

Murrieta Valley Unified School District

To Inspire Every Student to Think, to Learn, to Achieve, to Care

MURRIETA ELEMENTARY SCHOOL

24725 Adams Avenue, Murrieta, CA 92562

(951) 696-1401

STUDENT/PARENT HANDBOOK

2024



2025

"Be Intentional"

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Murrieta Elementary School

Mission Statement

We at Murrieta Elementary School, through shared responsibility with the community, are committed to providing each student a high quality education, which reflects student achievement, while emphasizing responsibility, life skills, and life long learning.

Parents Have a Role in the Child's Learning

Parents often ask, "What can we do at home to help our children learn?" Some suggestions or hints that may be of value in answering this question include:

1. See that students attend and are punctual to school every day.
2. Set a definite time for studying each night.
3. Provide a quiet, well-lit place for study. (Quiet means the radio and TV should be OFF.)
4. Have the student do his/her work soon after he/she gets home.
5. Encourage the student to keep a record of assignments and use their planner and/or binder to keep materials and assignments organized.
6. Have the student do his/her hardest assignments first, especially memory work. Alternate written and reading assignments and relax briefly between preparations.
7. Students should try to formulate their own conclusions as they read or tackle a challenging multiple-step math problem.
8. Students should try to select the main thought in each paragraph.
9. Have a dictionary handy and encourage the student to use it, as well as reference books and a globe.
10. As a general rule, the student should have daily homework in the form of worksheets, reading, math problems or studying for a test. Most of the core subjects have testing periods on a regular basis. In studying for a test, your child may benefit from reading textbook passages or worksheets verbally.
11. A good night's rest and a nutritious breakfast are essential, especially before a school day.
12. Children who do extra work outside the classroom should receive praise and encouragement.
13. Be a good listener when your child talks about school activities.
14. Provide opportunities to learn from experiences outside the school.
15. Allow time for other worthwhile after school activities.

Character Counts! Core Values!

Trustworthiness

Be honest – Don't deceive, cheat or steal – Be reliable – do what you say you'll do – Have the courage to do the right thing – Build a good reputation – Be loyal – stand by your family, friends and country.

Respect

Treat others with respect; follow the Golden Rule – Be tolerant of differences – Use good manners, not bad language – Be considerate of the feelings of others – Don't threaten, hit or hurt anyone – Deal peacefully with anger, insults and disagreements.

Responsibility

Do what you are supposed to do – Persevere: Keep on trying! - Always do your best – Use self-control – be self-disciplined – Think before you act – consider the consequences – Be accountable for your choices.

Fairness

Play by the rules – Take turns and share – Be open-minded; listen to others – Don't take advantage of others – Don't blame others carelessly.

Caring

Be kind – Be compassionate and show you care – Express gratitude – Forgive others – Help people in need.

Citizenship

Do your share to make your school and community better – Cooperate – Get involved in community affairs – Be a good neighbor – Obey laws and rules – Respect authority – Protect the environment.

Programs & Services Offered

Single Plan for Student Achievement (SPSA) - State funded program to encourage school improvements through a collaboration between school personnel and the community.

Title I - Federally funded program for students not proficient in LA or Math, grades 1-5.

Library- Students visit the library weekly or bi-weekly.

English Language Development - Specially designed instruction in listening, speaking, reading, and writing in the English language.

Computer Carts in Classroom - Students have computer carts and use throughout the week.

SST (Student Success Team) – A group that meets regularly with teachers and parents to provide help for students with learning, social, emotional and/or behavior problems.

Special Education – a variety of program options provided to students who have an individualized Education Program.

Services:

Nurse - Visits the site as needed to provide hearing and vision screening and provide medical input at site meetings.

SEED Program - Childcare - Available through Murrieta Valley Unified School District. Family Services, 24300 Las Brisas Road, N., Murrieta – (951) 304-1623 or infofamilyservices@murrieta.k12.ca.us Serving Pre-School, Childcare and SEED before and after school programs.

Cafeteria – School Meals are **free** to all students for the 2024-2025 School Year (*one breakfast and one lunch per day*). Even though meals are free to students in California, families are encouraged to complete a **Meal Program Application each year**.

Counseling - The elementary school counseling program ensures all students have equal access to effective instruction through a range of learning supports. The program explores the students' academic goals as well as social and emotional needs, enhances competence, self-determination, and relatedness to others. Ongoing support is provided to students, staff, and families as needed.

Allergies

Dear Parents,

We have several students in our school that have food allergies, food sensitivities or dietary restrictions. **Food allergies can trigger reactions that range from very mild to life threatening (anaphylaxis).**

As a result, there are several procedures we must follow to prevent exposure, reduce the risk of anaphylaxis, and help keep all of our students safe:

1. Any food or snack that may be provided to be shared in class **MUST** have pre-approval and/or prior notification to all parents so they can make alternate choices.
2. Additionally, all food items provided by the students for culture projects must be pre-packaged the ingredient label displayed or the food ingredients must be provided. Please remind the student to bring the recipe, including the list of ingredients, to class along with the dish that was prepared for the class to share.
3. Our classrooms should be peanut/tree nut/food allergy aware space. This document will inform the teacher if any students have ANY food allergies, food sensitivities or dietary restrictions. If this issue arises, parents will be advised that classroom projects or assignments should NOT include the use of peanut butter/nuts or other food items where serious allergies are concerned.
4. Students can bring their own food choices to eat in lieu of dishes brought to class. This ONLY applies to food shared or used as a class project. As a general rule, students are not permitted to eat during class time.

If your student has a food allergy, please make sure you contact/inform the Health Office. You may want to speak to the School Nurse if the allergy requires medication or other interventions.

Thank you for your support and cooperation. We want to make our classrooms safe for all students!

Student's Name: _____ Classroom Teacher: _____

Food Allergies, Food Sensitivities or Dietary Restrictions: _____

Please initial the plan that is appropriate for your student: _____ Student may participate in culture projects involving food and eat food provided by other students. _____ Student may participate in projects involving food but alternate food will be provided by parent _____ Student may NOT participate in projects involving food and MAY NOT EAT food provided by other students.

Parent Signature: _____ Date: _____

Attendance

Gates will be unlocked at 8:20 a.m. Supervision begins on the school grounds at **8:20 a.m.** Please **DO NOT** bring students to school before this time unless they are participating in a before school program. Students arriving for the before school program, should be entering the side gate by the library from 7:30 a.m. to 8:20. Student's should go directly to the MPR (Multi Purpose Room).

Breakfast is available at 7:45 a.m. every morning. Students must enter the side gate by the library. Students must go directly to the MPR (Multi Purpose Room), for breakfast.

Supervision is provided after school for students waiting for buses and those enrolled in the Child Care Program. All other students are expected to go home when school is dismissed, unless detained (parent/guardian notified) by the teacher.

Students may **NOT** leave school grounds without a parent/guardian for any reason including lunch. The parent/guardian must sign the student out in the office. Students who choose to leave school may be suspended.

In order to maintain a productive learning environment, classroom interruptions are discouraged. Parents, please make every effort to communicate with your child before school regarding after-school arrangements. We also urge parents to limit taking students out of school early; it is extremely disruptive to the class routine and it will reflect on perfect attendance. **DUE TO THE AMOUNT OF DISRUPTION CAUSED BY EARLY CHECK-OUT, THE STAFF AND SCHOOL SITE COUNCIL HAVE VOTED TO ELIMINATE RELEASING STUDENTS TO PARENTS FROM 2:30 - 2:45 P.M. PLEASE PICK UP CHILDREN PRIOR TO 2:30 P.M., OR WAIT UNTIL DISMISSAL.**

Parents/guardians are encouraged to call the school office if a student is absent and/or send a note for admittance. Parents/guardians may leave a message on the school phone absence line at **696-1401** and then press **1 for the attendance line.** **Please leave a clear message** regarding a student's absence. The school's funding is based on student attendance.

Excused Absences – Not State Reimbursed

1. Student illness or injury
2. Student medical/dental appointments
3. Death in the immediate family (1 day in state, 3 days out-of-state)

All students shall be allowed to make up assignments and tests in a timely manner - full credit shall be given upon completion.

Unexcused Absences

Unexcused absences are those which do not come under any of the definitions of excused absences. Students who have unexcused absences may be denied make-up privileges.

Attendance Continued

Truancy

Pupils subject to compulsory full-time education or to compulsory continuation education shall be considered truant for the following reasons:

- Absent/tardy from school without valid excuse more than 3 days
- More than 5 excused absences

If tardy to school in excess of 30 minutes on each of more than three days in one school year

Truancy shall be reported to the Attendance Supervisor or the Superintendent as defined in the Education Code 48260. School Attendance Review Board letters are sent routinely to parents of students who exceed the absent/tardy rule.

Tardiness to Class

PROMPTNESS TO CLASS IS EXTREMELY IMPORTANT. Tardies interrupt the classroom and interfere with learning. Continued tardiness on the part of any student will be viewed as a very serious matter and will be reported to the School Attendance Review Board. Students are expected to be in their places, ready for work, at the bell. A tardy, excused or unexcused absence, **must** be explained by a note from parent/guardian or staff member responsible for detaining the child.

Early Pick-Up

If you need to pick up your child from school for a doctor's appointment or other reasons, please be aware that a classroom will NOT be disrupted to call out students to be released between 2:30 – 2:45. This is a crucial time for our teachers to get their students prepared for the end of the day. If you need to take your child out of school early – please do so before 2:30 pm.

Reminder: Sending a note to the teacher in the morning with dismissal instructions, inclement weather directions, or early release requests will also help alleviate classroom interruptions.

Perfect Attendance Awards

Perfect Attendance Awards are given to promote positive attendance (**No tardies, absences, or early pick-ups**). Students will be rewarded and recognized by the principal each semester. Students with perfect attendance for the entire year will be recognized at the last flag salute.

Withdrawal of Students

When a student withdraws from school, the parent should call or send a written request to the principal specifying the reasons for withdrawal and the final day the student will be in attendance. There is also an "Intent to exit" form that needs to be filled out. If possible, two days notice shall be given to provide teachers time to compute grades and clear all records. Student must turn in all library books and pay all fees owed.

Bicycles, Rollerblades, Scooters & Skateboards

Bicycle, Scooter & Skateboard Rider's Rules:

Bicycles must be walked out on the grounds, down the sidewalks until it is safe to ride, and kept in the racks. No one is allowed at the racks except to park or remove his/her bike. Helmets **must** be worn. This is the law.

Skateboarding, scooters, skating, or roller blading, as well as the equipment involved, are not allowed on the school grounds unless permission has been gained from the principal or assistant principal.

1. Wear a helmet.
2. Use a lock to secure your bicycle.
3. Keep your bicycle in good mechanical condition (tires, chain, brakes).
4. Obey all traffic rules and signs-always give proper hand signals.
5. Walk your bike across busy intersections.
6. Always ride with the traffic and as close as possible to the right side of the road.
7. Be sure the roadway is clear before entering.
8. Always ride single file and watch for opening car doors.
9. Most bicycles are built to carry one person – You! And you alone.
10. If you must ride your bike at night be sure your headlight and reflectors are in good condition.
11. Select the safest route to your destination and use it. Avoid busy streets and intersections.

Yield right of way to pedestrians.

Birthday Parties

In an effort to maximize classroom-learning time, we may NOT allow birthday treats or balloons for birthday parties for individual students. Teachers have a variety of ways to recognize children on their birthdays and will arrange classroom celebrations throughout the school year. A celebration may also take place in relation to a school event or a curricular unit of study. If you are interested in helping with classroom celebrations, please contact your child's teacher.

Books / Supplies

Students are responsible for all textbooks, workbooks, and supplies distributed to them by the teacher and all library books they choose to check out. Students must reimburse the school district for any lost or damaged books and supplies. Failure to comply could result in loss of library privileges or the student's report card being held until the matter is settled.

Bullying

What is bullying?

Think of what has happened.

**If you can check all four boxes below,
then the event was bullying.**

- ◆ The action is done over and over, or it keeps happening over time.

- ◆ The action involves one person trying to be in charge of another person.
Ask yourself, “Who is in charge?”

- ◆ The action is or involves one of the following:
 - words
 - hands, feet, or objects
 - hurts feelings/unkind body language (eye roll, sigh, noises)

- ◆ The action is meant to hurt or bother.
 - Sometimes I hear students say, “I didn’t mean to.” Once we check and see that the action is bullying, I expect students to remember that “I didn’t mean to” is not an excuse.

DEFINITION OF BULLYING

- Bullying is exposing a person to abusive actions repeatedly over time and becomes a concern when hurtful or aggressive behavior toward an individual or group appears to be unprovoked, intentional, and (usually) repeated.
- Bullying is a form of violence which involves a real or perceived imbalance of power, with the more powerful child or group attacking those who are less powerful. Bullying may be *physical* (hitting, kicking, spitting, pushing), *verbal* (taunting, malicious teasing, name calling, threatening), or *emotional* (spreading rumors, manipulating social relationships, extorting, or intimidating).
- Bullying can include any severe or pervasive physical or verbal act or conduct, including: communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school.
- Bullying also includes one or more acts by a pupil or group of pupils directed against another pupil that constitutes sexual harassment, hate violence, or severe or pervasive intentional harassment, threats, or intimidation that is disruptive, causes disorder, and invades the rights of others by creating an intimidating or hostile educational environment, and includes acts that are committed personally or by means of an electronic act, as defined, that has any of the effects described above on a reasonable student.
- Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, image, or post on a social network Internet website, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network Internet website shall include, but is not limited to, the posting or creation of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.
- Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability.

Bus

Bus transportation is available for students who live in the busing area. Any student riding the bus must be registered or they will not be allowed to ride the bus. There is a fee for bus service. To register your child for bus service please contact the Transportation Department **(951) 696-1600 Ext. 3045**.

Procedure for after school buses:

TK/Kindergarten through fifth graders must line up near room 33 behind signs with their bus number. Students in bus lines must sit while waiting for the bus. Students should be in bus lines immediately after the dismissal bell and follow directions of teacher on duty. Students must wait for buses in an orderly fashion. School rules apply in line and on the buses. Bus citations or memos will be written for inappropriate behavior.

District Rules and Regulations

1. Students will be picked up and let off at their designated bus stop only. Any changes should be communicated to the school office in writing upon arrival at school.
2. Students boarding the bus will form a single line in the designated area 6 feet behind the pick-up point.
3. Students must stay seated while the bus is in motion and until the driver releases them; they may exchange seats only with the driver's permission and when the bus is not in motion.
4. Students must keep all parts of the body inside the bus and hands and feet to themselves.
5. Drinking liquids, eating food, or chewing gum will not be permitted on the bus at any time.
6. Students may not throw trash or any other article from, or inside, the bus.
7. Any damage caused to a school bus by students will be investigated by school authorities to determine responsibility, and parent or guardian will be held liable.
8. No glass containers, pets, insects, animals, or other living creatures may be taken on the bus.
9. The driver is in complete charge of the bus; students riding the bus must obey the driver at all times.
10. Students may talk to the student next to them at a reasonable volume. No student may talk to the students in front of, or behind them; appropriate language is always required.
11. If assigned seats, students must sit in them.
12. On field trips, both the teacher and driver are in charge of the students.

BUS Continued

Citations

Students who violate bus rules will be subject to the following disciplinary action:

FIRST OFFENSE: The student will be given a bus citation, which will require the signature of the parent and principal of the school and, at the discretion of the driver will be assigned a specific seat to ensure closer supervision.

SECOND OFFENSE: The privilege of riding the bus will be revoked for two days.

THIRD OFFENSE: Revocation of bus-riding privileges for 2 weeks.

FOURTH OFFENSE: revocation of bus-riding privileges for the remainder of the school term.

VIOLETION OF ANY SAFETY REGULATION MAY CAUSE IMMEDIATE SUSPENSION OF BUS-RIDING PRIVILEGES.

VIOLETION OF ANY ELEMENT COVERED IN PARAGRAPH 48900 OF THE CALIFORNIA EDUCATION CODE MAY RESULT IN IMMEDIATE SUSPENSION OR EXPULSION FROM SCHOOL.

Calendars

A school calendar highlighting school events (Back to School Night, PTC meetings, SSC meetings) is sent home monthly with the school newsletter. Please check these calendars carefully. You can also view our calendar on the school website <https://www.murrieta.k12.ca.us/Domain/793>

Cell Phones

Students: We strongly discourage elementary students from bringing cell phones to school. If a parent/guardian supports sending a child with a cell phone, you agree to the following conditions:

Cell phones may only be used before and after school in the office, in front of the school or on B Street.

Cell phones and smart watches could be a disruption to the learning environment and therefore must be in the "off" position and stored in the student's backpack.

Murrieta Elementary and the Murrieta Valley Unified School District are not liable for cell phones that are lost, damaged or stolen.

Proper documentation must be turned into the principal to authorize a cell phone that must remain "on" if determined to be essential for a student's health by a licensed physician. Usage would be limited to health-related purposes only.

Students who do not abide by these rules will have their phones confiscated. When this occurs, parents may pick the phone up from the office. Multiple offenses may result in long term confiscation by Administration.

Adults:

Please refrain from using cell phones especially while in the front office or classroom. All phones should be on vibrate. Please step out of the classroom or office if you have an emergency call you must take. Thank you for your cooperation in keeping distractions/interruptions to a minimum.

Electronic Devices

The school strongly discourages bringing electronic devices to school that have no educational purpose. This includes any audio or video devices such as headphones, MP3/MP4, CD players, iPODS, games, etc. They may not be used in school without specific permission from staff. If you choose to bring a cell phone or any other electronic device, you do so at your own risk. The school

does not have the staffing to investigate or be responsible for loss or theft of any electronic devices. Any loss or theft of any item should be reported to the Murrieta Police Department.

Education Code Section 51512 provides for disciplinary action to be taken if a student uses, without expressed permission from a teacher, any electronic recording or listening device:

“The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person other than a pupil who willfully violates this section, shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action.”

Consequences: Electronic Device will be confiscated, and parent may pick up the device in the office. Multiple offenses may result in long term confiscation by the Administration.

Communication

AERIES

MVUSD uses our Aeries system (Parent Square) to inform families of upcoming events. Most of these communications will come to you in the form of an email. It is very important that you have your correct email on file with the school. Messaging regarding a student's absence or food service messages are sent out via a phone call. Please make sure all personal contact information is updated with your school office so you don't miss out on important information.

PEACHJAR

Peachjar is an electronic flyer communication system. School flyers and community flyers approved by the district will be posted online and emailed to all parents.

Dismissal Procedures

Students in Grades 2-5 will exit through the B Street gate. 1st grade students will exit from the front of the school. Transitional Kindergarten and Kindergarten will release from the kinder yard. The bus loop may not be used for drop-off or pick-up. The church and public library has asked that students do not wait in their lot. Parents may park in the lot and walk to school.

There is school staff at these locations to monitor the safety of students waiting to go home These are the **only locations** for studentss to wait. Other locations are unsupervised. Students are required to sit down while waiting for their ride.

Dress Code

The school, site council, and community established a reasonable dress code that will prevent disruptions and promote an educational climate for students at Murrieta Elementary School. The school is committed to maintaining standards of dress, which will be fair to everyone while maintaining an appropriate learning atmosphere free of unnecessary distractions and interruptions. No dress code can be written that will anticipate all dress and grooming extremes. **It is important to understand that some decisions will be at the discretion of the administration in any particular circumstance. Behavior of the student or group of students may be criteria upon which a decision is based.** When violation of the dress code occurs, students will be required to change into appropriate attire.

STUDENTS WILL WEAR CLOTHING (INCLUDING JEWELRY, ACCESSORIES, ETC.) WHICH IS CLEAN, SAFE, AND HEALTHY THAT ALLOWS FOR PARTICIPATING IN AN ACTIVE LEARNING ENVIRONMENT.

Examples not allowed: chains of any kind (such as wallet chains) clothing or jewelry with protrusions that could be considered dangerous, unsafe, or used to cause damage or injury. Extra long or oversized earrings, false or acrylic fingernails, extreme nail polish and any make-up will not be allowed.

SAFE AND HEALTHY FOOTWEAR WILL BE WORN AT ALL TIMES.

Examples of footwear: Shoes designed to stay on permanently and enclose the feet must be worn. Tennis shoes, sandals, etc. without heel straps and platform shoes are **NOT** allowed to be worn at school. Shoelaces are to be tied snugly at all times. **NO** flip-flops!

CLOTHING WILL MAINTAIN SOCIALLY ACCEPTABLE STANDARDS OF MODESTY.

Examples of inappropriate clothing: halter tops, spaghetti straps, off-the shoulder styles, tank tops with excessively large neck or arm openings, shoulder less tops, see-through clothing, visible underclothing, holes above the knees, short-shorts, mini-skirts, shorts with writing across the seat, bare midriff tops, and any clothing which may or does cause a disruption to the learning environment.

Dress Code Continued

CLOTHING, ACCESSORIES, AND OTHER PERSONAL ITEMS MAY BE DECORATED WITH MESSAGES, SLOGANS, LOGOS, ETC. WHICH ARE IN APPROPRIATE FOR SCHOOL.

Examples of inappropriate messages: reference to any race, symbols of racial supremacy, references to drugs, alcohol, tobacco or any other controlled substance, reference to weapons or explosives, messages that promote tagging or other defacing or damaging activities, violent messages, sexual overtones.

CLOTHING OR OTHER ITEMS WHICH CAN BE INTIMIDATING TO OTHERS OR IS ATTRIBUTED TO GANG AFFILIATION OR PUTS THE WEARER IN DANGER WILL NOT BE ALLOWED.

Examples not allowed: excessively oversized shirts and pants, bagging or sagging pants, bandannas, knit caps, do rags, hair nets, items with graffiti, tagging or similar style writing.

Guidelines used to determine oversized, sagging, or bagging clothing: pants which have a waist size so large that the pants will not stay on without a belt, or shirts and sweatshirts which are more than two sizes over a student's normal size are considered oversized. Pants which are worn with the crotch at or lower than mid-thigh are considered sagging, and pant legs which can be wrapped from the outside seam around to the inside seam in the area just at the top of the knee are considered bagging.

It is important to understand that some decisions regarding gang-related or inappropriate apparel will be at the discretion of the site administration. The behavior of the student or group of students may be criteria upon which a decision is based.

HATS THAT SHADE THE FACE MAY BE WORN AT MURRIETA ELEMENTARY.

Hats, beanies, or hoods may **only** be worn when **outside**. **Hats or beanies may not be worn indoors** except for special designated days. Baseball style hats with bills **forward** are allowed at Murrieta Elementary. Bicycle helmets **MUST** be worn by students riding bicycles, skateboards, and or scooters to and from school. However, they must be removed from the head and not used as a hat while on campus.

Emergency School Closing Information

In the event of an emergency, our school will work with District staff to notify families of the situation as quickly as possible. The district's mass notification system will call parents, send e-mails, text messages and push notifications to the district's mobile app. To receive push notifications to your mobile phone, download the Murrieta Valley USD app for iPhone and Android smartphones. In addition, information and updates about emerging situations will be posted on the district's official Social Media sites, **Facebook** and **Twitter** and on the district and/or school website.

Field Trips

Field trips are educational. Students must be prepared to benefit from the experience and not create a liability for other students, teachers, chaperones, and/or the district. Therefore, the following rules are in effect:

Parents must fill out and sign a field trip permission form for each trip in order for the student to attend. Students who are at school and going on a field trip, must use district provided transportation to the field trip. Phone call permissions on the day of the trip will not be accepted, unless the student was absent the day before the trip.

Students who misbehave on the bus, grounds or in class prior to a field trip are a poor risk and may be left behind.

Students who are behind in general academic assignments, or who have failed to complete preparation work for a specific field trip, may be left behind. In such cases, two weeks prior notice will be given to parents, and an opportunity will be provided for the student to make up the work.

Students who do not participate in the field trip will be supervised at school by another teacher or the principal. Their attendance will be credited.

Parents are encouraged to attend field trips as chaperones. Without adequate parental participation, the field trip will be canceled. Children, other than those in the participating class, may not attend. Chaperones must fill out required paperwork. See Appendix.

Students who take medication must have the medical section of the field trip for signed by the parent and doctor prior to the day of the field trip.

General Expectations of Behavior and Consequences

Philosophy

In order to keep a school climate free from disruptions that interfere with the learning process students, staff, and parents must share the responsibility and support the following student **JAGUAR** expectations which are centered on our important Character Pillars and “Be Responsible, Be Respectful and Be Safe” mantra.

1. No chase, tag, or games that involve touching others.
2. Students will observe good standards in all forms of expression such as speech and writing. Profane and vulgar language will not be tolerated, and consequences may be imposed.
3. Students must keep hands, feet, and objects to themselves. We use the term **KAHFOOTY** – **Keep All Hands, Feet, and Other Objects To Yourself**. No hitting or kicking is allowed. Play fighting is not allowed.
4. Students will call other people by their given name or an acceptable family nickname. Any other name is prohibited.
5. Gum, seeds or nuts in shells, candy and soda are not allowed at school except at designated school activities.
6. Orderly behavior in hallways and near buildings is mandatory and vital to the safety of students and the smooth functioning of school. Walk in the hallways. No playing in between the buildings. At all recesses, all students must be out on the playground.
7. Students will walk on sidewalks, **not** on grass areas. Running in the hallways is prohibited.
8. Sitting, swinging, or leaning on hallway railings is prohibited.
9. Good behavior is required at all functions held at the school including activities scheduled at night or on weekends. Standards and regulations are the same as those during school hours. The dress code will be observed.
10. Students will use school equipment with permission of a teacher and only for the purpose for which it is intended.
11. Possession of any substance, object, or container (e.g.: glass containers, aerosol cans) dangerous to the health, safety, or welfare of students, is forbidden on school grounds, buses and at bus stops.
12. The restrooms are open to all students before and after school, at recess and lunch. After 8:45 a.m. the restrooms near room 20 are for kindergarten and first grade students only. Other restrooms are open to 1st-5th grade students. Students **may not** play in or around the restrooms, must keep voices down, respecting privacy, and should always flush the toilets. Defacing the bathroom is a serious offense.
13. With the exception of calculators, electronic devices are not to be brought to school.
14. Cards and toys are not allowed at school.
15. Selling/trading of items is not allowed at school.
16. Skateboards, skates, roller blades, and wheelie/skate shoes are not to be brought to school. No one is allowed to ride any of these, anywhere on the school grounds, at any time – even after school.

Rights, & Responsibilities of Students, Parents, & School Personnel

Students have the responsibility to:

1. Attend school regularly and on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Be well groomed and dress appropriately.
4. Exhibit respect towards others.
5. Behave in a responsible manner at school, on school buses, and at all school functions.
6. Obey all class, school, and safety rules.
7. Cooperate with staff in maintaining safety, order, and discipline.
8. Uphold our JAGUAR expectations.

Parents have the responsibility to:

1. Make every effort to provide for the physical needs of their child.
2. Teach their child to respect authority, pay attention, and obey rules.
3. Assure their child attends school regularly and report and explain absences and tardiness to school personnel.
4. Be sure their child is appropriately dressed for school.
5. Submit a signed statement that they received and reviewed the behavior expectations and support school personnel in the enforcement of discipline imposed in accordance with school policy and behavior expectations.
6. Bring to the attention of school personnel any concerns or condition that may relate to the child's education or well-being.
7. Discuss report cards, and assignments with their child and participate in conferences with school personnel regarding the child's progress, behavior, and welfare.

Teachers and other certified personnel have the responsibility to:

1. Be knowledgeable of and uphold behavior expectations.
2. Develop, and communicate classroom rules and discipline management procedure and follow said procedure.
3. Remove from class a student who presents a danger to self or others.
4. Maintain an orderly classroom.
5. Establish rapport and an effective working relationship with parents.
6. Notify parents when student behavior needs parental intervention.
7. Report in writing to the principal any known serious violation of the behavior expectations.
8. Maintain confidentiality upon receipt of sensitive information.
9. Work with colleagues to provide positive behavior support.

Rights, & Responsibilities of Students, Parents, & School Personnel

(Continued)

Administrators have the responsibility to:

1. Assure a safe and orderly climate for teaching and learning.
2. Assume responsibility and leadership for discipline and for the evaluation of the discipline management plan including implementation and enforcing the behavior expectations.
3. Provide appropriate support for teachers who seek help with discipline management.
4. Notify parents within 24 hours of a serious violation of the behavior expectations by their child.

Social Events

School rules apply to all school social events. Guests attending these events are expected to observe the same rules as students, and the person inviting the guest will share responsibility for the conduct of his or her guest.

Adwards for Good Behavior

Adults at school will recognize students who demonstrate appropriate school behavior on a daily, weekly, and/or monthly basis, in the classroom and/or at school assemblies. Murrieta Elementary focuses its discipline policy on "Positive Reinforcement" to maintain a healthy, positive, and safe school environment.

Discipline

When a child is a habitual disciplinary problem, the teacher has the authority to take disciplinary action. When a child is referred to the office, it is not a first or “minor” offense.

Possible Discipline Referrals:

1. Habitual tardiness to school/class
2. Truancy from school/class/class activity
3. Habitually unprepared for class (books, materials, homework)
4. Chronic refusal to do class work
5. Disruption of class
6. Disrespectful to staff members/students
7. Defiance of authority
8. Leaving supervised area
9. Foul or abusive language/acts
10. Not keeping hands, feet, objects to self
11. Fighting/play fighting
12. Defacing or destroying school property/private property
13. Throwing rocks or other objects
14. Running in the halls
15. Playing in the restrooms
16. Spitting

Possible Consequences:

1. Parent/teacher and/or principal conferences
2. Performance Contract
3. Denial of privileges
4. Work option
5. Restitution
6. Suspension
7. Referral to appropriate agency when applicable
8. Referral to Administrative Hearing Panel with recommendation for expulsion.

Discrimination and Harassment

Murrieta Valley Unified School District maintains a firm policy prohibiting all forms of discrimination. Religious, racial, or sexual harassment, or violence against students, or employees is discrimination. All persons are to be treated with respect and dignity. Sexual violence, sexual advances, or other forms of religious, racial, or sexual harassment, or discrimination by any pupil, teacher, administrator, or other school personnel, which create an intimidating, hostile, or offensive environment, will not be tolerated under any circumstances.

If you believe you have been the victim of discrimination or harassment, download the form from the district website and submit it in person, or by mail to:

District Director of Student Support, Dale Velk
District Support Center
41870 McAlby Court
Murrieta, CA 92562

Homework Policy

Homework is defined as an assignment that reinforces a subject that has already been introduced. Homework is completed outside of class time.

Goals of Homework

- Extension or reinforcement of classroom learning.
- Aid in the mastery of skills.
- Instruction in the wise use of time.
- Involving parents in the education of their child while not requiring the parent to provide initial instruction.
- Providing opportunities for parent/child interaction.
- Enabling students to make up work missed due to excused absences, including suspensions.

Time

Although the Murrieta Valley Unified School District recognizes that quality is more important than quantity, the following guidelines related to time are suggested:

Grades 1-3: 10-30 minutes up to 4 days per week

Grades 4-5: 30-60 minutes up to 4 days per week

Homework will not be assigned on school activity nights or during state testing. Homework assignments are to reflect the same high standards of legibility, neatness, content, and completeness as expected in the classroom. If your child is ill, you may request homework through our school office. Homework will be available for pick up at the end of the school day.

HOMEWORK POLICY (Continued)

Responsibilities

Student:

- Listen to directions and ensure that assignments are understood before leaving school.
- Take home all materials available from school, which are needed to complete assignments.
- Take proper care of schoolbooks and equipment and return them in good condition.
- Complete all assignments according to school standards and turn them in on time.
- Make up work missed due to excused absences from school, including suspensions.
- Communicate any specific problems with teacher or parent.

Parent:

- Establish a daily homework routine.
- Provide a place where your child can work productively.
- Assist in the acquisition of basic resources; contact your child's teacher if help is needed in obtaining materials.
- Regularly review homework to see that it is neat and complete.
- Maintain regular communication with the teacher.
- Encourage and support your child.

Teacher:

- Send written directions when appropriate.
- Collect and record homework on a daily/weekly basis.

Classroom Interruptions

In order to maximize student learning and minimize disruption, classrooms will not be called to communicate transportation changes or items in the office such as instruments, lunch or homework. Please ensure that all your child's needs and directions are met before dropping him/her off at school. In the event you do need to drop off an item, please do so at the office. Office staff has been instructed to send an email to the teacher relaying the information. In the event of picking up your child early from school, please do so before 2:30 p.m. to avoid end of the day wrap up activities in the classroom.

Inclement Weather

Hot Weather Schedule

All classrooms are air-conditioned. Students may eat indoors (MPR). Students are all to sit in shaded areas at recess or at the lunch benches during lunch. In event of excessive heat of 95° and above, lunch will be inside with no outside recess.

Rain – A.M. Before School

Students arriving before school are to report to the MPR (grades 1-4) and (5th grade) report to the library. Kinder arrival (A.M.-K, P.M.-K) go straight to your classroom.

Rainy Day – After School Dismissal:

In the event of a downpour: the following will take place.

Bus Riders: Go to the MPR, sit down quietly in bus lines.

If buses cannot run in your area, bus riders will be kept in the multi-purpose room until they are picked up by a parent or guardian.

Front Gate: Go to the Library or stand under front overhangs and sit quietly until called for ride.

B Street: Raining Lightly, go to Rm. 27 and wait under the overhang. **Downpour:** Go to MPR

Walkers/Bike Riders: Raining lightly, walk/ride home. **Downpour:** go straight to MPR (do not get bike).

Childcare: Go straight to Childcare. Parents may pick up children early. **The “B” Street gate will remain closed** and parents must park and come to the designated area to pick up their child. Teachers will keep sign-out sheets in the room during inclement weather.

Parents may contact the school office at **(951) 696-1401** or the Transportation Department at **(951) 696-1600 Ext. 1193** with any questions.

Rainy Day with Lightening and After School Dismissal

Administration will announce over PA to shelter in place.

Students will remain in classrooms until the all clear is given or parents choose to pick up their child at their child’s classroom.

Bus riders will remain in classrooms until all clear.

Students riding bikes, scooters, etc., will not be allowed to leave until all clear given.

Library Information

Your librarian is eager to help you use the library and find the books and information you need. We look forward to working with you this year.

Library Hours : 9:00-2:30

Behavior

- Follow school rules and library rules in the library. Be a Super JAGUAR!
- Use good library etiquette.
- Students on passes who do not follow the rules or use good etiquette will be sent back to class.

Book/Materials Check Out

- Check out library books and materials before they leave the library. All books and materials must be checked out before they may be taken out of the library.
- Return books and materials as soon as you are finished with them. This prevents loss and allows for use by others.
- Book checks outs are reserved for registered Murrieta Elementary students only. Parents and siblings will be referred to the public library.

Lost and Damaged Materials

- Students are responsible for items checked out to them.
- Don't trade library books and materials with other students. Return them to the library and let the other person check them out from the library. Remember, you are responsible for the item until it is returned to the library. Student may not check out a new book until the previously checked out book is returned.
- Lost books and other materials must be paid for.
- Books and materials damaged beyond repair must be paid for.

Withdrawal from School

- Students withdrawing from school must return all library books and materials, pay for lost or damaged books and materials, and obtain clearance from the librarian before leaving.

Fees for lost or damaged textbooks/library books

Students who owe fees at the end of any twelve week period will have their report cards held. The teachers will supply the office with a list of those students who owe for textbooks or library books. Parents of the students will be notified.

LOST AND FOUND

Students who find objects (including money) **must** turn items into the school office.

Jewelry, money, keys and other small items are kept in the school office. Other lost and found items will be placed on the shelf near room 2, available to students and parents. Unclaimed items shall be removed from the Lost and Found and donated to a worthy cause at the end of each semester. Any unclaimed money will be deposited in the Student Leadership fund. **PLEASE LABEL ITEMS WITH CHILD'S FULL NAME.**

Kindergarten and Pre-School have their own lost and found, located on the Kindergarten yard.

Murrieta Valley USD

2024-25 School Meals



Universal Free Meals

One breakfast meal and one lunch meal are free for all students. Second meals and a la carte items are available for purchase at all school sites.



Community Eligibility Provision (CEP)

CEP is a new program we are implementing. This program allows schools participating in the National School Lunch and Breakfast Programs to offer free breakfast and lunch without having to collect free and reduced priced lunch (FRPL) applications.

Meal Applications

As a CEP District we no longer have to collect FRPL meal applications each year. All families should complete the income survey in Aeries Parent Portal during the annual document confirmation to determine eligibility for additional school and community benefits such as reduced school bus rates, AP testing and college application fees.



Nutrition Services Information

Please visit the Nutrition Services website for weekly menu, dietary information and how to request proof of eligibility documents from the district.



TK-8 MEET'n'EAT Breakfast

An hour before school begins, elementary and middle schools open for students getting dropped off early to eat breakfast.

School staff are present to greet the students while they eat a balanced breakfast at their leisure without the worry of not having enough time to eat before the first bell rings and school begins.

9-12 Breakfast

Thirty minutes before school begins, school sites open for students to eat breakfast.

Nutrition services staff are present to greet the students while they eat a balanced breakfast at their leisure without the worry of not having enough time to eat before the first bell rings and school begins.

LUNCH/SNACKS

Behavior: Please observe common rules for cleanliness and tidiness at the lunch tables:

1. Eat ONLY in designated areas
2. Sit at the table properly
3. Use a quiet voice
4. For health and safety reasons do not take, trade, or share lunches
5. Discard trash in proper containers. Students are asked to clean up their area.
6. Students will be dismissed by grade level and class **after** their area is clean.
7. Commercial delivery of food to the school is prohibited unless authorized by the principal.

Cafeteria Expectations

Be Respectful:

Only eat the food on your plate. **Do not** share, trade or take food from other students.

Clean up your area: Table and Floor

Use low voices and listen to adults.

Be Responsible:

Wait your turn in line. No pushing or shoving or cutting in line.

All food and drinks stay in eating area.

Pick up trash around you – even if it was left by others.

Be Safe:

- Give each other personal space.
- Walk at all times.

KAHFOOTY – Keep All Hand Feet and Other Objects To Yourself.

Character Counts:

Responsibility

Citizenship

Kindness

Respect

Honesty

Tolerance

Self Control

Cooperation

School Nurse & Health Tech. Services

Notes from the Nurse "Healthy Children Learn Better" "School Nurses Make It Happen!"

Welcome to the Murrieta Valley School District! To help better care for your student during the year, the following information may be useful to keep handy for reference.

Health Office: A Health Technician is staffed in the health office during school hours to care for your student. Our Health Technicians are trained, unlicensed personnel who have CPR and First Aid training. The Credentialed School Nurse (Registered Nurse with a bachelor's degrees and post graduate credential in school nursing) covers many assignments, but may be contacted at any time if needed.

Medication Administration: If it is necessary for your student to receive medication at school, it is important that we follow certain procedures to ensure the proper administration of that medication. All medication must come to school in its original, labeled container (no baggies, etc.) California state law (E.C. 49423) requires that any child who takes medication at school must have **written permission** from both the **parent and the physician** (this includes over the counter medications). These procedures are required so that your child receives their medication exactly as your physician prescribed. We do not allow baggies due to the possibility of confusing one baggie with another and improperly medicating your child. A baggie also does not securely keep the medication and it could spill out and get mixed with other medication. ****Important reminder**** A **parent or another adult must bring the medication to school**. Students are **not allowed** to bring medication to school. This is for your child's protection. Thank you for your cooperation in this!

Emergency Forms: In order to care for your child, California Education Code 49403 requires that all parents submit an emergency form with information as to home phone, work phone, emergency contacts, etc. **IT IS IMPERATIVE THAT WE RECEIVE THIS INFORMATION BEFORE THE FIRST DAY OF SCHOOL.** Without an emergency form on file, if your child is injured or ill, we are forced to call 911 for treatment, at the parent's expense. Please include at least 2-3 local numbers of persons who could care for your student if you are not available. Thank you for your cooperation on this!

Health Concerns: In order to ensure your child's health and safety, it is important that we are aware of any health condition that they may have. Please note **ANY** health problem in the appropriate space on the emergency form; this information is necessary to protect your child and for any emergency personnel that may care for your child. This information is confidential and will only be shared with those staff who have a need to know in any emergency. Please contact the school if you have any questions regarding this.

Immunizations Requirements

In order for your student to enroll in school, they must have received all of their necessary immunizations or have a personal beliefs or medical waiver on file. This is extremely important to safeguard your child from diseases. If your student is in need of immunizations, there are free clinics available. Please feel free to contact the school if you need information on those locations.

Head Lice

Parents often ask what the policy is on head lice and attendance in school. The American Academy of Pediatrics along with the Department of Health Services have determined that head lice are harmless and do not spread disease, and that most transmission takes place in home settings, as opposed to school. Head lice do not jump or fly and are only transmitted through direct head to head or head to object contact (via shared brushes, combs, hats or other similar objects). Transmission is not casual and must be through close contact with another's hair. Therefore, accordingly, Murrieta Valley Unified School District has a Board Policy that recognizes that the treatment and control of head lice falls mainly at home.

If students are found to have untreated lice, they will be sent home with proper notification, so that parents can follow up with appropriate treatment. The school nurse, in consultation with the school administrator, will determine when students should be checked for possible infestation and when general notification should be sent home to parents. Routine classroom checks are not done since the mode of transmission is direct head-to-head contact and students in class are geographically separated by desks.

Please feel free to contact your **School Nurse**, Audrianna Leavitt, or **Lead Nurse**, Lisa VanRyzin, if you have any questions or concerns. We want to work together to keep students in school!

Accident Insurance

As a reminder, injuries frequently occur with student and your medical insurance may not cover all the costs. A low cost accident insurance policy is available for parents to purchase to help offset those costs. Please review what your medical coverage is and consider accident insurance if your family has a need. This information is available on the district's website at <https://www.murrieta.k12.ca.us/> under Health Services.

Vision and Hearing Screening

Students in grades K, 2 & 5 are screened annually for vision and hearing problems by the School Nurse. Boys in the second grade are screened for color vision deficiencies. If your child fails the screening, a note will be sent home informing you of the results. If you do not wish your child to be screened, please notify the school in writing at the beginning of the school year.

ILL OR INJURED STUDENTS

Murrieta Valley Unified School District recognizes that students may become ill or injured at school. The following are guidelines as to when a student should be kept at home or picked up – the list is not inclusive of all conditions or reasons a student may need to be sent home.

Fever of 100 degrees or greater.

Significant respiratory complaints (repeated coughing, wheezing or other upper respiratory symptoms).

Rash of unknown cause that is systemic in nature or accompanied by a fever.

Suspected conjunctivitis (red, itchy eyes with exudates or inflamed conjunctiva).

Contagious conditions such as untreated ringworm, head lice, impetigo, etc.

Vomiting and/or diarrhea when accompanied by malaise or fever or when more than one episode.

Any suspected fracture unless a finger injury or other minor injury that the parent requests the student to remain in school. Obvious displaced fractures or students who are in significant discomfort, must be picked up.

Head injury with any brief loss of consciousness, severe headache or visual disturbances otherwise 911 will be called.

Cuts or gashes that are deep or large, underlying structures are visible or bleeding is not controlled within 5 minutes.

Students who are ill or injured are not generally allowed to walk or ride a bike/scooter/skateboard home. This is for the student's safety (if they are too sick to stay in class, they generally would be considered too sick to walk home). Parents are expected to pick the student up within 15-30 minutes or have a local contact who can come on their behalf. If the student has an elevated fever or other concern that may require medical attention, the school may be forced to call 911, if no parent or emergency contact is able to be reached within a timely period and medical attention is needed. School staff are not permitted to transport students.

Icing Injuries: If a student is injured during the school day, they may come to the Health Office and, if appropriate, we will ice the injury. If the injury is minor and it is determined they may stay at school, ice may be given to the student to take with them to class to reduce the amount of time they are out of class. If the injury is 'old' (meaning it did not just occur that day), then the student may return during break or lunch to ice the injury in the Health Office. Ice generally will not be given during class as much as possible and reduce the loss of academic time.

Epinephrine Auto Injector Pen Administration for Treatment of Anaphylaxis at School: Murrieta Valley Unified School District endorses the use of epinephrine auto injector pens for students who may experience anaphylaxis at school. In the event of an anaphylactic reaction epinephrine auto injector pens may be administered by:

Licensed health care professionals.

Trained unlicensed assistive personnel (UAP) under the direct or indirect supervision of the credentialed school nurse.

The following guidelines should be in place prior to administering epinephrine by auto injector pen to students.

If a student has a known history of anaphylaxis:

Student's parent/guardian will provide a written request for administration of an epinephrine auto-injector pen by school personnel.

The student will have a current written order from a physician for an epinephrine auto-injector pen.

Student's parent/guardian will provide a written request for administration of an epinephrine auto-injector pen by school personnel.

The prescription medication will be guaranteed by expiration date verification.

The student may carry and self-administer the prescribed medication if she/he demonstrates competency in the procedure. This must have the prior approval of the physician, parent/guardian, and school nurse, and be documented in the individualized Health Plan.

If a student does not have a history of known anaphylaxis and has no epinephrine auto injector, but experiences rapid onset of symptoms including compromised breathing, an epi-pen will be administered and 911 will be called immediately, along with the school nurse.

Unlicensed assistive personnel will be trained by the school nurse on a regular basis.

An emergency care plan will be in place with procedures to follow, including phoning 911.

The student who has a history of anaphylaxis will be encouraged to carry medical identification in the form of a card or Medical Alert bracelet/necklace identifying the specific allergy.

Rationale

Anaphylaxis is a rapid severe allergic response triggered by insect stings, food, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition, requiring immediate treatment. Administration of epinephrine has proven to be life saving and is not contraindicated in any breathing emergency (regardless of medical history). By providing rapid administration of epinephrine, it can buy precious minutes while waiting for emergency personnel to arrive. Training unlicensed assistive personnel (UAP) to administer epinephrine auto-injector pens to students during a breathing emergency can help to insure the student's health and safety at school.

Blood Glucose Testing in the Classroom

Murrieta Valley Unified School District realizes that the treatment and management of diabetes has changed to require more frequent testing of blood sugar. Long term studies show that the better control of diabetes increases long-term outcome and reduced complications. Therefore, we believe that students should be allowed to monitor their blood sugar levels in the classroom provided the student has demonstrated ability to safely and accurately perform the glucose testing.

A written order from the student's physician and parents must be on file and support testing in the classroom. The school nurse should develop an individual Specialized Health Plan to allow successful classroom monitoring. The plan developed should assure that:

Classroom teachers are provided education regarding the necessity and parameters for blood sugar monitoring. The school nurse will assist the student to arrange for testing in the safest and least obtrusive way.

If possible, the test will be administered in an area away from other students.

Universal precautions are to be utilized at all times.

Students will be allowed to carry food appropriate to reverse low blood sugar.

Obvious disregard for universal precautions, non-compliant recording, or possible health threat to other students may result in withdrawal of the privilege of classroom blood sugar testing.

The following is a statement from the California School Nurses Organization in regards to support of blood glucose testing in the classroom:

"The California School Nurses Organization believes that schools play an integral part in assisting students to become productive and healthy individuals. We also realize that the time taken to walk to the health office and the energy expended may put some students in jeopardy. We believe that diabetic students should be able to take full advantage of every school opportunity, from academic preparation to participation in sporting and social events. In order to encourage this philosophy, the California School Nurses Organization recommends that when appropriate and when students so desire, they be encouraged to monitor their blood sugar in the classroom. Classroom blood sugar monitoring allows:

Better control in order to prevent long-term complications of high blood sugar and complications of acute low blood sugar.

Diabetic students to spend less time out of class.

Students to attend school with less stigma as blood sugar monitoring loses its mystery when handled as a regular occurrence.

Student's blood sugar monitoring is more easily accessible and able to be done when needed, fostering better control.

Less time is spent between recognition of symptoms, substantiating low blood sugar and treatment with a snack.

Please feel free to contact the school, if you have a question, regarding your student's health.

Parent Teacher Club (PTC)

Murrieta Elementary School has a parent-run volunteer club called PTC. This organization plans and organizes a multitude of programs for students each year. Programs include: school photos, Red Ribbon Week, Bookfairs, Yearbooks, evening activities, and classroom teacher support. All parents are welcome and urged to volunteer to help with these events. Contact the PTC president by email: MurrietaPTC@yahoo.com or by leaving a message at the school office.

Personal Property

We request that students **not** bring large sums of money or other valuables to school. Caring for students' possessions is complicated if articles of unusual value are brought to school. The school is not responsible for personal items brought to school. **Toys, playing cards, and electronic devices are not permitted on campus.** All unauthorized items brought to school and confiscated by the staff will not automatically be returned to the student. Often, we will request that parent come to pick up these items. This ensures personal communication regarding the infraction. Items that are not picked up will be discarded.

Please put your child's name on articles such as lunch boxes, backpacks, coats, notebooks, etc.

We strongly discourage elementary students from bringing cell phones to school. If your child brings a cell phone, you must agree to the following conditions:

Cell phones must be stored in backpacks and left "off" during classroom instruction.

Do not use camera phones on campus unless they are part of a class assignment or approved activity or you have prior approval of the classroom teacher or site administration.

Cell phones may only be used before/after school in the office or the front of the school.

The school is not liable for lost, damaged, or stolen cell phones.

Students who do not abide by these rules will have their cell phones confiscated and privileges revoked. Parents must pick up confiscated cell phones in the office.

Pesticides

Murrieta Elementary, periodically, has pesticide treatments to help control problematic pests such as gophers, ants, bees and wasps. Bi-annual pesticide treatments for ants are scheduled during the spring and summer breaks. Notification of pest control treatments must be posted at the school site at least 24 hrs. in advance. The purpose of this notice is to inform staff, students, and parents that a pest control treatment is to be conducted at the site. A Material Safety Data Sheet (MSDS) is available upon request from the school office showing the intended product to be used for the pesticide treatment. Re-entry to treated areas will be based on the product label's recommendation. This applies to both academic and extracurricular school activities.

Pets

No animals are allowed on campus. Please do not bring dogs or any other animals on campus at any time. New city and state regulations prohibit dogs on school campuses, unless they are service animals – please check in through the school office. Murrieta Valley Unified Policy #5144; California Penal Code #626.6. Thank you for your cooperation.

Playground

General Rules

No "special" rules; only the usual game and safety rules agreed to by teachers may be used.

Balls and ball games are limited to the grass west of paved areas and marked paved areas.

BALLS MAY NOT be used on sidewalks, between buildings, on buildings, or near an apparatus.

Play equipment may not be brought from home.

Game disputes are settled by Rock, Paper, Scissors with player and 1st person in line or referred to the yard supervisor; players have no vote.

Lines are out in all games.

Do not leave the game line for any reason, except to ask for help from the yard supervisor, or you will lose your place.

Apparatus is to be used for the purpose for which it is designed and in consideration of the surface beneath it. There is no running or tag games on this equipment.

One 25-second wait or count is the limit on bars, swings, etc.

Nothing is to be thrown over the backstops. Balls are not to be purposely hit over them.

Balls are not to be thrown at anyone unless the person is trying to catch it.

Balls may be kicked only on the grass field.

Interference on purpose is not allowed in games.

Playground balls are not to be kicked.

Freeze silently when the bell rings - wait for the whistle signal, then walk to the line-up area.

NO TAG, NO CHASE GAMES, NO FIGHTING GAMES, NO PLAY FIGHTING.

Students must stay in coned areas of yard. No use of baseball fields or outside boundaries during recess or lunch periods. Class activities with teachers may use entire yard.

Playground Equipment Rules

Bars:

1. Students may not stand on the bars or on top of the jungle gym.
2. One person per bar.
3. The last part of the body in contact with the bar before release must be the hands. Do not jump off the bars.
4. Students must keep one hand on the bar at all times.
5. Students may not play tag on the climbing equipment.

Ladder:

1. Travel by hand one direction at a time, do not touch others. Start on the side with cross bars or ladder.
2. Do not sit, stand, or hang upside down on the ladder bars.

Slide:

1. Stay clear of the bottom of the slide.
2. One person at a time.
3. Slide on bottom of torso only, facing forward.
4. No walking up the slide or use of the slide apparatus for anything but sliding.

Swings:

1. Swings are not to be twisted or wrapped over bar or used when found this way.
2. Swingers are not to touch each other or be swung by anyone else.
3. Swingers are to be seated upright in the swings and may not jump out while swinging.
4. Seats may not be turned over to face another direction.
5. Swing back and forth, not side-to-side
6. Students may not play or run in the swing area. Students must walk on sidewalk and not behind swings near the fence.

Climbing Walls:

1. Only one climber at a time.
2. Students must keep their hands and feet to themselves. No pulling another student up or down the climbing wall.
3. Do not jump off the climbing wall.
4. Be patient and encourage others climbing on the wall.
5. Stay clear of the bottom of the wall.
6. Climbers must climb facing the wall.
7. Allow students room at the top of the wall to get up.

Playground Game Rules

Basketball:

1. Everyone must play (Substitute in as needed).
2. No full court press, you may guard your man beginning at half court.
3. When a foul is committed, the other team takes the ball out, no foul shooting.
4. No jump ball. During the game, if a player stops dribbling, you may not crowd around him and try to grab the ball. If you do, the player with the ball gets to "take it out" free. If no one crowds around the player with the ball, he has 5 seconds to get rid of it.
5. The team with the ball has 10 seconds to get the ball over the half-court line.
6. Only one person may guard one person at a time, no reaching to steal the ball. Players must remain 2 feet away from player they are always guarding.

Four Corners:

1. One line of people will wait to join the game outside the square.
2. One person will be on each corner and one in the middle.
3. Play the game by trying to switch corners with another person. Person in the middle is trying to get to a corner.
4. You may leave your corner to go to the middle. Tap once, and then the middle person must try to get to a corner.
5. Around the World – you may leave your corner, tap two times and say, "around the world." Everyone must switch corners.
6. No "frozen".
7. No one (including the middle person) may stay on a corner; you must try and switch.
8. No one can run up to someone and kick their foot and get on their corner.
9. No foot wars. Solve disputes with rock, paper, scissors.
10. No "4-all-in", sliding, pushing or shoving.

Four Square:

1. Square "A" serves to square "D"; the ball must be dropped then hit with the open hand.
2. Returns must be with open hand(s).
3. The ball must be struck, not pushed, with a single hit; NO throws or backstops; set-ups are not allowed.
4. No fists.
5. No "holdies". One "Don't Take" on the serve only, per game.

Hopscotch: If markers are placed in 3 squares in a row, the player will move other players' markers in the square closest to the start forward one square. (This is to eliminate the risk of jumping over three squares on pavement with sand on it).

Playground (Continued)

Jump Rope

1. The person entering the game must take the rope.
2. The rope must touch the ground when being turned.
3. No running or chasing.
4. No swinging overhead; no tying rope to equipment or people.

Ropes may not be used as whips.

Handball/Wallball

1. Utility balls and red rubber balls may be used. Tennis balls and regulation handballs may only be used during supervised P.E.
2. Balls must be served from within the court.
3. A served ball must hit the backstop above the height line for the ball and returned to the blacktop inside the serving line.
4. No corners or side walls on a serve.
5. The server will have 2 tries to make a good serve; the receiver may reject 1 service.
6. On the return of serve or continuing play, balls must hit the backstop above the line on the wall.
7. Games are limited to 2 players.
8. Balls may not be kicked on the handball court
9. Slams (balls hit directly to backboard) must rebound inside the serving line or they are out.
10. After 3 wins, you must leave the court to give others a chance to play.
11. Players or 1st person in line chases balls—all other players lose their place in line, if you leave to get the ball.
12. If the ball is hit over the top of the wall, the player is out.

Tetherball: Tetherball is played with two players standing opposite each other in a circular court. There is a ball attached by rope or chain to a pole in the center of the circle. The serving player starts the game by hitting the ball around the pole in one direction with his hand or forearm. The other player tries to hit the ball in the opposite direction. The first player to wrap the ball completely around the pole wins the game.

Before playing your first game, decide on how many games will be in your match. You must win by two games to win the whole match. A common number of games for a match is 7.

School Site Council

The School Site Council is comprised of an equal number of parent volunteers and staff members. This team oversees the Single Plan for Student Achievement. The School Site Council meets monthly to review site plans and budget issues.

Social Media

Posting school information and pictures on social networking sites is a violation of our students' and families' privacy. Photographs from school events, field trips, etc. should not be shared without the permission of the school and guardians of other involved students.

Student Records

A student's school records are private and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the district until the student withdraws or graduates. This record moves with the student from school to school.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is a minor or a dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights. Parents/guardians wishing to review cumulative records must make an appointment with a site administrator and give five (5) days advance notice.

Student Report Cards

Report cards will be issued two times during the year for children in grades TK-5. Report cards will be issued at each semester (December & June). The first progress report will be issued at parent conference time (October) and the second progress report is sent home in March.

Special Education (SPED)

Students who have been found eligible for special education and have an Individual Education Plan (IEP) may receive services provided by:

- Resource Specialist Program (RSP)
- Special Day Class (SDC)
- Special Education Preschool
- Speech and Language (SLP)
- Occupational Therapy (OT)
- Physical Therapy (PT)
- Visual Impairment (VI)
- Deaf and Hard of Hearing (DHH)
- Orthopedically Impaired
- Autism/IBI

Special Events

On occasion, a grade level or individual class will hold an academic celebration or culminating event at the end of a unit of study where food is part of the event. All food MUST be store bought, prepackaged and unpeeled/uncut (fruit/veggies). This is district policy and we appreciate your support.

Student Leadership / Student Helpers

Student Leadership

The purpose of the Student Leadership is to encourage students in grades 4 & 5 to have an interest in self-government, to promote a better school, and to set high standards for leadership. Student Leadership will make decisions regarding extra-curricular activities with approval of the principal, and to act as the student advisory group to promote a better school. Student Leadership members help with Friday flag salutes, school assemblies, spirit days, and student store.

There will be two representatives from each class for each half of the year. Attendance and appropriate behavior are expected from each Student Leader in order to retain active participation.

Students designated to be in Student Leadership will be given a permission slip for parent consent. The Student Leadership team is under the direct supervision of the principal.

Student Helpers

All 4th and 5th grade students are eligible to be Student Helpers. Students who are interested must fill out a form, have their parents and teacher sign it and return it to the office. Students will attend a meeting with the principal and then positions will be filled. All students that participate in this program must keep a log of their hours signed by their supervising teacher in order to participate in the end-of-the-year pizza party. Students must have good behavior at all times. Students will be removed from their position if they do not model good behavior. Student Helpers will work during their recess times only. Examples of Student Helper positions are: classroom helper, library helper, flag monitor (before and after school), etc.

Visitors / Volunteers

Raptor Technologies:

Every parent volunteer must have a valid ID to sign into the Raptor system. The Raptor program checks against the Murrieta Police Department Megan's Law database. This ensures the safety of all children. You **must** check in through the Raptor system each time you enter the campus during school hours.

Parents are invited to visit school at any time. If a parent(s) wishes to talk about a specific problem, an appointment should be made with the teacher, principal or assistant principal.

Volunteers are welcomed and encouraged to help in classrooms, the library, or the computer lab. Parents are not allowed on the playground during school hours due to insurance restrictions. Please sign in at the office and a visitor's sticker will be issued to you, you must wear this while on campus. During school hours you must enter through the office. All other gates will be locked until dismissal. **Insurance restrictions, and state Education Code, stipulate that all visitors/ volunteers must sign in at the office and obtain a visitor's sticker, as well as, sign out upon leaving.**

Children other than those enrolled in Murrieta Elementary School are not allowed on campus during school hours unless they have special permission from the principal. This means pre-school aged children may not accompany a parent volunteer to work in a classroom. Young children may accompany volunteer parents to help with the Bookfair, attend a PTC meeting, or attend the Volunteer Inservices.

High school and middle school siblings may not be on campus or visit classrooms before 3:00PM. MVHS and TMS students picking up siblings may wait in front of the school. See Appendix C for additional information.

Watch D.O.G.S.

WATCH D.O.G.S. (Dads Of Great Students) is an innovative program focusing on education and safety in schools by using the positive influence of fathers and father-figures for a two-fold purpose: (1) to provide an unobtrusive fathering presence, and (2) to provide a positive and active role-model for students at the school.

Fathers, stepfathers, grandfathers and uncles are asked to spend at least **one day** at their student's school volunteering. They will support the school through: monitoring the school property, working one-on-one or in small groups, reading, flashcards, homework, sports referees, listening ears, or for whatever needs to be done to **PLANT SEEDS OF SUCCESS** in the lives of the students.

To become a WATCH D.O.G. you will need to bring a photo ID, purchase a \$15 WATCH D.O.G.S. t-shirt and sign up at least a week in advance of your visit. For more information about the program go to <https://dadsofgreatstudents.com/>.

