

PHILOSOPHY

We believe that every child is unique and, therefore, has a right to learn and be treated as an individual. The faculty, staff, and volunteers have the responsibility to accept each child at his own level of development and provide the basic foundation for educating the whole child: academically, socially, emotionally, and physically.

SCHOOL DAYS

The school day for students begins at 8:55 a.m. and ends at 3:25 p.m. **Students should not arrive prior to 8:25 a.m., as there is no supervision.** Children should not be left on the school grounds after 3:40 p.m. unless the parent is present to supervise. **Students left after 3:40 p.m. will be taken to the after school program and a fee will be charged.** The Wakulla County Senior Citizens Center offers before and after school care on the school grounds for a fee. **Please contact them directly at 926-7145 to make arrangements.**

ATTENDANCE

Daily attendance in school is critical for academic success. Please make sure your child arrives at school on time and you refrain from picking them up prior to dismissal. If your **child is absent from school please send a written note or doctor's excuse upon their return.** Perfect attendance will be awarded only to students who are in attendance each day, arrive on time, and are in class for the majority of the academic day. Please refer to the Wakulla County Code of Student Conduct and Attendance booklet.

REPORT CARDS

Report cards are issued every nine weeks. Progress reports will be issued for all students at the end of every four weeks. See calendar on back for specific dates.

GRADING SCALE

Kindergarten, Pre-First, and Special Area

- E - Excellent
- S - Satisfactory
- N - Needs Improvement
- U - Unsatisfactory

First – Fifth Grade

- A - 90 to 100 (Excellent)
- B - 80 to 89 (Above Average)
- C - 70 to 79 (Average)
- D - 60 to 69 (Below Average)
- F - 0 to 59 (Failure)

Students are assigned a level of academic performance for each of these academic areas: reading, writing, and math. Performance levels are:

- A - Above the developmental level for the assigned grade.
- O - On the developmental level for the assigned grade.
- B - Below the developmental level for the assigned grade.

ELA Grading Weight

All students' grades in English Learning Areas are divided into the four categories for 1st thru 5th.

- 50% Reading
- 30% Writing
- 10% Language
- 10% Spelling

Kindergarten is divided into the following three categories.

- 50% Foundational Skills
- 30% Writing
- 20% Speaking/Listening Skills

ACADEMIC AND EFFORT AWARDS

Each nine weeks students are awarded ribbons for their accomplishments in academic achievement, academic improvement, citizenship, and attendance. These ribbons are included with report cards each grading period. Achievement in the classroom is recognized with an awards program at the end of the school year.

COMMUNICATION

Your child's teacher will communicate with you during the school year regarding your child's progress. You will be contacted in person, by letter, e-mail, or by telephone. Parents may also access their child's newsletter of class events and information on line. If a concern arises about your child, **parents should first discuss the problem with the teacher.**

Parent conferences may be scheduled by calling 926-2664.

The principal distributes "The Otter's Splash" newsletter each month with school information such as lunch menus, upcoming events, parent tips, educational web sites, current news, and recognition. This publication can be found on-line at: wakulla.fl.schoolwebpages.com/riversink

DISCIPLINE

Proper student conduct and behavior are fundamental to the educational process. Teachers and staff will maintain a classroom management system that is consistent with a productive learning environment. A list of classroom rules and consequences from your child's teacher will be sent home the first week of school.

STUDENT EXPECTATIONS

Basic principles are the basis for all behaviors and attitudes. Riversink students will:

1. Take pride in our school. Help make it a good place to be.
2. Accept responsibility for their behavior.
3. Respect teachers, staff, administrators and volunteers.
4. Be kind and respect peers and their property.
5. Maintain a safe, orderly classroom, playground, and lunchroom environment.
6. Maintain quiet, orderly halls – remember others are working.
7. Help keep our school clean and looking nice.

8. Think it through/seek help if needed before acting.
9. Hats, caps, toys, radios, beepers, and electronic games are not allowed at school.
10. Cell phones must be turned off and kept in the child's backpack at school.

BUS RULES

Students are to conduct themselves properly at all times while waiting for the bus and while aboard the bus.

1. Classroom conduct is to be observed.
2. Students will ride their assigned bus and depart from the bus at their designated stop.
3. Students will board, depart, and cross the road way per instructions from their bus driver.
4. Bus drivers will assign students seats and students will sit in their assigned seat.
5. No portion of a student's body should be outside of the bus while the bus is moving.
6. No live animals, balloons, glass containers, tobacco products, band instruments and class projects which interfere with seating, or mood modifying substances are permitted on the bus.
7. Eating, drinking and chewing gum is not permitted on the bus.
8. Student's parents will be responsible for any vandalism on the bus.
9. Any behavior that adversely affects the safety or well being of others riding the bus will be handled by the school's administration.

VISITORS ON CAMPUS

All visitors on the campus MUST use the main entrance. Please check in at the front desk when you arrive. You will receive a Visitor's Pass to wear while on campus. Be sure to also check out when your visit is complete. Student safety is our top priority!

AFTERNOON STUDENT PICK-UP

For your child's safety we ask that you use the designated car line for dropping off and picking up students daily. Please enter the first drive on your right when you arrive, wait your turn in line, and have your school pick up identification on your dash. Students will remain in the designated area until your car pulls into the loading area. Although this procedure may be of some inconvenience, it provides a measure of safety for our students. **Please refrain from taking your child out of school before 3:20 p.m. unless you have a medical appointment. This practice disrupts the classroom learning environment.**

PM BUS NOTES

Please send a note with your child if he/she is to ride a different bus, go to after school, or get off at a different location. Calling the school for this purpose (unless it is an emergency), interrupts the education process for everyone, including your child. **Bus notes are delivered to the classroom at 2:30 p.m. No changes will be made after that time.**

PLAYGROUND RULES

Fresh air and exercise are important for proper student development. All children will play outside unless they have a doctor's excuse or a daily excuse signed by the parent. Students are not allowed to leave the school grounds. The following are not permitted: tackle football, wrestling, skateboards, roller skates and blades, headsets, radios, hand-held electronic games, jumping from swings, improper use of equipment, or rock throwing.

STUDENT DRESS

Students are expected to dress appropriately for school, safety, modesty, and the weather. Mini-skirts, short shorts, tank tops, hats, sunglasses, baggy pants, midribs, spaghetti strap shirts, shirts displaying inappropriate language or pictures, high heels, wheeled shoes, and flip flops will not be permitted. For safety reasons tennis shoes should be worn on P.E. days.

PARENT-TEACHER ORGANIZATION

The purpose of the organization is to support the students and teachers of RES by providing additional resources to further the educational and personal development of the students and by encouraging the cooperative interaction of parents, teachers, students and the community. This organization shall support the students by engaging in fundraising projects, supporting the various student enrichment activities, providing a forum for parent, teacher, and student interaction through school events, and promoting open communication between parents, teachers, RES, and the community. This body and its members shall abide by all school rules and policies.

PARENT VOLUNTEERS

Parents are needed as school volunteers to assist classroom teachers with instructional and clerical duties. Please sign up in the front office if you are interested. To volunteer in the school an orientation and registration is necessary. Volunteers are accepted throughout the year. Volunteer hours count toward the Golden School Award. An orientation will be scheduled the first month of school. Children are not allowed to accompany volunteers while they work at the school.

SCHOOL ADVISORY COUNCIL

Riversink's School Advisory Council (SAC) is composed of parents, administrators, teachers, staff members, and community leaders who work together to develop on-going improvement goals of our school. Meetings are open and all parents are invited to attend. If you are interested in being an active member of the SAC please contact the front office at Riversink, or email Simeon Nelson at simeon.nelson@wcsb.us.

CAFETERIA RULES

After going through the serving line, students will sit at their designated table. The students will empty their own trays and return to their original seats and wait for

dismissal. Students are to enter and leave the cafeteria in an orderly manner. We expect students to behave like ladies and gentlemen. Lunchroom behavior problems will be communicated to the classroom teacher or school's administration.

SCHOOL LUNCH POLICY

All students will be offered breakfast and lunch at no cost for the 2016-17 school year. Students may wish to place money in their lunch account to purchase additional milk and possibly other additional items if available.

LOST AND FOUND

Please write your child's name on their coats, sweaters, lunchboxes, and backpacks with a permanent marker before coming to school so that they can be returned to them if the item becomes lost at school. We make every effort during the school year to return lost items to your child, but unlabeled items are rarely claimed and are eventually given to local charities. Encourage your child check for lost items as soon as they are lost.

MEDICATION POLICY

All medication to be given to a student during school hours must be delivered to the school nurse by an adult. It must be in the original container and be accompanied by a written statement from the child's doctor as to need and/or a note from the child's parent giving consent to administer the medicine. This policy applies to over-the-counter medicines, as well. Medical release forms are enclosed.

HEAD LICE

All Wakulla County schools have a no nit/lice policy. Head checks are conducted by the school nurse as requested by teachers. Students sent home must be brought back to school by an adult for clearance by the school nurse before returning to their classroom. Students who are sent home with head lice will be excused for one day to receive treatment. All absences after this day will be considered unexcused.

SUSPENSION AND EXPULSION

Suspension and expulsion are measures employed only after all other measures of correcting student behavior have been exhausted, and only in accordance with School Board policy. Refer to your copy of the 2016-17 Wakulla County Code of Student Conduct /Attendance Handbook.

IMPORTANT PHONE NUMBERS

- Main Office -----850-926-2664**
- Lunchroom-----850-926-7682**
- Clinic-----850-926-8297**
- FAX (office)-----850-926-9462**
- District Office-----850-926-0065**

Section 39. Pledge of Allegiance

1003.44 Patriotic programs; rules

(1) Each district school board may adopt rules to require, in all of the schools of the district, programs of a patriotic nature to encourage greater respect for the government of the United States and its national anthem and flag, subject always to other existing pertinent laws of the United States or of the state. When the national anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes. The pledge of allegiance to the flag, "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all," shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state. Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes, as provided by Pub. L. ch. 77-435, s. 7, approved June 22, 1942, 56 Stat. 377, as amended by Pub. L. ch. 77-806, 56 Stat. 1074, approved December 22, 1942.

Educational Choice Option

FS 1003.3101: If a parent or guardian wishes to request his or her child be transferred to another classroom teacher, they will need to contact the principal or the principal's designee. This does not give a parent the right to choose a specific classroom teacher. Schools will approve or deny the transfer within 2 weeks after receiving a request. If a request for transfer is denied, the school must notify the parent and specify the reason for the denial.

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EQUITY STATEMENT

The Wakulla County School District does not discriminate on the basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities, or in its hiring or employment practices. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boys Scout of America Equal Access Act. Questions, complaints, or requests for additional information regarding discrimination or harassment may be sent to:

Karen J. Wells, Chief Human Capital Officer
69 Arran Road, P.O. Box 100
Crawfordville, FL 32327
850-926-0065, #256 or Karen.wells@wcsb.us