

Welcome to Kenwood!

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Elementary School

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INTRODUCTIONS

Principal–Mrs. A. Yoos

Email: amyoos@hammond.k12.in.us

Phone: (219) 933-2469 Ext. 5910

Instructional Coach– Mrs. L. Smith

Email: lsmith@hammond.k12.in.us

Phone: (219) 933-2469 Ext. 6042

Office Manager– Mrs. E. Vasquez

Phone: (219) 933-2469 Ext. 5900

Meet Our Teachers

School Hours



First Day – Wednesday August 16th !

- ▶ Our doors open at 8:30 a.m. There is no supervision prior to 8:30 a.m. For your child's safety, we ask that students not arrive to school prior to that time.
- ▶ 8:30am – Breakfast begins
- ▶ 9:00am – Teachers pick up students from gym and escort them to their rooms
 - ▶ Please have your child here by 9am!
- ▶ 9:10am – Tardy Bell
- ▶ 3:15pm – Dismissal

Pick Up-3:15 p.m.

- All students are dismissed from Door A, unless they are picked up by the bus or an afterschool program.
- Please note that to ensure the safety of your child, our pick-up procedures are as follows:
 - A Kenwood staff member will approach your car with a hand-held radio asking the name(s) of the students being picked up.
 - The staff member will communicate that information via handheld radio to the office.
 - Your child's name will be announced on the intercom and will exit through Door A.

To help keep everyone safe and traffic flowing:

- Do not leave your car unattended
- Do not enter the building. In order to allow our students to safely exit the building, we have to keep the vestibule clear and outside doors clear. We would like to ensure a clear path for our students to safely exit the building. If it is necessary to enter, please do so through door A and sign in at the office
- Do not double park
- Please do not speed

Late Pick-Up



- Names will begin getting called at 3:15 p.m. At 3:30 p.m, all students whose names have not been called will walk down to the office and wait for their ride.
- If you have not picked up your child by 3:45 p.m., you will have to come in the front office and sign them out.
- Notices will be mailed out if a child is chronically picked up late.
- If an emergency arises and you will be late to pick up your child, please contact the front office.



Attendance and Tardies

Excused Absences:

- ▶ Illness of the student as verified by the parent. Note: Excessive illness may require verification by a physician.
- ▶ Death in the immediate family as verified by the parent.
- ▶ Being sent home by a school authority during the school day for other than disciplinary action.
- ▶ An absence which occurs because whatever needs to be taken care of absolutely cannot be done at any other time. NOTE: This type of absence must have prior approval of the principal.



Excessive Attendance and Tardies

- ▶ UNEXCUSED absences have the following consequences:
 - ▶ 1. After the student has missed 3 (three) unexcused school days or had 3 (three) tardies, teachers will begin the referral process and a note will be sent home to parents.
 - ▶ 2. After the student has missed 5 (five) unexcused school days or had 5 (five) tardies, the parent will be contacted by the office. If support is needed, a referral to Geminus Community Partners may be made.
 - ▶ 3. After the student has missed 8 (eight) unexcused school days or had 8 (eight) tardies, a support option will be given to parents through Geminus Community Partners. A conference will be scheduled with the administrator.
 - ▶ 4. After 10 (ten) unexcused school days or 10 (ten) tardies, a referral SCH truancy officer will be submitted.



Birthday Treats

Due to new federal health regulations and the need to focus on instruction we must adhere to the following guidelines for bringing in birthday treats to school:

- ▶ Must be store bought
- ▶ Have ingredients listed on the packaging
- ▶ No Parties
- ▶ Please keep it simple
- ▶ Contact the teacher the day before if you are bringing treats



Lunch

All students are expected to eat lunch at school. (All Elementary students receive “no charge” breakfast and “no charge” lunch!) Students may bring a lunch from home or receive a lunch in the school cafeteria.

- ▶ Students may bring water or juice in their lunches, however, **soda of any kind is not allowed.**
- ▶ **No Outside Fast Food** (Subway, McDonalds, etc.) may be brought to school by a student or parent.
- ▶ No large bags of chips will be allowed at school.
- ▶ Due to safety and limited space, there will be no visitors at breakfast or lunch on a daily basis.

Free/Reduced Lunch & Textbook Fees

Even though our lunch is “no charge” the state gives us federal dollars based on the number of students who qualify for “free & reduced lunch”.

This is also connected to textbook fees.

To stay ahead of the game AND so that Kenwood is able to receive the funding that we should be getting, please stop by the computer lab TODAY and fill out the online application!

It only takes a few minutes!

Thank you in advance for your cooperation and helping us reach our goal of 100% participation!

Parent Volunteers

- ▶ **Background Check**–Anyone entering the building beyond the office or attending field trips will need a completed background check. Background checks are completed through the administration building. They take approximately two weeks. Forms are available in the office.
- ▶ **Classroom Volunteers**– If you would like to be a parent volunteer, please complete the background check form and notify your child’s teacher who will then contact you with more information.
- ▶ **Recess Volunteers**–We welcome recess volunteers who are willing to spend a few hours helping out at recess time. Please check into the office if you are interested in helping. If you have a free day or a couple of hours to spare, we always appreciate the help.
- ▶ **Parent Volunteers**–If you are interested in signing up to volunteer for school functions and other activities, please sign up at the front door.

School Wear Policy Guidelines

Shirts and Tops

- Must be solid white, red, light or navy blue collared polo or dress style only.
- Shirts must have sleeves, no holes, rips, or tears.
- No writing or logos are permitted, except approved SCH spirit wear.

Sweaters/Sweatshirts

- Solid cardigan (button or zip) and crew-neck sweaters, pullovers, and sweatshirts are permitted in white, navy, or light blue; no writing or logos are permitted except approved SCH spirit wear.

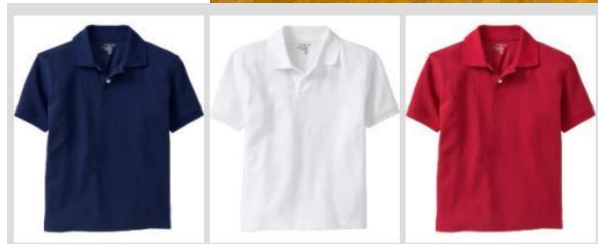
Pants/Slacks/Shorts/Capris/Skorts

- Must be solid color of navy or khaki, no denim
- Garments designed with belt loops must be belted at the waist.
- Shorts, skirts, and skorts must be no shorter than 3" above the knee.
- Bottoms made of stretch knits, spandex, flannel, denim, or fleece such as sweatpants, jogging pants, or any type of athletic clothing are not permitted.
- Baggy, saggy, long, or form-fitting pants are not permitted.

Shoes

- Shoes must be designed to be worn outside the home.
- Shoes must be tied, and shoes with Velcro closures must be secured at all times as designed.
- Flip-flops, slippers, and high platform shoes are not allowed.

School Wear Policy Guidelines



School Wear Violations

First Violation: **The school will provide alternative clothing for the student for the day. A “Notice of Uniform Violation” will be sent home with the student.** This notice requires the parent to sign and return the form back to the school the next day.

Second Violation: The school shall attempt to call the student’s parent or guardian to determine whether the student has uniform clothing. If the student has uniform clothing, the school should request that the parent bring them to school. **A “Notice of Uniform Violation” will be sent home and mailed with the student.** This notice requires the parent to sign and return the form back to the school the next day.

Third Violation: Student will complete their work in the office for the day.

Fourth and Subsequent Violations: The student will be subject to suspension.

Please contact the school if there are extenuating circumstances contributing to your child being out of uniform. We are happy to provide resources for uniform assistance if this is the case.



STI

Grades will be updated in STI for each week by the following Monday at 9am. You can check progress at any time with your username and password. See the office if you need login information.



PTA

- ▶ President
- ▶ Volunteer
- ▶ Meetings

Discipline

The grounds for suspension or expulsion apply when a student is:

1. On school grounds immediately before, during and immediately after school hours and at any other time when the school is being used by a school group;
2. Off school grounds at a school activity, function, or event; or
3. Traveling to or from school or a school activity, function or event.



First Day of School

Students/Parents

- ▶ Enter through door A, unless you are with YMCA.
- ▶ Parents – Please hug/kiss your child and tell them to have a great day! 😊
- ▶ Students– go eat breakfast or head to the gym. We will have all staff members helping during the first week!
- ▶ If you eat breakfast, once you are finished, go to the gym.
- ▶ In the gym, you will read and sit in grade level lines until your teachers come to pick you up at 9:00am!



We are a Title 1 Building

School City of Hammond is now a Title I District

- What is Title I?
 - Title I, Part A of the Elementary and Secondary Education Act (ESEA) provides financial assistance to states and school districts to meet the needs of educationally at-risk students. The goal of Title I is to provide extra instructional services and activities which support students identified as failing or most at risk of failing the state's challenging performance standards in mathematics, reading, and writing.
- What does this mean for Kenwood?
 - We are able to fund an RTI aide to work with students who need extra help!
 - Opportunities for additional professional development for staff
 - More individualized programs for students
 - Additional materials to supplement a student's regular instruction



Title I

Title I Requirements:

- Compacts – Agreement between the school, students, & parents
- Conferences
 - There will be a scheduled parent/teacher conference after the first/third report card. Conferences will also be scheduled on an as needed basis.
- Side by Side
 - There will be 2 side by side events during the year. One for Reading and one for Math. These dates will come home soon.
- Family Nights
 - There will be at least 2 Family nights, one per semester focusing on Reading & Math. These will highlight student work & teach strategies to enhance learning at home.
- Parent Workshops
 - Workshop dates to follow.



Title 1

Title I Requirements:

- District Forums and Dates
 - School Board Meeting – These are listed on the District Website.
- How parents can be involved
 - Monitor your child's progress on Chalkable/STI
 - Stay in communication with your child's teacher
 - Join PTA
 - Volunteer



Before You Go

- ▶ Of course meet your child's teacher, see the classroom, and learn the class expectations!
- ▶ Visit the PTA Table and sign up for Kenwood PTA!
- ▶ Parent handbooks will be sent home with students.
- ▶ Stop by the computer lab outside of the office and fill out an online application for textbook assistance! Anyone that fills out an application – even if you end up not qualifying – you will be entered in a raffle for a \$20 gift card for Dunkin Donuts! Winner will be announced tomorrow morning in the announcements.
- ▶ Drop your scavenger hunt off in the box near the office. Winners will be announced tomorrow after school.

