

2020-2021

SNYDER PRIMARY SCHOOL

LEARN * LEAD * ACHIEVE

Student/Parent Guide

Principal: Canita Rhodes

Assistant Principal: Rode Merryman

Administrator of Curriculum and Instruction: Courtney Boyd

Administrator of Special Programs: Stacy Head



Snyder Primary School
great happens here

SPS Mission

Snyder Primary School
is dedicated to creating leaders
within a positive, respectful
environment that encourages,
supports, and nurtures
students, parents, and staff.
As a community, we will
promote academic
success and leadership.

WELCOME

Dear Students and Parents,

Welcome to the 2020-2021 school year! We are excited to have you on the Snyder Primary Campus. Education is a team effort, and we know that students, parents, teachers, and other staff members all working together can make this a successful year for our students.

The Snyder Primary School Student/Parent Guide is designed to provide a resource for some of the basic information that you and your child will need during the school year. Please be aware that the term "the student's parent" is used to refer to the parents, legal guardian, or any other person who has agreed to assume school-related responsibility for a student.

Both students and parents should become familiar with the Snyder ISD Code of Conduct which is a document adopted by the SISD School Board and intended to promote school safety and an atmosphere for learning. The Student Code of Conduct may be found online at www.snyderisd.net

The Snyder Primary School Handbook details information associated with our school. Please be sure to be familiar with this document as well.

The Snyder Primary School Student Guide is designed to be in compliance with the SISD School Board policy and the Snyder ISD Student Code of Conduct. The campus guide is updated on an annual basis, while SISD School Board policy adoption and revision may occur throughout the year. Changes in SISD School Board policy or other rules that affect the Snyder Primary School Student Guide will be posted online when they occur.

In the event of a conflict between SISD School Board policy (including the SISD Student Code of Conduct) and any provisions of the Snyder Primary School Student Guide, the current provisions of SISD School Board policy and the SISD Student Code of Conduct are to be followed.

General Information

Snyder Primary School
3601 El Paso Avenue
Snyder, TX 79549
(325) 574-8600--Main Office
Website: www.snyderisd.net

Absences

It is important that your child is at school every day. There are times, however, that your child must be absent.

Five absences accompanied by parent/Dr. notes will be accepted each year. These absences will be considered excused for truancy purposes but will count against the 90% attendance required course credit.

- Notes must be turned into campus attendance clerk within 3 days of absence.
- Parents are welcome to call campuses if students will not be in attendance, but a written note will be required upon the student's return.

A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

Students who miss school for school-related reasons have the responsibility of seeing the teacher beforehand for assignments.

Doctor and Dental Appointments:

Absences for appointments with doctors, dentists, orthodontists, physical therapists, and other health care professionals will be not be counted as an absence if the student returns to school on the same day as the appointment and presents a note from the physician or health clinic stating the time of the appointment and the time the student left the doctor's office. If the appointment is at the end of the school day and the student has been at school all day up to that time, the absence will be excused if the student brings a note from the health care provider the following day.

Please see the **Compulsory Attendance** guidelines in the Snyder Primary School Handbook for attendance laws and attendance requirements for grade level credit.

Before and After School Procedures

School Hours (Monday-Thursday):

PK	7:50 A.M. TO 3:00 P.M.
Kindergarten	7:50 A.M. TO 3:15 P.M.
1 st	7:50 A.M. TO 3:30 P.M.
2 nd -3 rd	7:50 A.M. TO 3:45 P.M.

School Hours (Friday):

PK	7:50 A.M. TO 1:05 P.M.
Kindergarten	7:50 A.M. TO 1:20 P.M.
1 st	7:50 A.M. TO 1:30 P.M.
2 nd -3 rd	7:50 A.M. TO 1:40 P.M.

****ALL STUDENTS WILL BE MARKED TARDY IF THEY ARRIVE AFTER 7:50 A.M. Excessive tardies may result in disciplinary action or loss of grade level credit.**

Before School

The school building will be open starting at 7:20 a.m. for early drop offs. Please do not drop students off earlier than this time. Students dropped off after 7:20 but prior to class start time need to follow these guidelines:

*All grades go directly to the student's assigned classroom and take a seat in the hallway outside their classroom door.

*Older students with brothers or sisters may enter the school with their younger brother or sister and proceed to their classroom.

Morning Drop Off: Please check with your child's teacher for specific instructions and drop-off location.

****Please remember that the lane next to the curb is the only area where students may be let out of the car, and students must use the curbside door. Parents may not let students out of the car while using the outside or passing lane.**

Parking in red zones may result in a parking ticket. Please do not leave your car unoccupied in red zones around the school.**

Do not drop off students from the parking lot.

After School

Afternoon Pick Up: Please check with your child's teacher for specific instructions and pick up location.

Monday-Thursday

PK-Kindergarten	3:15 P.M.
1ST	3:30 P.M.
2ND - 3RD	3:45 P.M.

Friday

PK-Kindergarten	1:15 P.M.
1ST	1:25 P.M.
2ND - 3RD	1:35 P.M.

****Please remember that the lane next to the curb is the only area where students may be picked up, and students must use the curbside door. Parents should not encourage students to walk or run to the outside lane to get into the vehicle.****

****Car pick-up tags will be given to parents at the beginning of the school year for pk-3rd grade. SPS will supply two pick up tags at no cost. Replacement passes are \$5 each. Cars that are picking up students must have the mirror pick up tag visible when picking up students. Parents who pick up their student at a "walk up" door must have the pick-up tag in hand.**

****Parents/guardians without a proper pick up tag will be required to sign out student in the front office. Students will not be released to the parent/guardian until after car pick up is complete for the grade level.****

****All vehicles around the school must be attended by the driver at all times. Unattended vehicles could be towed. Please make sure to abide by all fire safety signs.****

Conduct and Discipline

Students at Snyder Primary School are expected to conduct themselves in an appropriate manner to maximize learning and growth. We expect all students to follow the 7 Habits and learn leadership qualities that will promote academic and social success. This will help each child develop into successful community members. To find out more about the 7 Habits visit the website at www.leaderinme.org.

Along with this Student Guide and handbook, a copy of the Snyder ISD Student Code of Conduct is available on our website. If you would like a paper copy of the Code of Conduct, please pick one up at the school front office. The Code of Conduct contains the school district's requirements for student conduct and behavior while at school or under the school's jurisdiction. The Code of Conduct also explains the kinds of disciplinary action school officials can take in response to violations of the rules for student conduct and the steps involved in taking disciplinary action. If you have any questions about conduct or discipline rules, please refer to the Code of Conduct or call your child's principal.

Dress and Grooming Code

The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

Shorts Policy: The following guidelines will apply to all students who wish to wear shorts.

- Shorts should be of appropriate length for school. Appropriate length is defined as no shorter than the extension of the finger tips with the arms down and the shoulders relaxed. If questions arise, the principals will determine if the length is appropriate.

- Shorts with holes in them, shorts that are un-hemmed, shredded, or torn may not be worn.
- Lycra, biker, or skintight fabric shorts may not be worn. Girls may not wear lycra or skin-tight shorts under other shorts, and this includes the style that has lace fringe around the bottom.
- Swimsuits or similar styles of shorts may not be worn.

The principal or assistant principal will make the final determination if shorts are of appropriate length and style. All decisions of the administration will be final.

Boys' Guidelines:

The administration shall reserve the right to determine if forms of hairstyle and clothing distract or disrupt the learning process or environment enough to ask a student to make a change in hairstyle or clothing. Hair should be neat, clean, well-groomed, and styled so vision will not be obstructed. Hair cannot be dyed or colored in any color or style that does not occur in any natural color of hair.

- If mustaches or sideburns are worn, they should be neatly trimmed, avoiding extremes; otherwise, students should shave as needed to have the appearance of being clean-shaven. If a mustache is worn, it must be neatly trimmed and not extend past the corners of the mouth. Side burns should not extend past the bottom of the ear lobe.
- School clothing should be clean, neat, in good taste, and styled for school wear, specifically:
 - Shirts should be standard length and have sleeves.
 - All campuses prohibit clothing with pictures, emblems, or writings that promote inappropriate subjects such as:
 - death, suicide, or religious cults
 - are lewd, offensive, vulgar, or obscene
 - that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under FNCF (LOCAL)
 - any other subjects the principal or assistant principal deem inappropriate for school
 - Jeans that have been shredded, that are un-hemmed, ripped (or have holes that extend below the extension of the fingertips with the arms down and shoulders relaxed) are prohibited.
 - T-shirts of the underwear type, tank tops, crop tops, half-shirts, and mesh shirts shall not be worn.
 - Hats and caps are not allowed on campus with the exception of athletics and shop areas when necessary. Caps should be kept in lockers in these classes.
 - No earring or studs or piercing on the body or in the tongue shall be worn at school.

- Sunglasses shall not be worn in any building on campus.
 - Large chains shall not be worn. This includes those connected to billfolds.
 - No shoes with wheels shall be worn.
 - No sagging/baggy clothing, pants or shorts shall be worn.
 - No underwear (or any portion thereof) shall be visible.
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- Students shall not have visible tattoos when representing Snyder ISD at extracurricular activities.

Girls' Guidelines:

- Hair should be neat, clean, well groomed, and styled so that vision will not be obstructed. The combing and/or brushing of hair and the application of makeup should be done prior to the student's arrival in any classroom. Hair cannot be dyed or colored in any color or style that does not occur in any natural color of hair.
- School clothing should be neat, clean, in good taste, and styled for school wear, specifically:
 - Skirts, dresses, split skirts, etc. should be of appropriate length for school. Appropriate length is defined as no shorter than the extension of the finger tips with the arms down and the shoulders relaxed. If questions arise, the principals will determine if length is appropriate.
 - Low-cut tops, tank tops, tops with spaghetti straps, crop tops, half-shirts, and similar fads of wearing apparel shall not be worn.
 - Sheer blouses or crocheted shirts that reveal inappropriate underclothing shall not be worn.
 - Jeans that have been shredded, that are un-hemmed, ripped (or have holes that extend below the extension of the fingertips with the arms down and shoulders relaxed) are prohibited.
 - All campuses prohibit clothing with pictures, emblems, or writings that promote inappropriate subjects such as:
 - death, suicide, or religious cults
 - are lewd, offensive, vulgar, or obscene
 - that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under FNCF (LOCAL)
 - any other subjects the principal or assistant principal deem inappropriate for school
 - Lycra, biking, or skintight pant, including leggings may not be worn unless the length of the blouse or dress meets appropriate length standards as defined above. Leggings may not be worn with t-shirts or shirts that do not extend beyond the fingertips.
 - Hats and caps are not allowed on campus with the exception of athletics and shop areas when necessary. Caps should be kept in lockers in these classes.
 - Sunglasses shall not be worn in any building on campus.
 - No piercing on the body or in the tongue shall be worn at school with the exception of the ear.
 - No shoes with wheels shall be worn.

- No sagging/baggy clothing, pants or shorts shall be worn.
- No underwear (or any portion thereof) shall be visible.

Food Service/Free and Reduced-Price Food Program

We serve a variety of nutritious food for students and faculty members at a minimal cost. We do not allow foods of minimal nutritional value, as defined by the federal Child Nutrition program, to be served or available for purchase in food service and eating areas during the time students are being served meals.

Students must follow directions for entering the cafeteria and observe good table manners and courteous behavior at all times, i.e., no cutting in line. Loud talking, and unnecessary noise are considered poor manners and may result in disciplinary action.

Meal payments can be made directly on the student's account by going to the cafeteria or by using the online payment link on our website. Please contact the Food Service Director at 574-8619 for more information.

Our schools participate in the federal Child Nutrition Programs, which provide a free breakfast to every child in the school, and free or reduced-price lunch programs to students based on family income levels. We maintain strict confidentiality as to whether students participate in the program.

****Please note that parents MUST re-apply each year for the free or reduced-price lunch programs****

Student Lunches

Students who do not eat food from the cafeteria menu will need to bring their lunch box to school. The office will not accept lunches from restaurants in the cafeteria. All homemade lunches will need to come in the morning with the student.

Grading and Report Cards

Snyder Primary School is on a 9-week grade reporting cycle, with 3-week progress reports sent out to students failing or not meeting sufficient progress. If your child is having trouble in a class, the teacher may ask you to schedule a conference. We encourage you to attend these conferences.

Pre-K - progress report with mastery indicated by individual skill

Kindergarten-1st Grade Grading System:

LA/Math Marking System

- 4 = Understanding goes beyond Kindergarten state standards
- 3 = Exhibits mastery of Kindergarten state standards
- 2 = Exhibits skill/concept with minimal guidance
- 1 = Does not exhibit skill/concept

2nd - 3rd Grades

Numeric grade for Math and Reading/ELA & letter grade for science and social studies.

(E=Excellent, S=Satisfactory, N=Needs Improvement, U=Unsatisfactory)

Classroom grades shall accurately reflect student mastery of the of the curriculum. Activities not related to the curriculum, such as selling products, donating blood, providing classroom supplies, or participation in extracurricular activities (does not apply to co-curricular activities), shall not raise or lower classroom grades. Course grades will not be lowered for tardies, forgetting school supplies, or other discipline-related matters. Parents will be provided a rubric and guidelines for all summative projects including PBL and inquiry-based activities.

****If there are questions about whether a student should be promoted, the school and parents will review all the evidence to decide if the student is ready for the next grade level. If the student is not showing progress towards meeting grade level standards, the school has the right to retain the student. ****

Lost, Damaged, or Stolen Personal Items

We ask that you discourage your child from wearing or bringing to school expensive or irreplaceable jewelry, watches, or sunglasses. Students are responsible for all their personal possessions while at school or any school-sponsored or school-related event. **The school district is not responsible for any personal items that are lost, damaged, or stolen at school or a school-related activity. We recommend that all personal belongings have the child's name printed on it somewhere for identification.**

Parent Organizations/Volunteer Opportunities

Snyder Primary School has an active Parent-Teacher Organization. Please watch for information to come home at the beginning of the school year with information about the organization and for information on ways you can participate. You can find information regarding our PTO at www.snyderpto.org.

We encourage parents to volunteer in our schools. All volunteers must complete an application form, and the district will obtain a Criminal History Report on all applicants for volunteer programs. Please refer to the Parental Involvement Policy, which is located on our school website.

Classroom Celebrations

You must coordinate with your child's teacher prior to planning a class birthday party. All parties will be scheduled after 2:00 pm. Birthday foods are limited to cupcakes and a drink that is 100% juice. If you plan to send birthday invitations home with students, all students in the class must be included.

Release During the School Day

If you need to pick up your child during the school day, you will need to go to the front office with a **valid id**. Only adults listed as emergency contacts will be allowed to pick up students from the office. We request that you pick up students early from school for emergency instances only. Special dismissal information must be called in before 2pm. **Students picked up at dismissal from the office will be dismissed once all car riders are off campus.**

School Bus Removal

A bus driver may refer a student to the principal's office to maintain effective discipline on the bus. The principal or appropriate administrator must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges. Since the district's primary responsibility in transporting students in district vehicles is to do so as safely as possible, the operator of the vehicle must focus on driving and not have his or her attention distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal or appropriate administrator may restrict or revoke a student's transportation privileges, in accordance with law.

Visitors

Parents are always welcome at Snyder Primary School and we are happy to explain our programs or answer any questions you may have.

****Anyone entering the building MUST check in at the office with a valid ID.****

This is for the safety of all of our students. Entry is only through the front door at all times. All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Visits to individual classrooms during instructional time are permitted only with the approval of the principal and teacher but will be limited so that their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. We request that parents schedule conferences with teachers rather than conferencing during visitations.

Due to Covid-19 restrictions, parents and visitors will not be allowed on campus for lunch or other campus activities.

An additional Online learning document will be available for online grading procedures and expectations.

If at any time you have questions or concerns about our school, please come by or call me. I will be glad to visit with you.

Mrs. Rhodes

Principal