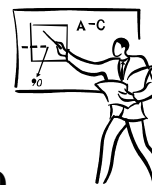
## **ELK GROVE UNIFIED SCHOOL DISTRICT**

### **BOARD OF EDUCATION**

William H. Lugg, Jr  
Chet Madison, Sr.  
Pollyanna Cooper-LeVangie  
Jeanette Amavisca  
Priscilla Cox  
Pamela A. Irely

### **ADMINISTRATION**

Dr. Steven M. Ladd, Ed.D., *Superintendent*  
Dr. Steven Winlock, Ed. D., *Associate Superintendent, PreK-6 Education*  
Linda Meyerson, *Director, PreK-6 Education*  
Bob Roe, *Director, PreK-6 Education*



## **JOHN EHRHARDT SCHOOL/Staff Roster 2009-2010**

Principal	Steve Brenizer	Office Assistant	Colleen Jones
Vice Principal	Ann Marie Bronte	Lead Custodian	Steve Corbett
Secretary	Janette Payne	Custodians	John Fink and James Gardner
Office Assistant	Lori Otten	Food Service:	Rose Clark and Kathy Hartman

# JOHN EHRHARDT

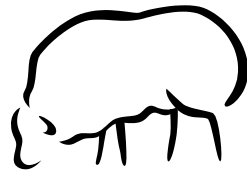
## 1837-1924

The first big-time sheep man in the Elk Grove area, was John Ehrhardt, a pioneer during California's early statehood days. Ehrhardt and his father crossed the Great Plains in 1852 and brought a large herd of sheep with them to California. A resident of California for 72 years, Ehrhardt saw the state grow from humble beginnings to a leading power in the nation and the world before his death at the age of 87 in 1924.



John Ehrhardt was born in Hesse-Kassel, Germany on October 8, 1837. After his mother passed away in 1848, his father brought John, his brothers and sister to Baltimore, Maryland and then soon afterward to Missouri. In 1852, John's family crossed the plains, driving a band of 7000 sheep. After wintering in Ogden, Utah, they brought the flock down to Sheldon in Sacramento County where they were sold. When his father returned to Missouri, young John chose to remain in California and make his own living raising sheep. During his trip across the plains with his father, John was fortunate enough to meet the famous scout and hunter, Kit Carson, on the Platte River. Carson gave young John two sheepdogs, which he possessed for many years.

John Ehrhardt received a good elementary education in Germany. After his arrival in America, he studied by himself, soon learning to read, write and speak English. He became a well-informed man. As he was on his own in California, he lost no time and worked steadily. By saving his money, he was



able to engage in sheep raising on his own acreage. He succeeded so well, that by 1860, he sold his flock and started raising cattle. He made his headquarters at Union Mound, in the tules, eight miles south of the town of Franklin. He purchased land and continued in business there for twenty years. He then sold his land and purchased an 800-acre ranch from John Whitcomb at Twelve-Mile house (where Valley Hi Country Club is located today).

As early as 1871, Mr. Ehrhardt drove his cattle to Modoc County. He purchased land in Surprise Valley where he ran cattle for many



years. He drove and bought cattle in both the Sacramento and San Francisco markets. His years of experience and good judgment of cattle made him very successful.

Ehrhardt married Caroline Holman. Caroline was educated in San Francisco and was a scholar in the first Sabbath school organized in the city. She obtained her teaching certificate and taught school until her marriage. John and Caroline had eight children: George Edward, Frederick William, Henry Lester, William Gardner, John Amos, Elvesta (Bessie), Newton Julius and Nellie.

John Ehrhardt, a boy with the American dream, was a real pioneer of our area. Students at Valley High School, who travel on Ehrhardt Road daily, can include the story of this pioneer in their history lessons of 19th century America and the westward expansion to California.

# DAILY SCHEDULE/2009-2010 SCHOOL YEAR



## REGULAR DAY SCHEDULE

School Office Hours	7:30 AM – 4:00 PM
Teacher Workday	7:30 AM – 3:00 PM
Early Kindergarten	7:50 AM – 11:21 AM
Late Kindergarten	10:34 AM – 2:07 PM
Grades 1-6 Schedule	7:50 AM – 2:07 PM

## REGULAR DAY SCHEDULE/RECESS AND LUNCH

<i>GRADE</i>	<i>RECESS</i>	<i>LUNCH</i>	<i>YARD</i>	<i>PM RECESS</i>
SECOND	9:30-9:45	11:00-11:20	11:20-11:40	1:05-1:20
THIRD	9:30-9:45	11:20-11:40	11:00-11:20	1:05-1:20
FIRST	9:50-10:05	11:40-12:00	12:00-12:20	1:05-1:20
FOURTH	10:10-10:25	12:00-12:20	11:40-12:00	
SIXTH	10:10-10:25	12:20-12:40	12:40-1:00	
FIFTH	9:50-10:05	12:40-1:00	12:20-12:40	

## MINIMUM DAY SCHEDULE

Grades 1-6	7:50 a.m.-12:22 p.m.
Kindergarten	7:50 a.m.-11:21 p.m.

## MINIMUM DAY SCHEDULE/LUNCHES

<u>GRADE</u>	<u>LUNCH</u>	<u>YARD</u>
SECOND	10:40-10:55	10:55-11:10
FIFTH	10:40-10:55	10:55-11:10
FIRST	11:10-11:25	11:25-11:40
FOURTH	11:10-11:25	11:25-11:40
SIXTH	11:40-11:55	11:55-12:10
THIRD	11:40-11:55	11:55-12:10

## **SUPERVISION**

### • **BEFORE SCHOOL**

The campus is open to students beginning at 7:35 a.m. unless they partake of the Breakfast Program. The MP Room is open only for students in the Breakfast Program beginning at 7:25 a.m. Students who eat breakfast on site stay in the MP Room until 7:45 a.m. when they are released to the playground. There is no supervision in the morning before 7:35 a.m.

### • **DURING SCHOOL**

Yard Supervisors are on the playground during morning, and lunch recesses, and as well as the afternoon recess for grades 1, 2, and 3. Teachers are responsible for all other supervision during the school day, either by an assigned schedule or by teacher selection. All students are to remain on the school grounds for the entire school day. Pupils are not to leave the grounds unless signed out through the Office by their parent(s)/guardian(s).

### • **AFTER SCHOOL**

Students are dismissed to go home at 2:07 p.m. Students are to go immediately home or to child care. Staff members supervise dismissal times in designated areas only. Students are not allowed to play on the playground after school unless under direct supervision of their parent(s). All students are to leave the school campus immediately after dismissal, unless they are participating in an after-school program.

### • **FIELD TRIPS**

Teachers may request assistance from parents for field trips. We are happy to accept as volunteers parents who are willing and available. Please see your child's teacher to volunteer to supervise field trips.

A few details to keep in mind are as follows:

1. No verbal permission may be given to allow student attendance on a field trip in lieu of a signed permission slip.
2. The official permission slip must be used.
3. Non-parental chaperones must be at least 23 years of age.
4. Chaperones must be in continuous contact with students.
5. Volunteer drivers must be fingerprinted before transporting students.
6. Siblings may not accompany the adult chaperone.
7. The adult-student ratio for field trips with water activities is: K-Grade 3 1:4 AND Grades 4-6 1:8
8. Outdoor field trips require one Red Cross certified adult.
9. Water activities must have one Red Cross certified life guard.
10. No swimming events or activities are allowed at private pools.



## **SPECIAL PROGRAMS AND SERVICES**

### • **LEARNING CENTER**



The Learning Center provides instruction to students identified as having special needs, and consultation or support services to classroom teachers. Learning Center students in the RSP (Resource Specialist Program), SCC-LH (Special Class Center-Learning Handicapped) and LSH (Language, Speech and Hearing) are enrolled in regular homeroom classrooms and receive support services as needed. The RSP and SCC-LH programs provide additional and specific instructional support. LSH provides a speech therapy and language development program.

### • **STUDENT STUDY TEAM**

The Student Study Team (SST) is an effective way to bring together all resources to support students having difficulties in regular classes (a group problem solving method). The team gathers, at the request of the teacher, for a concentrated problem solving meeting where all involved persons are present. The parent may be asked to participate in person, or provide input via phone conference or a written questionnaire. During an SST meeting, either recommendations or a comprehensive action plan is formulated to support student achievement. If necessary, a follow-up meeting is scheduled to review the results of diagnostic testing, report progress, or make further recommendations. The SST is a teacher/student support system and is an expression of the school's concern for students and their academic success.

### • **PSYCHOLOGIST**

The psychologist administers psychological testing, consults with teachers and parents on emotional, behavioral and learning problems, acts as a liaison to community services, counsels students, and provides parent education.

- **GIFTED AND TALENTED EDUCATION (GATE)**

The State of California provides funding for development of programs for gifted and accelerated students (GATE). Funding is based on the number of students identified at each school as meeting GATE criteria. In past years, guidelines for developing GATE/Accelerated programs have changed significantly. Both gifted and accelerated students are offered a variety of educational opportunities to challenge them and ensure they meet their maximum potential. These opportunities occur both within the regular classroom, through differentiated instruction, and in other settings. A detailed description of what is offered in the program is available in a separate handbook that can be obtained in the school Office.

- **ART DOCENT**

The Art Docent program is implemented in grades K-6 with the help of a coordinator and parent volunteers. This program is one of the ways our school ensures that the standards for Visual and Performing Arts (VAPA) are covered for all students. Lessons provide exposure for students in the areas of art history, art appreciation, and technique. Lessons also allow students the experience of developing artistic skills through projects.

- **SCHOOL COMPETITIONS**

Academic/athletic competitions open to various grade levels annually include:

Oral Language Fair	District Track Meet	Spelling Bee	
Science Fair	District Writing Competition	Word Masters	District Art Contest

- **CIVIC VALUES AND ETHICS EDUCATION**

Our school's Character Education program is called *Project Wisdom*. The program has several components including monthly character themes, daily messages which are read over the intercom, and rewards for students who demonstrate the character trait of the month which are presented during the monthly STAR assembly. The heart of the program is teaching children to make positive choices related to responsibility, sharing, caring, tolerance, resolving conflicts, and using words wisely. The daily message always ends with the phrase, "*make it a good day...or not, the choice is yours.*"

- **STUDENT LEADERSHIP**

**Student Council**

Students in grades 4/5/6 are elected as representatives to the school's Student Council. These students represent their individual classes and promote various activities throughout the year. In addition, Student Council members staff the Student Store.

**The Conflict Management Team**

John Ehrhardt students have the opportunity to work with trained student Conflict Managers (CMs) on the playground to help resolve disagreements and conflicts between students. CMs are trained in problem-solving techniques and conflict resolutions skills. All students receive an introduction to the program during the opening weeks of the school year.

Students serving on the Conflict Management Team are instrumental in communicating the school's language of resolution skills. They help students in conflict arrive at resolutions through encouragement and modeling conflict resolution skills. These skills include:

- Talk the problem out
- Ignore the problem, or walk away
- Do rock, paper, scissors
- Make a 50/50 agreement
- Get help from a conflict manager or adult

Each year, new CMs are referred for membership by the students' teachers, with parent approval. Students then receive intense training before assuming the role of CM. Those students interested in the program are encouraged to talk with their teachers about their interest in being referred to serve as a CM.

# SCHOOL POLICIES AND PROCEDURES

- **ADMINISTRATION OF MEDICATION TO PUPILS**

No medication (prescription or over the counter) will be dispensed to students or allowed on the school site without the appropriate form completed and on file in the school Office. Forms are available in the Office and are completed by both physician and parent(s)/guardian(s). The completed form and the medication in the original container will be kept securely locked in the Office. Dispensing of the medicine will be done by staff and recorded. Written notification from the physician on any changes in medication and/or dosage **must** be given to the Office staff as they occur. Prescriptions/forms must be updated yearly. **Students may not carry their medicine on their person.**



- **ILLNESS/INJURY**

Students reporting illness or injury are sent to the School Office and parents are notified. Notification will occur for items related to their student including, but not limited to: blows to the head, fever, vomiting, rash or irritation to the skin/eyes or breaks to the skin.

- **HEARING AND VISION SCREENINGS**

Hearing and vision screenings are performed on all students in Kindergarten, 2<sup>nd</sup> grade, and 5<sup>th</sup> grade during the school year. Parents of students who do not pass these screenings are notified by letter and encouraged to have their child examined by a doctor.



- **ATTENDANCE POLICY**

Under Education Code 48200, each person between the ages of 6 years and 16 years is subject to compulsory full-time education. Good attendance is extremely important for academic success. Please see that your child is at school on time every day. When your child is absent, please call the Office (**684-7259**) that day and explain the reason for the absence. If this is not possible, please send a note with your child the day he/she returns.

**Please note: The school must know the reason for your child's absence. Absences of more than three days will need a doctor's note provided to the school upon the student's return to class.**

- **TARDY POLICY**

Students arriving late to school go directly to the Office for an Office Admit Pass before going to their respective classroom. Under the California Education Code, a child is considered truant and given an unexcused absence if they are tardy **FOUR** times in one trimester. Absences and tardies will disqualify your child from the Perfect Attendance award. Students who are tardy may have the time deducted from their recess.



- **OFFICE PHONE USE**

Office phones are not for student use. Special arrangements for after-school activities should be made prior to the beginning of the school day. Students will not be called out of class for telephone calls unless it is an extreme emergency. Parents and guardians should be prepared to be asked the nature of the emergency if a need arises that makes it necessary to call a student out of class to receive a telephone call. Students are granted permission to use the phone **ONLY** by the Office staff or by a written request from the teacher.

- **RELEASING STUDENTS VIA PHONE**

A verbal release over the phone carries a concern for the school. Any kind of release arrangements must be verified and documented. It is recommended that any release outside of regularly scheduled releases are supported with written documentation from the parent, or in conjunction between the parent and the principal, with specific instructions including date, time, and method of release (e.g. if anyone will be picking up).

- **LOST AND FOUND**

Most children keep good track of their clothing, however, each year NUMEROUS jackets, sweaters, shirts, lunch pails, etc. remain unclaimed in the Lost and Found. Please mark your child's possessions with first and last names in permanent marker. At the end of each track rotation, Ehrhardt donates unmarked and unclaimed items to charitable organizations. Students and parents are welcome to check before and after school for lost articles.

- **BICYCLES, SCOOTERS, SKATEBOARDS, ROLLER BLADES, AND SKATESHOES**

Students who ride bicycles to and from school are required to wear helmets. It is California law. Students not using helmets will receive a "Helmet Reminder" to take home to alert parent(s)/guardian(s) about this safety issue. Bicycles and scooters are to have bike locks and are locked in the gated bike area. Bikes/scooters are to be walked at all times while on the school campus. **Please note the**



school is not responsible for stolen or vandalized items. Rollerblades, skateboards, and skateshoes are prohibited on the school grounds.

- **CELL PHONES/PAGERS:**

Cell phones are allowed at Ehrhardt, HOWEVER, students must follow District guidelines concerning their use. Phones may be used **ONLY** before (earlier than 7:25 a.m.) and after school (after 2:07 p.m.). Phones are to remain turned off (e.g. "off" means no power; the phone is not on the "vibrate" setting or used to text message) while students are in school and are stored in backpacks. Students choosing to use their phones at times other than these will turn the item over to their teacher or an administrator. **The phone will be returned only to a parent/guardian.** Guidelines for pagers are the same as for cell phones.



- **STUDENT RECOGNITION**

It is important to recognize and honor student accomplishment. Students are recognized through: Star Coupons (positive behavior), Honor Roll (academic performance), Perfect Attendance (no absences or no more than two tardies per month), and Citizenship (all E's in the Citizenship section of the report card) Awards. Students are also recognized for achievement in school competitions, Student Council events, and with special classroom awards. Ehrhardt holds monthly assemblies where STAR awards are given for citizenship and academic achievement awards are announced for improvement or outstanding performance. This assembly usually takes place on Track Change Day. Check the school calendar for the exact dates of the Primary and Intermediate STAR assemblies. Parents are always welcome to attend these events.



- **COLLEGE/CAREER AWARENESS**

The office of Secondary Education in the EGUSD is dedicated to providing students and families with quality post-secondary information and planning resources. Check the District's website for more detailed information. Parents are encouraged to share information about their careers in their child's class by coordination with the teacher.

- **HONOR ROLL**

Students in grades three through six may achieve Honor Roll status by having an average of 3.0 - 3.9 points and no D's or F's in academic areas for the trimester. Academic areas are: Language Arts/Reading, Writing, Spelling; Mathematics (Concepts/Application and Computation), and History/Social Science. Effort and behavior are not computed for Honor Roll eligibility.

- **NATIONAL ELEMENTARY HONOR SOCIETY (NEHS)**

John Ehrhardt was one of the first elementary schools to sponsor a chapter of the National Elementary Honor Society (NEHS). Membership is open to those 5<sup>th</sup> and 6<sup>th</sup> grade students who meet specific criteria of **academic excellence, responsibility, and teacher recommendation.** For additional information on qualifications and activities, please check the school's Website.

- **HOMEWORK POLICY**

John Ehrhardt students are expected to engage in daily homework. *Unassigned homework could be daily reading, writing or computing.* Assigned homework will be tasks that are an extension of the day's curriculum. Material assigned as homework is work that the student can complete independently without major errors, discomfort, or confusion.

The school has established the following minimum daily homework minutes:

Kindergarten	15-20 minutes
First grade	30 minutes
Second grade	30 minutes
Third grade	45 minutes
Fourth grade	1 hour
Fifth grade	1 hour
Sixth grade	1 hours & 15 minutes



These times include reading with or to parents, or by themselves. *Credit for makeup work will be determined by teacher.*

## **GUIDELINES FOR ACADEMIC GRADING**

When a student is absent from class and subsequently does not take a test or fulfill class requirements (e.g. homework, complete a project), the assigned grade will reflect this nonperformance. Unexcused, late, or incomplete assignments may all have an effect on a student's grade.

Regular education students who are not identified as special needs students with active IEPs and are working below grade level should have this indicated on their report card. These students should not receive a report card grade above C.

Identified special needs students with active IEPs should have their grades based on their IEP goals and objectives. If a student has a reading goal, he/she can earn an A in that subject. If he/she does not have a math goal and is working below grade level, he/she may not receive a report card grade above C. Modified curriculum for identified special needs students should be indicated on the report card and conveyed to parent(s)/guardian(s).

Grades for achievement shall be reported each marking period are as follows:

A (90-100%)	Outstanding Achievement on Standards	4.0 grade points
B (80-89%)	Above Average Achievement on Standards	3.0 grade points
C (70-79%)	Average Achievement on Standards	2.0 grade points
D or N (60-69%)	Needs Improvement	1.0 grade points
F (0-59%)	Unacceptable	0 grade points

\*\*Plus and minus signs may be used at the option of the teacher.

\*\*Students in accelerated programs will follow the same grade point designation.

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher needs to make contact through a conference, telephone call and/or a written report sent to parent(s)/guardian(s). District Deficiency Notices must be given at the completion of the sixth week of the trimester if the student is performing below C level.

When a student's work is not finished because of illness or other excused absence, and work is not completed within a specified length of time (e.g. equivalent number of make-up days corresponding with excused absences), the report card grade shall be changed to reflect scores of zero for all missing work.

Criteria for determining grades for achievement may include but are not limited to:

- Preparation of assignments, including accuracy, legibility and promptness.
- Contribution to classroom discussions.
- Demonstrated understanding of concepts in tests.
- Organization and presentation of written and oral reports.
- Applications of skills and principles to new situations.
- Originality and reasoning ability when working through problems
- Unexcused late assignments
- Progress and achievement of grade level standards and benchmarks
- Attendance (e.g. excessive absences, family vacations)

Kindergarten teachers shall use letter "S" for "meets or exceeds standard", "P" for "practice needed." A blank box with a diagonal line indicates "not assessed at this time." Examples of student work may also be furnished.

- Student takes responsibility for having necessary tools and materials.
- Student shows interest and initiative
- Student goes to work immediately and completes class and homework assignment
- Student uses free time resourcefully
- Student obeys rules
- Student respects public and private property
- Student maintains courteous, cooperative relations with teachers and fellow students
- Student works without disturbing others

## CURRICULUM AND BOOKS



### • **English-Language Arts (Reading/Writing)**

The language arts program in the Elk Grove Unified School District is a literature and meaning-based program, integrating reading, writing, spelling, listening and speaking. The district has set reading standards and benchmarks that outline goals for Language Arts. Classroom teachers use reading/language based texts, social studies and science textbooks, short stories, poetry, plays, essays, biographies and novels to help all students achieve grade level goals and objectives.

The Elk Grove Unified School District has adopted the Open Court reading series. Our staff has received intensive training prior to implementation of the program. The Open Court program should provide rich, new learning experiences for students. Student grouping for language arts may be in mixed ability groups for large numbers of students or like ability groups for small numbers of students with similar instructional needs or interests.

JE supplements adopted curriculum in the area of reading and writing with the "Step Up to Writing" program. This program teaches skills and strategies for identifying the essential elements involved in reading comprehension and good writing such as main topic, main idea and details. Through systematic identification of those elements with color coding and graphic organizers the students develop their skills in reading and writing through frequent application and practice in all subject areas. When students write about what they are learning, in any area, it reinforces the learning significantly.

- **Mathematics**

The Elk Grove Unified School District adopted math series is the Scott Foresman Math program. The program aligns with both State and Elk Grove District standards for mathematics. It also provides a variety of assessments that allow teachers to develop instruction directed to students' needs. The materials are "teacher and parent friendly," which means that information about skills and assignments can be easily communicated between home and school. The materials have excellent support for students built-in to reinforce instruction. Students are provided clear examples, warm-ups, and repetition of previously learned skills so they are maintained. We encourage parents to visit the Scott Foresman website at [www.onlineintervention.com](http://www.onlineintervention.com). This site contains math games, homework pages, video lessons, grade level math standards, homework help, and much more.

- **History/Social Science**

The History /Social Science program is standards-based with an emphasis on both subject content and historical and social science analysis skills. Both the grade K-5 and grade 6-8 programs contain strategies for writing, note-taking, critical thinking, vocabulary development, and building success in comprehending expository text. Primary source materials, both written and through media, are included to enhance student engagement in learning about events in the past. The text is available on CD and online for the convenience of students accessing information at home. The online interactive text supports student reading comprehension.

- **Science**

Elementary science education in the Elk Grove Unified School District addresses the California Standards for each grade level. In kindergarten through fifth grade the standards are woven around three strands: earth science, physical science and life science. In 2008 the District adopted a new standards based curriculum, which includes hands-on lab instruction or demonstration of the science standards. In sixth grade the focus of the California standards is related to earth science, followed by a concentration of life and physical science in our middle schools.

- **Text Books**

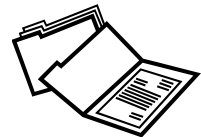
Each student is issued a bar coded set of text books for his/her grade at the beginning of the school year. He/she is individually responsible for these books for the year. We suggest that students cover their books to protect them. It is vital that parents discuss the importance of student responsibility for these books. All text books and library books are on loan to students. Many students use these books over a number of years. Students are expected to care for these books when they are checked out to them. ***Parents will be charged for lost or damaged textbooks and materials.***

- **Library Books**

Children are given the wonderful privilege of checking out books from our library. Parents should talk with their child about how important it is to take care of that book and return in on time. Books should be protected from food and liquids. When reading books, children should place them where animals and toddlers cannot reach them. Parents may be asked to sign a permission form before students may check out books.

## **Deficiency/Report Cards 2009/2010**

1. Deficiency dates are the last day of the sixth week. They may be sent any time before this if a student is in danger of failing.
2. During 1<sup>st</sup> and 2<sup>nd</sup> trimester, report cards are sent home to parents two days before track change day. This allows parents an opportunity to talk to the teacher before going off track.



## **SAFETY/TRANSPORTATION/ANIMALS**

- **DROP OFF/PICK UP**

Under the current Elk Grove Unified School District transportation plan, Ehrhardt Elementary School IS NOT served by bus, other than to off-load students to and from other schools, and for special needs students. Therefore, families that are dropping off and picking up older students are encouraged to use alternate drop off and pick up locations. Parking at the intersections and parks adjacent to the school, then walking students in will alleviate much of the traffic congestion encountered in our school community. The following intersections have crosswalks to the school:



- Red Dog Drive and Laguna Park Drive
- Old Creek Drive and Laguna Park Drive
- Old Creek Drive and Bambridge Way

Parents may consider dropping off and picking up students at parks adjacent to the school:

- Raymond Case Park (on the south side of the school/corner of Red Dog Drive and Laguna Park Drive) and
- Paul Betschart Park (on the north side of the school/corner of Old Creek Drive and Bambridge Way).

The school needs **ALL** adults to help with traffic safety by following the traffic flow plan for Drop-Off and Pick-Up. These plans are in place to keep pedestrians safe. Therefore, parent(s)/guardian(s) are asked to please:

1. Consider car pooling whenever possible.
2. Organize adult-supervised walk-to-school clusters.
3. **Follow** the traffic patterns established by the school.
4. Use cautious and courteous behavior when walking or behind the wheel.
5. A few traffic and safety reminders for adults and students:
  - **DO NOT make U-turns during high traffic volume times.**
  - When dropping a student off in the parking lot, drive the car forward as directed by the school traffic signs, or personnel supervising the Drop Off zone.
  - Respect the “Cone Zones” as traffic-restricted areas.
  - Use a crosswalk to cross the street; do not attempt to cross in the middle of the block.
  - Do not leave car unattended while waiting in a red zone.
  - Have student(s) exit the car on the sidewalk side of the street.
  - Be sure student(s) are ready to exit when the car is in the Drop Off zone.
  - Follow the directions of school personnel in Drop Off zones.
  - Respect the bus zone; it is a “No Parking” area.



The safety and security of Ehrhardt students is of primary importance, and EVERYONE is needed - parents, guardians, family members, staff, students, and community people - to help make sure students are in a safe and productive environment.

The CSSP committee reports/announcements are published in the school’s newsletter. If you would like information concerning committee meetings, please feel free to contact the Office and ask for the vice principal.

### • **PET POLICY**

We all enjoy pets, but some children have NOT been around them much. Children who are not accustomed to animals are sometimes alarmed or do not know how to act in a safe manner around them. Also, animals can become alarmed by sudden movements, reacting in out-of-the-ordinary ways when placed in unfamiliar situations or around large groups. The school cannot take responsibility for controlling/monitoring pets and the possible impact their presence on campus may have with students. Pets add a dynamic that can trigger excitement or an emotional reaction with a child which carries through the day, causing a significant distraction/disruption to the educational purpose of the school. The school’s policy on pets respects both the needs of pet owners while taking into consideration the needs of students and those who do not own animals. Please **help us by supporting the following:**

- **NO pets on the interior of the campus:** blacktop and playground areas, Quad, or Office. Please stop at the fence line of the school if you have a dog with you when dropping off/picking up student(s).
- **Pets/animals** are not allowed on campus except for educational purposes. Animals brought onto campus for teaching purposes must follow these guidelines:
  - The presence of the animal(s) supports and can be directly related to the curriculum for that grade level and class.
  - The animal(s) are appropriately crated and handled **ONLY** by adults that are trained and qualified for that task.
  - Permission by an administrator is obtained in advance of the animal(s) being brought on campus.

## **EMERGENCY PROCEDURES**

John Ehrhardt Elementary School has an Emergency Plan that specifies action for any emergency situation (e.g. fire, earthquake, intruder alert). *Parents are advised that, in the event they are picking up students or visiting school in the middle of an emergency drill, they will be asked to wait until the drill is over to pick up their student. Additionally, any individuals on campus during an emergency drill are subject to participate in the emergency drill.* Students will discuss and practice emergency procedures periodically throughout the year.

The Elk Grove Unified School District provides information about possible school closures due to inclement weather through radio station KFBK (AM 1530) and local television stations.

## **FOOD SERVICE PROGRAMS**

### • **BREAKFAST**

Breakfast service is available for Ehrhardt students. Please check the District website for current pricing of breakfast. Charges (also known as IOUs) are not accepted for breakfast. The Multipurpose Room opens at 7:25 a.m. for service and remains open until 7:45 a.m. Students enter the MP Room through the side door on the east side of the building (the same door used for entrance at lunch). Once a student enters the Multipurpose Room for breakfast, he/she **MUST** stay inside until dismissal at 7:45 a.m. There is no back and forth between the MP Room and the playground. When students are dismissed, they go directly to the play yard for morning line up. Milk and juice are available for purchase. If your student is currently on the lunch program, he/she is also covered for breakfast. To preview upcoming menus, visit [www.egusd.net](http://www.egusd.net).



### • **HOT LUNCH**

Hot lunches are provided by the District and served in the Multipurpose Room during scheduled lunch sessions. The following procedure is followed when purchasing a **school lunch**.

1. Each child is assigned four digit Personal Identification Number (PIN). They punch this number into the keypad at the end of the lunch service line. Newly registered students are assigned a PIN the first day of school, before lunch. All students use their number whether they purchase a full meal or a la carte items. Any cash amounts left in the system at the end of the prior year are available for use in the next, or refunded if the student no longer attends this school.
2. Lunch Prices-please check the District website for current prices.
3. Place money in a sealed envelope with the teacher's name, student's name, and student PIN number on the check or envelope.
4. Please remind your child to give the envelope to the teacher as soon as school begins.
5. Once a student has \$11.25 charged in meals, the Food and Nutrition supervisor will contact the parent to arrange payment of the account.
6. Forms to determine eligibility for the reduced lunch program are available upon request in the Office. A new application for free lunch **MUST** be filed each new school year.
7. If you have questions, please call the Food and Nutrition Services staff at John Ehrhardt at 684-7259.

## **PARENT/COMMUNITY INVOLVEMENT**

Parent involvement is an honored and valued tradition within the Elk Grove Unified School District. We enjoy active participation from our community and encourage this partnership in learning. We welcome any help from parents, grandparents, guardians, and community members. Many volunteer tasks can be done at home. Following are some suggested methods to volunteer:

- Classroom assistance
- Library assistance
- PTO Committee(s)/office
- Yard Supervisor
- Cafeteria supervision
- Field Trip Chaperone
- School Site Council
- GATE Advisory Committee
- English Learners Advisory Committee
- Comprehensive Safe Schools Committee
- Art Docent Volunteer
- Science Fair Committee

For additional information please see your child's teacher or call the Office at 684-7259.

### • **FINGERPRINT POLICY FOR VOLUNTEERS**

Volunteers working with children without direct supervision by a District employee must submit their fingerprints for a criminal background check by the Department of Criminal Justice prior to working with students. Most Ehrhardt volunteers help out under direct supervision of staff, so they are not affected (e.g. those who volunteer in the classroom or school Office do not need background checks). Volunteers typically affected by this policy include those working with children in an unsupervised setting, such as mentors at businesses, volunteer coaches, drivers on field trips, and chaperones for overnight trips who are alone with children.

- **SCHOOL SITE COUNCIL/ SCHOOL IMPROVEMENT PROGRAM (SIP)**

The School Site Council is composed of parents, teachers, and administrators. Its purpose is both decision-making and advisory and it is responsible for developing/updating the School Improvement Program (SIP) on a regular basis. The State of California provides funds for school improvement. Funds are allocated by a plan developed and evaluated by the School Site Council. Each year, a plan for academic growth is developed and funds allocated to reach program goals. The committee plans, reviews and approves this plan.

- **PARENT TEACHER ORGANIZATION (PTO)**

The PTO is a vital part of the school community and is comprised of parents, school personnel, as well as other community members. Through the PTO, parents, teachers, administrators, and others work for quality education and the establishment of a true partnership between home and school. The PTO sponsors activities for families in the evening and during the school day throughout the year. Many activities have become Ehrhardt traditions. Some events include:

*Burgers and Books; The Spring Carnival; Movie Night; Sweetheart Dance; Talent Shows*

Parents are asked to support the PTO by joining the group, volunteering to help with activities, attending PTO meetings, and supporting the fund-raisers that produce funds for school programs. PTO meetings are held on the second Tuesday of each month in the Multi-Purpose Room. All are welcome to attend. We look forward to, and encourage, all parents to become involved in the PTO. If you have questions, feel free to call the Office and leave a message for the PTO contact person. The Ehrhardt PTO email address is [ehrhardtpto@egusd.net](mailto:ehrhardtpto@egusd.net).

- **GATE/ACCELERATED PARENT ADVISORY**

This committee meets periodically to review the goals and accomplishments of the school's service to GATE/Accelerated students and explore new ideas to enrich and challenge them. Any parent of a GATE or accelerated student is welcome. The meeting dates and times are posted in the school's monthly newsletter.

- **ENGLISH LANGUAGE ADVISORY COMMITTEE (ELAC)**

The EL Advisory Committee is a parent group of Ehrhardt's second language student parents. The committee is chaired by a parent representative. This representative works with the site administration to communicate District information to EL parents regarding services, progress, procedures, and policies as they affect Ehrhardt's second language learners. new for the 2009-10 school year is a collaborative effort with other schools in the Laguna Creek Region. ELAC will meet in the evening, twice a trimester in conjunction with Foulks Ranch and Elitha Donner Elementary Schools. Meeting dates will be announced in the August school newsletter. For more information, please contact the vice principal at 684-7259.

## **VISITORS ON CAMPUS AT SCHOOL**

**Parents are welcome at John Ehrhardt School.** Your participation is encouraged in any school activity that is of interest to you. Along with our open door policy, we have a commitment to student and staff safety, so the following is presented for your assurance and information. Please note the following policies.

**We ask that all visitors register in the Office and wear a visitor's badge while on campus.**

***Board Policy 1251:*** *It is a policy of the Elk Grove School District that all visitors must register in the Office and receive approval to be present on campus. Any person who is not a member of the school staff or student body and who loiters on or about the school buildings or grounds without written permission or causes disturbances may be guilty of disorderly conduct and may be prosecuted according to the law.*

***Education Code 44811:*** *Any parent, guardian, or other person who upbraids, insults, or abuses any teacher in the presence of other school personnel or pupils and at a place which is on school premises or at some other place in connection with school activities is guilty of a misdemeanor, and is punishable with a fine.*

## **COMMENDATION/COMPLAINT/FEEDBACK PROCEDURE**

Your input/feedback is desired at John Ehrhardt Elementary School. If you have a compliment for a hard-working staff member, a suggestion that will improve the school, an idea or a question about a procedure, a concern, or a complaint, please let us hear from you. The procedures outlined below needs to be followed:

1. Write the comment or idea down and send it to your child's teacher (please include a phone number).
2. Call and request a return call from your child's teacher.
3. Call the principal and discuss it on the telephone.
4. Call and schedule a conference with the teacher and an administrator.

## **DISCIPLINE POLICY/2009-2010**

The general rules for all conduct anywhere on campus at John Ehrhardt are summed up in the **Student Pledge**:

*I will always act in a safe and appropriate manner.*

*I will walk and use a quiet voice in all designated areas.*

*I will follow directions the first time.*

*I will show respect to others and myself and treat all property with respect.*

*I will be on time, responsible, and prepared to work.*

## **REWARDS FOR POSITIVE BEHAVIOR**

Students who follow school rules, and demonstrate good citizenship/work habits will be recognized in the following ways:

- **Positive Phone calls:** The teacher/administrator will phone parents with compliments on a child's performance.
- **STAR coupons:** The student receive STAR coupons for positive, helpful, and courteous behaviors or work habits.
- **STAR Awards:** The student may be recognized at the monthly STAR Assembly for their exemplary conduct with regard to the monthly Project Wisdom (character education) theme.
- **Academic Awards:** The student may be recognized at the monthly STAR Assembly for positive academic performance.
- **Golden Eagle Award:** Class parties given to classes showing school spirit by wearing school colors, the eagle symbol, or other spirit wear on Fridays.
- **Accelerated Reader awards:** Students receive acknowledgement, during the STAR Assembly, of achievement in the Accelerated Reader program.
- **Attendance Awards:** Recognition is given to those who are at school on time every day.
- **Principals' Table:** Awarded on a monthly basis to the class with the cleanest and most cooperative behavior in the school's lunchroom.

## **PROJECT WISDOM**

*Project Wisdom* is Ehrhardt's character education program. *Project Wisdom* spotlights monthly themes that focus on teaching children to make good choices. The monthly theme is reinforced by morning announcements read over the school intercom by students. Those students who demonstrate the quality of the monthly theme are recognized and presented with an award at the STAR Assembly held on Track Change days. Monthly themes include:

*Choose to plan*  
*Choose to live by the Golden Rule*  
*Choose self-responsibility*  
*Choose do and be my personal best*  
*Choose a gratitude attitude*  
*Choose to serve*  
*Choose to respect differences*  
*Choose to be healthy*  
*Choose to persevere*  
*Choose quality over quantity*  
*Choose honesty*  
*Choose to be courteous*

## **CONFLICT MANAGERS**

Ehrhardt provides a leadership program called “Conflict Managers.” As a Conflict Manager, students are taught how to resolve conflicts in positive ways. Trained students are on the playground during recess to assist their peers when a conflict occurs. Our adult staff are also trained to provide assistance to support students in using positive conflict resolution skills. Students are asked to apply the following skills in resolving conflicts:



1. Talk it out.
2. Ignore it or walk away.
3. Make a 50/50 agreement.
4. Do rock, paper, scissors.
5. Go get an adult or Conflict Manager

## **DISCIPLINE PROCEDURES**

Every student shares the responsibility for maintaining a safe and productive environment at school. Students are expected to inform a John Ehrhardt staff member of any situation that would pose a danger to self or others.

If a student chooses to be disruptive to the learning environment or violates school rules/policies, measures will be taken to inform parents and work with them to correct the student's behavior. Conferences may be required to develop a behavior contract or Behavior Support Plan (BSP). Consequences for violation of school rules include but are not limited to:

- **Time Out:** Time out of class spent in a teacher's buddy class or the Office. The student must go directly to the designated location. Each buddy class will have a designated spot in the room for students who are on "Time Out." The student will complete a writing assignment reflecting on his/her behavior. The student on Time Out may not disrupt the environment to which he/she is assigned. Disruption will result in further consequences.

<b>Time Out Consequences</b>		
<b>Offense</b>	<b>Consequence</b>	<b>Location</b>
1 <sup>st</sup> Time Out	15 min.	Buddy Class or Office
2 <sup>nd</sup> Time Out	15 min.	Buddy Class or Office
3 <sup>rd</sup> Time out	On-campus suspension from classroom.	Office Referral, call to parents
Referral to the Office and/or a home-suspension may be issued at any stage, depending on the severity/repetition of the offense.		

- **Citation:** This form is sent to parents to explain student behavior and solicit their support in correcting it. Consequences for Citations are listed on the following chart. Notation of a Major Citation is made in the student information system.

**NOTE: Student will be suspended upon the 3<sup>rd</sup> Citation for Major Infractions.**

<b>Infractions</b>	
<b>Major (Lunch Detention)</b>	<b>Minor (loss of next recess)</b>
Hitting/pushing/play-fighting	Failure to freeze at the recess bell
Bullying/threats	Taking drink/using restroom after recess bell
Rough/unsafe behavior	Chewing gum
Leaving school grounds	Running in hallway/quad area
Profanity (words or gestures)	Misuse of equipment
Repeated failure to follow directions/rules	Other: _____
Disrespect/defiance	
Sexual harassment	
Other _____	

- **Detention:** Loss of lunch-time privileges. The student eats and spends his/her lunch/lunch recess time under supervision at a designated location. The child will be given time for a bathroom break.
- **Contracts:** From time to time, contracts are established to train behavior and focus on changes in behavior which will support the student in reaching his/her educational goals. Contracts may be written for an individual student or a group of children and may include such modifications as loss of recess or some other form of redirection.
- **Behavior Contract or Behavior Support Plans (BSP):** If a student has numerous or significant behavioral concerns, a contract or plan may be developed to identify the areas of concern and help the child develop more appropriate behaviors. Regular communication will be sent home to monitor student progress in developing the desired behaviors.

- **On-Campus Suspension (OCS):** Student works in the Office or a designated area, and may not return to the classroom. Other privileges for that day may be impacted. **Notation of the OCS is made in the student information system.**
- **At-Home Suspension:** Parents are notified to pick up the student who is to remain at home for the amount of time determined on the suspension form. **Students picked up after 11:30 a.m. will serve the suspension the following day. An “At-Home Suspension” notation is entered into the student information system and forwarded to the teacher.** On the morning of the student’s return to campus, a conference may be held with an administrator, parent, student, and teacher to review the situation and plan for the future.
- **Expulsion:** For extreme cases, numerous suspensions or certain offenses listed in California Education. Code can result in recommendation for expulsion.

<b>Major Infraction Consequences</b>		
1 <sup>st</sup> Citation	Call home to parent by student; Citation form returned with parent signature	<ul style="list-style-type: none"> <li>• <b>AM citation =Lunch detention that day.</b></li> <li>• <b>PM citation = lunch detention the next day</b></li> </ul> If not returned, further detentions. After 3 days, parents will be notified by the administration.
2 <sup>nd</sup> Citation	Principal’s letter home	Same consequence as 1 <sup>st</sup> Citation for failure to return signed letter.
3 <sup>rd</sup> Citation	Suspension	
<p><i>Teachers may invoke other loss of privileges, such as field trips, if they determine that the student’s behavior would present a safety risk.</i></p> <p><i>Office Referrals and Citations are equal in impact on the student's accumulation of incidents, consequences, and possible loss of privileges.</i></p>		

## **DISCIPLINE FORMS**

<b>DETENTION PASS</b>				
Student:			Grade/Track:	
Teacher:			Date:	
Behavior:		Acceptable		Not Acceptable
Reason:	Citation	Homework	Classwork	Behavior
Supervisor’s Signature:				
Detentions are served in the Cafeteria in the designated area. Students check in at the <u>beginning</u> of their lunch/recess period and serve Detention by eating and spending play time at a Detention Table. Students must obtain the supervisor’s signature before returning to class. Unacceptable behavior or failure to get the pass signed will result in Detention the next day.				

## TIME OUT/OFFICE REFERRAL

**STUDENT:** \_\_\_\_\_

**GRD/TRK:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**TEACHER:** \_\_\_\_\_

1<sup>ST</sup> TIME OUT      Time: \_\_\_\_\_      Buddy Class \_\_\_\_      Office \_\_\_\_ Initials

2<sup>ND</sup> TIME OUT      Time: \_\_\_\_\_      Buddy Class \_\_\_\_      Office \_\_\_\_ Initials

3<sup>RD</sup> TIME OUT      Time: \_\_\_\_\_      Time of parent call \_\_\_\_\_  
Spoke with: \_\_\_\_\_

*Severity/ repetition of the offense determines immediate move to an Office Referral for this student.*

OFFICE/TIME OUT REFERRAL NOTES		
Nature of the Problem	Interventions	Recommendations
___ rough/unsafe behavior	___ verbal warnings	___ back to class
___ disrespect or defiance	___ alternate seating	___ conference with admin
___ repeated failure to follow directions	___ proximity, individual help	___ removal from class for the day
___ profanity	___ modification of work	___ campus suspension
___ other	___ other	___ home suspension
Administrative Notes:		
Consequence:		
Administrator:		

## JOHN EHRHARDT SCHOOL CITATION

Student Name (first & last)	Grade	Homeroom Teacher	Date
Infractions			
<p><b>Major</b> (see consequences below)</p> <ul style="list-style-type: none"> <li>Hitting/pushing/play-fighting</li> <li>Bullying/threats</li> <li>Rough/unsafe behavior</li> <li>Leaving school grounds</li> <li>Profanity (words or gestures)</li> <li>Repeated failure to follow directions/rules</li> <li>Disrespect/defiance</li> <li>Sexual harassment</li> <li>Other: _____</li> </ul>	<p><b>Minor</b> (loss of next recess)</p> <ul style="list-style-type: none"> <li>Failure to freeze at the recess bell</li> <li>Taking drink/using restroom after recess bell</li> <li>Chewing gum</li> <li>Running in hallway/quad area</li> <li>Misuse of equipment</li> </ul> <p>Recess served: Date _____</p> <p>Supervisor Signature: _____</p>		

**DESCRIPTION OF SITUATION:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Referring Adult	Student Signature	Parent Signature
_____ # Major Citation	white-parent      yellow & blue-Office	pink-teacher

## **DRESS CODE**

1. **All clothing** must be neat, clean and appropriate for a regular instructional day at school. Clothing that is disruptive to the learning environment is not permitted. Clothing should be worn in a manner that it is intended (buttoned, fastened, tied, etc.). Clothing shall be sufficient to conceal undergarments at all times.
2. Clothing is to be **safe** and worn in a safe manner.
3. **Shoes** are to be worn at all times and be conducive to P.E. or recess activities. All shoes must have a back strap or heel. **Skate shoes are not allowed.**
4. **Clothing and jewelry** must be free of writing, pictures, or any insignia which are offensive to any race, ethnicity, religion, gender, or which advocates the use of drugs or alcohol.
5. **Pants** are worn at the waist and not at the hips. No sagging pants, torn jeans or cut-offs will be permitted. Pants and bib overalls are to be properly fastened.
6. **Dresses, skirts and shorts** must be longer than fingertip length.
7. **Muscle shirts, halter tops, spaghetti straps, off the shoulder or low cut tops** are not permitted, nor are short tops that expose the midriff. Basketball/sports jerseys must be worn with a T-shirt.
8. **Hats** are not to be worn inside. Students may wear a hat for protection from the weather outside or for a medical condition.



**Failure to observe the Dress Code will result in an Office Referral.  
A call will be made home to parents.**

- **PERSONAL ITEMS/ELECTRONICS**

Materials or objects that distract from instruction must be left at home. Toys, cameras, iPods/CD/tape players, MP3, PSP players, video games or any objects not requested by the teacher or school personnel, are not permitted on the school grounds. These items can create problems of distraction, ownership, loss, and damage. *School personnel have the right to confiscate inappropriate items that have been brought to school. Staff will secure such items until parent(s)/guardian(s) claim them.*

- **CELL PHONES/PAGERS:**

Cell phones are allowed at Ehrhardt; **HOWEVER**, students are expected to follow District guidelines concerning their use. Phones may be used **ONLY** before (earlier than 7:25 a.m.) and after school (after 2:07 p.m.). Phones are to remain turned off (*e.g. "off" means no power; the phone is not on the "vibrate" setting or used to text message*) while students are in school and are stored in backpacks. Students choosing to use their phones at times other than these will turn the item over to their teacher or an administrator. **The phone will be returned only to a parent/guardian.** Guidelines for pagers are the same as for cell phones.



- **SKATEBOARDS/SKATESHOES/ROLLERBLADES:** Skateboards/skateshoes/Rollerblades are **NOT** allowed on the Ehrhardt campus.

## **GENERAL CAMPUS RULES**

(when not in class or on the playground)

- **WALK** on the sidewalks; **STAY OUT** of the flower beds/grass.
- Pass by all classrooms **QUIETLY**.
- Do **NOT** wait for friends outside the classrooms.
- **STAY** on school grounds during school hours.

- **CLEAR** campus promptly at the end of the school day.
- **JUICE, SODA, MILK, COFFEE** are allowed only for class parties/special events. Water is the preferred beverage of choice in the classroom. Milk and juice are available for purchase and consumption in the MP Room at breakfast and lunch.

## **CAFETERIA PROCEDURES**

- Students use acceptable table manners.
- Students walk at all times in the Cafeteria.
- Students remain seated at lunch tables unless they are given permission to get up from an adult.
- Students raise a quiet hand and wait for acknowledgement from an adult to leave their seat.
- Students leave the lunch area - tabletop and under the table - clean. They dispose of garbage as they are excused from their table.
- Students use indoor voices in conversation for the first fifteen (15) minutes of the lunch period. The final five (5) minutes of each lunch session is designated as a silent eating time to ensure students finish their lunches.
- Students may use their entire lunch period (40 minutes) to eat, if they so choose.

Students have 20 minutes for lunch and 20 minutes for recess. This time is inclusive of transition time to and from the yard, or multipurpose room. If students bring lunch from home, they go immediately to their assigned tables. If students purchase a hot lunch, they go through the line to pick up their lunch then proceed to their tables. The last five (5) minutes of lunch period is “silent time” so students may finish their meal. The lunch supervisor excuses students table by table.

## **PLAYGROUND RULES**



1. Students will participate in a school-approved activity at all times.
2. Students will remain in designated play areas at all times.
3. **Before School:** Students line up on their room number dot and do not play or visit other class lines.
4. Contact sports or physical contact of any kind are not permitted (e.g. tag, play-fighting, pushing).
5. John Ehrhardt Elementary maintains and promotes a “hands-free” policy. Students are expected to keep their hands and feet to themselves at all times.
6. No standing on bars or “cherry drops” from the bars. Students are to go in one direction only.
7. No throwing of rocks, bark, dirt, sand, sticks or any other objects.
8. Students eat snacks at the picnic tables or at the designated wall area only. Chewing gum, candy, or sunflower seeds are not allowed at school. Students place litter into the trash cans provided.
9. Students use the restroom and/or get a drink of water before the bell rings at recess.
10. Students do not play in or around the restrooms.
11. Students do not throw, kick, or bounce balls against the sides of any classroom buildings. (The noise from the bouncing is distracting to classes in session.)
12. Only adults are allowed to retrieve balls that go into the parking lot or over the fence into the park.
13. When using the slide, there is only one person on the slide at a time; slide feet first, sitting up; do not put anything on the slide (paper, water, dirt, etc.); do not climb up the slide from the bottom.

14. When playing basketball, 4-square or tetherball: students are expected to follow the court rules (for basketball-five players per team; half court, as necessary); go to the end of the line when out; if a Yard Supervisor makes a judgment call, students follow the call or leave the game.

15. At the end of recess, **WHEN THE BELL RINGS-**

- **STOP** all activity immediately (drop from the bars; move away from the tetherballs, drinking fountains, and bathrooms; stop bouncing balls and place them between the feet).
- **FREEZE** when the bell rings on the playground.
- **STAY FROZEN** until the Yard Supervisor blows the whistle **THREE TIMES**.
- **WALK** to the classroom line number.
- **ALL** classes line up on the playground after recess.

**NOTE: A five-minute warning whistle will be given as a signal to use the bathroom and/or drinking fountain.**