

SUE CREECH ELEMENTARY

CAMPUS PAGES

Creech Elementary Mission Statement:

We will collaborate using data analysis, technology, and innovative ideas to educate and meet the needs of the whole child to be productive citizens of the future.

Creech Elementary Vision Statement:

We envision an SCE Community of responsible, respectful citizens who embrace a lifelong commitment to innovative learning.

The values of the Creech Elementary Community are to...

- Commit to do our best.
- Open our minds to new ideas.
- Model good citizenship.
- Expect all to be involved.
- Treat each other with respect.
- Skyrocket to academic achievement.

Creech Comets BARK:

- Be respectful
- Act responsibly
- Ready to learn
- Keep Safe

School Colors/Mascot:

Creech Elementary is represented by the colors of Columbia Blue and Silver. Our mascot is a dachshund dog named Comet.

Sue Creech Elementary
5905 South Mason Road
Katy, Texas 77450

(281) 237-8850

Arrival:

(School hours: 8:25 a.m. - 3:35p.m.)

Our school doors open at 8 a.m. Students arriving by car may only be dropped off on the south end of the building at 7:50 a.m., please not any earlier. The school day is long; therefore, children should NOT ARRIVE ON CAMPUS before this time. Your cooperation with this matter is appreciated. **Car riders arriving late on rainy days are unexcused tardies.** Please plan accordingly.

Students reporting to school **after the 8:25 a.m. bell** will be considered tardy. Tardies are considered partial day absences for attendance purposes. Our expectation is that children will be in their classrooms when the tardy bell rings. If not, they are to check-in at the front office accompanied by a parent. If a student does not have a written excuse, the student will receive an unexcused tardy. Students on late buses will **not** be marked tardy. When a student receives five (5) tardies, they will receive a letter from the Creech Administration. When a student receives ten (10) tardies, they will serve an After School Detention. This will be monitored by an administrator. After School Detention will be held from 3:45-4:30. This will apply to students in grades 1-5 only. See the Transportation section for various ways our students arrive and dismiss from school.

If a child is not present when attendance is taken at 10:00 a.m., he/she is counted ABSENT FOR THE ENTIRE DAY. (Exception: a healthcare appointment with a Dr.'s note)

Backpacks:

To accommodate the safety of all students and almost 100 staff members in our hallways and classrooms, it is necessary to provide additional policy on the use of student backpacks.

Students will be allowed to carry regular sized backpacks (one per student) to and from school. It is not necessary for students to carry additional duffel bags, tote bags, or gym bags to school except on rare occasions when students may need uniforms, etc.... for after school activities.

To prevent falls and tripping in the hallways and accidents to/from the busses, the following policy is in effect:

Students in **Kindergarten, 1st and 2nd** will carry traditional **backpacks**. Primary students *should not bring backpacks on wheels*.

Students in **Gr. 3, 4, & 5** are allowed to use backpacks with wheels.

Birthdays:

Invitations: Birthday invitations are classified as non-school related materials and may not be distributed to students at school since no other flyers from "like" groups are allowed to be directly distributed to students (See KISD Disciple Management Plan and Student Code of Conduct).

Treats: Students are allowed to bring birthday treats that may be shared with their classmates on his/her birth date. These treats will be served during a non-instructional period of the day. The treat is limited to one time per classmate and it is preferred that the treat be a single-serve item (cupcake, cookie, etc.) so that it can be served, eaten and cleaned up within 10 minutes. The birthday treat must be store-bought with ingredients labeled and brought to the campus for allergen review. **Birthday treats must be delivered to the school no later than 10:00am to be reviewed by the nurse and delivered to the classroom.**

Breakfast:

Breakfast is served in the Cosmic Café each morning from 8:00-8:25a.m. For menu selections and prices, please visit <http://katyisdfoods-services.com>.

Cell Phones/Telecommunication Devices:

Elementary students are not allowed to have cell phones turned on while on campus unless teachers request for academic use. They are also not to be used while riding on a school bus. Wrist watches that send digital communications also apply.

We ask that parents refrain from using cell phones in the hallways or classrooms as it is a disturbance to the learning environment. We also ask that cell phone use in the front lobby is kept to a minimum since it is also a disturbance to the front office.

See Katy ISD Discipline Management Plan Student Code of Conduct via www.katyisd.org for more detailed guidelines about use of telecommunication devices in school.

“Comet Academy” (before and after school Tutorials):

Comet Academy is held to assist our students identified by teachers as benefiting from some extended instructional time in math, reading, science, and/or writing. Comet Academy is offered only for grades 3-5. Students are selected based on academic priority. Thanks to KISD for the funding that provides these services each year!

Communication:

Communication between the school and parents will occur in a variety of ways by both the administration and classroom teachers:

- Conferences
- Tuesday Communication Folder
- Home Access Center
- Weekly Classroom Newsletter
- Weekly Campus Newsletter
- School Messages through Blackboard
- Remind 101

We encourage informal communication via phone, email, and face to face conferences throughout the school year to discuss the needs of your child.

Conferences:

At least one conference per student is required each year, however a parent may request a conference at any time. A note or email should be sent to the teacher to schedule a time to meet. **Teachers will not be able to confer on a “drop -in” basis**, as they must maintain the class schedule and often have other responsibilities during their planning times. Please allow teachers 24 hours to respond to telephone messages, notes and emails. Teachers often have conferences and meetings during their planning period and after school. They are not always able to immediately return all the messages they receive in a day.

Communication Folder (Tuesday Folder): Students will bring home graded papers, memos and flyers in their Tuesday folders.

Home Access Center (HAC): HAC allows Katy ISD parents to access their student’s schedule, homeroom teacher, grades, assignments, test scores and absences. Parents can also update basic parent/guardian contact information. The same username/password apply from year to year. If a username and/or password is needed, please contact your child’s campus.

Weekly Newsletters/Websites:

Each grade level will send a weekly email containing information pertinent to the week ahead such as upcoming tests, projects, topics to be covered in class or any other information specific to the grade level or teacher’s classroom.

Creech Elementary’s weekly newsletter is called **“The Stargazer”**; this is published weekly (usually each Wednesday afternoon) and sent via email to all parents through the campus messaging system.

Katy ISD and Creech Elementary maintain a district and campus website, which is a wonderful resource for school news and resources for parents. The web page can be accessed at <http://www.katyisd.org/sce>.

The Creech PTA website provides much school-related information, as well. The web address is www.creechpta.org.

School Messages through Blackboard:

An automated system will be utilized to communicate information and notices that relate to KISD, Creech Elementary and other feeder pattern schools. Messages will be sent based on information provided on the student's enrollment card.

Please keep your information up to date to ensure you are receiving all communications from the school.

Remind 101: Remind 101 is a text messaging platform that each campus utilizes in Katy ISD to relay important information directly to each parent's mobile device. Parents **MUST** subscribe to this separately, see instructions below:

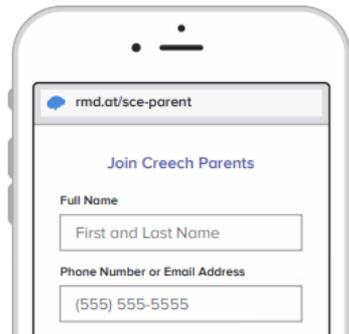
Pick a way to receive messages for Creech Parents:

A If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

rmd.at/sce-parent

Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.



B If you don't have a smartphone, get text notifications.

Text the message @sce-parent to the number 81010.

If you're having trouble with 81010, try texting @sce-parent to (720) 399-4447.

** Standard text message rates apply.*



Conferences:

At Creech Elementary, teachers are required to have one face-to-face conference with parents each year. If a child is struggling with academics or behavior, additional conferences may be called.

Parents may request a conference with the teacher and schedule it during the teacher's designated conference time within their contract day. See "Communication" section in this handbook.

Counselor:

Creech Elementary utilizes the services of a full-time, certified counselor. The counselor has a variety of duties and responsibilities that are directly related to the parent and child. There may be conferences throughout the year involving both the counselor and the teacher. Some of the major functions of the counselor are:

- ⊙ Conferencing with teachers, principal, and parents regarding student progress in academic or behavioral areas;
- ⊙ Leading group counseling sessions in the classroom/counselor's office;
- ⊙ Supervising the testing program for the school;
- ⊙ Conducting parent-study groups on effective parenting;
- ⊙ Conducting counseling sessions with individual children.

The counselor is prepared at all times to speak with parents. Please call to schedule a conference at 281-237-6066.

Deliveries:

All deliveries must be brought to the school by 10:00am. This includes lunch, birthday treats, and homework (to be placed in teacher's mailbox). Items will not be delivered to the classroom if received after 10am. Parents will need to bring lunches before 10am or wait until your student's lunch period.

Dismissal:

School is dismissed at 3:35 p.m. Students leave school in a variety of ways: car, bus, day care and bike. Encourage children to think carefully before they leave school so that they have everything needed for homework and projects. Students are not allowed back to the classrooms after 4:00 p.m.

Parents should plan to provide the school/homeroom with your children's primary mode of transportation home at the beginning of the school year. Teachers will have sign-up lists in their classrooms during Meet the Teacher night in August and on the first day of school. Please inform the teacher whether your child will be a:

- ⊙ Bus rider
- ⊙ Car Rider
- ⊙ Day care (Name of Day Care)
- ⊙ Walker or Bike rider; (north or south side)
- ⊙ VIPS Kid Pick up (in front lobby area)

ANY CHANGE IN THE NORMAL TRANSPORTATION OF YOUR CHILD MUST BE SUBMITTED IN WRITING TO YOUR CHILD'S HOMEROOM TEACHER BEFORE 3:00 PM UNLESS IT IS AN ACTUAL EMERGENCY.

PHONE CALLS, EMAILS and FAXES ARE NOT AN ACCEPTABLE WAY TO NOTIFY THE SCHOOL OF A CHANGE IN TRANSPORTATION! THIS IS FOR THE PROTECTION OF YOUR CHILD DO NOT LEAVE A CHANGE OF TRANSPORTATION MESSAGE ON A TEACHER'S VOICE MAIL or EMAIL because he/she may not get the message in time.

Change of transportation cannot be guaranteed after 3:00 pm.

TEACHERS WILL NOT PERMIT THEIR STUDENTS TO CHANGE THEIR MODE OF TRANSPORTATION WITHOUT WRITTEN NOTIFICATION FROM PARENTS!

PARENTS ARE NOT PERMITTED TO PULL STUDENTS OUT OF THE BUS LINE, OFF THE BUS OR OUT OF CAR RIDER LINE.

This is for the safety of all students on campus.

DRESS CODE:

SCE students are expected to adhere to the KISD dress code (please see: Discipline Management plan and Student Code of Conduct). If the principal/assistant principal determines that a student's grooming or dress violates the District's dress code, the student shall be given an opportunity to correct the problem at school before calling home. Make-up is not considered age-appropriate in elementary school. Hair should be groomed in a manner that is not a distraction to the school setting, including unnatural color, style and/or glitter. Shorts and skirts must be longer than fingertips when arms are held down at sides. Pants may not be made of inappropriately form-fitting material (exercise leggings). Shorts may be worn over the leggings or the shirt must be longer than the fingertips. Tank tops must at least two-fingers wide at the shoulders and no spaghetti straps or open backs are allowed. Students should not wear "burn- out" shirts that can be transparent. Students who violate this will be asked to call parents to bring acceptable clothing or will be provided a change of clothes from the nurse's closet.

Early Arrivals at School:

The **8:00** a.m. bell allows students to enter the classroom. It is requested that students arrive at school between 8:00 - 8:10 a.m. Students may be dropped off in the car rider line at 7:50 a.m.

Children must not arrive prior to 7:50 a.m. There is no student supervision when children arrive at school too early. Contact the YMCA if you need morning daycare offered at SCE from 6:30 - 8:00 a.m. daily.

EARLY CHECK OUTS:

Parents should avoid checking students out from school between 3:00 - 3:35 p.m. This is a safety concern and will enable us to adequately supervise ALL students. Be prepared to show photo identification whenever checking your student(s) out early.

Homework:

Homework is an essential part of the academic program at Creech Elementary. Teachers are asked to maintain the following KISD guidelines for the assignment of homework:

KG & 1st Grade	30 minutes maximum per day
Grades 2 and 3	45 minutes maximum per day
Grades 4 and 5	60 minutes maximum per day

Students are expected to turn in their class work, homework and projects on time.

Assignments not turned in on time will result in a 10 point deduction from the grade for each day, for the first three days, the work is not completed and turned in. After three days, ZAP Lab will be assigned.

1st day late - 10 points

2nd day late - 20 points

3rd day late - 30 points

***3+ days late - requiring student to stay for ZAP Lab to complete the assignment**

Creech has implemented **ZAP Lab- Zeroes Aren't Permitted!** To achieve academic success, students need to be responsible for completing class work. This is an after-school session on Thursdays that will be recommended by the teacher when needed.

ID Badges:

Every student must wear their school ID badge throughout the day, and it must be clearly visible. This ID badge is used in the cafeteria to purchase lunch, in the library to check out books and in the computer lab to access the computers. The student is issued one free ID badge at the beginning of the school year. If the student loses, breaks, or marks it up in any way, the student must purchase a new one. We must be able to see the picture and read the ID clearly. If an ID badge is lost or destroyed, it must be replaced within a reasonable period. The cost of replacing an ID badge or lanyard may be obtained at the front office or your child's homeroom teacher.

Library (Library Media Center):

The library (Library Media Center) houses all types of instructional materials and equipment. Children are encouraged to come to the library regularly. It is the district's library policy to serve patrons with a broad selection of materials to satisfy the informational needs of the students, faculty, and community members.

Each class is scheduled for instruction and browsing. Children are also encouraged to participate in the reading incentive programs conducted by the librarian (Library Media Specialist).

It is important to understand that you are responsible for any materials checked out by your child. If a book is lost or damaged, the replacement cost is required so the material can be replaced by the library media specialist. The damaged item will then be disposed of as per Katy ISD's property disposal procedures.

The library media centers may contain print and non-print materials that some parents may not find suitable for their child. Self-selection is encouraged. Please familiarize yourself with the materials your child borrows from the library media center. It is the parent's responsibility to determine any restrictions limiting access to materials for his child and to discuss those restrictions with the child.

Lost & Found:

PLEASE mark all items of clothing, lunch boxes, and supplies with your child's first and last name and the name of his/her homeroom teacher. This enables us to return lost items to a child. Student property that is not labeled will be placed in the school "Lost and Found." Students and parents are encouraged to periodically look through the "Lost and Found" for missing items. Jewelry, glasses, money, any small items will be placed in the front office. All other items are placed on a rack that is located outside the gymnasium. At the end of each semester, items not reclaimed will be donated to a local charity.

Lunch (Cosmic Café):

Seating at lunch is extremely limited in our cafeteria for visitors this year. In order to provide maximum seating opportunities for guests during lunch, we ask that all follow these requests:

- Limit visits to birthdays or a **maximum visit of once per week**
- Visitors limited to a **maximum of 3 per student** and **must be persons who meet KISD visitor guidelines for elementary students.**
- Avoid Mondays, Fridays, and days before holidays, whenever possible
- Sit side by side at the visitor tables to provide maximum seating availability
- Visitors must sit with their child only at a table designated for visitors

We do not want to turn visitors away at lunch, but our first obligation is to provide optimal seating for students. We are hopeful that if all parents follow these requests, our school will continue to have daily seating available for all who wish to have lunch with their child/ren. Thank you for your consideration of this request. **Please plan ahead to arrive promptly prior to your child's lunchtime, as it is often upsetting to children when a parent arrives late** and the lunch visit is shortened.

See the "Visitors in Cafeteria" section in the front of the handbook for more information.

In order for students to learn the routines and expectations of the lunchroom, we respectfully request that there be no lunch visitors for the first 2 weeks of school for all grade levels.

Nurse:

Creech has a nurse on staff. You can reach her at 281-237-8875. The nurse will handle issues that arise during your student's day. Please consider sending a set of extra clothing in your child's backpack for emergencies (including extra underwear and socks). Any medications that are to be administered at school, must be accompanied by a release form, located on the KISD website, or through the front office.

PTA:

Creech Elementary has an active PTA. There will be a membership drive at the beginning of the school year. We encourage all parents, teachers and community members to join our PTA.

The PTA is extremely supportive of our school, and this support benefits every Creech Elementary student. There will be many opportunities for all parents to become active in PTA functions throughout the year. If you are interested in becoming active in our PTA, please fill out the ***Volunteer Information Form***, and send it back to your child's homeroom teacher (the *Volunteer Information Form* will be sent home with your child on the first day of school). You may also contact a committee chairperson. Visit their website at www.creechpta.org

Parties:

There are two school parties each year, one in the fall and one in the spring. PTA homeroom parents are in charge of organizing the parties. Parents may be asked to send a nominal donation to PTA to help defray the costs of each party. Homeroom parents may ask for your assistance in providing food, games, or help for the parties.

Parent planners are encouraged to focus on activities, not food, at these parties. Food should focus on healthy choices.

Photographs/Videography:

Confidentiality issues related to directory information and the FERPA (Family Education Rights and Privacy Act) must be considered when photos or videos are used in public schools. Parents may take photos/video at public school events such as plays, sporting events, or recitals considered "public" events. Privacy expectations at such events are much less than what is expected in a classroom. Parents voluntarily choose to have students participate with the knowledge that pictures will be taken. Pictures taken in a classroom are different because the expectation of privacy is much greater. There may be students in class whose parents indicated in writing that no directory information (including photos) is to be released to the public. Therefore, parents may not take photos or use video cameras in classrooms or in areas that are not opened to the general public. "Classroom" is defined to include academic classes, art, music, gym, cafeteria, or any area of the campus or school grounds used for instructional purposes. If the event is during the

instructional day (i.e.: classroom or grade level performances), students are considered a “captured” audience and directory information and FERPA apply; even if parents are invited to observe. Yearbook photographers will be notified during these events. Cameras include video cameras and cell phone cameras. The same rules that apply to parents apply to students. Students may not have cameras on campus.

Playground /Safety:

The Creech playground is open to the public after 4:00 pm daily. Playground safety rules are reviewed with the children in Physical Education classes and in homerooms. Each child has access to the playground during supervised recess daily for 30 minutes. Safety on the playground is vital. Please remind your child(ren) to play safely when at recess.

Principal/Assistant Principals:

The principal and assistant principals will be involved in all facets of the operation and maintenance of our excellent school facility and instructional program. This includes working closely with teachers, administrators, students, parents, and community patrons. There may be an occasion for parent-principal or parent-teacher-principal conferences. The principal is always anxious to participate in conferences that will benefit a child and his/her school environment. **Parents should always discuss classroom concerns with the teacher first before contacting a principal.** This can alleviate confusion or misunderstanding. It is difficult for a principal to discuss a situation with a parent before the teacher has been contacted.

Progress Reports/Report Cards:

Students in grades 1 – 5 will receive a computerized progress report half way through the grading period and a report card at the end of the grading period. When you receive a progress/report card, please sign and return it so the teacher will know you have seen the report and are aware of your child’s academic progress. A conference may be scheduled if your child receives a progress report with unsatisfactory grade(s).

Remember to access ongoing student grades via the HAC – Home Access Center at www.katyisd.org.

Recess:

Creech students have recess daily. Recess may include a structured walk period and/or playtime on either the playground area or the games area painted on the hard top / sidewalks. All recess times are supervised by teachers on duty. Safety rules are reviewed in P.E. and reinforced by teachers at recess.

Response to Intervention:

Response to Intervention (RTI) is a multi-tiered proactive approach to meeting the academic and/or behavioral needs of struggling students. It relies on collaborative, interdisciplinary teams that work together to lend support to the efforts of regular classroom teachers and to bring about improved academic performance for students who are achieving below expected levels based upon aptitude, behavior, and /or District standards.

The goal of RTI is to foster classrooms where teaching is directed toward the variable learning needs of a diverse student population. To achieve this goal, school personnel enrich and supplement the curriculum through analysis of individual student performance, consultation/collaboration, and differentiated instruction. For questions concerning RTI, please contact your child's homeroom teacher.

Safety and Security:

During the school day, we ask that all visitors enter and exit through the front doors and wear visitor's badges through our Raptor system. Please be understanding if a staff member asks you to return to the lobby area for a badge. This precaution is in place to identify any person who appears to not have checked in through the standard procedures. Teachers have keys for the playground exit doors. Doors should never be propped open unless a teacher is in the immediate area.

At dismissal, we follow a very well-orchestrated procedure that we hope optimizes student safety. We use hand held radios, duty patrols, and announcement schedules to create an efficient dismissal system.

Creech has in place a Crisis Team in place. Members of this team are assigned specific tasks during various emergency situations. The district also has a district-level crisis management team that we

could call for assistance. We have access to assistance from KISD Police, the Fort Bend County Sheriff's office, Community Fire Department and EMS.

Our nurse also has developed a medical emergency plan for the campus. This is used if we have the need of EMS assistance. We also have a campus triage team in place.

While it is impossible to be totally prepared for the wide array of situations that could possibly occur, Creech Elementary has policies and procedures in place to address safety and security issues. We take safety seriously. If you have any suggestions, or are in need of additional details regarding any safety or security measure at Creech, please feel free to contact the office.

Safety Patrol:

The Safety Patrol is a trained group of 4th and 5th grade students organized to promote safety in and around the school. These students are recognized as leaders of Creech Elementary. Children in every grade level are expected to obey our safety patrol students.

A Creech Staff Member will organize, instruct, and maintain the Safety Patrol. Students on the Safety Patrol must maintain satisfactory grades and demonstrate appropriate behavior and work habits. Students receive written guidelines for Safety Patrol when they are selected.

Severe Weather Plan:

We sometimes experience severe weather during the school day and at dismissal time! Many children become quite concerned on days like this as to how they are going to get home. This occurs most often with children who walk to school. Please instruct your child as to what he/she should do on days when there is a severe weather condition. This instruction should be given to your child the first week of school. This prevents uncertainty about parents arriving in the car pick up line if they are not in the immediate area and are unaware of the weather around school.

The principal or assistant principal will alert the children to use the "Severe Weather Plan" when there is inclement weather. In order for this to work, children need to be aware of your directions.

If weather is unsettled at **3:00 p.m.**, a decision will be made as to whether the conditions are safe or unsafe for our students. Children will be told to follow their ***Severe Weather Plan*** if the following weather conditions exist:

- ⊙ It is raining hard enough for your child to get thoroughly wet
- ⊙ There is lightning or thunder in the area
- ⊙ The Katy area is under a severe weather warning issued by the National Weather Service

Severe Weather Plan is not a Rainy Day Plan. It is specifically severe weather.

If the rain is not a downpour or it is just wet or drizzly, routine dismissal procedures are likely.

Your child's teacher will assume your child will continue with regular dismissal procedures on such days unless a written Severe Weather Plan is submitted by the parent. All walkers and bike riders will be given a form for the teachers' records.

Selling Items at School:

Creech PTA and/or the Administrative staff are the only entities allowed to sell items at school. All items sold must be through a school sponsored fundraiser.

Sister School:

We are thrilled to maintain a partnership with a KISD elementary school, Mayde Creek Elementary. Our PTA and student body have collaborated to enrich both campuses with our diverse talents and resources.

Specials Classes:

All students at Creech receive regular instruction in Art, Music, and Physical Education. This instruction is provided by certified Art, Music, and Physical Education Teachers.

Student Council:

Student Council will give 3rd-5th grade students the opportunity to take on leadership positions and be a part of student government on campus. Each 3rd-5th grade homeroom elects a student council

representative. Fifth graders are elected by peers to serve on the Leadership Team. Once elected, these students will meet monthly with their sponsors to organize various service projects for the students/campus.

The Student Council may sponsor food and toy drives that benefit Katy Christian Ministries and/or our sister school, hold monetary service projects (Pennies for Patients, Diabetes Walk, Komen Race for the Cure) or provide opportunities to encourage and motivate our school community (Val-a-grams or “Good Luck” Notes).

Testing Days are Closed Campus Days:

Due to test security, our campus will be closed to all visitors on several days throughout the school year. Please check the campus website and marquee for these dates as visitors to the building, lunch visitors, and birthday treats will not be allowed on these scheduled testing dates. Thank you for your patience while we try to provide optimal testing conditions for our students.

Transportation:

Car Rider: The **south** drive has been designated as a PARENT DRIVE for delivering and picking up children at the times specified below:

Morning	7:50 - 8:25 a.m.
Afternoon	3:35 – 4:00 p.m.

PLEASE DO NOT PARK IN THIS AREA DURING THESE TIMES!

Parents should never drop children off in the front of the school or expect them to cross unsupervised through any parking lot. If a parent has a need, the car should be parked in a designated parking spot and the child brought in the front office area by a parent.

For safety and security reasons, we ask that all afternoon student checkouts be completed by 3:00 p.m. Your cooperation is appreciated. Parents are reminded that such early checkouts count as partial day absences for attendance purposes.

We will be using a color/number system for ALL car riders. All students will be assigned a number that will hang on their backpack. All families will be given two hang tags for their vehicles. If you need more, please ask. **All cars must have the official Creech issued hang**

tag or you will be asked to park, and come to the office to pick up your student. All students will be assigned a car rider number, even if they are a bus rider, walker, etc. If there are special circumstances in which 2 or more families are consistently picked up together, then we can arrange for them to have the same car rider number/color. Please contact the school secretary and explain your car-pooling situation.

Several cars will be loaded at one time. Please drive to the cone as directed by the teachers on duty so that we may quickly load cars at dismissal time. We ask that parents remain in their cars. Students should be directed to sit in the back seats. Seat belts should be used. Please do not park and walk across the pickup area to get your child(ren). This causes added congestion and delay and poses a safety hazard. Due to lack of protective coverage on rainy days, the loading process may be slightly delayed. Reminder, Texas law enforces no cell phone use in school zones. **Please refrain from use in the car rider line for the safety of our students.**

Please be PROMPT in picking up your child(ren). All teachers and staff are off contract at 3:55 p.m. and are not available to supervise children after 3:55 p.m.

The PTA auctions off 5 "Skip the Line" car rider passes each year at the annual auction.

Bicycles: The help of every parent is needed to instruct children on safety issues when riding bicycles to/from school. If you plan for your child(ren) to ride a bike to school, please practice their route with them several times before you permit them to ride alone. It is most important that students ride on the available sidewalks and cross streets at designated crosswalks. When arriving / leaving school, students are instructed to walk their bicycles while on school property. Bicycles should not be ridden on school property. All bikes should be locked securely when parked at the bike racks. Students should not share locks. The school is not responsible for lost or stolen bicycles. Bicycle *helmets should be worn* and may be kept either in the classroom area or in the gym office.

*** No bike riding allowed on the track!**

Bus: The bus drive, on the side of the cafeteria/gym, is a "BUS DRIVE ONLY" in the morning and afternoon. Do not drop off or pick up your child from this drive or block this drive. It is "EXTREMELY DANGEROUS" for children and/or parents.

Bus schedules and routes are available throughout the year through the Katy ISD website at www.katyisd.org. The best way to determine when the bus will arrive at your child(ren)'s bus stop is to refer to the KISD bus schedule and watch for the bus the first few days.

Maps of all bus routes are located in the school office. Your help will be greatly appreciated in determining the bus your child(ren) should ride and the location of the bus stop. PLEASE READ THE KATY ISD RULES ON THE INSIDE OF THE KISD Elementary Parent-Student Handbook. If there are transportation questions, please contact transportation at 281-396-2700.

A student must ride only his/her designated bus unless a note, signed by a parent/guardian, is sent to the teacher in advance with specific instructions.

Students must abide by the school and Katy ISD bus rules. (See also: Bus Transportation in the KISD Elementary Parent-Student Handbook.)

Bus Rules:

1. Speak in a reasonable tone of voice.
2. Obey and respect the bus driver.
3. Keep hands, feet and all objects to yourself
4. Remain seated until it is time to unload at your stop.
5. Use acceptable language at all times
6. Observe the same conduct expectations as in the classroom
7. No eating/drinking on the bus
8. Refer to the Student Code of Conduct for additional bus rules.

Consequences for Misbehavior on the School Bus:

- 1st Referral - Conference with an administrator, student is placed on probation/ parent called
- 2nd Referral - Conference with an administrator/parent called and student is suspended from riding the bus for minimum of three (3) days
- 3rd Referral - Conference with an administrator/parent called and student suspended from riding the bus for a minimum of five (5) days
- 4th Referral - Conference with an administrator/parent called and student suspended from riding the bus for a minimum of ten (10) days
- 5th Referral - Bus suspension for the remainder of the semester

Note: In the case of a severe behavioral infraction, bus privileges may be revoked immediately.

Daycare Transportation: Some children ride a day care bus to and from school daily. Please inform the day care to bring your children between 8:00 a.m. - 8:15 a.m. and to pick up your children PROMPTLY at dismissal time. Daycare busses/vans should drop off and pick up students at the front door. Please be sure your child's teacher knows what day care bus your child will be riding. **If your child is absent or goes home ill from school during the day, PLEASE NOTIFY THE DAY CARE CENTER that your child will not be riding the day care bus in the afternoon, etc.**

Walkers: Who is a walker? Walkers are students who walk from SCE to their front door. **If students are walking to a parked car, they are car riders and should be dismissed as a car rider and picked up in the car rider line in the south drive. Please do not park in the school parking lot and walk your student to the school door.** Walkers in Pre-K through 1st must have a parent meet them or must be with a sibling 2nd grade or older. Walkers are split into 2 groups: North Walkers and South Walkers. North Walkers live on the north side of the school and on the west side of Mason Rd. South Walkers live south of the school and on the east side of Mason Rd (Canyon Gate subdivision). All students are expected to follow the school expectations when arriving and leaving the school. Crossing Guards are on duty in the morning and afternoon to assist students when crossing the street.

Walkers or Bicycle Riders: The help of every parent is needed to instruct their children on safety when walking or riding a bike to school. If you plan for your children to walk or ride a bike to school, please walk their route with them several times before you permit them to walk or ride alone. It is very important that students walk on the sidewalks and cross the street by walking in the crosswalk. When arriving at school, children need to walk bikes across the street at the crosswalk and continue walking them to the bike racks. Bicycles may not be ridden on school grounds. All bicycles must be locked securely when parked at school. SCE cannot be held responsible for lost or stolen bicycles. Students are not to share locks. Student safety patrols will be in these areas to assist the children. Your assistance in

encouraging safety with your children is appreciated. SCE does not permit roller blades, scooters, or skateboards to be brought to school.

Transportation Changes:

ON THE FIRST DAY OF SCHOOL, please let the teacher know how your child will be getting home from school each day. This will be your child's primary mode of transportation. Thereafter, any change in this mode of transportation will be considered a change of transportation. All changes in transportation must be in writing, signed by the parent/guardian, and delivered to the teacher. **For the safety of our students, no changes in transportation will be taken over the telephone or through email.** All changes of transportation must be made before 3:00p.m.

Visitors at School:

Katy ISD is a public school system and Creech Elementary is a public school; however, our campus is not a public place. Access to our building is granted by administration. Visitor's access may be denied at any time that the administration has concerns for students or staff security or well-being.

All adult visitors must abide by the Katy ISD dress code policy when coming to school for activities such as: lunch, field day, parties, volunteering, special grade level activities and all other school functions. Parents who wish to observe in the classroom must contact the teacher, in advance, to set up a time!

During your observation, please DO NOT visit with the students in the classroom or the teacher. If you need to confer with the teacher, you will need to MAKE AN APPOINTMENT for a later date and time when he/she does not have students.

PLEASE DO NOT BRING OTHER CHILDREN WITH YOU IF YOU PLAN TO VISIT THE CLASSROOM OR VOLUNTEER.

FOR SAFETY AND SECURITY REASONS, ALL PARENTS AND VISITORS MUST REGISTER IN THE FRONT OFFICE AND OBTAIN A COMPUTER-GENERATED BADGE.

Yearbooks:

The yearbook is published annually thanks to the efforts of our fantastic Creech PTA volunteers. To include as many school activities as possible in the yearbook, the yearbook is distributed to students at the end of each school year. Students will be offered opportunities to acquire autographs. Information regarding the sale of the yearbook will come home in your child's Communication Folder.

YMCA:

Creech Elementary offers before and after school daycare options through the YMCA Prime Time program. Information on registration/fees is available through the YMCA office at 281-392-5055 or through our site coordinator who is located in the cafeteria daily from 6:30-8:00 am and from 3:00-6:30 p.m. The main office is at the Monty Ballard YMCA located at Peek and Westheimer Parkway.