

# Student HANDBOOK



Wildwood Elementary School  
2024-2025

Brittany Brown, Principal  
Meggen Mannino, Assistant Principal  
Tara Wells, Assistant Principal

300 Huey Street  
Wildwood, Florida 34785  
352-748-3353

# Welcome

## TO OUR SCHOOL



On behalf of the Wildwood Elementary School family, welcome back to the 2024-2025 school year! We are extremely excited to kick start a new school year filled with endless opportunities for students to express their creativity, discover new ideas, and develop into responsible citizens. With dedicated staff, eager volunteers, and supportive parents, we are certain that students will reach many new milestones.

All beginning of year forms need to be completed through Skyward family access. If you are unable to log onto your child's family access account, please contact the school and we can assist you. It is very important that contact information is up to date. Please also update who has permission to pick your child up from school. We will not release your child to anyone who is not on this list.

Please review the following school policies. They were developed to address the safety concerns and academic needs of our students. We appreciate your cooperation and understanding. They are as follows:

# Attendance

Good school attendance is critical to learning. Unexcused absences are absences which are not accounted for and the reason for non-attendance is unknown. All student absences are marked unexcused until an acceptable and approved excuse has been provided by the parent or legal guardian indicating the reason for the student's absence. A written note is required within **three (3) days** from the student's return to school or the absence will remain unexcused. For any unexcused absence, a failing grade will be recorded in the class/classes in which graded work was recorded for the day. Students who make up work during an unexcused absence, even for a suspension, may earn up to a grade of a 59%. Suspensions from school are unexcused absences.

If a student has had at least (5) unexcused absences in a month or (10) in a 90-day period the principal will determine if the student shall be referred to the child study team.

Wildwood Elementary will be monitoring the attendance of all students and the district may pursue parental prosecution when a student reaches (15) unexcused absences in a 90-calendar day period.

# Backpacks

All students will need a backpack for transporting school materials to and from home. Backpacks with wheels are not permitted unless accompanied by a doctor's note.

# Badge Policy

Students will be provided with an ID badge and lanyard at the start of the school year. **Badges are required to be worn at all times.** The first replacement badge (if lost or destroyed) will be free, and every additional badge will be \$3.00. Outstanding badge fees must be covered before students can participate in any off-campus activities/field trips.

# Before and After School Supervision

Please adhere to the school time 7:45 AM to 2:25 PM.

Parents are encouraged to drop students off no earlier than 7:15 AM. Students arriving after 7:50 AM will be considered tardy. Students may only be dropped off in the Circle Drive loop.

Students who are not picked up by 2:45 PM will be taken to the office and parents will be notified. Parents picking students up from the office will need to show photo ID when checking students out. Remember, students will only be released if the person picking up is listed on their Skyward account.

## Birthday Parties

Birthday parties are **not allowed** on campus as they take away from valuable instructional time. If you plan to send treats for the class, they must be store bought and the teacher should be notified at least two days in advance. **These treats will be distributed during lunchtime only.** Please remember to also consider healthier options for special treats. Fresh fruit, oatmeal bars, individually wrapped yogurts, and baked chips are all great examples of healthier alternatives. Please do not send balloons, or party favors that will cause a disruption to the classroom.

## Bullying/Harassment

Our Code of Student Conduct states that bullying, harassment and/or hazing will not be tolerated. All incidents of possible threats, signs or discussions of weapons, signs of gang activity, inappropriate use of technology, or the conditions that might invite or encourage violence MUST be reported to an adult. This may also include, but not be limited to, teasing, name calling, intimidation or spreading of rumors. Informational link on the district website is <http://www.stopbullying.gov/>.

# Bus Regulations

Students must ride the bus as assigned. Transportation is only available to and from the home address listed in Skyward, or a licensed daycare within the area.

When a bus change is necessary, the student must bring a note signed by a parent, and it must be approved through the office. Notes for transportation changes must include the student's name, date, address of new bus stop, and duration of transportation change. Bus changes cannot be made over the phone. Please note that riding a school bus is a privilege, not a right. It is important that students be orderly on the bus for their own safety as well as the safety of others. Therefore, please encourage your child to follow bus rules and guidelines.

## Elementary Schools

Student behavior on buses must be good in order for our students to be transported safely. Drivers will be trained in assertive discipline for use in working with students who exhibit unsatisfactory behavior. Using that model, the following responses will be made by the building administrator for infractions reported by the driver.

<b>FIRST OFFENSE:</b>	1. Warning and counseling 2. Conduct report sent home with student (more severe action will be taken in cases of endangering the safety of others, gross insubordination, or vandalism)
<b>SECOND OFFENSE:</b>	1. 1-day suspension of bus riding privileges 2. Copy of bus conduct report mailed home 3. Attempt to contact parent by phone
<b>THIRD OFFENSE:</b>	1. 2-day suspension of bus riding privileges 2. Copy of conduct report mailed home 3. Attempt to contact parent by phone
<b>FOURTH OFFENSE:</b>	1. 3-day suspension of bus riding privileges 2. Bus conduct report mailed home and letter from transportation supervisor mailed home 3. Attempt to contact parent by phone
<b>FIFTH OFFENSE:</b>	1. 5-day suspension of bus riding privileges 2. Conduct report and letter mailed home 3. A meeting between the transportation supervisor and parent/guardian required before the student resumes riding the bus 4. Attempt to contact parent by phone
<b>REPEATED OFFENSES:</b>	10-day suspension of bus riding privileges
<b>PRIVILEGES SUSPENDED:</b>	Recommendation to the School Board that bus riding privileges be suspended for the remainder of the year. The parents of the student must then petition the Superintendent to allow the student to begin riding again after the specified amount of time.

**PLEASE NOTE:** Pre-K and Kindergarten students will not be left at a bus stop if a parent/guardian or designated adult from the student's emergency pick up list is not present. A babysitter 12 years of age or older may be used as a pick-up designee if the parent has issued a letter to the school stating that the babysitter is allowed to make the pick-up. If these arrangements are not made and if there is no person present to pick-up the child from the bus stop then the student will be taken back to the school. The first offense will be a warning to the parent/guardian. The second offense (return to school with the child) will be a suspension from the bus for 3 days and a warning that the next offense will be a suspension from the bus for the remainder of the semester. Upon the 3rd offense the child will not be allowed to ride the bus for the rest of the semester.

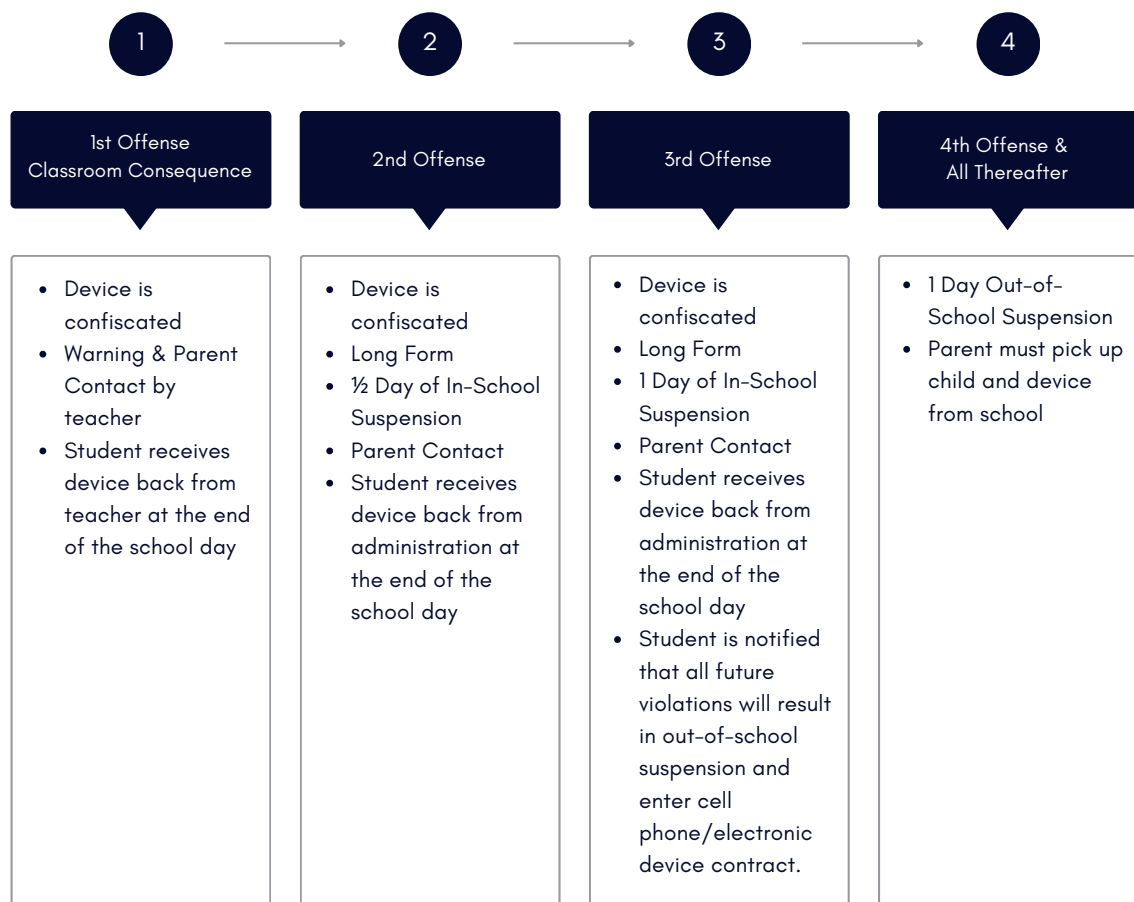
# Care of Books

Students are responsible for all textbooks and library books issued to them during the school year. Students must pay for all lost or damaged books. If a lost book is found, money paid will be refunded.

# Cell Phones/Wireless Communication

According to Florida state legislation, effective on July 1, 2023, students may not use wireless communications during instructional time. Students are required to keep their cell phones in their backpacks at all times while on the Wildwood Elementary campus.

## Process for Violation of Policy



**IF A STUDENT REFUSES TO GIVE A CELL PHONE OR ELECTRONIC DEVICE TO A STAFF MEMBER THE STUDENT WILL BE AUTOMATICALLY SUSPENDED FOR GROSS INSUBORDINATION, LEVEL III INFRACTION.**

# Code of Conduct

The Sumter County School Board has adopted a Code of Student Conduct prescribing the rules and regulations for the control, discipline, suspension, and expulsion of students. These rules and regulations are intended to promote an atmosphere within the school, which is conducive to learning, as well as to ensure the protection of the rights of students. A copy of the Code of Student Conduct is enclosed in this packet. Please discuss school rules with your child and the importance of and need for good behavior and a good attitude while on the bus and at school.

## Circle Drive

The circle drive gate will close each morning at 7:45 AM. Students must check in at the front office after the gate closes.

Please be sure to have your car tag hanging in place where it can be easily seen for afternoon dismissal. Please establish a double line when entering the main gate and then merge into one line at the cone. Please maintain this single line until leaving campus. Passing cars on the left is a safety hazard to both our staff and students.

## Dining With Your Child

Wildwood Elementary welcomes guests on campus. When eating lunch with your child, please plan to eat outside, or in the designated area in the cafeteria. Due to limited space and safety, please do not bring children who are not enrolled at WWES. At times, grandparents, family members and friends would like to eat lunch with a student on campus. Any parent or family member that would like to eat lunch with their WWES student must be on that student's emergency contact list in Skyward. Please arrive a few minutes prior to your student's lunch to allow all people eating lunch with the student enough time to check in with a valid photo ID. We ask that the number of adults be limited to no more than two.

# Early Release Days

Students are dismissed at **12:30 PM** on all early release days.

# Emergency Drills

During the school year, several emergency drills will be held to prepare students with the specific directions for reaching a point of safety in case of a fire or other emergency at school.

# Equity and Civil Rights

District Level Contact for the Protection of Equity and Civil Rights

TITLE IX	CIVIL RIGHTS PROTECTIONS	ASSISTANT SUPERINTENDENT
HELEN CHRISTIAN	DANA WILLIAMS	DEBBIE MOFFITT
SENIOR DIRECTOR, CURRICULUM & INSTRUCTIONAL SERVICES  SUMTER COUNTY SCHOOL BOARD  352-793-2315 EXT. 50204	SENIOR DIRECTOR OF PERSONNEL  SUMTER COUNTY SCHOOL BOARD  352-793-2315 EXT. 50251	SUMTER COUNTY SCHOOL BOARD  352-793-2315 EXT. 50260



# Families in Transition

Sumter County School Board  
2680 West CR 476  
Bushnell, Florida 33513  
Telephone: 352-793-2315

## FAMILIES IN TRANSITION—INFORMATION FOR PARENTS

If your family lives in any of the following situations:

- In a shelter
- In a car, park, abandoned building, bus, or train station
- Doubled up with other people due to loss of housing or economic hardship

*Your school aged children may qualify for certain rights and protections under the federal McKinney-Vento Act.*

Your eligible children have the right to:

- Receive a free, appropriate public education
- Enroll in school immediately, even if lacking documents normally required for enrollment (30 day extension).
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school, or continue attending their school of origin (the school they attended when permanently housed, or the school in which they were last enrolled), if that is your preference and is feasible.

*Note: If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.*

- Receive transportation to and from school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

If you believe your children may be eligible contact the local liaison to find out what services and supports may be available. There may be supports available for your pre-school age children.

**Local Liaison**  
Ellen Coomer and Lisa Melendez  
Sumter County School Board  
2680 W. CR 476, Bushnell, FL 33513  
Phone: 352-793-2315

**State Information**  
Florida Department of Education  
Email: [flmvp@fldoe.org](mailto:flmvp@fldoe.org)  
Phone: 850-245-0479

# Families in Transition

Sumter County School Board  
2680 West CR 476  
Bushnell, Florida 33513  
Teléfono: 352-793-2315

## FAMILIAS EN TRANSICIÓN—INFORMACIÓN PARA LOS PADRES

Si tu familia vive en cualquiera de las siguientes situaciones:

- En un refugio
- En un auto, parque, edificio abandonado, autobús, o estación de tren
- Viviendo con otras personas debido a pérdida de vivienda o dificultad económica

*Los niños de edad escolar pueden calificar para ciertos derechos y protecciones bajo la ley McKinney-Vento.*

Sus hijos elegibles tienen el derecho de:

- Recibir gratis una educación pública apropiada.
- Inscribirse en la escuela inmediatamente, aunque no tenga todos los documentos normalmente requeridos para la inscripción (extensión de 30 días).
- Inscribirse en la escuela y asistir a clases, mientras que la escuela reúne los documentos necesarios.
- Inscribirse en la escuela local, o continuar asistiendo a su escuela de origen (la escuela donde asistieron cuando tenían residencia permanentemente, o la última escuela en donde estaban inscrito), si esa es su preferencia y es posible.

Nota: Si el distrito escolar cree que la escuela seleccionado no está en el mejor interés de sus hijos, el distrito debe proveerle una explicación por escrito de su posición al igual informarle sobre su derecho a apelar la decisión del distrito.

- Recibir transporte hacia y desde la escuela de origen, Si usted lo solicita.
- Recibir servicios educativos comparables a los que tiene los otros estudiantes, según las necesidades de sus hijos.

Si crees que tus hijos pueden ser elegibles póngase en contacto con el enlace local para averiguar qué servicios y apoyos pueden estar disponibles. Puede haber ayudas disponibles para los niños de edad preescolar.

**Enlaces Locales**  
Ellen Coomer & Lisa Melendez  
Sumter County School Board  
2680 CR W. 476, Bushnell, FL 33513  
Teléfono: 352-793-2315

**Contacto Estatal**  
Florida Departamento de Educación  
Email: flmvp@fldoe.org  
Teléfono: 850-245-0479

# Field Trips

Written permission must be given before a student can go on any field trip, whether it is a walking trip or one that requires bus transportation.

**For those trips that require transportation, all students must ride the bus to and from the field trip location.** As a means of motivating and encouraging students, grade levels may place academic, behavioral, or other criteria that students must meet in order to attend a field trip. Parents will be informed of these criteria at least 1 month prior to the field trip through a written letter. If a student is unable to meet these criteria, then arrangements will be made for him/her to resume their regular academic day in a different classroom. Final decision regarding field trip attendance will be left to the administrator's discretion.

**Please note that only School Board approved volunteers may chaperone field trips. It is recommended that parents complete the volunteer application in the beginning of the school year, as it is a timely process.**

# FortifyFL

FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. Please visit the FortifyFL app or <http://www.getfortifyfl.com/>

# Health

A rested, well-fed child makes a better student. Make sure your child has a good breakfast and gets a good night's sleep. If your child has a health problem, please notify the teacher. If your child becomes ill or is hurt at school, we will contact you. If you cannot be reached, we will use the emergency contact information provided on the emergency contact form.

Please periodically check your child's head for head lice. If lice are found, please contact the school so steps may be taken to prevent them from spreading. A child with lice will be sent home for treatment. When required procedures have been completed, the child must be rechecked in the school office before returning to class. The nurse's office number is 748-3353 ext. 62222.

# Medication

## **Prescription and Over-the-Counter**

Students who require medication during the school day must provide the school with an order from a **licensed health care provider (PP-SR-125)** and deliver the medication to the school in the original unaltered pharmacy-labeled container. Over-the-counter medication shall be delivered in an unopened container. No medication will be administered without proper consent/permission from the parent/guardian (PP-SR-125). All medication is administered by the school health staff or other trained staff.

New Legislation **HB 1537** states: A student may possess and use a medication to relieve headaches while on school property or at a school-sponsored event or activity without a physician's note or prescription if the medication is regulated by the United States Food and Drug Administration for over-the-counter use to treat headaches.

- ***Students must have a parent permission form on file, the medicine must be in the original container and students cannot share/distribute the medication. There will be disciplinary action for sharing/distributing medication.***

# Moment of Silence

Recent legislation states that teachers will begin the school day with a 1-2 minute moment of silence. Teachers may not make suggestions as to the nature of any reflection that student may engage in during the moment of silence. Students may not interfere with other students' participation by disrupting this time. We encourage parents to discuss the moment of silence with your children and make suggestions as to the best use of this time

# Notification of Rights: FERPA

The Sumter County Public Schools reserve the right to release "directory information" without prior permission of the parent. Occasionally, photographs or videos of students and student work may be posted for public recognition. The parent may refuse to permit the publication by notifying the principal in writing within ten calendar days from the beginning of school or the enrollment date.

## Parent Teacher Conferences

Communication is an essential part of our educational programs. It is important for parents to keep in close contact with their child's teacher concerning his/her progress. When needed, please call the school at (352) 748-3353 to schedule a conference appointment. Teachers' schedules do not allow time for drop-in conferencing. Therefore, an appointment must be made with the teachers at least 24 hours in advance prior to meeting.

## Personal Items

It is recommended that coats and jackets are labeled with the student's name. Students should refrain from bringing toys, gum, candy, make-up, bottles of cologne, perfume, nail polish, lotion or other substances from home. Electronic devices such as hand-held computer games, tablets, MP3 players, etc. are not permitted on campus. **Cell phones and other electronic devices must be turned off and kept out of sight at any time while on school campus. This includes early room locations, sidewalks, PE, recess, classroom, cafeteria, and after school.** Restricted items will be collected for parent pick-up if rules are not followed.

## Pictures

Throughout the year our students are photographed during various events on and off campus. These photos are sometimes used for our yearbook, webpage, newspaper articles, etc. If you do **not** want your child to be photographed, please notify the principal **in writing** within the first ten days of the school year.

## Pledge

A student may be excused from instruction and/or reciting the pledge of allegiance, including standing and placing the right hand over his or her heart when his/her parent(s), as defined by Florida Statutes, files a written request with the school principal.

## Release of Students

Specific procedures must be followed to ensure the safety of all children released during the school day. If you must check your child out before dismissal time, please come to the office, and your child will be called.

**Children may not be checked out after 2:00 PM each day (12:10 on early release days). A student cannot leave the campus unless accompanied by a parent/guardian or an adult designated by the parent/guardian on the child's emergency contact form.** Please be prepared to show photo identification to the clerk to verify your identity upon checking your child out.

## School Advisory Council

The School Advisory Council is composed of the principal, instructional and non-instructional staff members, parents, and citizens who are representative of the ethnic, racial, and economic community served by our school. Members are elected by their peers. The council assists in the preparation and evaluation of the School Improvement Plan and serves in an advisory capacity to the principal. If you're interested in serving on the SAC, please notify the office immediately.

# School Expenditures

FLORIDA DEPARTMENT OF EDUCATION  
EDUCATIONAL FUNDING ACCOUNTABILITY ACT, SECTION 1010.215, F.S.  
2022/2023 SUMTER COUNTY SCHOOLS FINANCIAL REPORT

SCHOOL # 0102 WILDWOOD ELEMENTARY SCHOOL

REVENUES	SCHOOL	%	DISTRICT	%	STATE	%
FEDERAL	1,801,079	17.55	20,279,448	19.26	7,124,187,157	21.28
STATE/LOCAL (EXCLUDES LOTTERY)	8,462,380	82.45	84,892,745	80.61	26,323,191,909	78.64
LOTTERY			-	0.00	-	0.00
PRIVATE			138,640	0.13	25,487,248	0.08
TOTAL	10,263,459 *	100.00	105,310,834	100.00	33,472,866,314	100.00

OPERATING COST

TEACHERS/TEACHER AIDES (SALARIES/BENEFITS)

SUBSTITUTE TEACHER (SALARIES) \*\*

OTHER INSTRUCTIONAL PERSONNEL

CONTRACTED INSTRUCTIONAL SERVICES

SCHOOL ADMINISTRATION

MATERIALS/SUPPLIES/OPERATING CAPITAL OUTLAY

FOOD SERVICE

OPERATION AND MAINTENANCE OF PLANT

OTHER SCHOOL LEVEL SUPPORT SERVICES

TOTAL SCHOOL COSTS

PER FULL-TIME EQUIVALENT STUDENT

SCHOOL	DISTRICT	STATE
6,033	5,962	5,740
1,294	1,363	1,421
642	463	372
426	713	714
606	677	479
910	846	662
1,064	1,458	1,288
377	434	329
11,352	11,916	11,005

TOTAL

SCHOOL COST

5,454,894
1,169,700
580,267
385,212
548,146
822,755
961,755
340,730
10,263,459

ADDITIONAL DETAIL INFORMATION

TEACHERS/TEACHER AIDES (SALARIES/BENEFITS)

BASIC PROGRAMS

ESOL PROGRAMS

EXCEPTIONAL PROGRAMS

CAREER EDUCATION PROGRAMS

5,572	5,346	4,755
6,522	6,951	5,740
7,361	7,647	9,033
-	5,563	4,665

3,624,888
288,270
1,541,736
-

MATERIALS, SUPPLIES, OPERATING CAPITAL OUTLAY

TEXTBOOKS

COMPUTER HARDWARE SOFTWARE

OTHER INSTRUCTIONAL MATERIALS

OTHER MATERIALS AND SUPPLIES

71	89	N/A
162	185	N/A
123	146	N/A
250	115	N/A

64,621
146,120
111,372
226,034

LIBRARY MEDIA MATERIALS

24	21	N/A
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21,734
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\*Equals Total School Costs below. Dollar amounts above were based on a proration using District percentages.

\*\* 104,767 (School) and 719,155 (District) are included in Contractual Instruction Salaries cost per FTE Calculation.



## School Grades

Every year the Department of Education assigns each school a grade. This is determined by the scores on the annual Florida Standards Assessment. Based on the 2022-2023 data, Wildwood Elementary is classified as a "C" school pending data for the 23-24 school year data. If you would like more detailed information regarding school grades, please visit <http://schoolgrades.fldoe.org>.

## School Meals

Student meals are available daily. ALL students will receive FREE breakfast and FREE lunch this school year. Monthly menus will be sent home with students via the school newsletter. Our cafeteria number is 748-3353 ext. 62221.

## School/Parent Communication

In order to keep parents informed of school events, a newsletter is sent home with students at the beginning of each month. From time to time other important school notices will be sent home and will be printed on colored paper. School information and updates are regularly shared on the Wildwood Elementary Facebook Page.

## School Volunteers

If you are willing to donate time to help our students, please contact the school office. Your interest and involvement is always appreciated. Please remember, a new volunteer application needs to be completed before you are able to volunteer in the classrooms. If you're planning to chaperone a field trip for your child, please ensure you complete an application at least four weeks in advance. Volunteer applications can be completed online. You may contact the school volunteer coordinator, Paul Mannino at (352) 748-3353 ext. 62238.



# Student Information

## **Skyward Access**

The Skyward Family Access form will replace all Emergency Contact Forms. Each student's login information will be printed on this form with detailed directions that gives every parent and/or guardian online access to update/change personal information related to home address, phone number, business phone or persons to contact in case of an emergency. For any parents in need of log-in information, he/she will need to present an identification card to the front office clerks in order to obtain log-in information for Skyward Family Access. The web address for Skyward Family Access is as follows:

[https://student.sumter.k12.fl.us/scripts/wsisa.dll/WService=wsEPlus/fwe\\_mnu01.w](https://student.sumter.k12.fl.us/scripts/wsisa.dll/WService=wsEPlus/fwe_mnu01.w)

It is imperative that Skyward reflects updated and accurate telephone numbers for family members or other designated persons in case of an emergency. **It is the responsibility of parents and/or guardians to ensure that all contact information is updated in Skyward throughout the year as changes in address or phone numbers occur.** Parents may log-in at any point throughout the year and make changes as they arise.

# Student Progression

The Sumter County School Board has adopted a program for student progression based upon how well the student masters minimum performance standards and reflects careful consideration of the needs and interests of all students in the school system. A copy of this plan is available in the principal's office and on the county website at [www.sumter.k12.fl.us](http://www.sumter.k12.fl.us). Promotion criteria for each grade level can be found on our school website at [www.sumter.k12.fl.us](http://www.sumter.k12.fl.us).

# Student Transfer Process

Thirty (30) days prior to the beginning of each semester, the district will post a list of the out-of-field teachers on the district website. A parent whose student is assigned an out-of-field teacher may request that his or her child be transferred to an in-field classroom within the school and grade in which the student is currently enrolled. Any parent may request his or her child to be transferred to another classroom teacher once during a school year. The request must be made in writing and given to the school principal. The parent does not have the right to select the specific classroom teacher. These requests may not put a classroom over the state mandated class size. The principal must approve or deny the transfer within two weeks after receiving the request. If the request is denied, the principal must notify the parent and specify the reasons for denial.

# Summer Virtual School

Virtual courses are available to students.

# Tardies and Early Checkouts

A tardy is defined as any student who arrives after the tardy bell. An early checkout is defined as any student who leaves before the dismissal bell. All tardies and early checkouts will be entered as either excused or unexcused.

A note is required for each tardy and early checkout. Upon the 10th tardy or early checkout, a doctor's note is required for excusal. Work missed because of an unexcused tardy or unexcused checkout will be entered at 50% of the grade earned. Please remember: arriving at school late or being checked out early causes a loss of instructional time, which can many times lead to lower grades and decreased achievement.

## Tobacco Use

No student, regardless of age, will be allowed to use tobacco or tobacco products (such as, but not limited to, cigarettes, chew, and dip) while on campus. Bringing or using tobacco products at school will result in disciplinary action and/or legal monetary fines.

## Transportation Changes

**No transportation changes will be accepted by phone.** Changes will be accepted by note or in person and must include the student's names, date, address of new bus stop, and duration of the change. Transportation changes cannot be made after 1:30 PM.

## Visitors

All visitors must report to the office when arriving on campus. All classroom visits must be scheduled with the teacher prior to the visit.

## Walker Gate

The Walker Gate is only meant for students who are able to walk home (the address in skyward) independently. The home address must be a reasonable distance from the school. Policy states that students in Pre-K and Kindergarten must be released to a parent/guardian or designated adult from the student's emergency pick up list. Due to this policy Kindergarten students cannot be released at the Walker Gate and walk home on their own and so must be dismissed from either circle drive or on a bus.

## Withdrawal of Students

If you are withdrawing your child from school, please notify the school a few days prior to the withdrawal date. This will give time to complete the necessary paperwork. Also, make sure all school/library books are returned to your child's teacher.

# Dress



# CODE

Wildwood Elementary takes pride in our students and is proud of the scholarly actions and appearance they exhibit every day. Administration reserves the right to make final judgement on any clothing/accessories that are questionable.

## **SHIRTS & TOPS**

- All shirts and tops must have sleeves extending over the shoulder. (Spaghetti straps, sleeveless shirts, tank tops, racer backs, and undershirts are not allowed.)
- Shirts must be long enough that they cover the stomach, sides, and back. Midriffs, backs, and sides should not be exposed when arms are extended above the head.
- Necklines may not be low cut or revealing, including when a student is leaning over.
- Any clothing or accessories such as hats, socks, shoes, etc. with alcohol, tobacco, drug, sexual overtones, violent logos or culturally insensitive material are not allowed.
- Sheer or see-through tops will not be allowed. This includes tops with holes, rips, tears, patches or shreds that reveal skin.

## **PANTS, SHORTS, CAPRIS, DRESSES, SKIRTS, & BOTTOMS**

- All bottoms should be secured at the waist; undergarments should not be exposed.
- Shorts, dresses and skirts must be mid-thigh length or longer (this includes slits in skirts).
- Rips and tears are allowed, but no visible skin can be showing above mid-thigh.
- Jeggings, leggings, tights, yoga pants, or other form fitting pants are acceptable only if a dress code approved shirt, dress, or similar cover/top is mid-thigh length or longer. Bottoms that are sheer, too tight, revealing, or causes disruption are not allowed.
- Athletic shorts/pants and sweat pants are allowed to be worn, but lounge pants and pajama pants are not allowed.

## **JACKETS, SWEATSHIRTS & SWEATERS**

- Trench coats will not be allowed.
- Jackets, sweatshirts, and hoodies are allowed to be worn when cool weather permits.
- For safety reasons, hoods must not be worn at any time on campus; this includes classrooms.

## **SHOES & FOOTWEAR**

- Students must wear closed-toed shoes daily. No sandals, slides, etc.
- All shoes worn must have a back strap.
- Sneakers are required for PE.

## **CONSEQUENCES**

Any student who violates this dress code policy will be subject to disciplinary action. Failure to follow the dress code will result in the following:

- First and Second Offense: Phone Call home & student changed into appropriate clothing. We encourage parents to send an extra set of clothes to keep in the backpack.
- Third Offense: Time Out Form & Time Out during lunch
- Fourth Offense & Beyond: Phone call home and loss of additional privileges.