



## Welcome Back, Hillsdale Hawks!

Welcome to an exciting, new school year! Please take a few minutes to review the information

and policies listed within this packet with your child. At Hillsdale Elementary, we value friendship, safety, responsibility, and respect. We want students and families to feel welcomed, accepted, and valued as part of our school community. We look forward to working together to have a successful, safe, year filled with learning and success.

Principal, Monica Thayer  
Assistant Principal, Hilary Linton  
School Secretary, Hope Glenn  
Secretaria de Habla Español, Karen Godinez  
School Telephone: (385)-646-4864

### DAILY SCHEDULE 2022-2023

Regular School Days: 8:10am-2:55pm

Early Release Days: 8:10am-12:50pm

### Breakfast & Lunch Information

Hillsdale participates in the Federal School Breakfast and Lunch Program. Breakfast and lunch will not be free for all students this year. Lunch money must be paid in advance and should be paid online at [payPAMS.com](http://payPAMS.com). **Free and reduced lunch applications are available online at [www2.myschoolapps.com](http://www2.myschoolapps.com).** A new application must be filled out every year. The front office is happy to assist families in filling out the application. (One application needed per family.)  
Breakfast Price: \$0.90/day. (Adult: \$1.75)  
Lunch price: \$1.50/day. (Adult: \$3.35)

### PRESCHOOL

Hillsdale Elementary is proud to be part of the Granite School District Preschool Services program. Half day classes are available for children who have turned the age of 3 or 4 by September 1<sup>st</sup>. **Registration for preschool is facilitated by the district preschool department.** Call 385-646-4672 for information and assistance.



### ATTENDANCE, ARRIVAL/DEPARTURE

Regular school attendance is critical for students' success at school. It is important that students attend school every day they are well, arrive on time, and stay until school ends. Attendance awards are presented to students each quarter who have exemplary attendance. Students are excused from school according to the Granite School District Attendance Policy. Please call the school if your child is absent. Parents can excuse up to 10 school days within a school year.

School begins at 8:10am. Students should not arrive at school before 7:50am. When a student arrives after 8:15am they are tardy and must check in at the office and pick up a tardy pass before going to class.

**Students will not be released early to anyone whose name is not listed on the registration card as a "pick-up" person. Photo ID is required to check out students. We will not accept notes or phone calls asking us to release students to others not on the registration cards.** School ends at 2:55pm. The office allows students to call home at 3:10pm if a student was expecting to be picked up after school and their ride has not arrived. Please make arrangements at home before school so your child knows where they will be picked up after school.

### STUDENT DROP OFF AND PICK UP



Student drop off and pick up is in the back of the school off Tess Avenue. **Drop off and pick up is not to be done in the front of the school.** Only cars with parking passes (Kindergarten, preschool, special needs students, daycare busses) may use the front to drop off and pick up. To drop off or pick up your students, please join the line of cars, being mindful not to block driveways or areas marked with no parking signs. Stay in line, moving forward as space becomes available. Please do not pass other waiting vehicles to move forward. Staff members will direct cars to move forward in the circle before stopping so several students can load/unload at the same time. Please keep pulling forward before stopping. Thank you for being patient and kind to other drivers during drop off and pick up. Student safety is our top priority.



## BICYCLES, SCOOTERS, & WHEELS

Students are encouraged to walk or ride their bikes, scooters, or skateboards to school. Helmets should always be worn for safety. Students must walk bikes, scooters, or skateboards on school grounds. Violators may lose the privilege of riding bikes, scooters, or skateboards to school. Rollerblades and Heelys are not allowed at school. Hillsdale Elementary and Granite School District are not responsible for stolen or damaged property.

## DRESS CODE

Dress code is important in helping the school have an environment conducive to learning. Student clothing is to be neat, clean, safe, and appropriate for learning and weather conditions. The following items are NOT appropriate school attire:

- Clothing or accessories which refer to drugs, alcohol, acts of violence or lawlessness, or have offensive or vulgar language.
- Gang related attire.
- Visible underwear, see-through clothing, low cut tops, spaghetti straps, tops showing midriffs.
- Hats, hoods, or sunglasses.
- Shorts or skirts shorter than fingertips when standing.
- Slippers or pajamas.
- Other items deemed to be disruptive or unsafe.

If student dress is inappropriate parents will be contacted to provide a change of clothing. The school has extra clothing if parents are unavailable.

## TELEPHONE USE & ELECTRONIC DEVICES

Students can obtain a phone pass from their teacher and use the school's telephones if they need to contact their parents. The Granite School District Board of Education has established that electronic devices such as cell phones have the potential of disrupting the orderly operation of the school. Student cell phones are not to be used during school hours. Student cell phones and other electronic devices must be silenced and stored during the school day. Devices that are being used during the school day may be confiscated by the teacher. Parents may be asked to come to school to return the device. The school is not responsible for loss or damage to personal electronic devices.



## ACCIDENTS AND ILLNESS

Students involved in minor accidents will be cared for by school personnel. If it is necessary to send a child home because of illness or injury, the school will notify parents as soon as possible. If you cannot be reached, the person(s) listed as emergency contacts on the registration card will be contacted. **Current home, work, and emergency phone numbers are a must for effective school-home communication, and especially important if your child is sick or injured.** **IF YOU HAVE CHANGED PHONE NUMBERS OR ADDRESSES, PLEASE COME INTO THE OFFICE AND MAKE THE CHANGES ON YOUR STUDENT'S REGISTRATION CARD.**

## MEDICATIONS

All medications – including over the counter and prescription – must be kept in the school office. Elementary aged students are not allowed to carry medication in their backpacks or on their person. The school cannot administer medicine to any student without a written verification form from a physician and signed by a parent. The office has "Permission to Administer Medication" forms available and will administer medication to students as needed. **Medication should not be brought to school by students. Parents must bring medication to the school office.**

## Parent Involvement

*The Foundation for Student Success*



## VISITORS & VOLUNTEERS

Parents are encouraged to visit the school frequently and actively participate in the education of their child. Teachers appreciate volunteers and welcome your help.

**For the safety and protection of all students, Hillsdale has a secure school entry and visitor system.** Visitors must first check in at the school office and receive a visitor sticker. If you need to meet with a teacher, the principal, or other school personnel, please call or email to schedule a convenient time to ensure that they are available. To reduce distractions from classroom instruction, all other individuals such as younger siblings or former students are not allowed to visit during school hours.

### PTA & FAMILY CENTER

Hillsdale has a Family Center and PTA that can help you feel more involved with our school. All parents are encouraged to join and support the Hillsdale PTA. The PTA is a wonderful group of parents who help make Hillsdale a wonderful, inclusive, caring, fun environment for students and staff.



### CLASSROOM & BIRTHDAY TREATS

All classroom treats must be commercially prepared and packaged. Salt Lake County Health Department regulations will not allow homemade treats. The school does not accept delivery of flowers, balloons or other presents delivered to the school for birthdays or other special occasions because this creates a disruption to the learning environment. Please save these items for home.

### EMERGENCY PREPAREDNESS DRILLS

Emergency drills are held once a month. These include fire and earthquake drills, as well as shelter in place and lockdown drills. If parents or volunteers are visiting school when a drill occurs, please follow a staff member's directions to follow our safety protocols. In the event of a school evacuation, Hillsdale's reunification site is at the church located at 3175 S 3450 W.

### BAD WEATHER

Please make sure your child is dressed for the weather, as students go outside for recess most days. Children will be allowed to stay in the school building if the weather is rainy, too cold, or because of dangerous air quality levels. If the weather is bad when children arrive in the morning, they are to come in and go to their classroom to sit in their assigned location until the bell rings. If the school will be closed due to storms, road conditions, area emergency, etc. information will be broadcast over radio and television stations, as well as sent out by the Granite School District's emergency contact information system. Please listen to the news any morning you suspect the school may be closed.

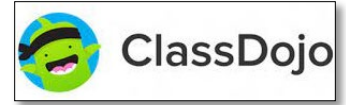
### HOMEWORK

A small amount of homework may be assigned by classroom teachers when extra practice is needed to help students be successful or work is unfinished in class. Reading every day is proven to be the most beneficial form of homework for elementary aged students. Talk to your student's teacher about homework expectations in his/her class.



### COMMUNICATION

Hillsdale teachers utilize ClassDojo to communicate with



families. Please sign up for ClassDojo so you will receive and can send messages from school. (Use the free version.) You may also receive messages from the district and school via text and/or email. Please make sure your contact information is correct so that these important messages can be received.

### THINGS TO LEAVE AT HOME

Students should not bring toys, gum, candy, large bags of snacks/chips, money, or hazardous objects (please see Safe School Policy) to school.

### LOST AND FOUND

Lost and found articles are placed in the lost and found box. Unclaimed articles are given to charitable organizations at the end of the year.

### SCHOOL EXPECTATIONS

Hillsdale Elementary strives to provide a safe, supportive, and welcoming environment for all students. District and school policies prohibit conduct that is unsafe, disruptive, or disrespectful toward others.

### HAWKS Rules:

- ✓ **H**as and shows respect.
- ✓ **A**cts as a good friend.
- ✓ **W**ill follow directions the first time given.
- ✓ **K**eep your hands, feet, and other objects to yourself.
- ✓ **S**tops, walks and talks to solve problems.



### COLLEGE, CAREER, & LIFE READINESS

**RESPECT** – Acknowledge differences by looking for the good in everyone, including oneself.

**DEPENDABILITY** – Be reliable and accountable.

**COMMUNICATION** – Communicate effectively to share and understand information.

**RESPONSIBILITY** – Be trustworthy, ethical, reliable, and accountable for choices.

**WORK ETHIC & RESILIENCE** – Set personal goals, apply best efforts, and persevere when faced with challenges.



### **Safe School Policy**

Granite School District strives to provide safe, supportive, and welcoming schools for all students. District policies prohibit conduct that is unsafe, disruptive, or disrespectful towards others.

### **School Safety**

District policies prohibit:

- Threats or acts of violence
- Real or look-alike weapons
- Explosive or flammable materials
- Gang activity
- Criminal behavior
- Destruction or damage to property
- Willful disobedience or defiance
- Possession of illegal drugs, alcohol, or other prohibited substances.

### **Safe School Guidelines and Procedures**

Administrators will investigate all reports, follow school and district policies, and work to prevent further misbehavior. Students involved in safe school violations, including bullying, cyberbullying, hazing, discrimination, harassment, retaliation, or other similar conduct may receive disciplinary actions including parent/guardian conferences, suspension/expulsion, referral to law enforcement, placement outside the school, and/or other disciplinary action that is appropriate. This policy covers conduct occurring at school and conduct outside of school if it affects the school environment.



### **Prohibition of Bullying**

Bullying is prohibited at Hillsdale Elementary. We will do everything we can to provide a safe environment for learning for all students. The school will provide resources to prevent and intervene in bullying behavior. We will include parents, the school social worker, and administration to help resolve conflicts and work to help every child succeed. Report all bullying concerns to the classroom teacher, school social worker, or principal.



### **What is bullying?**

It is common for children to confuse social conflicts and unkind behavior with bullying. It is important to help students identify bullying behavior to help build their confidence, develop coping skills, and know when to report and seek help.

Bullying involves an imbalance of power or strength and includes repeated acts (or one large act) of violence, intimidation, humiliation, or social isolation. Bullying can be physical, verbal, or written. Bullying is:

- Aggressively, intentionally, physically harming another person.
- Emotional intimidation, humiliation, ridicule, or disrespectful treatment.
- Intentional harm to someone else's property.
- Cyberbullying (social media, chat, email, or other forms of technology) to deliberately threaten, intimidate, or embarrass others.
- Retaliation against a person.
- Forcing someone to do something they don't want to do.
- Discrimination or harassment of another person based on the person's race, gender, or some other personal characteristic.

**Reporting – if you see something, say something!** Report bullying behavior to the classroom teacher, school social worker, or principal, or use the Safe UT application.