

# Robert Frost Elementary

3444 W. 4400 S.  
West Valley City, Utah  
84119

Office: (385) 646-4840

Fax: (385) 646-4841

School Web Site: <http://schools.grniteschools.org/frost>

## Frost Elementary Mission Statement

Our mission is to support ALL students in becoming confident, responsible life-long learners achieving at high levels in a diverse, ever-changing world.



## Student Planner 2016-2017

This planner belongs to:

Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Address: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Parent Cell #/Work #: \_\_\_\_\_

Teacher: \_\_\_\_\_

## Parents, Students, and Robert Frost Community:

Welcome back to another exciting school year. Please feel free to come and visit the school and your student's classroom teacher.

If you have talents you would like to share with Robert Frost, sign up as a volunteer. We can always use your help.

It's nice to see new and old faces. If you have any questions or concerns, feel free to come to the office or call to make an appointment.

Please come to the office to get a visitor's pass any time you visit the school. Please prearrange with the classroom teacher when you will be visiting the classroom.

### **Robert Frost Schedule 2016-2017**

8:30-8:50 am .....Breakfast  
9:00 am .....First Bell  
9:05 am .....School Begins  
12:05 pm .....Morning Kindergarten Dismissed  
12:45 pm .....Afternoon Kindergarten Dismissed  
3:45 pm .....School Dismissed

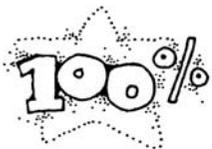
### **Planning Day Schedule**

9:05 am to 1:30 pm .....Grades 1 to 6  
9:05 am to 11:00 am .....AM Kindergarten  
11:35 am to 1:30 pm .....PM Kindergarten

### **On Time/On Task**

At Robert Frost, all students are expected to be present and on time for school every day. Regular and consistent school attendance habits are crucial for student growth and success!

Yeah!  
We're all on time!



## **Robert Frost Policies**

### Attendance

According to the Utah Compulsory Attendance Laws, parents and students are responsible for regular school attendance. Occasionally a student must be absent from school for reasons which are acceptable to the school and the courts, such as illness, medical appointments, family emergencies, or a death of a family member or close friend. Please send a note to school following an absence explaining the reason for your child's absence.

If your child has a medical appointment during school hours, be sure to get a note from the doctor/dentist and send it with your child when he/she returns to school. The note should be turned into the office.

**Parents must check students out through the office in cases of early departure.** Remember that students will only be released to the people listed on the registration/emergency release forms.

### Bicycles/Scooters/Skateboards

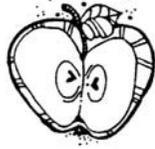
Students are welcome to ride these to school. Once on school grounds, children must dismount and walk. Students are to lock their individual bikes in the racks provided. Each year one or two bikes are stolen at school. Robert Frost does not assume any responsibility for lost, stolen, or damaged bicycles or other personal property.

### Breakfast and Lunch Program

All students will be assigned a PIN to enter into our cafeteria computer to track breakfast and lunch. Students are to bring lunch money directly to the office for deposit. Students will receive a low balance prompt from the computer when they need money in their account. The school breakfast and lunch program is a federally subsidized program that meets the highest nutrition standards. It is provided free or at a reduced cost to those who qualify. **An application is available in the office, or you can apply online at [www.applyforlunch.com](http://www.applyforlunch.com).**

**Breakfast:**

- Breakfast in the Classroom  
FREE TO EVERY STUDENT

**Lunch:**

- Milk \$.30
- Reduced price \$.40
- Full price \$1.50

Please send money in an envelope marked with your child's name, teacher, and amount enclosed. Make checks payable to Robert Frost Elementary School.

**Cell Phones/Electronic Devices**

The Granite School District Board of Education has established that electronic communication devices such as cell phones and beepers have the potential of disrupting the orderly operation of the school. The Board has directed each school to establish rules allowing the possession of communication devices and regulating their use.

Robert Frost Elementary prohibits the use of all communication devices during instructional time. Recess and lunch periods are considered to be part of the instructional day.

Cell phones and other electronic devices that are used in violation of school rules will be confiscated from students and kept in the office until a parent comes to pick them up. Robert Frost and Granite School District accepts no responsibility for the loss or damage to any communication/electronic device.

**Dress Standards**

Robert Frost is a place of learning. Safe and proper dress sets the tone for the school atmosphere, as well as its reputation. Any dress or grooming which distracts from the education experience of any child is not allowed at school. In conjunction with the Granite District Policy, clothing must “be safe, modest, clean, and suitable for the various learning activities going on at school, and not advertise positions contrary to the instructional program of the district.”



1. Clothing must be modest, clean, safe, and appropriate for the weather.
2. Shorts and skirts must be at least fingertip length.
3. Clothing may not be see-through.
4. Hats may only be worn outside the building.
5. Tops must cover midriff. No tube tops, halter tops, or spaghetti straps.
6. Pants must be worn at the waist.
7. Clothing must not promote drug/alcohol, tobacco use, gang involvement, or sexual behavior.

Any item of clothing that causes a disruption to the educational atmosphere is prohibited. The administration reserves the right to modify the dress code rules as needed to ensure the safety of all students.

**Homework**

In most academic areas of the curriculum, students will have adequate time during the school day to complete assignments. However, it will be expected that uncompleted assignments at school will be taken home and completed before the following school day. Some activities will be assigned specifically as homework. Special reports may be required from time to time. Parent assistance is most helpful on these reports.

As a general rule, no student should be spending more than one hour of focused attention on homework each night. (However, if work is ignored several nights in a row, students will likely exceed the one hour daily limit when it comes time to catch up.)

If you find your child is exceeding this limit, please contact his/her teacher and arrange a conference. We encourage parents to spend time each day with their student reviewing school assignments. We hope that parents will encourage their students to read extensively, setting aside a regular reading period each day.



## Medication

Students requiring medication (prescription or over-the-counter) during school hours should be medicated by parents. If this is not possible the following are required:



1. A School Medication Authorization Form available at the office needs to be filled out and signed by both the physician and parents of the student. This form needs to include instructions for time, method, manner, and dosage.

2. The medication needs to be furnished by the parents in the original container labeled with the child's name, medication name, time, dosage, and healthcare provider's name.
3. All medication must be delivered to the school by an adult.
4. Any change in medication requires a new form to be filled out.
5. New forms need to be completed each school year.

## PTA and Community Council

We appreciate the excellent work of our PTA organization and Community Council and we urge you to take the opportunity to join. Your membership and participation will enhance your child's educational experience and be beneficial to you. We also urge you to volunteer as often as you can in your child's classroom.



## School Management

It is our desire, at Robert Frost Elementary, to provide a safe learning environment for our students. It is a great place for children to learn academics as well as social skills. Our goal is to help each child be responsible for his/her own behavior and make appropriate choices at school. School rules focus on creating this safe learning environment. We emphasize the positive aspect of self-discipline by recognizing students through positive praise, classroom awards, school certificates, Eagle Tickets (school store), 200 club, Good News cards (post card home), and reward assemblies.

## *School Rules:*

### **Frost Five**

#### **Follow Directions**

Do what you are asked the first time.

#### **Respect Everyone**

Use correct language, clean up after yourself and follow the Frost Five at all times.

#### **On Time/On Task**

Be prepared and ready to learn.

#### **Stay Safe**

Let an adult know if there is a problem.

*KYHFOOTY- Keep your hands, feet, and other objects to yourself.*

#### **Think Before You Act**

Stop and think about your words and actions.



Students who demonstrate inappropriate behavior will receive consequences based on the following level system:

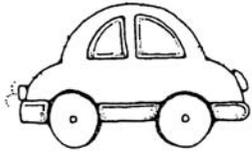
**Level 1:** Minor rule violations will result in an immediate verbal correction with a possible consequence. Students will be asked to identify the inappropriate behavior and describe the appropriate replacement behavior. Students may receive a mild consequence designed to discourage the inappropriate behavior from occurring in the future which may include documentation in the behavior log.

**Level 2:** Chronic or repeated behaviors that are more serious in nature will result in an immediate verbal correction, a logical consequence, and a Level II behavior referral. Students will be asked to identify the inappropriate behavior and describe the appropriate replacement behavior. The incident will be documented using a Level II behavioral referral form. The student is responsible for returning the form to the teacher with a parent's signature within 24 hours or the teacher will contact the parent via a documented phone call. If a phone call is made, the referral does not need to be signed by the parent.

**Level 3:** Serious fighting, harassment, and verbal abuse that violates the dignity, well being, and safety of another person. These behaviors will not be tolerated and will result in an immediate referral to the principal. The principal will contact parents, issue appropriate consequences (which will include a Level III behavior referral), and facilitate corrective action designed to help the student improve his/her behavior.

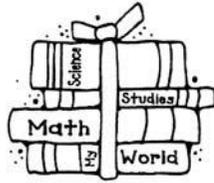
### **Student Loading Zone**

Robert Frost is considered to be a walking school. To promote healthy lifestyles and to ease traffic congestion, we encourage students to walk to and from school. Parents are encouraged to pick up and drop off their children using the drive through zone located in front of the school. Please pull all the way forward and wait with your vehicle. If you need to come into the building, please park in one of the stalls in the drive through area. The parking lot and the bus driveway should NOT be used as a pick up/drop off area for students. District and emergency vehicles must have accessibility to the building.



### **Student Planners**

Robert Frost Elementary provides each student in grades 2 to 6 (free of charge) with a personal planner. The planner is required as part of the daily curriculum activities. Lost planners should be replaced immediately. There is a \$5.00 charge for all lost or destroyed planners.



### **Safe School Policy**

The Granite School District has a School Safety Policy that is designed to keep school a safe place where learning comes first. Safety is everyone's responsibility. If you know of a weapon at school, report it to a teacher, an administrator, or to the weapons hotline at (801) 481-7189.

### **Tardy Students**

In order to benefit from school time, students must be on time each day. Schoolwork begins promptly at 9:05 a.m. A warning bell will sound at 9:00 a.m. Any student who comes after 9:05 a.m. is considered tardy unless he/she has a doctor/dentist excused note. When a student is late at the beginning of the day, he/she needs to report to the office before being admitted to class.

Please consider the following in helping to support your child being on time to school:

1. When children are late coming to class, it causes a disruption to the class.
2. It takes additional teacher time to explain or catch the student up with the rest of the class.
3. It is the parent's and the student's responsibility to be here at the proper time.

### **Textbooks/ Library Books**

Our school library/media center is a source of pride and is a vital part of our instructional program. Through regularly scheduled class times, students are encouraged to explore the many books and research materials that our library contains.

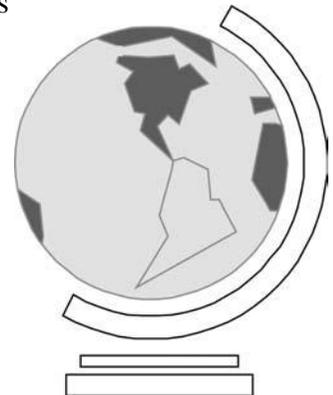
1. Each student is responsible for the condition of all textbooks/library books checked out to them.
2. Any book that is lost or damaged must be paid for.

### **Thursday Folder**

Teachers will use the pocket folders given to you at registration as the Thursday Folder. Each Thursday, teachers will send home these folders with important information for students and parents/guardians. Please read through the information in your folder and send the Thursday folders back to school the following day.

### **Visitors/Volunteers**

Parents and other volunteers are always welcome to visit the school. When a visit is made, please check in at the office to help us maintain the safety of the school.



# GRANITE SCHOOL DISTRICT 2016 - 2017 CALENDAR

School Begins .....Wednesday, August 17, 2016

School Ends .....Friday, May 26, 2017

## Holidays and Other Days Schools Closed for Student Attendance

Labor Day .....Monday, September 5, 2016

Comp. Day for SEP & Parent/Teacher Conferences .....Friday, September 23, 2016

Fall Recess .....Thursday & Friday, October 20 & 21, 2016

End of Term (student recess day) ..... Friday, October 28, 2016

Thanksgiving Recess .....Wednesday, Thursday & Friday, November 23, 24 & 25, 2016

Winter Recess.....Friday, December 23, 2016 through Monday, January 2, 2017

End of Term (student recess day) .....Friday, January 13, 2017

Dr. Martin Luther King, Jr. Day .....Monday, January 16, 2017

Comp. Day for SEP & Parent/Teacher Conferences .....Friday, February 17, 2017

Washington & Lincoln Day .....Monday, February 20, 2017

Emergency Closure Make-up Day (student recess day) .....Thursday, March 23, 2017

If Emergency Closure is NOT needed, End of Term will be .....Thursday, March 23, 2017

and Spring Recess will begin .....Friday, March 24, 2017

If EC IS needed, End of Term (student recess day) .....Friday, March 24, 2017

Spring Recess .....Monday, March 27 through Thursday, March 30, 2017

Legislative Instructional Exemption (student recess day) .....Friday, March 31, 2017

## Elementary School SEP Conference Schedule

Fall Conference \*\* .....Wednesday & Thursday, September 21 & 22, 2016

Spring Conference .....Monday & Tuesday, February 13 & 14, 2017

## Beginning and Ending of Terms

1<sup>st</sup> Term: Wednesday, August 17, 2016, through Thursday, October 27, 2016..49 Days

2<sup>nd</sup> Term: Monday, October 31, 2016, through Thursday, January 12, 2017.....44 Days

3<sup>rd</sup> Term: Tuesday, January 17, 2017, through Wednesday, March 22, 2017 ....46 Days

4<sup>th</sup> Term: Monday, April 3, 2017, through Friday, May 26, 2017.....40 Days

\*\*School Community Council Voting



