

Welcome to Fort Deposit Elementary School!

This handbook states some procedures that are specifically for Fort Deposit Elementary School. In an effort to achieve academic and social excellence, we will adhere to the Lowndes County Public Schools' Handbook and Code of Conduct.

Thank you for your support of Fort Deposit Elementary School.

Mrs. Audra Stinson, Principal

1. **School Hours** - 7:30 a.m.- 3:00 p. m.
2. **Check In-** Students must stop by the office to check in if they arrive after 7:45 a.m.
3. **Checking Out-** Students must be checked out through the office. If a student is checked out before 11:30 A.M., the student will be counted absent for the day. We strongly recommend that students not be checked out after 2:30 P.M. unless there is a family or medical emergency, or a mandated court appearance. It is important to safeguard the instructional time in the classroom, therefore if the check-out is unexcused, the student will be unable to make up any class work that is missed.
4. **Morning Drop Offs-** Students not riding the bus must be dropped off in front of the school. Supervision of students begins at 6:40 a.m. each day in the cafeteria. Please do not drop your child off before 6:40 a.m. each day.
5. **Afternoon Pick Ups-** Pick Up time is from 3:00 until 3:30. If your child is not picked up by 3:30 p.m., he/she will be placed in the care of the Fort Deposit Police Department and the Department of Human Resources (DHR) until you arrive.
6. **Snacks-** Chips and fruit snacks are sold daily for \$.75 cents each. Slushes and popsicles are \$1.00 each. The money is collected before 9:00 a.m. If your child is late to school, you will need to pay in the front office or furnish the snack for that day.
7. **School Supplies-** You are responsible for providing school supplies for your child/children. Check with your child's teacher for items needed.
8. **School Nurse** - All medications must be brought to the School Nurse or Secretary by the parent and logged in. Students are not allowed to bring the medicine to school.
9. **Field Trips-** Please complete and sign all forms if your child plans to go on a school sponsored field trip.

10. **Visitors-** All visitors and parents must stop by the office to sign in and receive a badge when visiting the school. Instructional time is protected time. Parent visits must be cleared with the principal prior to entering classrooms. All parent conferences must be pre-arranged with the teacher. Conference times are from 7:00 a.m. -7:30 a.m. and 3:00 p.m.-3:30 p.m. unless scheduled at another time by both the parent and teacher.

11. **Breakfast and Lunch-** Students may invite their parents or other visitors to eat breakfast and/or lunch with them at anytime. The cost for a visiting adult's breakfast is \$2.50 and lunch is \$4.00. Breakfast for visiting students is \$1.30 and lunch is \$1.90.

12. **Dress Code-** We take pride in the appearance of our students. All students are expected to dress and groom themselves neatly in clothes that are suitable for school activities. All tops shall be tucked into pants/ shorts/skirts. It is recommended that tennis shoes or sneakers be worn during physical education activities for safety. Refer to the Lowndes County Public Schools' Code of Student Conduct Book.

13. **Current Numbers-** Addresses and phone numbers should be updated as soon as changes are made.

14. **Excessive Absences-** According to Board Policy, a student cannot be promoted to the next grade if he/she misses more than 20 days per school year. All excuses should be sent to the office. Letters of notification will be mailed periodically after **3 days, 5 days, and 7 days of absences. After the third absence, a doctor's excuse will be required.** Excessive check-outs prevent the student from being regular in attendance. All excessive absences, tardies, and check-outs will be referred to the Lowndes County Public Schools' Truancy Officer. Refer to the Lowndes County Public Schools' Code of Student Conduct Book for more information.

- First Tardy – Principal Warning
- Third Tardy – School conference held with parent/guardian.
- Fifth Tardy – District conference held with parent/guardian.
- Seventh to Tenth Tardy – Complaint/petition filed by Truancy Officer against the child and/or parent/guardian.

16. **Phones-** Cell phones are not allowed to be on while students are at school.

17. **Discipline-** Students are required to follow the school discipline plan and the Lowndes County Public Schools' Student Code of Conduct.

FDES Mission Statement

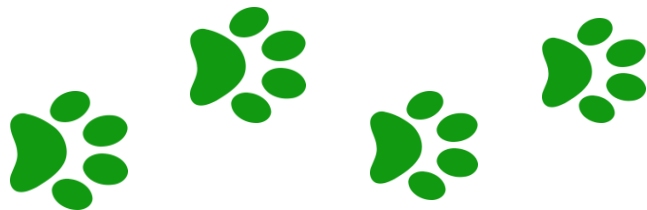
The mission of Fort Deposit Elementary School is to guide students through various experiences so that each child will excel academically and socially. In an effort to ensure students become fierce competitors on the economic world stage, our highly qualified staff will utilize instructional strategies that promote all learning styles.

Fort Deposit Elementary Creed

I am a student at Fort Deposit Elementary School. I promise to always do my best work. I will respect all people. I will work with everyone to get the best education possible. I am striving to become a "fierce competitor on the economic world stage." I am somebody special!

Fort Deposit Elementary's School Theme:

Transforming from Good to Great!!! We're superheroes for learning! **HERO**: Helpful, Enthusiastic, Respectful, On-Task.



Fort Deposit Elementary School

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Mrs. Audra Stinson
Principal

PARENT HANDBOOK
2018-2019



Home of the Bulldogs