



Palmview Elementary School

BELIEVE, ACHIEVE, SUCCEED

<http://www.browardk12.fl.us/palmviewelem>

Main Office (754) 322-7600

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Vision Statement

Palmview Elementary School's vision is to provide a quality education through high academic standards in a safe and orderly environment.

Mission Statement

We at Palmview Elementary Environmental Science Magnet School are dedicated to providing a meaningful, quality education where each individual student will achieve his or her full potential. As positive role models, we will provide a safe, respectful and nurturing environment. We will create increasingly higher expectations, teach academic skills and model socially responsible behavior so that our students will develop and succeed.

Beliefs

1. Student Achievement is our Primary Purpose
2. Education is a Shared Responsibility — achievement requires the commitment and participation of staff, students, family and community.
3. High Expectations Yield High Results
4. All Students Can Learn and Succeed
5. Learning is a Life-Long Process
6. All Students Have Unique Skills and Talents
7. High Self-Esteem Enhances Success — people develop best through sincere praise and validation.
8. School Climate Contributes to Achievement — learning occurs best in a safe, orderly, caring and positive learning environment of mutual respect and trust
9. Cooperation is Essential — learning experiences must encourage and teach skills which develop a cooperative attitude.

Student's Promise

I am a Palmview Elementary School Panda.
I commit myself to learning.
I will learn everything I can.
I will listen, ask questions and share what I know with others.
I am special, and I have many talents.
I have pride in myself and respect for others.
I can become anything I wish to become.
I take delight in education.
I believe, I will achieve, and succeed this day.

ATTENDANCE

The most important part of your child's day is at the beginning of school. Important information about schedules and activities are discussed at that time. When your child misses this information he/she is at a disadvantage for the rest of the day. To avoid this, many teachers stop the class to allow the tardy child to catch up. Since this creates a problem for the children who were on time, but now have to wait for instructions, we urge you to help your child get to school on time.

While your child is in elementary school, he is developing lifelong habits. Being responsible is a habit that will serve him/her well for all his/her life. Let's help your child get the habit of being on time.

All absences must be reported by telephone within 48 hours, the attendance line telephone number is 754 322-7602

Your child's teacher will inform you if your child comes to school late. In cases of habitual tardiness, a referral will be made to administration to help correct the problem.

ARRIVAL AND DISMISSAL PROCEDURES

SCHOOL HOURS – 7:50 a.m. – 1:50 p.m.

STUDENT ARRIVAL

Breakfast served between 7:00 and 7:40 a.m.

Classrooms open	7:45 a.m.
Classes begin	7:50 a.m.
Student dismissal	1:50 p.m.

No student is allowed on campus before 7:00 a.m. because Supervision is not available. When students enter on the campus at 7:00 a.m., they must report to the cafeteria and remain there until they are escorted to class at 7:20 a.m. After being escorted from the cafeteria must sit in the hallway by their classroom doorway. **NO** student should be near the portables, behind the school or wandering around the campus at anytime in the morning. Any student who arrives after 7:50 a.m. is to report to the office.

Students will be dismissed at 1:50 p.m. Parents should instruct their children as to who will be picking them up. Supervision is not available after 1:50 p.m. Car riders are dismissed to North parking lot. Daycare riders go to South parking lot. Walkers are dismissed to the front of the school. Make sure your child understand where they is should meet you at dismissal. **Students will not be allowed to pick up brothers and sisters from other classes.**

No one is to be picked up or dropped-off in front of the school (east parking lot), or in the south parking lot.

STUDENT DISMISSAL

All walkers and bicycle riders are to walk off the school grounds and follow a safe route home as designated by their parents. Students with bicycles must wear a helmet and should lock their bicycles.

EARLY DISMISSAL OF INDIVIDUAL STUDENTS

Early dismissal from school is permissible for circumstances determined as an **emergency** by parents, such as a doctor's appointment that could not be scheduled at another time. **Your child will be released ONLY to those persons designated by the parent on the registration form.** Adults picking up children will be required to provide identification. Students **will not** be allowed to leave during the last thirty (30) minutes of the day (1:20 – 1:50 p.m.) for early dismissal. **Please Note: The latest you can sign out your student is 1:20 pm.**

RAINY DAY DISMISSAL

Please discuss in advance the procedure you would like your child to follow on rainy days. It is impossible for each child to phone home for directions on rainy days; therefore, students will **not** obtain permission to call home. **All bus riders** will be released/and or escorted at the regular dismissal time to the designated areas. **All walkers** will remain in the classroom with their teachers until the front office makes a "release students" announcement. **All car riders** will wait inside building 2 (by the north parking lot). Parents are instructed to follow the car loop, exit their vehicles, and go to the designated door in the building to pick up their children.

CAFETERIA PROCEDURES

During breakfast or lunch, children are expected to display proper eating habits and good manners at all times.

Please review the following cafeteria rules with your child:

1. Enter and leave the cafeteria orderly and quietly
2. Stay in your seat
3. Raise your hand if you need assistance
4. Talk with a very soft tone of voice only to other children at your table
5. Clean up your area and throw out all of your garbage
6. No restroom use during lunch time unless an emergency

In addition, there is **no candy, large bags of chips or soda** allowed in school.

CHANGE OF ADDRESS OR TELEPHONE NUMBER

It is extremely important that school personnel be able to contact parents. If your address and/or telephone number is changed at any time during the year, please notify the office or your child's teacher. If you change your place of employment, please notify the

school. Please make sure that the school has an emergency number at which you can be reached should there be a need. This can be a relative or neighbor's telephone number.

CONFERENCES

Broward County School policy mandates parents to have a minimum of two conferences with their child's teacher each year. Your child teacher will schedule your conferences and inform of you of the date and time. **Please make sure you have proper identification when you come in for your conference.**

DRESS AND PERSONAL GROOMING

Parents should review the guidelines governing student dress in the Broward County Code of Student Conduct online. You may view the Code of Student Conduct under School Board Policies on the District website (www.browardschools.com). You may also view the Code of Student Conduct video on BECON television and the District website.

FIELD TRIPS

Education is a continuing process and school sponsored field trips help to extend and make subject matter more meaningful. Your *written* permission is **required** before any student is permitted to take part in any field trip. We welcome and encourage volunteer parent chaperones.

Students who do not comply with daily school and class rules may be excluded from attendance on field trips. Please discuss this matter with your child.

HEALTH AND SAFETY

If your child will be absent for an extended period of time (more than 15 consecutive school days) due to illness or incapacitation, homebound instruction is available. Please contact the school as soon as possible if such a situation occurs.

If a child becomes ill or has an accident at school, an attempt will be made to contact the parents immediately. It is **MOST IMPORTANT** that the school has a number where parents can be reached in case of an emergency.

If a child has a physical disability, please inform the school immediately. The safety of each student is our primary concern. The school's safety program is designed to provide continuous instruction in safety practices needed to assure a safe environment to and from school as well as in the community and at home.

Students who walk to school should be encouraged to walk with a buddy or sisters and brothers. It is not a good idea to walk alone.

COMMUNICABLE DISEASES/INFESTATIONS

The School Board policy states that students infected with any communicable disease or infestation or suspected of being infected with a communicable disease or infestation shall not be permitted to attend school. This policy includes outbreaks of pediculosis, impetigo, scabies or ringworm.

Students who have a communicable disease or infestation shall be excluded from school according to the rules of this policy until shown by examination to be free of infection or infestation. A complete explanation of the rules can be found in the policy handbook located in the administration office.

MEDICATION POLICY

The School Board of Broward County, Florida will authorize the administering and/or dispensing of medicine. A complete explanation of the rules can be found in the Policy Handbook located in the administration office.

The School Board of Broward County is required to conduct a health screening program. In Elementary School we will be conducting the following health screening programs:

- Vision (Grades K, 1 and 3)
- Hearing, which may also include middle ear function and visual (otoscopic) inspection of the ear canals (Grades K and 1)
- Height/Weight (Grades 1 and 3)

If you *do not* want your child to participate in this program, please notify the school in **writing**.

HOMEWORK

Homework is not limited to drill assignments involving paper and pencil. It is assigned to students when and where appropriate to enhance the curriculum and to provide for improvement of skills. Each classroom teacher will make parents aware of their own homework expectations. All students are expected to read a minimum of 20 minutes each night.

INSURANCE

Student Accident Insurance will be made available to all students. These insurance forms will be sent home with each child at the beginning of the school year. Coverage, rates, benefits, etc. are explained on the form. A premium envelope is attached to the form and money should be sent directly to the company (**NOT TO THE SCHOOL**).

PARENT ORGANIZATIONS & OPPORTUNITIES

Parents are encouraged to participate in the parent organizations of this school. They are the School Advisory Committee (SAC), School Advisory Forum Council (SAF) and Parent Teacher Association (PTA). You can demonstrate your belief that your child's education is important by participating in school-wide activities and organizations. Children learn by example.

STUDENT CONDUCT AND DISCIPLINE CODE

SCHOOL DISCIPLINE

A conducive atmosphere, which is essential to optimum educational growth and development, can only be fostered when guidelines governing good behaviors are consistently and fairly enforced. Each child is responsible for following guidelines that govern student behavior at school. Disciplinary referrals will be handled according to the District's Discipline Matrix.

STANDARDS OF STUDENT BEHAVIOR

1. Students are expected to show respect to the school staff and their classmates.
2. Students are expected to follow directions the first time given.
3. Profanity, vulgar language and fighting will **NOT** be tolerated.

SCHOOL FACILITIES

The school can only be as good as its student body, so please help keep our school the best in appearance.

SCHOOL REPORTING SYSTEM

If you would like a conference, please contact the school office at (754)322-7600 to arrange a time and date. The best time to call a teacher is between the hours of 2:10 p.m. and 2:50 p.m. Remember, teaching hours are precious and should not be interrupted. Also, your child's teacher needs time to collect materials that are pertinent to your child only. Conference time is a time devoted to only one student - *your child*.

INTERIM REPORTS

Interim reports are the first formal indication as to how your child is doing in school. Interim reports are sent home every four and one-half weeks for students below grade level. You are encouraged to call the school if there are questions and /or concerns regarding your child's report. Interim reports are to be signed by the parents and returned to school.

REPORT CARDS

A formal report card will be sent home four (4) times during the year. Students **must be** in attendance in a Broward County Public School twenty-five (25) days to receive a report card. You are asked to review the report card with your child. Please sign the report card envelope and promptly return it to school.

SPECIAL RECOGNITION

Good citizenship and good conduct are rewarded on an on-going basis. Students are rewarded for special projects, improvement in academic achievement and various other categories.

Children are recognized for both behavioral and academic achievement when teachers send them to administration on a "Principal's Pass."

Palmview Elementary also has an Awards Assembly each quarter to recognize your child's success. Parents are urged to attend.

Palmview recognizes a Student of the Month for each class.

SUPPLIES AND TEXTBOOKS

It is the responsibility of parents and children to keep the books in good condition. Books not returned to the school and those showing abuse use are to be paid for by the parent. Parents are responsible for replacing lost textbooks. A new book will not be issued to replace a lost one until charges have been paid.

VISITORS

In order to provide a safe environment for all children, visitors are **NOT** permitted in the school or portables without a pass from the office.

VOLUNTEERS

A volunteer program is in operation at Palmview Elementary. Any amount of time you can give would be greatly appreciated. If you can help, please contact the school. Anyone who would like to chaperone a field trip must complete a volunteer form at least 3 weeks before the field trip. New volunteer forms must be completed annually.

WITHDRAWAL/TRANSFER INFORMATION

A child withdrawing or transferring from Palmview Elementary to another school should advise the office as soon as possible.

All textbooks and library books are to be checked in with the teachers. The records will be processed and the child or parent may pick up the transfer form from the office after school on the last day the student is in attendance. The child's records are sent by mail upon request of the receiving school.

