



Eagle Point Elementary

Home of the Eagles

STUDENT/PARENT HANDBOOK 2019-2020

100 Indian Trace
Weston, Florida 33326
<http://eaglepoint.browardschools.com>

Phone: 754-323-5500
Facsimile: 754-323-5540

Christine de Zayas, Principal
Kizzy Dailey, Assistant Principal

This handbook belongs to:

Name _____

Address _____

City & State _____

Zip Code _____ Phone _____

Teacher _____ Grade _____

**Eagle Point Elementary
2019 - 2020
Student Information Sheet & School Related Websites**

Student's Name: _____

Teacher: _____ **Room Number:** _____

Student ID: _____

Lunch Number: _____

Numbers/passwords to be used at school/home:

_____ : Username _____ Password _____

_____ : Username _____ Password _____

_____ : Username _____ Password _____

_____ : Username _____ Password _____

_____ : Username _____ Password _____

_____ : Username _____ Password _____

_____ : Username _____ Password _____

Accessing Online Textbooks and Resources from Home:

To access instructional technology tools from home, go to <http://sso.browardschools.com> where you will be taken to the new **Clever** login page. Click on **"Log in With Active Directory"**. You will be taken to the Active Directory login page. The username is the student number. The password should be the student's birthday in the following format "PMM/DD/YYYY". Include "P" and slashes.

GENERAL INFORMATION

School Mascot: American Bald Eagle

School Mission: To empower students to become leaders with a passion for lifelong learning.

School Colors: Green & Gold

School Day: 8:00 a.m. – 2:00 p.m. Pre-Kindergarten through 5th Grade
6:45 a.m. – 7:30 a.m. Before Care
7:30 a.m. – 7:50 a.m. Breakfast
7:50 a.m. – First Bell
8:00 a.m. – School Begins
2:00 p.m. – Dismissal
2:00 p.m. – 6:00 p.m. Aftercare

WELCOME TO EAGLE POINT ELEMENTARY SCHOOL, home of the Eagles. Throughout the year, information about our school and programs will be provided in the school's newsletter, *The Eagle Eye*. *The Eagle Eye* is available through our website, www.BROWARDSCHOOLS1.com/eaglepoint. Once on our school website, go to **"Join Our Email List."**

In addition to the standard curriculum, we also offer many academic activities throughout the year. School spirit continues to be an enthusiastic source of pride. This combination of strong academics, high expectations, educational activities, and school spirit enables us to achieve our educational goals. Your interest and support will also help us attain these goals.

Eagle Point has several active parent groups. School Advisory Council (SAC), School Advisory Forum (SAF), Parent Teacher Association (PTA) and the Eagle Point Elementary Foundation meet regularly throughout the year. All parents are welcome to become active members and volunteers in any of these organizations.

Should you have any questions throughout the year, please contact the school office at 754-323-5500. Office hours are 7:30 a.m. to 3:00 p.m.

OUR SCHOOL PHILOSOPHY

Eagle Point Elementary School Administration, Teachers and Staff continually work toward our vision, **"To empower students to become LEADERS with a passion for lifelong learning."** Our program has been designed to provide the best educational and leadership experiences for each child to develop the skills necessary to become a well-

rounded, responsible leader, capable of making the decisions needed in a demanding and ever-changing society.

We believe that each child is a complete individual with unique physical, emotional and intellectual development. In order to meet the needs of each student, we must learn all we can about their interests, capabilities, home environment, extracurricular involvement and academic achievements.

THE SCHOOL BOARD OF BROWARD COUNTY'S MISSION STATEMENT AND GOALS

We, the School Board of Broward County, Florida, are committed to ensure that all students receive a quality education, within a safe and secure learning environment.

GOALS:

All students will achieve at their highest potential.

All schools will have equitable resources.

All operations of the school system will align with student achievement and needs.

All stakeholders will work together to build a better school system.

AFTERCARE PROGRAM

To ensure student safety and security after school hours, Aftercare is available from 2:00 p.m. until 6:00 p.m. Aftercare students participate in outdoor sports and activities, arts and crafts, homework assistance and indoor games. Registration information is available on our school's website. Aftercare fees are paid in advance every 18 school days. Payments can be made online at <https://estore.browardschools.com> or in person. Applications for ***Aftercare Partial Fee Waivers*** are available on the Aftercare webpage or at the Aftercare desk.

Payment due dates are as follows:

| Period: | Last Day to Pay: |
|----------------|----------------------------|
| 1 | Tuesday, August 13, 2019 |
| 2 | Monday, September 09, 2019 |
| 3 | Friday, October, 04, 2019 |
| 4 | Friday, November 01, 2019 |
| 5 | Tuesday, December 03, 2019 |
| 6 | Monday, January 13, 2020 |
| 7 | Friday, February 07, 2020 |
| 8 | Thursday, March 05, 2020 |
| 9 | Thursday, April 09, 2020 |
| 10 | Wednesday, May 06, 2020 |

ARRIVAL

The school day begins at 8:00 a.m. and ends at 2:00 p.m. Students are admitted into the building at 7:30 a.m. Students entering after 8:00 a.m. are considered tardy and must obtain a tardy pass from the front office prior to being admitted to class.

Staff members provide student supervision starting at 7:30a.m. and for ten minutes after student dismissal each day. Students must arrive at school between 7:30 a.m. and 8:00 a.m. Students may not arrive at school prior to 7:30 a.m., as there is no adult supervision prior to that time.

Parents are not permitted into the classrooms before school begins unless there is a scheduled parent conference. Teachers are not available for parent/teacher conferences before 7:30 a.m. unless previously arranged.

- All students eating breakfast will proceed directly to the cafeteria at 7:30 a.m.
- The students will line up outside of their building or classroom. Staff members will monitor students until they enter the classrooms at 7:50 a.m. when the first bell rings.
- All gates around the building are locked each morning at 8:00 a.m. Students arriving after 8:00 a.m. must go to the office to obtain a tardy pass.

ATTENDANCE

Regular school attendance is important to all students' academic success. No amount of make-up work can substitute for live instruction and interaction provided during the school day. According to School Board Policy #5.5, all students enrolled in grades K-12 must be in regular attendance in accordance with Florida Statutes, State and School Board rules and regulations. However, school is not a good place for children when they are ill. When children are ill, they should remain at home until fully recuperated.

Attendance procedures are explained thoroughly in *The Code Book for Student Conduct*. *The Code Book for Student Conduct* can also be accessed online at <https://www.browardschools.com/codeofconduct>. This document will be also be sent home during the first week of school and should be kept as a reference. It states that, "Parents must report the absence the day before, the day of, or within two school days following the absence or the absence will be considered unexcused."

Absences must be reported by telephone or written note. You may call the school at **754-323-5502** to report an absence. The report must come from a parent or guardian. School staff members also have the right to ask for a written medical note if a student has excessive absences.

Eagle Point Elementary will participate in the Broward Truancy Intervention Program (BTIP). Broward County Schools and the State Attorney's Office continue to implement the BTIP. The intent of the program is to prevent truancy (unexcused absences). Your child's attendance will be monitored daily and unexcused absences will be reported to you. Should your child have a series of unexcused absences, the State Attorney's Office will issue a subpoena for your child's records. These records may be used in court against you. The State Attorney's Office may take appropriate action up to and including criminal prosecution of the parent/guardian of the truant child.

TARDY PROCEDURES

Being on time for school is a valuable part of a child's learning experience. **Students arriving after 8:00 a.m. are tardy and must enter the office with a parent for a tardy pass before being admitted to class.** Parents are requested to sign the tardy log in the office for those children arriving after 8:10 a.m. Continual tardiness will be referred to the school's Social Worker.

Arriving late to class is disruptive to the learning environment and can affect a child's success in school. ***The Code Book for Student Conduct*** states that schools will provide appropriate interventions and consequences for elementary students who have four or more unexcused incidents of tardiness.

WITHDRAWALS/TRANSFERS

When a child transfers from Eagle Point Elementary to another school, parents should advise the teacher of this transfer.

Kindly notify the office a week in advance so that a transfer record may be prepared for the new school.

All textbooks, technology and library books must be returned to school prior to withdrawal and any outstanding fees must be paid (cafeteria, media, etc.).

BEFORE CARE PROGRAM

Before care is available for an additional fee from 7a.m. – 7:30a.m. Payments are made per the aftercare periods.

BREAKFAST PROGRAM

Breakfast will be provided at no charge during the 2019–2020 school year.

All students will be issued a cafeteria number at the beginning of the school year. Students will be given a photo ID card to scan for all cafeteria purchases. Please make sure your child has money in his/her account. Funds can be added in person or by visiting **www.myschoolbucks.com**.

BUS TRANSPORTATION

Bus transportation is available to students who live two or more miles from the school. Students must ride only the bus to which they have been assigned and may not ride another bus. Non-bus riders may not ride home with friends who are bus riders. Drivers are always expected to have a current roster of students riding their buses. Daily transportation attendance will be taken to ensure that all bus riders are riding their assigned bus.

Transportation schedules traditionally fluctuate during the first few weeks of school, as additional bus stops are created, and others adjusted to accommodate new students. The pick-up and drop-off times provided on the bus schedule might not be exact as a result of these adjustments. When the school is informed of any changes, we will share them with the affected students immediately. Should you have questions about transportation, we ask that parents first call the school office at 754-323-5500 for information.

For the safety of all children, students must adhere to all rules as stated in *The Code Book for Student Conduct*. Students are responsible for their behavior while riding the bus, just as they are while in their classroom. Continuous misbehavior may be documented on the Discipline Matrix System and can result in a bus referral.

CHARACTER EDUCATION/LEADER IN ME- 7 Habits of Happy Kids

Each month one student per classroom will be selected as the *“Leader of the Month”*.

| | | |
|-----------|---|---|
| September | - | Be Proactive |
| October | - | Begin With the End in Mind |
| November | - | Put First Things First |
| December | - | None |
| January | - | Think Win Win |
| February | - | Seek First To Understand, then to be Understood |
| March | - | Synergize |
| April | - | Sharpen the Saw |

COMMUNICATIONS TO PARENTS

Teachers and parents have the same objective, the child’s welfare. If you have a concern, which relates directly to the classroom, your first step is to contact the teacher to schedule a conference. If concerns still exist after conferencing with the teacher, please contact the office for an appointment with the Guidance Counselor.

Please do not go to the classroom during the school day to discuss concerns with the teacher. The children and the teacher need this time to work together.

CONFERENCES

Conferences are an important part of reporting pupil progress to parents and can be of great help in furthering home/school communication. Conferences may be initiated at any time during the school year by parents or by the school staff. Eagle Point encourages parents to become actively involved in their child's education and to maintain regular communication with the classroom teacher. If you would like a conference with your child's teacher, please call the school office or send the teacher a note. The teacher will arrange a conference time.

A minimum of two conferences will be held during the school year. You will be notified in advance of a request for a conference. If it is impossible for you to attend at the time requested, please contact the teacher for an alternate appointment. Conferences in person or by telephone are valuable and welcomed.

DISCIPLINE

Eagle Point is proud of our well-behaved students. Our staff recognizes good behavior and stresses the value of self-control and the importance of kindness to others. Our staff strives to provide all students with an opportunity to acquire an education in a safe and secure environment. **Students do not have the right to interfere with others' opportunity to learn by showing poor manners or lack of consideration for others.**

Your interest and cooperation will enable us to provide a consistent discipline program. Together, we can make Eagle Point Elementary School a safe and pleasant place to learn.

During the first week of school your child will bring home ***The Code Book for Student Conduct***. Please read and discuss this book with your child. Take special note of the consequences outlined regarding attendance, behavior and weapons. It is essential that parents sign the Parent/Student Acknowledgment Form, the Media Release Form, and the Student Network Responsibility Agreement. These signed forms must be returned to your child's teacher.

School rules apply on the school grounds, school buses, bus stops and at any event where our school is represented, regardless of location.

Anti-Bullying Policy

The School Board of Broward County has approved the first school district Anti-Bullying Policy in Florida. The District's Anti-Bullying Policy specifically prohibits bullying of or by any District student or employee, with consequences for those acts that meet the definition of bullying as defined in the policy:

"Bullying" means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees.

The policy sets forth guidelines for the identification and reporting of bullying – as the overall goal of the initiative is the protection of students and their increased feelings of safety and belonging. The policy requires teachers and staff to utilize a variety of prevention and intervention activities. These activities include tools as well as resources that create environments of safety and respect, in addition to expectations of appropriate behavior.

BACK TO SCHOOL FORMS

Parents/Guardians can now fill out your child's back-to-school forms, online. The forms are easy to complete, and all data is protected and secure. For families with multiple children attending Broward County Public Schools, some information will only need to be entered once. You must complete these forms no later than the third day of enrollment. If you are not able to complete the online forms in one session, you can resume where you left off at another time. It is recommended that you set aside approximately 20 minutes for this process. You will need your child's student identification number to complete the forms. Once you complete and submit the forms, you will receive an email confirmation. Print and return the confirmation to your child's school. Forms can be accessed by visiting:

<http://www.browardschools.com/backtoschool-onlineforms>

DISMISSAL

School hours are 8:00 a.m. – 2:00 p.m. Parents must make prior arrangements for their child to be picked up from school each day at 2:00 p.m. A list of local aftercare providers is available in the front office if needed.

Parent drop-off and pick-up is located on the west side of the school. Please do not put your child in an uncomfortable position with school personnel by asking your child to meet you in an area other than the west side of the building. **Children will not be permitted to walk to parked cars in the school parking lot.** Due to the volume of cars during arrival and dismissal, families are encouraged to carpool. This will also assist in reducing congestion on school grounds as teachers dismiss their students.

Students and parents are always requested to use the sidewalks. Children may not walk across the bus lanes located on the west side of the building.

All students will be dismissed according to parent directions only. **If your child's dismissal procedure changes, you must notify the teacher in writing.** Please do not tell your child of a change in dismissal without also notifying the teacher in writing. We dismiss students only according to your written directions.

EARLY DISMISSAL

Any student who must leave before the end of the school day must be signed out in the office by a parent or other authorized adult listed on the Emergency Dismissal form before 1:30 PM. No child is to be released from the classroom without notification from

the office.

In accordance with *The Code Book for Student Conduct*, “no student shall be released within the final 30 minutes of the school day unless the principal/designee determines that it is an emergency.”

EARLY RELEASE DAYS

Students are released from school at 12:00 p.m., (two hours early) six days during the year as listed on the school calendar. These early dismissal days provide time for essential staff training to promote school improvement and academic achievement

Please make prior arrangements in advance for your child’s transportation and/or supervision when your child is dismissed at 12:00 p.m. on these days. Lunch will be served to students prior to dismissal on Early Release days.

Early Release Days this school year are on the following days:

| | |
|-------------------------------------|-----------------------------------|
| Thursday, October 17 th | Friday, December 20 th |
| Thursday, February 20 th | Thursday, March 19 th |
| Thursday, April 9 th | Tuesday, June 2 nd |

EMERGENCY DISMISSAL

The closing of school due to emergencies is left to the discretion of the Superintendent. Please discuss with your child the instructions you have given the school as to where they are to go if there is an emergency dismissal.

EMERGENCY INFORMATION

During the first week of school, an Emergency Information Form is sent home to parents. It is essential that this form be filled out completely, with current phone numbers and must include emergency contact telephone numbers. **Please notify the school in the event of any changes in the emergency information provided.** It is imperative that the school be able to contact parents in the event of sudden illness or accident.

EVACUATION/FIRE DRILLS

During the first week of school, we will teach students the correct procedures for safely exiting the building in an emergency and conduct our first fire drill. Monthly drills are scheduled throughout the school year. Students are required to follow the teacher’s directions and to become familiar with the emergency exit procedures posted in the classrooms. Students are expected to walk silently during evacuation drills for the safety of all children. In addition to monthly fire and code red drills, we will have two tornado drills and one emergency evacuation drill. (Parents will be given more information regarding the evacuation drill.)

FIELD TRIPS

Throughout the year, teachers arrange field trips as an extension of the school's curriculum. Field trips are an enjoyable and memorable part of the school year; however, specific procedures must be followed with regard to field trips. Written parent permission must be obtained on an Authorization for Trip form. This form must be on file in the principal's office prior to departure from school for the field trip. It is the responsibility of the student to see that the form is properly signed by the parent/guardian and returned to the teacher. Children who do not have signed permission forms will remain at school and follow the regular class routine.

Field trips are a privilege, not a right. This privilege can be denied for recurring inappropriate behavior. We anticipate your support of this essential requirement for a safe and rewarding field trip experience for all our children.

FOOD FOR SPECIAL EVENTS

Broward County Public Health Department rules state that, "Food prepared in a private home shall not be used or offered for sale to the public within a food service establishment." The definition of a food service establishment includes schools. For this reason, food prepared in private homes cannot be served to our students. For parties and special activities, the food provided must be commercially prepared. Items from bakeries and restaurants are acceptable. Food may also be prepared in classrooms following healthy and sanitary practices, under adult supervision.

(Birthdays)

Parents may bring commercially prepared cupcakes, doughnuts, or cookies to the cafeteria during the last 15 minutes of lunch to celebrate their child's birthday. Please note that cakes, balloons, tablecloths and candles are not permitted. Please do not photograph any students other than your child. **Please do not bring other siblings or extended family to the school.**

HEALTH

If a child becomes ill at school, the parent will be notified so arrangements may be made for pick-up of the child. We ask that you have on file three local telephone numbers so that we may contact you, a relative, or other responsible adult.

Florida Statutes require Broward County Schools to conduct vision and hearing screenings. These screenings are done at different grade levels throughout the school year. In addition, height and weight screenings are completed for students in kindergarten, first, second, and third grade. If you do not want your child to participate in any of these screenings, please notify Eagle Point Elementary School in writing, at least one day prior to the screenings.

Students without a completed Certificate of Immunization indicating compliance with the current required schedule of immunizations will not be permitted to attend classes until this document is provided or a waiver is obtained. Students who receive the first shot in a series of immunizations, but who are late obtaining subsequent shots, will be given a three-day grace period after which the student will be excluded from school and resulting absences will be considered unexcused. No grace period may be extended.

Students having or suspected of having a communicable disease or infestation, which can be transmitted, are to be excluded from school and are not allowed to return to school until they no longer present a health hazard. In specific cases, a doctor's note may be required prior to a student returning to school. Examples of communicable diseases and infestations include, but are not limited to fleas, head lice, ringworm, impetigo, and scabies. Students are allowed a maximum of five days excused absence for an infestation of head lice. Students absent from school as a result of head lice beyond five school days will be marked unexcused.

HOMEWORK & MAKE-UP WORK

All students are expected to make up class work missed during an absence. The student has two days to make up the work for each day absent, not including the day of return. However, previously assigned work is due the day of return.

It is the school's policy that the make-up work will be provided upon **the student's return to school**. In the event a student is ill for one week or more, that week's make-up work will be available in the office by Friday, at 2:15 p.m.

In the event a student takes a "voluntary absence (parents are requested to schedule family vacations when school is not in session), make-up work will be provided upon the student's return to school. Parents are asked to complete a Permitted Absence Form prior to children taking a voluntary absence.

HONOR ROLL CRITERIA

Eagle Point Elementary has two different Honor Roll Awards for recognizing academic achievement, Principal Honor Roll and A/B Honor Roll.

Principal Honor Roll Criteria:

All A's in academics and 1's & 2's in social growth and study skills

A/B Honor Roll Criteria:

A's and B's in academics and 1's & 2's in social growth and study skills.

Eagle Award:

One student per class who has shown improvement and/or puts forth maximum effort.

HOSPITAL/HOMEBOUND PROGRAM

If your child becomes ill or is injured during the school year and your physician feels that he/she will expect to miss 15 or more consecutive school days, your child may be eligible for hospital or homebound instruction in the Hospital/Homebound Program.

Applications may be picked up from our Guidance Counselor, or you may call the Hospital/Homebound office at 754-321-0000.

ID REPLACEMENT

In our efforts to ensure continuous safety and security, we will continue to require all students to wear identification (ID) badges while on campus. ID badges will be issued to all students free of charge. If a student loses their ID badge, a replacement ID badge will be provided up to three times free of charge. After the third lost badge, students will pay a \$5.00 fee to reprint and reissue an ID badge.

INDEPENDENCE DAY

In order to assist your child in locating his/her room, we allow parents to walk their children to class the first few days of school. We have established *“Independence Day”* at Eagle Point. Independence Day will be celebrated on **Friday, August 16, 2019**. Effective August 16, 2019, parents are asked to say their good-byes at the front gates and/or exterior building door, allowing students to walk by themselves to their classrooms.

Teaching children independence will foster positive self-esteem. This will allow teachers to begin instruction promptly at 8:00 a.m. Staff members and student patrols will be available during arrival to assist students as needed.

Keep in mind that children get their cues from their parents. Let your children know they are going to have a wonderful experience and you will see them at the end of the day.

INTERIM REPORTS

Interim reports may be provided by the teacher to inform parents of their child’s specific strengths or weaknesses. Please refer to the school calendar for interim report dates.

LOST AND FOUND

Items misplaced or lost are kept in the office. If children have lost an item, please check at the front office. Unclaimed items are donated on a monthly basis.

LUNCH PROGRAM

The cafeteria is provided as a service to children who prefer a hot lunch, or sandwich. This is maintained and supervised by the Broward County Food and Nutrition Services Department.

Student lunches, which include milk, are available for \$2.00. Adult lunches are available for \$2.75. Children may bring a bag lunch and purchase milk at 50¢ per day.

You may also pay for your child's lunch online at <https://www.myschoolbucks.com/>

Reduced price lunches are 40¢ per day. Children who received free lunch last school year will be given free lunch for the first ten school days. Parents must complete a Free/Reduced Price Meal Application each year. The meal application is sent home the first week of school and is also available online at www.broward.k12.fl.us/foodservice. If there is a change in your financial status during the school year, please stop by the office to obtain a new lunch application form. The USDA has issued a statement which reads as follows:

“This information is being given in connection with the receipt of Federal funds; that school officials may require verification of my household income at anytime during the year; and that deliberate misrepresentation may subject me to prosecution under applicable State and Federal statutes.”

If you participate in the Reduced-Price Meal Program, you must pay for these meals in advance. No money for reduced price meals will be accepted in the serving line.

Due to the large increase in our student population, and the safety of our students in the cafeteria, Eagle Point Elementary is no longer able to accommodate parents during lunch.

Students who have no lunch or lunch money may charge their lunch one time. After that, they will be provided with a cheese sandwich and juice for that day.

MEDICATION

Our school carefully follows all procedures established by our school district regarding administration of medication to students. Only the Principal or designee in accordance with a completed Authorization for Medication Form shall administer prescribed medication. This form must be completed for over-the-counter medications as well. The form may be obtained from the school office.

The information required on this form includes a written treatment plan signed by a licensed physician and the parent for each medication. The written treatment plan shall include possible side effects, purposes of medication, and special instructions regarding the medication. All medication authorizations shall not exceed 12 months.

All medications shall be in the original container and shall be properly labeled with name of student, name of drug, directions concerning dosage, time of day to be taken, name of the prescribing physician, and date of prescription.

An adult must deliver all medication to and from school. No elementary student shall transport medications, including cough drops or aspirin, to school. This procedure is for the safety of all our children.

Parent Link (Phone Link)

The Principal will send out a Monday Message every week on Mondays. This phone link is sent to the primary telephone number on your child's registration form. A written script of the phone message is also sent to the email listed on the registration form. If you are not receiving these communications, please call the front office to verify the telephone and email address we have on file. This weekly message will keep you apprised of events and news for the week.

PARENT-TEACHER ASSOCIATION, SCHOOL ADVISORY FORUM, SCHOOL ADVISORY COUNCIL & FOUNDATION

At Eagle Point Elementary School, we have an active Parent-Teacher Association (PTA), School Advisory Forum (SAF), School Advisory Council (SAC) and Foundation.

Eagle Point's Parent Teacher Association is a volunteer organization made up of parents, teachers, and others who have a special interest in children, families and schools. PTA strives to bring a closer relationship between the home and school by organizing activities and fundraisers to promote the school and its programs. Please visit the PTA's website at: www.epe.my-pta.org

PTA programs include:

- Accelerated Reader
- Book Fair
- Box Tops
- Career Day
- Eagle Strut
- Garden Club
- Hospitality
- Jr. Achievement
- LOGO
- Media Center
- Meet the Masters
- Reflections
- Welcoming Committee

The School Advisory Forum (SAF) is the communication link between the school and community, which focuses on the parent/community concerns, assists in the planning of parent/community programs and training activities, as well as the coordination of the use of community resources to improve student achievement. Our SAF committee may address such issues as policy review, Student Code of Conduct, boundaries, budget, etc.

The School Advisory Council (SAC) focuses on the development and monitoring of

academic goals/activities within the School Improvement Plan. The committee is comprised of stakeholders (parents, community members, business partners and teachers) who exchange information during monthly meetings.

Foundation is a parent group of volunteers that support the school through various family fundraising events throughout the school year. If interested, please contact Foundation at epe@eaglepointfoundation.com.

PERSONAL PROPERTY

Valuable possessions should not be brought to school as accidents can happen and items may be lost. Generally, children should not bring more money than is required for purchasing food from the cafeteria. On occasion, items may be sold at school. Procedures for purchase will be shared at the time of the sale. **Eagle Point Elementary is not responsible for lost or stolen property.**

Textbooks and library books checked out to children become their responsibility. The school will request payment for lost or damaged books.

PUPIL PLACEMENT

Children are heterogeneously grouped at each grade level. Classroom placement is facilitated with a focus on individual student needs; therefore, it is not feasible to consider individual teacher requests.

RAINY DAY DISMISSAL

Sufficient telephones are not available for all students to call parents on rainy days. An understanding needs to be arranged between parents and students in advance regarding procedures to follow at dismissal on rainy days.

REPORT CARDS

Eagle Point Elementary School utilizes the Broward County Report Card for kindergarten through fifth grade students. Progress Reports are issued each nine weeks of school and cover a period of approximately 45 school days. A student must be in attendance in a Broward County school 25 days within the marking period in order to receive a report card.

Report Cards (Grades Kindergarten, One and Two)

The following symbols are used to describe the evidence of standards mastery:

- "1" Has mastered skill(s)
- "2" Is learning skill(s)
- "3" Area of Concern
- "X" Not Evaluated
- "N/A" Not Applicable

Report Cards (Grades Three through Five)

In reporting student performance in grades three through five, the symbols “A”, “B”, “C”, “D”, and “F” are used in the areas of reading, writing, mathematics, science, social studies, and health, which represent the following numerical grades. Other areas utilize the numerical indicators “1”, “2”, “3”, and “N/A”.

| | | |
|-----|------------------------|---------------|
| “A” | Superior Progress | 90 – 100 |
| “B” | Above Average Progress | 80 – 89 |
| “C” | Average Progress | 70 – 79 |
| “D” | Below Average Progress | 60 – 69 |
| “F” | Failure | 59 – or below |

You are asked to discuss each progress report with your child. The parent or legal guardian must sign the appropriate section on the envelope and return it to the school.

SAFETY

Student Safety Patrols are on duty on the school grounds before and after school to encourage safety on the campus. Student Safety Patrols perform an important service to the school and deserve recognition and respect from students and adults.

Children coming to and from school must cross at street corners or where there are school crossing guards. Children riding bicycles must get off their bicycles and walk them across the street. Please review the following bicycle safety rules with your child:

- Florida law requires the wearing of a bicycle helmet.
- Walk bicycles across all intersections and on school grounds.
- Park and securely lock bicycles in the designated bicycle area.

Please do all you can to encourage your child to develop good safety habits!

SCHOOL ATTIRE

Eagle Point Elementary has a unified dress code.

Students may wear crew neck or collared “polo” type solid shirts in navy, green, yellow/gold, white and red. The color of the collar must match the body of the shirt. Bottoms may be tan, navy, or black. Girls may wear pants, shorts, skorts, or Capri type pants. Boys may wear shorts or pants.

No spandex, Lycra leggings, nylon sports pants, athletic wear, sweatpants, or denim jeans are permitted.

Eagle Point spirit t-shirts sold by the PTA may be worn on Fridays.

SCOOTERS AND SKATEBOARDS

In accordance with *The Code Book for Student Conduct* skates (including shoes that convert into skates), scooters and skateboards are not permitted on school grounds.

TELEPHONES

Children will be permitted to use the phone only for EXTREME emergencies. Parents can assist in addressing this situation by planning ahead with children. Changes in after school plans, rainy weather, etc., need to be addressed prior to the time a student departs from home each morning.

THINGS TO LEAVE AT HOME

- Pets and other live animals must remain at home
- Toys
- All items listed in *The Code Book for Student Conduct*

VISITORS

For the safety of our students and staff members, adult visitors such as parents and community members are welcome in our school, but are required to sign in through the office prior to entering classrooms, cafeteria, playground, etc. A driver's license or picture ID is required! Admittance cannot be granted without proper ID. All visitors must wear the visitor badge while on school grounds. NO EXCEPTIONS WILL BE MADE. PLEASE do not put staff members in an uncomfortable position by not signing in with the office first. Teachers are asked to please have you return to the office for a visitor's badge before allowing you into the classroom. Remember, the safety of your child is our top priority.

VOLUNTEERS

Volunteers are always welcome in our school. Please notify your child's teacher, a PTA representative, or the office if you wish to volunteer your services at our school. We would love to have you assist in the classroom, media center, clinic, or during special events or field trips.

Adults wishing to volunteer in the school must complete the district Volunteer Application form each year. Instructions on how to register online with Broward County Schools will be sent home the first week of school. You may register online at www.getinvolvedineducation.com to be cleared so that you may volunteer and chaperone/assist on field trips. Returning volunteers must complete the online application **EACH YEAR**. All volunteers are required to wear their volunteer identification badge while on campus.

To maintain the instructional focus for our students and teachers, parents may not enter classrooms during the school day unless prior volunteer arrangements have been made with the teacher and your online volunteer application has been approved.

Volunteers are expected to sign in and record their hours worked. By doing this, the school can record their participation and accumulate hours toward the Golden School Award which recognizes schools with exemplary volunteer participation.

Parent chaperones must have an approved Volunteer Application Form on file PRIOR to chaperoning a field trip. All volunteers who wish to chaperone a field trip, in accordance with the Jessica Lunsford Act, must have a Level 1 clearance through the School Board. Once a volunteer application is submitted, approval can take up to 2 weeks. No exceptions will be made.

Parents are reminded not to bring young children to Eagle Point while volunteering at the school. Throughout the school year, there will be opportunities for family members to attend school functions.

WEBSITES

Eagle Point Elementary has an outstanding website that is full of information including importing links, our monthly school newsletter and lunch menu. (You may sign-up on our website to be notified when our newsletter has been updated.)

Please visit us at <http://eaglepoint.browardschools.com>

The School Board of Broward County has created a website to provide up-to-date information on various school topics. Some of the topics include the 2019-2020 school calendar, the Character Education Program, employment opportunities, information on volunteering, and Security Hotline information: <http://www.browardschools.com>



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The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

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