



BULLARD ELEMENTARY STUDENT HANDBOOK 2017 - 2018 SCHOOL YEAR



As the 2017-2018 school year gets started the administration and staff are delighted to welcome each student to embark on an exceptional year of learning, engagement and achievement. Safety and security are always a number one priority. Working together, parents, teachers and staff can make this school year successful. Please help us by following these procedures:

Transportation: It is suggested that your child ride the school bus. This ensures that they arrive on time and is a very efficient way to get to and from school.

Transportation Changes: Anytime that the primary means of transportation changes, a written note must be sent to the classroom teacher.

This is in accordance with policy and ensures your child's safety. Changes should only be made during the school day in emergency situations. No changes can be made after 1:20 p.m. **Transportation changes sent through Email will not be accepted.**

Parking: Please refrain from parking in the lot until after 7:20 a.m. This is needed in order to make sure all staff and substitutes have a spot.

Arrival: Students may not enter the school building until 7:15 a.m. The tardy bell rings at 7:50 a.m. Please make sure your child is on time to school each day. This will allow them to get a great start. If your child is a car rider, please do not walk your student across the street/lot. If you need to come into the building, you must drop your child off first in the car line, then park (after 7:20 a.m.) and come in. Students who are tardy must be checked in through the office. Students may only be dropped off in the car line.

Volunteers & Visitors: Volunteers should always sign in through the front office. Staff members are asked to redirect anyone without a name badge. This is for safety and protection of all our students. Volunteer times will **not** begin before 8:15 a.m. to allow for a smooth start.

Dismissal: If your child is a car rider in the afternoon, please post a sign in your front windshield with your child's name and grade level so we can expedite the car line. All students who are "walkers" can be retrieved by a parent at the front door.

Lunch: If you choose to eat lunch with your child, please meet your child in the front hallway at their lunchtime. You may eat with your child and one friend from his/her class on the stage in the cafeteria. Please enjoy a cafeteria or a sack lunch from home. We ask that you refrain from bringing in restaurant or fast food. When lunch has concluded, say your goodbyes as your child exits the cafeteria. We ask that you do not come to eat with your child prior to the week of August 21st.

Birthday Treats: Birthday treats will be enjoyed in the classroom. Due to many food allergies, we cannot risk a parent or volunteer passing out the treats unaware of the danger they might cause a child. Your child's teacher will designate a time, so let him/her know in advance when you intend to send them in. Also, please make sure that the treats are individual snacks. Some examples are cupcakes, cookies or doughnuts. Please make sure there is one for each child in the class.

We are looking forward to a wonderful year.

THANK YOU for making Bullard GREAT!