



GREENLAND ELEMENTARY SCHOOL

2023-2024 Student Handbook



Mission Statement

To set sail on a lifelong journey of learning achieved through an "All Hands on Deck" mentality while educating in a safe and fair environment.

Vision Statement

GROWING LEADERS: "Let's **ROOT** for each other and watch each other **GROW!!!**"

Principal

Jake Hardin

Secretary

Jamie Stout

Counselor

Alexandria Lance

Nurse

Natalie Haines

Letter to Parent/Guardian

Education is, and must be, a cooperative effort between home and school. When parents, educators, and students understand the common goals, and the part that each must play in order to reach these goals, then the process of getting an education has become easier, and more pleasant. Parents and students need to have read and understood the provisions contained herein so that they may be afforded the best opportunity for securing a good education.

Regular attendance is a MUST. Without regular attendance, a student cannot accomplish much. Past experience has shown that irregular attendance is one of the major factors causing failure. The administration and faculty sincerely solicit your full support and cooperation in providing the kind of school that your sons and daughters deserve. You are encouraged to visit our campus; however, you are reminded that visitors must check in with the office.

As the principal of Greenland Elementary School, I am committed to creating a learning environment that is student-centered, positive, and safe. Please partner with us in our efforts to provide your child the best education possible.

-Jake Hardin, Principal

GES Believes:

- Every child is a leader
- Failure and struggle can lead to success
- Individuality and diversity makes us stronger
- Relationships foster learning
- High expectations support growth
- Children learn in different ways
- **ALL** can adapt to achieve excellence
- **Communication** and **Collaboration** are key
- Character building is essential
- Celebrating success and growth is important

Greenland Elementary School

School/Parent or Guardian/Student Compact

The school faculty pledges to:

- Communicate and work with families to support student learning
- Respect the individual differences of our students
- Provide a safe environment for learning
- Have high expectations of ourselves, our students, and other staff
- Prepare our students for lifelong learning
- Show that we care about all our students with praise and encouragement

The parent pledges to:

- Help my child attend school regularly with supplies, well-rested, and on time
- Establish a time and place for school work and review my child's work regularly
- Spend time each day with my child reading, writing listening, or just talking

- Communicate with my child's teachers through a take home binder/folder, email, and/or phone calls through the office
- Offer praise and encouragement to my child
- Help my child learn to resolve conflicts in positive ways
- Be involved in planning, improving, and reviewing parent involvement opportunities

The student pledges to:

- Attend school regularly
- Come to school prepared with supplies and assignments
- Respect and cooperate with other students and adults
- Work hard to do my best at school, on my homework, and on my exams
- Ask for help when I need it

School Office Hours:

Greenland Elementary School office hours will be from 7:30 a.m. to 4:00 p.m. Monday through Friday. Office hours may vary during holidays and summer break.

Greenland Elementary School Day:

The following schedule applies to all Greenland Elementary School students:

7:25 a.m.-Breakfast served; Elementary cafeteria

7:45 a.m.-Morning Work

7:55 a.m.-Students escorted to classroom

8:00 a.m.-Classes begin

8:01 a.m.-Tardy

2:55 p.m.-Car rider dismissal

3:05 p.m.-Bus rider dismissal

Arrival At School

Morning Car Drop Off

- Form one line around the parking lot.
- Drop your child off quickly at the front doors. Have their things ready so that they may be dropped off in a quick and orderly fashion.
- If you need **to help your child or take longer than 30 seconds**, please park in the center lot, then walk your child into the building. **DO NOT allow your child to walk across the parking lot unattended.**
- Once you are in line **DO NOT PASS** other cars in line. Stay in line and exit one car after another.

Afternoon Pick Up

- Car riders **MUST** get a car rider number/tag issued by the office.
- Car riders dismiss at 2:55.
- Students **will not be allowed** to enter a car that is not in the car rider line, does not have a car rider number/tag, and/or both.
- Parents **will not be allowed** to congregate at the front door.

Attendance

In order for Greenland Elementary School students to gain the maximum benefit from school, they must have regular attendance. Greenland Elementary absence policy will follow board policy 4.7

Bus Transportation

Bus riders are expected to cooperate with the bus driver at all times. Riding a bus is a privilege. When student conduct requires this privilege to be denied, it will be the responsibility of the parent/guardian to find transportation. Refer to section 4.19 for additional bus policy.

Change of Address/Telephone Numbers

Please inform the school office if you change your address, phone number, or parents/guardians daytime work number. In cases of emergencies, it is vitally important for the school to have the most recent updated information. **Information can also be updated via PowerSchool.**

Change in Transportation

It is the responsibility of the parent/guardian to let their child know transportation plans ahead of time. If a change arises **please let the office**, NOT their teacher, **know no later than 2:00.**

Check In/Check Out Procedures

- All students must check in and out through the office with a parent/guardian unless written notice is provided in the student's folders. Parents/whoever is checking a student out **MUST present a state issued ID.**
- Students will not be permitted to leave the building or campus during the school day without a parent/guardian, written permission, or with anybody who is not on the students list. **A state issued ID must be presented to check a student out.**

Counseling

Greenland Elementary provides a counselor for student and parent use. GES counselor's role is threefold: counseling students, parent consultation, coordinating school and community resources on behalf of all children.

Dress Code

The dress code of Greenland Elementary School has been established to promote an orderly environment, conducive to appropriate behavior and representative of community standards, while allowing for sufficient comfort and style. Therefore, students and parents are encouraged to ask school administration if unsure of the appropriateness of any item of apparel. Please see section 4.25 for student dress policy.

Field Trips

School-sponsored field trips are a part of the school program. Parental release forms are required for participation. No class will be permitted to take a school-sponsored field trip without prior approval from the principal.

Fire and Tornado Drills

Fire and tornado drills are very important for your safety and should be taken seriously. Follow your teacher's orders and leave the building quickly and quietly when we have a drill. Fire Drills are conducted monthly and Tornado Drills are conducted twice each semester.

Food Days/Snacks

Greenland School District, by law, is given permission to have 9 food days in a school year. Those food days will be the last Friday or Thursday in a given month, or on a special Holiday that does not fall on the last Friday of the month.

Homework

GES considers homework to be a part of the instructional program and a logical and reasonable extension of the school day. Homework should supplement, complement, and reinforce learning activities. It will be utilized as an extension of learning.

Kindergarten Physical Examination

All enrolling Kindergarten students shall furnish evidence of a comprehensive preschool physical examination. This regulation is enacted pursuant to the State Board of Education's authority, A.C.A. 6-18-701 and the Standards for Accreditation of Arkansas Public Schools. Children must have a chickenpox vaccination before entering Kindergarten.

Library Information

The library supports classroom instruction and provides leisure reading material for students. Basic rules are enforced to ensure a please atmosphere for all. Librarian will cover all rules with students.

Lost and Found

- Inquire with office about lost items
- Found items should be taken to the office
- Articles not claimed in a timely manner will be donated to charity

Parent Volunteering

Parents are encouraged to volunteer at GES. Please become involved.

Safety of Our Students

According to Arkansas Law, a driver of a motor vehicle shall not use a handheld wireless telephone while operating a motor vehicle when passing a school building or school zone during school hours when children are present and outside the building. If caught using a phone while the vehicle is moving, action may take place.

Telephone

The use of the office telephone must be restricted to emergencies involving student illness or cancellation of a school-sponsored activity.

Visitors

Parents are encouraged to visit GES. Please check in at the office with your driver's license or state issued ID and a visitor badge will be provided.

In addition to the GES handbook, please refer to the district handbook for additional policies.