

Dahlgren Grade School
Student Handbook



Dear Parents,

Welcome to another school year at Dahlgren Grade School! We will try our very best to make this a great year for you and your child. In order for students to be successful at school, they must first like being at school. If for any reason, your child does not like school or is having difficulty adapting to our learning environment, give his/her teacher or myself a call and we will try our very best to help him/her with whatever barriers that seem to be getting in the way.

It is important to be involved in your child's education by having conversations with your child each day about his/her school day. Keep in contact with you child's teacher on a regular basis to help your child develop good work and study habits. Participating in the Dahlgren PTO or becoming involved in the Partners-in-Education Program are ways to be involved as a parent. Time spent being involved in your child's education will reap rewards and personal satisfaction.

To insure that your child and all of the students attending our schools obtain the best education possible, certain expectations and rules have been established. It is our belief that by following the rules and expectations stated in the Student Handbook and the Unit #10 Calendar, students will mature into responsible and well-educated adults. Please read the handbook carefully and discuss it with your child. There is a place on the signature page in your child's registration packet indicating that you intend to read and discuss the handbook together. The climate of our school is a huge concern, and we would like to have input from you at any time on how we can make Dahlgren Grade School a safe, orderly, and efficient learning environment.

If you feel your child qualifies for free or reduced meals and you have not filled out the form, please contact the school office.

We are here to serve you and your child to see to it that the best education possible is achieved. Do not hesitate to call (618) 736-2316 or come by the office when you have a concern. I am looking forward to a great school year at Dahlgren Grade School!

Sincerely,

Christina Epperson, Principal
Dahlgren Grade School

School Day

School begins at 8:00 a.m. Students who wish to eat breakfast may begin arriving at 7:30 at which time the gym doors will be unlocked. Dismissal time is at 3:20 p.m. Parents wishing to pick their child up after school must line up along 5th Street. Once buses have cleared the parking lot, parents may then follow in processions and pick their child up at the gym entrance. Parents shall not park behind cars parked in front of the library. We ask that everyone be respectful of the pick-up procedure. No cutting in line or blocking driveways. Please be patient and courteous while in the pick-up line. The safety of your child is our priority. Children who walk or ride bicycles to school will be expected to gather in the gym after school and wait for a teacher to dismiss them once all buses have left and the pick-up line is clear.

Breakfast and Lunch

Please maintain a positive balance on your child's food service account at all times. Once your child has a negative balance, he/she will not be allowed to receive any extras. Please use your Lumen password given to you at registration to keep a check on your student's balance. Please send any monies to be placed on your student's account in an envelope marked "Office." Also, please write your child's name on the outside of the envelope and their grade level. Breakfast and Lunch extras are allowed and may be purchased through your child's account. If your child received free or reduced lunches, you will need to send money or apply money to their account - extra portions are NOT covered under the Free/Reduced Lunch Program.

Absences

If your child is absent from school, call the office as early as possible to let the secretary know. If you do not call the school to report on the reason for your child's absence, we will be contacting you as required by Illinois law. Texting your child's teacher is NOT enough. You MUST call the school office and notify the secretary. Failure to do so WILL result in an unexcused absence for the day.

Students Sent Home Sick will need to be symptom free for 24 hours before returning to school.

After School Travel Arrangements for Students

PLEASE be sure that your child knows what he or she is to do after school before they leave home in the morning. Students should have a regularly scheduled destination. However, in the event that alternate arrangements need to be made, parents should call the school office as early in the day as possible. Please remember that school is not dismissed until 3:20. If you must pick up your child before this time, you will be required to do so before 3:00. After 3:00, parents will be asked to wait in the pick-up line with everyone else. The end of the school day is very busy and buses begin pulling in at

3:00. Please contact the secretary early in the day if your child must be picked up early. Calls late in the day or last minute are difficult to get delivered to students. Please come to the office to sign your child out when picking them up early. Your cooperation is appreciated.

Visitor Policy

Parents are encouraged to visit the school. ALL visitors are required to report immediately to the school office and check in with the secretary. Visitors will then be required to sign in and wear a visitor's pass which is a symbol to staff that you they have checked in at the office. Student visitors are not allowed during class time.

Medication

All medications, including non -prescription drugs, given in school shall be prescribed by a licensed physician on an individual basis as determined by the child's health status. Medications are NOT under ANY circumstances permitted on the school bus. Even if they are in your child's backpack, this is still NOT acceptable. All medications MUST be delivered to school by a parent or guardian. Refer to the Unit 310 Handbook/Calendar for additional policy guidelines regarding medications.

Emergency Information

The office shall have emergency information on file for each student. We ask that all parents/guardians fill out this sheet completely and notify the school as soon as possible of any changes. This especially includes phone numbers as well as address changes.

Books

Students are issued textbooks by the District. Students are held responsible for taking care of books issued to them. DO NOT borrow another student's textbooks.

Appearance

Due to our responsibility to the students and community, students are expected to be neat and clean. Any state of dress or grooming which could constitute a health or safety hazard or any which is considered distasteful, inappropriate, unkempt or unclean will not be allowed. The administrators are authorized to make these judgements and set rules and regulations of the operation of the building. The following dress code provisions are not all-inclusive any may be added to by the building principal.

* The student's appearance must be neat and clean. Clothing with noticeable holes, intentional rips or tears, or that is extremely dirty will not be allowed.

- * Shoes must be worn at all times. Sandals are acceptable but may not be worn out on the playground or in the gym during physical activity due to safety and health concerns.
- * Bare midriffs, bare back, halter style clothing or shorts with less than a 4 ½ inch inseam are not considered appropriate for school. Short shorts are not allowed. Tank top muscle shirts are inappropriate for boys. Scooped neck tank tops less than three fingers in width at the shoulder are not allowed.
- * Hats and sunglasses are not to be worn during school hours or in the school building. They are to remain in student's backpacks or desks until the end of the day.
- * Any clothing that displays, promotes, advertises or encourages the use of alcohol, illegal drugs, tobacco, obscenities (in words or pictures) or distasteful actions will not be allowed at school.
- * Billfold chains are not allowed to be worn at school.

Students in violation of the dress code or deemed questionable, will be send to the office to correct their appearance before returning to class. Parents will be contacted to bring the appropriate clothing or take corrective measures. Repeat offenders who willfully violate the code of conduct may be treated as insubordinate.

Weather Conditions and Emergencies

In the event of inclement weather conditions or other emergency situations affecting the school schedule, parents will receive phone calls via the School Reach Notification System. The following radio and television stations will be contacted prior to 6:00 a.m. of the affected days:

WMIX Radio 94.1 F.M., Mt. Vernon
 WISH Radio 98.9 F.M., McLeansboro
 WFIW Radio 104.9 F.M., Fairfield
 Z100 Radio 99.9 F.M., Marion
 WSIL TV 3, Marion
 WPSD TV 6, Paducah
 KFVS TV 12, Cape Girardeau

Parents may also call the District Office at 643-2328. Please select "8" from the main menu for current information on school cancellations or early dismissals due to weather. In the event inclement weather conditions strike after school has already begun and a decision is made to dismiss classes early, the announcement will be listed on the above listed radio and TV stations and attempts will be made to contact parents via the School Reach Notification System. Please do NOT call the radio or TV Stations, the bus garage or the school office.

Bringing Toys From Home

In an effort to maximize educational time and minimize distractions, students should refrain from bringing toys to school. This includes items such as: trading cards, hand-held games, iPods, iPads, radios, MP3 Players, etc. These examples are not inclusive and are subject to the discretion and prior approval of your child's teacher. THE SCHOOL IS NOT RESPONSIBLE FOR DAMAGED OR STOLEN TOYS.

Attendance and Grade Policy for Athletic Programs - 4th, 5th & 6th Grades

It is the philosophy of Hamilton County Unit #10 that participation in athletics is a privilege which is secondary to the importance of educational achievement. Therefore, the following standards shall be in place for all 4th, 5th & 6th grade athletic programs.

*Attendance - In order to participate in an athletic event, the student must have attended school all day the day of the event. The principal may waive this requirement under special circumstances (regular scheduled appointment).

*Grades: In order to be eligible, a student must be passing four of the five subjects listed: Language, Math, Reading, Science and Social Studies.

Principals will make a weekly check of grades. If a student has not passed the previous week's work, then the student will be ineligible until the next week's work has passed the criteria. If a student is ineligible for academic reasons, that student may attend and participate in team practices, but may NOT dress for or participate in a game.

Homework

Homework is important and is considered an extension of the learning that takes place in school. Homework can provide practice and drills that reinforce classroom learning and may provide opportunities for independent study, research, and creative thinking. The amount of homework assigned by the teacher will depend on the age and abilities of the student. Parents may help their children by arranging a quiet, comfortable place for their student(s) to work and by seeing to it that all homework assignments are completed.

Authority

Students are reminded that in addition to teachers and administrators, any adult is to be obeyed and treated with respect. This includes the secretaries, bus drivers, lunchroom supervisor, custodians, cooks, substitutes, and parent partners in education. It is also expected that adults will treat students in a similar manner.

CODE OF CONDUCT:

I. Philosophy of Student Discipline

We at Dahlgren Grade School recognize that there are many factors that contribute to discipline problems among today's students. Among these factors are: difficulty in coping with the physical changes of childhood and early adolescence; pressures of the peer group and a need for peer group approval; poor communications with adults; emotional stresses related to "growing up"; confusion due to differing values in society; frustration with academic class work; the influence of conditions outside of school and/or at home; and many others.

The Hamilton County School Board of Education believes that good discipline in the school setting provides each student with the best possible atmosphere for learning. Each student and his family should understand that any teacher or school official not only has the right, but the duty, to insist on good behavior in all areas and functions of the school. Students have the right to a free education, but they also have the responsibility to comply with the school's rules and regulations.

Students have to understand that they must give respect to get respect. They have the responsibility to respect all school staff and other students. Students have the right to get help from the teachers and other school staff, but they also have the responsibility to ask for such help in a reasonable manner.

All students will be treated fairly, considerately, and consistently. Disciplinary action will fit the violation and will occur as soon as practical after the incident. Each student's behavior is looked upon as a unique outgrowth of his/her maturity level and environment. **It should be noted that the discipline procedure is cumulative for each student.**

It is not our intent to list the countless number of procedures and problems that confront us daily with disciplinary measures. We believe that every student's problem must be handled on an individual basis. The ultimate goal of any disciplinary policy should be to encourage personal responsibility for actions and the development of internal restraints.

II. Student Expectations

Safety: Refrain from bringing onto school grounds anything that may endanger the general safety of others. These include, but are not limited to: knives, matches, lighters, fireworks, glass bottles, squirt guns, skateboards, guns and/or weapons, etc. Such articles will be confiscated and may not be returned.

Responsibility: is the foundation upon which individual rights are based. Students must be aware of and respect the safety, property, feelings and individual rights of others. A list of all the various responsibilities would be endless. However,

within the school setting, there are basic responsibilities of such importance that they must be listed. Each student has the following responsibilities.

Respect: the human dignity and worth of every other individual.

- A. Be informed of and adhere to reasonable rules and regulations established by the Board of Education and implemented by school administrators and teachers for the welfare and safety of all students.
- B. Study and maintain the best possible level of academic achievement.
- C. Be present and on time in the regular school program to the best of one's ability.
- D. Refrain from libel, slanderous remarks and observe fair rules in conversation and responsible journalism.
- E. Dress and appear in a manner which meets reasonable standards of health, cleanliness and safety.
- F. Exercise the utmost care while using school facilities, thus preserving school property and promoting a healthy school environment.
- G. Conduct oneself in an appropriate manner while in attendance at school or school related function held on or off school grounds. School regulations apply whenever and wherever the school has responsibility for students, including time spent traveling to and from school or at extracurricular activities, home or away.
- H. Become actively involved in your education, understanding of people, and preparation for adult life.

BUILDING ADMINISTRATORS MAY CHOOSE TO APPLY DISCIPLINARY MEASURES OTHER THAN THOSE SPECIFICALLY LISTED WHEN IT IS DEEMED APPROPRIATE.

III. Teacher Managed Behavior - These acts of misbehavior are to be dealt with by the teacher until such time as the misbehavior cannot be controlled by the teacher. They include, but are not limited to:

- A. Disruptive behavior in or out of the classroom
- B. Backtalk (non-compliance/disrespect)
- C. Tardiness to class (late to class)
- D. Minor horseplay (pushing, shoving, teasing)
- E. Public overy physical affection (hugging, holding hands, kissing)

- F. Minor (incidental) profanity or obscene language
- G. Violation of other classroom or school regulations such as having gum, candy, using cell phones at school, wearing hats or sunglasses inside the building or wearing inappropriate clothing.
- H. Loitering in the restroom or in an unauthorized place
- I. Lying, cheating or plagiarism
- J. Minor disorderly conduct or misbehavior

Punishments for misconduct will be dealt with in a progressive order; however, steps may be skipped if the administrator deems it appropriate. This can include teacher reprimands, teacher consultations and punishments, loss of privileges, parental contact and conference, principal conference, lunch period detention, restricted lunch, after school detention, suspension, or other action deemed appropriate.

Teacher managed behavior violations will result in the following:

1. Loss of privileges, Loss of recess
2. Lunch Detention
3. After School Detention
4. Principal Referral
5. On a student's third after school detention for the semester, they will be assigned ISS. (4th Grade and Above)
6. Parent/Teacher Conference held to determine next step in process.

IV. Behavior and Potential Consequences

Group I Violations/Principal managed behaviors - include, but are not limited to:

- A. Profanity or obscene language directed toward others
- B. Excessive physical affection
- C. Failure to serve detention
- D. Truancy from one or more classes, but less than a full day
- E. Computer misuse
- F. Bringing a laser pointer to school
- G. Bringing inappropriate or obscene materials, either pictures or narrative, to school
- H. Inappropriate bus conduct

Group I violations will result in the following:

1. Loss of privileges
2. Detention(s)
3. Parent conference with principal
4. School Suspension - in school suspension
5. Bus suspension

The seriousness of the Group I violation and number of offenses shall determine the extent of punishment.

NOTE: Punishment for truancy will depend upon the length of truancy and circumstances that surround it. Truancy will be reported to the Regional Office of Education for follow-up as required by state law.

V. Group II Violations/Principal managed behavior - include, but are not limited to:

A. Major Profanity or Obscenity

School employees will not have to tolerate profane language at any time. Profanity directed toward a school employee will warrant a more serious disciplinary action. The act of using obscene language or demonstrating in verbal or written form or in pictures, caricatures, or gestures is prohibited in or on any school property.

B. Disorderly Conduct/School Misconduct

May be defined as any conduct that is not in the best interest of the students or property of the school

C. Defiance of Authority/Insubordination/Disrespect/Rudeness

Any school personnel has the right to make a request that is in the best interest of proper school environment. Any outward defiance will warrant disciplinary action. Students must present their name to school personnel upon request.

D. Fighting/Intimidation of students or staff (bullying)

Fighting on school grounds or in school buildings will not be permitted, Students involved in an assault will be disciplined for fighting.

E. Verbal Abuse

To intimidate, harass or bully another person because of that person's race, color, religion, gender, or national origin will result in disciplinary action.

F. Forgery

Students who forge, or have other students forge passes or notes for them face disciplinary action. The school requests parent's signatures on many forms and will accept only that of the parent or legal guardian.

G. Cheating

Copying another student's work or having someone other than a student complete work, tests or assignments will not be tolerated.

H. Smoking, use or possession of tobacco or related incidents

No smoking or chewing shall be allowed by any students on school property (buildings, grounds, buses, etc) or at home or away school sponsored activities. Students are not to have any forms of tobacco on their person or in their lockers. Students with tobacco will surrender same. Offenders will be referred to the Principal. Students should not be involved with other students in violation of this rule.

I. Removed from detention for inappropriate behavior

J. Inappropriate Internet use*

K. **Cell Phones** - Students are allowed to carry cell phones to school, however, they are NOT ALLOWED TO USE THEM during the hours of the school day. Phones must be turned off and placed in the student's backpack during the school day. (School is not responsible for the loss, theft, or damage to any electronic device).

Violations will result in:

1st offense - Phone will be turned into the office for the remainder of the day.

2nd offense - Phone will be turned into the office and a parent must come to school and pick up the phone. It will NOT be released to the student.

3rd offense - Student will not be allowed to bring the phone to school.

L. Theft

Taking property not belonging to the person taking it, whether it is property belonging to the school or to another person, whether by threat or deceit or openly or secretly and including the possession of property known by the possessor to be stolen.

Group II Violations are those of a more serious nature and may result in multiple after school detentions, ISS or OSS, or any combination of those. These incidents will be handled on a case by case basis.

*In addition to a school suspension, loss of Internet privileges and/or other appropriate legal action may be taken.

*Dahlgren Grade School Admin reserves the right to eliminate students from school activities for behavior issues.

Group III Violations - include but are not limited to:

- A. Alcohol and drugs: A student shall not knowingly possess, use, transmit, sell or be under the influence of any drug or alcoholic beverage of any kind: on school grounds before, during or after school; off school grounds at school related activity, function or event; on school buses, or rented carriers. This includes look-alike drugs and alcohol.

*EXCEPTION - A student who is taking prescription medicine under a doctor's direction. Such student and/or parent must inform the office the office when he/she is under doctor's care or taking prescription medicine. (Such medications will be kept locked and secure and administered by the building administrator, school nurse or designee).

Group IV

- A. Arson
The willful and malicious burning of, or attempt to burn, any building, structure, or property of the Hamilton County Unit #10 School District, or others.
- B. Explosive
Possession/use of explosives on school property or at school events.
- C. Assault
Physical threats or violence to persons.
- D. Intimidation of School Authorities
Interfering with administrators or teachers by intimidation with threat of force or violence.
- E. Extortion, Blackmail or Coercion
Obtaining money or property by violence or threat or forcing someone to do something against his/her will by force or threat.
- F. Malicious Mischief
The cost of replacement or repair for property damage will be the responsibility of the student and/or parents.

G. Vandalism
The act of willful or ignorant destruction of property belonging to another or others.

H. Weapons
Illegally possessing using, or threatening to use any weapon or instrument capable of inflicting injury.

A student possessing a weapon may be expelled from school. Weapons include firearms, knives, pocket knives opened by mechanical device, brass knuckles, explosive devices, etc. Students having knowledge of any weapons on school property must notify school officials immediately.

I. Defacing School Property

The act of altering or attempting to alter school property.

J. Violation of state/local ordinances and/or other serious misbehavior

Group III and IV violations are of a more serious nature. Consequences can range from parental notification, detention, loss of privilege, bus suspension, In-School Suspension, out-of-School Suspension, and expulsion. There is also the possibility of legal action. These types of violation will be handled on a case by case basis.

DUE PROCESS PROCEDURAL RULES AND REGULATIONS FOR THE SCHOOL COMMUNITY

The constitutional rights of individuals assure the protection of the due process of law; therefore, this system of constitutional and legally sound procedures is developed with regard to the administration of discipline in the schools of Illinois.

1. The hallmark of the exercise of disciplinary authority shall be reasonableness and fairness.
2. Every effort shall be made by administration and faculty members to resolve problems through effective utilization of school district resources in cooperation with the student and his/her parent or guardian.
3. A student must be given an opportunity for a hearing with the appropriate school administrator if he/she or his/her parent or guardian, indicate the desire for one. A hearing shall be held to allow the student and his/her parent or guardian to contest the allegations which may lead to disciplinary action or to contest the appropriateness of the sanction imposed by a disciplinary authority, or if the student and his/her parent or guardian allege prejudice or unfairness.

SUSPENSION PROCEDURES

1. The student shall be informed of the specific charges forming the basis for the disciplinary recommendation, and shall be given a brief explanation of the evidence against him or her.
2. The student will have the right to present to the school administrator any relevant information that will support his/her defense.
3. If the student is suspended by the school administrator, the administrator will:
 - a. Notify the parents as soon as possible of the suspension, the reasons for it, and the steps necessary to facilitate the student's return to school.
 - b. When necessary, an administrator will meet with parents or guardians and the student to plan the satisfactory return of the student to the school setting.
4. If the parents are dissatisfied with this action, they may appeal to the superintendent, or his designee to review the decision.
5. If parents are dissatisfied with the action/decision of the superintendent, the parent/student may appeal to the Board of Education.
6. Students suspended out of school will be given the opportunity to make up missed work.

BUS CONDUCT:

All Unit #10 bus drivers have been directed to require a "pink bus ticket" from any child boarding their bus that is not a regular rider of that bus. The "pink bus ticket" can only be issued by the building principal or secretary after specific communication, preferable in writing from the parent. These "pink bus tickets" are to be issued on rare occasions when a family emergency requires assistance.

The bus driver shall have the primary responsibility for discipline on the bus. However, in cases when a student does not conduct himself/herself properly on a bus, the director of transportation or the bus driver will bring such instances to the attention of the building principal. The building principal will inform the parents immediately of the misconduct and request their cooperation in checking the student's behavior. Students who become a serious disciplinary problem on the school bus may have their riding privileges suspended. In such cases, the parents of the students involved become responsible for seeing that their children get to and from school safely.

The following list of safety rules, although far from complete, will provide a basis for safe conduct:

1. Be on time at the designated school bus stop.
2. Be careful in approaching the place where the bus stops. Walk on the left side facing oncoming traffic. Do not move toward the bus until the bus has been brought to a complete stop. This is particularly important during the icy weather because the bus might skid as it is stopping. If it is necessary to cross the

highway, proceed to a point at least ten feet in front of the bus then WAIT for a signal from the bus driver permitting you to cross.

3. Stay off the road, out of danger of passing vehicles and flying stones, at all times while waiting for the school bus.
4. Boards the bus in an orderly fashion.
5. Stay in your seat while the bus is moving.
6. Keep your voice low.
7. Keep your head, arms, and hands inside the bus at all times. Do not throw anything out of the bus windows.
8. Keep your feet, books, etc. out of the aisle so that students will not trip.
9. Be absolutely quiet when approaching a railroad-crossing stop.
10. If you detect any approaching danger that you believe the driver is not aware of, don't hesitate to warn the driver. Sometimes the driver cannot see in all directions.
11. Be alert in the event of a road emergency or danger signal from the driver. Remain seated in the bus until the driver gives instructions.
12. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc. is unnecessary, costly and wasteful.
13. Help keep the bus clean and sanitary.
14. Carry no animals or insects onto the bus.
15. Do not ask the driver to stop at places other than the regular bus stop. He/She is not permitted to do this except by proper authorization from a school official or parent.
16. Observe the same safety precautions when the bus stops. Get off the bus quietly and quickly, not crowding, pushing or shoving. Always use the handrail. If it is necessary to cross the highway, proceed to a point at least ten feet in front of the bus and WAIT for a signal from the bus driver permitting you to cross.

It is the responsibility of each student to display good behavior on the bus because of safety. Each parent and student should refer to the school handbook/calendar for the district's policy on bus conduct.

If a REPORT OF BUS CONDUCT is filled out by the bus driver, the following consequences may be applied based on the severity and/or frequency of unacceptable behavior. (Students receiving bus conduct reports will receive demerits).

1st Offense - Detention (after school, noon or recess/parent contact).

2nd Offense - Three day suspension from riding the bus

3rd Offense - Three day suspension from riding the bus

4th Offense - Five to Ten day suspension from riding the bus

5th Offense - Suspended for the rest of the school year from riding the bus

CAFETERIA RULES AND PROCEDURES

1. Enter cafeteria in an orderly and quiet manner.
2. Stay in an organized line and show respect to others.
3. Once seated, remain until meal is completed and an adult supervisor gives permission to empty tray.
4. No food, utensils, etc. are to be thrown or tossed.
5. Use a quiet voice when talking, avoid loud, boisterous noises.
6. Do not move from table to table while in cafeteria.
7. Eat all food in cafeteria; do not carry food outside.
8. Please do not comb hair in cafeteria.
9. Clean up your area after eating.
10. Return tray to the clean up area in an orderly manner and follow the set procedure or dispensing of paper, forks, spoons, etc.
11. Exit cafeteria quietly when dismissed from cafeteria and report directly to the designated area on the playground, or gym during inclement weather. Do not go into any other section of the building during lunch time.
12. Respect the rights of others at all times.

PLAYGROUND RULES

1. Keep your hands to yourself at all times.
2. No students pushing or jumping from swings. No standing in, swinging side to side, twisting swings or holding on to another swing while swinging. Only 1 child allowed per swing.
3. Use appropriate language. No foul language or curse words.
4. No teasing or name calling.
5. Go up the slide the correct way. Go down the slide feet forward, on your bottom, one student at a time. There should only be one student on the ladder at a time.
6. No bouncing balls off the school building or the outside shelter.
7. Do not sit on top of the monkey bars.
8. No walking on top of the chains on the chain bridge.
9. Stay within the playground area. Do not go behind the building.
10. Students are not to bring basketballs, footballs, or other personal sports equipment to school.

NOON AND BREAK RECESS RULES

1. Students should have soft-soled shoes to play on the gym floor.
2. Students should go into the gym quietly, sit down on the front row of the bleachers and wait for the adult in charge to come into the gym and direct them on what to do.
3. There will be no climbing, running, or jumping on the bleachers.
4. The adult in charge will determine the game that will be played that day.

5. Students who are rowdy or uncooperative will not be allowed to participate in organized activities.
6. Students must request permission from the teacher on duty to use gym equipment, including balls, hula hoops, jump ropes, etc.

KEEP OUR RESTROOMS CLEAN EVERY STUDENT has responsibility to help keep our school clean. Our custodians do their very best to maintain a clean school and clean grounds. Please do your part to help us take pride in the way the appearance of our school and the school grounds.

REWARDS - We recognize that the behavior of students is important to the educational environment and that rewards are a very important part of education and developing good behavior. Students will be rewarded for good behavior in many ways at Dahlgren Grade School that will include but not be limited to the following:

- *Class parties
- *Good phone calls or notes home to parents
- *Verbal praise
- *Other rewards determined by each individual classroom teacher

****Please sign the signature page on your child's registration packet. This acknowledges that you will read the handbook and district calendar in order to be aware of the expectations the school has for parents, students, and teachers so that misunderstandings about school policies and procedures can be avoided.****