

Santa Barbara Unified School District



Family Handbook

2020-2021



290 Lighthouse Road
Santa Barbara, CA 93109
(805) 965-6653
Fax Line: (805) 962-5328
Office Hours: weekdays from 7:30am - 4:00pm
<https://washington.sbunified.org/>

Principal's Welcome

On behalf of the staff at Washington Elementary School, I would like to welcome you to another school year! We have a dedicated staff who are looking forward to making this year a great one for all students. Please read through this handbook as a family to familiarize yourself with our school policies and procedures. Go Wildcats!

Santa Barbara Unified School District

- ❖ **Mission**—We prepare students for a world that is yet to be created.
- ❖ **Vision**—Students will read, reason, and communicate to contribute positively to an ever-changing world.”
- ❖ **Core Values**—Equity, Evaluating our Work, Improving our Practice

General School Information

Washington Elementary School was established in 1953 on 8.2 acres located at 290 Lighthouse Road on Santa Barbara's Mesa, overlooking the Pacific Ocean and the Channel Islands. Its facilities include 14 permanent classrooms, 12 portable classrooms, multipurpose room, library, cafeteria, STEM Lab (Science Technology Engineering & Mathematics), and garden. The school serves students in kindergarten through sixth grades.

The staff includes 23 regular classroom teachers, two special education teachers, two custodians, two office personnel, librarian, health clerk, school psychologist, speech and language pathologist, music teacher, physical education teacher, art teacher, and STEM teacher. Additional staff include curriculum specialists, special education paraeducators, playground supervisors, food services staff, and after-school program staff. These people—combined with the efforts of the principal, assistant principal, Parent-Teacher Organization (PTO), volunteers, and dedicated parents—form a team to ensure that students receive an education that will prepare them for the future.

School Mission

Our mission is to provide all students with a positive and challenging learning experience. Critical thinking skills are developed through literacy, fine arts, mathematics, technology and the sciences. Individual excellence and a desire for lifelong learning are promoted through a partnership between home, school, and community.

School Vision

Our vision is to be a community learning organization that unites the strengths and talents of students, parents, and staff with a focus on rigor, relevance, and the “whole child.”

- **Strong Academic Program**—Create a challenging, relevant, and engaging instructional program provided by a staff working interdependently and in conjunction with parent and community volunteers that allows all students to master grade level standards.
- **Enrichment & Arts**—Create and sustain a comprehensive and standards-based enrichment program that includes the areas of science, visual arts, physical education, and instrumental music. This program is meant to extend, enrich, and deepen the core academic program.
- **Healthy Environment**—Maintain a supportive learning environment by developing in all students, staff, and parents a sense of PRIDE (Positive Attitude, Respect/Responsibility, Integrity, Determination, Empathy). Maintain a nutrition program that allows students to grow, cook, and eat their own food.

Attendance

Washington Elementary School is one of 12 elementary school campuses in the Santa Barbara Unified School District. Students living in the school attendance boundaries are given first priority, then transfers from other Santa Barbara USD schools are accepted pending availability of space. Transfer information is available from the Student Services Department at the SBUSD District Office, located at 720 Santa Barbara Street. The conditions that transfer students are required to meet are:

- Attendance—The student will have regular attendance with no more than 10 excused absences, 5 tardies, and fewer than 3 unexcused absences.
- Behavior—The student will maintain appropriate behavior while at school, with no suspensions.

Washington Elementary School strives to make school an exciting and enriching experience; however, we know that sometimes students will need to be absent from school. If your student is struggling with attendance, please reach out to your child's teacher or the administrative staff for support or ideas to promote positive attendance.

Regular attendance at school is required. State law places the responsibility for regular attendance on parents and also requires schools to document the reason for every student absence. Regular attendance must be a priority for your child because it promotes a successful school experience. Please do what you can to schedule medical and dental appointments for after-school hours or during school vacations.

Absences

Clear and prompt communication with our office staff is crucial when your child is absent. Please call the 24-hour school attendance line (805-965-4128) before 8:30am each day of an absence; leave a message with your child's name, grade level, room number, and the exact reason for absence. Parents will be contacted for those students whose parents have not verified their child's absence each day.

Some school absences are considered excused. These are verified by a call or note to the office (written, email, or ParentSquare message). Valid excuses include illness; quarantine; medical, dental, optometrical, or chiropractic appointment; attending the funeral of an immediate family member; religious holiday (if pre-approved); religious retreat attendance (if pre-approved); employment conference attendance; or court appearance. ([SBUSD AR 5113](#))

Truancies are absences that do not have valid excuses. Even if a parent calls or sends a note to verify their child's absence, those without valid excuses will still be considered a truancy. If a student accrues more than 12 unexcused absences, parents will be required to attend a School Attendance Review Board (SARB) meeting. SARB is a legal entity, designed by the Legislature and has the power to refer chronic truant cases to the District Attorney's Office for possible prosecution, of which fines anywhere between \$100 - \$2,000 may be imposed.

Independent Study Learning Agreements

If your child will be ***absent for 5 or more consecutive days, please speak to the front office staff to see if your child is eligible for an Independent Study Learning Agreement.*** This will allow them to keep up with the class' learning and maintain acceptable attendance. Note:

- Dates on an independent study contract are not considered absences.
- Washington Elementary School's front office needs ***at least two weeks' notice*** to generate all paperwork and allow the teacher time to gather appropriate assignments for your child's absence.

Bell Schedule

Kindergarten	Grades 1 & 2	Grades 3 & 4	Grades 5 & 6
7:45 - 8:15am Breakfast Service 8:00 - 8:25am School Arrival (for students not eating breakfast)			
8:30am School Starts			
8:30 - 9:42am Instruction	8:30 - 10:00am Instruction	8:30 - 10:20am Instruction	8:30 - 10:40am Instruction
9:42 - 10:00am Recess	10:00 - 10:18am Recess	10:20 - 10:38am Recess	10:40 - 10:58am Recess
10:00 - 11:00am Instruction	10:18 - 11:25am Instruction	10:40 - 11:50am Instruction	10:58am - 12:15pm Instruction
11:00 - 11:45am Lunch	11:25am - 12:10pm Lunch	11:50am - 12:35pm Lunch	12:15 - 1:00pm Lunch
11:45am - 2:00pm Instruction	12:10 - 2:40pm Instruction	12:35 - 2:40/3:07pm Instruction	1:00 - 3:07pm Instruction
1:30pm Dismissal on Wednesdays			
2:00pm Dismissal	2:40pm Dismissal	2:40pm Dismissal (Grade 3) 3:07pm Dismissal (Grade 4)	3:07pm Dismissal

Arrival

Students having breakfast at school may arrive as early as 7:45am; all other students may arrive at school as early as 8:00am. **Please do not drop off your child earlier as there is no adult supervision.** Traffic can be an issue in the morning, so please plan ahead and follow all traffic laws while dropping off your child.

At 8:25am, the first bell rings for all students to make their way to class. It is preferred that students be on campus a few minutes before the bell so they have time to walk safely to their classroom to begin instruction at 8:30am. Parents who arrive on campus with their child should say goodbye at 8:25am and make their way off-campus by 8:30am. This ensures that teachers can begin instruction promptly when students enter classrooms.

Tardiness

Instruction and morning meetings begin promptly at 8:30am, so please make every effort to see that your child arrives at school on time. Arriving late causes a disruption to the classroom and requires additional teacher time for directions and assignments already presented. If your child arrives after 8:30am, they are considered tardy and need to report to the office for a slip before going to class. Parents will be notified if their child has frequent tardies to ensure prompt arrival to school. Frequent, excessive tardiness will result in attendance monitoring and can be considered a truancy. Please see your child's teacher if you need support getting them to school on time.

Recess and Lunch

Daily schedules include an 18-minute morning recess. Unless otherwise directed by their classroom teacher, students report to the playground to play under the watchful eyes of playground supervisors. Students are encouraged to bring a snack to eat during recess. Candy, soda, and other high-sugar foods should not be brought to school; also, snacks are not to be shared.

Daily schedules also include a 45-minute lunch break. Students who get hot lunch line up outside the cafeteria while those who brought their lunches go directly to the tables. When done eating, playground supervisors dismiss students by table, asking them to pick up trash before being excused. We are careful to provide safe eating areas for students with food allergies, so there is no sharing of food.

During inclement weather conditions, students are kept inside for their recess and/or lunch breaks.

Early-Release Wednesdays

Wednesday are early-release days for staff to participate in meetings, professional development, and grade-level planning. All Washington Elementary School students are dismissed at 1:30pm every Wednesday. Supervision is not available after school, so it is the parents' responsibility to pick up their child on time on a daily basis.

Release of Students Other than at Dismissal Time

If it is necessary for your child to leave school before dismissal time, please go to the office to sign them out. For your protection and that of the child, students are only released to parents, guardians, or other authorized persons whose names are listed in the Emergency Contact section of the student's Aeries profile. Photo identification will be required if the person picking up the child is unknown to the office staff.

Communication

Maintaining clear, consistent communication is vital for school success. Please make sure to update your phone numbers, address, email, and your child's health information in Aeries, SBUSD's student information system.

All school communication will be sent through ParentSquare, so please consider downloading the PS app onto your device. The app keeps messages organized and has a feature that allows parents to message staff members directly. The next best way to communicate is through email. If your question requires a longer conversation, please request an appointment. You can also call the school office at (805) 965-6653 to leave a message for a staff member. To minimize interruptions, phone calls will not be put through to a classroom during instructional time. It is not appropriate for parents to call or text staff or students on personal devices during the instructional day. Please put your device in silent mode if you are on campus and conduct phone conversations off campus. ([SBUSD BP 3515.2](#))

Classroom Assignments

Classes are formed into deliberately heterogeneous groups with the following criteria in mind:

- An equal number of students per class
- An even proportion of students with varying levels of English language proficiency
- An even gender balance
- A full range of aptitudes within each class

- An even proportion of abilities and learning styles across the classes at each grade level

Once groups of students have been placed into classes, those groupings are matched with teachers. Washington Elementary School staff strive to pair the needs and characteristics of the class with the skills and personality of the receiving teacher. **We cannot place students in classes or with teachers based on parent preferences.** We group students for instructional purposes, and placing them in classes for other factors would defeat those purposes. *While school staff welcomes feedback about a child's academic and social-emotional needs, parent requests for their child to be in a specific teacher's class, requests that a child not be placed in certain classroom composition, or requests that a child not be placed in a combination classroom are given no consideration.*

Yearly classroom assignments are tentative for all grades. Please be aware that due to any increases or decreases in enrollment, class placement and teacher assignment changes are sometimes necessary. If your child will be involved in a class reorganization, you will receive advance notice by letter or phone. We appreciate your cooperation with these changes if they become necessary. ([SBUSD BP 6152](#))

Student Devices

Students are permitted to use school phones in case of emergencies only. As the school is not responsible for personal devices, students must keep them turned off and stored in their backpacks during school hours. They are encouraged to bring all needed materials to school each day to eliminate the need to call home for forgotten items. If students are going home with a friend after school, arrangements must be made before the school day starts. Calling to make last-minute arrangements can result in miscommunication and so will not be permitted.

Parent-Teacher Conferences

Good communication between home and school is tremendously important and a huge part of a child's success at school. Scheduled conferences are part of our first and second pupil progress reporting periods. If you would like additional time to speak with your child's teacher, we ask that you arrange for conferences ahead of time by note, telephone, or email for a time either before or after school. Teachers are unable to talk with families during the time class is in session.

Parent Concerns

Families who have concerns about anything occurring in a classroom or at the school site are asked to follow this procedure. ([SBUSD BP 1312.1](#), [SBUSD BP 1312.2](#) & [SBUSD BP 1312.3](#))

1. Speak with the classroom teacher first.
2. Contact the Principal or Assistant if you would like additional support to resolve an issue.
3. The Teacher and/or Administrator will help you access additional resources as needed. Please note that district staff expects parent concerns to first be addressed at the site level before forwarding concerns to the district level. Most concerns are easily resolved when all parties are honest, open, and willing to work through whatever is at hand.

Health Information

Health Office

Our Health Office is staffed during all hours that students are on campus. Students visit if they are not feeling well, to take physician-authorized medication, and for minor injuries.

Guidelines for Absences Due to Illness

Please keep your child home from school for any of the following reasons. . .

- The child is too ill to participate in normal school activities.
- When a child has had a temperature of 100.4 F, they must remain at home until they have been fever-free for a minimum of 24 hours **without** fever-reducing medication.
- A child who has experienced persistent vomiting or diarrhea should not attend school until the symptoms have subsided for at least 24 hours.
- Students with contagious diseases—strep throat, conjunctivitis, chickenpox, measles, and hepatitis, etc.—should not attend school. See your doctor for diagnosis and appropriate medication. Generally, doctors recommend returning to school after a 24-hour period on medication. Please notify the school office of any contagious diseases so that we may anonymously alert other parents.
- Children with a rash of undetermined origin should not attend school until the rash is gone or if it has been determined by a physician to be non-contagious.
- Children who have undergone a medical procedure requiring general anesthesia should not attend school for at least 24 hours.
- The problem of head lice (pediculosis) is ongoing and time-consuming. Even though head lice are not a threat to health, they are a frustrating nuisance. Prompt treatment of children with a positive diagnosis of head lice ensures minimal disruption of their educational program. If a student is found with active, adult head lice, they shall be allowed to stay in school until the end of the school day. The parent/guardian of any such student shall be given information about the treatment of head lice and encouraged to begin treatment of the student immediately and to check all members of the family. The parent/guardian shall also be informed that the student shall be checked upon return to school the next day and allowed to remain in school if no active head lice are detected. Upon the student's return to school, the Health Assistant or designee shall check the student for active head lice. If it is determined that the student remains infected, the Health Assistant or designee shall contact the student's parent/guardian to discuss treatment. As needed, the Health Assistant may provide additional resources and/or a referral to the local health department, health care providers, or other agencies. ([SBUSD BP 5141.33](#))

When a Child Becomes Ill or Injured at School

Parents/Guardians will be notified and requested to pick up a student at the Health Office in the event of an illness or injury that inhibits the student's ability to remain at school. In the case that a parent/guardian cannot be contacted, additional emergency contacts on file for that student will be called. If there is an emergency, school staff will contact 911 and then notify parents/guardians immediately afterward.

Taking Medication at School

State law prohibits school staff from dispensing medication—prescription or over-the-counter—unless a “Physician’s Recommendation for Medication” form has been completed by the parent/guardian **and** physician. Containers must have the child’s name, medication name, dosage, and doctor’s name. Children may not have any medication in their custody while at school, which includes over-the-counter medications such as cough drops. Our Health Assistant and district nursing and wellness staff are available for your questions and concerns regarding your child’s health care. ([SBUSD AP 5141.21](#))

Celebrations

Children enjoy sharing special occasions with their peers and trusted adults. Please consult with your child's teacher regarding the scheduling and coordination of these celebrations. In particular, please AVOID HIGH-SUGAR ITEMS; please choose alternative snacks like fruit, cheese, or popcorn. Also, due to allergy concerns, **only store-bought items in their original packaging** may be shared with classmates; no homemade treats will be allowed. When planning a celebration at school for your child, please consider alternatives to food treats (i.e. pencils, erasers, books, etc). ([SBUSD BP 5030](#))

School Safety

Emergency Drills

Emergency preparedness drills are held monthly throughout the school year to ensure a calm, well-rehearsed response to any emergency that may arise. In addition, Washington Elementary School's Safety plan is updated annually with current procedures and expectations. ([SBUSD BP 3516](#) & [SBUSD AR 3516.1](#))

Student Release & School Closure

Release of students may be advised by local law enforcement or authorized by the Santa Barbara Unified School District whenever the conditions exist that warrant such action (i.e. fire, severe weather, earthquakes). Students must be picked up and signed out by a parent/guardian or authorized representative of the parent who is listed on the student's emergency contacts list. When the decision has been made to release, parents will be notified right away. Students who are not picked up in a timely manner will be kept at school or at a school-designated alternative shelter.

Busing

Buses are provided free of charge to and from school for students who live within the Washington Elementary School boundaries. If you have questions about the bus service, please contact the front office.

In addition to school rules, students should follow these expectations:

- Greet the Bus Driver
- Talk politely with other students
- Keep your body and objects to yourself
- Keep all items in your backpack
- Only get off the bus at your stop
- Save snacks and water for off the bus
- Stay in your seat for the whole ride
- Voice volume at 0-1

Students who ride the bus and do not follow the expectations above may be issued a Bus Citation. Multiple citations will result in the student losing the privilege to ride the bus. ([SBUSD BP 3540](#))

Student Drop-Off and Pickup

It is essential that families follow safety procedures when dropping off students before school and picking them up after school. For safety reasons, use of the playground after school is prohibited. Families are urged to be extra cautious and to watch for students on their way to and from school and to obey all California vehicular traffic laws and parking ordinances.

To ensure the safety of students, staff, and parents at our school, the following parking lot rules apply at all times:

- Follow quickly the directions of any staff members monitoring the parking lot.
- Students should be dropped off and picked up **ONLY** in passenger loading/unloading zones.
- Cars should be pulled directly up to the curb in appropriately marked areas.
- Students should get out of cars onto the sidewalk, not into the street.
- There is no parking in the bus lane, passenger loading/unloading zones, or fire lanes.
- Visitor parking is allowed only in designated spaces or the open lot. Please **DO NOT** park in “Staff” spaces.
- Handicap parking spaces are **ONLY** for vehicles displaying handicap placards.
- People entering/exiting campus on foot should use sidewalks and/or crosswalks.

In addition to the parking lot at the front of the school, there is an alternate drop-off/pick-up area located on Salida Del Sol. The rules listed above apply to this area as well to ensure the safety of all.

Students may ride bicycles to school once they are deemed responsible enough to do so by their parent/guardian. Students in kindergarten through second grade **must** ride with an adult escort. Students in third through sixth grades may ride without an escort. State law requires all children to wear a helmet while riding a bicycle, so students must put on their helmet before leaving the school campus. (CVC 21212) All student bicycles are required to be locked up with personal locks in the designated area on the lower blacktop during the school day.

Playground

The playground area is defined as: upper, middle and lower blacktops; upper and lower grass fields; upper and lower playground equipment; upper, middle, and lower ball courts. The hallways, lunch area, classroom patios, and areas in/around portable classrooms are **NOT** considered part of the playground. Students are expected to only use designated playground areas and to remain within sight of a supervising adult.

Campus

- Bikes are to be walked, not ridden, at all times while on campus.
- Skateboards, rollerskates/rollerblades, and scooters are prohibited at all times. (CVC 21113)
- Dogs and other pets are not allowed on campus at any time. ([SBUSD BP 6163.2](#))
- Alcohol, tobacco, and controlled substances are prohibited on campus at **ALL** times. ([SBUSD BP 4020](#) & [SBUSD BP 5131.6](#))

Lost and Found

Taking the time to label all of your child’s belongings with their full name and room number is the best way to ensure that an item will be returned. During the year, we collect numerous personal items that have been left behind—jackets, sweaters, lunch boxes, backpacks, water bottles—and place them on a rack in the cafeteria. Unclaimed articles will be donated to charitable organizations throughout the year.

School Behavior Expectations

“All students have the right to be educated in a positive learning environment free from disruptions.” ([SBUSD BP 5131](#)) Our schoolwide discipline policy is a uniform Positive Behavior Intervention System (PBIS) where the primary purpose is to teach and recognize positive behaviors. As needed, we also consistently enforce consequences for inappropriate behavior. Students and staff use restorative practices to resolve conflict and repair relationships throughout the school year.

 Washington Elementary Wildcat P.R.I.D.E.							
	Library / STEM	Lunch Tables	Playground	Restrooms	Hallways	Cafeteria	Auditorium
Positive Attitude Belief that anything is possible given the right mindset	Believe you can improve technology skills. Believe that you can find the answer.	Enjoy your lunch and your friends around you. Have pleasant conversation. Welcome all at your table. Leave your area clean. Wait your turn patiently.	Be courteous of others. Be polite, thoughtful, and friendly. Treat others and their property as you want to be treated. Cheer others during games.	Hurry back to class so you do not miss learning opportunities.	Enter and exit through appropriate doors. Do your best. Treat area as a classroom. Approach group work with a smile. Use the Wildcat sign.	Wait in line to enter. Be courteous and patient.	Wait in line to enter. Be courteous and patient. Greet guests with a smile. Use the Wildcat sign.
Respect Willingness to show honor and appreciation through words and actions & Responsibility Being accountable for something or someone you are in charge of	Use volume 0 or 1. Listen to media specialist. Push in chairs. Place equipment where it belongs. Take care of your books.	Put items in designated bins (Recycle, Compost, Trash, Liquid). Use manners. Use volume 2 or 3. Remember: 2 nd graders are learning nearby.	Keep hands, feet, and other objects to yourself. Use positive language and actions. Listen and respond to supervisors. Bring all personal items back inside.	Go, flush, wash, leave. Throw away trash. Use volume 0 or 1.	Use volume 0 when walking through halls. Use appropriate volume level for given task. Keep walkways clear and backpacks and belongings. Stay off railings. Walk.	Wait your turn. Know your PIN. Use good manners. Use volume 0 or 1.	Wait your turn. Sit in straight line with class. Use good manners. Use volume 0 or 1. Look to teacher for directions.
Integrity Making choices that are honest, moral, and ethical	Return books on time. Follow directions. Be a good cyber citizen.	Wait to be dismissed. Reduce food waste. Eat your own food. Do not feed the birds.	Keep personal equipment at home. Follow game rules and school rules. Walk on the blacktop. Show good sportsmanship.	Go at appropriate times. Respect privacy. Protect safety of yourself and others.	Obtain permission to be out of class. Walk and work with purpose. Get to where you are going. Say "excuse me."	Pay for all you take. Touch only food you will eat.	Clap for presenters. Participate. Thank the presenters.
Determination The willingness to work toward goals even when difficult	Use time wisely. Persevere to finish projects or master skills.	Leave lunch area cleaner than when first arrived. Eat all your food. Make healthy choices. Stay in lunch area.	Bring all needed items outside. Keep the playground clean, pick up trash, and place in appropriate bins. Use recess time wisely. Do your best.	Report unsafe situations. Use property for its intended purpose.	Focus on task to achieve your goal. Use self-control.	Use self-control. Keep hands/feet to self.	Use self-control. Keep hands/feet to self.
Empathy Considering another's feelings and responding in a supportive way	Care for borrowed materials. Use volume 0 or 1. Suggest books to friends.	Keep hands, feet, and objects to yourself. Be inclusive and invite others to join you.	Include others in activities. Put all equipment away neatly. Treat all fairly. Be a gracious winner and loser.	Honor the privacy of others.	Help others. Be aware of others working in the area.	Wait patiently and politely. Use manners.	Wait patiently and politely to exit. Use manners.

Discipline Guidelines

A student may be disciplined, suspended or expelled for any of the acts listed in [SBUSD's Exhibit 5144](#) if the act occurs: while on school grounds; while going to or coming from school; during the lunch period (on- or off-campus); during, going to, or coming from any school-sponsored activity at any school or on any school district's grounds. (Education Code 48900(r))

Academics

GATE Program

The Gifted and Talented Education (GATE) program currently serves students in third through sixth grade in two different classroom settings. Students who qualify for GATE through a standardized identification process in second grade have the choice of a cluster model or self-contained magnet classroom.

Our GATE vision includes preparing students for the global environment by experiencing academic and social-emotional growth that is appropriate for their varying potentials. Teachers and students focus on developing thinking skills, making connections, solving problems, and communicating ideas effectively in oral, written, and visual formats.

GATE teachers have a dual focus on the academic and social-emotional needs of GATE identified students. Academically, GATE students have alternate ways of engaging with content. To address this, they adapt and accelerate the grade level standards, offer additional rigor through depth and complexity, and incorporate opportunities for choice, logical thinking, and real-world application. Additionally, teachers support the unique social-emotional needs of GATE students, particularly how they perceive and react to the world around them.

Art Instruction

All Washington students attend a weekly art class. Our art program includes an introduction to drawing, painting, printmaking, fibers, ceramics, textiles, and sculpture. The projects are fun, have depth, and provide connections with historical and multi-cultural art references.

Music Instruction

We are focused on building a community of music makers at Washington Elementary School. Our program is built on the philosophy that educating the whole child means providing equitable access to music education for every student. We believe that quality of life is enriched through music and singing.

All Washington students attend a weekly music class. Our kindergarten through third grade students acquire musical skill and knowledge as they sing, play, analyze, perform, compose, and respond to music. Fourth through sixth grade students participate in our instrumental music program, where each student learns how to play a band or string instrument. All fourth grade students participate in our beginning violin class, where we focus on the fundamental skills of instrumental music. In fifth grade, our two-year band and orchestra program begins. Fifth grade students take beginning band or beginning orchestra. Students continue the instrument they began in fifth grade in our sixth grade advanced band and orchestra classes. The school district provides an instrument for each fourth through sixth grade student.

Physical Education

We have an outstanding physical education program, and all students receive direct PE instruction weekly. Students are expected to come to school dressed in comfortable clothes and appropriate shoes on the days their class will participate in physical education.

STEM Lab

Washington Elementary School is fortunate to have a full-time Science, Technology, Engineering, and Mathematics (STEM) Teacher. Students visit the STEM lab weekly to engage in instruction with this goal:

Develop a set of thinking, reasoning, teamwork, investigative, and creative skills that students can use in all areas of their lives. Then combine science, technology, engineering and mathematics. Add the limitless imagination of a child. Roll it all into one and you create the foundation for students to learn about the world in fun, exciting, and innovative ways. Engage students and ignite the passion within. Empower students to see that they can bring their ideas to life, and create new things. This is the essence of STEM.

Library

Washington Elementary School has a vast library and helpful library technician. All classrooms visit our school library weekly and enjoy a full selection of reading and research opportunities.

Homework

Your support of and attention to your child's completion of homework are priceless. As much as possible, please create a quiet, comfortable area in your home for your child to do homework. Homework is assigned to students as appropriate for grade and ability levels, should address concepts already taught in the classroom, and provides practice and reinforcement of skills learned. Please contact your child's teacher if you have any concerns about the homework assigned in class. ([SBUSD AR 6154](#))

Field Trips

Our students attend meaningful field trips aligned with academic standards throughout the school year. Some are walking field trips to local venues whereas others require transportation by bus. In order to participate in field trips, students must submit a permission slip signed by a parent/guardian.

All persons attending field trips with students will be required to sign a chaperone form. Unless there is no space, chaperones will be transported with the students. For the safety of all parties, no one is allowed to meet students at a field trip site and join the group.

For any concerns regarding discrimination and equity in educational programs or activities, please contact:

Title IX Compliance Officer
Frann Wageneck, Ed.D.
Assistant Superintendent, Student Services
720 Santa Barbara Street
Santa Barbara, CA 93101
805-963-4338
fwageneck@sbunified.org

Dress and Grooming ([SBUSD AR 5132](#))

The Santa Barbara Unified School District is committed to establishing a safe and secure learning environment. While a student's attire is generally at the discretion of their parent/guardian, appropriate dress standards are

necessary for the healthy, safe, and uninterrupted operation of a school. The district's dress code policy will be enforced consistently and fairly on all school campuses and at school-sponsored functions. Additionally, each individual school site reserves the right to add items to the district's dress code as necessary for the health and safety of the school environment.

Appropriate Dress Standards

Our district's students are prohibited from wearing clothing that (a) causes an actual distraction from or disturbance of any school activity, or interferes with the participation of a student in a school activity or (b) creates a health or safety hazard, or (c) impedes in the learning of self or others.

1. **Clean and Neat Dress:** Students shall be neatly dressed and shall show proper attention to personal cleanliness. Students shall wear clothing that fits properly and which does not expose the torso or undergarments.
2. **Footwear:** Safe footwear is required at all times.*
3. **Headwear and Sunglasses:** Students shall not wear hats, handkerchiefs, bandanas or other kinds of head coverings inside district buildings, except as part of a religious observation or custom. Students shall not wear dark glasses or sunglasses indoors unless a student has a valid medical note on file at the school site. Each school site shall allow students to wear sun-protective clothing while outdoors during the school day and during school functions open to the public. The type of sun-protective clothing permitted at a school site is determined by the individual site.
4. **Dangerous Clothing:** Students shall not wear any clothing that may be used as a weapon, including but not limited to, steel-toed boots, long waist chains, items with spikes or studs and other items deemed inappropriate by an individual school site.
5. **Writing, Insignias, and Pictures:** Students shall not wear clothing, jewelry, hairstyles, body art, or other personal effects with writing, insignia, or pictures which disrupt the educational process. This includes, but is not limited to, writings, insignia and pictures that:
 - display commonly known gang and gang affiliation symbols;
 - display products or slogans which promote alcohol, tobacco, drugs, violence or sex;
 - are obscene, libelous, slanderous or profane;
 - create a clear and present danger of the commission of unlawful acts, violation of school regulations or injury to the people or property of the school community;
 - discriminate against others or are violations of hate-crime laws.

Consequences for Dress Code Violation

Students who fail to follow the provisions of the dress code will be held accountable in accordance with the established district/site discipline policy. Staff and administrators will refer to the SB Unified Discipline Ladder when working with students who are not following the dress code.

- First Offense: Attire altered. Student conference with teacher;
- Second Offense: Attire altered. Teacher conference with parent and student;
- Third Offense: Attire altered. Administrator, teacher, parent, and student meeting. Persistent and flagrant violations of the dress code may result in further consequences as allowed by the California Education Code. (California Education Code sections 32282, 35160, 35183)

***Safe Footwear**

Of great concern regarding student safety is the style of footwear appropriate for students. To reduce the risk of injury, the following footwear guidelines will apply to students in the Santa Barbara Unified School District:

- Shoes must be worn at all times. Site administration reserves the right to determine the safety of footwear on any given occasion.
- No student shall wear shoes with wheels, heels exceeding 3" in height, slippers (e.g., ballet, bedroom, etc.), or any shoes that disrupts the instructional process.
- Students must wear appropriate athletic shoes during recess or physical education activities for safety reasons. Specialized footwear (e.g., cleats) shall only be worn during appropriate activities.
- Students in grades K-6 may not wear backless shoes (footwear without heel straps).

Get Involved!

PTO

First and foremost: every parent, guardian, teacher, and principal representing a child attending Washington Elementary School is a Member of the Foundation. There are no fees or dues required—simply being registered at Washington Elementary School makes you a member!

Our mission as a non-profit, 501(c)(3) organization is simple: to improve the quality of students' educational experience by creating community-building events, raising funds to meet budgetary requirements, and providing a welcoming environment for all members to participate.

The Parent Teacher Organization (PTO) Board is a group of individuals elected annually who serve as representatives for parents, teachers, guardians, students, and staff at Washington Elementary School. We strive to be a transparent organization that is inclusive to all members. Also, we work closely with the Santa Barbara Unified School District and Washington Elementary School faculty and staff.

PTO meetings are held on a monthly basis during the school year; all members are invited to attend and encouraged to participate. For more information, please visit <https://washingtonschoolpto.org/>.

Visitors and Volunteers on Campus

SBUSD's Governing Board recognizes that volunteer assistance in schools can enrich the educational program, increase the supervision of students, and contribute to school safety while strengthening the school's relationships with the community. Washington Elementary School encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students. ([SBUSD BP 1240](#) & [SBUSD BP 1250](#))

During school hours, visitors and volunteers are required to sign in and out at the front office and to wear a school-assigned identification badge visibly on the front of their clothing. When a visitor or volunteer signs in at the office, they are required to note in the sign-in page who they are visiting and where they are going to be on campus. The sign-in policy during school hours is standard for all schools and is strictly enforced for the safety and security of our students and staff. ([SBUSD BP 6020](#))

There are many ways to be involved at Washington Elementary School. Every year, our Parent Teacher Organization solicits a Room Parent for each class to coordinate special events or activities. Also, parents regularly help in classrooms by preparing materials or working with small groups of students. On the occasion of a field trip, parent chaperones may be requested by the classroom teacher. To find out more about volunteering, please visit <https://washingtonschoolpto.org/become-a-volunteer/>

Title I Parent Information

What is Title I?

A K-12 program that provides additional academic support and learning opportunities for students at schools with high percentages of socioeconomically disadvantaged children. The program is intended to help ensure that all students meet state academic standards. Washington receives targeted Title I funds.

Goals of Title I:

- Increase academic achievement
- Provide direct instructional support to students
- Provide professional development for teachers
- Promote parent education and involvement

Title I Parent Rights:

1. Ask for meetings and trainings
2. Review the results of annual parent involvement effectiveness survey
3. Review the school's achievement data
4. Review the parent involvement plan in the Single Plan for Student Achievement (SPSA)
5. Review and modify the Title I Parent Involvement Policy and Home/School Compact

TITLE I PARENT INVOLVEMENT POLICY

Each year, the Title I program and its requirements will be shared with parents at a public meeting. Washington Elementary School will provide a flexible number of meetings to allow for parent involvement. These meetings will be scheduled by the school to include all stakeholders. Topics covered during the meetings will include:

- Improving communication between the school and home.
- Discussing current student assessment data and student progress.
- Providing information about school and district resources for student academic improvement
- Evaluating the effectiveness of the school's parent involvement policy to increase parent participation in Title I activities.
- Conferencing with teachers.
- Providing training programs to help parents support and work with their children at home and at school.
- Advocating for teachers and parents.
- Valuing cultural diversity.

Home-School Compact: Washington Elementary School

Staff:

I understand the importance of the school experience to every student and my role as an educator. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Show respect to myself and others at all times
- Foster productive parent/teacher partnerships
- Provide a safe, positive and healthy learning environment for your child
- Receive training in strategies to effectively communicate with parents
- Teach California adopted grade-level standards (CCSS), skills, and concepts that provide high-quality curriculum instruction in a supportive and effective learning environment
- Strive to address the individual needs of your child
- Communicate with you regarding your child's progress
- Communicate homework and classroom expectations
- Correct and return appropriate work in a timely manner
- Provide regular feedback on student work/performance to promote learning
- Support your child's primary language and culture
- Provide opportunities for parents to volunteer and/or participate in the classroom

Students:

I know that my education is important and that I am the one responsible for my own success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Show respect to myself and others at all times
- Attend school every day on time and ready to learn
- Review my classwork with my parent(s) weekly
- Return completed homework on time
- Follow school PRIDE expectations and be responsible for my own behavior at all times
- Ask for help when needed

Parent Section:

I understand that my participation in my child's education will help their achievement and attitude. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Show respect to myself and others at all times
- Foster productive parent/teacher partnerships
- Attend Back to School event, Parent/Teacher conferences, Open House, and classroom visits as requested by school staff ([SBIUSD AR-5144.4](#))
- Read to my child and have them read to me
- Provide a quiet place and time for my child to complete their homework
- Make sure my child gets adequate sleep (9-12 hours each night) and eats a healthy diet
- Adhere to the school's homework, discipline, dress and grooming, and attendance policies
- Monitor and regulate the technology viewed by my child
- Volunteer in my child's classroom(s) or for other school activities, as I am able
- Participate in decisions related to the education of my child or the total school program as appropriate