

Deer Chase Elementary School

Student/Parent Handbook

2015-2016



Home of the Excelling Trailblazers...

**1780 Deer Chase Lane
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Dr. D'Andrea B. Jackson, Principal

Title I School

Deer Chase Student Handbook

The purpose of this handbook is to provide a common understanding through a written document to communicate our expectations for this school term. Please read the handbook thoroughly and save it for future reference. Teamwork is an important factor in student success and your support and cooperation will enable the school to reach its annual yearly goals.

Our Vision Statement

The vision of Deer Chase Elementary School is to promote the highest standards of learning and behavior in our students. This will be achieved by providing a rigorous curriculum, which will demand the highest performance expectations in academics, personal conduct and self responsibility. The parents, community and school will work as an alliance to certify that our students learn and become productive citizens of a forever changing society.

Our Mission Statement

The mission of Deer Chase Elementary School is to provide the foundation for our students' life long learning by furnishing opportunities for them to flourish academically, physically, artistically, socially and emotionally in a nurturing, yet rigorous environment.

Our Belief Statements

We believe...

- Every person has the right to a quality education.
- Education is the shared responsibility of the individual, home, school, and community.
- Every person can learn.
- Respect and acceptance are essential for learning and personal development.
- A safe, healthy and orderly environment is essential to learning.
- Communication is the key to understanding among people.
- Excellence cannot be compromised.

Daily Schedule

Students begin their school day at 8:30a.m. until 3:15p.m. Parents may check the school and county website for Early Release Day Schedules. Communications will also go home, if there indeed is any change to the school schedule.

Adult supervision begins at 7:45am at the school. Parents should not drop off or send their child to school before 7:45am. Students arriving to school should go directly to the cafeteria, if they are eating breakfast. If they are not eating breakfast, they are expected to go to their grade level hall until time to enter the classroom at 8:15am.

Supervision is provided in the hallways and throughout the school beginning at 7:45am each morning.

Prime Time

Prime Time is available for students coming to school before 7:45a.m. The cost is reasonable and it is expected that students arriving early (before 7:45am) will be sent to the morning program for a one-day charge.

Prime Time is also offered in the afternoon. Students left after 3:30pm will be sent to Prime Time for a one-day charge. Please contact the YMCA at (706) 738-7006 for more information.

Public Relations

The importance of good public relations cannot be overstressed. Unless the general public feels that the school is doing a good job, we will not be able to do so, no matter how educationally sound our program may be. We shall always endeavor to up-grade our program to fully satisfy the needs and interests of our students and the community. We must have an effective sound program and at the same time communicate the quality of the program to the patrons of the school. We are our own best advocates.

Parent –Teacher Conferences and Public Relations

Each parent is expected to establish and maintain lines of communication with their child's teacher. Parents, it is important to know the strengths as well as weaknesses of your child. Parent - teacher conferences are expected and should be done outside of instructional time. Be sure to schedule an appointment with the teacher. The principal is available to meet with you during any conference. Prior notice is appreciated.

Parent Infinite Campus

Parents, we encourage you to monitor your child's grades and attendance using the Infinite Campus Parent Portal. Please come in to the Media Center, during school hours, and sign for your username and password. You will find this a valuable source for checking on your child's grades using any computer.

Sign Papers

Sign papers are sent home weekly in grades Pre-K through 5th. This is a school wide effort to inform our parents of your child's progress. Please sign the cover sheet which will indicate you have seen the signed papers and reviewed them with your child.

School Problems

From time to time, problems and difficulties may arise in our school. Be professional in working through such problems. Your first line of communication should be with your child's teacher. If you are not satisfied with the results, the counselor, parent facilitator, assistant principal, and/or principal is always available to assist.

School Office

A business like atmosphere is expected to exist in the school office at all times. This can result only when all concerned demonstrate an appropriate demeanor.

PTA

Our PTA's goal is to support our instructional program and to improve our educational facilities. The PTA schedule and calendar of events will be determined during the summer. All parents / guardians are expected to join, attend and participate. Our goal is to have 100% PTA membership.

School Council

School Councils were established by the A+ Education Reform Act to bring communities and schools closer together in a spirit of cooperation to solve difficult education problems, improve academic achievement, provide support for teachers and administrators and bring parents into the school based decision making process. The council members will meet four times a year. Everyone is welcome to attend these meetings. If you would like more information regarding the School Council, please let us know.

School Volunteers

Deer Chase welcomes volunteers. Please remember all volunteers must attend the Volunteer Training and hold an active membership card. Information regarding our upcoming Volunteer Trainings will be shared with parents.

Conduct and Discipline

The RCBOE Code of Conduct will be given to each parent. Each parent is to become familiar with this code.

The Code of Conduct will govern all discipline cases, but some general remarks concerning certain practices are in order. Teachers are expected to maintain a well disciplined classroom environment that is conducive to learning. The teacher is expected to handle his or her own discipline problems, in so much as possible. The teacher in the classroom should handle minor infractions. However, any situation that develops beyond the control of the teacher should be referred to the principal.

Discipline

Each teacher has a discipline plan that is followed in his or her class. If a student is sent to the office after the teacher has exhausted his or her interventions, the principal or designee will contact the parent. Fighting, misconduct on the school bus or any other major offense will result in a written notice and/ or phone call or suspension.

School rules apply on the school bus, bus stop, school grounds, and at any event where our school is represented. There are five school wide rules:

1. Respect Yourself
2. Respect Others and Allow Others to Learn
3. Respect Your School and Staff
4. Follow Directions and Stay on Task
5. Take Responsibility for your own Actions

Code of Conduct

All students are expected to follow school and county rules. The Code of Conduct will be distributed at the beginning of the school year.

Bus Conduct and Safety Codes

1. Be ready to board the bus on time, and line up to enter the bus in an orderly manner.
2. Leave the bus in an orderly and safe manner.
3. Be careful in approaching the school bus stop.
4. Wait until the bus is at a complete standstill before attempting to enter.
5. Remain off the road at all times, and behave in a safe manner while waiting for the bus.
6. Ride only the bus to which assigned. Board and get off the bus at the assigned bus stop.
7. Assist in keeping the bus as safe and sanitary as possible at all times.
8. Practice courtesy to fellow pupils, and assist the bus driver whenever possible and particularly with small children.
9. Never extend hands, arms, any other part of the body, or any object out of windows or doors.
10. Never experiment or tamper with the bus or any of its equipment.
11. Be careful to leave nothing on the bus (such as lunches, clothing or books).
12. Noise on the bus must be kept at a minimum. Firecrackers, loud talking, laughing, or other ways of creating a disturbance are not allowed.
13. Rough housing or throwing objects in or from the bus is prohibited.
14. Electronic devices when used with headsets are permitted on the bus at the discretion of the bus driver. Neither the District nor Transportation is responsible for personal items that are lost, stolen, or damaged.
15. Transportation of items such as musical instruments is not permitted unless carried in a case.

Personal possessions may not be in the aisle.

16. The carrying of water pistols or other objects that can create disturbances is strictly forbidden.

17. Glass objects may not be transported.

18. The use of obscene language is not permitted.

19. Smoking or lighting matches is not permitted on school buses by the students or the drivers.

20. Eating, drinking, or use of alcoholic beverages or narcotics is not permitted on the bus.

21. Pets are not permitted on the bus.

22. Remain quiet when the bus is approaching a railroad crossing and until the bus has passed the crossing.

23. The driver is in complete charge of the bus. Students who risk the safety of others by the misbehavior may lose the privilege of riding the bus.

24. Obey the school bus driver, and in case of an emergency remain in the bus unless otherwise instructed by the individual in authority. Be careful and watch for an alert signal from the school bus driver.

25. When it is necessary to cross a road after getting off the bus, cross twelve (12) feet in front of the bus, and look both ways to make sure no traffic is approaching.

26. If a student intentionally damages seats or other parts of the bus, he or she may be required to pay for the replacement.

27. Students are to remain in their seats while the bus is in motion.

If a student violates any of the above rules and regulations and loses his or her bus privilege, the student or his parents or guardians will have to provide transportation to school. In such cases, the law still requires attendance at school with parental arrest for nonattendance. Unusual and extreme misbehavior may result in formal charges of harassment, disorderly conduct, criminal mischief, and/or criminal trespass being brought against the student(s). If a student violates the school bus rules, the driver will complete a written bus referral and forward it to the principal. Depending on the severity of the offense and number of referrals, punishment may include a reprimand from the principal or head teacher, loss of privileges, principal-parent-student conference, or suspension from the bus.

Bus Discipline

Parents should remind their children that it is a **privilege** to ride the bus. Also, proper behavior of all children is essential for the safety of everyone. Should a bus driver report a child for violating the rules explained above, the child will be referred to school officials.

Video Cameras on School Buses

Management of student behavior on the school bus is a key element to a safe school bus ride. Video cameras may be placed on any bus at the discretion of the school district.

The cameras may capture both video and audio recordings. The use of video cameras on a school bus may be used to aid in the monitoring of bus behavior and discipline. It does not replace the discipline policy, authority or responsibility of the driver, or the responsibilities of school officials.

Elementary Promotion Policy

The Elementary Promotion Policy for Richmond County Schools is distributed at registration each year or will be sent home during the first of the school year.

Textbooks

It is imperative that we take good care of the textbooks. If a book is lost the student's parent is required to pay for the book to replace the lost one.

Each student is assigned appropriate textbooks for each subject at the beginning of the school year. All books are numbered and the condition issued is recorded. When books are taken up, each student is expected to return the assigned books.

Birth Certificate, Immunization and Health Records

Students entering kindergarten or first grade in Richmond County schools have to have a certified copy of their birth certificate before they can register. A copy must be kept in the school file.

Certificates of Immunization on Ga Form 3231 issued by the Georgia Department of Human Resources for all children entering pre-kindergarten and kindergarten grades for the first time in the Richmond County System are required. No provisional certificate will be accepted. All students new to Georgia Schools must present a certificate of Immunization on Ga Form 3231. First graders new to the system should also present a Health Certificate of Ear, Eye and Dental Examination. Examinations are given at the Richmond County Health Department or by the family physician.

Field Trips

All field trips are instructionally based. Written permission must be secured from parents before a child will be permitted to leave the school facilities. Parents attending field trips must have an active Volunteer card. If there is a cost or fee for any field trip, parents will be informed on the written permission form.

Visitors

All parents / visitors are required to check in at the front office and receive a visitor's pass. If employees see visitors in the building, it is the expectation for them to ask to see your visitor's pass. If you do not have a visitor's pass, you be asked to return to the office to sign in and receive a pass. The office and/or public safety will be notified if a visitor is uncooperative.

Media Center

State standards require that we use the open concept with our Media Center. Generally, students can use the Media Center at the discretion of the teacher. Please encourage your child to check out books from the Media Center that is appropriate for their reading level. Remember to return books and materials by the due date to avoid overdue fines.

Fire Drills

We are compelled by state law to hold at least one fire drill each month. Teachers review the fire drill exit plan with their students throughout the school year. Students are expected to walk quickly and quietly to their assigned location.

Parents may not pick up their child during a fire drill. So that students are properly accounted for – parents should wait until the fire drill is completed – enter the building with the staff and report to the front office to be assisted.

Instructional Time

Research shows a positive correlation between the amount of instructional time spent on a subject and student achievement in that area. Instructional time is uninterrupted at Deer Chase. Parent conferences and other non-instructional activities cannot be done during instructional time. Teachers are expected to follow their daily instructional schedule.

Standardized Testing

The yearly testing calendar will be shared with all parents. Please plan to make appointments around testing.

GKIDS is administered throughout the school year to all kindergarten students. Results are used to help determine readiness for 1st grade.

The Cognitive Ability Test (CogAT) is administered to students in grades 1, and 4 in September. This test has been designed to measure abstract thinking and reasoning ability. It assesses the child's ability to cope with school learning tasks and evaluates achievement in relation to talents brought to school learning situations.

Students in grades 3-5 take the CRCT in April. The test is comprised of Reading/Language Arts, Mathematics, Science, and Social Studies. These test measure how much of the Georgia curriculum students have mastered. 3rd and 5th grade students must pass the CRCT to be promoted. 3rd grade students must meet or exceed the CRCT with a minimum score of 800 in Reading for promotion. 5th grade students must meet or exceed the CRCT with a minimum score of 800 in Reading and Math for promotion.

Students in grades 3 and 5 will also participate in the Georgia Curriculum Based Assessments Writing Test. 5th grade students will take the writing test in January while 3rd grade students will be assessed throughout the school year.

Please help your child do their best on the test by:

1. Scheduling events / appointments around testing
2. Providing a nutritious breakfast and comfortable clothes
3. Sending your child to school on time and well rested
4. Sending glasses and medication, if applicable
5. Assuring your child that his or her best is good enough for you

Benchmark Tests

Benchmark tests are assessments that identify students' academic strengths and weaknesses in the areas of reading and math throughout the year. These tests are given at the beginning of the year, middle of the year, and end of the year. Your child's teacher will keep you aware of when the tests are given and your child's results.

Response to Intervention Team

The primary objective of the Response to Intervention (RTI) is to provide supportive assistance to the instructional program. A candidate for referral is a student who is not achieving within his or her capacity or who deviates from the classroom norm with learning, behavior, or social/emotional concerns. All appropriate interventions must be tried and documented. Parental involvement is critical from the first step in the process. More information and details will be shared during the school year regarding the importance and value of the RTI process. Questions and concerns should be brought to the principal and/or school psychologist.

If you have any concerns regarding your child's academic progress or behavior, ask the principal about the RTI process.

Student Check Out

If a parent/guardian picks up their child early from school for an appointment, parents/guardians are expected to come to the school's office and sign their child out of school. Please have your identification available at all times. Dismissal only takes place from the office.

Telephone Calls

The use of the school office phone is restricted to business and emergency calls only. Students are not allowed to use the phone during the school day, except in the case of illness or an emergency. A note from the teacher explaining the nature of the emergency must accompany the student.

Please make all necessary after school arrangements at home in the mornings. Once the intercom comes on the afternoons, we are unable to get messages to the classrooms.

All students' beepers and cell phones are illegal and will be taken up and sent to the office. Please refer to the county's Student Code of Conduct.

Birthday Parties / Invitations

Please do not send birthday invitations to be given out at school. If you wish to acknowledge your child's birthday during school hours, treats may be brought to school and given out at during your child's lunch time or at 2:30pm in the classroom. Parents must inform the teacher and gain his or her approval before bringing treats to the classroom.

Smoking Policy

Richmond County School System and sites provide a smoke and drug free environment. No smoking is permitted on Richmond County Board of Education grounds.

School Clinic

Parents are strongly encouraged to administer medicine and/or medication at home. Under exceptional circumstances, the school principal, secretary or nurse may administer medicine and medication. Most antibiotics may be taken before school, after school, and at bedtime. If it is necessary for over the counter short term medication to be taken during school, we require a medication form to be complete by the parent and/or doctor. All over the counter medication must be age appropriate and in its original container.

A completed form (which may be obtained by the office / school nurse) shall be on file for each child requiring long term medication or medicine. For any prescription medication, we must have a physician's and parent signature on the medication form.

Long term medicine will be kept in the clinic with the child's name on it. The parent is responsible for supplying an adequate amount of medicine or medication for the child's use at school.

Board policy forbids dispensing of any medication, aspirin, etc...without written permission from a parent or doctor. All medication is given to students in the clinic.

In the case of a child becoming ill or injured at school, the parent will be notified. If your child is sick, you must come pick them up. Along with a parent telephone number, an emergency number must also be available to the teacher and office.

GUIDELINES FOR SCHOOL ATTENDANCE WHEN YOUR CHILD IS ILL

For the health and safety of your child, as well as fellow students and faculty, the following information should be used as guidelines for keeping an ill child home:

Fever: Any child with a temperature of 100 or higher should stay home until the temperature is normal for a 24-hour period. If a child develops a fever of 100 degrees or above during the school day, he or she will be sent home.

Diarrhea/Vomiting: Any child who experiences an episode of diarrhea or vomiting the previous night or in the morning before school should remain at home. The child may return to school 24 hours after the last episode.

Upper Respiratory Infection: Any student under a physician's care for bronchitis, pharyngitis, strep throat, or any other upper respiratory infection which warrants antibiotics may, with the written permission of the doctor, return to school while being treated (at least 24 hours after the start of antibiotic therapy). A child who has a cold, which is not accompanied by fever or a severe cough, may attend school. A cold accompanied by a fever may indicate a more serious problem, and the child should stay home.

Conjunctivitis (Pink Eye): This can be highly contagious, depending upon the cause. Children may return to school with the written permission of the physician.

Chicken Pox: The child may return to school when all vesicles are scabbed over (7-10 days).

Lice: The child may return to school after treatment and when judged to be non-infective by the school nurse (student will be checked by nurse after first treatment and again between day 10-14). Student's return is also subject to professional judgment of the school nurse.

Additionally:

Emergency information must be kept current. Please inform the main office of any changes.

Any injuries occurring at home or during non-school hours should be addressed with appropriate medical follow-up at the time of the injury. The schools are not staffed or equipped to treat injuries that occur outside of school.

Registration Card

Please make sure that you come in to the school's front office, to make changes and/or updates to your child's registration card, when necessary. Parents it is very important and your responsibility that we have complete and accurate information throughout the school year. For example, if your contact numbers change or your emergency list changes – come in to the front office to update your child's records.

Parents keep in mind, on the registration card the names you list are approved to pick up your child from school. For your child's safety, if there is something that the front office and/or principal needs to be aware of, please share that with us.

No one will be allowed to pick up your child, if their name is not on the registration card.

Charitable Contributions

Parents, Student, and Staff members are strongly encouraged to donate to charitable organizations. This is totally on a volunteer basis. The opportunity to contribute to the organization of your choice is your decision. You will be able to make contributions throughout the school year as our school participates in emergency drives and other school wide activities.

Student Meals

Free breakfast and lunch will be provided for all students.

Students may bring their lunch from home. However, fast food lunch is not permissible. Carbonated beverages are not permissible.

If you have any concerns about the lunch program, please contact the school.

Transportation

School bus transportation is a privilege and is provided for those students living at least 1 ¼ miles from the school. Each student riding the bus must adhere to the school bus rules and regulations. Safety for all passengers is extremely important. Behavior violations may result in suspension from riding the school bus.

Students are not allowed to ride a different bus, unless approved by the principal. Parents must send a request in writing to the principal.

All transportation changes must be in writing from the parent /guardian. If a parent or guardian does not send a transportation change in writing, the student will be sent home on their "regular route" as listed on the registration card.

If you have any questions regarding school bus transportation, please contact the Transportation Department at (706) 796-4777.

Change of Transportation

If a student's mode of transportation is adjusted from the norm, written notice is required for the change. Please include a phone number, on the notice, so that we may verify the written note. This notice can be hand delivered to the school by your child, a parent/guardian, or fax. The fax number is 706-772-6244. If a notice is not received, your child will be allowed their normal transportation route. All notices received will be confirmed via a courtesy call from the school to the parent to verify note.

Parking

Please do not park in the bus loading zone. During school hours we ask that you park in a parking space. Do not block cars from exiting by parking behind them. Your cooperation in parking in a parking space helps to keep our daily traffic smooth. It also supports the safety of our students.

Receiving Checks

The lunchroom and the office will not accept checks near the end of the school year (around the end of April). Cash only will be accepted. A service charge will be charged for all returned checks.

Lost and Found

The lost and found box is located in the office and lunchroom. Articles found will be placed in the box. Articles that remain unclaimed will be given to a charitable organization. Please be encouraged to put your child's name inside coats, sweaters, jackets, hats, etc....

Student Attendance

Students who are absent from school are required to bring a written excuse for their absence their first day back at school. An absence is either excused or unexcused. Absences which are lawful and therefore excusable shall be governed in accordance with the law of the State of Georgia and the rules and regulations of the State Department of Education and local policy.

Please refer to the Student Code of Conduct for definitions of excused absence and unexcused absence.

A student will not be recognized for perfect attendance after ten (10) tardies.

When approaching the end of the school day – 2:45pm is the earliest parents may pick their child up from school. At 2:45pm – parents must wait until afternoon dismissal takes place.

Leaving school early will be counted as a tardy. A note should be sent to the teacher stating the time for the student to be dismissed and the reason. Parents must sign their child out in the front office. Early dismissals are made from the front office only.

Withdrawing a Child from School

The withdrawal of students during the school year must be conducted through the front office. Parents are asked to contact the office when the withdrawal date is known. A 24 hour notice is to be provided so that the teacher can complete the necessary paperwork. All textbooks and other school material must be turned in before a student withdraws.

Required Teacher / Parent Communication

If a student is not meeting standards / requirements, the parent or guardian will be notified in the following manner:

Second Nine Weeks: At the beginning of the second nine weeks, a parent conference should be held to discuss strengths and weaknesses and offer suggestions for student improvement. Appendix B should be included in the student's report card. A response to intervention (RTI) meeting should be scheduled to develop an educational plan for each student experiencing difficulties.

Third Nine Weeks: At the end of the third nine weeks, the report card envelope will indicate with a check mark when the student is not making satisfactory progress toward promotion. The report card envelope will also indicate promotion difficulties. Appendix B should be included in the student's report card. A response to intervention meeting should be held for each student not making satisfactory progress toward promotion.

Fourth Nine Weeks: At the end of the fourth nine weeks, the report card and report card envelope will indicate with a check mark when the student is not making satisfactory progress toward promotion. The report card will also indicate

promotion difficulties. A parent teacher conference should be held at this time. Response to Intervention meetings will be scheduled and updated at this time for those in danger of being retained.

Parents will receive a copy of the Richmond County Promotion Policy at the beginning of the school term.

Richmond County Elementary Honor Roll

It is the policy of Richmond County School System to recognize the academic achievement of students in elementary school. The Honor’s Recognition will be as follows:

All A Academic Achievement Honor Roll

- A in each subject area and S in all categories requiring S with the exception of conduct each nine weeks.

All A/B Academic Achievement Honor Roll

- A or B in each subject area and S in all categories requiring S with the exception of conduct each nine weeks.

Distinguished Scholars

- A in each subject area and S in all categories requiring S including conduct.

Elementary Honor Roll Recognition Chart

Category	Academic	Conduct	S/U
A Academic Achievement	90 -100 each subject each nine weeks	Not Included	S
A/B Academic Achievement	80 -100 each subject each nine weeks	Not Included	S
Distinguished Scholars	90 -100 each subject	Included	S
A (Yearly) Average	90 -100 overall average	Not Included	S

Honor's Day Awards

The following awards will be given by each teacher on Honor's Day.

Kindergarten

Perfect Attendance
Conduct
Most Improved
Citizenship

Grades 1-3

Perfect Attendance
All A's
All A's and B's
All A's in Conduct
Most Improved in Reading
Most Improved in Math
Citizenship

Grades 4-5

Perfect Attendance
All A's
All A's and B's
All A's and Conduct
Spelling Bee
Most Improved in Reading
Most Improved in Math
Citizenship
Peer Patrols

Additional Awards

Music
Physical Education
Distinguished Scholar
String / Orchestra Program
Successful Completion of Grade Level Diploma
Special Olympics
Spelling Bee
PTA Reflections
Trailblazer
Student Council

Math Club
Science Fair
Accelerated Reader Program
Peer Patrol
DCES Broadcast Team
Any Other DCES Club Award

Gifted Program

Richmond County provided programs for all qualifying system students grades K-12 who exhibit superior performance, advanced learning needs and demonstrate higher level motivation and creativity. The identification process uses multiple criteria as mandated by the Georgia Board of Education.

Students may qualify on mental abilities and achievements or on three (3) of four (4) components, which include mental abilities, academic achievement, creativity and motivation or mental abilities alone for grades K-2.

Examples:

Grades 3-12 John has the required total mental abilities score of 96th percentile and an achievement score at the 90th percentile. He qualifies for placement.

Grade K-12 Mary has the required mental abilities component score at the 96th percentile but not the 90th percent on achievement. She will be given a test of creativity and rated on motivation. If creativity and motivation meet requirements of the 90th percentile, Mary will qualify for placement. Mary could qualify if her mental ability test was not high enough but achievement scores, creativity, and motivation were. Other combinations of the four components are possible.

Grade K-2 Students in K-2 who score at the 99th percentile composite score on a mental abilities test will automatically qualify on that score alone.

An automatic referral process requires all schools to screen intelligence and achievement test scores on their students twice annually for referral purposes. Students may also be referred by parents, peers, teachers, principals or counselors

of the student. Referrals are solicited in May for August testing and in November for testing in January. Parents of students referred are notified of test dates two or more weeks in advance by Gifted Program personnel.

Students entering the system who had prior placement in a gifted program will be placed at once, if they meet Georgia Department of Education eligibility. Gifted Program staff will evaluate those who do not have the required eligibility documentation.

Written parental consent must be on file before students are evaluated. Parents receive a written report of evaluation results and are offered an opportunity to discuss the result with program personnel.

Written parental consent for placement must be on file in the gifted program offices before students are allowed to participate. Qualifying students in K-8 are enrolled in a five hour per week resource program which provides thematic units of study. Parents receive a progress report. Students are provided transportation to a Gifted Resource Center.

Parents are invited to an annual review to evaluate the student's progress in the program and are provided the curriculum focus for the coming year.

Continuation in the program will be dependent upon maintenance of an overall 3.5 GPA in academic classes, satisfactory performance in both regular and gifted classes, motivation, behavior, attendance, attitude and completion of all assigned tasks. Students who meet these conditions will automatically continue in the program. Students who do not meet these terms at any time during the school year, will be allowed a probationary period. If satisfactory improvement is not shown, the student will be removed from the program. Parents will be notified by letter at the beginning and at the end of the probationary period. Students who leave the program will be reassessed and must meet current criteria for re-entry.

For further information you may call the school counselor at (706) 772-6240 or the Gifted Program Consultant at (706) 826-1000.

Homework Policy

Deer Chase Elementary follows the Richmond County Board of Education's Homework Policy. The teachers in each grade level have written specific guidelines to follow with their class.

In general the policy states:

- (1) Homework will be assigned to all students consistently Monday through Thursday. Homework assignments will be written on the whiteboard daily and teachers will give clear directions to the students. Daily homework completion time is as follows: grades K-3 15 to 40 minutes and grades 4-5 30 to 60 minutes.
- (2) Students will be held accountable for their homework. It is a written assignment; it should be done neatly and turned in on time. It is at the teacher's discretion if the assignment is late and your child was present when the homework was assigned. It is also at the teacher's discretion as to if the assignment can be made up when a student is absent.
- (3) All students will be assigned homework to reinforce skills which the child is being taught in school. Homework is not graded – it is for practice. The importance of parent and child being involved together in the homework assignment is strongly encouraged and stressed.

Report Cards and Progress Reports

The school year in all Richmond County Schools is organized in to four nine week periods. Report cards will be sent home at the end of each nine weeks. Please review the report card very carefully and return the signed jacket.

Progress reports are sent home throughout the school year. Please feel free to contact your child's teacher, if you have any concerns regarding your child's progress in school.

Student Grades

Parents will be able to review their child's weekly grades using the Infinite Campus Parent Portal. Each parent will be given a username and password so that they are able to monitor their child's progress in school each week. If you have questions or concerns, regarding your username or password please call the school.

Review of Permanent Records

Your child's permanent record is available for you, upon request. Parents desiring a review should call the school counselor to set up an appointment.

Deer Chase Elementary School Title I Parental Involvement Guidelines

PART I. GENERAL EXPECTATIONS

Deer Chase Elementary agrees to implement the following statutory requirements:

- Deer Chase Elementary will put into operation programs, activities and procedures for the involvement of Title I parents. Those programs, activities and procedures will be planned and operated with meaningful conversations with parents of participating children.
- Deer Chase Elementary will involve the parents of children served in Title I, Part A schools in decisions about how any reserved funds for parental involvement will be spent.

Deer Chase Elementary will follow the definition of parental involvement as stated in NASD Title I home school compacts.

PART II. DESCRIPTION OF HOW DEER CHASE ELEMENTARY WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT COMPONENTS

Deer Chase Elementary will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among Deer Chase, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. Deer Chase Elementary will provide assistance to parents of children served by Deer Chase Elementary as appropriate, in understanding topics such as:

- State's academic content standards
- How to monitor a child's progress
- How to work with educators to strengthen student math & reading skills
- Parent Orientation meetings
- Annual Title I meetings
- After school academic support groups
- Summer school programs, as available

Parents will jointly work with educators through activities including, but not limited to, those listed below:

- Annual Open House
- A minimum of one parent teacher conference per year
- Annual notification of School Improvement Status, Public School Choice, and Supplemental Educational Services
- Parent Advisory Council meetings
- School Council meetings

- Parent Involvement/Engagement meetings
- Board of Education meetings
- School and classroom newsletters
- Student/Parent Handbooks
- Ensure school communications are distributed in home languages
- Articles published in local newspaper
- Parent Resource Center meetings/workshops held at each school and at the Title I Parent Resource Center
- Dissemination of Georgia Parental Information and Resource Center (GA PIRC)

B. Deer Chase Elementary will provide materials and training to help parents work with their children to improve their children’s academic achievement and to foster parental involvement through the new ‘Parent Resource Center’ materials.

C. Deer Chase Elementary will take the following actions to ensure that information related to the school and parent programs, meetings and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand:

- All written communication translated accordingly
- Verbal communication through the use of an interpreter

PART III.DISCRETIONARY PARENTAL INVOLVEMENT GUIDELINE COMPONENTS

- Supporting reasonable and necessary expenses associated with parental involvement activities to enable parents to participate in school-related meetings and/or training sessions
- Training parents to enhance involvement in school activities
- In order to maximize parental involvement and participation in their children’s education, arranging school meetings at a variety of times
- Adopting and implementing model approaches to improving parental involvement
- Participating in the district wide committees to provide advice on all matters related to parental involvement in Title I, Part A programs
- Providing other reasonable support for parental involvement activities as parents may request

PART IV. ADOPTION

These Parental Involvement Guidelines have been developed in conjunction with the Title I ‘framework for parent involvement’. The guidelines will be included in the Deer Chase Elementary School ‘supplement’ to the Parent/Student Handbook for the 2014-2015 school year. These guidelines will be reviewed and revised annually by students, parents and teachers at Deer Chase Elementary School working within the Title I program for academic achievement and student success.

What Do We Want for Our Students at Deer Chase Elementary?



We want to prepare them to achieve, to produce, to reason, to be happy, to be reasonable, and to communicate. We want to develop the desire for continuous learning in all of our students. If they seek a job, we want them to be as well as or better qualified than all the other applicants. We want to challenge the academically gifted. We want to educate those students in the most appropriate ways so that they can become the best they can be. We want all of our students to choose a place in life, not be forced into one because they lack skills. We want to support students and families and provide them with the tools and resources for success.