

# **Bellevue Elementary School**

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[www.blaineschools.org/Schools/Bellevue/](http://www.blaineschools.org/Schools/Bellevue/)

## **Parent/Student Handbook**



## **Home of the Bears**



# Welcome to Bellevue Elementary School



Welcome to Bellevue Elementary School, home of the Bellevue Bears! We are proud to be, Bellevue Elementary! We sport red, black, and gold as our school colors. Homer Junior is our mascot and traveling companion. He takes many fabulous trips across the country with our students. We acknowledge neighborly behavior in developing strong character through Beary Good Neighbor Notes and our community service projects. We welcome our parents to our school and extend our invitation to you!

Our Bellevue Elementary campus is nestled at the base of Bell Mountain in Bellevue, Idaho. This neighborhood school was originally built in 1966 as a junior high school. Since then, several additions have been completed to accommodate growth. A caring staff of 50 currently serves approximately 300 students in preschool through 5th grade.

Following state guidelines, our curriculum is carefully developed by Blaine County School District utilizing input from staff and community. Besides a full academic curriculum, our students are offered special programs that include music, art, science and technology as well as physical education. A complete Student Services Department serves students with academic challenges, and a specialized reading program is offered to students who may need extra help. These special programs and offerings demonstrate our collective commitment to nurture and foster the whole child.

You will discover that Bellevue Elementary is a thoughtful place. We are interdependent in our effort to provide a quality school program for our students. Our professional learning community values student achievement as essential to our success. At Bellevue Elementary, we work each and every day to live out our mission: where in partnership with parents, staff, and community, children will care about others, develop their abilities, and move towards reaching their potential for a full, rich life.



# Our Foundation



## Our Mission

Bellevue Elementary School is a thoughtful place where in partnership with parents, staff, and community, children will care about others, develop their abilities and move towards reaching their potential for a full, rich life.

## Our Collective Commitments

- Students strive for quality, meet or exceed standards, and become life long learners.
- Teachers diversify the way they teach and connect with each student and his/her individual needs.
- Teachers teach the district's curriculum to all of our students.
- Our total staff expands each student's ability to communicate globally through reading, writing, speaking, listening, mathematics, technology, and the arts and sciences.
- Our school community works together, practices mutual respect, and provides a safe environment where developmental assets can be acquired.
- Our parents and community actively participate in every student's success.

## Our Bear Behaviors

- Be Safe
- Be Respectful
- Be Responsible

## Our Core Values

- Respectful
- Responsible
- Compassionate
- Self-Motivated
- Honest



# The Bellevue Bears School Song



**We are the bears, (snap x2)  
The Bellevue Bears, (clap x2)  
As you can see,  
So proud to be,  
The Bellevue Bears! (stomp x2)**

- 1. We are the Bellevue Bears,  
We're really proud to share,  
We like to show we care,  
We are the Bellevue Bears!**

**We are the bears, (snap x2)  
The Bellevue Bears, (clap x2)  
As you can see,  
So proud to be,  
The Bellevue Bears! (stomp x2)**

- 2. Our school has every 'fea-cha,' (feature)  
For student, parent, 'teach-cha,' (teacher)  
We're really glad to 'gree-cha,' (greet ya)  
We are the Bellevue Bears!**

**We are the bears, (snap x2)  
The Bellevue Bears, (clap x2)  
As you can see,  
So proud to be,  
The Bellevue Bears! (stomp x2)**

- 3. We're really glad you've come,  
To where the learning's fun,  
Our school is number one,  
We are the Bellevue Bears!**

**We are the bears, (snap x2)  
The Bellevue Bears, (clap x2)  
As you can see,  
So proud to be,  
The Bellevue Bears! (stomp x2)**

**The Bellevue Bears! (Yell)**



# Bear Paw Pledge



**Bellevue Elementary is a thoughtful place!**

**As a Bellevue Bear,**

**I will do my best...**

 **to work with others,**

 **to share my ideas and abilities,**

 **to help others learn, be safe, and get things done,**

 **to respect and care for myself, my school, and my community,**

 **to be honest, responsible, and expand my learning,**

 **to encourage myself to proudly reach my goals and become all that I can be!**

**Slogan: Always be a good neighbor!**



# Emergency Forms/Cards



At the beginning of the year an emergency information sheet is sent home with each child. It is very important that the parent fill out this card annually with accurate information. These cards are used to contact the parent or the designated person(s) who is responsible for the child in case of an emergency. In many cases, this is the school's only source of information for locating the parent or designated emergency contact under such circumstances. If any changes are made during the school year, please call the office to make the corrections.

# Attendance



All students are required to be in attendance at school at least 90% of the time school is in session during each trimester according to Blaine County School District policy (500.7).

Bellevue Elementary School values school attendance as an essential component of a successful school experience. Attending school regularly is important for academic and social growth. We encourage a strong attendance record for all students.

We emphasize parent responsibility in school attendance of all children.

- If a child is absent, we ask parents to call the school to inform the office of the purpose for the absence. If parents do not inform us as to the purpose of the absences, the absence is considered unexcused.
- We attempt to contact parents to inform them that their child was not present, if we have not heard from them regarding an absence,
- We ask parents to contact the school office and their child's teacher as soon as possible for planned absences.
- It is the student's and parent's responsibility to ensure that all schoolwork missed during an absence is made up, as grades will reflect incomplete work.
- Teachers monitor student attendance regularly and report excessive absences and tardies to the principal.
  - » The principal will review excessive tardies and absences to determine whether academic performance is adversely affected. An official letter documenting the concern is sent home. Steps taken may include conferencing with parents, setting goals, and creating a plan (such as developing a Milepost Plan). If this is not successful, the status offender system of the juvenile court shall be notified.

## **Appointments**

If at all possible, medical appointments should be scheduled outside the school hours so as not to disturb classroom activities. If a student must be removed from, or brought to school during school hours, parents must sign them in and out at the office. Whenever possible, parents should inform teachers in advance to minimize any impact on learning progress. We will only release students to the parents or those identified on the student's emergency cards. Each child's student safety is our primary concern.

## **Vacations**

We encourage parents to respect our instructional days and refer to the adopted school calendar for non-instructional days when planning their vacations.

# Picking Up and Dropping Off Students



Please drop off and pick up your children on 5th Street in front of the school.

Use the pull-through parent drop off-pick up lane. We request that you enter our drop off-pick up lane from Cottonwood or Cedar, and exit right to Birch. This improves traffic flow and safety of pedestrians.

Do not park in the drop off-pick up lane, it is meant for continuous traffic. Cars are not to be left idling in support of environmentally safe practices.

The bus loading and unloading zone is on 6th Street. Please do not block the buses. Pedestrians are prohibited from walking between the buses, even when they are parked.

Visitor parking is available in the front of the school. Patrons are allowed to park in any available space on campus. Please do not block the residential driveways when visiting the school.

## Bicycles



Bellevue Elementary School participates in the Safe Routes to School program. We encourage students to walk and bike to school with safety. We strongly encourage that students wear helmets when riding their bikes to school. Bicycles should be parked in one of the bike racks located by the playground. The school will not be responsible for lost, stolen, or damaged bicycles

## Visitors



We welcome our community into our school! For the safety of our students, all visitors must register at the front desk and receive a visitor's badge that must be worn while on campus. Please return the visitor's badge to the office and check out before leaving the school.



# Transportation Changes



Please inform your child's teacher and the office of any change in your child's regular departure plans. Without written notice or a phone call from the parent, children will be instructed to follow their normal routines.

If a parent wishes to make any change in their child's regular method of transportation, we must have written notice or a phone call from the parent/guardian by 2:00 P.M. of that day. If the change involves riding a different bus we must have a written note of the request. District bus drivers must have a note before the student can get on a different bus or get off at a different location. The note should include the bus number and destination of the child.

Additional bussing information can be obtained from the transportation department at 578-5420.

# Emergency Closure



Occasionally we are forced to have an early closure of schools because of unforeseen circumstances. School closure announcements will be made through our text messaging alert system. You may subscribe by accessing the following the email address:

<http://www.blaineschools.org/District/MobileAlertSystem/Default.aspx>

Announcements will also be posted on our school and district websites and made over KSKI and KECH Radio Stations.

We need to plan ahead to ensure your child's safety in case of an emergency school closure. We send a form home at the start of each school year for parents to inform us of emergency school closure plans. Regular dismissal routines will be followed unless specified differently on the emergency closure form. Please consider that the telephones may not be working. It is vital that your child is aware of his/her emergency closure plan.

# Parental Involvement



It is our belief that parents are partners in their child's education. We value parent involvement in all areas of our school. Research shows that students demonstrate higher achievement, motivation, self-esteem, and increased school attendance when parents are actively engaged in their child's education.

Each fall a PAWS (Partnerships Always Work for Students) sign-up sheet is sent home to express parent interest in being a PAWS partner. You may also contact your child's teacher to express your interest in volunteering at school. There are many ways for you to volunteer at school and we invite you to become involved. Parents can help in the classroom, at special events, or in other ways to help our school and our students.

Bellevue Elementary School has an active parent organization called the Bellevue Parent Auxiliary (BPA). To become involved in our school's BPA, please check the school website for a list of current board members to contact.

# Parent/Teacher Conferences



Conferences provide a great opportunity for parents and teachers to communicate. At the end of the first and second trimesters, parent teacher conferences are held to discuss each student's progress. Report cards are provided to parents at this time. We ask parents to make every effort to attend these specially planned parent meetings. Final report cards will be sent home with students at the end of the school year.

# Concerns at School



We recognize that parents may have questions and/or concerns regarding their child at school. We value open communication between home and school in finding solutions.

Parents are encouraged to contact the teacher with their concerns. The principal is also available to assist in problem solving all concerns expressed by students, parents, and teachers.

# Grading



The grading system at Bellevue Elementary School is in accordance with the Blaine County School District Policy. Final grades are recorded at the end of each trimester. Wherein letter grades are earned at the fourth and fifth grades, achievement is measured using a performance rubric for preschool through third grade.

The school district provides a web-based service that allows parents and authorized family members to view attendance records, schedules, discipline issues, grades, assignments, and progress reports. You can find out more about Skyward Family Access on our Blaine County School District Parent Homepage under Quick Links.

# Homework



## **Research- Based Homework Guidelines**

Research provides strong evidence that, when used appropriately, homework benefits student achievement. To make sure that homework is appropriate, these guidelines will be followed:

### **Purpose of Homework**

Appropriately assigned homework develops student responsibility and proper study habits. It builds confidence and independence while also increasing students' skills

### **Homework Assignments**

Homework must be relevant, engaging, interesting, and appropriate in level and length. Teachers are encouraged to provide feedback on homework. Legitimate purposes for homework can include introducing new content, practicing a skill or process that students can do independently but not fluently, elaborating on information that has been addressed in class to deepen students' knowledge, providing opportunities for students to explore topics of their own interest, and completing unfinished class work.

Homework is designed to maximize the chances that students will complete it. For example, ensure that homework is at the appropriate level of difficulty. Students should be able to complete homework assignments independently with relatively high success rates, but they could still find the assignments challenging enough to be interesting.

### **Parent Role**

Parents are their child's first teachers. It is helpful to have parents involved in the homework process. Please make sure to check your child's backpack daily, set up a quiet study area, plan homework time, go over the homework assignment(s) with your child, and read with your child daily. Please communicate with your child's teacher if you have questions or concerns regarding your child's homework.

### **Teacher Role**

Each teacher has a different way of communicating with parents about homework. Please know how your child's teacher communicates homework assignments (homework folders, agendas, blogs, newsletters, Skyward messages, email, etc.).

**Bellevue Elementary is a thoughtful place, therefore, we carefully monitor the amount of homework assigned to respect and honor the home and family.**

# Library Books



All students have access to our excellent library at Bellevue Elementary School and the opportunity to check out books to take home. Children should understand that when they take a book, they are responsible for its care and for returning it on time. Students are limited to a checkout maximum of two books. The students and/or parent must pay for books that are lost or damaged. Please take time to read to your child 20 minutes every night to help instill that love of reading. Reading is one of the most important things you can do to help with your child's school success.

# Social Services



We have a licensed clinical Social Worker at Bellevue Elementary School. Our School Social Worker provides social/emotional support services to students and families as it relates to the student's educational success.

Parents can call the school office, the teacher, or the Social Worker directly at either 788-2734 or 578-5000 extension 5081

# Expected Bear Behaviors



## **Common Expectations for Playground**

### **General expectations:**

- Dress appropriately for recess (Begin with the end in mind)
- Take turns, include others, and share
- Ask for permission before going in the building to use the bathroom or get a drink
- Use appropriate language
- Keep hands and feet to self

### **Show respect and leadership**

- the adults who are there to keep you safe
- one another at all times
- the trees - trees are for looking, not touching
- the property - take care of the equipment and the play yard
- the snow sculptures in the field

# Expected Bear Behaviors



## **Common Expectations for Playground (continued)**

### **Follow safety rules:**

- Balls are allowed in the field and on the blacktop
- Keep balls low on the ball wall
- Do not step in front of the ball wall
- Jump ropes are only allowed on the black top
- No toys are allowed on the equipment
- Hula hoops are allowed on the field or blacktop
- Slides are for sliding down only on the bottom
- Monkey bars are to be used with hands (at least 1 at all times)
- Woodchips stay on the ground
- The ball cart is not a toy
- No snowballs!
- Stay off of the top of the tables
- Avoid puddles and icy patches
- Play tag only in the field (not in the equipment area)
- Ask for help if need something from the cart
- Do not jump off from high points on the equipment
- Fences are not for climbing
- Do not stand under the roof if it is dripping water or if there are icicles
- Permission is needed before going outside the fence/gate to retrieve balls

## **Common Expectations for Cafeteria**

- Use good manners at all times
- Raise hand to be dismissed (all students)
- Stay seated
- Eat your own food
- Eat as much as you can
- Use a quiet voice

## **Common Expectations for other Areas**

- Be a Beary good leader
- Be kind and thoughtful
- Use inside voice
- Listen and follow directions from all adults
- Respect others and property
- Hats and hoodies are only to be worn outside or in transition
- Walk in the halls
- Be quiet in the halls
- Wash hands with soap and water

# Discipline



At Bellevue Elementary School, we believe that students have multiple opportunities to learn. They learn about character, responsibility, respect, and self-discipline throughout the school day in a variety of settings. We value the opportunity to assist all students in developing these essential life skills.

Students at Bellevue Elementary School are held accountable and positively reinforced for appropriate behavior choices. We regularly recognize leadership and neighborly behavior throughout our school. Students who choose to engage in inappropriate behavior will complete a problem solving form (Bear Behavior Form) as a way for students to reflect on their choices. Students who show repeated or major infractions will be referred to the RTC (Responsible Thinking Classroom).

The RTC (Responsible Thinking Classroom) is designed as a safe environment where students can discuss and plan ways to improve personal behavior choices with our RTC Supervisor. This is an opportunity to teach and learn about character, responsibility, respect, and self-discipline. The student may be asked to write a plan that identifies the behavior choice made, the consequences of that choice, and possible appropriate responses to similar situations in the future. Consequences may include imposed restrictions. Student plans may be sent to parents to discuss, sign, and return. Certain infractions require the principal's involvement and will be handled in accordance with school district policy.

Teamwork between home and school is vital in this process. We aim to keep parents well informed of any behavior that may be of concern. By working together, we will provide quality experiences for students to learn how best to achieve the three fundamental expected behaviors:

- Be safe
- Be respectful
- Be responsible

# Drugs/Weapons



The Blaine County School District maintains a “no tolerance” drug and weapon policy which includes tobacco, alcohol, and any potentially dangerous objects. Students are entitled to due process, but violations may result in consequences. These may include, but not be limited to, counseling, detention, suspension, and /or expulsion. When appropriate, law enforcement may be involved.

# Dress Code



Student dress and personal appearance shall not disrupt or distract from the educational environment of the school. Students are to dress appropriately and make modest choices. Midriffs must be covered. Very short skirts and shorts are not appropriate. Pants should not be worn too low below the waist. As a sign of respect, hats and hoods will not be worn in the building except when transitioning to or from outside. Gang related clothing is prohibited. Unsafe or offensive clothing, jewelry or accessories are not permitted. See the BCSD Policy 502.5 for further details.

Parents are reminded that students are expected to participate in recesses every day regardless of the weather. Students should dress appropriately for the weather. Flip-flops or opened toed sandals are not advised for safety reasons.

# Special Occasions (Treats & Invitations)



Distributing invitations to birthday parties or other events at school is not allowed unless all of the students from the child's class receive an invitation. This is to ensure that students do not feel left out if not invited. Staff members are not permitted to share student contact information.

Children may bring treats for birthdays or other occasions if they have teacher and parent prior approval. If you wish to send treats with your child for a birthday or special occasion, please call the teacher to make the arrangements. Please be aware that there may be students with specific food allergies, check with your child's teacher for appropriate treats.

Please do not send balloons or flowers to school unless prior arrangements have been made with your child's teacher. Due to safety regulations, balloons are not allowed on school buses.

# Toys & Electronic Devices



Bringing toys to school is discouraged, as there is a potential for disruption. They are not allowed in the classroom or other areas of the school, and are only permitted on the playground if shared and used responsibly. Check with your child's teacher for any additional restrictions.

Cell phones are only allowed to be in backpacks during school hours (and must be turned off). If a child needs to contact someone during the day, they must use the school phone with permission to do so. Cell phones can be turned on and used appropriately after the final bell.

Other electronic devices (iPads, iPods, Nooks, MP3 players, Kindles, etc.) are only allowed to be used for learning and must be approved by the child's teacher. Parents are requested to contact the child's teacher prior to bringing the device to school.

The school is not responsible for any lost, stolen, or broken items brought to school. School staff is permitted to confiscate items if learning is disrupted or the items are not used appropriately.

# Pets



Pets are not allowed on school grounds unless prior arrangements are made with the student's teacher as part of a sharing experience. We ask our neighbors to respect the safety, health, and cleanliness of our playground and keep their dogs off our playground.



# School Meals



Nutrition is very important to your child's overall growth and performance in school.

Our school meals program is administered by Chartwells Food Services. We offer breakfast and lunch each school day. Meals must be prepaid - students must have money in their meal accounts in order to receive a meal. Students will be sent to the office to call home for lunch money if they do not have a positive balance in their accounts.

Money may be deposited on a daily, weekly, monthly or yearly basis. Students may pay for meals with the Kitchen Manager or pay on-line. For more information about payment, or to access the monthly meal menu, access the Parent Home page on our district website:  
<http://www.blaineschools/Parents>

Parents are welcome to join their child for lunch at school. Confirm your child's lunch schedule if interested in eating at school with your child. The costs of each meal are specified below.

Student breakfast \$2.20  
Adult breakfast \$1.75  
Student lunches \$2.20  
Adult lunches \$3.25

Free and reduced meal benefits are available to families who qualify. Applications are available at the school or the Blaine County School District Office in Hailey. Of course, students are also welcome to bring their own lunch to school on any or all school days.

# Use of Facilities



The facilities at Bellevue Elementary School may be scheduled for after hours activities. Anyone wishing to do so should contact Teresa Gregory at the Community Campus. The phone number is 578-5460 or email her at [tgregory@blaineschools.org](mailto:tgregory@blaineschools.org)

**Spanish Version on remaining pages**