



A Broward County Public School

Family Handbook

TONYA FROST
PRINCIPAL

Christina Murphy
ASSISTANT PRINCIPAL

Attendance Line: 754-322-5402

Attendance Email: Bayviewattendance@browardschools.com

Main School Phone No: 754-322-5400

Fax No: 754-322-5440

Visit our website, sign up for our newsletter and join our mailing list at:
www.broward.k12.fl.us/bayviewelementary

Students FSI #: _____

Password: _____

Our Sails are Set to the Future!

Dear Bayview Families:

Welcome to another exciting school year at Bayview Elementary! We are looking forward to a fantastic year filled with many exciting activities, enriching programs and challenging curriculum to enrich the learning of each and every student. Our Family Handbook is provided to assist you with our policies and procedures, as well as answer as many questions as possible that you may have about Bayview Elementary.

Throughout the school year, there are many publications that will be sent home with your child. Therefore, it is extremely important that you check book bags daily and/or develop a procedure for your child to give you these publications daily. Look for the Bayview Buzz on electronic publication.

Our curriculum for grades K-3 is based on the Common Core State Standards and for the 2015/16 school year a blended CCSS with the State of Florida Sunshine State Standards. Our curriculum is developed with the individual child as the center; therefore, once standards are met with mastery, then advancement, acceleration and enrichment occurs for those students when ready. We also offer many academic activities throughout the year. The combination of strong academics and high expectations has lifted Bayview Elementary to an outstanding "A" school. School spirit continues to be a constant support of all of us at Bayview and with that help us attain our goals each and every year.

Our school has several active parental involvement groups. The Parent Teacher Association (PTA), School Advisory Council (SAC), and the School Advisory Forum (SAF) meet regularly throughout the year. In addition, there are district wide groups that encourage active participation from all stakeholders. For the calendar of these activities at Bayview, you can refer to our website at <http://www.broward.k12.fl.us/bayviewelementary> or for District committees at <http://www.browardschools.com>.

The following pages contain important information regarding our policies and procedures. Please review the information provided and return any forms that require your signature to your child's teacher as soon as possible. Please keep this handbook as a reference throughout the school year and refer to it as needed for important information. I am asking that you pay particular attention to our **Dismissal Procedures** and the **Emergency Procedures Section**.

We are looking forward to a fabulous school year! We are positive that through our combined efforts, we can continue to achieve high expectations and create a challenging learning environment for all of our students at Bayview Elementary.

If at anytime you have questions or concerns, please do not hesitate to contact us at 754-322-5400 during school hours. We look forward to seeing all of you throughout the school year!

Sincerely,

Bayview Administration

Bayview Elementary School provides a program which addresses the emotional, social, and academic needs of all children in a caring environment through stimulating activity-oriented experiences, utilizing sufficient, well-trained personnel and community support, within a modern facility supplied with up-to-date materials and equipment. As shareholders, we will be facilitators who help children explore and develop their capabilities and who lead by setting the example of the attitudes we expect to develop in our children.

Bayview Elementary's programs have been designed to provide the best educational experiences for each child through a variety of opportunities and to develop the skills necessary to become a well-rounded, responsible citizen, capable of making the decisions needed in a demanding and ever-challenging society.



SCHOOL EMBLEM: *The Sailboat*

SCHOOL COLORS: *Blue and White*

SCHOOL SLOGAN: *"THE SCHOOL BY THE BAY"*

SCHOOL DAY:

7:30 a.m. - 7:50 a.m. - Breakfast

7:50 am. – School Begins

2:00 p.m. - Dismissal

2:00 p.m. - 6:00 p.m. - After School Care

Bayview Elementary School is an outstanding public school with the Broward County Public School System. For the District Strategic Goals, please visit www.browardschools.com.

GENERAL INFORMATION

AFTER SCHOOL CARE

In order to keep our students safe and secure after school hours, we provide our own aftercare program, Bayview Bunch, from 2:00 p.m. until 6:00 p.m. On Early Release days the aftercare hours of operation will be 12:00p.m. until 6:00 p.m. You may sign up for childcare from 7:00 a.m. until 6:00 p.m. on Teacher Planning Days for an additional fee. The program is supervised by a well-trained staff and consists of outside activities, arts & crafts, homework assistance, and indoor games. Registration information is located in the front office. Our aftercare coordinator can be reached daily after 12:00 p.m. at the 754-322-5400 or 754-322-5433.

ARRIVAL AND DISMISSAL

Students are permitted to arrive at school at 7:30 a.m. The first bell rings at 7:50 a.m., and tardies are reported after 8:00 a.m. Children who arrive on campus at 7:30 a.m., and who are not accompanied by an adult, will report to the cafeteria until the first bell rings at 7:50 a.m. Adult supervision will be provided in the cafeteria.

Any child entering school after 8:00 a.m. should be accompanied by a parent/guardian to the office for a tardy slip. School staff will ensure that the child gets to his/her appropriate class.

All children are dismissed at 2:00 p.m. Please expect your child home at a certain time each day. If a teacher wants to keep a child after 2:00 p.m., the teacher will secure your approval in advance.

CAR RIDER AFTERNOON DISMISSAL PROCEDURES

Please stagger your arrival times. We are asking for families with last names ending in A-I arrive at 2:00 p.m., J-P arrive at 2:05p.m. and Q-Z arrive at 2:10 p.m. when possible. This will prevent traffic congestion on Bayview Drive.

- 1. DISPLAY CHILD/CHILDREN'S NAME ON YOUR DASH IN BOLD PRINT ON CARD STOCK PROVIDED. *E.g. JOHN SMITH***
- 2. When your car is assigned a number by the CARPOOL DIRECTOR, your children will be called and waiting at the assigned number for you.**
- 3. Pull up to the assigned number and load students. DO NOT get out of your car.**
- 4. Wait until all cars in front of you begin to pull out and follow behind.**

We will assign and load 10 cars at a time, with a goal of under 1 minute per cycle. If your children do not appear at your number and the cycle is leaving, we will ask for you to pull into the middle lane and someone will locate your child.

BAYVIEW CARPOOL PICK UP

No Cars
South
Bound
after NE
12th Ct.



P.M. ONLY

In order to provide for Emergency Vehicles (911) at all times during dismissal from school, as well as our neighbors, we are asking that all carpool traffic enter from **Bayview Drive ONLY**. We are asking that **no cars arrive southbound on Middle River due** to the congestion with our school buses and after care vans. The blind corner directly in front of our school presents a very dangerous situation in the event of the need for emergency vehicles.

ATTENDANCE-SCHOOL BOARD POLICY 5.5-FLORIDA STATUTE 1003.2B&1003.01(8) & TARDIES

Attendance is important to student success. To meet a requirement set by the state that school districts establish a definition of a "pattern of non-attendance," the School Board approved a major change to the District's attendance policy. Both excused and unexcused absences along with tardiness and early sign-outs will be counted when determining a student's pattern of non-attendance. A student will have a "pattern of non-attendance" if he or she is absent from school a total of 30 hours (5 days) in any one marking period or 60 hours (10 days) within 90 days. If it is determined by a school that a student has developed "pattern of non-attendance", sanctions may be imposed. Sanctions may range, for an elementary age student, from having his or her report card withheld if they were in school for less than 25 days in a marking period, to the child's parent being required to appear in court.

Each time your child is absent you are required to notify the school, either by telephone (754-322-5402), a note, or an email to bayviewattendance@browardschools.com within 48 hours stating the reason for the absence. If the school is not notified, the absence is considered unexcused. After attempted interventions by the school to correct unexcused absences, the Office of the State Attorney will intervene to ensure compliance with the law. If you need further information regarding the BTIP Program, please contact Mrs. Sumner at (754) 322-5400.

Excused absences include: Illness; Illness of an immediate family member; Death in the family; Religious holidays of student's specific faith; Required court appearance or subpoena by a law enforcement agency; Important public functions conferences, state/national competitions; Scheduled doctor or dentist appointment; Communicable disease or infestation which can be transmitted.

TRUANCY POLICY (BTIP)-FLORIDA STATUTE 1003.27

Increasing student achievement is one of the school district's major system priorities. In order for your child to be successful in school, it is critical for your child to attend school every day. Florida Law states that you are responsible for your child's attendance. Section 232.19(7)(a), Florida Statutes, provides that a parent or guardian commits a misdemeanor of the second degree, punishable as provided by law, if the parent or guardian refuses or fails to have a child attend school regularly or refuses to participate in meetings concerning their child's truancy.

The Broward County Public Schools and the State Attorney's Office have initiated the Broward Truancy Intervention Program (BTIP). The intent of the program is to prevent truancy (unexcused absences). Your child's attendance will be monitored on a daily basis and unexcused absences will be reported to you. Should your child have a series of unexcused absences, the State Attorney's Office may take appropriate action up to and including criminal prosecution of the parent/guardian of the truant child.

TARDIES

Every student should begin the day in a timely manner. Please help your child by setting the example of being on time. This will set a precedent for a life-long behavior of being punctual.

The first bell rings at 7:50 a.m. and the tardy bell rings at 8:00 a.m. Morning announcements begin at 8:00 a.m., providing important student information for the day. Content instruction begins at 8:05 a.m. This is your child's valuable reading instruction time for the day. It is imperative to the educational progress of your child that they arrive at school on time and prepared to learn.

For safety and security, students who arrive after the 8:00 a.m. bell must be accompanied by a parent to the office to get a tardy pass before reporting to the classroom.

ATTIRE/SCHOOL UNIFORM

Bayview has a mandatory uniform policy for students in Kindergarten through 5th grade. *In Unison* school apparel is the uniform vendor selected by Bayview's Parent Uniform Committee. The uniform includes: **Polo shirts (sailboat custom embroidered logo with school name) in Navy, Light Blue, Red and White; Pants, Shorts or Skorts in Navy or Khaki.**

If you wish to purchase pants, bermuda shorts, skirts or skorts from a department store, please duplicate the color and style as closely as possible to the selected uniform clothing. In order to identify lost jackets, sweatshirts, etc., please clearly label items with your child's name.

On-site sales will be held at various times throughout the year. Purchases may be made directly through the vendor at:

In Unison School Apparel
4747 Nob Hill Road, Suite 8
Sunrise, FL 33351
Phone: (954) 718-7030
www.inunisonkids.com

BAYVIEW BUZZ

A newsletter will be sent electronically to families on Fridays to keep you informed regarding events at the school and in the community.

BAYVIEW CHORUS

The chorus is open to 4th and 5th graders, by audition. The chorus meets one day per week from 2 – 3 p.m. Chorus students are required to attend all choral performances.

BEHAVIOR/DISCIPLINE

We believe that firm but fair discipline is important. Every phase of discipline should help build habits of self-control. When a student learns to discipline themselves, he/she tends to be a dependable, reliable, and a cooperative member of his/her class.

Your child will be expected to comply with school/classroom rules and regulations as outlined in the Code of Student Conduct Book. Broward County's Discipline Matrix will be utilized to determine consequences for conduct infractions. The Code of Student Conduct/Discipline Matrix are online documents that can be found on the school's and district's website. Read it carefully and discuss it with your child(ren) as an acknowledgement form will need to be signed and returned to the school. You may request a hard copy of the document by sending in a note to the assistant principal, however, quantities are limited.

ADDITIONALLY, EACH TEACHER WILL HAVE A CLASSROOM DISCIPLINE PLAN. THIS PLAN WILL BE SENT HOME WITH YOUR CHILD DURING THE FIRST WEEK OF SCHOOL AND/OR DISCUSSED AT OPEN HOUSE NIGHT

SCHOOL BUS RULES

Appropriate student behavior on a school bus is required to ensure that all occupants are safe as well as other motorists, pedestrians and members of the community. All student conduct rules that apply on the school grounds and at school activities also apply on the school bus. Specific bus rules and consequences for infractions can be found in the Code of Student Conduct.

CELL PHONES-CODE OF STUDENT CONDUCT-SCHOOL BOARD POLICY 5.8

Students may possess a cell phone or pager, however, it must be turned off and kept out of sight. Cell phones may not be used or allowed to emit any ring or noise on school grounds during school hours. Please refer to the Code of Student Conduct for further clarification of this rule.

CAFETERIA

The cafeteria is provided as a service to children who prefer a hot lunch, salad, or sandwich. This is maintained and supervised by the Broward County Food Services Department. Our school staff supervises the children while they eat lunch. Broward County Public Schools offer healthy, nutritious meals every school day. In elementary school breakfast costs \$1.20 and lunch costs \$2.00.

Your child(ren) may qualify for free meals or for reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch. **To apply for Free or Reduced Price Meals, complete a meal application online at www.applyforlunch.com.** If you are unable to complete an application online, contact Food and Nutrition Services at 754-321-0250 or your child's school to receive a paper Multi-Child Application for Meal Benefits. If you complete a paper application, please return the form to: Food and Nutrition Services, 7720 W. Oakland Park Boulevard, Suite #304, Sunrise, Florida, 33351.

Children who received free lunch during the last school year will be given free lunch during the first ten school days. All parents who wish their children to continue in the free lunch program for the current school year must reapply.

Broward County School Board policy does not permit the distribution of home baked goods to students. This includes cakes, cookies, cupcakes, etc. You may send in foods prepared and purchased from a store.

You may create an online account and place money into your child's lunch account at the follow website: <https://www.schoolpaymentsolutions.com/>

The screenshot shows the homepage of the School Payment Solutions website. The header features the title "School Payment Solutions" in a large, bold, green font, with the tagline "Smart. Convenient. Secure." in a smaller green font to the right. Below the header, there are navigation buttons for "Login" and "Sign Up Now" in orange. A secondary navigation bar includes "Account Login", "Sign Up Now", "Get Help", and "Terms Of Use".

The main content area is divided into several sections:

- Home**: A vertical list of links including Home, Login, Register/Signup, Activate Account, and Help.
- Online Payments Made Easy**: A section with a sub-header and a paragraph describing the service. It includes a list of features: "Pay with a Credit Card", "Check Your Child's Account Balance", "See What Your Child is Eating", "Receive Account Balance Alerts", and "Much More... Sign up today!". To the right of this text is a photograph of two young girls sitting at a table, eating lunch.
- New Look, More Features**: A section with a sun icon and a paragraph stating that the website has been improved. It lists features: "Improved checkout", "Saved payment methods", and "Pay for book fees, etc.". A note below states: "NOTE: Your district may not have enabled these new features. Contact your district for more information."
- Only 3 Easy Steps To Get Started Today**: A section with a sub-header and three buttons: "Sign up For An Account", "Activate Your Account", and "Login To Your Account", each with a double arrow icon.

CLASSROOM INFORMATION

COMMUNICATIONS TO PARENTS

Teachers and parents have the same objective---the child's welfare. If you have a concern which relates directly to the classroom, your first step would be to contact the teacher to schedule a conference. If concerns still exist after conferencing with the teacher, please contact the office for an appointment with Ms. Scott or Mrs. Sumner, our administrators.

CONFERENCES

Conferences are encouraged for the parents of every child. If you would like a conference with your child's teacher, call the school office at (754) 322-5400. The teacher will contact you to schedule a meeting time. A minimum of two conferences will be held during the school year. **There will not be parent conferences until after the 20th day of school unless the teacher request one specifically for your student. Our teacher's time is very valuable to us and you. We ask that all parents and guardians attend all conferences together (in person or via conference call) to assist us with time management and to avoid miscommunications.**

FIELD TRIPS

"*GOING TO SEE*" is an important part of any effective educational program. Field trips are a vital learning experience and should be an outgrowth or extension of classroom activity.

Each parent must complete and sign a Field Trip Authorization Form before a child may participate in a field trip. Forms will be provided. To ensure the field trip process runs smoothly, it is critical that permission forms and fees are submitted by the deadline date. Children who do not have signed permission slips will remain at school and follow the regular class routine.

Field trips may be paid for by cash, check or online. We encourage the use of the online credit card payment system. You will need your child's student identification number to create an account if one does not already exist for your child. You may access this site at: <https://estore.browardschools.com>

Select: Elementary

Select: Bayview Elementary

Select: Scroll through the list provided until you reach the item that describes the activity for which you wish to pay

Parents who have been asked to chaperone a field trip must be an approved school volunteer. Please see the volunteer section of this handbook for directions on how to sign up to be a volunteer.

PLEASE NOTE: ALL FIELD TRIP MONIES ARE NON-REFUNDABLE.

HOMEWORK/MAKE-UP WORK

In order to avoid interrupting instructional time to gather work for absent students, we are asking that the following procedures be followed: (1) If your child is out for one or two days, he/she will be given missed assignments when he/she returns to school; (2) If your child is going to be out for a week or more (i.e., flu or some extended illness), please let the school know. Children will have two days to make up work for every one day they are absent. **Make-up work is only allowed or provided for excused absences.**

INTERIM REPORTS

Interim reports will be provided by the teacher approximately midway through each grading period to inform you of your child's specific academic strengths or weaknesses. Please refer to the school calendar for interim report dates.

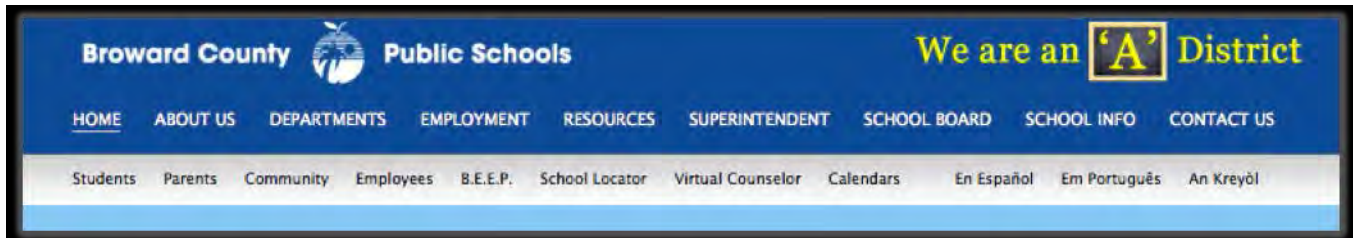
PROGRESS REPORTS

Progress reports are issued to elementary students, grades 1 through 5, at the end of each quarter (see school calendar). Kindergarten students will receive progress reports at the end of the 2nd, 3rd and 4th quarters. You are asked to review the report carefully and discuss it with your child. A parent or legal guardian must sign the appropriate section on the report card envelope and return it to the school promptly.

STUDENT TEXTBOOKS ONLINE/BEEP PORTAL

INSTRUCTIONS FOR ACCESSING THE BEEP STUDENT PORTAL

Access www.browardschools.com



- Select BEEP
- Click on Student Portal



- Enter your child's student number**and birth date (MM/DD/YYYY)

The Doorway to Online Resources

Enter this doorway for access to textbooks, Atomic Learning, netTrekker, and more great resources for learning .

User ID or Student Number

Password or Birth Date (MM/DD/YYYY)

SUBMIT

(Note: Unavailable 12 am to 5 am)

** Visit your child's school to obtain their number if needed

INSTRUCTIONS FOR ACCESSING THE BEEP STUDENT PORTAL

Textbooks NOTE: Some textbooks will require additional log in information which you can obtain from your teacher

Grades K-5	Grades 6-8	Grades 9-12
Florida Go Math	ESOL	ESOL
Math GR 5 ADVANCED	Health Education	Industrial Arts (Automotive)
Florida Treasures	Language Arts	Language Arts
First Grade	Mathematics	Mathematics
Second Grade	Science	Reading (Edge)
Third Grade	Social Studies	Science
Fourth Grade	World Languages	Social Studies
Fifth Grade		World Languages

Atomic Learning

NetTrekker

NetTrekker is the search engine designed for students. Enter a keyword or explore resources organized by grade level to find content, definitions, homework help, images, and timelines .

Check out netTrekker d.ii.

- Select "Florida Go Math"
- Select the appropriate grade level

Florida Go Math

Kindergarten	Grade 3
Grade 1	Grade 4
Grade 2	Grade 5

- Click on one of the following resources



Student Resources

[Think Central](#) (to access *Soar to Success* and *Online Assessment System*)

Student Editions

- Online Florida Student Edition, Grade 3
- Florida Benchmarks Practice Book SE, Grade 3
- Florida Enrich Book, Grade 3
- Florida Reteach Book, Grade 3

Activities and Tools

- Online Florida MegaMath, Grades K-5
- Destination (Riverdeep) Math (NOTE: Access Destination Math via the Online Student Edition)
- Online Florida iTools, Intermediate
- eGlossary, Grade 3

Intervention Resources

- Florida Intensive Intervention Skill Packs, Grade 3
- Online Florida Intervention, Grades 1-5

Videos

- Online Florida Real World Videos, Grade 3
- Online Math on Location Videos, Grade 3
- Professional Development Video Podcasts, Grades K-5
- Florida Big Ideas Video Podcasts, Grade 3



BEEP

Welcome to BEEP

FOR BROWARD COUNTY PUBLIC SCHOOLS

All Levels

Broward County Public Schools' doorway to resources focused on student achievement, academic performance, and best practices.

School and Home Access URL:
<http://beep.browardschools.com>

School and Home Access:
User ID: 10-digit student number
Password: birthdate (mm/dd/yyyy)



Online Library Catalog All Levels

This is an online, searchable public access catalog for all library books, district eBooks, audiovisual materials, and district online research databases in Broward County Public Schools.

School & Home Access URL:

<http://destiny.browardschools.com>

Students: login = 10 digit student number password = birthdate (e.g., 06/22/1993)

Teachers: login = p+8 digit ID no.
password = 8 digit ID number (no p)



YOUR LIBRARY HAS GONE MOBILE

With the Destiny Quest mobile app, users can search and access library resources from their iOS or Android mobile devices. Students can also view books they have checked out and outstanding fines.

1. Download the App!

<http://www.FollettSoftware.com/DestinyQuestMobile>

2. Enter the URL:

<http://destiny.browardschools.com>

3. Select your school and login through Destiny Quest with your student or teacher login above.



Elementary Schools

Includes access to periodical databases, reference books, encyclopedias, almanacs, Internet links, & more.

School Access URL:

<http://infotrac.galegroup.com/itweb/browardcpsiteml>

Home Access (same URL as above):

Password: brow_log



Middle Schools & Centers

Includes access to magazines, newspapers, reference books, Internet links, a Spanish encyclopedia & more.

School Access URL:

<http://infotrac.galegroup.com/itweb/browardcpsitjr>

Home Access (same URL as above):

Password: brow_log



High Schools

Includes access to magazines, newspapers, reference books, information on authors & their works, opposing viewpoints, Internet links, a Spanish encyclopedia & more.

School Access URL:

<http://infotrac.galegroup.com/itweb/browardcpsit>

Home Access (same URL as above):

Password: brow_log



Elementary, Middle, & High Schools

Includes articles from newspapers & magazines, special reports, multimedia, and:

- World Book Kids
- World Book Online Reference Center
- World Book Advanced
- Estudiantil Hallazgos en Linea (Spanish ency.)

School Access URL:

<http://www.worldbookonline.com>

Home Access (same URL as above):

User ID: broward1 Password: worldbook



High Schools

A general reference database with full-text articles exploring social, economic, scientific, health, historic, business, political and global issues.

School Access URL:

<http://sks.sirs.com>

Home Access URL:

<http://proquestk12.com>

Username: BROWARD

Password: BROWARD



All Levels

A search engine for hand-selected, educator-approved web sites organized by readability level.

Student Access

Enter BEEP Student Portal at

<http://beep.browardschools.com>

Enter user ID and password for Online Resources and click "submit."

User ID: 10-digit student number

Password: birthdate (mm/dd/yyyy)



Elementary Schools, ESE, & ESOL

Online collection of interactive eBooks with video, quizzes, & teacher resources.

School Access through BEEP URL:

<http://beep.browardschools.com>

Click on Student Portal and Doorway #2

Home Access URL: www.tumblebooklibrary.com

Username: broward Password: books



All Levels

An online collection of lesson plans, author programs, and book resources that provide differentiated learning strategies to support reading and literacy.

School Access URL:

<http://www.teachingbooks.net/home>

Home Access (same URL as above):

Username: Broward Password: Broward



All Levels

Online video tutorials for using technology tools.

School Access through BEEP URL:

<http://beep.browardschools.com>

Click on Student Portal and Doorway #4

School and Home Access URL:

<http://beep.browardschools.com>

The School Board of Broward County, Florida

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The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call Equal Educational Opportunities (EEO) at (754) 321-2150 or Teletype Machine TTY (754) 321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754 321-2150 or Teletype Machine TTY (754) 321-2158.

www.browardschools.com

These online resources are provided by the Division of Instruction & Interventions



For Print Distribution ONLY



Division of Instruction & Interventions



District access to the online research databases and instructional resources listed in this brochure are provided by the Division of Instruction & Interventions. Our mission is to provide the Broward County Public Schools community with relevant and timely information regarding literacy and library media resources, curriculum and instruction, and all related instructional materials that support 21st century teaching and learning. Information in this brochure may NOT BE POSTED OR SHARED ELECTRONICALLY.

August 27, 2012

DISASTER AND/OR EVACUATION PROCEDURES

For the safety of our students, staff and volunteers, the school will conduct various disaster/evacuation drills throughout the school year. In coordination with district staff, school staff and our local authorities the following information is being provided to help you understand emergency procedures contained in our safety plan:

Fire Drill:	Ring of one long alarm signal-All individuals exit the building
Tornado Drill:	Three (3) short rings of the alarm repeated two (2) times-All individuals assume the tornado drill position
Code Red:	Full Lockdown – All individuals will be secured in a room. Please do not attempt to enter the school campus as all access points will be locked. <u>No students will be dismissed.</u>
Code Yellow:	Partial Lockdown- All individuals other than the Safe Team will be secured in a room. Please do not attempt to enter the campus as all access points will be locked. <u>No students will be dismissed.</u>
Code Black:	Bomb Threat/Evacuation – All individuals will exit the building and proceed to the George English Park Tennis Courts or the Galleria Mall depending on the severity of the threat.

Parents should stay tuned to their local radio station regarding the status of a school during an emergency. Alerts will be sent via the Bayview App, e-mail and Parent Link as soon as information is available regarding a disaster/evacuation situation.

In the event of a Code Black, parents wishing to sign out their child(ren) from school should report to the George English Park recreation center. School staff will release your child(ren) to you or your designee only with the proper identification. If George English Park cannot accommodate the flow of traffic or influx of people, the sign out area will be relocated to the Galleria Mall. The Galleria Mall will serve as a secondary evacuation site and dismissal area.

Above all it is important that you stay calm. Please abide by the directions given to you to avoid a panic situation. *It is imperative that parents keep their current addresses, phone numbers and emergency contacts updated.* School office personnel will assist you in this process.

DISMISSAL/EARLY SIGN-OUT/EARLY RELEASE/RAINY DAY

The following dismissal procedures must be observed for your child's safety and a smooth transition to the close of the school day:

- Only the yellow school buses will be permitted to park in the area designated "School Bus Area" in the front of the school.
- All cars and private school buses must pick up students on the east side of the building in the area designated for student pick-up.
- Children who will be personally picked up by their parents outside the classroom door or those being dismissed to meet you at George English Park are considered "walkers".

EARLY DISMISSAL/SIGN OUT

To keep classroom disruptions to a minimum and learning to a maximum, early dismissal (before 2:00 p.m.) should be reserved for emergencies only. If, for any reason, your child needs to leave campus before 2:00 p.m., you must sign him or her out in the main office by 1:30 p.m. in accordance with Broward County School Board Policy.

EARLY RELEASE DAYS

We are all life long learners. Early release days give instructional staff the opportunity to attend in-service trainings outlined in our School Improvement Plan. On Early Release days students will be dismissed at 12:00 p.m. **Please check the calendar for Early Release dates. Important Assessments will be administered on Early Release Days. Unexcused absences on these days will negatively effect a child's grades. Assessments are not made up for credit on days with unexcused absences.**

RAINY DAYS

It is important to provide your child with "rainy day gear" (i.e., raincoat and/or poncho) to keep in his/her backpack in the event of inclement weather. School telephone access lines are limited so please make a plan so that your child understands what to do when it is raining at dismissal time. This will eliminate unnecessary confusion, and the maximum safety of children will be assured. In case of a sudden downpour at dismissal time, those children who are considered "walkers" will remain at school until the rain subsides.

FAXES

For safety and security, no faxes concerning changes in student dismissal procedure will be accepted.

EVALUATION & INPUT

You may provide input on the performance of your child's teacher at any time by writing, or by requesting a meeting with Ms. Scott. To provide input on Ms. Scott's assessment please contact the district office.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) FLORIDA STATUTE 1002.22-SCHOOL BOARD

POLICY 5100

The Family Educational Rights and Privacy Act became a Federal Law in November of 1974 and was further revised in 1975 and 2002. The intent of this law is to protect the accuracy and privacy of students' educational records. The Family Education Rights and Privacy Act (FERPA), Florida Statute 1002.22, and School Board Policy 5100 afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- (1) The right to inspect and review a student's education records within 30 days of the day the District receives a request for access.
- (2) The right to request the amendment of a student's education records that the parent or eligible student believes are inaccurate or misleading.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorized disclosure without consent.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

If you have any questions, please refer to the Code of Student Conduct or contact the school at (754) 322-5400.

HEALTH

If a child becomes ill at school the parent will be notified so arrangements may be made for pick-up of the child. We ask that you have **three local telephone numbers** on file so that we may contact you, a relative, or other responsible adult.

Please do not send your child to school with any over the counter medication. This includes cough drops, aspirin, eyedrops, nasal sprays, etc. Any parent whose child must take medication during school hours must complete an authorization form that requires doctor's signature. (Refer to the Medication section on the next page).

Those children who are ill with a communicable disease are allowed to return to school upon presentation of written permission from the Health Department or a physician.

HEALTH SCREENING PROGRAM

Health screenings are state-mandated for all public schools. Vision and hearing screenings are conducted during the school year by trained volunteers or personnel and are given to:

- Vision -All students in Kindergarten, 1st and 3rd grades
- Hearing -All students in Kindergarten and 1st grade
- Students new to the Broward School District
- Students referred for testing in Exceptional Student Education
- Heights and weights are taken on students in Kindergarten through 3rd grade

If a problem is detected you will be notified in writing. PLEASE NOTIFY THE SCHOOL IN WRITING IF YOU **DO NOT** WANT YOUR CHILD TO PARTICIPATE IN THE SCREENING PROGRAM.

Medication Administration-School Board Policy 6305 & 5006

School Board policy states that schools may not give any medication(s) to children during school hours without a Medication Authorization Form, which must be completed and signed by the doctor and the parent. This form may be obtained at the school office. All medication authorizations, for chronic or long term conditions, shall be good for twelve (12) months. In case of an acute illness, medication shall not be given for more than one (1) week.

Medications given at school must be provided in current original containers with original pharmacy labels. We suggest that you ask the pharmacy to fill your prescription in two (2) labeled containers so there is proper labeling at home as well as at school. The labels must include: name of student, name of medication, directions concerning dosage, time of day to be taken, name of the prescribing physician and date of prescription.

Parents are responsible for seeing that adequate supplies of the medication are provided to the school. Students may not transport medications to school. Medication(s) must be brought to school by an adult. If you have any questions, please feel free to call the office at (754) 322-5400.

LOST AND FOUND

If your child has lost an item, please have him/her check with the office or in the cafeteria by the stage. It is suggested that you label your child's clothing and personal items.

MEDIA CENTER

Every student is given an opportunity to use the Media Center in connection with classroom work and to read for pleasure. No fines are charged for overdue books. However, we do strongly urge students to return books and materials when due. If a book is lost or damaged, the student is expected to pay the designated replacement amount. Students will not be permitted to check out books until outstanding books have been returned.

OPENING ANNOUNCEMENTS

Daily Opening Exercises begin at 8:00 a.m. These announcements are conducted via closed circuit television (WBAY) by students, teachers, administration, and guest speakers. This is a time of the day for important announcements regarding student and teacher activities. Please arrive on time so that your child will be able to participate in this special program.

PARENT-TEACHER ASSOCIATION, SCHOOL ADVISORY COUNCIL &

SCHOOL ADVISORY FORUM

At Bayview Elementary School we have an active Parent-Teacher Association, School Advisory Council, and School Advisory Forum. We are very fortunate to have **Patty Bilowich** as our PTA President.

Our School Advisory Council consists of parents, community members, and staff. We are dedicated to the philosophy that by working together we can achieve high academic standards, provide the best educational program for our students, and improve school effectiveness.

Each year the PTA is involved in voluntary enhancement programs such as Math SuperStars and Meet the Masters. These programs provide additional support to math, science, and cultural arts. PTA also conducts several fundraising events to generate revenue to provide our students and teachers with programs and materials that support the school's goals and/or objectives.

PTA holds scheduled business meetings during the school year. All parents and interested persons are invited to attend these open meetings. Notices are published in the school newsletter. Our emphasis is on family involvement. Volunteers are always welcome at Bayview and help is always appreciated!

SAFETY: WALKERS & BIKE RIDERS

Children coming to and from school are encouraged to cross at street corners or where there are school crossing guards. Children riding bicycles must get off their bicycles and walk across the street.

Please remind your children to ride their bicycles on the **RIGHT** side of the street and to walk facing traffic. ***Children should lock their bicycles for security in the designated bicycle cage.*** (Bayview cannot be responsible for stolen bicycles.)

Please remind your child to follow the bicycle safety rules:

- Wear your bike helmet. It is a state requirement.
- Ride bicycles with street traffic on the right side of the road, single file, use regular hand signals, and obey all signs and signals for control of regular traffic. ***Please remember . . . Florida Law requires the wearing of a bicycle helmet!***
- Walk bicycles across all intersections and on school grounds.
- Refrain from towing another person or object. Towing is nationally recognized as a very dangerous practice causing many bicycle mishaps. Children can be issued a citation by the police for this infraction.
- Park bicycles in the designated area and ***lock them.***

Student Safety Patrols are on duty on the school grounds before and after school to encourage safety on the campus. Student Safety Patrols perform an important service to the school and deserve the recognition and respect of students and adults. Please do all you can to encourage good safety habits!

SAFETY PATROLS

Safety Patrols have the responsibility of encouraging safety procedures within our school environment. The Safety Patrols are under the supervision of a staff member.

STUDENT COUNCIL

Students select representatives from 4th and 5th grade classes to participate in a variety of projects to benefit the school and community. Student council is under the direction of a staff member.

VACATIONS

In order for your child to be successful in school, it is critical for your child to attend every school day. PLAN TO TAKE FAMILY VACATIONS DURING THE WINTER HOLIDAYS, SPRING BREAK, TEACHER WORKDAYS, AND OTHER SCHEDULED DAYS OFF. (Refer to school calendar.)

VIRTUAL COUNSELOR

Virtual Counselor is a Broward County Schools website available to parents and students for accessing information regarding your student. The Virtual Counselor link is found at www.browardschools.com. If accessing this website for the first time you will need to create a login and password. This will require you to enter information about your student including their 10 digit student number along with other personal data you have provided to the school. Most students will have this 10 digit number written in their agenda book after the first week of school. Please be sure you enter the exact information that is on file at school as this is how the database was created.

VISITORS

As a security measure and for the protection of all children, any time you visit the campus you are required to sign in at the office and obtain a name badge. If, for any reason, your child needs to leave campus before 2:00 p.m., you must sign him/her out in the office prior to 1:30 p.m. and the office personnel will call the classroom.

VOLUNTEERS

Volunteers are welcome at Bayview Elementary. As always, student and staff safety are of utmost importance. Therefore, in accordance with SB1774/HB, Florida Statute 943.043 all individuals wishing to assist with students in any capacity at school, including class parties or on field trips, must complete a volunteer on-line application at www.getinvolvedineducation.com. The approval process takes approximately two weeks. A specific volunteer badge will be made for each individual that has been approved.

VOLUNTEERS ARE REQUIRED TO LOG IN AND OUT IN THE MAIN OFFICE. PLEASE OBTAIN YOUR BADGE FROM THE MAIN OFFICE AND WEAR IT AT ALL TIMES WHILE ON CAMPUS. RETURN YOUR BADGE AFTER SIGNING OUT.



Be a School Volunteer in Three Easy Steps!

- 1. Volunteers must apply each school year.
Apply online today!**
Complete a volunteer application online at:
www.getinvolvedineducation.com
- 2. Check status of your application.**
Wait two weeks and contact the school on Wednesday to assure that your volunteer application is approved.
- 3. Get your volunteer badge.**
When your volunteer application is approved, visit the school with your official identification. The school will check your ID, take your photograph and issue a volunteer badge for the school year. This badge will be used to sign-in and sign-out for volunteer activities at any Broward County Public School location (except charter schools) for the entire school year.

To verify that your application is approved, contact:
Bayview Elementary School
Mikie Pfeffer
754-322-5400
e-mail: Mikie.Pfeffer@browardschools.com

WBAY

Fifth grade students assist with the daily, morning announcements. These announcements begin at 8:00 a.m. each morning and are conducted via closed circuit television.

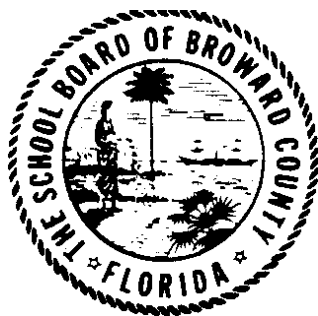
WITHDRAWAL FROM SCHOOL

A child transferring from Bayview Elementary to another school should advise the teacher of the transfer as soon as possible. All textbooks and library books are to be checked in before a student withdraws. The student's records will be processed once an official Records Request form has been received from the transferring school.

TIPS TO PARENTS

We have a mutual friend, **YOUR CHILD**. It is our desire to make our school a happy learning environment for all. We will strive to enrich the children's experiences through the use of books, audio-visual aids, carefully planned units of work, bus field trips, and various educational materials while at school. As an interested parent, you can do much to help. The suggestions given below are some helpful things you can do.

- Help your child start the day right. See that your child has plenty of sleep. Avoid unpleasant situations so that the child will begin the day in a happy frame of mind. This is an important factor in a successful day at school.
- Visit the school. Some parents never visit the school until trouble arises. Let your child feel you are interested in the school and the teachers.
- Join and work with the PTA.
- Be sure to send a note or call the school explaining absences.
- **For the health and safety of all students, Broward County School Board policy does not permit the distribution of home baked goods to students. This includes, cakes, cookies, cupcakes, etc.** You may send in foods prepared and purchased from a store. However, these items must be cleared with the classroom teacher in advance.
- Give the child an opportunity to share responsibilities.
- Encourage your child to finish a task begun.
- Encourage your child to learn to eat different foods.
- Mark sweaters, jackets, book bags, etc., with your child's name.
- Arrange individual conferences with your child's teacher.
- Read carefully all notices and bulletins the school may send out. Also be sure to read the Bayview Buzz sent home electronically and check the school's website at www.broward.k12.fl.us/bayviewelementary and download the Bayview App to your Smart Phone to stay connected.
- ***Notify the school if your address or telephone number changes so that records may be kept up-to-date.***
- Read to and with your child
- Appreciate the work your child brings home. It will encourage additional effort in the future.



Robert W. Runcie
Superintendent of Schools

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Chairperson

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The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation.

Individuals who wish to file a discrimination and/or harassment complaint may call the Executive Director, Benefits & EEO Compliance at 754-321-2150 or Teletype Machine TTY 754- 321-2158.