

## GENERAL INFORMATION

### ATTENDANCE

Good attendance is essential to the success of the student's educational experience. Oregon Law requires all students between the ages of 6 and 18 to maintain regular school attendance.

Examples of valid excuses include:

- Sickness of the student
- Dental or doctor appointments
- Emergency in the family
- Prearranged absence in which satisfactory arrangements have been made in advance

In the event of an absence that is not prearranged, the parent is responsible for contacting the school and stating the date and reason for the absence or tardiness. If a student is absent from school due to illness or an emergency, please call the school office before 9:10 a.m. on the day of the absence, at 503-256-6501. If you do not call you will be prompted to call the office via an automated phone message. All children withdrawing or transferring from Cherry Park School must check out through the office.

### EMERGENCY INFORMATION

It is extremely important that every student maintain an up-to-date address and working telephone numbers in the school office. Notify the school immediately if you have a change of address or telephone number during the school year. This includes all emergency numbers.

### MEDICATIONS AT SCHOOL

Oregon law requires that all medications administered at school (prescription as well as over-the-counter medication) be dispensed from an original labeled container and be accompanied by written consent from the parent as well as written instructions from a physician. School personnel are not authorized to dispense any medication at school unless these requirements have been met. Medication is described as any prescription or over-the-counter item including, but not limited to: food supplements, inhalants, medicated ointments, aspirin, cough drops, and antacids. Parent and physician permission forms are available in the school office.

### CLASS TIMES

Class begins at 9:10 and ends at 3:30.

Students are welcome to enter the classroom at 9:00. Students are encouraged to eat breakfast at school. Breakfast is served every morning from 8:40-9:00 in the cafeteria. Please do not drop your child off before 8:40 since we do not provide supervision before 8:40. Children will be welcomed into their classrooms at 9:00.

### SCHOOL SUPPLIES

All students will be required to bring \$20.00 to pay for their school supplies. Kindergarten has an additional \$15.00 snack fee on top of the \$20.00. You can pay at our Open House or there will be a pay station the first week of school. **Students should not buy their own school supplies.** Teachers will be using the money to buy community supplies. **Students should bring a backpack** to keep organized each day. Having a backpack is a way to easily transport projects, homework, communication, and books.

### BREAKFAST AND LUNCH

Cherry Park School operates a daily breakfast and lunch program. A no-charge breakfast is served to students beginning at 8:40 a.m.. Students being dropped off after 8:55 will not have access to breakfast. Lunches may be paid for in the cafeteria at this time. Your child may buy a cafeteria lunch or bring a sack lunch from home. Milk is included with hot lunch or may be purchased separately for those bringing their lunch (50¢). Free and reduced priced lunches are available for students who qualify. Students who have applied for free/reduced lunch should either bring a lunch from home or pay the full amount for lunch until the application is processed. Application forms are included in the opening day packet of materials and are also available in the school office. Prices are:

*Student Breakfast - No Charge*

*Student Lunch:      Reduced 40¢*

*Regular \$2.85*

*Milk: 50¢*



## LOST AND FOUND

A lost and found rack is located in the cafeteria. If your child is missing something this is the first place to look. We strongly recommend that you label clothing, book bags, backpacks, lunch pails, etc. so you can locate your lost items.

## ELECTRONIC DEVICES

Personal computers, cell phones, radios, CD/MP3/iPods or other amplified devices, pagers, laser pointers, or camera/camera phones are considered a distraction to the learning process when displayed during school hours. Students should keep all electronic devices in their backpack during the day. Electronic devices used inappropriately by students will be subject to confiscation. Also, students who bring electronic devices to school do so at their own risk; the school is not responsible for lost or stolen items.

## CHARGER CHATTER & WEDNESDAY FOLDER

Each Wednesday you should expect your child to bring home a folder. This folder serves as a way to communicate any school or community activity. Please return the folder with your student every Thursday morning. A newsletter will be sent home with students every other Wednesday. The "Charger Chatter" contains information on things we are doing at school as well as information about upcoming events.

## SCHOOL CLOSURES

In the event of severe weather, the district will close school for the day. School closures are announced beginning at approximately 6:00 a.m. on all major Portland area radio stations. An automated phone message will be activated. Please remember we are the **David Douglas School District**, not Portland School District.



## SCHOOL DRESS CODE

The responsibility for the dress and grooming of a student rests primarily with the students and their parents or guardians. The district's dress code is established to create a positive school culture and enhance academic success by providing a supportive learning environment, preventing disruption, and avoiding safety hazards. Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel. Clothing must be suitable for all scheduled classroom activities. Hats/Visors, hoods, and electronic devices (including ear buds/headphones) are not allowed once the student enters the building.

## STUDENT SAFETY

The safety of our students is our number one priority. Many of the policies and procedures we have implemented relate to the security of each child. Every effort is made to see that students are adequately supervised during the school day.

We recommend that you have a system of knowing when your child should arrive home and where they should go in case of emergency.

Please encourage your child to use all safety precautions when walking to and from school and at bus stops. Our safety patrol, directed by a member of our staff, is part of our school safety program. It is important for all community members to respect the safety patrol expectations. Parents and students should use the crosswalk or designated crossing zone. Parents who transport their children should be aware of and observe the speed limit in the area of the school and on school grounds. When picking up your children from school, please use our pick-up system and please do not park in the BUS ONLY areas.

*If there is a change in your child's normal transportation home from school, please send a note to the teacher indicating the change. Unless we have a note with this information, your child will be asked to follow their normal dismissal plan. Please do not take your children out of the bus line or off the buses without permission from the office.*

## DISTRICT TRANSPORTATION

The David Douglas School District provides transportation for students living inside the Cherry Park boundaries, but outside the designated walking distance from Cherry Park School. For the safety of everyone, students are expected to exhibit appropriate conduct at all times. This includes bus stops and while on the bus. Students who are unable to follow the bus rules may lose the privilege of riding the school bus. If suspension from the bus occurs parents are responsible to provide transportation to and from school.

All buses are loaded and unloaded in the BUS LOADING ZONE at the front of the school. Students may not ride another bus unless they have a note from a parent and it is processed with the school office in the morning.

Students who live outside the Cherry Park attendance area who have been granted a variance will need to be transported by private vehicle.

Questions about transportation and bus stops?  
Call the bus garage at: (503) 256-6526.

## COMMUNITY SPORTS

An organized Community Sports program for David Douglas District students is offered throughout the year. Flag football, volleyball, basketball and baseball programs are available for elementary students. Information regarding these programs is sent home with students prior to the beginning of the season.

## PROGRESS REPORTING

Parent-Teacher conferences are scheduled twice during the year and a written report card will be sent home four times.

The evaluation of each child's progress and achievement is based on district grade level expectations.



## CONDUCT AND DISCIPLINE

We have high expectations for our students at Cherry Park. Cherry Park students are expected to try to solve their own small conflicts, and ask for help when they need an adult to intervene. Our school-wide expectations are to be safe, be respectful, and be responsible, and we explicitly teach our students through classroom lessons from the teachers and the school counselor. Our common definition for bullying is defined as a situation where one person or a group of people **continuously** tries to hurt another person's feelings or body on purpose. Bullying is a conscious, repeated action. We take bullying very seriously and try to ensure that no student is a victim of bullying. All students are taught our problem-solving strategy, which is called "Stop, Walk, Talk." Our primary students receive classroom lessons in problem-solving strategies and friendship social skills. Older students receive lessons in mindfulness, communication skills, stopping the spread of rumors, self-esteem, being open minded to different cultures and good decision-making. Our older students learn more in-depth information about bullying, including the different roles people in a bullying situation take. These roles are the bully, the victim, the bystander (someone who sees the bullying happen but does nothing), and the upstander (the person who sees the bullying happen and takes action to stop it). Our goal for all our students is if a bullying situation were to occur, all of our Cherry Park students would be upstanders. We care about all our students and we pride our school on being a safe, nurturing and supportive community for all our students, staff and community members.

## VISITS TO CHERRY PARK

You are always welcome to visit Cherry Park School. All of us are proud of what we do and we encourage you to visit the classroom, have lunch with your student and become part of our community. If you want to visit a classroom, please call in advance so that the teacher will be expecting you and we can more effectively maintain a consistent instructional program for all students.

## HOMWORK

The staff of Cherry Park School believes that homework extends the time available for formal learning, promotes student self-discipline and responsibility, helps students learn how to manage time, and provides a link between home and school.

Homework is considered an integral part of instruction. When assigning homework, teachers will give clear and concise directions. Assignments will be at an appropriate level of difficulty that will complement and supplement ideas and concepts already taught in the classroom.

Homework may include assignments the student has not completed during class time and/or a planned independent assignment or reading.

As a general guideline, homework should be expected daily, Monday through Thursday: 15-30 minutes for primary students, 30-60 minutes for intermediate students. If your child consistently goes beyond these guidelines you are encouraged to contact your child's teacher

## SITE COUNCIL

The Cherry Park School Site Council includes teachers, classified employees, parents and the principal. The purpose of the council is to improve instructional programming, enhance student achievement and implement plans for the Oregon Education Act for the 21st Century. Parents are welcome to attend the meetings.

## PTA

The Cherry Park PTA is an integral part of our total school program. This group of caring parents supports the students and faculty of Cherry Park in many ways. We urge all parents to get involved. Your participation in PTA is valued and appreciated.

## BIRTHDAY TREATS/HOME PREPARED GOODS

We encourage healthy eating at Cherry Park. This includes our special birthday treats. Classroom treats must be store-bought and pre-packaged, not homemade. Be sure to pre-arrange any treats with the student's classroom teacher prior to bringing them to school.

## VOLUNTEERS

There are many ways to be involved in your child's education. Please fill out the volunteer form in the first day packet to express interest. You may also directly contact your child's teacher if you are interested in volunteering. The most important parent involvement is supporting your child at home with academics, social issues, attendance and positive behavior.

## BAND/ORCHESTRA

In addition to our general music program for all students, our fifth grade students will have the opportunity to participate in band or orchestra. Qualified instructors will provide instruction before school at Floyd Light Middle School. Transportation will be provided from your bus stop to Floyd Light and from Floyd Light to Cherry Park at 8:30 a.m. on Wednesdays.

## NO WEAPON POLICY

Cherry Park has a no weapon policy and we take this very seriously. This policy includes any weapon (pretend or real). Please check your child's backpack and pockets before they come to school and discuss that they can never possess anything at school that remotely looks like a weapon. **It is important that your child knows that even pretend guns or knives will fall under the "no weapon" policy and will be subject to discipline.**

## DROPPING OFF/PICKING UP YOUR CHILD FROM SCHOOL

It is important to be on time when dropping off and picking up your child. Tardiness is uncomfortable for children and disrupts other students as well. We have a convenient carpool lane so you do not have to park and come into the building. A safety supervisor will escort your child to your car. You may also park and wait by the front office. For safety reasons we ask that parents do **not** pull their children out of the bus line. Please avoid coming early to check out your child unless absolutely necessary. If you have a change of routine, please let the office know by 2:00 PM of the change of plan so the office staff have time to communicate with the classroom teacher and student.

