











ABC's of the Cross Lanes Elementary Parent Handbook

	Attendance- Please plan to attend school every day, except in cases of illness or emergency! You are allowed ten parent notes for illness. You may also turn in doctor excuses. You have three days to turn in excuses upon return or they will not be counted as excused. Please keep absences under 10 days so your child isn't chronically absent and miss instruction.
	Become Involved- Can't volunteer? That is ok—you can still be very active in your child's education. Ask what your child did in class, read to/with your child, communicate with the teacher.
	Communication- Grades K-5 will have communication folders. Please have your child return their folder daily. Please check dojo and schoology daily for updates, messages and grades.
	Dismissal- school ends at 2:00. You must send a note to school if your child is to go home a different way than his/her normal schedule. Picks ups are at 2:05 after the buses arrive.
	Emergencies- please make sure we have the correct information on file for your child. If phone #'s change, you can call or send a note so your child's file can be updated!
	Field trips- our school will be going on field trips this year. Permission slips must be returned for your child to attend. We will send these slips home in advance as we go on field trips.
	Grades – Please check schoology at any time to see missing work or grades.
	Homework- your child may have homework. Please have a time and spot for homework each evening. It is important to read every night.
	Illness- rule of three: vomiting, diarrhea, fever free with no meds for 24 hours before returning to school. All excuses/notes must be turned in within 3 days of returning to school.
	Just ask- any questions or concerns, please feel free to contact your child's teacher by e-mail, dojo, schoology, or call the school 304-776-2022.
	Kindness- we will learn about being kind to others and ourselves every day.
	Lunch- family members are welcome to join us for lunch. Please call by 8:00 the day you want to attend. Lunch is \$4.25 for adults. Free breakfast and lunch for all students.
	Money- when sending money to school, please put it in an envelope or in a Zip lock pouch and label with your child's name and what it is for.
	Newsletters- newsletters with Class/School updates and current happenings will be sent home and/or on schoology/dojo as needed to keep parents informed of any new information.

	Office- always check in the office when visiting the school.
	Proper Clothing- Please remember, no flip-flops, slide-ons, or high heels can be worn for recess or PE. If wearing unsafe shoes, your child will not participate in PE. Stomach area must be covered (no crop tops).
	Quick and Quiet Hellos- as you volunteer in our classroom or our building, you and your child may acknowledge each other with a "quick and quiet" wave hello. It is important for them to greet you, but remain involved in class activities.
	Reading- students are expected to read at home every night, as part of their nightly homework. Encourage them to bring their library books home to read and return them daily to use in class as well.
	Safe Schools – We will practice fire drills, shelter in place and lock down drills through-out the year. Please remember that students will only be released to leave with people listed on emergency card.
	Times- students should be in their seat by 7:25 (breakfast done and unpacked) because instruction begins when the bell rings at 7:30. Arriving after this time causes students to lose instructional time. You must sign your child in if arriving after 7:25. Doors open at 7:00 am. Dismissal for pick-ups begins at 2:05 after the buses are on the lot or we open the lot.
	Unique- every child is unique in their own special way!
	Volunteers- We love volunteers! Moms, dads, grandparents, etc... you can volunteer. Please let the teacher know if you'd like to help and we can find a classroom/school job for you!
	Website- our website is updated monthly. Go visit our school web site, dojo and schoology to see all the events happening at Cross Lanes Elementary. http://cl.kana.k12.wv.us
	We are eXcited to work with You and Your child this year! Make sure he/she gets plenty of Zzzz's each night as we have exciting days planned for this year!

You are an important part in your child's education.



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