

Archdale Elementary School At-a-Glance



2015-2016

BUS# _____

School Phone# 431-9121

Principal: Lisa H. Thompson

Assistant Principal: Maria Broos

Teacher _____

Assistant _____

Free Breakfast for all children.
Students should be in their respective building by 7:55 am in order to have time to eat breakfast.

Lunch Prices:

\$2.10 daily

\$10.50 weekly

\$.50 Ice Cream



School Day:

- Students are counted **tardy** if not in their classroom by **7:55 AM**. Students who are dropped off after 7:55 AM should report directly to the office **and be signed in by a parent or guardian**. Please remember parents who enter any building on campus in the morning (other than the front office) must secure a visitor's pass from the office.
- Students must be present at least half of the school day in order to be counted present. The cutoff time is 11:30.
- Please keep **contact numbers updated** in order for school personnel to contact you in the event your child becomes ill or there is an emergency situation.

Dates to Remember

August		February	
24	1 st Day of School	4	Math/Science Parent Night- 100 th day of school!
September		15	Teacher Workday
3	Watch D.O.G. Kickoff!	23	Interim Reports
7	Labor Day Holiday	March	
15	Fall Pictures	10	Spring Pictures
15 – 29	Fundraiser	22-24	Camp Caraway for 5 th Graders
22	PTO/Open House Annual Public Meeting	25	Good Friday Holiday
24	Interim Reports	28-April 1	Spring Break
October		April	
15	Spooky Tales & Hay Bales	8	Report Cards
21	Fall Picture Make-Up Day	May	
29	2 hour Early Dismissal	5	Transition Night
30	Teacher Workday	5	Interim Reports
November		30	Memorial Day Holiday
5	Ident-a-Kid	June	
6	Report Cards	7	Last Day of School/2 Hour Early Dismissal
11	Veterans Day Holiday	Inclement Weather Make-up Dates	
25 – 27	Thanksgiving Holidays	1 st Semester	2 nd Semester
December		October 30 th	February 15 th
3	Interim Reports	November 25 th	April 1 st
18	2 hour Early Dismissal	December 21 st	March 31 st
21-31	Christmas Holidays	January 20 th	March 30 th
January		After the first 5 missed days of school due to inclement weather, the dates above will become school days.	
1	New Year's Holiday		
18	Martin Luther King Jr. Day		
19-20	Teacher Workdays		

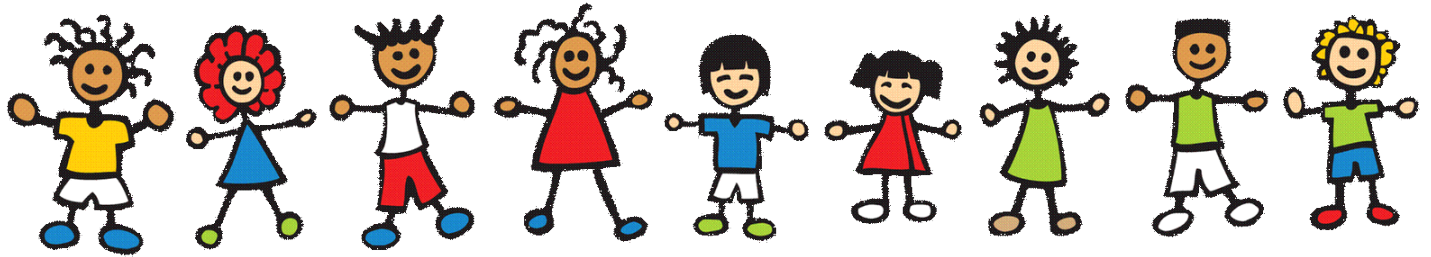
Student Drop-Off and Pick-Up:

-A faculty member will be stationed at the drop off site from 7:30 am – 7:55 am to greet your child in the mornings. Students should be dropped off at the shelter area and **NOT** at any other location. Parents who enter the building in the morning with their child must secure a visitor's pass from the office.

-Please do not pick your child up early from school unless it is **absolutely necessary!** The school day ends at 2:45. Please wait in the car line to pick up your child. Due to the volume of phone calls in our office, please avoid making last minute changes. **No changes will be made after 2:00 pm unless it is a true**



Invitations for parties/events should not be given out during school time. This will help maintain the goal of a high percentage of student time dedicated to academic endeavors at school. It is also important to provide an emotionally safe environment for children where feelings are not hurt.



School Wide Discipline Plan

Rules

- Follow directions the first time.
- Keep your hands, feet and all objects to yourself.
- Use "I Care" language. (Use kind words.)
- Work quietly and raise your hand to be recognized.
- Treat others the way you want to be treated.

These are the basic school rules. For safety reasons, the only place a student should ever run is in physical education classes or at recess. Each teacher may have additional rules for his/her class. These rules are specific for different areas of the school. However, following the Golden Rule of treating others the way you wish to be treated will be acceptable behavior in any area.

Consequences

Green	Every student starts here each morning. Verbal warning
Purple	Last chance before dropping (1 st semester only)
Yellow	Time out in the classroom. Write in behavior log.
Orange	Increased time out in another room. Write in behavior log.
Blue	Teacher calls parent. Student talks to his/her parent. (If parent cannot be reached, a note will be sent home.)
Red	Student will be sent to the office with behavior log to see Principal or Assistant Principal.

When a student is sent to the office, the parent may be called in for a conference with the teacher and principal. If parent cannot be reached, a note will be sent.

In-School Suspension (time out in the office) will be used at the discretion of the administrator. Out-of-school suspension will be the last resort except in case of serious offense threatening the safety of the offender, other students or staff members. Parents will be notified.

Teachers will advise students that their name can be moved to the red area immediately if behavior warrants this action.

