



Wedgeworth Elementary School Procedures 2024–2025

Welcome to a wonderful school year! We are so glad to have you back!

Beginning of School Day and Tardies

Breakfast begins each day at **7:30 a.m.** and **classes begin at 8:05 a.m.** Students can arrive at 7:15 a.m., but they will wait with their grade level in the cafeteria under adult supervision. Please do not drop children off before 7:15 a.m., as there is no one to supervise until 7:15 a.m. 7:15 a.m. arrivals are special situations where parents need to get to work or have siblings to drop off. Breakfast will begin at 7:30 a.m. Starting at 8:00am, our car line will pair down to one lane to ensure student safety. All staff members on arrival duty will enter into the building at this time to be able to begin the instructional day at 8:05am. **Any student walking through the campus doors after 8:05 a.m. is counted tardy for the day.** If you arrive after 8:05 a.m, you must walk your child into the office and sign them in. Guidelines regarding tardiness for the 2024–2025 school year are outlined in the Elementary Handbook (*available online @ www.wisd.org*).

Absences

Texas has a **Compulsory Attendance** law, and schools are required to report certain attendance violations. A complaint against a parent may be filed in the appropriate court if the student is absent **10 or more days** or parts of days within a 6 month period (*TEC Section 25.093*). Upon return to school, students will submit a written note signed by the parent listing the full name of the student, teacher's name, grade, date of absence, reason for the absence, and parent contact information. If your child violates the 90% attendance standard, parent notes may no longer be sufficient documentation. Attendance laws make allowances for absences caused by extenuating circumstances; please contact Claudia Davis for more details at 972-923-4640. *****NEW:** This year, we will also be looking for students to have **10 or less absences** in addition to attend an event to celebrate at the end of the school year.

End of School Day and Dismissal Plan

School ends at 3:40 p.m. for PK-5th grade. PK-5 car riders will all dismiss through our one access point, the circle drive on Solon Road. Individual car riders will have tags that include their teacher's name and a corresponding car number. Families will have pink Family tags. We ask that you not come to classrooms or enter the building during dismissal time. Since the safety and security of all learners and their leaders are our first priority, our dismissal procedures allow us the opportunity to end the day in a safe, organized manner. Please remember that dismissal takes a little longer the 1st two weeks of school as we are training students on the routine and procedures. If you do not have your car tag, please park and come into the office. This is so we can verify that you are their parent/guardian or listed on the Skyward portal as an emergency contact. We will also offer you an additional car tag if needed. Please also note that your child receives a new car tag each year. Previous car tags should be thrown away. Thank you for your patience.

Please have your pick-up card visible every day, as staff on duty verify the card and call for your child. If you lose your card or require an extra card, replacements can be printed in the office. If you do not have your card, you will be asked to go to the office and provide identification. *****It is preferable that changes to your child's usual afternoon transportation are not altered frequently. This becomes confusing for the student and is difficult for the classroom teacher to keep up with. If you are going to change your child's way home, please call the campus office.***

If you need to pick up your child before school ends, or make changes to pick up, please be sure to call the front school office (972-923-4640) BEFORE 3:00 p.m. No child will be released after 3:00 p.m. for early dismissal; this is for your child's safety and due to the many transitions that take place at this time in the day.

Walkers and Bike Riders

Walkers and bike riders will line up in the building with staff for dismissal. Students will be escorted out the front foyer for release to walk or ride their bikes home. One adult will walk students to the front or back, depending on their home location. Walkers and Bike riders must be true walkers and bike riders. This is not a parent pick up location. Please walk the route with your child prior to school starting so they know where to go. We highly recommend students under 2nd grade do not walk home unless they have an older sibling to walk with them.

Required Student Forms

You will find several forms to be completed; please submit these forms to the school as soon as possible. ***In the event you change addresses, jobs, or phone numbers during the school year, please notify the school office so current information is always on file for emergencies.*** Should you have any questions about these materials, please call the school office at 972-923-4640.

Breakfast/Lunch

Breakfast is served from 7:30 a.m. until 8:05 a.m. Please make sure your child arrives early if breakfast is desired. A monthly menu selection is sent home and posted online to provide meal-planning options. You can use the My School Bucks app to add money to your child's account.

Visiting

We highly encourage parents and community members to visit Wedgeworth throughout the year! For the continued safety and security of everyone during the instructional day, you may park in the front parking lot and use the main front entrance. All other doors will be locked during school hours. You will need your driver's license to enter the building for any event occurring during school hours and will be required to wear a Visitor tag.

Campus Safety

We are committed to providing a safe, calm atmosphere and learning environments for all learners and classroom leaders. We routinely practice our Emergency Operations Crisis Plan, so do not be alarmed if your child talks about Weather, Lockdown, or Fire Drills. If you happen to be on campus during a drill (or actual event), you will be expected to follow the instructions given. Achieving the highest safety standard possible is critical to daily success.

Communication

Good communication and collaboration build trust amongst all of us. At Wedgeworth, we strive to be the BEST each school day at making a positive impact in the lives of our learners, helping each child realize his/her potential, and providing meaningful, engaging learning experiences. Classroom teachers use daily folders to keep you informed. In this folder you will see important paperwork, and a brief review of your child's day, including positive and areas of improvement as it relates to behavior. We ask that you sign your child's folder every single night. Additional forms of communication are Facebook and Parent Square. We encourage you to sign up for Parent Square to get in touch with your child's teacher and also receive info on upcoming events. Monthly school newsletters will be sent in Daily Folders to review upcoming information and dates to remember. We have many means of communication with our families, please make sure to at least sign up for one.

PBIS

We are excited about the upcoming year and are committed to establishing high standards of behavior and a safe, joyful, and engaging learning environment for all students. To achieve these goals, we are implementing the PBIS (Positive Behavior Interventions and Supports) framework, widely used across schools nationwide. This year, we are introducing a new acronym: ROCKS! R= Respectful, O=Organized, C=Cooperative, K=Kind, S=Self Control. We encourage students, staff, and families to use the ROCKS acronym to discuss character traits and appropriate responses in various situations. We also use a check-system and school-wide interventions to support students with their behavior. Students can earn ROCKS Tickets when they are modeling ROCKS Expectations. Classes can also earn compliments. Classes and individual students who meet their behavior goals will be able to participate in our 6 Week ROCK Rally event. To learn more about our behavior expectations and our check-system, please reach out to your child's teacher.

On behalf of the entire staff at Wedgeworth Elementary, we welcome you to our first-choice, Dual Language campus! We strongly encourage you to join our PTO (Parent Teacher Organization) or sign up to be a volunteer. Your active involvement

in our learning community is one of our most valuable resources. Please join us in our campus enthusiasm and great expectations for the 2024-2025 school year, because ***We Are Wedgeworth & our school ROCKS!***

Your Partners in Education,

Dr. Julianne Denton, Principal

Mrs. Erica Brown, Assistant Principal

Stefani Foster, Principal

Erica Brown, Assistant Principal