

Heritage Rose Elementary School

"Why Fit In When You Were Born To Stand Out" ~Dr. Seuss

HRE is the place where we believe it's not what it is, it's about what it can become.



Student - Parent Handbook Supplement to the 2016-2017 STUDENT HANDBOOK 2016-2017

Principal: Lavanta Williams
Assistant Principals: Nancy Sanchez & Tommy Bellard
Heritage Rose Elementary- 281-327-5400
Secretary- Annette Eveline- 281-327-5404
Counselor- Latisha Saunders- 281-327-5409
Counselor- Cynthia Romero- 281-327-4738
ADA Clerk- Lorena Lizaldo- 281-327-5406
Nurse- Mary Anderson- 281-327-5408

To Our Students

This handbook is designed to help you understand the policies, procedures, and practices of Heritage Rose Elementary School. We want to foster a caring, respectful community, and we want you to take ownership in your school. It has always been the belief of our faculty and administration that the school should function as a democratic organization. Heritage Rose Elementary School students will have many privileges, and these privileges will carry certain responsibilities. We must all work with the heart, hands, and soul of the famed Heritage Mustangs to be successful in all of our endeavors.

This booklet contains instructions and information that will answer most of your questions concerning the policies and practices of Heritage Rose Elementary School. Please be aware that the specifics of certain policies may not be listed, but you can always contact school personnel for more details.

HERITAGE ROSE STUDENT INFORMATION SHEET

Welcome to Heritage Rose Elementary! It is very important to the faculty and staff of Heritage Rose that students and parents find their elementary school experience rewarding. We feel the more informed you are about school, the greater our successes will be.

This handbook is a supplement to the material printed in the Discipline Management and Student Code of Conduct handbook. The information in this handbook pertains to specific Heritage Rose Elementary policies and procedures.

Parents and students should be familiar with the handbook and policies of this school. If you have questions, please feel free to call the school- (281)327- 5400.

Please keep this handbook and refer to it as necessary throughout the school year, and check our website often for important information.

SCHOOL HOURS

7:30 am- 8:00 am - Breakfast and students may enter the building

8:10 am – 3:25 pm- K – 5 (**8:11- Students will be counted tardy**)

8:10 am – 11:10 am - Pre-K/ ESL, Regular and Bilingual Class

12:10 pm – 3:25 pm – Pre- K/ESL, Regular and Bilingual Class

There is no supervision on campus before 7:30 am. The doors will be unlocked at 7:30 am. If you need supervision for your child earlier than 7:30 am, please consider enrolling him/her in our extended day program. Our site coordinator is Mr. Aguirre, and he can be reached at 281-327-5420.

All grades are dismissed at 3:25 pm. If you are unable to pick up your child on time, please make arrangements for pickup. For security reasons, no one will be allowed back in the building after dismissal.

Early Pick-Ups

Heritage Rose school hours are 8:10 am- 3:25 pm. Our teachers are teaching after morning announcements until dismissal.

Early pick-ups are discouraged and documented. Parents/guardians with excessive early pick-ups will be contacted by the principal. Please be mindful that patterns of early and late arrivals may be reflected in your child's grades. **Keep in mind that early pick-ups disrupt the learning environment for your child, the teacher, and other students.** We also ask that you not pick students up early to avoid traffic/the car line. If a child has an appointment, please notify your child's teacher so that the child could be prepared in the classroom and ready to be dismissed upon your arrival. Students will not be allowed to wait in the front office area until parents/guardians arrive to pick them up. This practice causes a student to miss instructional time. Please take a moment to plan time frame in advance.

Transportation changes are not accepted after 2:30 pm. Transportation changes made by phone are not permitted due to not being able to verify the party on the other end. We ask that you please physically come in to change mode of transportation. If this is not possible, other options would be to email your child's homeroom teacher, email the front office district aide, Mrs. Alyson Gonzalez at Alyson.Gonzalez@fortbendis.com or Mrs. Annette Eveline, campus secretary, at Annette.Eveline@fortbendis.com or send a written note to school with your child. There must be written and timely notification of changes due to safety. If transportation mode is changed allowing another relative, friend or neighbor to pick up your child, please ensure that his or her name is located on the child's emergency card or in our student information system, Skyward. For the safety of the child, if the name is not present acknowledging your permission, the child unfortunately will not be release. A picture ID must be presented in order for a student to be release at any time.

Parents must sign out through the front office and present a valid picture I.D. When students return to campus, they must sign in at the front desk.

LUNCH TIMES AND PRICES

Times:

PreK- 10:00-10:30; 1:10-1:40

Kindergarten- 10:30-11:00

1st Grade- 11:10-11:30

2nd Grade- 11:30-12:00

3rd Grade-12:00-12:30

4th Grade- 1:00-1:30

5th Grade-12:30-1:00

Prices:

Breakfast- \$1.25 (reduced- \$.30)

Lunch - \$2.25 (reduced- \$.40)

Adult- Breakfast \$1.25/Lunch- \$3.25

Parents coming to eat lunch may only eat with their child. Relatives and friends may not sit with other parents. Parents and Guardians will be allowed to eat breakfast and lunch with their children on Monday-Friday of the week with the exception of testing days or other school events. In those cases, notification will be sent home in advance. Due to the number of students in each grade level, parents are asked to eat with their child at the Visitor's tables. This provides the opportunity for parents and students to visit and spend some quality time together. Parents, please assist us with creating independent and responsible behavior in our students. The students may not take food from the cafeteria back to the classrooms

The cafeteria is a place where each student is expected to practice the same general rules of good manners one would find in the home. Some simple rules of courteous behavior expected of our students during meal times follow the **CHAMPS** model:

C = Level 0 voice: Quiet time is expected to set a tone of professionalism.

H = Raise your hand if you need something. Use the hand signal for the bathroom and see specific teacher.

A = Eat a nutritious lunch.

M = Once you are seated, practice good manners and stay seated until you are dismissed.

P = Clean your area to keep HRE beautiful.

TARDIES

It is important for all students to be in their seats and ready to begin work at 8:10 am. Students entering the classroom after the 8:10 am bell are considered tardy. He/she will need a tardy slip from the front office to be admitted into class and will still be counted tardy. Repeated instances of tardiness will result in further actions in accordance with the **Student Code of Conduct**. Excessive tardies will be referred to the Assistant Principal.

Pre-K and Kindergarten car rider drop off doors will be locked at 8:10 a.m.

ARRIVAL PROCEDURES

Car riders should be dropped off at the front of the school. **Pre-K and Kindergarten students may be dropped off at the kindergarten driveway.** Please try to arrive between 7:30 am and 8:00 am. All other students will go directly to the designated class that will be implementing Vocabulary Crunch for the morning or eat breakfast in the cafeteria. Students arriving at 8:11 am will be tardy.

Please pull your car up to the first available square. Four cars should be able to unload students at once. When the students have been unloaded, please keep the traffic flow moving.

Please refrain from using the parking lot and walking your child into the building. Staff is on duty at 7:30 am to assist students entering the building. It makes traffic flow much faster if cars do not have to stop for pedestrians to cross.

No one is allowed to drop off or pick up in the side parking lot.

DISMISSAL PROCEDURES

Dismissal for all students is 3:25 pm.

All parents are asked to wait outside the building at dismissal. Please do not wait in our front hallway as this space is for students and/or parents waiting for a teacher conference. We also ask that you wait patiently in your cars with your car tags to ensure a smooth dismissal.

Pre-K and Kinder car riders will be ready for pick up at the kindergarten drive. **Parents please do not get out of your car.** Your child will be given a number car tag to help us to identify you at dismissal. The number is designed to hang on the rear-view mirror of your car. **The teacher will not release your child without your car tag for safety reasons.** Drivers without a tag will be asked to park and go to the front office where proper identification must be presented. Relatives and friends picking up students must be listed on the emergency pick-up sheet. Thank you for doing your part as we strive to keep your child safe at all times on our campus.

Car riders in other grades are picked up at the front door. Parents must stay in their car for their children to be considered a car rider. Parents must display car tag number for your child to be picked up in the car rider line. The number is designed to hang on the rear-view mirror of your car. **The teacher will not release your child without your car tag for safety reasons.** Drivers without a tag will be asked to park and go to the front office where proper identification must be presented. Relatives and friends picking up students must be listed on the emergency pick-up sheet. **Any parent who arrives after 3:45 pm must come into the school and sign out their student at the front desk.**

Please make sure your child knows how she/he will be getting home each day and in the event there is a change in the typical pickup.

ABSENCES

When a student must be absent from school, the student must bring a note by no later than the fifth school day upon returning from an absence. Notes must be signed and dated by the parent. All notes must describe the reason for the absence and include parent's contact numbers. The parent's notes may be sent via e-mail, but must come from a parent's e-mail account and be sent to the child's teacher as well as the school's daily attendance clerk (Mrs. Lizalde- Lorena.Lizalde@fortbendis.com). **If a student fails to bring a note or the parent does not send an e-mail note as noted above within the five school day period, each day of absence will be coded as an unexcused absence and will negatively impact the student's official attendance record. Note: Once coded as an unexcused absence, the coding will not be changed unless the absence was found to be marked in error at the campus level. These unexcused absences may result in a truancy warning letter or citation.**

If a child is absent whether excused or unexcused, students will have an opportunity to complete any work missed upon their return to school. The number of days given to make up work assigned during an absence will be equal to the number of days missed.

DRESS CODE

Student attire and grooming shall not disturb, distract, disrupt, create a safety hazard, or take away from the educational process or school activities. A student shall be neat and clean and shall follow the dress code established by the District.

The following shall apply to all students:

1. Heavy chains, medallions, headbands, or jewelry that may cause injury shall not be worn.
2. Shoes shall be worn, and if designed to be tied shall be properly tied at all times. Elementary students may not wear flip-flops or shoes without a back/heel strap.
3. As a general rule, hats and caps, and other head coverings shall not be worn in the building (this does not include required religious head coverings).
4. Hairstyles must be well groomed, neat and clean at all times. Hair styles (cut and/or color) must not detract from or interfere with learning and the school environment. Mohawks of any length or style are prohibited. Boys may grow their hair to a length that would

accommodate the current full hairstyles for men that do not exceed just touching the shoulders at full extension in the back unless otherwise required by the student's religion.

5. Girls' clothing shall be appropriate for school wear and shall be of sufficient length of fullness to cover undergarments when the student is sitting, standing, stooping, or bending. Proper undergarments shall be worn at all times. Outer wear designed to look like undergarments or sleep/bedtime attire, including house slippers, will not be permitted. Walking shorts are permitted provided they are not shorter than mid-thigh. Culottes/"skorts" and split-skirts are also acceptable. Cut-offs, clothes with holes, see-through, or excessively tight or baggy fitting garments are not permitted. Halters, bare midriff, and bare backs are not permitted. Sagging pants, shorts, and/or skirts are not permitted.
 6. Boys wear shirts and shall keep them buttoned except for the collar button. Walking shorts that are no shorter than mid-high are permitted. Proper undergarments shall be worn at all times; outerwear designed to look like undergarments or sleep/bedtime attire, including house slippers, are not permitted. Cut-offs, clothes with holes, see-through or excessively tight or baggy fitting garments are not permitted. Sagging pants and/or shorts are not permitted.
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TELECOMMUNICATION DEVICES

For safety purposes, the district permits students to possess telecommunication devices, including cell phones; however, these devices must remain off and out of sight during the instructional day unless it is in use as a part of an instructional assignment created by the teacher. A student who uses a telecommunication device at an inappropriate time or in an inappropriate manner shall have the device confiscated. The first and second cell phone violations will result in confiscation of the phone. A parent may pick up the cell phone the following school day upon payment of a \$15 administrative fee and appropriate disciplinary action at the administrator's discretion. Third and thereafter violations will result in confiscation of the phone with parents picking it up at the end of the school year after paying a \$15 administrative fee and disciplinary action at the administrator's discretion.

Awards

We have awards assemblies each nine weeks and at the end of the year for each grade level. There are many different types of awards to honor the students' progress and success. There are 3 we would like to bring to your attention: 1) Perfect Attendance – no absences; 2) All A Honor Roll – all A's all year; and 3) A-B Honor Roll – all A's and B's all year.

Birthday Parties

We value and love to celebrate student birthdays. Only store bought cupcakes are allowed to be served on student birthdays. Cupcakes are allowed to be served to the class from 2:30 pm -3:00 pm. Home cooked food is prohibited. Due to food allergies, please refrain from purchasing and distributing food products that contain peanuts and cheese. Parents are allowed to attend birthday celebration with their child. Please contact teacher at least two days in advance prior to bringing birthday items. Please refrain from bringing drinks. Balloons can be brought, but must be taken after celebration is over. Celebrations are held within the thirty-minute allotted time frame.

Bus Conduct and Discipline

Students are expected to assist district staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in district vehicles, students are held to behavioral standards established in this handbook and the **Student Code of Conduct**. Students must:

- follow the driver's directions at all times;
- enter and leave the bus in an orderly manner at the designated stop;
- keep feet, books, band instrument cases, and other objects out of the aisle;
- not deface the bus, or its equipment;
- not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus
- not possess or use any form of tobacco product on school buses;
- be seated while the vehicle is moving;
- fasten their seat belts, when available on buses;
- wait for the driver's signal upon leaving the bus and before crossing in front of the vehicle.

Misconduct on buses, in district vehicles, or at bus stops, will warrant a consequence in accordance with the **Student Code of Conduct**. Bus riding privileges may also be suspended.

Communication

Each classroom has a telephone to allow you the opportunity to call the teacher directly and leave a voicemail message. The phone will not ring during school hours (8:10 am – 3:10 pm). If there is an urgent message for the teacher or your child, please call the front office before 2:30 pm so we can pass it along, as teachers do not have opportunities to check voicemail during instructional time. Daily information comes home in the students' agenda. Each classroom teacher will send out information, important notes, and classroom work in the Tuesday Folder each week. Be sure to sign your name/initials daily.

School Messenger – Parent Notification System

School Messenger provides an easy to use communication tool for administrators to send parents information via the telephone, email and SMS text messaging. Notifications of attendance and truancy are provided to parents through School Messenger. Parents may choose to receive messages in English or Spanish. Parents may also request to receive notifications via email and/or text messaging. Please be aware that costs may be incurred, depending on your service plan.

Student Agendas

In order to promote organization habits, and to keep parents informed, Heritage Rose Elementary will use agendas in grades K-5. Each day's assignments, test information, school activity information, etc. will be written on the chalkboard first thing every morning. It is your child's responsibility to write the information in their agenda. Please check your child's agenda daily.

DRA – Developmental Reading Assessment

A district-wide Developmental Reading Assessment is given to your child at least twice a year; the beginning and end of the year. If your child is not on grade level at the beginning of the year, then they will also be assessed mid-year to monitor growth. The expected levels are listed below. The minimums are Kindergarten – Level 3-4; 1st grade – Level 14; 2nd grade Level 28. These are the minimum DRA levels. This does not guarantee that your child will be promoted to the next grade level by reaching the minimum reading level. The retention / promotion committee also looks at math and writing progress, as well as yearly averages and attendance.

Grade level reading expectations:

	<u>Kinder</u>	<u>1st grade</u>	<u>2nd grade</u>	<u>3rd grade</u>	<u>4th grade</u>	<u>5th grade</u>
Beginning of Year PAPI*	6	16		30	40	50
Middle of Year	1-3	10-12	20-22	34		
End of Year	4	16	28NF	40	50	60

*PAPI is an assessment used by Kindergarten, 1st grade and 2nd grade to also target specific skills mastered or that need additional support, which is given at the beginning and end of the year for each student. PAPI objectives include but are not limited to: beginning sounds, ending sounds, blends, rhyming, and the alphabet. PAPI information is also used for placement decisions.

Of course, 3rd – 5th grades also use the STAAR reading and math tests, along with writing and science when applicable, to determine placement for the following year, but we continue to use the DRA to see if students are reading at grade level.

Field Trips

Parents will always be notified in writing of upcoming field trips. Children must have parent permission to leave school for a field trip. Students are expected to demonstrate model behavior on field trips to ensure a safe, fun learning experience for all students. Younger children/siblings may not accompany parents on field trips. Parents must provide their own transportation if attending as a chaperone. Students must ride the bus to and from the field trip. A Criminal History form must be completed each year by each parent or guardian and processed to attend field trips, volunteer in the school and interact with the students. Forms can be accessed at the following link: <http://www.fortbendisd.com/Page/828>. A student's field trip privilege may be revoked due to excessive behavior issues on campus. Teachers have specific criteria that students must adhere to. Parents may be asked to accompany a student with extreme discipline issues on a field trip to monitor behavior but the trip will still afford the student the learning experience. Students are to remain with the classroom teacher or designated chaperone during field trip. A student may not be taken away from the field trip site and must remain in the presence of the teacher at all times. If a student is being taken home after a field trip, the teacher must be notified and the student must be checked out through the front office to be entered into our system for documentation.

Parents Chaperones /Attending School Activities

Parents serving as chaperones for field trips must provide their own transportation, entrance fees and must have a Criminal History Form filled out and approved by the district for each school year. If you would like to volunteer for school activities during the day or come to class parties or attend you must have an approved Criminal History Form and be prepared to show your ID in order to attend. The form must be completed online and submitted to Human Resources via e-mail. To access the form online:

- go to www.fortbend.k12.tx.us
- click on Be a Partner
- click on Community Partnerships
- click on Criminal History Checks

PTO

PTO is essential in carrying out the educational goals of our school. We have an awesome PTO here at Heritage Rose. Please take a moment to join our campus's PTO to stay abreast of ways your child learns and support his/her educational career. An active group of parents working for the benefit of the school is crucial to the success of HRE. The PTO typically provides monetary supports such as programs, the winter and spring parties, technology, staff development for teachers, etc. as well as voluntary time and hours by providing people to assist with multiple school activities. Please ask the front office for contact information regarding any questions or to volunteer for the PTO.

Reporting Procedures

Report cards describing a student's progress are sent home to parents at the end of each reporting period (9-weeks). In addition, the teacher will require a conference (in person or on the phone) at the end of any reporting period in which the student's performance falls below state-mandated academic levels. Teachers or parents may also request a conference at any time during the school year. The district offers two parent / teacher conference days during the school year; one in the fall and one in the spring. In between report cards, parents will receive Progress Reports if their child is in need of improvement.

Retention and Promotion Procedures

Along with your child being at the expected reading level at the end of the year, other items are also taken into consideration. The district states, "Student may be advanced to the next grade level by meeting promotion or placement standards. To be promoted, the student must; earn a yearly average of 70 or above in reading. Language, math, and science or social studies; meet the state attendance requirements; and meet district and state promotion guidelines on assessments" (as noted on the front page of the report card). We look at all the information we have on a student. For example: PAPI, DRA, ITBS, report cards, STAAR, District Assessment (math, writing, science, and social studies), grade level assessments and attendance. Teachers will talk to you at parent-teacher conference time to explain where your child is functioning: on-level, above level or below level for different subject areas. Even though the teachers must contact you, please take the initiative to contact the teachers if you have concerns or questions. Retaining a student is a very difficult decision, and we work very hard at Heritage Rose Elementary to ensure every child meet or exceed the expectations for that grade level. However, if there is enough evidence to show that a student has not met the expectation, we also will not set a child up for failure in the next grade level. We want every child to be successful, which means they must learn and show that they have learned the basic information for the current grade level in order to move on to the next grade level. An additional conference with the parent, teacher and an administrator will take place at the end of the year, if your child is in danger of failing.

Student Code of Conduct

Heritage Rose Elementary seeks to provide a safe, orderly, and nurturing learning environment for all children. Our school promotes this atmosphere through character education, safety education, and works to train students in becoming responsible, self-disciplined learners. At Heritage Rose Elementary, we have developed a foundation for our behavior plan.

As a general rule, less serious offenses will be addressed with discipline management techniques developed by the classroom teacher and grade level. Persistent offenses will result in parental notification and could lead to more serious discipline strategies including behavior contracts, loss of privileges, and in-school suspension. The most serious offenses may receive more severe discipline measures, up to and including suspension from school or removal to an alternative education program. Each case; however, will be judged independently and may warrant discipline of a type different from another case.

We have also implemented the **CHAMPs** program school-wide: **C**onversation, **H**elp, **A**ctivity, **M**ovement, and **P**articipation. This is a very explicit program to give the students expectations for behavior throughout the school day in multiple areas.

Textbooks

All textbooks are loaned to students free of charge. However, students are responsible for lost or damaged books and will be expected to pay for them if they become lost or pay a fee if the textbook is damaged. Students are urged to take good care of books to avoid a monetary fee at the end of the year. ALL hardcover textbooks are required to be covered with book covers, which are provided by the school. Please do not use adhesive tape directly on the textbooks, as this causes tearing. Books may also be covered using purchased fabric covers if parents choose to purchase them individually.

Parent Behavior

It is important to the achievement of our goals and campus vision that staff and parents work cooperatively. Parents are welcome to address any issues or concerns directly with the classroom teacher or campus administrator(s). We understand that our students are our highest priority, and that issues that affect them can elicit strong emotions. However, parents or guardians are not permitted to bully or harass staff or students in person, via telephone or email, or in any other manner. Any threat of physical violence toward a child, staff member or another parent, explicit or implied, will be reported to the appropriate authorities. While we welcome open discussion regarding any concerns about our campus, respectful speech and behavior is expected.

Parents may not have contact with other students without permission from the student's guardian and campus administrator(s). Under no circumstances may a parent discipline, interrogate, or reprimand someone else's child. We will not discuss or attempt to mitigate issues between parents or guardians-custodial or otherwise. Due to confidentiality, we will not give other parent's or student's contact information to anyone.

If a parent's designated alternate pick-up person or emergency contact fails to comply with district and or campus rules, the parent may be asked to designate another person.

Visitors

Parents are always welcome at school. All visitors must present an ID and will be signed-in through the Raptor system at the front office. You will be given a badge before going to your child's classroom or the cafeteria. Please sign out when your task at school is completed. In order to assure parents of the continuous quality of education for their children, we are asking that parents observe the following guidelines when observing your child's classroom:

1. Please make an appointment with your child's teacher at least 24 hours in advance. This courtesy enables you to schedule the visit for maximum benefit.
2. All visits are limited to 30 minutes. You are welcome to return for additional 30-minute visits throughout the year.
3. Teacher-student interaction must not be interrupted at any time during the instructional day. You are asked to observe quietly in a location designated by the teacher. Parents may not assist child with any assignment in the classroom.
4. Please refrain from interacting with other parent's children in your child's classroom. It does not matter if it's a neighbor or a relative. You are only there to observe your child and his/her learning environment.
5. Younger children may not accompany parents on the classroom visit.
6. If you wish to discuss your visit or any other aspect of your child's education, please set up a conference with the teacher at a mutually convenient time.
7. We are asking that when visiting the campus to limit cell phone usage in the building when traveling in the hallway areas. Also, please carefully monitor type of language used in the front office area and hallways in the presence of students and staff.

8. Our goal is to provide great customer service to all that enter Heritage Rose. We ask that everyone exhibit the same level of respect and professionalism to staff members in the front office area and through the building. Our top priority is to resolve all concerns and make your visit pleasing. Please avoid the use of profanity, threats, derogatory statements made to staff members. If not adhered to, the party will be asked to please leave the premises.
9. Please note, funds/payments are not accepted in the front by the front office staff. Funds or payments should be given directly to the payee (PTO, Cafeteria Manager, Librarian, Sponsor, etc.) where a written receipt can be issued.
10. Lunch payments can be made at the following web address: <https://fortbendis.revtrak.net/tek9.asp>
11. Please remember to update background check. Update must be done each school year in order to attend campus field trips, field day and other campus events where contact with students are made. <http://www.fortbendis.com/Page/830>

Parent Communication

We will use our website, newsletter, campus marquee, Tuesday folder notification, and school messenger system to share campus information. Time sensitive issues, including information related to emergency conditions or illness or injury to a child will be immediately communicated with parents via telephone and/or email distribution list, depending on the situation. Please inform the campus of any updates to your contact information including your email.

Homework

Homework will be issued nightly. Please support the campus and your child's education by ensuring homework is completed. Homework is a review and practice of what has been previously taught in class. It shall not be new material. It is a way for the teacher to check for understanding.

Transferring

If it should become necessary for you to leave our school during the year, please notify our registrar, Mrs. Lorena Lizalde, and your child's teacher one week in advance so we may help make your transfer speedy and efficient. Library books and textbooks need to be returned before leaving. All school fines (textbooks, cafeteria, and library) must be paid in full prior to withdrawal.

Helpful links to Fort Bend Website

Attendance Zone- <http://www.fortbendis.com/Page/271>
Student Attendance- <http://www.fortbendis.com/Page/17529>
Transportation- <http://www.fortbendis.com/Page/367>
Background Check- <http://www.fortbendis.com/Page/828>
Immunization Requirements- <http://www.fortbendis.com/Page/657>
Lunch Payments- <https://fortbendis.revtrak.net/tek9.asp>
Family Access- <http://www.fortbendis.com/family-access>
Volunteer- <http://www.fortbendis.com/Page/164>
Parent Organization- <http://www.fortbendis.com/Page/620>

Campus Vision:

To build an inspiring, growth mindset culture through collaboration, meaningful relationships, innovative ideas and problem solving that will enable each student and staff member to reach his/her fullest potential.

Campus Mission Statement:

Heritage Rose Elementary School exists to nurture innovative, confident, and self-motivated thinkers by providing extraordinary learning opportunities every day.

Campus Wide Rules and Expectations

	Be safe	Be kind	Be responsible
all school areas	<ul style="list-style-type: none"> • keep hands, feet, objects to yourself • no play fighting or chasing 	<ul style="list-style-type: none"> • follow adult directions • use kind words and actions • respect rights and properties of others • no bullying 	<ul style="list-style-type: none"> • follow school rules • be honest • arrive on time • keep school clean
hallways	<ul style="list-style-type: none"> • walk • stay out of yellow areas 	<ul style="list-style-type: none"> • use quiet voices 	<ul style="list-style-type: none"> • must have a pass
cafeteria	<ul style="list-style-type: none"> • walk • keep place in line 	<ul style="list-style-type: none"> • no talking in line • use quiet voices at tables • allow anyone to sit next to you 	<ul style="list-style-type: none"> • use good manners • leave your space clean • wait to be dismissed
playground	<ul style="list-style-type: none"> • stay in boundaries • move safely 	<ul style="list-style-type: none"> • follow game rules • include everyone 	<ul style="list-style-type: none"> • keep food and trash off playground • line up on time
classroom	<ul style="list-style-type: none"> • sit correctly in your chair • move safely 	<ul style="list-style-type: none"> • use appropriate school language and behavior • raise your hand and wait to be called on • listen to teacher or speaker 	<ul style="list-style-type: none"> • follow directions and procedures the first time • stay on task • do your best everyday
bathrooms	<ul style="list-style-type: none"> • walk • wash your hands • keep water in the sink 	<ul style="list-style-type: none"> • give people privacy • knock on stall door • use quiet voices 	<ul style="list-style-type: none"> • keep bathrooms clean • do not waste time • flush the toilet
rainy day recess	<ul style="list-style-type: none"> • sit down quietly • no running in the classroom 	<ul style="list-style-type: none"> • respect the duty supervisors • use quiet talking voices 	<ul style="list-style-type: none"> • return to your classroom promptly • share a game, read a book, or draw, watch an educational video

Reward System:

Positive Praise
 Mustang Bucks
 Awards Day Acknowledgement
 Principal's Club
 Movie Day
 Extra Free Time
 Socials
 15 Minutes of Fame
 Mustang Pride Day

Consequences:

Student Conference
 Parent Conference
 Visit with Administrator(s)/Counselor
 Time Out
 Loss of Privileges
 Detention
 ISS/OSS

Heritage Rose School Calendar 2016-2017

March 28

STAAR Grade 5 Math (Eng/Span)

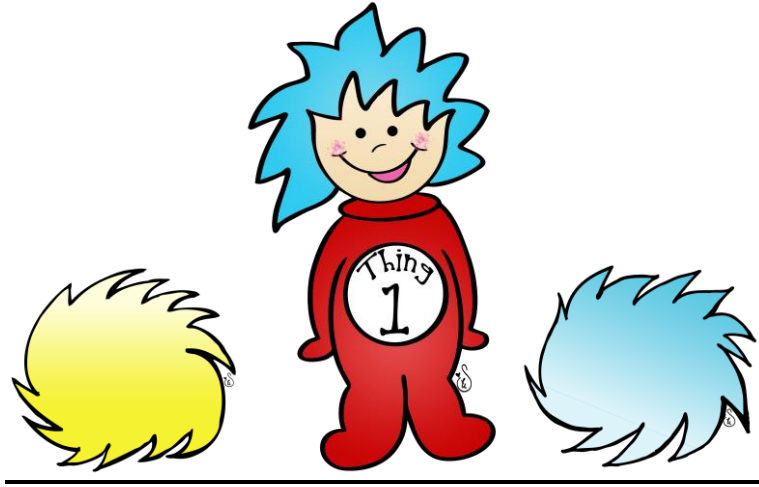


August 22 First Day of School
 September 5 Labor Day Holiday
 September 9 Grandparents Day
 September 14 Open House / PTO/ Title I
 September 23 Fort Bend County Fair Day Holiday
 October 14 Parent Conference Day
 October 14 End of First Nine Week
 Early release 12:10pm
 October 17 Student Holiday
 October 21 Heritage Rose PTO Movie Night 5:30pm
 October 25 Heritage Night Evening Event
 November 7 Heritage Rose Fall Book Fair Begins
 November 11 Campus Veterans Day Program
 November 21-25 Thanksgiving Holiday
 December 9 PTO Reindeer Run Event
 December 13 Winter Program Evening Event
 December 16 Early Release 12:10pm
 End of Second Nine Week
 December 19 –30 Holiday/Winter Break
 January 2 Student Holiday / Campus Staff Dev.
 January 9 Science Fair Projects due 4th and 5th grade
 January 13 Heritage Rose PTO Movie Night 5:30pm
 January 16 School Holiday/MLK Holiday
 January 17 Math and Science Night Evening Event
 January 30 PTO Chocolate Fundraiser
 February 2 STAARdi Gras Data Awareness Evening Event
 February 14 K-2 Jazz and Poetry Day
 Valentine’s Day Class party at 2:00pm
 February 17 Parent / Teacher Conferences
 Early release 12:10 pm
 February 20 President Day/Student Holiday/District
 Staff Development
 February 28 Black History Day Event
 March 2 Dr. Seuss Day/Spring Open House Event
 March 10 End of Third Nine Week
 March 13-17 SPRING BREAK
 March 20 End of Third Nine Weeks

March 28 STAAR Writing 4th grade
 March 29 STAAR Grade 5 Reading (Eng/Span)
 April 3 Heritage Rose Spring Book Fair
 April 6 College Readiness/Career Night Event
 April 14 School Holiday/Good Friday
 April 22 Spring Carnival 11:00am-2:00pm
 May 8 STAAR Grades 3-4 Math/5th Math Retest
 May 9 STAAR Grades 3-4 Reading/5th Retest
 May 10 STAAR Grade 5 Science (Eng/Span)
 May 12 Field Day
 May 29 Memorial Day Holiday
 May 25 Pre K Awards Day
 May 26 Kinder/ 5th Grade Awards Day
 May 30 Awards Day: Kinder, 1st, 2nd, 3rd, and 4th
 May 31 Movie Day
 June 1 LAST DAY OF SCHOOL: Early Release 12:10pm

Basic Student Responsibilities

- Keep track of your own books and assignments.
- Start your work on time and allow time to finish.
- Ask for help when you need it.
- Do your own work
- Turn in your work on time.
- Accept responsibility for grades.
- Accept responsibility for your actions and consequences.



Acknowledgment Form
Heritage Rose Elementary Handbook 2016-2017

My child and I have received and read a copy of the Heritage Rose Elementary Parent-Student Handbook. I understand that Handbook contains information that my child and I may need during the school year and that all student and parents will be held accountable for this information. If I have questions, I will contact the school and receive clarification.

I understand that it is the purpose of the school to educate my child; however, I know I, the parent or guardian, play an integral part to ensure the success of my child by supporting my child at home, ensuring attendance, and keeping open communication with the school.

Child's name

Parent's name

Date