

North Webster Upper Elementary
Parent/Student Handbook
2020-2021
6245 Highway 160
Cotton Valley, Louisiana 71018
(318) 832-4716 (Phone)
(318) 832-5273 (Fax)
Principal: Miss Beatha Brantley

Principal’s Message

As principal of North Webster Upper Elementary it is my pleasure to welcome everyone back to another great year of learning after such an unusual ending to last year. We are all excited about having students back in our classrooms and hallways even though we will be wearing mask, practicing social distancing, and washing our hands frequently. It is our goal to make every child feel safe as we strive to challenge each student to grow in his/her academic abilities whether in the traditional classroom or virtually. At NWUE we have trained professionals who will spend countless hours planning and creating classroom activities to keep our students engaged in learning regardless of the Covid-19 phase we may find ourselves in. With all of us working together – parents, teachers, staff and students- the coming year will result in academic gains for our students.

Mission Statement

North Webster Upper Elementary is committed to educating the whole child while providing a safe and nurturing environment that promotes a passion for life-long learning, respect for self and others, and an appreciation for individual differences.

School History

North Webster Upper Elementary is a third through fifth grade campus which serves the communities of Cotton Valley, Sarepta, and Shongaloo. The school was birthed out of the 2011 consolidation of North Webster Parish and opened its doors to welcome students for the 2011-2012 academic school year.

School Hours

School hours are Monday through Friday, 8:15 A.M. until 3:30 P.M. For the safety of students, no student should arrive on the campus before 7:30 A.M. No student should be on campus after school hours unless supervised by school personnel.

Administrative Office Staff

Principal.....Beatha Brantley
Administrative Assistant..... Ametrica Jones
Secretary Sharon Rhymes

Open Door Policy

The principal welcomes visitors, former students, parents and community members. Due to Covid-19 it is necessary to limit the number of individuals who are allowed into the school building. If it becomes necessary to meet with the principal or a teacher, please call the school and make an appointment. Meetings may also be held virtually for safety purposes.

Discipline

Discipline decisions will be based on the WPSB Elementary discipline policy which can be found on the school and district’s website at www.websterpsb.org. Paper copies of the discipline policy will be made available upon request. Virtual classes are an extension of the school setting therefore the discipline covers virtual learning also.

Visitors

For the safety of the students and faculty/staff ALL visitors (parents) must check in through the office upon arrival on the school campus, NO EXCEPTIONS. Visitors (parents) must sign in at the office. **Victors must wear a mask to enter the building and**

temperatures will be checked. Due to Covid19 visitors allowed in the building will be limited.

Parent-Teacher Conference

Parents may request a conference with any or all teachers throughout the school year. The faculty and staff of NWUE believe that communication between the school and the home is of the utmost importance. Parents are asked to call the school office and make an appointment to meet with their child's teacher(s). Faculty members will be happy to meet with parents at a time convenient to all parties concerned and one that will not interfere with instructional time. Meetings scheduled before and after school are preferred so as not to interfere with instruction. Virtual meetings are encouraged due to Covid-19. Mask must be worn, temperatures will be checked, and social distancing will be practiced at all face-to-face meetings. Virtual meetings may be held for safety purposes

Dress Code General Guidelines

Uniforms are the norm for NWUE. All students attending NWUE should adhere to the school uniform/dress code policy unless there are extenuating circumstances that does not allow a student to adhere to this policy. In such cases the administration should be notified so that other arrangements can be made. All students should dress conservatively enough so as not to distract students' focus on learning. Brand names, logos, or labels must not be displayed on any item of clothing, including belts or socks. Only approved school logos are permitted. Bandanas, doo-rags, cult caps, and other head coverings other than those that are part of regular attire should not be worn or brought on campus. Acceptable head coverings must only be worn during appropriate times. Shorts, skirts, skorts, and jumpers must be knee length but no shorter than 2 inches above the

knee. Allow adequate fit for comfort. Excessively tight fitting garments are not allowed. All students must have shirts completely tucked in at all times so that the entire belt is visible. No low cut necklines or armholes that reveal undergarments. No clothing with holes that reveals skin. Solid black, white, or gray leggings may be worn with a uniform. Leggings worn with other outfits must be worn with a long top that completely covers the front and buttock. Leggings may not be worn as pants. Students may not wear tank tops, muscle shirts, or sleeveless jerseys. Hair rollers are prohibited. Students must not wear clothing, jewelry, emblems, symbols, signs, or other things which refer to drugs, alcohol, weapons, violence, gang related activities, cultural bias or exhibit profane or obscene language/gestures. No body piercing. Permanent tattoos are not allowed. Boys may not wear earrings in ears or clothing. No oversized jewelry such as rings and earrings that extend beyond the width of the finger, or bracelets, watches, and medallions with widths larger than one and one-half inches. Spiked necklaces and belts are not allowed.

Mask

All students must wear a solid-color face mask. The face mask can have monograms or the school's logo. Gaiter style face masks are not allowed.

Tops

Oxford shirts, Polo-style shirts, and Peter Pan style shirts (all with collars) must be worn. The colors must be solid purple, solid black, solid gray, or solid white. No stripes, plaids, or designs on any part of the shirt. Shirts may be short or long sleeved. All tops must be completely tucked inside the bottoms. Turtlenecks can be worn under a uniform shirt, but not alone. Uniform T's

may be purchased and worn in place of the polo type shirt.

Long Pants and Shorts

Black or khaki traditional uniform-style pants and shorts. Shorts are to be knee length but no shorter than 2 inches above the knee. Garments must not exceed actual waist and hip measurements by more than 2 inches. All pants must be hemmed at the bottom. Capri pants (black or khaki) must be made of non-stretch woven fabric. Garments must not have slits, cuts, rips, or frays. Garment must have belt loops. Painter and Cargo style garments are not permitted. No side pockets on pants, no elastic hems on pants. No stretch, spandex, nylon, or denim fabrics allowed. Sweat pants, pajama pants, and jogging pants are not to be worn. Pants and shorts are to be worn at the waistline. NO SAGGING. Black or khaki colored jeans may NOT be substituted for uniform-style pants.

Skirts, Skorts, Jumpers

Girls must wear traditional uniform style skirts, skorts, or jumpers in solid black or solid khaki only. Outfits are to be knee length but no shorter than 2 inches above the knee. Skirts and skorts are to be worn at the waistline.

Belts

A belt is required at all times. Belts must be worn at the waist, must be buckled, and must be visible no oversized buckles and no offending emblems on belts/buckles.

Shoes

Everyday shoes worn must have an enclosed toe and heel, and for hygiene purposes should be worn with socks. For the safety of our students no open-toed or slide on shoes of any type may be worn. Shoes must fully enclose the foot. Backless shoes, sandals, house and sport slippers are not allowed. Straps on shoes are to be worn in the manner

they are designed to be worn. Shoes will be fully laced and tied as not to flop up and down on the feet. Shoes having wheels such as Heelies are not allowed. Velcro closure shoes are allowed. Rubber sole shoes are required for P.E.

Please Note: Virtual learning is an extension of the traditional classroom setting and therefore appropriate school attire is required when participating in a virtual classroom.

Food Service

Once again, the Webster Parish School Board has elected to utilize the Community Eligibility Provision (CEP) which allows students to eat free of charge. You do not have to complete a meal application for the 2020-2021 school year. If your child wishes to purchase extra items you will need to send money: Juice \$0.50, Milk \$0.50, Water \$0.75. To assist in practicing social distancing all meals will be served in the students' classrooms.

Early Departures

Students may be checked out of school early by a parent/guardian or designated adult with identification and must be released to that adult by a school official. Students may not check themselves out of school and leave the campus without adult supervision. Excessive checking out of school may result in violation of state attendance laws, affect grades, and may be referred to Truancy for review

Social Studies and Science Fairs

The Social Studies and Science departments sponsor annual fairs in their areas. Students are given the criteria for required projects that are to be completed outside of class. Ribbons are awarded to winners, and selected winners compete in regional contests. All fourth and fifth grade students are required to complete a Science project

for the school's Science Fair. Social Studies fair projects are not mandatory but students are encouraged to do a project.

4-H

The 4-H Club will accept any fourth or fifth grade student. The club meets once a month and requires a \$5.00 membership fee which helps to pay for project books. A student does not have to raise an animal for a project to be in 4-H. The club participates in several fundraisers and community projects during the year, a 4-H Fun Day in the spring, an awards banquet in May, as well as other related field trips. Positive behavior and participation are necessary to remain a member in good standing. Due to Covid-19 many of the activities will be virtual.

Telephone Use

The office telephone is used for school business and may be used by students only in cases of an emergency and with the permission of office staff. To protect instructional time students cannot be called to the phone. Messages deemed urgent will be delivered in a timely manner.

Change in Transportation/Drop-off

For the safety of students, any request for change in a student's normal method of transportation or place of drop-off must be made in writing. Only in emergencies will a change be accepted by phone and this should be done before 3:00 P. M.

***NOTICE:** The Webster Parish School Board adheres to the equal opportunity provisions of federal civil rights law and regulations that are applicable to this agency. Therefore, no one will be discriminated against on the basis of race, color, national origin (Title VI of the Civil Rights Act of 1964); gender (Title IX of the Education Amendments of 1972); disability (Section 504 of the Rehabilitation Act of 1973) in attaining educational goals and*

objectives and in the administration of personnel policies and procedures.

All parents/guardians shall be notified annually of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). Such notification shall be made in an annual publication such as student handbooks, newsletters, notification to student's home by students.

Anyone who would like to read all WPSB policies online can visit the parish website at www.websterpsb.org.

The administration reserves the right to make changes and allowances for any and all rules listed in this publication.

SUPPLEMENT

To

North Webster Upper Elementary

Parent & Student Handbook

2020-2021

School Operations during a Pandemic or Other Health Emergency

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Louisiana Department of Public Health, local health department, emergency management agencies, and/or state Board of Elementary and Secondary Education .
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect even during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom. Students are also expected to follow all student safety protocols. Violations of school disciplinary rules are subject to disciplinary action as provided by the District Code of Conduct.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.

9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10. In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

