

# Coral Park Elementary

A Title I School

## The School Day

8:00 AM - 2:00 PM

Office Hours:

7:30 AM – 3:00 PM

Early Release Days:

8:00 AM - 12:00 PM

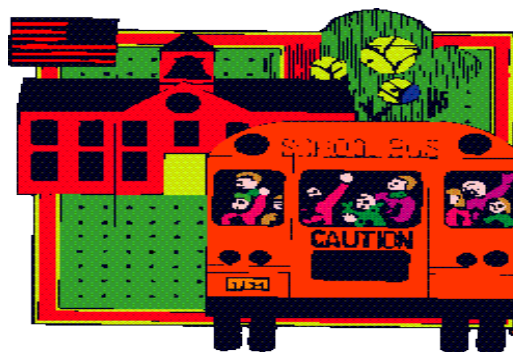
Breakfast Program:

7:15 AM - 7:45 AM

### PARENT AND VISITOR ACCESS TO CORAL PARK ELEMENTARY CAMPUS

Maintaining a safe campus is our priority here at Coral Park. New guidelines and policies are being implemented districtwide in an effort to better secure our campuses. The District has mandated that **once the school day begins, all perimeter gates must be locked except for one gate to allow for parent and visitor access to the school. This gate must be monitored at all times by school personnel. If personnel are not available to dedicate to this post, the gate must remain locked and visitors to the campus must call the school's office to gain entry to the campus.** Please help us to keep our campus safe by adhering to the following expectations for arrival, dismissal, and access to the campus.

- The parking lot that accesses the front of the school will be open for drop off beginning at 7:15 AM for students going to breakfast and at 7:30 AM for all other students **until 8:30 AM. DO NOT** drop off your child prior to these times. **There is no supervision!!!**
- The gate to the front parking lot of the school **will be locked and secured at 8:30 AM.** If you need to access the campus, **you will need to call the school** at 754-322-5850. We will then send someone to open the gate. Please understand that this may take some time, so please plan accordingly.
- The gate to the front parking lot **will be open and entry will be monitored again from 10:50 AM to 11:20 AM.** This will allow for VPK pickup and other school business.



- The gate will be **locked and secured again from 11:20 AM to 1:30 PM.** If you need to access the campus, you will need to call the school at 754-322-5850.
- The gate to the front parking lot will be **reopened and entry will be monitored beginning at 1:30 PM to 6:00 PM** and will be monitored by Community Afterschool Staff to allow for dismissal and pick up from the aftercare program.
- When entering the campus, please be prepared to share your purpose or need for entry to the campus with staff members. **Our staff appreciates receiving a positive attitude during these procedures and will reciprocate with the same!**
- Help build your student's independence by ensuring they come to school prepared with their homework, lunch, laptops, etc. If you find it necessary to bring them the items they forgot at home, the campus gates will be open from **8:00 AM to 8:30 AM** and again from **10:50 AM to 11:20 AM. Please utilize these times should you need to come to the school to drop off items.**

We recognize that these safety procedures may be inconvenient. At times, due to inclement weather or staff availability, there may be longer than usual wait times. **We kindly appreciate your cooperation and patience as we work together to keep our children safe.**

### ADDRESS / PHONE

Please promptly notify the office in writing of phone number or address changes. This is especially important in case of an emergency.

Please be sure your student has all phone numbers for parents or other important adults. Write current contact information in

planner and have student memorize contact information.

## **ARRIVAL AND DISMISSAL PROCEDURES**

Please do not drop off your children prior to **7:30 AM**, as there is **no supervision** unless, they attend the breakfast program.

Students who attend the breakfast program may come into the cafeteria at 7:15 AM. Breakfast will stop being served at 7:45 AM to insure students will be in class by 8:00 AM.

Coral Park Staff and Safety Patrol members will assist students to their designated areas and provide supervision. Kindergarten and 1<sup>st</sup> Grade students report to the Media Center between 7:30 and 7:50 AM. Students in grades 2 through 5 report to the cafeteria.

All students are dismissed at 2:00 PM. Please be prompt as there is no supervision after 2:30 PM. After the car line is over, adults will be required to **come inside to sign out their student**.



It is critical that all car drivers remain in their cars to facilitate traffic flow and create a safe environment. Students and parents may not cross the car lane into the parking lot. It is extremely dangerous to have people cross between traffic. Please, do not use your cell phone while driving in our parking lots.

Place the provided car line sign on your dashboard or non the rearview mirror to ensure it is visible for staff to read and call for your child. **IF YOU DO NOT HAVE YOUR CAR TAG, YOU WILL NEED TO PARK, GO INTO THE OFFICE WITH IDENTIFICATION TO BE GIVEN A "CLEARED FOR PICK UP" CARD.**

If you are walking with your student, please wait in the designated areas to meet your

student. Students who walk to and from school must cross the street only where there is a crossing guard.

**Any and all dismissal changes must be made in writing.** The school staff cannot accept dismissal changes over the phone.

## **ATTENDANCE/TRUANCY**

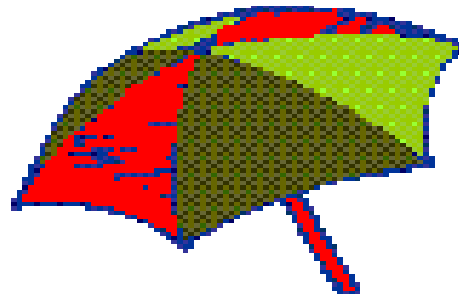
School attendance is not optional. It is mandatory for children and youth between the ages of 6 and 16 years (Florida State Statute 1003.21 and School Board Policy 5.5). Parents are responsible for their child's school attendance as required by law. Please send your children to school every day. When students are not in school, they miss valuable instruction. We want all students to be successful and achieve academically.

### **Early Dismissal**

Students are expected to remain in class the full school day, 8:00 AM until 2:00 PM. **Per School Board procedures, NO students will be dismissed within the last 30 minutes of school - 1:30 PM on regular days, 11:30 AM on Early Release Days.** This is to ensure a safe and orderly school-wide dismissal.

### **Pattern of Non-Attendance**

A student will have a "pattern of non-attendance" if he or she is absent from school a total of 30 hours (5 days) in any one marking period or 60 hours (10 days) within 90 days. Please refer to the BTIP information in your student's first day packet regarding the possible sanctions for unexcused absences.



### **Understand the dismissal terminology and procedures**

If you want to "meet your child", you will need to tell your child **they will be a walker**. They will be dismissed as a walker and you

will need to let the teacher know which walker gate they need to be dismissed to—Riverside or Westview. This is where the crossing guards are located. If your child rides a bike to school, they are dismissed with the walkers.

Parents are **NOT permitted** to stand in the sidewalk areas **within** the campus in the front or back of their school and wait for their children. **This area is reserved for those children who are car riders.** There are two car rider pick up areas—one in the "front" of the school and one in the "back" of the school. Your child needs to know which of these areas you will be picking up from. Please stress to your child that you will be **in the car** and to follow the direction of the staff. **DO NOT** tell your child to go out with the car riders and you will walk there to pick them up. Only Coral Park staff will be permitted in this area. **It will cause confusion and anxiety with your child** if you tell them this because teachers and staff will direct the students whose parents said "they are going to meet" them to the walker areas. It is important that they understand that they will be a **"car rider"** and you will be **in your vehicle.** Keep in mind, that the first two weeks of school, dismissal takes significantly longer. Once routines are established, the carline time shortens tremendously. **Ease their anxiety** by reminding them that it may take a little bit of time for your car to get to the front of the line, but you will be there.

CAS Aftercare is our on-site aftercare provider. CAS Aftercare students are picked up by CAS staff in their grade level pod areas and escorted to the cafeteria at dismissal. Students who attend off other off campus private aftercare providers are dismissed with the bus students. Aftercare providers are required to pick up in the bus dismissal area. Be sure your child and teacher know the name of the aftercare provider.

### **Rainy Day and Emergency Dismissal**

Rainy day and/or emergency dismissal arrangements must be made between parent and child. It is impossible to handle these arrangements via phone messages. **In the event of an emergency dismissal, children should know transportation arrangements, the actions to take or an agreed upon meeting place.**

We will not allow students to walk or ride home during a thunder or lightning storm. Please be certain you have completed the Student Emergency Contact Card sent home in the First Day Packet. This card is kept on file and updated as needed. Please be sure to update the office if telephone numbers or procedures change.

### **Reporting Absences and Excused Absences**

Parents are required to report their child's absence to the school the day of or by the 2<sup>nd</sup> day after the absence. You may call the school at **754.322.5885** and leave a message with the date and reason for the absence. Any absence that is not called in will be regarded as an unexcused absence. Absences may be excused for the following reasons:

- Illness of the student.
- Illness or death in the immediate family of the student.
- Religious holidays.
- Required court appearance or subpoena.
- Special Event (i.e.: public functions, state/national competitions). The student must get permission from the principal/designee at least five days ahead of time.
- Pre-arranged medical appointment.
- Students having, or suspected of having, a communicable disease or infestation

**Family vacations are not an excused absence from school.** All efforts should be made to plan vacations during the school-scheduled breaks. It is the school's responsibility to monitor all students' attendance and "flag" students who have excessive absences. The Truancy Intervention process will begin after (3) days of unexcused absences. The parent will receive written notice in person or by registered mail stating the intervention process has started.

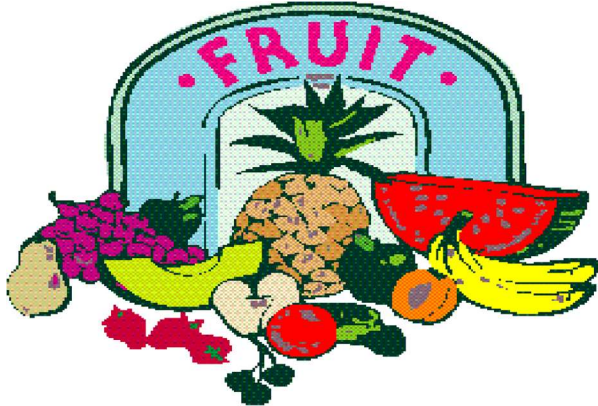
### **Tardiness**

It is important for students to arrive for school on time. When students are late, they miss important instruction for the school day. If a student arrives into their classroom after 8:00 AM, the student is considered tardy. Starting

at 8:00AM, parents must accompany their student into the front office for a tardy pass. Tardies are now part of the Attendance Policy. A referral to the District's social worker will be sent for excessive tardies.

### **Withdrawals**

The parents of a child transferring to another school should advise the office and the teacher as soon as possible. Advance notification of at least one day is requested. All textbooks and library books must be returned before the student transfer can be completed.



## **CAFETERIA**

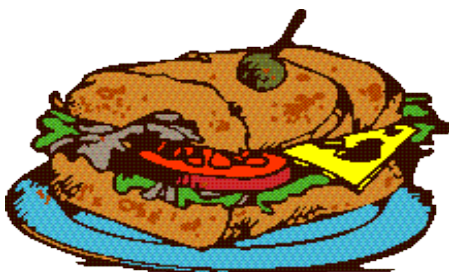
### **Meal Prices**

Breakfast: 7:15 AM – 7:45 AM  
Cost: FREE

Lunch 10:30 AM – 12:45 PM  
Cost: \$2.00  
Milk \$0.50  
Ice Cream \$0.65 (Specified days)  
Juice Bars \$0.50

### **Charging Lunch**

If a student loses or forgets lunch money he/she will be able to "charge". Once a student has charges on his/her account, a cheese sandwich will be provided. In order to avoid confusion, please be sure that your child has sufficient funds in his/her lunch account. You can monitor their available funds online or by calling the cafeteria manager at 754-322-5860.



## **Lunch Behavior**

Lunch should be an enjoyable experience. Proper cafeteria behavior is very important to make it possible for all students to enjoy their lunchtime. We expect students to demonstrate the same behavior they would use in a restaurant.

### **Cafeteria Rules**

1. Enter and exit the cafeteria in an orderly manner.
2. Use inside voices at all times.
3. Do not share food or touch other children's food.
4. Keep your hands and feet to yourself.
5. Remain seated at all times.

## **Lunch & Breakfast Menus**

Want to know what will be served for lunch and breakfast? The menus for the week are printed each Sunday in the newspaper, posted on the Broward Schools website and on the school's website menu calendar.

## **Sending Lunch with Your Child**

For the children's safety, canned or glass bottled drinks, soda, and fruit cups with metal pull-tabs are not allowed at school. These items will be returned home unopened.

## **Pre-Paid Lunch Account**

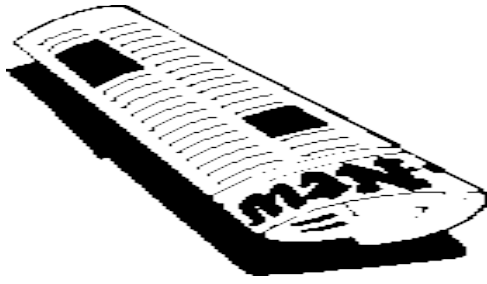
There are two methods of funding your child's lunch account:

\*Prepay online by establishing an account online at [www.myschoolbucks.com](http://www.myschoolbucks.com)

With this account, you can monitor your child's account balance, what your child has purchased for lunch and/or breakfast, and add funds to the account. You can also establish alerts to notify you when the account falls below a certain amount.

\*Make a payment by cash or check at the school cafeteria in person or by placing the money in a sealed envelope with the child's full name, grade, and teacher's name on the front.

Students may wish to carry a small wallet to keep their money safe.



For 3<sup>rd</sup> Grade text @CPE3RDGR to 81010  
For 4<sup>th</sup> Grade text @CPEFOURTH to 81010  
For 5<sup>th</sup> Grade text @CPE5thGR to 81010  
For ATeam text @CPEATEAM to 81010

## **COMMUNICATION**

### **Messages for Teachers**

The best way to reach teachers is through e-mail. Any phone calls for teachers will be directed to their voice mail as classroom instruction cannot be interrupted.

### **Observation**

If you wish to observe your child's classroom, there must be a 48 hour notice and a mutually agreed upon 30 minute time frame with the teacher

### **Interim Reports**

It is important for parents to know how their child is doing in school at all times. Between report cards, your teacher may send home a notice called an Interim Report. The Interim Report will let parents know how a child is performing and how he/she can improve.

### **Parent Conferences**

Parents meet with their child's teacher for a conference at least two times a year. Parents may call or e-mail the teacher when they feel a need to talk about their child's progress or to arrange a conference.

### **Stay Connected**

A robotic phone system, **Parent Link**, is used by Coral Park Elementary to remind families of upcoming events. A message will be prerecorded and delivered to your telephone. Please be sure that the office is made aware of any changes to your phone number.

To receive pertinent information via text, be sure to sign up for "**Remind**" notifications for your respective grade level(s).

For PreK (VPK and EPK) text @CPEPREKIN to 81010

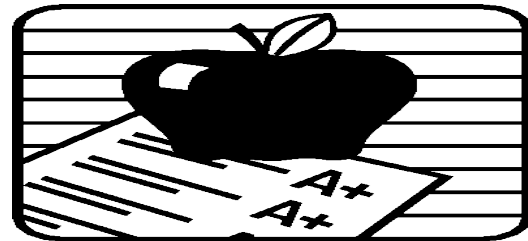
For Kindergarten text @CPEKINDER to 81010

For 1<sup>st</sup> Grade text @CPEFIRST to 81010

For 2<sup>nd</sup> Grade text @CPESECOND to 81010

## **Report Cards and Grades**

You will receive a report card four times a year, at the end of each nine-week period. Students must be in school at least 25 days during that period to receive a complete report. Please sign the envelope and return it to your child's teacher as soon as possible. Please take note if the teacher is requesting a conference on the report card. In addition, the report card will indicate whether or not your child is demonstrating the necessary progress towards promotion in the second and third quarters. You may request a conference on the return envelope if you have any questions.



## **Student Cell Phones**

Students will not be allowed to use cell phones during school hours. Please refer to the Code of Conduct regarding cell phone usage and visibility requirements.

## **Webpage**

The Coral Park webpage is a key communication tool from school to home. We are continually updating our webpage to provide you with information about our school. Our web address is:

<https://www.browardschools.com/coralpark>

## **BEHAVIOR**

### **Behavior in the Classroom**

Each teacher has a behavior plan that he/she uses in the classroom that uses positive and reductive consequences. Teachers use a variety of positive rewards and recognitions. When students do not adhere to the expectations, the teacher implements a leveled classroom plan from

warnings to a phone call home to the loss of privileges to possibly behavioral referrals. A behavior referral may be issued to your child for reasons, including but not limited to, disrupting the learning environment, creating a safety concern in the classroom, being disrespectful, destruction of school property, etc. Consequences are issued based upon the infraction as stipulated in the District Discipline Matrix. Parent notification is made to address the issue and consequence.



### **Discipline**

The Discipline Matrix was developed by the School Board to ensure appropriate disciplinary action at each school. It is located in the Code of Student Conduct. Please familiarize yourself with it. It is followed by every Broward County Public School.

### **Toys and other Items from Home**

Do not bring sports cards, trading cards, electronic games, dolls, trucks, games, or other toys to school. Bring special items only when the teacher gives permission for special events. Toys will be confiscated and returned only to the parent. We cannot be responsible for lost or stolen items.

### **EVENTS**

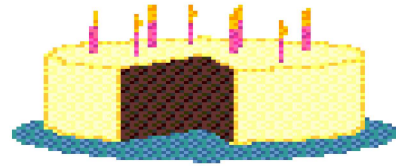
#### **Birthdays**

Student birthdays will be recognized over the morning announcements.

Students may bring in food items, such as cookies, granola bars, mini cupcakes, etc. The student must bring in the item for all the students in the class. The item must be able to fit in their backpack. **They cannot be dropped off in the front office to be delivered to the class.** District policy requires

that food items must be store bought. Homemade food items are not permitted.

**Parents need to notify the teacher in advance if they are planning on sending in a treat for the class.**



We are not able to deliver balloons, flowers or gifts to the students.

### **Field Trips**

Field trips are an important part of our school program. All students will be given the opportunity to participate in enrichment learning activities that are part of classroom extension activities.

Official permission slips signed by the parent and any required fees must be paid by the set deadline. Permission slips and money will not be accepted after the deadline date. Payment will be accepted on-line using a credit card. **Money cannot be accepted in the front office.**

In most cases, reservations must be paid for before the actual date of the field trip; therefore, money may not be refunded.

Students who violate the Code of Student Conduct, act in a disruptive manner or fail to conform to school rules and regulations may be denied the privilege of participating in field trips, social and/or extracurricular activities.

### **HEALTH**

Please inform the school if your student has any health conditions such as: Diabetes, Allergic Reactions, Seizures, or Asthma.

Please inform the school if your child is out sick with a communicable illness (i.e.: rash, meningitis, pink eye, chicken pox, flu, etc.)



## **Clinic**

We hope that all students stay healthy during the entire school year. However, if they do become ill during school hours, our staff is here to help. If a student has a minor cut or bruise, a staff member will take care of them. Parents will be contacted when a student is in need of being picked up due to illness or injury. We are not able to care for students for an extended period of time in our clinic. It is very important that we have the names and phone numbers of other people to call in addition to parents in case of sickness or an accident. This information is placed in our clinic file and must be kept up to date. (The Student Emergency Contact Card is sent home in the first day packet.)

## **Head Lice**

Head lice continues to be a concern nationwide. We encourage parents to be alert to this problem and to check your student regularly. Children should be cautioned not to use each other's combs, brushes, or hats. The school will check the heads of all children from time to time. No child will be permitted to remain in school with any infestation and must be examined by school personnel prior to return to school.

## **Health Screenings**

As outlined in the District's Code of Conduct, routine screenings, such as vision, scoliosis, hearing, height and weight, are done according to state laws for specific grades.

You will receive a letter if you need to follow up with your physician.



## **Immunizations**

Make sure all required immunizations are up to date. If you are not sure, you can check with your physician or the school can inform you of the required immunizations. The Broward County Health Department can assist with locations for immunizations. If you need insurance for your student, request an application for Florida KidCare from the office.

## **Medication**

Students may not bring any medication to school. The term "Medication" includes prescription and over-the-counter medications.

If a student needs to take medication during school hours or while on a field trip, the child's parent needs to submit an *Authorization for Medication/Treatment* form. This form must be filled out by your physician, signed by the physician and signed by the parent/guardian for both prescription and over-the-counter medications. All medication must be labeled and in the original container. The form will give the school proper instructions and permission to give the student the medication required. It is the parent's responsibility to keep medication paperwork up to date. Parents must transport and deliver ALL medications to school staff in the original, labeled container. CHILDREN MAY NOT BE IN POSSESSION OF ANY MEDICATION AT ANY TIME!

If your child is diabetic, a *Diabetic Medication Treatment Authorization* form needs to be completed by your healthcare provider. In addition, a separate *Insulin Pump Medication/Treatment Authorization* form needs to be completed by your healthcare provider for students requiring insulin via a pump.

## **PARENT INVOLVEMENT**

### **General Information**

Parent involvement in school is critical for students' success. We look forward to having you work with us this year. Parents are welcome to come to our school, and we encourage volunteers to assist with special events and to help teachers who request assistance.

All visitors and volunteers will be required to sign in and out on the **Security Tracking And Response (STAR)** database. A driver's license is required for identification and access to the database. More information regarding STAR will be given at the Volunteer Information Meeting held at the beginning of the school year.

### **Parent Teacher Association (P.T.A.)**

The Parent Teacher Association is a group of parents, teachers, and staff who work for the benefit of the school community. The P.T.A. sponsors special family activities, fundraisers, cultural assemblies and events, and coordinates parent volunteers. This organization is open to all parents, and we highly encourage your participation and involvement. The list of officers and committees is available in the office and on our website.

### **Room Parents**

Each year the teachers select room parents to assist with special class activities. An informational meeting will be held early in the school year to go over the responsibilities of the room parents. Please let your child's teacher know of your interest.

### **School Advisory Council (SAC)**

The School Advisory Council is an elected group of school stakeholders, including parents, community members, staff and administrators who review school data and create a plan for school improvement. The State of Florida allocates funding for the goals and objectives.

Each year our goals are focused on academic improvement. A full copy of the School Improvement Plan is available in the office and on the school's website. Please refer to the school's website for meeting dates, agendas and minutes.

### **School Advisory Forum (SAF)**

The School Advisory Forum is comprised of parents and meets periodically to provide a forum for discussion of school and district activities and policies. In addition, the school district has a district level advisory that meets each month. Parents are always



welcome and encouraged to attend both the school and district meetings.

### **Title I Information & Resources**

Title I information can be accessed at <https://www.browardschools.com/Page/35057>

The LEA Parental Involvement Plan is made available for your review on the Title I website at\_\_

[https://www.browardschools.com/cms/lib/F01803656/Centricity/Domain/13545/Parent%20Engagement/LEA\\_PARENT\\_FAMILY%20PLAN\\_18-19.pdf](https://www.browardschools.com/cms/lib/F01803656/Centricity/Domain/13545/Parent%20Engagement/LEA_PARENT_FAMILY%20PLAN_18-19.pdf)

### **Volunteers**

Volunteers are a very important part of our school community. They assist with PTA functions, and in the media center, classrooms, clinic and cafeteria.

Volunteers must submit a new on-line application **each school year**.

- Go to [www.browardschools.com](http://www.browardschools.com).
- Click on "Parents and Families"
- Click on "Get Involved"
- Click on "Volunteer Services"
- Click on "Volunteer Application".
- Complete on-line and submit.

Volunteers are always welcome. The PTA has a volunteer coordinator who assists with coordinating many of the PTA activities and who works closely with the school staff and volunteers.



Volunteering in the classroom must be preapproved by the classroom teacher. Please recognize that unannounced visits cause disruption to the classroom routines and will not be allowed.



Please understand that non-school aged children are not permitted when volunteering at school. Please plan accordingly.

## **SAFETY**

Safety is our NUMBER ONE PRIORITY!

- The school has a full-time School Resource Officer (SRO) from the City of Coral Springs Police Department.
- Adults must report to the office for a volunteer or visitor pass to enter the building.
- Parents must provide a Driver's License or picture ID for entry beyond the front office.
- Teachers will provide the office with a list of planned volunteers and/or parent conferences.
- **Volunteers may only report to the area in which they are expected.**
- The School Board must clear all volunteers through the STAR system.
- Visitor and Volunteer Passes must be visibly worn while on campus.
- After Care pick up will be in the front office.
- Students in clubs will be picked up in front of the school.
- Parents that have a scheduled meeting after regular office hours must enter the building through the front office and check in. After Care personnel will have a list of expected visitors.
- NO ONE will be allowed to enter the building after dismissal for items that have been left behind.
- Parents remain in their cars during arrival and dismissal. Please follow instructions given by staff members to facilitate a safe and smooth transition of students.
- All deliveries and mail are closely monitored.
- Please do not use cell phones in the car line.
- Do not leave children, pets or items in your car unattended.
- Coral Park implements a student

Safety Patrol program. It is expected that students will respect and adhere to the directions given by the student Safety Patrols.

## **Weapons (School Board Policy)**

The School Board of Broward County Policies and the Code of Student Conduct contain specific rules and consequences dealing with weapons. The law pertaining to weapons has been printed below to serve as a reminder to students of the mandatory consequences imposed for violation of these rules.

"Weapons: AT NO TIME is it appropriate for any student to possess or bring a weapon of any kind onto a school campus. Federal and state laws require local school districts to notify parents, through the Code of Student Conduct, that any student who is determined to have brought a firearm, projectile device, electric weapon or device, or flare gun to school, to any school function, or on any school-sponsored transportation will be recommended for expulsion, with or without continuing educational services, from the student's regular school for a period of not less than one full year and referred for criminal prosecution. (Firearm is defined in Federal Law 18 U.S.C. s921)

Possession of a firearm, projectile device, electric weapon or device, or flare gun shall be defined as knowingly, intentionally, deliberately, or inadvertently (without meaning to do it) bringing a firearm on school property, school-sponsored transportation, or to a school-sponsored activity. (Federal Law 18 U.S.C. s921.)

## **STUDENT NEEDS**

### **Clothing and Personal Items**

Personal belongings should be labeled with your child's name. If items are lost, please be sure to check with Lost and Found. Unclaimed items are donated to the needy throughout the year.

Accidents happen! To prevent in contacting you to come to school, please ensure that your child has a change of clothes in their cubby or backpack.

### **Homework**

Homework is necessary for students to help remember what was taught each day and



to prepare for the next day. Students should be able to complete this work on their own. Homework is communicated in the student



planner. Students always have an on-going assignment to read and to practice their math fluency facts daily. Please let your teacher know of any homework concerns.

Please refer to the School Board's Homework Policy for clarification regarding absences from school and making up assignments.

### **Student Responsibilities**

Becoming responsible for things is an important part of learning and growing.

At Coral Park Elementary, we expect all boys and girls to be responsible for the following:

- Wearing the school's unified dress.
- Arriving at school on time.
- Having all personal items labeled with your complete name.
- Caring for all textbooks and library books checked out to you.
- Bringing your lunches or lunch money to school.
- Bringing pencils, books, projects and homework assignments to school on time.
- Taking notices home and giving them to parents.
- Returning field trip permission slips before deadlines.

### **Please review the following study skills with your child:**

#### **Making Time To Study**

By becoming organized, you'll get more done in less time, earn better grades, and have more time to spend with friends. By using a little time each day to review your notes, complete homework assignments, and prepare for the next day of class, you will remember more information and be more prepared for tests. Your Student

Planner will help you use your study time effectively. List all of your homework assignments and check them off when they are completed.

#### **When to study...**

Good organization will help you complete your homework. Plan a block of time each evening at home to complete your assignments. Start by studying the hardest subject first since it will require the most time and energy. Move on to the next hardest subject and so forth. This way, your homework gets easier as you go. Arrange your time in manageable blocks.

Allow more time for subjects that need improvement. During the time you plan to study, avoid the temptation to call your friends, watch television, or do anything except study.

#### **Where to study...**

Find a quiet place to study. This will help you to focus on your homework.

Don't listen to the radio or television. It will only pull your attention away from your studies. Concentrating on homework now will leave you more time to enjoy other things later. Sit in a straight-backed chair. It is easy to get sleepy sitting in a soft chair or lying on your bed. A well-lit area will make it easier to read and keep you alert.

#### **Supplies**

Please refer to the website for suggested supplies. These supplies are suggested and are not mandatory. Rolling backpacks are not permitted for safety reasons.

#### **Student Financial Obligations**

Students are responsible for the books and equipment assigned to them. Please ensure they return library books and technology equipment by the due dates. Financial student obligations will be incurred for items such as lost library books, ID badges, damaged academic textbooks, missing laptop chargers. Financial obligations must be paid for before paying for field trips. Once paid the payment is nonrefundable.

### **TRANSPORTATION**

#### **Bicycle Safety**

Students are permitted to ride their bicycle to school if good bicycle riding habits are

observed. If students do not follow safe bike riding rules, this privilege may be taken away. For the students' safety, as well as the safety of others, follow these rules:

- Ride your bike on the proper path, use hand signals, and always wear a helmet! (It's the Law!)
- Observe all the stop signs on your way to school.
- Walk your bicycle across all intersections, across major streets, and on school grounds.

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Ride alone on your bike because more than one person riding on a standard bicycle is against the law.

- Do not borrow another student's bike without permission.
- Lock your bicycle in a bike compound. This is very important because the school cannot be held responsible for stolen or damaged bikes. Have your parents record the bicycle serial number in case of theft. (See the School Resource Officer).
- **DO NOT RIDE YOUR BIKE ON CAMPUS!!**



### **Bus Rules**

Coral Park Elementary wants you to travel safely between home and school. The following rules are for those students who are eligible for Broward County School Board transportation and apply to all students when they are transported for field trips or out-of-school activities. In order to be safe, it is necessary for you to know and obey the following rules:

- Stay off the road while waiting for the bus.
- Keep hands, feet, and objects to yourself while on or waiting for the bus.
- The bus driver is in full charge of the bus and students.
- Stay seated at all times.

- The driver has the right to assign certain seats to students to keep order on the bus.
- Keep your arms and head inside the window at all times.
- Do not eat or drink while on the bus.
- Animals, glass containers, sharp objects, balls, bats, or other similar objects may not be brought on the bus.
- Use soft or inside voices.
- No use of electronic devices.

These rules are for your safety, and the safety of all the boys and girls who ride the bus. If the rules are not followed, you will be given a referral by the driver that can result in suspension from riding the bus for an extended period of time.

### **Student Drop-Off / Parking Lots**

All students who come from Riverside Drive should use the front (south) parking lot. All students who come east on Westview Drive should use the back (west) parking lot.

**Parents: please do not leave your car unattended while in the car line.** Pull up as the cars move through the line. The bus parking lot is for buses only. Cellular phone use is not permitted in the car lines!

### **Student ID Badges**

Beginning this school year, all students in Broward County Schools are required to wear identification badges. Coral Park will provide your child will receive an ID badge and breakaway lanyard. The ID badge will remain in school. The ID badge will remain in school. If the badge is lost, stolen, or misplaced, a replacement badge will be issued. After three replacements have been issued during the school year, there will be a student financial obligation charge of \$5.00 for each additional badge issued. All staff are also required to wear ID badges, as well.

### **UNIFIED DRESS PROGRAM**

All students are expected to dress in accordance to the Dress Code Policy described in the Broward County Public Schools Code Book for Student Conduct.

In addition, Coral Park Elementary participates in a **mandatory unified dress policy** for all students. You can purchase the plain colored polo shirts colors and types of clothing listed below at places such as Target or Walmart.

Parents who wish to opt out of the uniform policy will have to submit a uniform waiver request within the first ten days of school. The information on the waiver process for school uniforms is located in the Broward County Public Schools Code Book for Student Conduct.

Arrangements are available for those families experiencing hardships in purchasing uniforms. Please contact the school counselor with respect to this need.

The allowable colors for CPE's Dress Code is:

**Shirts Colors:**

- Navy Blue
- White
- Light Blue
- Turquoise
- Yellow

**Shirt Styles:**

- Collared Polo
- Crew-neck cotton t-shirt
- Button-down
- PTA shirt
- CPE shirt

Students shall not wear tank tops or strapless tops.

**Pants/Shorts/Skorts/Jumpers:**

- Navy Blue
- White
- Khaki
- Black

Students may not wear denim, nylon, jersey pants, sweatpants or leggings.

**Shoes:**

Socks and shoes should be worn in accordance with the uniform attire and color scheme. All shoes must be fully closed including the toe and heel areas. Each day students participate in physical education activities. For safety, sneakers are recommended.