



Family Handbook

Students:

We have an exciting year planned for you at Sage Canyon School! We want Sage Canyon to be a school where you feel safe and ready to learn. You will be reviewing this booklet in your classroom with your teacher and at home with your family. We are looking forward to a fantastic 2011-2012 school year!

Parents:

Thank you for sending your child(ren) to our school. We feel privileged to have so many wonderful students and families working alongside us and look forward to working with you this year. Sage Canyon School is committed to providing a nurturing and inspiring educational program for all of our students. It is our goal that each student realizes his or her potential through our challenging academic program. In addition, we want each child to develop strong self-esteem, good character, an appreciation of the fine arts, an interest in science, and an understanding of technology as an important tool in learning.

We are particularly proud of our productive relationship with our dynamic and involved parental community. So many great aspects of our school rely on the continued support of our parents. There is no doubt that Sage Canyon is thriving because of parental commitment and involvement. Please pursue whatever level of involvement that you can. A school is as strong as the partnerships between its' community of parents, staff and students. Sage Canyon is living proof of this!

The focus of this handbook is to assist families with important information regarding school policies and our school discipline plan. Your understanding and support of these policies and practices help us establish a learning environment that is respectful, conducive to learning, and that ensures the safety and welfare of all students.

You can help us at home by reading through this booklet with your child and returning the signed acknowledgement page to your child's classroom teacher. Please keep this handbook in a prominent place and review the guidelines with your child as discussions about school come home during the school year.

We appreciate your support and involvement as we all work together to create a safe, fun, and caring learning community for our children.

Thank you for your involvement and support of Sage Canyon Elementary School.

Peg LaRose, Ed.D
Principal

**SAGE CANYON ELEMENTARY SCHOOL
PARENT AND STUDENT HANDBOOK**

Please read and discuss the information and expectations in the Parent and Student Handbook with your child. If you or your child has questions concerning these expectations he/ she can discuss them with the classroom teacher or the Principal. Your understanding and support of our policies and practices helps us establish a learning environment that is respectful, conducive to learning, and that ensures the safety and welfare of all students.

Please sign below and return this form to your child's classroom teacher by Friday, September 9th.

My son/ daughter and I have carefully read and understand the Parent and Student Handbook Expectations.

Student Name (please print)

Student Signature

Date

Parent Name (please print)

Parent Signature

Date

Teacher Signature

Date



PARENT AND STUDENT HANDBOOK

SCHOOL OFFICE HOURS

7:00 a.m. - 3:30 p.m. (Monday - Friday)

DAILY SCHEDULES

Monday, Tuesday, Thursday, Friday

Playground Supervised	7:45 - 8:00 a.m.
School Begins	8:00 a.m.
Morning Recess/Snack Break (all grades).....	9:45 a.m. - 10:00 a.m.
Lunch and Recess (grades K, 2, 4, 5)	11:30 a.m. - 12:15 p.m.
Lunch and Recess (grades 1, 3, 6)	12:00 p.m.- 12:45 p.m.
Kindergarten Dismissal	12:40 p.m.
Extended Day Kindergarten Dismissal	1:45 p.m.
Dismissal	2:30 p.m.

Minimum Day (every Wednesday, all grade levels)

Playground Supervised	7:45 - 8:00 a.m.
School Begins	8:00 a.m.
Morning Recess/Snack Break (all grades).....	9:45 a.m. - 10:00 a.m.
Lunch and Recess (grades K, 2, 4, 5).....	11:30 a.m. – 12:00 p.m.
Lunch and Recess (grades 1, 3, 6).....	11:50 a.m. – 12:20 p.m.
Dismissal (all grades).....	12:30 p.m.

IMPORTANT DATES FOR THE 2011-2012 SCHOOL YEAR

Parent-Teacher Conference Weeks - November 14 -18, 2011, and March 5 – 9, 2012

The District sets aside two weeks each school year for parent-teacher conference weeks. To provide quality time for parents to meet with teachers, a minimum day schedule is followed everyday during these two weeks of the school year (see the minimum day schedule above)

STAR Testing Week- May 7-11, 2012

It is important that all students in grades 2-6 are in attendance during the California state testing week

There will be no school during the following holidays and breaks

- Labor Day Holiday-September 5, 2011
- Veterans Day Holiday-November 11, 2011
- Thanksgiving Recess - November 21-25, 2011
- Winter Break – December 19, 2011-January 2, 2012
- MLK Holiday –January 16, 2012
- Presidents Week – February 20-24, 2012
- Spring Break – April 9-13, 2012
- Memorial Day Holiday-May 28, 2012

SCHOOL EXPECTATIONS

Students are expected to:

- be kind, courteous, and respectful to each other and adults
- try their best to be safe and make responsible choices
- take care of their materials, equipment, and the property of Sage Canyon School
- follow classroom rules, the Playground Standards and the Sage Canyon Discipline Plan
- use and respect the Sage Canyon school-wide quiet sign (the Coyote hand signal)
- arrive at school on time, between 7:45 a.m. and 8:00 a.m.

GENERAL SCHOOL GUIDELINES

- It is important to us to have close communication with our parents. If you have any questions, please contact your child's classroom teacher through our voice mail system or by email.
- It is against state law for students to leave campus, on their own during school hours. If a student needs to leave the grounds for an appointment, a parent or guardian may meet him/her in the office and sign the student out. We encourage parents to utilize the minimum day, Wednesday, to make doctor and dental appointments. We cannot release students to anyone not listed on the registration card, so please make sure that your cards are complete and current with the names of those you might call on in an emergency. Please make sure we have your current daytime phone number in case of an emergency, as well.
- Students should arrive at school between 7:45 a.m. and 8:00 a.m. and are expected to be on time to their classroom each day. If your child arrives after 8:00 a.m. he or she is required to check in at the office before proceeding to class.
- Students are not permitted to make phone calls during the school day with the exception of emergencies. The best way for parents to communicate with their children during the school day is through the school's telephone system. We prefer that students do not carry cell phones. However, we realize that some parents may choose to have their child carry a cell phone for before/ after school communication. If you feel it is necessary for your child to carry a cell phone, please be aware that cell phones must be turned off and in backpacks at all times while on campus.
- Because they may be lost or damaged, non-school sports equipment, walkmans, iPods, electronic equipment, and toys are not permitted.

ATTENDANCE

If your child is absent from school, a phone call is required to the office via the absence line (481-7844, ext. 2). Leave your child's name, teacher's name, your relationship to the child, and reason for the absence. This is one of the ways we can insure that your child is safe and that attendance does not become a problem. The Del Mar Union School District recognizes regular school attendance plays a key role in student achievement. California Education Code 48200 calls for each child between the ages of 6 and 18 to be subject to compulsory full-time education. Although exemptions to compulsory attendance may be granted in rare circumstances, as allowed by law, it is the responsibility of the District to ensure that students attend school regularly.

In this effort, the Del Mar Union School District affirms compliance with compulsory attendance laws by providing this information on accountability practices for student attendance. All schools within the Del Mar Union School District participate in consistent monitoring of student attendance. The student information system has been programmed to generate attendance letters for individual students at prescribed intervals.

After five unexcused absences, unresolved absences, or unexcused tardies of more than 30 minutes, a letter will be sent to the home to make families aware of the attendance problem. After eight unexcused absences, unresolved absences, or unexcused tardies of more than 30 minutes, a second letter will be sent to the home asking parents to attend a School Attendance Review Team (SART) meeting at the school. After ten unexcused absences, unresolved absences, or unexcused tardies of more than 30

minutes, a third letter will be sent home informing parents that the student will be referred to the School Attendance Review Board (SARB).

It is important to note that, according to Board Policy 5113, absences due to travel and/or vacation are unexcused. Absences due to travel and/or vacation have potential to negatively impact your student's attendance record, and could result in a referral to the School Attendance Review Team (SART) or the School Attendance Review Board (SARB).

Del Mar Union School District partners with the San Dieguito Union High School District for SARB meetings. Meetings are scheduled monthly and, once referred, families are required by law to attend. The SARB supports schools by involving families in attempting to resolve student attendance problems. Individual cases are heard by a panel of professionals and may include law enforcement, a San Diego County Office of Education Child Welfare Officer, and District staff. Please feel free to contact Director of Pupil Services, Cara Schukoske, at (858)755-9301 ext. 3694 with questions or concerns.

VACATION/TRAVEL ABSENCES

It is important to note that vacation/travel absences are unexcused absences. In the event that a parent decides to have their child be absent from school for travel purposes, teachers and the school office need to be notified five days prior to the first day of travel. It is the Del Mar Union School Board policy (# 5006) that missed schoolwork and homework will not be provided before an unexcused absence. During the absence the teacher will keep a folder with all classroom assignments and families can access the teacher's website for homework assignments. Upon returning from vacation, the student has a predetermined amount of time to complete the missed work. For example, if a student is absent for 10 days, the student has 10 days to complete and return the missed work.

DISTRICT VISITATION POLICY

The safety of all children is of paramount importance. All visitors, including volunteers, are required to register with the school office and obtain a badge. **All adults on campus during school hours must have a staff, visitors, or volunteer badge.** Visitors may be accompanied by school officials while on campus, and may be denied permission to enter classrooms while in session. Visitors may be asked to leave the premises if school officials determine that there is a substantial likelihood of interference with classrooms or recess. Refusal to cooperate may result in a misdemeanor as provided in state law.

HOME-SCHOOL COMMUNICATION

Sage Canyon School utilizes email as our standard tool for home-school communication. Virtually all school, DMUSD, and PTA communication will be delivered email (eNews and eBlasts) to your home and/or office email accounts. Every Monday morning you will receive the Sage Canyon PTA eNews. This newsletter includes everything you need to know about upcoming school events and activities. In addition, all order forms and flyers are accessible for downloading based on your needs and preferences.

In order to receive school electronic communication you must register your email addresses, families may add as many accounts as they like (home, business, nanny, grandparents). To register go to the Sage Canyon PTA website at www.SAGECANYONPTA.com At the home page click on the link *Subscribe to Sage Canyon eNews*

HEALTH AND MEDICATIONS

Students may not have any medication of any kind at school. This includes over the counter medications (i.e., cough drops, Tylenol, Motrin, etc.). All medications must be turned into the school office. All medication to be given to students at school must be accompanied by a Physician's Statement form with directions for the administration of the medication. These forms are available in the Health Office.

DEL MAR UNION SCHOOL DISTRICT WELLNESS POLICY

The Del Mar Union School District is required by state law to have in place a Student Wellness Policy. The state law was passed to address Californian's concerns about childhood obesity, which is linked to poor food choices and lack of exercise. Recognizing the link between student health and learning, the Governing Board on July 24, 2006, passed Student Wellness Policy 5030 with the following legally required components.

- Students will be seated for a minimum of 15 minutes to eat lunch
- Students will be asked not to share food/beverages.
- All food made available by the district will follow all nutritional guidelines outlined in Board Policy 3550.
- School fundraising activities either will not involve food or will use only foods that meet the nutrition and portion size outlined in Board Policy 3550.
- Snacks served during the school day or in after school care or enrichment will emphasize fruits, vegetables and water.
- Rewards for academic performance and good behavior will discourage the use of foods or beverages.
- Celebrations that involve food (including student birthdays) during the school day are limited to no more than one per class per month. Each occasion may include no more than one food or beverage that does not meet nutrition standards. Please see the DMUSD Pupil Services web site for healthy party ideas.
- Food served as part of instructional activities (science, cooking class, math activities) will offer healthy choices.
- All students will receive 200 minutes of vigorous physical activities every two weeks.

At Sage Canyon School, staff have collaboratively made the decision that food will not be used during celebrations, including student birthdays. Each grade level team may designate one common day in October, December, February, and June in which food may be used for celebrations. Additionally, food may be used at other times during the school year if the food item is related to learning about grade level standards-based curriculum. Thank you for recognizing the importance of working together to provide healthy nutrition and physical activity for our students.

LOST AND FOUND

The lost and found bin is by the office. If something is found with no name on it, it will be placed in the lost and found bin. Smaller or valuable items will be turned into the office. Student names should be written on all of their belongings.

DRESS CODE

School appropriate dress and grooming contribute to a productive learning environment. Students wearing inappropriate clothing will be asked to have alternate clothing brought from home or will be asked to change into "loaner" school appropriate clothing for the remainder of the day. The following items of clothing/ accessories are considered inappropriate and/or disruptive to the educational process, and therefore are not allowed:

- Shorts, skirts, skorts and dresses should be at least mid thigh in length
- Clothing advertising alcohol or containing disrespectful words, signs, or symbols,
- Midriff tops, halter tops, tube tops or any attire which exposes the midriff when arms are lifted
- Pants must be secure at the waist and not hanging below the waist
- Undergarments should not be visible
- Clothing that is frayed, torn or has holes
- Colored hair gel or spray

In order to participate in sports and recess activities, footwear that provides adequate protection is to be worn at all times. Tennis shoes or sneakers are recommended. Sandals must have heel straps. Shoes with wheels are not acceptable.

TECHNOLOGY AGREEMENT

Sage Canyon School is a state of the art facility with many opportunities for students to use computers. All students must follow district guidelines while using computers. Violations may result in a loss of privileges for the remainder of the school year.

ASSEMBLY STANDARDS

Assemblies are planned throughout the year to be enjoyed by all. It is important to be a good audience and support guest speakers, performers and fellow students. Clapping is a polite way of showing appreciation for what has been presented.

At an assembly:

- Come and leave in a polite and orderly manner with your teacher leading the class.
- Keep your hands and feet to yourself.
- Be attentive to the program and respond positively.
- Look to the person in charge to be dismissed.

SIBLING PERFORMANCE STANDARDS

Grade levels have curriculum specific performances at various times throughout the school year. As a rule of thumb, siblings are not released from class to attend other grade level performances. In order for a student to attend a sibling's performance during the school day, written permission (a note or email) must be provided to the classroom teacher 24 hours in advance. Attending siblings must be picked up by the parent at their classroom prior to the performance and escorted back to the classroom following the completion of the performance. Thank you for your cooperation in ensuring that every student is safe and accounted for at all times during the school day.

SCHOOL LUNCH PROGRAM

ChoiceLunch will provide National School Lunch Program services to DMUSD students during the 2011/2012 school year. For more information about the 2011/2012 lunch program and to access monthly lunch menus, please go to the DMUSD website home page and click on *Child Nutrition* in the drop-down menu on the left-hand side. Additionally, milk is available for all students for the school year. Under state and federal regulations, pupils from low-income families are eligible for free milk and lunch. Information is available in the school office.

TRANSPORTATION

The safety of all our students is our highest priority at Sage Canyon. Because there are over 200 cars that come in and out of our school twice daily, we have designated specific routes to be used to accommodate and promote the smooth flow of traffic. We need all families to help and support the safety of all students and assist our school in being a good neighbour in our residential community.

SAFETY PATROL

Our student Safety Patrol provides a safe pedestrian crossing for students and families on Harvest Run Drive before and after school. Please be respectful and follow their instruction.

Upper Loop (school parking lot) Designated Route for Kindergarten-First Grade

- From Carmel Mountain Road, turn left onto Amberglades, right onto Harvest Run, right into the school parking lot
- Please comply with all traffic laws including making a full stop at the stop sign and crosswalk on Amberglades and Harvest Run Drive
- Utilize the parent valet volunteers by pulling all the way forward while in the drop-off line
- Child should exit the vehicle only in the drop-off zone, curb side only
- Please have all backpacks in the front seat or next to the child, rather than in the trunk

Lower Loop Designated Route for Second-Sixth Grades

- From Carmel Mountain Road, turn left onto Harvest Run Dr., left into the lower drop-off loop
- Utilize the parent valet volunteers by pulling all the way forward while in the drop-off line
- Child should exit the vehicle only in the drop-off zone, curb side only
- Please have all backpacks in the front seat or next to the child, rather than in the trunk
- Exit by turning right onto Harvest Run Dr.

Sage Canyon School and its families need to be good neighbors and respect the residents who live near the school. Please do not “cut through” neighborhood streets to reach the upper and lower loops, rather follow the designated routes outlined above. Additionally, please do not speed, block driveways, make U-turns or 3-point turns on the residential streets around the school.

During afternoon pick-up, families are reminded that it is violation of Traffic Code 22400(a) for cars to stop in the roadway and impede the flow of traffic. Following are some suggestions we can embrace as a community to limit unsafe conditions caused by school traffic, and also avoid parents receiving violations:

- Park your vehicle and walk up to school to pick up your children
- Pull over and park your vehicle on Harvest Run Drive until dismissal begins and traffic begins to move in the lower bus loop
- Encourage your children to be ready and waiting together, as a group, for you in the lower pick-up loop so that staff can load vehicles more efficiently
- If you arrive before 2:30 PM and are able to secure a spot in the lower bus loop please pull all the way forward so as many vehicles as possible can fit in the loop

DROP-OFF AND PICK-UP PROCEDURES

Before School: (7:45-8:00)

- Playground supervision begins at 7:45. Students may not be left at school before this time without parent supervision.
- Have your child’s backpack next to them so that they can exit the car quickly. Do not place materials in the trunk. We ask that drivers remain in the car, even for kindergartners.
- Parent volunteers will assist younger children from the cars in the morning.
- Remain in one lane, single-file at the curb when unloading in the drop-off areas
- Please pull all the way forward in the drop off/pick up lane
- Drivers should drop students off in the designated area only.
- Students are not allowed unsupervised in the Sage Canyon Neighborhood Park before or after school.

Entering school in the morning:

- Primary students being dropped-off in front of the school need to enter the school through the primary gate. Older siblings may walk younger students to their classrooms.
- Upper grade students being dropped-off enter the recess area via the lunch area.
- Students may not linger in the lunch area or in front of their classrooms before school. They need to be on the playground where there is adult supervision.
- Parents may walk their students to class or to the recess area before school.

After School: (2:30-2:45)

- Dismissal is at 2:30. Students must be picked up by 2:45. There is no supervision after this time.
- Students will walk to the front of the school, or the bus loop at dismissal and wait to be picked up. Students must remain in these areas and may not linger on the playground or by the MUR.
- Students who ride their bicycle or walk home from school should leave the campus immediately after dismissal unless an adult accompanies them.
- Students are not allowed unsupervised in the Sage Canyon Neighborhood Park before or after school.

Bicycle Riders:

- Independent bicycle riding to school is supported for 4th, 5th, and 6th grade students at Sage Canyon School. Younger students should be ride with their parent both to and from school.
- Bicycle riders need to ride in a safe manner and wear a safety helmets
- Bicycles are to be walked on school grounds to the bicycle racks on the upper grade blacktop by the lower drop-off loop and locked.
- Skateboards, scooters (motorized or not), roller blades and other shoes with wheels, are not permitted as a means of traveling to or from school.

HOMEWORK POLICY

The purposes of homework at Sage Canyon School include: developing responsible study skills and work habits, practicing a skill or process that students can do independently but not fluently, previewing or preparing for new content, and reflecting or elaborating on information learned in class to deepen students' knowledge.

Homework is assigned at Sage Canyon School as follows:

- K-2nd grades assign a weekly homework packet on Monday that is due on Friday. Teachers encourage parents to read with their children on a nightly basis as well as review assignments and provide immediate feedback.
- 3rd-6th grades provide a combination of nightly homework and long-term projects. Students record assignments daily, and teachers post assignments on their websites. Students are encouraged to read nightly, and parents are encouraged to spot-check student work.

The staff at Sage Canyon School believes that a successful homework policy includes the teacher, student, parent triad of learning.

Teacher Responsibilities:

- Assign purposeful homework at the appropriate level of difficulty.
- Clearly communicate routines, directions, and expectations to parents and students.
- Create a system to continually communicate daily assignments and projects (website, student agenda, HW log, homework packet, and/or class newsletter).
- Continually monitor the amount of homework and provide feedback to parents and/or students

Student Responsibilities:

- Work with your parents to find a quiet place to do your homework.
- Create a schedule for when you will do your homework (think about all other after school activities that you will have to work around).
- Independently, complete homework to the best of your ability. Ask questions if needed.
- Tell parents and/or teacher if your homework is too hard (you don't know how to do it, not it's too much work).
- Make sure you have the materials you need to complete your homework when you leave school.
- Make sure you have the materials you need for the school day when you leave home in the morning.

Parent Responsibilities:

- Work with your child to find a quiet, consistent place to do their homework.
- Create a schedule for when your child will do their homework (think about all other after school and family activities that you will have to work around).
- Encourage your child to complete their homework independently. If your child is consistently spending too much time or is having difficulty understanding assignments, please contact the teacher.
- When it is time to go to bed, please stop your child even if he or she has not completed their homework.

SAGE CANYON DISCIPLINE PLAN

The Sage Canyon School school-wide discipline plan provides a structure to support a calm and safe school environment while helping children develop self-discipline, strong character, and a sense of responsibility. Our ultimate aim is to provide a safe, nurturing environment where students learn and grow into responsible members of the Sage Canyon Community.

The primary goals of the plan are to:

- Establish a calm, orderly, safe, and fun environment for learning
- Help children develop self-control and self-discipline
- Teach children to think and act in socially responsible ways
- Promote respectful, kind and healthy teacher-student and student-student interactions
- Foster an appreciation for the role of social standards in a school environment

Our approach is to help children become aware of how their actions can bring positive and negative consequences to themselves and others. Students receive positive reinforcement for appropriate behavior. Some examples include: verbal praise, parent communication, Considerate Coyote coupons, Star Student recognition, and special privileges.

We know and recognize that everyone makes mistakes from time to time, and it is how we fix and learn from our mistakes that is most important.

At Sage Canyon, we utilize four types of logical consequences:

- **Reminder or redirection**-if a child is acting inappropriately, staff will give a verbal reminder or redirection.
- **“Take a break”**- if a child is losing self-control; s/he goes to a designated spot to cool off. A staff member will direct the child to “take a break” or the child may voluntarily “take a break”.
- **Loss of privilege**-if a child does not abide by classroom expectations and playground standards, s/he may lose a privilege. Loss of privilege could include removal from class, playground activities, and/or special events. Depending on the severity of the behavior the Sage Canyon staff and administration may determine an alternative yet appropriate and logical consequence.
- **You break it, you fix it**-if a child continues to be disruptive, hurts another’s feelings, or damages something, s/he will be expected to repair the damage. Some examples of reparative action include; sincere written and verbal apologies, helping with an activity, working to replace damaged items, or an alternative apology of action as determined by the student and staff.

While Sage Canyon hopes that all problems can be resolved using the logical consequences. There are some behaviors that may require immediate referral to school administration. Examples include:

- Harassment and bullying
- Physical/ Verbal aggression
- Dangerous defiance
- Possession of drugs, alcohol, cigarettes or weapons

A pupil may be suspended or expelled from school for certain acts defined by State of California Education Code 48900(p) and DMUSD Board Policy 5144. The principal may use her discretion to provide alternatives to suspension for a student subject to discipline under State of California Education Code 48900(r).

Anti-Bullying Curriculum

During the school year, your child may come home and talk to you about classroom lessons and activities related to bullying, bully-blocking, and friendship. School-wide, all Sage Canyon staff deliver an anti-bullying curriculum as a part of our ongoing classroom social skills and character education program. All students learn age appropriate skills and tools they can use to deal with bullying, problem solving, and making friends. At Sage Canyon, bullying is defined as:

Bullying is one-sided, intentional, and repeated.

Bullying is when someone purposely hurts, frightens, or threatens someone else.

Bullying is when someone purposely leaves out, ridicules, spreads rumors, or makes offensive comments to someone else.

STAFF COMMITMENT

In order to support students in resolving their own conflicts, supporting one another, and assist in creating their own physically and emotionally safe learning environment we commit to:

- Respecting students as individuals and working to meet their diverse needs.
- Facilitating opportunities for students to appropriately express their concerns to staff and administration.
- Supporting students in resolving their problems using conflict resolution guidelines.
- Using discretion in helping students resolve conflicts.
- Providing quality playground equipment for students to use during recess periods.

STUDENT LUNCH STANDARDS

- Primary teachers walk students to the lunch area, upper grade students walk to lunch on their own.
- Grade levels have assigned lunch times (grades K, 2, 4, 5: 11:30-12:15 and grades 1, 3, 6: 12:00-12:45)
- Students must remain at their tables for a minimum of 15 minutes, however students have as long as need to eat and enjoy the social interaction of a meal with their classmates and peers
- Students will signal that they are ready to be dismissed for recess by a supervising adult once their lunch area is clean of trash and minor spills

STUDENT PLAYGROUND STANDARDS

The purpose of the playground standards is to create an environment that encourages students to interact in a respectful and positive manner. The parameters of all activities chosen by students must support this positive environment. These standards will provide the guidelines for students to resolve their own conflicts, to support one another, and assist in creating their own physically and emotionally safe environment.

- **I will wait patiently before going to the playground areas until adult supervision is visible.** I understand that without adult supervision there will be nobody there to help me if I am injured.
- **I will walk to and from the playground.** I understand that if I run in these areas I may accidentally hurt others or myself.
- **I will participate in all activities in a respectful and safe manner, while keeping in mind the consequences of inappropriate behaviors.** Following the standards shows good citizenship, respect for fellow students and allows all students to have a fun and enjoyable recess.
- **I will use respectful language.** Swearing, profanity, and “put-downs” are very disrespectful and can hurt the feelings of others.
- **I will resolve my problems using Conflict Resolution guidelines.** Fighting, verbally or physically, causes emotional and physical harm to others.
- **I will only use equipment provided by the school.** School equipment has been approved for student safety and provides equal opportunities for everyone.

- **I will use all playground equipment and materials appropriately.** Throwing sand, wood chips, rocks, sticks or other objects is dangerous to yourself and those around you. Misuse of equipment can cause physical injuries as well as damage the equipment.
- **I will include all students in playground games and activities.** This shows respect to my fellow students and helps to create a positive Sage Canyon community. ***When the number of players is more than the established limit additional games will be added to safely accommodate all students.*
- **I will only eat food in the designated areas and I will be responsible for throwing away trash even if it is not mine.** Keeping the playground and school clear of trash and food shows good citizenship. ***Designated areas include the lunch tables and the snack areas.*
- **One of my responsibilities during recess time is to use the bathroom and get a drink.** When I am out of class it takes away time from my own and other students' learning.
- **When the bell rings I will stop playing, hold all equipment, and freeze immediately. I will wait until I hear the all-clear signal from the adult on duty before walking to class.** I understand that the adult supervisors need to ensure that all students are safe and are ready to walk back to class.

PLAYGROUND EQUIPMENT STANDARDS

Playstacks:

- There are three playstacks on the campus and they are assigned by grade level. I will use the appropriate playstack.
- The supervising adult to maintain safety may limit the number of students on the playstack.
- I will walk on or in the playstack area. Running can be dangerous and cause injury to yourself or others.
- I will use the playstack appropriately.
 - *Climbing on top of the playstack or monkey bars, or jumping off the playstack or slide can result in serious injuries.
 - *Slide down the slide one at a time, feet first in a seated position, and make sure that the bottom of the slide area is clear.
 - *Only one person at a time may be on the monkey bars or rings, travelling in the designated direction. Students may not skip more than one bar or ring at a time.

Horizontal Bars:

- I will take turns on the bars and be respectful to those who are waiting.
- I will keep two body parts on the bar at all times to maintain my own safety. Two hands are required to be on the bar on any dismount.
- I understand that these bars are not designed for gymnastics practices. Some manuevers can cause serious injuries
- I will not use jackets or clothing to protect my hands because this may cause me to lose my grip.

Field Rules:

- I will play in the designated areas without climbing on the backstops or fences.
- I will only play tag on the field in an appropriate manner, while respecting other games being played on the field.
- I understand that tackling does not follow the Sage Canyon Playground Standards. Tackling is the leading cause of injuries and disputes.

Established maximum player limits for team sports and games:

- I understand that in order to keep students safe and games enjoyable, there must be a player limit on certain team sports and games.
- The recommended maximum for team sports is about 10 players per team.
- The recommended maximum for handball and other court sports is about 10 players per game.

Equipment Basket:

- I understand that the equipment is there for all students and I will be respectful and show good citizenship while using the equipment
- I am responsible for returning playground equipment at the end of the recess period.

CONFLICT RESOLUTION

Sage Canyon's character education program utilizes the best pieces of both the *Character Counts*, *Successful Choices* and *Peaceful Playground* programs. One of our goals is to teach our students' problem solving skills through conflict resolution. Students are responsible for playing by a consistent set of rules, and are also taught to solve minor problems independently.

Staff members, teachers, and administrators assist in the process by teaching conflict resolution skills and strategies. By learning these essential life skills, students are empowered to resolve conflicts independently and contribute to a respectful, healthy, and fun environment at Sage Canyon.

