



Family Handbook

2021 - 2022

Main Office: (754) 323-7600
Fax: (754) 323-7640
Attendance Line: (754) 323-7602

Changes to contact information can only be accepted in person, please stop by the Main Office to update your records.

The latest information for our school can be found on our website:
Browardschools.com/Stirling

School Mission

To prepare all students academically and socially for a changing diverse society, by implementing rigorous, standards-based, instruction while promoting positive behavior and exemplary character traits.

July 1, 2021

Dear Stirling Families,

Welcome to Stirling Elementary – Home of the Stallions! We are delighted to have you as part of our school family. While in our care, your child will receive a high-quality education in a safe and loving environment. Stirling Elementary School is an outstanding public school within Broward County Public Schools.

Please use this Family Handbook to become acquainted with the policies and procedures of Stirling Elementary School. Take some time to carefully read over the information and keep it available as a reference point throughout the school year.

A strong home-school connection is vital to a student's success. We are encouraging you attend school meetings, parent-teacher conferences, special events and PTA activities. Volunteering is another way parents and family members can help support our learning community. Please get involved in your child's education. By working together, we can ensure that this will be an overwhelmingly successful year in your child's educational journey.

My staff and I look forward to meeting and working with you as we begin another exciting school year! For more detailed information regarding our District and School goals please visit www.browardschools.com.

Sincerely,

Mrs. Jacqueline Arnaez, Ed. S
Principal

SCHOOL MASCOT: Stallion

SCHOOL COLORS: Dark Green and WHITE

SCHOOL HOURS

Office Hours	7:30 a.m. – 3:00 p.m.
Faculty Hours	7:30 a.m. – 3:00 p.m.
Student Hours	8:00 a.m. – 2:00 p.m.
Aftercare Hours	2:00 p.m. – 6:00 p.m.

Office Staff and Support Staff

Ms. Arnaez	Principal
Ms. Coachman-Williams	Assistant Principal
Ms. Sierra	Guidance Counselor
Ms. Verrastro	ESE Specialist
Ms. Levy	Literacy Coach
Ms. Argibay	Curriculum Facilitator
Ms. Ruiz	Principal's Secretary/Office Manager
Ms. Reyes	Office Clerk
Nurse Manragh	School Nurse
Ms. Lopez	IMT/ Registrar
Mr. Ortiz	Computer Tech
Ms. Maxwell	Library Clerk
Ms. Golden	Cafeteria Manager
Mr. Graham	Head of Facilities

General Information

AFTER SCHOOL CARE

Stirling Elementary houses an After-School Child Care program operated through Sunshine Aftercare Programs. Aftercare hours are from 2:00-6:00 p.m. The cost is \$232.75 every 18 school days with a one-time registration fee. If your child is waiting for a sibling who attends Hollywood Hills High School, you can enroll him/her in Sunshine's Story Hour from 2:00-3:00 p.m. for only \$61.00 per pay period. (There are 10 pay periods in the school year.) Payments can only be made on-line. More information and registration is available at <http://www.sunshinefl.com/before-after-school-care-registration-form/> If you have any questions, please contact Ms. Michelle Gomez at (954) 465-2458 or michelle@sunshinefl.com.

ARRIVAL AND DISMISSAL

Arrivals:

The first bell rings at 7:50 a.m. and the tardy bell rings at 8:00 a.m. Students are expected to be in their seats at that time. No students are permitted on campus before 7:20 a.m.

Dismissal:

Children leaving the school grounds during the school day MUST be signed out in the office by an authorized adult with government issued identification. The adult must be listed on the student's emergency contact list.

School Board Policy prohibits the early dismissal of students from 1:30 – 2:00 p.m., or from 11:30 a.m. – 12:00 p.m. on Early Release Days. Please schedule all off-campus student appointments (i.e. doctor, dentist, dance, etc.) after 2:15 p.m.

CAR RIDER DISMISSAL PROCEDURES

For student SAFETY, students will only be dismissed to CARS from the car loop area. Parents will not be allowed to walk through the car loop/rider area. If you plan to walk home with your child at dismissal, you will need to follow the walker dismissal procedures.

- + All car rider students will be picked up in the front of the school (55th Avenue).
- + Students with siblings attending Stirling will report to the younger sibling's dismissal area. This allows parents to make just one stop.
- + Parents are asked to please pull their cars all the way up in car loop.
- + Remain in your car and never leave your car unattended. If you need to come inside the school building, please use a parking space.
- + Please refrain from using your cell phone while driving through the car loop.
- + Our bus loop (located on 56th Avenue) is for bus riders and private day care buses ONLY.

WALK/BIKE DISMISSAL PROCEDURES

Parents who walk/bike to and from school with students must follow the "Bike Rider and Walker" Procedure (students traveling North will use the NE exit near the modular and students traveling South will use the SW exit near the bus loop). Parents walking/biking to school should wait for students at these exits. For the safety of all students, parents are not allowed to walk up to the car loop area.

BUS RIDER DISMISSAL PROCEDURES

Bus students are called to the Bus Dismissal Area at 1:50 p.m. As the school buses and daycare buses arrive at the school, students are called to their bus.

RAINY DAY DISMISSAL PROCEDURES

Students who walk home or ride their bikes are dismissed if there is no lightning/thunder in the area.

ATTENDANCE INFORMATION

School attendance is of utmost importance! Four attendance issues are crucial:

- + Unexcused absences
- + A pattern of non-attendance
- + A pattern of tardiness
- + A pattern of early sign outs

Parents/guardians must send a note or call in within 48 hours, or the student's absence will be registered as unexcused. After five unexcused absences, parents/guardians will receive a letter from the Broward Truancy Intervention Program listing a date and time for a meeting at the school with the principal or the principal's designee to address this issue.

School staff will make every effort to assist the parents/guardians in getting a student to school. However, if the unexcused absences continue, the student can appear as truant. After 10 unexcused absences, legal procedures may be initiated. Therefore, calling the attendance number, 754.321.7602, to excuse an absence is a necessity.

Ways to report an absence:

1. Call the Attendance Line – (754) 323-7602 which is available 24/7.
2. Visit browardschools.com/Stirling and click on "Report an Absence" under School Quick Links, on the right hand side of the Home page.

3. A written note can be delivered to the Attendance Manager to excuse an absence. Include the following information on the note:

- A. Student's first and last name
- B. Student ID or birth date
- C. Grade level (include the teacher's name for elementary students)
- D. Date(s) of absence
- E. Reason for absence
- F. Parent first and last name
- G. Parent contact information

If a student has excused or unexcused absences, tardiness, and early sign-outs that reach 30 hours or five days in one marking period or academic quarter (which averages approximately 45 days), he/she may be determined to have a "pattern of non-attendance." Unless acceptable documentation is provided, a referral to the school social worker will ensue.

In summary:

- + After 5 unexcused absences - meeting at school
- + After 10 unexcused absences - possible meeting at courthouse
- + After 5 absences (including excused, unexcused, tardies, and early sign-outs) in a marking period - determination of a pattern of non-attendance with required steps to follow.

If parents/guardians can provide explanations for their children's absences that are reasonable, legal proceedings are not sought. However, parents/guardians, by law, must have their children attend school. Daily attendance is required.

BIRTHDAYS

Birthdays may be recognized with cupcakes brought to school and eaten outside at the round picnic tables after lunch. The teacher is responsible for monitoring the distribution of the cupcakes and ensuring that this is a brief and special time for the student celebrating a birthday. Please contact your child's teacher to arrange.

CAFETERIA

Meal Prices

Breakfast and Lunch – Free for ALL students

Ice Cream - \$.65 (Wednesdays and Fridays)

Milk - \$.50

Free/Reduced Lunch – Lunch applications must be completed every year. Please visit <https://www.myschoolapps.com/Home/PickDistrict> , if you need assistance, please stop by the Main Office.

Due to space limitations, only those students eating breakfast will be allowed in the cafeteria before school starts. Breakfast is served from 7:20 - 7:50 a.m. Provisions will be made for any late bus arrivals.

In order to maintain a safe and pleasant environment in the cafeteria, children are expected to observe the following rules while eating:

1. The adults on duty in the cafeteria will sit and dismiss students.
2. Students should talk softly and use good manners at all times.
3. Students should remain seated during lunch.
4. Food may not be exchanged between students.
5. Glass bottles and soda cans are not permitted in bag lunches.
6. Students should clean up after themselves.
7. Students should always keep hands and feet to themselves.

CHARACTER EDUCATION

Several years ago, the School District approved the teaching of eight-character traits that are universally valued. Classrooms will be focusing on a different character trait each month, and these are as follows:

September	--	Cooperation
October	--	Responsibility
November	--	Citizenship
December	--	Kindness
January	--	Respect
February	--	Honesty
March	--	Self-Control
April	--	Tolerance

Please ask your child about the "trait of the month" and help him/her to practice it daily. He/she may be honored at a Kid of Character assembly.

CONFERENCES

We believe parent-teacher conferences are essential to share student progress and to help us know more about your child. The teacher will schedule conferences and provide advance notice of the date and time. If you need to reschedule a conference for a different day, please contact the teacher and request an appointment. Please remember that parents/guardians must pre-arrange a conference time either by note, email or telephone, so that the teacher will be prepared. Conferences may be scheduled from 7:30 – 7:50 a.m. or from 2:15 to 3:00 p.m.

Always feel free to discuss with your child's teacher or principal anything relative to the school that you do not understand. If you need to contact a teacher during the school day, please call the Main Office and leave a message.

Report cards will be issued every nine weeks during the school year. Interim reports may be issued between report cards as needed. Please refer to the school calendar for specific dates of issuance.

CLASS SIZE AND STUDENT PLACEMENT

Please be aware, that your child's class placement is tentative, and your child's teacher may be changed after the start of the school year in order to abide by the Class Size Reduction Amendment.

Siblings:

The parent of siblings who are assigned to the same grade level and school may request in writing that the school places the siblings in the same classroom or in separate classrooms. The request must be made no later than 5 days before the first day of each school year or 5 days after the first day of attendance of the siblings during the school year.

CLASSROOM INTERRUPTIONS

Please make sure that your child has everything they need every day. This includes, but is not limited to school supplies lunch/snacks, clothing, etc. It is imperative that we not interrupt the instructional school day. In addition, we cannot deliver helium balloons, flowers, candy, etc. to the students during the school day. Office staff will not deliver any items during instructional time.

HEALTH CLINIC

We have a school nurse on campus daily. Please indicate any medical conditions, regular medications or allergies on the emergency card that is sent home on the first day of school. Be sure to update the emergency card as needed. If your child requires medication during school hours, please review the medication section of this handbook. In addition, our staff has received training in recognizing common skin and communicable diseases. A nurse or trained staff member makes periodic checks of the entire school.

DISCIPLINE

Teachers at Stirling Elementary School have been trained in a variety of discipline programs. They use the best and most successful strategies from each of these programs to provide an atmosphere where all children can learn.

During the first month of school, you will receive the classroom rules from your child's teacher. Inappropriate behaviors that interfere with teaching or learning will not be accepted.

General School Rules Are:

1. Respect must be shown toward members of the faculty, staff and other students.
2. Fighting is unacceptable.
3. Books, furniture, and building structure are public property. Damage or destruction of such property is unacceptable.
4. Quiet and orderly behavior in the hallways, cafeteria and classroom is required.
5. Animals, toys, radios, tape players, fireworks, matches, lighters, money in large amounts, or weapons* are not be permitted in school.

*Note: Possession of knives, guns or any other weapon will result in suspension.

The School Board of Broward County has developed a Code of Student Conduct and Discipline. The Code of Student Conduct is available electronically in English, Haitian Creole, Portuguese, and Spanish. An electronic copy of the Code of Student Conduct is available at www.browardschools.com.

PLEASE READ AND DISCUSS THIS DOCUMENT WITH YOUR CHILD AND RETURN THE SIGNED ACKNOWLEDGMENT FORM TO THE SCHOOL AS SOON AS POSSIBLE.

EARLY RELEASE DAYS

Dismissal for students is 12:00 p.m.

Tuesday, October 19, 2021

Monday, January 10, 2022

Monday, February 14, 2022

Thursday, March 17, 2022

Thursday, April 14, 2022

Thursday, June 9, 2022

EMERGENCY DISMISSAL

On rare occasions, school has been dismissed early for reasons of severe weather warnings or some other unforeseen emergency. We are notified by the Superintendent's Office when such an emergency exists. If unusual conditions exist, a parent link will be sent home to inform you. Please remember to keep your phone number up to date in the front office.

ENROLLMENT AND WITHDRAWAL

Emergency Contact-card Procedures:

1. The names of both parents (as defined in F. S. 1000.21(5)), the registering parent and the non-registering parent, shall be listed on the emergency contact card as persons authorized to pick up the child from school except where a court order has revoked the parental rights of the parent and a certified copy of such court order has been provided to the school.

2. Both parents shall designate on the emergency contact card those persons authorized to pick their child up from school. No parent shall delete or in any way alter the names provided by the other parent on the emergency contact card. It is both parents' responsibility to inform the school of any changes to the information that has been provided on the emergency contact card.

Withdrawal Procedure:

Only the parent who registers the student may withdraw the minor student from his/her current school, without documentation of extenuating circumstances indicating otherwise.

FIELD TRIPS

"GOING TO SEE" is an important part of any effective educational program. Field trips are a vital learning experience and should be an extension of a classroom activity.

Each parent must complete and sign a Field Trip Authorization Form before a child may participate in a field trip. Forms will be provided at least one week before the activity. To ensure that your child has a seat on the trip, it is critical that permission forms and fees are submitted by the provided deadline. Children who do not have a signed permission slips will remain at school and follow the regular class routine.

Field trips may be paid online. We encourage the use of the online credit card payment system. You will need your child's student identification number to create an account if one does not already exist. You may access this site at:

<https://estore.browarschools.com>

Select: Elementary

Select: Stirling Elementary

Select: Scroll through the list provided until you reach the item that describes the activity for which you wish to pay.

Parents who have been asked to chaperone a field trip must be an approved school volunteer. Please see the volunteer section of this handbook for directions on how to sign up to be a volunteer.

PLEASE NOTE: All field trip monies are non-refundable. Unless alternate directions are given, students must dress in their school uniform to attend all field trips.

FOOD ITEMS

As per School Board policy, only store-bought food items may be donated for class parties and celebrations.

EMERGENCY DRILLS

Each month students will participate in school wide drills such as fire drills and lockdowns. During these times, which may be unannounced, the office will remain closed, and children may not be signed out until the completion of the drill. These drills are typically very short in duration.

HEAD LICE

Each class will be checked as needed for head lice. If your child is found to have head lice, you will be contacted to pick up your child from school. Following the removal of all nits and head lice, a parent must accompany the child to the clinic the following day and wait until the child is rechecked. School Board Policy state that children must be nit free before returning to school.

HOW TO GET RID OF HEAD LICE

After the head is washed with KWELL or A-PYRINATE 200, comb the hair with a fine-toothed comb. It may require pulling off each individual cell with one's fingernails. **THESE CELLS MUST BE REMOVED.** If they are allowed to stay on the hair, they may hatch into lice.

Combs, brushes, hats and caps should be washed with hot soapy water. If the item cannot be washed, it should be brushed and cleaned as much as possible then placed in a clothes dryer. The heat will kill any nits that might be present. Bedding also needs to be washed in hot, soapy water and dried in a clothes dryer if possible.

HEALTH SCREENINGS

Florida Statue 381.0056 requires that health screenings be conducted at various grade levels. Trained school-based personnel and district-level staff perform these screenings. Below are the grade level screenings, which include Vision, Hearing, Body Mass Index (BMI) and Scoliosis.

The required screenings are as follows:

Vision

- + Students in Kindergarten, first, third and sixth grades.
- + Students entering Broward County Public Schools for the first time.
- + Students considered for Exceptional Student Education (ESE) placement.

Hearing

- + Students in Kindergarten, first, and sixth grades.
- + Students entering Broward County Public Schools for the first time.
- + Students considered for Exceptional Student Education (ESE) placement.

BMI

- + Students in first, third, and sixth grades

Parents will be notified in advance of the screenings and will have the opportunity to opt their child(ren) out of these screenings.

HOMEWORK POLICY

Homework in core academic classes may be assigned daily. The following details the parameters for homework:

- + Assignments shall be up to the teacher's discretion and based on extended classroom instruction practice
- + Amount of time on homework will depend on the age of the child, his/her ability and grade level.
- + Homework may be checked by the teacher or by the class as a whole.
- + Parents will be notified if the student does not complete assignments regularly.

- + If your child consistently has no homework assignments, spends an unusual amount of time on a homework assignment or if you have any questions concerning this policy, please request a conference with his/her teacher.
- + Refer to School Board Policy 6306 and 6306A for further clarification.

INSURANCE

Student accident insurance application and information will be sent home to all parents/guardians the first week of school. Parents/guardians may obtain school-day coverage or "around the clock" twelve-month accident insurance at minimal cost. All parents/guardians are urged to purchase this insurance for their children unless they are already covered by an insurance plan. Applications are not to be returned to the school, but are to be mailed, by the parent/guardian, directly to the company in the pre-addressed envelope provided.

REPORT CARDS AND INTERIM REPORTS

Pupil Progress Reports inform parents of their child's social, emotional and academic progress. The report is sent home with students every nine weeks.

Interim Progress Reports may be sent home midway during the nine-week period. Interim Reports are sent to parents of students who may be:

1. Failing
2. Averaging a drop of two or more grades in any subject
3. Exhibiting unacceptable behavior
4. Having an excessive amount of absences

Parent conferences are an important part of the reporting system. So those teachers may provide accurate, organized and meaningful information to parents, "pop-in" conferences are discouraged. Parents may arrange a conference by sending a note with the child or by calling the office and leaving a message for your child's teacher. The teacher will return your call when he/she is not in class and arrange a convenient conference time.

Morning conferences must end by 7:50 a.m., as teachers are to begin class at 8:00 a.m. When coming to school, please follow the procedure outlined in the "Visitors" section.

These reports will be issued as follows:

	Interims	Report Cards
1 st Quarter	Monday, September 20, 2021	Friday, November 12, 2021
2 nd Quarter	Friday, November 19, 2021	Thursday, February 3, 2022
3 rd Quarter	Friday, February 11, 2022	Monday, April 18, 2022
4 th Quarter	Tuesday, May 3, 2022	Thursday, June 9, 2022

LOST AND FOUND

To help us return lost items to students, it is suggested that you label children's lunch boxes, jackets, sweaters, etc., with students' first and last names. Lost items will be kept for two months only. Unclaimed items will be donated to charity.

MEDIA CENTER AND OBLIGATIONS

Students must return or pay for lost library books. Lost library books and any outstanding late book fees MUST be paid in full, or your child may not be allowed to participate in any extra-curricular activities, such as field trips or other school functions.

PARENT LINK – MESSAGING SYSTEM

School information will be sent home to parents via our parent communication system called Parent Link. To receive these messages via phone, email and text, parent contact information must remain up to date in our Main Office. Please make sure to visit the Main Office to update your contact information if it were to change throughout the school year.

PARENT TEACHER ASSOCIATION

Many of the things needed to make our school a better place for learning have been contributed by Stirling Elementary parents working through PTA. Please watch for PTA information on our school website.

In conjunction with the PTA, parents/volunteers work on an individual and small group basis with children, helping them to improve their skills in the academic areas. Requests for parent volunteers are sent home at the beginning of the year. We need your support. Please contact the volunteer coordinator at 754-323-7600.

PTA general meetings will be held once a month or as deemed necessary by the PTA executive board. Time and date of each meeting will be posted on our website and sent home with your child.

PHONE USAGE

Students are not permitted to use phones at school unless it is an emergency! Rainy day dismissal is not an emergency. Please make sure your child knows what to do when it rains. Please make all arrangements at home before your child comes to school so they will know what to do at dismissal. If a bus is late or if there is a problem, we will provide necessary phone procedures for your child.

SAFETY AND SECURITY

Stirling Elementary has a safety plan in place. It covers fire evacuations, tornado procedures, and other critical situations. If a crisis occurs within the school, such as an intruder entering the building, the administration will initiate a lockdown procedure. At that time, all movement within the school will cease. Parents/guardians might not be able to enter the building and will not be able to access offices or classrooms since these will be secured. If inside the building already, they might not be able to exit until an "all clear" signal is given.

If a crisis occurs near the school, the administration will initiate a lockout procedure. This might allow movement within the school once the perimeter is secured.

In the case of an emergency, including a possible evacuation of the facility, signs to alert parents/guardians will be posted at the main entrance doors, whenever possible. The rally point for them will be at Hollywood Hills High School. This location could change depending on the situation, but every effort will be made to inform parents/guardians as soon as possible. A Parent Link will be sent to inform parents of the situation.

Should there be a crisis, please do not interfere with school procedures. Stay calm and allow the staff to follow the safety plan.

Although parents/guardians may want to know more information, sharing details would not be prudent. However, if at any time you have questions or concerns, please do not hesitate to contact the school and ask for an administrator. We welcome any thoughts that might help us to continue to improve our plan. We share the same goal – the safety and well-being of our children.

SAFETY PATROLS

The School Safety Patrol Program is designed to provide fifth-grade students with the opportunity to learn and practice leadership skills. Students who are Safety Patrols must set a good example academically and behaviorally. The boys and girls who are members of the Safety Patrol Program are deserving of respect from all students and are carefully chosen by their teachers.

SPIRIT DAY

Every Friday students wear school colors or Stirling Elementary spirit shirts. Shirts are available through PTA - \$5.00 each for students and adults. Please contact StirlingVP@gmail.com or visit <https://stallions.memberhub.com>.

STUDENT COORDINATED HEALTH SERVICES

Health Room:

A school health room is maintained for students who become ill or injured during school hours. Minor cuts and scratches are washed with antibacterial soap and covered with an adhesive strip. Whenever a student sustains an injury that needs parental or professional attention, has a temperature, or vomits, parents/guardians will be notified immediately to come and pick up the student. Children who are ill should not be in school, not only for their own health but to prevent contamination of other boys and girls. Students with head lice will be sent home. They may not return until they are rechecked and cleared by a school-staff member.

Illness:

1. Keep your child at home when showing symptoms of any communicable disease or other signs of illness.
2. If your child becomes ill at school and you cannot be reached, the child will remain in the clinic until you come. Please have an updated emergency number on file.
3. Please contact the school to report your child's absence on the same day or within 48 hours.

Medical Examination:

All students entering Broward County Public Schools for the first time must have a medical examination performed within one year of registration. The medical examination should be

documented on the Florida Department of Health Form 3040 or on the provider's office/medical facility stationary. The appropriate form/stationary should be completed, signed and dated by the healthcare provider.

Communicable Diseases/Illnesses:

Please inform the school if your child is out sick with a diagnosed communicable illness such as meningitis, measles, salmonella, etc.

COVID-19

We will adhere to all Broward County Public Schools (BCPS) COVID-19 requirements. Students who exhibit symptoms as they arrive to school will be sent to the isolation room and not admitted to the classroom. Parent/guardian will be immediately notified. Students will remain in the isolation room until picked up by an adult. The student must be picked up within the hour. If the student is not picked up within the hour, school administration will be contacted.

Commonly described symptoms of COVID-19 include:

- + Temperature of 100.4 degrees Fahrenheit or higher
- + Persistent cough
- + Shortness of breath
- + Chills, repeated shaking with chills
- + Muscle pain
- + Sore throat
- + New loss of taste or smell
- + Vomiting or diarrhea
- + Headache

Face Covering Requirement per BCPS policy

- + Students are required to wear face coverings.
- + Face coverings must cover nose and mouth.
- + With appropriate documentation, students with special needs or health concerns may be exempt.

Chronic Health Conditions:

If your child has any of the following health conditions, including, but not limited to, asthma, diabetes, cystic fibrosis, sickle cell anemia, seizures, allergic reactions to food, insect bites, etc., please inform the school.

Medication Administration at School (Prescription or Over-the-Counter):

- + If your child needs to take over-the-counter or prescribed medication at school or on a field trip, an Authorization for Medication/Treatment form must be completed and signed by the healthcare provider and parent.
- + Parents must transport/deliver ALL medications to school staff in the original, labeled container (unless your child is authorized to carry their medication per the Authorization for Medication/Treatment Form).

Authorization for Over-the-Counter Topical Products with Parental Approval Only:

- ✦ Students in all grade levels are permitted to self-carry and self-administer bug, insect, mosquito repellent (wipes, towelettes or lotions only) and sunscreen (no aerosol products permitted).
- ✦ An Authorization for Over-the-Counter Topical Products with Parental Approval Only form must be completed and signed by the parent/guardian.

Immunizations (Please refer to F.S. 1003.22):

- ✦ Make sure your child's required immunizations are up-to-date. If you are not sure, you can check with your healthcare provider or the Florida Department of Health – Broward at (954) 467-4700.
- ✦ Parents may obtain medical or religious exemptions from their healthcare provider or from the Florida Department of Health-Broward.

Florida Heiken Children's Vision Program:

- ✦ The Florida Heiken Vision Program provides vision examinations and eyeglasses when, to students in need of comprehensive vision services at no cost to the family.
- ✦ Eligible students for the program must meet the criteria of Free and Reduced Lunch Program and have failed the vision screening.
- ✦ If your child meets the above criteria and you would like your child to participate in the program, please call the main office for a consent form.

School Health Centers, Community Resources, Immunizations and Health Care:

- ✦ Information is available on Broward County Public Schools website at <http://www.browardhealthservices.com/resources/>
- ✦ If you do not have insurance, you can request an application for Florida Kid Care Insurance at your child's school or visit <https://www.floridakidcare.org>

Parents should:

- ✦ Document any chronic health condition on the Student Emergency Contact Card.
- ✦ Meet with school administration to discuss proper care of your child while at school.
- ✦ If your child is on medication, provide the school with a current Medication Authorization Form signed by the healthcare provider and parent.
- ✦ Keep your child home if he/she has:
 - flu-like symptoms
 - fever greater than 100.4 degrees
 - sore throat, coughs, chills, and/or body aches
 - rashes, yellow eye drainage, or greenish-yellowish phlegm from a cough or cold, vomiting, diarrhea, etc.

STUDENT IDENTIFICATION BADGES

During school hours, all students will wear a student ID badge to identify themselves as a Stirling Elementary School student. Badges will remain at school.

HONOR ROLL GUIDELINES

If your child is in the third, fourth, or fifth grade, he/she may be eligible for the honor roll. Quarterly assemblies are held to celebrate the academic, study skills, and social growth of the students.

The criteria are as follows:

- ✦ **Principal's Honor Roll** – A's and no 3's in all academic areas as well as the related arts/foreign language, social growth, and study skills sections of the report card.
- ✦ **A/B Honor Roll** – A's and/or B's and no 3's in the related arts/foreign language, social growth, and study skills sections of the report card.
- ✦ **Quarterly Perfect Attendance** – student is on time and in attendance for the duration of every day of the recognized quarter.
- ✦ **Super Stallion** – Awarded to one student per class that has exhibited commendable behaviors or academic improvement, or a combination of both.

STUDENT SUPPORT SERVICES

Classroom Guidance Program:

All students are presented with materials dealing with self-awareness, decision making, conflict resolution, and substance awareness. Counseling services are provided on a limited basis. The school counselor is available to discuss study habits, grades, test scores, and family problems to offer support.

Social and Emotional Learning Program:

Student service professionals are ready to provide support and/or guidance as needed. All students are provided with academic and emotional support through our social and emotional learning program implemented by the Student Services Team. The team includes our social worker, school nurse, school counselor, ESE counselor, and speech therapist. Some of the issues addressed involve self and social awareness, decision making, relationship skills, study habits, and substance awareness.

Multi-tiered Systems of Supports / Response to Intervention:

When a child presents difficulty when grasping and retaining grade level concepts, our MTSS/RtI committee convenes to ensure that your child receives varying levels of academic and behavior supports based on his or her need. Part of this process is early identification of academic or behavioral supports based on the student's need. Over time, assistance for the student will increase or decrease based on intervention. As the parent, you are encouraged to participate and become involved in the planning and providing interventions to help your child. Please visit <https://www.browardschools.com/Page/32437> for further information.

SCHOOL ADVISORY COUNCIL (SAC) and SCHOOL ADVISORY FORUM (SAF)

The School Advisory Council (SAC) and the School Advisory Forum (SAF) work throughout the year to set and carry out goals to enhance the educational experience of our students. Meetings are open to everyone and are announced on the school's website. SAC parents/guardians are involved in the development of the School Improvement Plan. A SAF parent represents the school at District meetings where policies are discussed. Membership for both is free of charge but it is by election only.

SCHOOL BUS

The school bus is a privilege provided by the county and state. A parent/adult must be at the assigned place as the school bus arrives. The driver cannot wait. The child must be picked up and dismissed only at the assigned stop with an adult. Children may not bring another student home with them unless that child is assigned to ride that bus.

Children must follow the rules while on the bus. Misconduct by any student while riding a school bus represents a serious threat to the safety of all occupants of the bus as well as other motorists, pedestrians, and members of the community. All rules that apply to the school grounds and school activities also applied to the school bus. Unacceptable behaviors on a school bus lead to disciplinary action, which could mandate a total loss of transportation privileges. Thus, the parent becomes responsible for transporting the child. Please refer to the code of conduct for further explanation of these actions.

School bus transportation is only provided to students who live more than two miles from the school or have special needs that require transportation.

STUDENT CODE OF CONDUCT

Review this booklet with your children. It is important that you have the opportunity to discuss and explain any questions they might have regarding rules pertaining to their school life.

The School Board requires the student code of conduct booklet to be signed by both parent and child and these forms be returned to school for filing. Please visit <http://www.browardschools.com/Page/38107> for a detailed copy of the Student Code of Conduct.

TARDIES

Students who are not in their assigned classroom by the time the final bell rings at 8:00 a.m. will be marked as tardy. After the fifth tardy, students will be referred to the Student Services Department or Administration.

Stirling Elementary is a "BTIP" School (Broward Truancy Intervention Program).

Any child not in his or her room by 8:00 AM must be marked tardy. Late arrivals must get an admittance slip from the office before going to class. Promptness is a habit that both home and school must encourage.

Every effort should be made to have your child in their classroom on time. Please reinforce this responsibility with your child! Tardiness is not fair to the child and his/her learning process. A note If a child has a doctor or dentist note, their tardy will be excused. If a special situation occurs, please notify us.

Excessive tardies are automatically reported to the School Social Worker and the State Attorney's Office.

TITLE 1 – PARENT INFORMATION

Starting elementary school improvement plan which contains the schools title 1 school parent involvement plan is located on our website at browardschools.com/stirling. A copy is available in the school office for review and a copy will be made available for review at all school advisory meetings.

The District Parental Involvement Plan is located on the Title 1 website:

http://www.broward.k12.fl.us/titleone/PARENT_INVOLVEMENT.html

A copy of the SIP and SPAR reports are available in the school front office for review and a copy will be available for review at all school advisory meetings.

browardschools.com/Stirling also has a Title 1 section which list Title 1 and PIRC Resource Centers. These are great parent resources that are free.

<http://www.browardschools.com> is another website that can provide insight on all schools in Broward County giving information on school grades and status. This information can also be accessed at <http://www.fldoe.org>. Parents can use the Virtual Counselor link right on the Broward Schools website to access their child's FSA scores and other records kept from year to year while they are in Broward County Public Schools.

UNIFORMS

The District's Code of Student Conduct lists the School Board's approved dress code. However, Stirling Elementary adopted a unified dress code that is particular to the school and augments the District's guidelines. On Fridays, PTA spirit or special school-related shirts may be worn.

At Stirling Elementary, we strive to have pride in our school and our student body. We know that a uniform dress code unifies the students and fosters a sense of belonging in a better learning environment. The uniform consists of the following:

Tops

- Colors: Dark Green
White
Navy Blue
- Styles: Solid
Collared polo-style or buttoned-up shirts long or short sleeved
No tank tops
No Lycra or Spandex
No emblems or logos (except school logo)
Clothing that exposes the torso is not allowed

Bottoms

- Colors: Khaki/ Tan
Dark Green / Green Plaid
Navy blue
Black
- Styles: Shorts longer than mid-thigh
Skirts longer than mid-thigh
Long pants
With or without pleats
No over-sized or cargo pants

No Lycra or Spandex
No emblems or logos (except school logo)
Shorts, skirts, and pants should be worn at the waist

Shoes Must be worn at all times and cannot be backless

DISTRICT CODE: For the District's basic standard dress code, please refer to the "Code of Student Conduct."

WAIVER: The staff encourages participation in our school's Unified Dress Code. However, parents can request a waiver, at the school, to have their children exempted. It must be submitted to the school within the first 10 days of school or within 10 days of a new registration. Students will still be required to adhere to the district's dress code.

(If staff cannot find an outer garment to cover inappropriate clothing, the parent/guardian may be contacted to bring the child something else to wear.)

VISITORS

In order to maintain a secure environment for our students and faculty, it is imperative that all visitors, volunteers, and others come into the front office & in through our Single Point of Entry. An identification pass will be supplied upon your signing in and must be displayed at all times. Visitors MUST bring an identification.

Under no circumstances should any person be without proper identification while on school grounds.

Students will not be dismissed to any unauthorized person (as identified on the registration card) or without prior approval from parent and administration.

VOLUNTEERS

Be a part of creating a successful school year! Stirling Elementary wants you to be a volunteer! If you are able to attend the Volunteer Orientation Breakfast held in September, you will be able to find out about all of the different committees and programs in which to serve.

Anyone wishing to volunteer must register online at <http://www.getinvolvedineducation.com>. Your information will be cross-referenced with a sexual offender's database that is used to "clear" volunteers and ensure the safety of the students. If you list that you want to be a mentor, you will also need to be fingerprinted. It will take 10 days for applications to be approved. We look forward to a successful partnership for the good of the children.

