

Grant Elementary Parent and Student Handbook



2022-2023

Today is a GREAT
day to be a GATOR!

GRANT ELEMENTARY - Our Mission and Vision

Grant Gators are leaders of their learning

Who

Achieve goals with quality instruction

Treat others with empathy

Overcome challenges

Respect others

Show personal responsibility

Daily Schedule

Schedule - Teacher/Students

Office Hours:	8:00-4:30 p.m.
Teacher Work Day:	8:20-4:02 p.m.
Student Full Day:	8:55-4:00 p.m.
Breakfast in Cafeteria:	8:45-8:55 a.m.
Lunch	11:35-1:00 p.m.
Grant Bell Schedule	
First Bell:	8:45 a.m.
Second Bell:	8:55 a.m. School Starts
3rd Bell:	4:00 p.m. Dismissal
½ Day Bell:	12:10 p.m. Dismissal

Notes: Kindergarten goes out for dismissal between 3:55-4:00 p.m.

Attendance:

If your child arrives after 8:55-9:15 a.m. they will be greeted by a parent volunteer at our Welcome Table in the vestibule to get a tardy slip, take their lunch count (packed lunch from home or school lunch) and then be sent to class. After 9:15 a.m. a parent must walk into the building to sign their student(s) in as tardy through our office staff.

Birthday Celebrations:

The principal will have a whole school birthday party this school year where all staff and students will celebrate one another. Students will get a spirit stick, smencil, and card from our PTA on their birthday. We will not do monthly and/or bi-monthly celebrations during 2nd recess for the 22-23 school year. More information is to come from Mazzone and the PTA.

Birthday Treats:

Due to the increasing number of students with allergies, birthday treats will not include any food items. Non-food type items such as stickers, pencils, erasers, etc. may be donated to the classroom teacher to celebrate a child's birthday. Any food items brought to school will be returned to the donating family. Thank you for understanding.

Cell Phones Students:

If a student brings a cell phone to school it should be in their backpack in their locker/cubby and turned off. Students should not be using their cell phones during the school day.

Classroom Volunteers:

Any volunteer who works with students while a teacher is not present 100% of the time, needs to be cleared with ICHAT, which can be found on the LPS website under the parent "tab."

Communication to Parents/Guardians:

The Principal will send out a weekly Parent Bulletin through our e-blast system every Friday around 4:00 p.m. or after for the following week. It will consist of important information, dates, celebrations, etc.

Early Dismissals:

A student will be called down to the office for early dismissal once a parent/guardian is present in our vestibule/office. Students will not be called down early to wait in the office. Please email the teacher ahead of time if dismissal is early as this will expedite the process too.

Fidgets:

Students should not bring fidgets such as play dough, spinners, pop-its, toys, stuffed animals, or the like to school. If a student needs this as an accommodation, it would be written into a specific plan for them. On special occasions, the teacher may ask that these items be brought in for a class celebration, party, show and tell, etc. We also have a calm down area in every classroom where fidgets are provided and will be used.

Field Trips:

All chaperones MUST be cleared with ICHAT. Every chaperone should be given a reminder of field trip expectations, rules, and assignments. Chaperones should be given a phone number to call in an emergency. The security number for your destination and Grant's main number should be known by all chaperones.

Lunch:

Please do not drop off fast food during lunchtime at our office. This includes doing Doordash, Grubhub, etc. as it is very hard to manage due to an increase in volume in the office during lunch for medication.

Medication:

Cough Drops, Lozenge, Tylenol, Motrin, Advil, and medicated lollipops must have a Medical Authorization Form signed by a doctor. The Medical Form must be turned in to our office and kept on file. This will allow our office staff to administer medication if/when needed.

Popsicles:

If a teacher asks parents to donate popsicles to their class they must arrange this with the parent and not have them dropped off at the office. Likewise, if a parent chooses to donate popsicles to their child's classroom during hot days the popsicles must be directly delivered to the teacher by your child and not be brought to our front office. We have found it gets very busy in our office during these days and we want to ensure those are given to the appropriate teacher.

Recess and P.E. Class Student Expectations:

Our students should wear closed-toe shoes, tennis shoes, or sandals with straps on the back for safety purposes for P.E. class and recess time.

Student Website/Media Authorization Opt Out Form:

We have Media Opt-out forms in the office if you need one. We can send a blank form home with your student or parent. Returned forms should be sent to the Office.

Student of the Month:

Each month staff members must choose a student in their classroom for the student of the month. The principal will make a certificate for each student, take their picture with it, display it on the Student of the Month Bulletin Board, and display it on the TV in the vestibule.

Student of the Year (boy/girl):

At the end of the year each 4th-grade teacher will choose a boy and girl Student of the Year. Each student will receive a Student of the Year certificate and they will be celebrated at the 4th-grade clap out in front of their parents.

Visitors and Volunteers:

All volunteers must check-in, in the main office using our electronic system on the computer. All volunteers must wear a sticker to signify that they are a visitor and welcome in our building. There is no circumstance that would allow a visitor to enter Grant through any door except the main office entrance during school hours 8:55 a.m. - 4:00 a.m. All staff members are expected to look for this sticker and send visitors to the office when it is not present. If the visitor is not responding to your request, call the principal.

Water Bottles and Filling Stations:

All students should bring a labeled water bottle to school each day. We have water filling stations in our building. No pop, flavored water, juice, energy drinks, coffee drinks, etc. should be brought to school during the school day.