

Bulldog
Pride



**ETHRIDGE
ELEMENTARY
SCHOOL**
Home of the Bulldogs
2022-23

Educating Everyone Successfully
Our Mission, Vision, and Beliefs

Mission: The Mission of Ethridge School is to provide a safe place where students are guided to reach their full potential.

Vision: The Vision of Ethridge School is to provide quality data driven learning experiences while maintaining the values, standards, and traditions that have historically set Ethridge apart.

WE Believe:

- Every child should be given the tools necessary to reach their highest academic potential.
- Instruction should be differentiated and rigorous in an effort to address all students' learning needs.
- Ongoing assessment data should be used to determine students' individual needs and guide curriculum decisions.
- Decisions made for the school should be derived from input from all stakeholders.
- Policies and procedures should be adhered to and everyone should be treated fairly.
- Students should feel safe and valued.

ETHRIDGE SCHOOL IS A TITLE I SCHOOL

Title one is the largest federal assistance program for our nation's schools. School-wide status enables the school to serve the needs of any student. The goal of Title I is to provide extra services to children who are furthest from meeting the standards our state has set for all children. Title I looks at test scores to determine which grades and subjects are in need of help. Resources are put into these areas to help children meet standards. Title I also helps the school find reform strategies with an emphasis on improved achievement for the lowest achieving students. The system and each school have an approved Parent/Family Involvement Policy. These policies are developed with parents, teachers and administrators. Each school has a Parent-Student-School Compact that outlines how parents, students, and school staff will share the responsibility for improving student academic achievement and develop a partnership with the home.

Title I School Parent Involvement Policy

The Title I law requires that each school have a policy to show how it will carry out the law in four major areas. Each area is listed below with the activities that will be carried on to meet the policy requirements.

PARENT INVOLVEMENT

- ✓ The school will hold a convenient meeting of parents and involve them in the development of the school policy.
- ✓ The school will offer a flexible number of meetings which meet family needs.
- ✓ The school will provide newsletters and other information to keep parents aware of Title I requirements.
- ✓ The school will send out surveys and provide other meeting opportunities for parents to talk with each other, ask questions, share ideas, and make decisions about their child.
- ✓ The school will provide timely responses to parent suggestions made in the meetings described above.

SHARED RESPONSIBILITY FOR HIGH STUDENT PERFORMANCE

- ✓ The school will develop with parents, a written agreement (called a compact) showing school and home responsibilities for student success.
- ✓ The school will emphasize in the compact how important it is to have home-school communications through conferences, progress reports, access to staff, classroom visits and volunteering.

BUILDING CAPACITY FOR INVOLVEMENT

- ✓ The school will share information with parents about national, state and local goals, standards and requirements related to student performance at local meetings, in newsletters and other written communications.
- ✓ The school will assist parents in knowing how to monitor student work, how to work with educators to help children do better in school, and how to participate in making decisions about their children's education through workshops, conferences and newsletters.
- ✓ The school will provide materials and training to help parents learn to read and to work at home with their children through Adult Education classes, workshops, and newsletters..
- ✓ The school will help school staff see the importance of parent involvement through training events, such as staff development.
- ✓ The school will coordinate and be involved with community agencies and services in parent involvement, such as; Department of Human Services, Head Start, Early Intervention Preschools, etc.
- ✓ The school will help parents learn more about raising their children well through newsletters, and meetings..
- ✓ The school will provide information, as often as possible, in the language used in the child's home.
- ✓ The school will provide reasonable support for parental involvement activities requested by parents by providing a meeting space.

ASSESSIBILITY

- ✓ The school will provide full chances for parents to participate who are limited English proficient or who are disabled.
- ✓ The school will provide information using language in a form that parents can understand.

Parents, teachers, and others interested in the Title I program are invited to make comments about the above policy. A timely response to such comments will be made by the Title I program of Lawrence County. The Title I program does not discriminate on the basis of race, color, national origin, sex, handicap or age.

ARRIVAL

School Hours

Doors open at 7:15

Morning classroom routines begin at 7:45

Morning announcements at 7:55

School instruction officially begins at 8:00

Car Riders

The school doors open at 7:15 each day. For the safety of students, cars dropping off in the front must remain in a single file line. In order to keep traffic from backing up on Main Street, please pull all the way to the red line that is beside the mailbox. If you must enter the building or finish getting your child ready to enter the building, we ask that you park in a space so that traffic does not become backed up. Cars dropping off in the back (PreK-2 students) should remain in a single file line for safety reasons.

Walking Students to Class

In order to monitor who is on campus, parents are asked **not** to escort their child to class without obtaining a visitor's sticker and office approval. Please do not plan to conference with teachers in the morning unless you have an appointment. If you need to talk to a teacher, a conference time may be scheduled or a message left for them through the office.

Perfect Attendance

Perfect Attendance certificates will be awarded to students who have not missed any minutes of school.

Tardiness

Students arriving after 8:00 must be signed in by a parent at the front office in order to receive a tardy slip. **Three tardies is considered 1 absence.**

Excessive tardiness is monitored by the attendance supervisor.

Absences

Please refer to the *Lawrence County School Board's Policy Manual* for attendance guidelines.

Doctor/Parent notes, excuses

4th -8th grade students must bring notes to the office upon arrival in the morning.

In order to make sure your children are excused, it would be best to have Doctor's notes/excuses faxed to the school. Notes sometimes do not make it to school and without a note your child will be unexcused. The School fax number is 829-2373.

DEPARTURE

Car Riders

Students will be dismissed to cars each day after announcements at 2:55.

K-2

Students in grades K-2 and students in grades 4-8 who ride with them will be dismissed to the gym parking lot. Please form lines as directed by the parking lot supervisor. Cars will exit onto Main Street. Please do not park at Quik Mart for afternoon car riders.

3-8

Students in grades 3-8 without younger students who ride with them will be dismissed from the front loop.

- No cars will be allowed to move until all students are loaded. The traffic supervisors will direct the dismissal of traffic.
- Please do not ask your child to meet you off of school property unless you would like them to be dismissed with walkers.
- Walkers must have written permission on file and are dismissed after car rider traffic is gone.

Buses

Buses begin to load around 3:05. They do not leave campus until the connecting buses from Lawrence County High School and Summertown High School arrive. Questions or concerns regarding transportation may be directed to the Transportation Department at 762-5541 or 762-5542.

Early Checkout Procedures

For your child's protection, a student will not be permitted to leave school before regular dismissal time unless a parent, guardian, or their designee comes to the school and clears the dismissal with the office. The office staff may ask for identification before a student is granted permission to leave. The authorized person will then sign the student out indicating the dismissal time. The office staff will call for your child. No student should be checked out after 2:00 unless it is an emergency. **Three early checkouts will be considered as one day absence.**

Illness at School

If a student becomes ill or injured at school, parents will be contacted immediately. It is very important that the school have current telephone numbers where parents/guardians may be reached.

Medication Policy

Please refer to the *Lawrence County Policy Handbook*.

Early Dismissal Due to Weather

During bad weather, a REMIND will be sent. You may also listen to the local radio stations for an early dismissal broadcast. To avoid confusion and phone calls, please have early dismissal plans for your child(ren).

Change of Address or Phone Numbers

If your address or phone number changes during the school year, please contact the office so that we will have accurate emergency contact information.

Transfer of Student

Any student who transfers to another school must complete the following procedure:

1. The parents must call or come by the school and indicate when and where you will be moving.
2. Come by the office on the morning of the student's last day. The office will give you a transfer form to be filled out by the child's teacher and signed by the principal.
3. Be sure all textbooks and library books are turned in and all fees and lunch charges are paid.

CAFETERIA INFORMATION

A nutritious breakfast and lunch is served daily; therefore, students are encouraged to participate in the cafeteria programs. Students are expected to talk softly and remain in their seats as they enjoy the meals together.

Serving Times

Breakfast is served daily from 7:15 – 7:55 in the cafeteria. Lunch is served from 10:15 – 12:45 each day.

Payment of Meals

- **Breakfast and lunch are FREE this year.**
- Free/Reduced Lunch applications may be filled out at any time during the school year.

Holiday Lunches - This will be determined at a later date.

Holiday lunch dates and times will be announced throughout the school year.

PreK, 1st, 3rd, 5th, and 7th grade students will have guests at Thanksgiving.

Kindergarten, 2nd, 4th, 6th, and 8th grade students will have guests at Christmas.

ACADEMIC INFORMATION

Ethridge Elementary focuses on student achievement. Students, teachers, and parents must work together in order to be successful.

Classrooms

Classrooms are managed by highly qualified teachers. Rules and individual policies may vary slightly among teachers. The core academic teachers are responsible for teaching reading, language arts, writing, math, science, and social studies. All teachers follow the mandated Tennessee Curriculum. They utilize textbooks along with other quality materials found on-line and in purchased supplementary curriculum books and magazines.

Field Trips

Field trips are an important part of the academic program. Parents will receive information regarding the trips in advance and will be required to return a permission slip. All students must ride the bus to the field trip destination. If parents or guardians attend the field trip, your child may ride back with you but you must sign them out. Parents will have to have a background check in order to be a chaperon. The teachers will have a sign out form. A student will only be able to ride home with the parent or guardian.

Textbooks/Library Books

Textbooks and library books are the property of the Lawrence County Board of Education. The replacement cost will be charged for textbooks/library books that have been damaged or lost. Textbook agreement forms must be signed each year before books are issued.

Conferences

There will be two county wide conferences scheduled during the school year. Please refer to the school calendar for dates. Parents are encouraged to schedule appointments with teachers any other time that a conference is needed.

Special Services

Special education, 504, speech and language, physical therapy, and occupational therapy services are available to those who qualify.

School Counseling

Students have access to a school counselor at all times. Parents or teachers may request that students meet with the counselor. Parents are encouraged to speak with the counselor anytime that they feel their student may need this service.

Special Area Classes

Ethridge students attend the following special area classes:

- **Exploratory** - Supports and enriches the classroom curriculum.
- **Music** – The music teacher will introduce musical concepts to the students.
- **Computer Lab** – Students will work in the computer lab at least one day per week. Computer software programs as well as the internet are used to provide educational opportunities. The internet use policy is available in the *Lawrence County Policy Handbook*.
- **Physical Education** – Physical Education provides moderate to vigorous exercise for students through a variety of sports, games, and lifetime physical activities. Students must have tennis shoes and proper clothing (ex. Shorts under dresses) on P.E. days. If your child needs to be excused for a short period of time, a note from the parent will need to be sent to the office. If your child will need to miss an extended period of physical education, a note from a doctor will be required. Please have the doctor fax notes directly to the school. 829-2373
- **Library** – The library supports and enriches the classroom curriculum. Students are instructed in two major areas:
 1. Becoming effective users of resources and information.
 2. Developing an appreciation for various kinds of literature.
 - Grades earned in the library may be combined with classroom grades when the librarian and classroom teacher work together on a project.
 - Reading Renaissance record keeping is centralized in the library. Students with assigned point and percent correct goals are expected to reach their goals each grading period.
 - Students in grades 4-8 are given the opportunity to test two times daily on book tests. First grade students test three times per week.
 - The library accepts donations of \$20 to purchase books to memorialize or honor special individuals. The library sends a written response to the individual or family of the individual being honored.

Coordinated School Health

Administration, classroom teachers, physical education teachers, and school nurses throughout Lawrence County are working together to implement Coordinated School Health. This initiative includes, but is not limited to:

- Student vision and hearing screening.
- Student Body Mass Index
- Student Mile Run data (Students in grades 4, 6, and 8 will be required to walk, jog, or run 1 mile as part of this program. Students will build up to the mile by running in physical education class.)
- 90 minutes of physical activity per week
- Healthy menu choices
- Elimination of soda machines

Important Websites

Students have free access to the following websites:

- Skyward - Check student progress

EXTRA-CURRICULAR OPPORTUNITIES

Sports

Basketball, Cheerleading, Softball, Soccer, Volleyball, Baseball and Cross Country are offered to sixth, seventh, and eighth grade students. TSSAA guidelines are followed. For those interested in playing football or soccer, EES co-ops with E.O. Coffman School. Physical forms must be obtained and completed prior to try-outs. The teams are managed by qualified coaches who are responsible for determining rosters, playing times, and discipline.

Ethridge is host to a well organized intramural basketball program. Students participate in the program on Saturdays. Information is sent home in the fall.

Other Opportunities

- Students in grades 4-6 participate in the 4-H program.
- Beta Club is offered to students in grades 6-8 who meet stringent academic and character guidelines.
- The “Dog Pound” serves as the Ethridge Basketball Pep Squad.
- Fellowship of Christian Athletes (Grades 6-8)
- Choir for grades 4-8. (**auditions required**)
- PACER
- Science Club grades 5-8

OTHER INFORMATION

Fundraisers

Fundraising events must occur in order to maintain daily operating costs. Funds are generated from a variety of sources including the fall brochure sale, pictures, and yearbooks. All fundraising events are approved by the Lawrence County Board of Education. (Outside fundraisers will not be allowed.)

Lost and Found

A lost and found box is maintained throughout the school year. It is a good idea to clearly mark your items (especially coats and hoodies) so that they can be returned without delay. Parents are encouraged to check the lost and found box when articles are missing. Unclaimed items are donated to local charities.

Parties

The school board limits parties to three per year. They will include Halloween, Christmas, and Valentine’s Day.

Party Invitations/Gifts

Students are not allowed to distribute personal party invitations at school unless every student in the class receives an invitation. In addition, presents may not be sent to school unless it is for a class gift swap.

Facility Use

The entire Ethridge Campus is considered part of the facility. The facility may only be used after a facility use agreement form has been completed by administration and the Director of Schools. The facility may not be used for private parties or for profit. Anyone wishing to use the facility must obtain paperwork from the office at Ethridge School. A fee will be charged for the use of the facility. Using the facility without permission is considered trespassing.

Returned Checks

Returned checks are subject to a \$25.00 fee.

Conduct Policies

Lawrence County Board of Education Policies

Students are expected to follow all board policies as outlined in the *Lawrence County Board of Education Policy Manual*. Please refer to the handbook for the following items: Student Rights and Responsibilities, Student Code of Conduct, Use of Internet, Zero Tolerance, Dress Code, Corporal Punishment, Suspension/Expulsion or Remand, Student Use of Cell Phones, Interrogations and Searches, Bullying and Intimidation, Alcohol and Drug Use, Tobacco, Sexual Harassment, and Bus Conduct. All school board policies may be viewed at www.less.us.

Ethridge School Policies

- Chewing gum is not allowed.
- Canned and Bottled Soda Drinks or Energy Drinks may not be brought onto campus unless they are needed for a field trip or requested by a classroom teacher.
- Students are not allowed to bring toys or electronic devices to school without a teacher's permission.
- Shoes with wheels are not allowed.
- Drawing on body and clothing are considered a distraction and will not be allowed.
- Trading Cards are not allowed.
- Students are expected to be respectful to adults through the use of their words and actions.
- Any other action not stated that interferes with the educational process or is dangerous will not be tolerated.
- Students are not allowed to bring any food or drink out of the cafeteria unless given permission from the teacher.

Discipline

Adherence of school rules and board policies by students will be expected at all times. Students who do not comply will be subject to disciplinary action. Discipline will be administered fairly, but firmly. The board policies that mandate specific punishments will be followed as in the *Lawrence County Board of Education Policy Manual*; therefore, it is the responsibility of parents and students to understand these pre-set consequences. Any other inappropriate action will be dealt with on an individual basis by the teacher and/or principal. Discipline methods include, but are not limited to: verbal reprimand, loss of break, time-out, loss of privilege, written assignments, in school suspension, out of school suspension, corporal punishment, and Achievement Academy. Inappropriate conduct will be reflected through the quarterly conduct grade.

Safety Procedures

Student safety is a priority at Ethridge School. Emergency drills are held in compliance with state laws. We request your cooperation with the following:

- All visitors must report to the office.
- Use only the front entrance when entering the building.
- All visitors are expected to leave promptly when their business is completed.
- Any forgotten items (homework, money, etc.) that need to be delivered to a student must be brought to the school office.
- Make sure that all telephone numbers and people allowed to check out your child remain current in the office.
- Never take your child from campus without officially checking them out from the office.
- All families should tell their children what to do on days that bad weather threatens. This will eliminate many unnecessary telephone calls into and out of the building.

School Evacuation

If we must evacuate our campus, we will set up a command post away from campus. You will be allowed to check out children from this location once everyone is accounted for and the area is secure. The location and directions for dismissal will be provided by local radio stations and police. Please understand that holding children in emergency situations is necessary in order to protect and account for each child.

Lock Down

Parents will NOT be allowed to check out students during a lockdown. If a lockdown is in progress, parents will not be allowed in the building unless the lockdown is due to inclement weather. During inclement weather parents may seek shelter in areas designated by administration until the threat has passed as long as everyone remains cooperative.

Telephone

The telephones in the office are for school business only. Students will not be called to the office to receive a telephone call. Telephone messages will be taken and delivered to students at an appropriate time. Students should not expect to use the telephone for personal calls.

Thanks to our Supporters

City of Ethridge
First Farmers and Merchants Bank
Rogers Group
Sharp Transport
Kroger