



## WELCOME TO OAKLAND BEACH SCHOOL

### PRINCIPAL'S MESSAGE

Welcome to Oakland Beach School. I hope that you had a restful and enjoyable summer. I am looking forward to a great school year that promises to be exciting and academically rewarding for all. It is my belief that all children should have the opportunity to develop to their fullest potential so they may become responsible members of our society. Therefore, it is important that we all actively participate in the children's educational experience. When we provide encouragement, nurturing, and praise, our children are certain to achieve success. As principal of Oakland Beach School, I will make every effort to ensure that your child has a safe, stable, and educationally stimulating environment in which to play and learn. Your cooperation and support will be greatly appreciated. I look forward to joining with you in supporting your child's education experience.

- Paul Heatherton

### MISSION STATEMENT

The mission of Oakland Beach Elementary School is to prepare our students academically and socially to be self-directed life-long learners necessary to excel in college, career, & life.

### ATTENDANCE

Students are required to attend school daily, unless there is a good reason for the absence. Excessive absences (10 days or more), and late arrivals (10 days or more), which are not the result of a clearly defined medical reason, will be brought to the attention of the school attendance officer. Please call the school whenever your child is absent or tardy: 734-3420. If you do not call us, we will be calling you.

### TARDINESS

A parent must sign in students arriving to school after 8:10 a.m. If you fail to sign your child in and/or your child is late to school more than 10 times in a school year a referral may be sent to the Warwick Public Schools Truancy Officer.

## ILLNESS IN SCHOOL

A child who does not feel well should not be sent to school. Student must be fever-free for 24 hours before returning to school. If a child gets sick or has an accident during the school day, the following will be done.

- If the nurse is available, the child will be sent to her.
- If the nurse is not in the building, the principal will attend to the child.
- If a child is too ill to stay in school, the parents will be notified.

### UPDATE CONTACT INFORMATION

ONLY those people listed in our student information system will be allowed to pick up your child. **PLEASE be sure ALL information in our system is up-to-date at all times.** You can update this information in the Aspen Family Portal. Information on how to do this is on the district website. It is imperative that we have your telephone number at home and work, in case of an emergency.

### MEDICATION

Medication can be administered only by the school nurse. Students who need to take prescribed medication at a designated time must have the appropriate form signed by the physician and parent before the medication can be brought to school. The medication and form must be left in the office. ALL medication must be dropped off by a parent/guardian in the nurse's office.

- Children are not allowed to transport medication to and from school.
- Students are not allowed to carry medication in school, this includes cough drops.

### APPOINTMENTS

There are times when students will need to be dismissed from school for doctor, dentist, or other appointments. Please send a note with your child explaining the reason for early release. A child cannot be dismissed from school unless a parent or person designated by the parent comes to the school office to pick her/him up. The parent or designee must sign the child out of school before he/she can be released. A sign-out book is kept in the secretary's office.

- A photo ID is required at time of pick up.

### VISITORS

All parents and visitors to our school **MUST** come in the front door and check in at the school's office. Visitors are required to wear a pass while they are on the school premises. This is a school department policy to protect all students and staff.

provide every parent with the opportunity to apply. Should you need assistance with any of the applications please contact the school's secretary. Forms may be picked up at any time in the school office.

## ARRIVAL

If you drop your child off in the morning, **DO NOT** drop him/her off at the front door entrance. Please drop them off at the playground. Do not enter the school's driveways. **Students should not arrive at school before 7:50 a.m. as there is NO SUPERVISION** This will be strictly enforced.

**DO NOT PICK UP OR DROP OFF CHILDREN AT THE FRONT DOOR.**

## DISMISSAL

Students who walk or are being picked up will be dismissed at 2:20 p.m. If you are picking up your child, do so at the designated area. Make sure your child knows where to meet you. No child should remain on school property after dismissal is completed.

## MAKE UP WORK

A day's absence **does not** excuse a child from being responsible for work missed. It is the responsibility of the student to find out what work was missed and what is due on the day of his/her return to class. This can be done by asking a friend or relative to bring home assignments. Upon returning to class after a long absence, a student shall arrange with the teacher to make up work and tests. Should a parent wish to pick up work, please contact the office before 10:00 a.m. so that your child's teacher will have time to get the work prepared. Work may be picked up after 2:20.

## CALENDAR

A Warwick School calendar will be provided to all parents. Parents will be notified of any changes due to unexpected school closings.

The monthly Oakland Beach School calendar is sent home through the students. This is sent on or before the first of each month. In the event of changes from the calendar, a written notice will be sent home.

## BREAKFAST

Oakland Beach offers breakfast each morning. Breakfast is free for all students.

## LUNCH AND RECESS

During the first week of school, all children will be given an application for free or reduced lunches to take home to their parents/guardians. Only those who wish to apply need to return the forms. Please keep in mind we are required to

## CAFETERIA

The principal, teacher assistants and school department lunch aides supervise the cafeteria. Students are responsible for cleaning their places at the table and behaving in an acceptable manner. Boisterous behavior, throwing food, papers, etc. is unacceptable.

## RECESS

Recess is a necessary part of the daily school program and directly follow all lunches. Recess not only provides students with a break from their studies, but also an opportunity for socialization skills and friendships to develop. Good sportsmanship and the application of skills learned in physical education classes are also important aspects of recess. It is the school policy to let students go outdoors for recess as often as possible, therefore, please have your child dress appropriately for the weather as we will have outdoor recess most days unless the weather is raining, snowing, or **exceptionally** cold. Medical reasons as to why a child should be excused from recess must be supported by a note from the doctor.

## DISCIPLINE

Discipline is an important element in the education of all children. In school the good of the whole must be considered as well as the good of the individual. For this reason, rules must exist in the classroom, school yard, cafeteria, etc. When a student has been corrected for violating some aspect of the behavior code, it is done for the student's benefit. If a student constantly breaks school rules, the matter is brought to the attention of the principal who will determine if further action should be taken. In most cases this will involve meeting with parents. Again, cooperation of all is necessary for the good of the child. In general we enforce the following:

- Respect for each other.
- Respect for all adults who work in the school
- Respect for school property including materials, and equipment.
- Being prepared for class by completing assigned work.

## BUSES

Students utilizing the bus to and from school and on field trips must realize that the driver is in complete charge. Parents are responsible for ensuring that their children adhere to the policies set by the school department. **School bus transportation is a privilege that may be withdrawn at any time due to inappropriate behavior.**

Students using the bus for transportation to and from school must have a **bus pass**. Passes are approved by the school department.

A student must ride the bus to which he/she is assigned. Any emergency request to ride a bus or a different bus must be requested in writing by the parent/guardian and submitted to the office. Students will be allowed off the bus only at school, home, and locations requested in writing by the parents.

### BICYCLES

Intermediate age children (grades 4-5) may be granted permission to bring bicycles to school. Children desiring permission forms may get them from the office. The school will not assume liability or responsibility for stolen or damaged bicycles or injuries, which occur on non-school property. Failure to follow the rules will result in loss of bicycle privileges. All students MUST wear a helmet per order of State Law.

### PERSONAL ITEMS

Students are prohibited from use of a cellular phones on school property during school hours. Students are also prohibited from home electronics within the building during school hours. The school will not accept responsibility for loss or damage of the above items.. Violation of this policy will result in confiscation of the device.

### SCHOOL SUPPLIES

Each student is responsible for coming to class prepared. This includes having the proper supplies with which to work. The school department supplies one pencil per student per quarter.

### HOMEWORK POLICY

The Warwick School Department has a Homework Policy that applies to all students. The following general guidelines are provided to make you aware of the average amount of homework students experience from one grade level to the next. Homework assignments should increase gradually in difficulty and frequency throughout the grades.

Kindergarten - Review the child's day with him/her, using papers brought home as a starting point.

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|---------|--------------------------|
| Grade 1 | An average of 10-15 min. |
| Grade 2 | An average of 15-20 min. |
| Grade 3 | An average of 20-25 min. |

If your child is spending a significant amount of time beyond the average listed above, feel free to contact the teacher and set up a conference.

### SCHOOL DRESS CODE

When the weather is warm, whether it is September or April, please make sure your child is dressed appropriately for school. Short shorts, short skirts, pajama bottoms, boxer shorts and shirts that expose the upper body or midriff are not allowed. T-shirts with printing on them that can be construed as offensive or inappropriate are not allowed. During the winter months down vests and jackets are not allowed to be worn in the classroom.

Sneakers are to be worn on gym day(s). If your child does not have sneakers on, they will not participate. **Flip-flops and "wheelie" sneakers are not allowed at anytime.**

### OAKLAND BEACH SCHOOL HOURS

8:07 a.m.	First bell rings
8:10 a.m.	School Begins
11:10 – 11:50	1 <sup>st</sup> Lunch
11:35 – 12:15	2 <sup>nd</sup> Lunch
12:00 – 12:40	3 <sup>rd</sup> Lunch
2:20 p.m.	Students Dismissed

. Children have forty minutes for lunch and recess.

### CHANGE OF ADDRESS

Change of address must be reported to the school office.

### ILL CHILDREN

If your child becomes seriously ill at school, we will contact you immediately. If we cannot reach you, we will use the emergency contact information you have provided. Please remember, we cannot keep seriously ill children at school.

### SNOW DAYS/EARLY RELEASE

In the case of school being cancelled or closed early because of inclement weather or an emergency, parents are asked to listen or watch local radio or television stations. Parents can now get text-message alerts sent to their mobile phones from news websites including: [www.turnto10.com](http://www.turnto10.com), [www.wpri.com](http://www.wpri.com), and [www.630wpro.com](http://www.630wpro.com) Parents are asked to refrain from calling the school for such information. If school is dismissed early and if no one will be at home, children should go to a pre-arranged destination (located on the back of the accident card). It is the parents' responsibility to have previously informed their child of his/her destination.