



# WELCOME TO MEADOW LANE

***-A place where early learners will be immersed in an optimum learning environment-***

At Meadow Lane School, we are proud of our tradition of excellence and commitment to helping each child reach their personal best through rigorous goals for our young learners. Our school community takes to heart the belief that it takes a village to raise a child and that working in unison, our students can excel to great heights.

## **ACADEMIC RECOGNITION AND CELEBRATION OF SUCCESSES**

There are many opportunities for our young learners to be recognizing, both in the classroom and schoolwide. These recognitions include, in part,

Good Choice Recognitions -Golden Eagle tickets for good citizenship, helping others, and making good choices.

Positive Referrals- Academic success, reaching reading and math achievement growth

Perfect Attendance- Trimester and end of year recognition

Academic Recognition – Classroom Incentives

## **REPORTS TO PARENTS**

Parents are regularly invited to meet with staff to review progress. Formal parent/teacher conferences occur in November of the school year with follow up as needed.

## **ATTENDANCE PROCEDURES/ABSENCES**

It is important that your child maintains good attendance at school on a regular basis to support student learning. When your child is absent, please notify the school office or send a note the next day. The school phone number is 378-7030. After two days without notification, the absences will be considered unexcused. Unexcused absences are considered trancies. Qualifying for perfect attendance includes being to school on time. Tardiness will exclude a student from perfect attendance.

## **ILLNESS/INJURY**

School staff will treat minor injuries. When a student experiences more severe injuries, such as a head injury, the parent/guardian will be contacted. In turn, the school will complete an Incident Report. It is imperative that we have working contact numbers to reach the child's parent or emergency contact.

## **PARENT PICKUP/DROP OFF**

Due to our preschool through second grade population, it is important that safety be our number one priority. When doing a drive-thru drop off or pick-up, please stop in the designated area in front of the school. Parents, if you are parking, please walk your child across the crosswalk area. *Please DO NOT drop off your child before 7:30 a.m. on the campus as there is no one on duty to monitor.* In turn, you may walk students to class or the play yard in the morning, but you are not allowed to linger on campus for more than a few minutes without a Meagan's Law Background Check which has cleared. If staying on campus, please check in with the school office and obtain a badge. After school, upon dismissal, please remain in the front of the office area. Do not go to the classroom to pick up your child as he or she will be walked to the parent area.

Student transportation changes should be kept to a minimum. The office staff will need to be notified of any changes BEFORE the school day begins, unless it is an emergency.

## **VOLUNTEERS ON CAMPUS**

Meadow Lane School welcomes volunteers to support our learning environment. All volunteers must complete a Meagan Law Form and be cleared prior to beginning assisting on the school campus. If a parent/guardian or community member is planning to volunteer on a regular basis at Meadow Lane, he/she must be fingerprinted. Volunteers must sign in and obtain a badge to wear while on campus.

## **LOST AND FOUND**

Please clearly mark all student lunch boxes, sweaters, jackets, etc. with a lasting ink marker. The Lost and Found is in the cafeteria. Items not claimed are periodically donated to charity.

## **PERSONAL PROPERTY**

Personal items such as toys, pets, cell phones, etc. should not be brought to school unless the teacher has granted prior permission. We cannot be responsible for such items, even if they are given to the staff for safekeeping. Please check your child's backpack regularly as young children tend to bring a lot of toys to school which can create many challenges and distractions.

## **DRESS CODE**

Clothing must be appropriate for school. Word/phrasing on shirts must be appropriate in nature. **Flip flop style shoes and baseball caps are not permitted at school. No tank tops are allowed.** The principal will decide the appropriateness of any clothing.

## **MEADOW LANE DISCIPLINE PLAN**

Our goal is to provide a safe and effective learning environment that enables our students to achieve to their highest level. To that end, we utilize a progressive discipline plan and aim for all disciplinary consequences to be respectful, related, and reasonable. Ed Code 48900 and 48915 is followed for suspendable offenses.