

# Welcome to Saunders Elementary

Greetings Spartan Scholars and Families,

As we begin the 2018-2019 school year we want to take a moment to share our sincere gratitude to those who make Saunders a great place to work and learn!

We focus on one mission: ensuring that all students graduate *college, career, and citizen-ready*. The Saunders community commits to being a kind and safe place where *curiosity, creativity, and collaboration* are used to grow from our challenges, learn from our choices, and celebrate our successes.

Saunders' educators implement a quality

curriculum. To avoid gaps in learning, it is important to build the habit of good attendance early. Attending school regularly helps children feel better about school and themselves.

We invite you to partner with us this year! Please review this planner in its entirety. It is one way to get involved and communicate with your child's teachers.

Together we can achieve the extraordinary!

*Ms. Shannon Pipkin, Principal*

*Mrs. Lindsay Kidd, Assistant Principal*

## School Contact

853 Harpersville Road  
Newport News, VA 23601  
757-591-4781 Office  
757-599-4571 Fax

## Stay Connected

Website: [saunders.nn.k12.va.us](http://saunders.nn.k12.va.us)  
Facebook: @saundersnnp  
Twitter: @saundersnnp  
Instagram: @saundersnnp

## School Schedules

STUDENT HOURS 9:05 a.m.-3:40 p.m.  
HALF-DAY DISMISSAL 12:15 p.m.  
EARLY DISMISSAL 2:10 p.m.  
OFFICE HOURS 8:15 a.m.-4:30 p.m.

## This planner belongs to:

NAME: \_\_\_\_\_

STUDENT NUMBER: \_\_\_\_\_

TEACHER: \_\_\_\_\_ ROOM # \_\_\_\_\_



**PLEASE NOTE:** The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper



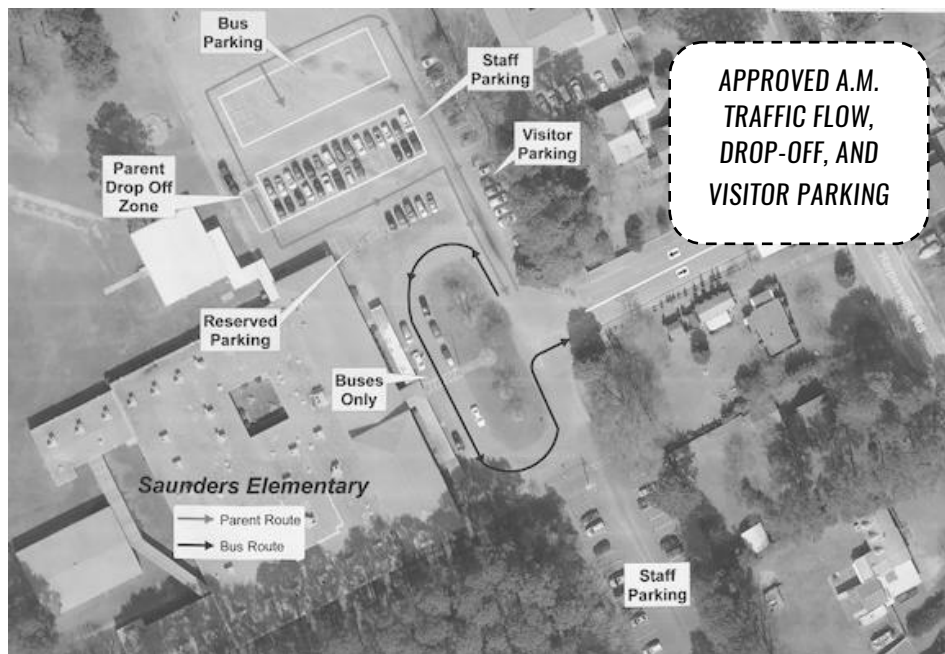
# Safety First

## Arrival and Dismissal

- In the spirit of safety, please avoid dropping your child off at school prior to 8:45 a.m. Staff members will welcome students into the Cafeteria at that time.
- [Newport News Parks and Recreation](#) offers childcare at Saunders. You have

the option of AM only (6:00 AM - school starts), PM only (school close till 6:30 PM), or AM and PM.

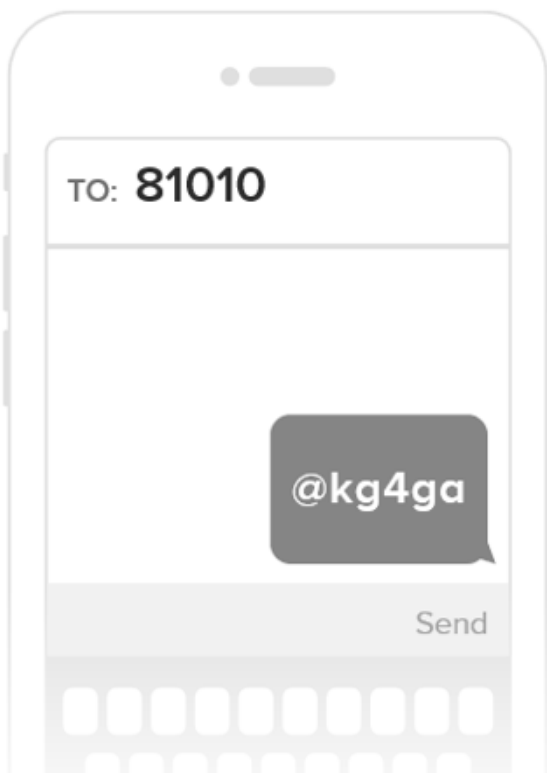
- Thank you for your input on maintaining a safe drop-off and pick-up environment. As a result of our safety forum and online survey, the proposed change to the traffic flow has been approved. Please look at the maps below to identify your child's new drop-off location, pick-up location, and visitor parking.



- We must have a written request/permission from a parent/guardian to make changes to ride a different bus. The note needs to include the day that the change is to take place.
- Newport News Public Schools uses a three card system to ensure kindergarten safety during transfers. Please refer to the **section on Pupil Transportation** in this planner.
- Only authorized persons listed on the emergency contacts and have a picture ID will be allowed to pick up your child at school.

## Stay Connected

- **Know when there is a late bus.** Get Saunders' late bus notifications via text. To sign up, text **@kg4ga** to the number **81010**. If you have trouble with 81010, you can try texting @kg4ga to (501) 712-2783.



## HERE COMES THE BUS

- **Know when the school bus is on the way.** *Here Comes the Bus* allows families to view the real-time location of their child's school bus on a smartphone, tablet or computer:
  - See the location of your child's bus both before and after school.
  - Confirm that your child's bus has arrived at the bus stop, at school or both.
  - Receive a "push notification" (available on iPhone & Android devices) or email message when the bus is a certain distance from the bus stop.
  - Available in three languages (English, Spanish and French), the *Here Comes the Bus* app can be downloaded from the App Store or Google Play. There is a fee for the app; basic access on the website is free.
  - To sign up, visit <https://login.herecomesthebus.com/SignUp.aspx> and enter account number **74046** and your student's NNPS ID number (located on the front of this planner).

## Emergency Information

It is critical that we have up-to-date contact information. In the event there is an emergency or we had to evacuate to an announced location, we would want to be able to reach a parent, guardian, or emergency contact. Always come to the Office to make changes to your address, phone numbers, and emergency contacts.

## Safety Protocol

Throughout the year we will practice the emergency response protocol. When a safety drill is in progress or when the school is in lockdown, no one comes in or out. You will notice these signs on doors.



**DRILL IN PROGRESS  
NO ONE IN OR OUT**



**SCHOOL IS IN LOCK DOWN  
NO ONE IN OR OUT**

## Visitors

We want you to get involved at Saunders! Whether visiting or volunteering in a classroom, you need to have made arrangements with the teacher ahead of time, so instruction is not interrupted. When entering after 9:05 a.m., you must first stop in the Office, speak with a secretary, and share the reason for your visit, before you are

issued a visitor sticker. If you have not scheduled a visit, we can call your child to the Office so you can speak with them or you can join them in the Cafeteria for lunch. Visitor stickers must be worn on your person, so we know you are not an intruder.

## Volunteers

We have many volunteer opportunities! Please fill out the Volunteer Form [http://sbo.nn.k12.va.us/overview/documents/volunteer\\_application.pdf](http://sbo.nn.k12.va.us/overview/documents/volunteer_application.pdf) and submit it via email or print off a copy and bring to the school. Newport News Public Schools will perform a check of your background. Refusal to allow the background check will exclude you from volunteer work at Saunders.

## Food Allergies

We have students with life-threatening food allergies. Please check with the classroom teacher before purchasing snacks or food items (i.e.-cupcakes) for class celebrations. If there is a child in the class with a food allergy, the food item will be prohibited for all students. We strongly encourage alternatives to candy and sugary foods, such as stickers or pencils.



## Bullying Prevention and Intervention

Newport News Public Schools has put a lot of preventative programs in place to ensure our

students have a safe and nurturing environment in which to learn.

### **Kelso's Choices**

Conflict or disagreement is normal and often happens when children get together. However, hurtful words, gestures, or physical attack are unacceptable ways to deal with conflict and disagreement at school.

Our goal at Saunders is to teach students several positive ways to deal with these difficult situations. To do this, we ask students who have minor problems to try at least two of the following ideas:

- Go to another game or activity.
- Share and take turns.
- Respectfully talk it over and listen to each other.
- Walk away from the problem.
- Ignore the problem behavior.
- Tell the person to stop the problem behavior.
- Apologize.
- Make a deal or compromise.
- Wait and cool off.



By using Kelso's Choices our students develop effective problem-solving skills that they can use again and again. It helps them to deal with conflict in a positive manner and to make appropriate decisions. These concepts are introduced to all students through counseling lessons through the school year.

### **Reporting Bullying or Cyberbullying**

All reports of bullying behavior will be taken seriously and will receive the appropriate and proper attention. Students and parents/guardians may report bullying behavior:

- **Anonymous Crime Hotline (591-3800)**
- **Saunders' Counselor (591-4781)**
- Anonymous Reporting Box located outside the Counselor's Office
- In person to any staff member/trusted adult.

## **Dress Code**

Please refer to the **section on Dress Code** in the Newport News Public Schools Rights and Responsibilities Handbook. When necessary, administrators will determine the appropriateness of school attire.

### **The following dress practices are not permitted in school:**

- Slippers, flip flops, and slides
- Shoes with wheels, unless wheels are removed

## Dietary Allergies and Restrictions

Newport News Public Schools' Child Nutrition Services Department provides nutritious meals to support academic achievement and promote lifelong healthy food choices.

Through a special provision of the Healthy Hunger-Free Kids Act of 2010, Saunders Elementary will provide free breakfast and lunch to all students.

Students can purchase A La Carte menu items, snacks, and beverages. Visit <https://www2.mypaymentsplus.com/> and follow the onscreen directions to register, to make deposits or monitor your student's meal account. You will need your child's **Student ID Number** located on the cover of the handbook.



## What if my child has a serious food allergy? What steps do I take to obtain a diet modification for my child?

A diet order from a physician is required. Click the link below to download and print the form. [http://sbo.nn.k12.va.us/cns/documents/dietary\\_needs\\_form.pdf](http://sbo.nn.k12.va.us/cns/documents/dietary_needs_form.pdf) These orders from a physician, for a disabling conditions, must answer a series of questions in order to be implemented by the school division. Please call the Child Nutrition Office at 757-881-5020 with any questions.

## Communication

# ParentVUE<sup>®</sup>

powered by  Synergy<sup>®</sup>

Newport News Public Schools provides online student information through ParentVUE, available for families of students in grades 3-12. ParentVUE is free to all NNPS families and is available from any computer with internet access.

- Monitor your child's progress.
- See calendar and class schedules.
- View attendance, grades & more!

If you would like to register for a ParentVUE account, please come to the school's Office so our ParentVUE Coordinator can assist you.

## Conferences

We request that appointments with administrators, teachers, and other personnel be scheduled in advance so that time may be used efficiently. Call, email, or text (Remind101 or ClassDojo) your child's teacher to schedule an appointment. Please call the Office to setup an appointment with administrators. It is our goal to assist in resolving issues and come to a positive agreement.

## Phone Calls

In the event that you need to contact a teacher during instructional time, please call the Office and they will take a message. The message will be relayed to the teacher. The teacher will return your call during non-instructional time.

# NNPS Family and Community Engagement Specialists



There are three influences in a student's life: families, schools, and communities. We believe when they work together, students do better. Everyone benefits when schools and families are engaged in their children's education.

NNPS Family and Community Engagement Specialists offer a variety of research-based programs and initiatives that are targeted to increase family and community engagement. Each experience is designed to improve skills, deepen networks, enrich values, and increase confidence.

**Website** <http://sbo.nn.k12.va.us/face/>

**F.A.C.E. Hotline: (757) 660-0887**

**South Morrison Family Education Center**

746 Adams Drive ([Map](#))

Newport News, VA 23601

## Parent Teacher Association

Virginia PTA is a volunteer child advocacy association working for ALL children in the Commonwealth of Virginia. Saunders Elementary has benefited from a very active PTA. Please join the PTA to help support our students. Membership information is available in the Office.