



## **2017-2018 Parent Handbook**



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# FORT WASHINGTON PARENT/STUDENT HANDBOOK

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### DISTRICT DIRECTORY

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# EDUCATIONAL PHILOSOPHY

## SCHOOL MISSION STATEMENT

*The mission of Fort Washington is for all students to learn based upon their ability through established high standards.*

## GOALS

- **CONTINUED INCREASE in achievement by all students**  
Fort Washington will continue to provide all possible opportunities that will empower ALL students to reach their highest possible academic goals.
- **CONTINUED IMPLEMENTATION of CHARACTER COUNTS!**  
CUSD has adopted the CC program to provide a common language and set of values that will help students and adults function respectfully in our society. This program provides six "pillars" of character heeded by all members of the school community, promoting values and character education.
- **THE CONTINUATION OF STAFF TRAINING to develop a balanced curriculum for every student**  
We will continue to develop best instructional practices to further improve student proficiency in English Language Arts, targeting writing and spelling, technology (K-6), and science (4-6).
- **CONTINUED CO-CURRICULAR EXCELLENCE with pride and dignity**  
We are very proud of the quality and success of the programs we offer students outside of the classroom. We hope to continue our commitment to these student-centered activities, as well as to the influence of our CHARACTER COUNTS! program in these endeavors.





**HONORING THE PAST . . . FORT WASHINGTON-LINCOLN SCHOOL TIMELINE**

<b>WHEN</b>	<b>WHAT</b>
<b>July 6, 1874</b>	<b>Fort Washington Elementary Union School District was formed</b> near corner of Copper Avenue and Friant Road.
<b>January 21, 1909</b>	<b>Lincoln Elementary Union School was founded</b> near corner of First and Alluvial Avenues.
<b>March 3, 1945</b>	<b>Fort Washington-Lincoln Elementary School District formed</b> after Lincoln Elementary Union is destroyed by fire.
<b>1957</b>	<b>New, 5-classroom Fort Washington-Lincoln School was built</b> on corner of Teague and Millbrook Avenues, our current location.
<b>December 22, 1959</b>	<b>Fort Washington-Lincoln School District joined 8 other rural districts</b> to form Clovis Unified School District.
<b>1976-77</b>	<b>Facilities expanded</b> to 14 new classrooms, administrative offices, staff lounge, multipurpose room, amphitheater, and blacktop.
<b>1977</b>	Fort Washington-Lincoln School changed to <b><i>FORT WASHINGTON ELEMENTARY SCHOOL, home of the PATRIOTS.</i></b>
<b>2002</b>	<b>New Library Media Center was built.</b> Office, cafeteria, classrooms were remodeled.
<b>2007</b>	<b>Celebrated 50 years at Teague and Millbrook Avenues</b>
<b>2013</b>	Office and classrooms were remodeled as part of a modernization project.



### ... THE PRESENT ...

Fort Washington currently serves approximately 625 students who are housed in 21 permanent classrooms with Internet access. Additionally, Music and Campus Club, all with Internet access, are provided in 3 portable classrooms. Our staff of 50+ dedicated individuals includes teachers, clerical staff, instructional assistants, campus monitors, custodial, and administrative personnel.

In June of 1986, Fort Washington Elementary School was selected as one of 210 exemplary public schools from across the nation as part of the United States Department of Education's ***first National Recognition program for elementary schools***. The National Blue Ribbon Award was earned a second time in 1993, and again in 1999 *for the third time*. This outstanding feat has been accomplished by only two percent of schools in the United States. We have also been the recipient of the California State Distinguished School four times, with the last recognition awarded in 2012.

These accomplishments are only possible with the support of our students, staff, parents, and community members. Fort Washington is built upon a solid foundation of community support emphasizing student achievement. Fort Washington strives to provide an educational experience that provides all students with the opportunity to be the best they can be in mind, body, and spirit.



# FW Campus Map

Tice Park

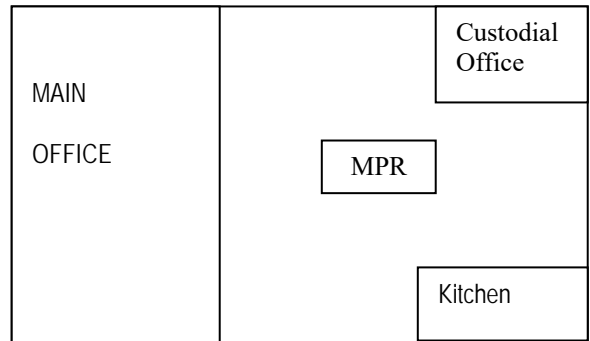
North Fence

25
24
23
22 Campus Club
21
20 Campus Club

Library Media Center

Snack Bar	19	18	17	16	15
	14	13	12	11	10

Millbrook →



9	8	7	6	5	4
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K-2	K-1	Storage Room	3	2	1
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Teague Ave.



## CLOVIS UNIFIED STUDENT CALENDAR 2017-2018

July 2017						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
August 2017						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						14
September 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29*	30
						20
October 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20#	21
22	23	24	25	26	27	28
29	30	31				
						22
November 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10*	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						16
December 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22*	23
24	25	26	27	28	29	30
31						16

IMPORTANT DATES
<u>School Starts</u>
Aug 21
<u>School Ends</u>
Jun 8
<u>Elem Conference Day</u>
<i>(No school for elementary students)</i>
Oct 27
<u>Grading Period*</u>
Sept 29
Nov 10
Dec 22
Feb 23
Apr 20
Jun 8
<u>End of Quarter # (Elementary Only)</u>
Oct 20
Jan 19
Apr 6
Jun 8

HOLIDAYS
Jul 4 - Independence Day
Sept 4 - Labor Day
Nov 10 - Veterans Day
Nov 20 - 24 - Thanksgiving Break
Dec 25 - Jan 5 - Winter Break
Jan 15 - Martin Luther King Day
Feb 12 - Lincoln's Birthday
Feb 19 - Washington's Birthday
Mar 26 - Apr 2 - Spring Break
May 28 - Memorial Day

STAFF DEVELOPMENT DAYS
<i>(No school for all students)</i>
Oct 30
Jan 8

<u>Every Wednesday</u>
90 minute early dismissal days for elementary students only

January 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19#	20
21	22	23	24	25	26	27
28	29	30	31			
						17

February 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23*	24
25	26	27	28			
						18

March 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						17

April 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6#	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30					
						20

May 2018						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						22

June 2018						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8*#	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						6

# AUXILIARY SERVICES

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## NURSING SERVICES

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### School Nurse – School Health Services Assistant

A School Health Services Assistant will be in the health office 5 days a week. The HSA will contact parents/guardians regarding illness and injuries that occur during the school day. All HSAs are CPR/First Aid certified.

Credentialed School Nurses are on campus for the following:

- Mandated vision and hearing tests.
  - Complete special education and 504 health assessments.
  - Ensure immunizations are compliant with CA state law.
  - Provide health education resources for school staff, students and parents/guardians.
  - Maintain student health records.
  - Contact parents/guardians regarding health problems and/or excessive absences.
  - Communicate with health care providers regarding health issues and impact on education (within HIPPA regulations).
  - Develop health/safety plans for students with high risk medical diagnosis.
- 

### First Aid, Illness, Injuries

- If a student is injured or ill at school he/she will receive every care and consideration.
  - Parent/guardian will be contacted for serious injury or illness.
  - School nurse is available to consult with parents/guardians regarding health problems upon request.
  - After extended illness or injury parent/guardian should follow up with school nurse for any needed care or accommodation.
  - Injuries and illnesses occurring at home should be cared for at home.
    - Upon student's return to school parents are to provide documentation from health care providers indicating any limitations or special considerations/equipment necessary to the student's continued care at school.
- 

### **Reasons to keep students home:**

Fever 100.0F or greater within 24 hours

Illness affecting child's ability to learn

Vomiting/Diarrhea

Starting antibiotics within 24 hours

Sore throat, especially with headache and/or upset stomach (these are symptoms of strep throat).

## **RETURN TO SCHOOL**

If a student is sent home with fever, they may not return the next day. Student may not return until the following criteria are met:

Symptom free for 24 hours. This includes fever vomiting, diarrhea, cough and rash.

Free from fever for 24 hours without use of fever reducing medication such as Tylenol or Motrin.

Student should complete 24 hours of



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## LICE

Clovis Unified School District operates on a NO LICE policy. Students will be sent home if evidence of lice is found. Students may not return until treatment has been completed and hair/scalp are free from nits and lice. Students must check with health office and be cleared to return. Class checks are no longer part of district policy.

## MEDICATIONS

ALL medications (even over the counter medications including Tylenol, Advil, cough drops and eye drops) must be checked in through the Health Office.

- CA Education Code Section 49423 requires that any medications to be taken at school must be presented with:
  - A written statement from the physician detailing the name of medication, amount, method and time medication is to be taken.
  - A written statement from the parent/guardian indicating their desire for the school to assist the pupil in the matters set forth in the physician's statement.
  - Medication must be clearly labeled and sent to school in the original container from the pharmacy.
- The **Medication at school form** is available from the school or on the district web site under Departments – Nursing – Medication at School form.
- The Health office does not keep medication for general student use.

## First Grade Physical

California State Law requires that all children entering first grade have a Child Health and Disability (CHDP) physical examination within 18 months of beginning first grade. It is necessary to provide the health office with proof of this physical.

## Child Protective Services

It is important parents understand that all school personnel are "Mandated Reporters" of child abuse. Should a staff member have even the slightest suspicion that a child has been abused, they must report it to Child Protective Services (CPS).

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## Physical Education Excuse

***If a child is to be excused from P.E. for more than a 3 day period, a written note from a doctor is required.***

This note should include a diagnosis and specific date for returning to PE as well as any limitations that might apply.

Crutches, wheelchairs and other devices require a doctor's prescription indicating directions for use and the student has been educated to use the device.

## EMERGENCY CONTACT

In case of an emergency parents/guardians will be contacted.

It is very important that the Health Office have updated contact information.

*If there is a change in contact information please contact the health office to ensure the correct information is on your student's health information card. (Changing information on Parent Connect does not alert or inform the health office.)*

Student's Name \_\_\_\_\_ Sex: M / F Birthdate \_\_\_\_\_

Dear Parent/Guardian/Physician:

California Education Code, Section 49423 defines certain requirements for administration of medication "... any pupil who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school district receives (1) **a written statement from such physician detailing the method, amount, and time schedules by which medication is to be taken, and (2) a written statement from the parent or guardian of the pupil indicating the desire that the school district assist the pupil in the matter set forth in the physician's statement.**" CUSD Board Policy No. 2401 does not allow students to administer their own medication without written permission as stated above.

Additionally, CUSD Administrative Regulation No. 2401 indicates that school personnel are **prohibited** from administering any over-the-counter or prescription medications including aspirins, vitamins, antihistamines, etc. unless the medication is accompanied with **written permission from both the parent/guardian and physician.** The medication **must be** clearly labeled and sent to school in a container from the pharmacy and **will be kept in the school office unless otherwise directed by the physician.**

**At the beginning of each school year or upon entry into school, a "MEDICATION AT SCHOOL" form must be completely renewed.**

If you require any additional information regarding the above, please contact me at \_\_\_\_\_ (phone) \_\_\_\_ (fax)

School Nurse \_\_\_\_\_ Date \_\_\_\_\_

**PARENT/GUARDIAN REQUEST**

We, the undersigned, who are the parents/guardian of \_\_\_\_\_ request that the school nurse or designated school personnel assist our child in the matter set forth by the physician's statement. In the event of an untoward or subsequent reaction, it is understood that the school personnel will in no way be held responsible for carrying out this request.

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

**FOR STUDENTS WITH ALLERGIES OR EPIPENS : REVERSE SIDE OF THIS FORM MUST BE COMPLETED BY PHYSICIAN**

Medication is needed for the following reason(s): \_\_\_\_\_

**NAME OF MEDICATION**

**DOSAGE**

**TIME(S) TO BE GIVEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Time limit on medication (i.e., 10 days, 1 month, current school year): \_\_\_\_\_

PE instructions: Self-pace: Yes / No (circle one)

**Inhaler Instructions:** Student **may / may not** (circle one) carry inhaler.  
Student **has / has not** (circle one) demonstrated to provider appropriate use of inhaler/spacer.

**NOTE- To Physician of EPIPEN student: My signature below indicates I am in agreement with the Action Plan as written on the backside of this form.**

\*\*\*\*\*

Physician's Name (please print or type) \_\_\_\_\_

Physician's Signature \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_ Phone \_\_\_\_\_

## Anaphylaxis Emergency Action Plan

Student Name: \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

Severe Allergy To: \_\_\_\_\_ Asthma: Yes  (HIGHER RISK FOR SEVERE REACTION) No

### Step 1- Treatment

#### WHEN IN DOUBT, TREAT FOR ANAPHYLAXIS

Asthma inhaler and/or antihistamines cannot be relied upon to replace epinephrine in treating anaphylaxis.

#### Symptoms of Anaphylaxis

- |  |
|--|
| • Mouth: Itching, tingling, or swelling of lips, tongue, mouth               |
| • Skin: Hives, itchy rash, swelling of the face or extremities               |
| • Gut: Nausea, abdominal cramps, vomiting, diarrhea                          |
| • Throat:* Tightening of throat, hoarseness, hacking cough                   |
| • Lung:* Shortness of breath, repetitive coughing, wheezing                  |
| • Heart:* Weak or thread pulse, low blood pressure, fainting, pale, blueness |
| • Other:*  |

#### Dosage: (student may/may not carry - circle one)

1. Administer Epinephrine: \_\_\_\_\_ mg.  
    a. Administer second dose of epinephrine if: \_\_\_\_\_
2. Administer Antihistamine: \_\_\_\_\_ Dose: \_\_\_\_\_ Route: \_\_\_\_\_
3. Other Medication: \_\_\_\_\_ Dose: \_\_\_\_\_ Route: \_\_\_\_\_

### Step 2- Emergency Calls

1. CALL 911 (State that epinephrine has been given and additional epinephrine may be given)
2. Health office/School Nurse Phone Number: \_\_\_\_\_
3. Parent/Guardian: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### Special Meal Accommodations (Annual update needed only if diet order changes)

#### Food allergies or other meal accommodations needed:

Participant has a disability or a medical condition (major life activity affected) and *requires* a special meal or accommodation. Schools and agencies participating in federal programs must comply with requests for special meals and any adaptive equipment.  
**\* A licensed physician is required to complete and sign this for a child that has a disability. (Sign below)**

**If participant has a disability, provide a brief description of participant's major life activity affect by the disability:**

Participant does not have a disability, but is requesting a special meal or accommodation due to food intolerance(s) or other medical reasons. Food preferences are not an appropriate use of this form. Schools and agencies participating in federal nutrition programs are encouraged to accommodate reasonable requests.

**\* A licensed physician, physician's assistant, or nurse practitioner must sign this form. (Sign below)**

Diet prescription and/or accommodation: (please describe in detail to ensure proper implementation)

Foods to be omitted:

\_\_\_\_\_  
Foods to be substituted:

**"This institution is an equal opportunity provider and employer"**

Signature of Medical Authority\* \_\_\_\_\_ Date: \_\_\_\_\_

If you have questions or need the help of an interpreter, please call your school office.  
Si tiene alguna pregunta o si necesita la ayuda de un interprete, favor de llamar a la oficina de su escuela.

**KINDERGARTEN REGISTRATION NOTICE**

Dear Parent/Guardian:

The California Health and Safety Code requires that your child be completely immunized in order **to attend school**. Effective January 1, 2016, under a new California law known as SB 277, exemptions based on personal beliefs will no longer be an option for the vaccines that are currently required for entry into Transitional Kindergarten or Kindergarten. We have not received evidence that your child has met the immunization requirements for entry to school.

Immunizations may be obtained from a Private Physician, Fresno County Public Health Department or if your child is eligible, from:

**CLOVIS UNIFIED CHILDREN’S HEALTH CENTERS**

**Sierra Vista Children’s Health Center – 327-7976**

510 Barstow - Clovis  
Monday through Thursday 8:30 AM to 4:00 PM  
Friday – Administrative day – no patients seen

**Health Center is closed for lunch between 12-1 pm daily** and closed during school holidays.

You must present **WRITTEN EVIDENCE** (month/year of each dose) from your doctor or clinic that your child has received the necessary immunizations in order for your child to attend Kindergarten. Take this notice and your child’s immunization records to your doctor or clinic. Please have them give dates for the circled immunizations listed below.

Student’s Name \_\_\_\_\_ Birthdate \_\_\_\_\_

School Site registering to attend Kindergarten \_\_\_\_\_

**According to school records, your child needs the following immunization(s):**

DTP/DtaP/DT/Tdap #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_ #5 \_\_\_\_\_

POLIO (OPV or IPV) #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_ #4 \_\_\_\_\_

HEPATITIS B #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

MEASLES, MUMPS, RUBELLA #1 \_\_\_\_\_ #2 \_\_\_\_\_

VARICELLA #1 \_\_\_\_\_

Please provide your child’s updated immunization record to our Health Office staff when the indicated immunization(s) are received. If you have any additional questions, please contact me at the phone number listed below.

\_\_\_\_\_  
School Nurse/Health Service Assistant

\_\_\_\_\_  
Health Office Phone Number

**\*STATE IMMUNIZATION REQUIREMENTS ARE LISTED ON THE BACKSIDE OF THIS LETTER\***

**CALIFORNIA IMMUNIZATION REQUIREMENTS, GRADES K-12**  
(Revised 2/16)

**California Health and Safety Code, Sections 120325-120375:**

Under these statutes, children in California are required to receive certain immunizations in order to attend public and private elementary and secondary schools, child care centers, family day care homes, nursery schools, day nurseries, and developmental centers. Schools, child care centers, and family child care homes are required to enforce immunization requirements, maintain immunization records of all children enrolled, and submit reports.

**California Code of Regulations Title 17 Division 1, Chapter 4, Subchapter 8.**

These regulations specify California school immunization requirements and provide additional clarifications of the law. Also available at [www.oal.ca.gov](http://www.oal.ca.gov)

**Students Admitted at Ages 4-6 years Need These Immunizations:**

- **Diphtheria, Tetanus, and Pertussis** (DTaP, DTP, or DT) —5 doses  
(4 doses OK if one was given on or after 4th birthday)
- **Polio** (OPV or IPV)—4 doses  
(3 doses OK if one was given on or after 4th birthday)
- **Hepatitis B**—3 doses
- **Measles, Mumps, and Rubella** (MMR)—2 doses  
(Both given on or after 1st birthday)
- **Varicella** (Chickenpox)—1 dose

Parents must show their child's Immunization Record as proof of immunization. These immunization requirements also apply to students entering **transitional kindergarten**

**EXEMPTIONS:**

**Medical Condition**

A parent or guardian must submit a written statement from a licensed physician (M.D. or D.O.) which states:

- That the physical condition or medical circumstances of the child are such that the required immunization(s) is not indicated.
- Which vaccines are being exempted.
- Whether the medical exemption is permanent or temporary.
- The expiration date, if the exemption is temporary.

**All Pupils With Exemptions**

In the event of a disease outbreak, the school district may be ordered by the Fresno County Department of Public Health to temporarily exclude the pupil for his/her protection for the duration of the contagious period. (Health and Safety Code 3386)

**Immunization dates should be written on California School Immunization Record (CSIR) form by school staff and the documentation section of the CSIR form must be completed by school staff.**

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## PHYSICAL EDUCATION EXCUSE

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If a child is to be excused from P.E. for more than a 3-day period, a doctor's written excuse will be required. **This is district policy.** There is **no** Parent Opt-Out for the Physical Fitness testing taken in the Spring. Your child will be expected to do the best they can. A doctor's written excuse is the only excused Opt-Out from Physical fitness testing. **This is district policy.**

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## COMMUNICABLE DISEASES

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If your child complains of stomach ache, earache, sore throat, cold symptoms or has not been free of fever for at least 24 hours, he/she should be kept home for observation.

*If your child is absent because of one of the following diseases, please notify the school office:* Chicken Pox, Mumps, Red Measles (Rubeola), German Measles (Rubella), Mononucleosis, Fifth's Disease, Impetigo, Pink Eye, Ringworm, Lice, and any rash.

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## COMMUNICABLE DISEASE POLICY

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<u>Disease</u>	<u>Incubation Period</u>	<u>May Return to School</u>
<b>Chicken Pox</b>	14 to 21 days	Minimum 7 days after appearance of Pox and all crusts are dry.
<b>German Measles</b>	14 to 21 days usually 18 days	When rash is all gone. (Avoid contact with non-immune pregnant women.)
<b>Influenza</b>	1 to 3 days	On complete recovery.
<b>Measles</b>	10 days	Minimum 7 days after appearance of rash. Strict isolation from children under 3 years.
<b>Mumps</b>	12 to 26 days	When swelling of the salivary glands has subsided, usually in about 10 days.
<b>Ringworm</b>	Unknown	Must be under treatment and visible lesions covered.
<b>Scabies (Itch)</b>	24 to 48 hours	Must remain at home until completely cleared.
<b>Scarlet Fever</b>	2 to 5 days	May return when fever, sore throat and rash are gone after being treated with an effective antibiotic.
<b>Whooping Cough</b>	7 to 10 days	At least 21 days after appearance of typical cough and on recovery.

*Any child with a temperature of 100 or over (orally) and/or an undiagnosed rash should not be sent to school.*

## **VISION & HEARING SCREENING**

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A hearing and vision screening is provided for state mandated grade levels, which are kindergarten, second and fifth grades. All children with known vision or hearing difficulties will also be screened. All new admissions to the district and all teacher/parent referrals will be screened. All male Kindergarten students will be screened for color vision deficiency.

## **ABOUT LICE**

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Lice may affect people in all walks of life. Transmission can occur quite easily from one infested individual to another. Children should be instructed not to share combs, brushes, hats, scarves, coats and sweaters. Treatment consists of shampooing with a special medicated shampoo. It is recommended that all members of the family be treated. All bed linens should be washed in hot soapy water and dried in a hot dryer at least 20 minutes. Clothing, combs and brushes should be cleaned. Carpets, upholstery and mattresses should be vacuumed thoroughly. All stuffed animals, dolls and toys should be sealed in a plastic bag for two weeks.

## **FIRST GRADE PHYSICALS**

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**The law requires written proof of a physical prior to entry into the first grade. Children may be excluded from school if this physical is not done.**

Through public health clinics, screening services will be free for children covered by Medi-Cal and for children of low or moderate income families. Children from families not eligible for free services will be screened by their own doctors or usual source of medical care and will be charged according to that health provider's fee schedule. If you do not have a family doctor or other source of medical care and would like more information about free screening services, please call the Fresno County Health Department, 1221 Fulton Mall, at 445-3281.

## **KINDERGARTEN IMMUNIZATION**

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Effective July 1, 2001, ALL ENTERING KINDERGARTEN STUDENTS must be immunized against Chicken Pox.

## **INSTRUCTIONAL SUPPORT TEAM**

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The first line of intervention is in the general education classroom where the teacher differentiates his/her instruction to meet the needs of the learners. The Fort Washington Student Study Team (SST) is in place to conduct meetings with teachers/parents regarding student behavioral/academic needs. This team is comprised of the school psychologist, principal, a special education teacher and a general education teacher. This team will listen to teacher/parent concerns, offer suggestions, facilitate the enlistment of interventions, monitor and document 'evidence' of student progress or lack thereof. Response to Intervention requires 'evidence' after varied attempts of general education intervention. All students have different learning needs and styles and it is important to make a consistent effort to layer and imbed instruction to meet the varied needs of ALL learners. Accommodations for ALL students who need them will be part of the general education program.

## **CAMPUS CLUB**

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Fort Washington Elementary School will, once again, provide a before and after-school enrichment program under the auspices of the Clovis Unified School District Campus Club Program. The program is available to students in grades K-6 and will be conducted Monday through Friday from 7:00 a.m.- 6:00 p.m. It will not only offer a solution to the child care concerns of some parents, but it will also enable our school to provide a before and after-school enrichment/activity program for our students. For additional information, please call our school office, 327-6600, or the Child Development Office at 327-9151.

## *"Children Are Our Most Precious Resource"*

On an annual basis Clovis Unified School District (CUSD) submits the Application for Funding Consolidated Categorical Aid Programs commonly called the Con Ap. The application is submitted in two (2) parts: Part I, which contains program and demographic information, is submitted by June 1 each year; and Part II, which contains the budget information and additional program data, is submitted by January 31 each year. The categorical programs included in the application are Title I, Part A – (Improving the Academic Achievement of the Disadvantaged Improving, Title I, Part C – Migrant Education, Title II, Part A – Preparing, Training and Recruiting High Quality Teachers and Principals, and Title III – Language Instruction for Limited English Proficient and Immigrant Students. Essentially, these funds are designed to assist students in mastering state standards.

Clovis Unified Schools are committed to establishing a true partnership with all facets of the Clovis Learning Community. CUSD values feedback and input. Parents continue to make positive differences in the lives of the children we all support. We know from research that participation in your child's education will not only bring success to your child but other children in the school. Our parents truly make a difference in the lives of Clovis kids!

CUSD is proud and pleased to offer a variety of parent involvement opportunities that improve our overall program. Depending on the type of categorical funding a site may receive, district or school parent councils and committees are required under certain requirements and guidelines. Such advisory committees in the CUSD include:

**School Site Council (SSC)**  
**English Learner Advisory Committee (ELAC)**  
**District Advisory Committee (DAC) and School Advisory Committee (SAC)**  
**District Learner Advisory Committee (DELAC)**  
**District Migrant Education Parent Advisory Committee (DMEPAC)**  
**District Indian Education Parent Advisory Committee (IPAC)**  
**School and District level School Assessment Review Team (SART)**  
**Intercultural and Diversity Advisory Council (IDAC)**

We encourage all parents and guardians to become involved with their child's education, at the classroom level, the school-wide level as well as the district level. Each school's Single Plan for Student Achievement (SPSA) describes the school's basic educational program and the categorical supplementary programs/services that are designed to support student achievement of each and every student. Parental involvement is a necessary and vital part of developing the SPSA as well as our overall program. At the district level, parent committees provide input into each of the site's SPSA and to the District's Local Education Agency Plan (LEAP). If you would like additional information on any of the District Parent Councils or Committees, please call your child's school. The Principal, Learning Director, or Guidance Instructional Specialist (GIS) would be happy to assist you, or go to <http://www.cusd.com/specialprojects>. These two school committees meet on a quarterly basis. The committees are comprised of administration, staff and parents. Students are also involved at the intermediate and secondary level.

Listed below are several parent committees that assist with categorical programs and funding. For more information, please call your school or go to: <http://www.cusd.com/specialprojects>.

**School Site Council (SSC):** All schools receiving categorical funds are required to form a SSC. The SSC is composed of parents, students at the secondary level and school personnel. It is responsible for developing, implementing and evaluating the Single Plan for Student Achievement programs. Members serve for two years and are elected by their peers.

**District Advisory Committee (DAC) & School Advisory Committee (SAC):** The entirety of the SSC acts as the SAC. The SAC serves as an advisory committee for the purpose of advising schools regarding supplemental education programs and acting as a liaison for their school community. They serve to share information and comments both at the district and site level. These education programs are supplemental education opportunities provide to students who are disadvantaged, English learners, foster youth and/or at-risk. The SSC has approved to designate our SSC pursuant to California Education Code (EC) Section 52852 to function as the School Advisory Committee.

**English Learner Advisory Committee (ELAC):** All schools enrolling 21 or more English learners are required to form an ELAC. The ELAC is composed of parents and school personnel. The ELAC provides input and makes recommendations to the principal, staff and SSC regarding services for English learners as well as conducts an annual survey. Members serve for two years.

**District English Learner Advisory Committee (DELAC):** Whenever there are 51 or more EL students in the district, there shall be a functioning District English Learner Advisory Committee (DELAC). It is important that each school site ELAC elect a DELAC representative and arrange to have that representative attend every DELAC meeting. Currently the DELAC bylaws require each DELAC representative to be 1) a parent/guardian of an EL or former EL (i.e., a reclassified fluent English proficient student) currently enrolled at the site he/she represents, and 2) elected to serve as the DELAC representative by the site ELAC. The following is an overview of the categorical funding and programs in CUSD. These funds are further discussed and outlined in each school's SPSA and at the committee meetings.



## **Rationale**

General District funds provide support for the District's base/core curriculum program. Some children have special characteristics, not reflective of the general school population, that affect their success in the base/core programs. Some come from economically disadvantaged homes; some are educationally disadvantaged or lack English language proficiency because they have a primary language other than English. Children, such as those described above, require supplemental services and materials not generally provided through the base/core curriculum program. The needs of our children are identified and supplemental services and materials are planned and targeted to meet their special needs. Categorical funds are to be used to provide the financial support to meet these special needs.

## **Philosophy**

All CUSD schools offer students with special needs the same kinds of high quality learning opportunities and access to the core curriculum in all curricular areas. Categorical funds are designed to support additional assistance to help students succeed in the regular classroom program (base/core curriculum) and address any learning gaps. The focus is on the effective utilization of supplementary materials, personnel, and staff development. Staff development activities are used to improve instructional practices and strategies to increase the ability of teachers and other staff to challenge and assist all students to reach their fullest potential.

## **Categorical Program Descriptions**

1. **After School Safety and Education Funds (ASES)**: This state funded and administered program provides three year grant funding to establish or expand after school programs that provide students with academic support and intervention, enrichment opportunities and supportive services to help the students meet state and local standards in core content areas. The purpose of the ASES program is to create additional educational and recreational opportunities for students within the learning community while providing a safe environment for students. The goals of this program are to: 1) improve academic achievement, and 2) provide enrichment opportunities that reinforce and complement the academic program.
2. **Title I, Part A (Improving the Academic Achievement of the Disadvantaged)**: A federal-funded program to provide high quality opportunities for students in high-poverty schools to meet district and state content and performance standards.
3. **Title I, Part A, Title X, Part C, Education for Homeless Children and Youths**: Title I, Part A funds provide comparable services to homeless children that assist them to effectively take advantage of educational opportunities as provided to children in schools funded under Title I, Part A. These comparable services shall be provided to homeless children in public and private schools, shelters and other locations where children may live, institutions for neglected children and, where appropriate, local institutions such as local community day school programs. This reservation requirement is not formula driven.
4. **Title I, Part C (Migrant Education Program)**: A federal-funded program focused on providing services for migratory students and their families.
5. **Title I, Part D: Local Delinquent Programs**:  
A funded program that serve students who are neglected, delinquent, or at-risk, including programs involving collaboration with locally operated correctional facilities.
6. **Title II, Part A (Preparing, Training and Recruiting High Quality Teachers and Principals)**: A federal-funded program focused on teacher and principal training and recruitment programs.
7. **Title III (Language Instruction for English learners(ELs) and Immigrants)**: A federal-funded program focused on assisting school districts in teaching English to limited English proficient students (English learners) and immigrants and helping these students meet the same challenging State standards required of all other students.
8. **Title VII (Indian Education Formula Grant)**: A federal-funded program focused on helping Native American/Alaskan Native students meet the same challenging state standards required of all other students.

The goal of the CUSD staff is to create and maintain the best educational environment possible. This can be accomplished with your support and input. If you have any questions, concerns, or would like to become more involved in the educational process at your school, please contact your school principal. Your school can assist you in learning more about categorical programs. You may want to become involved in your school's School Site Council (SSC), English Learner Advisory Committee (ELAC) and/or attend the Annual Title I Parent Meeting. During the fall each school will send additional information about these activities. At the district level, we encourage you to become involved with our DELAC. We encourage and look forward to your involvement in the programs we offer our learning community.

If you have any questions, please call your child's school or the CUSD Department of Supplemental Services @ 327.9086, additional information may be found @ <http://www.cusd.com/specialprojects>.



# PARENT ASSOCIATION

We would like to take this opportunity to tell you a little about what the Parent Association at Fort Washington has accomplished in the past, and what our goals are for this school year.

The Fort Washington Parent Association's primary concern is to help facilitate the teacher/student/parent relationship and to help ensure a quality educational experience for our children. Please take a moment to read about the **Parent Association and Student Body fund-raisers** for this year. The Parent Association is dedicated to providing for the needs not taken care of through regular school funding.

**Examples of past purchases include Kindergarten playground equipment, athletic uniforms, contributions to technology such as additional laptop computers, printers, computers, software, a video projector, new sound system, staff development opportunities, and most recently, funding to further support our literacy programs.**

In addition to our fundraising efforts, we have provided many services that directly benefit our children. We furnish the volunteer manpower and the funds necessary to:

- ◆ staff the library media center with parent helpers
- ◆ publish a school directory
- ◆ coordinate room parents to help with classroom parties and the International Day
- ◆ sponsor the Carnival
- ◆ provide holiday baskets to families in need
- ◆ provide volunteers for special projects that come up during the year
- ◆ provide fundraising and service for the athletic events through the snack bar
- ◆ provide scholarships to graduating seniors
- ◆ create school-business partnerships

We hope you will join us at our meetings, our activities, or just around the campus!

For additional information, including meeting dates and times, please log onto our website at: [www.fortparents.com](http://www.fortparents.com).

THE FORT WASHINGTON PARENT ASSOCIATION

# CO-CURRICULAR ACTIVITIES

Fort Washington provides a variety of co-curricular activities in which our students are encouraged to participate.



## INTER-SCHOLASTIC ATHLETIC PROGRAM

Fort Washington provides an interscholastic athletic program in which our teams compete with the other elementary schools in the district. The goals of our athletic program are: (1) to teach and develop proficiency in the skills associated with each sport; and (2) to develop the personal qualities of discipline, commitment and sportsmanship associated with being a member of a team. The sports seasons are as follows:

### FALL

Football	Grades 5 and 6
Girls Volleyball	Grades 5 and 6
Cross Country	Grades 4 - 6

### WINTER

Girls Basketball	Grades 5 and 6
Boys Basketball	Grades 5 and 6
Wrestling	Grades 4 - 6

### SPRING

Baseball	Grades 5 and 6
Softball	Grades 5 and 6
Boys Volleyball	Grades 5 and 6
Track	Grades 4 - 6

### YEAR LONG

Pep and Cheer	Grades 5 and 6
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Teams regularly practice after school three afternoons per week, Monday, Tuesday and Thursday (no practice on Early Release). Games are typically scheduled on Friday afternoons. A game schedule may be found on the following page.

Due to CUSD policy only 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> graders are eligible to be team managers.

The Fort Washington Parent Association purchases new uniforms as needed for all athletic teams. **A student will not be allowed to participate in another sport until all parts of his/her uniform have been returned.** Students will be required to return the same uniforms which were checked out to them. **This means that they may not exchange uniforms with friends during the sports season. Please have uniforms washed prior to returning them to school at the end of each athletic season.** It is the student's/parent's responsibility to cover the entire cost of replacing lost or damaged uniforms. Financial assistance is available upon request.

## FALL 2017

**August 21 - October 26**

*Cross Country, Football & Girls Volleyball*

**Varsity Games start at 3 p.m. on Fridays**

**Dead Week October 30-November 3**

**Gray = Practice Games**

### ***Buchanan*** - Century, Cole, Dry Creek, Garfield, Tarpey, Woods

15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	26-Oct
DC @ Century	Garfield @	Cent @ Tarpey	Cent @ Woods	Cole @ Century	Century @ DC	TBA
Cole @	Tarpey @ DC	Woods @ Garf	Tarpey @ Cole	DC @ Woods	Garfield @	TBA
Woods @	Cole @ Woods	DC @ Cole	Garfield @ DC	Tarpey @ Garf	Woods @	TBA

### ***Clovis East*** - Boris, Fancher Creek, Freedom, Miramonte, Oraze, Reagan, Temperance-Kutner

15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	26-Oct
Ro @ Free	Mira @ RO	RO @ FC	RO @ Boris	Boris @ Free	Reag @ RO	TBA
Reag @ TK	Boris @ Reag	TK @ Boris	Free @ Reag	FC @ Reag	FC @ Free	TBA
FC @ Mira	Free @ TK	Reag @ Mira	TK @ FC	Mira @ TK	Mira @ Boris	TBA
Boris @ BR	MV @ FC	Free @ RV	CH @ Reag	Fug @ RO	TK @ MV	TBA

### ***Clovis High*** - Cedarwood, Clovis Elem., Cox, Gettysburg, Jefferson, Red Bank, Sierra Vista, Weldon

15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	26-Oct
Cox @ Getty	CW @ RB	Jeff @ CW	Getty @ CW	Cox @ CW	CW @ Weld	TBA
CW @ SV	SV @ Jeff	RB @ Getty	Cox @ Jeff	Getty @ CE	CE @ SV	TBA
RB @ Weld	Weld @ Getty	Cox @ SV	CE @ RB	Weld @ Jeff	RB @ Cox	TBA
CE @ Jeff	Cox @ CE	Weld @ CE	SV @ Weld	SV @ RB	Getty @ Jeff	TBA

### ***Clovis North*** - Bud Rank, Copper Hills, Fugman, Mt. View, Riverview

15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	26-Oct
Boris @ BR	MV @ FC	Free @ RV	CH @ Reag	Fug @ Oraze	TK @ MV	TBA
Fug @ RV	RV @ CH	CH @ BR	RV @ Fug	BR @ CH	Fug @ CH	TBA
CH @ MV	BR @ Fug	MV @ Fug	MV @ BR	RV @ MV	BR @ RV	TBA

### ***Clovis West*** - Ft. Washington, Liberty, Lincoln, Maple Creek, Nelson, Pinedale, Valley Oak

15-Sep	22-Sep	29-Sep	6-Oct	13-Oct	20-Oct	26-Oct
MC Bye	Pine Bye	VO Bye	FW Bye	Lib Bye	Linc Bye	TBA
Nels @ Linc	VO @ FW	Linc @ Lib	MC @ Nels	FW @ Linc	FW @ Nels	TBA
VO @ Lib	Lib @ Nels	Nels @ Pine	Linc @ VO	Pine @ MC	Lib @ MC	TBA
Pine @ FW	MC @ Linc	FW @ MC	Lib @ Pine	Nels @ VO	VO @ Pine	TBA

**Football Carnival Saturday, Sept. 9, 8:45 a.m. @ Lamonica & Veterans Memorial Stadiums**

**Elementary Championships and Cross Area Games Thursday, October 26**

**\*SIERRA OUTDOOR SCHOOL - Arrange for make-up at least one month in advance.**

## WINTER 2017-18

**November 6-January 27**

*Girls & Boys Basketball and Wrestling*

**Varsity Start Times: Girls Basketball 2:15pm, Wrestling 3pm, and Boys Basketball 3:15pm on Fridays**

Dead Week Jan. 29-Feb. 2

**Gray =Practice Games**

### ***Buchanan*** - Century, Cole, Dry Creek, Garfield, Tarpey, Woods

1-Dec	8-Dec	15-Dec	Thurs 21- Dec	12-Jan	19-Jan	26-Jan
Woods @ Garf	DC @ Garfield	Garfield @ Cole	Garfield @ Cent	Tarpey @ Garf	Garf @ Woods	TBA
Tarpey @ DC	Cole @ Woods	Century @ DC	Cole @ Tarpey	Woods @ Cent	DC @ Tarpy	TBA
Century @ Cole	Tarpey @ Cent	Woods @	DC @ Woods	Cole @ DC	Century @ Cole	TBA

### ***Clovis East*** - Boris, Fancher Creek, Freedom, Miramonte, Roger Oraz, Reagan, Temperance-Kutner

1-Dec	8-Dec	15-Dec	Thurs 21- Dec	12-Jan	19-Jan	26-Jan
Free @ TK	Mira @ RO	RO @ FC	TK @ RO	RO @ Free	Boris @ RO	TBA
Reag @ Boris	TK @ Reag	Boris @ TK	Reag @ Free	FC @ Reag	FC @ Free	TBA
Mira @ FC	Free @ Boris	Reag @ Mira	Mira @ FC	Boris @ Mira	Mira @ TK	TBA
RO @ CH	FC @ RV	Free @ Fug	CH @ Boris	TK @ MV	BR @ Reag	

### ***Clovis High*** - Cedarwood, Clovis Elem, Cox, Gettysburg, Jefferson, Red Bank, Sierra Vista, Weldon

1-Dec	8-Dec	15-Dec	Thurs 21- Dec	12-Jan	19-Jan	26-Jan
RB @ Getty	Getty @ CW	CW @ Cox	SV @ CW	CW @ CE	RB @ CW	TBA
Weld @ CE	Cox @ Jeff	CE @ Getty	Jeff @ CE	Cox @ Weld	SV @ Jeff	TBA
Cox @ SV	CE @ RB	Jeff @ Weld	RB @ Weld	Getty @ SV	Weld @ Getty	TBA
CW @ Jeff	Weld @ SV	SV @ RB	Getty @ Cox	Jeff @ RB	CW @ Cox	TBA

### ***Clovis North*** - Bud Rank, Copper Hills, Fugman, Mt. View, Riverview

1-Dec	8-Dec	15-Dec	Thurs 21- Dec	12-Jan	19-Jan	26-Jan
Oraz @ CH	RV @ FC	Free @ Fug	CH @ Boris	TK @ MV	BR @ Reag	TBA
Fug @ MV	Fug @ BR	MV @ RV	MV @ BR	Fug @ BR	MV @ RV	TBA
BR @ RV	CH @ MV	BR @ CH	RV @ Fug	RV @ CH	CH @ Fug	TBA

### ***Clovis West*** - Ft. Washington, Liberty, Lincoln, Maple Creek, Nelson, Pinedale, Valley Oak

1-Dec	8-Dec	15-Dec	Thurs 21- Dec	12-Jan	19-Jan	26-Jan
MC Bye	VO Bye	Pine Bye	FW Bye	Nels Bye	Lib Bye	TBA
Vo @ Nels	Pine @ Nels	FW @ VO	Lib @ Pine	Linc @ FW	MC @ VO	TBA
Linc @ Pine	FW @ MC	Nels @ Lib	Vo @ Linc	Pine @ MC	Nels @ Linc	TBA
FW @ Lib	Lib @ Linc	Linc @ MC	MC @ Nels	Lib @ VO	Pine @ FW	TBA

**Area Wrestling Tournaments Thursday, January 25 at Area High Schools**

**Seed meetings Tuesday or Wednesday, January 23 or 24**

Elementary Championships at Clovis, Thursday, January 25 and Cross Area Games, Friday, January 26

Y! Men Wrestling Championships Saturday, January 27 at Clovis North High School

**\*\*SIERRA OUTDOOR SCHOOL - Arrange for make-up at least one month in advance.**

## SPRING 2018

**February 5 - May 25**

*Softball, Baseball, Boys Volleyball & Track*

**Softball & Baseball Varsity Games start at 2:45 p.m., Volleyball start at 3 p.m. on Fridays**

Track begins *February 5* . Athletes may participate in track and one other Spring sport.

**Gray =Practice Games**

### *Buchanan* - Century, Cole, Dry Creek, Garfield, Tarpey, Woods

23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr
Cent @ Tarpey	Woods @	Tarpey @ DC	Tarpey @ Garf	Cole @ Tarpey	Tarpey @ Cent	TBA
Cole @ Woods	DC @ Century	Garf @ Woods	DC @ Cole	Cent @ Garf	Woods @ Cole	TBA
Garfield @ DC	Cole @ Garfield	Century @ Cole	Woods @ Cent	DC @ Woods	Garfield @ DC	TBA

### *Clovis East* - Boris, Fancher Creek, Freedom, Miramonte, Roger Oraz, Reagan, Temperance-Kutner

23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr
RO @ Free	Mira @ RO	RO @ Boris	TK @ RO	TK @ Free	FC @ RO	TBA
Reag @ FC	TK @ Reag	FC @ TK	Free @ Reag	Boris @ Reag	Boris @ Free	TBA
Boris @ Mira	Free @ FC	Reag @ Mira	Mira @ Boris	Mira @ FC	Mira @ TK	TBA
MV @ TK	CH @ Boris	BR @ Free	FC @ MV	RO @ RV	Reag @ Fug	

### *Clovis High* - Cedarwood, Clovis Elem., Cox, Gettysburg, Jefferson, Red Bank, Sierra Vista, Weldon

23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr
Getty @ SV	SV @ CW	CW @ RB	Jeff @ CW	CW @ Getty	CW @ Weld	TBA
Weld @ Cox	Weld @ RB	SV @ Jeff	RB @ Getty	Jeff @ Cox	CE @ CV	TBA
CE @ CW	Jeff @ CE	Getty @ Weld	Cox @ SV	CE @ RB	Getty @ Jeff	TBA
RB @ Jeff	Cox @ Getty	Cox @ CE	Weld @ CE	SV @ Weld	RB @ Cox	TBA

### *Clovis North* - Bud Rank, Copper Hills, Fugman, Mt. View, Riverview

23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr
RV @ CH	MV @ BR	MV @ RV	RV @ Fug	Fug @ MV	RV @ BR	TBA
BR @ Fug	Fug @ RV	Fug @ CH	CH @ BR	BR @ CH	CH @ MV	TBA
MV @ TK	CH @ Boris	BR @ Free	FC @ MV	Oraze @ RV	Reag @ Fug	TBA

### *Clovis West* - Ft. Washington, Liberty, Lincoln, Maple Creek, Nelson, Pinedale, Valley Oak

23-Feb	2-Mar	9-Mar	16-Mar	23-Mar	6-Apr	13-Apr
Pine Bye	VO Bye	FW Bye	Lib Bye	Linc Bye	MC Bye	TBA
VO @ MC	Pine @ Nels	Pine @ Lib	FW @ Linc	Lib @ MC	Vo @ FW	TBA
Nels @ Linc	FW @ MC	Linc @ VO	MC @ Pine	Nels @ FW	Lib @ Nels	TBA
FW @ Lib	Linc @ Lib	MC @ Nels	Nels @ VO	Pine @ VO	Linc @ Pine	TBA

**Junior Fresno Relays (JFR) - Schedule to be announced in March. tentative**

Baseball, Softball and Volleyball Championships @ BEC, Thursday, April 12/Cross Area Games Friday, April 13

Area Track Championships Friday, May 18 @ Area High Schools (CW Area will be Thurs 5/17)

District Track Championships Friday, May 25 @ Clovis East High School

**\*\*SIERRA OUTDOOR SCHOOL - Arrange for make-up at least one month in advance.**

# STUDENT COUNCIL

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The students at Fort Washington learn the fundamentals of student government through the student council. Each semester, the students elect the following officers:

<b>PRESIDENT</b>	Must be a sixth grade student in good standing *
<b>VICE PRESIDENT</b>	Must be a fifth or sixth grade student in good standing *
<b>SECRETARY</b>	Must be a fifth or sixth grade student in good standing *
<b>FIFTH GRADE CLASS PRESIDENT</b>	Must be a fifth grade student in good standing *
<b>FOURTH GRADE CLASS PRESIDENT</b>	Must be a fourth grade student in good standing *
<b>MASCOT</b>	Must be a fourth, fifth, or sixth grade student in good standing *
<b>COMMISSIONER OF GROUNDS</b>	Must be a fourth, fifth or sixth grade student in good standing *
<b>COMMISSIONER OF ATHLETICS</b>	Must be a fifth or sixth grade student in good standing *
<b>COMMISSIONER OF RALLIES</b>	Must be a sixth grade student in good standing *

Students who wish to run for office must have at least a **70% Academic average and NO D's or F's**. Candidates must also secure teacher and parent approval for nomination. Once elected, all officers agree to abide by the academic and behavior guidelines specified in their contract.

The student council takes an active role in sponsoring and planning various student activities, enhancing communication between the students and the staff and conducting a fund-raising activity for the benefit of the students.

## OTHER CO-CURRICULAR ACTIVITIES

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Students are also encouraged to participate in the other co-curricular activities offered at Fort Washington, such as Choir, Orchestra Band, Instrumental Music Band, Drama, Robotics and Destination Imagination.

Our major co-curricular programs have Participation Contracts stating what is expected of the participant. Students agree to the stipulations upon joining an activity.

# CODE OF PARTICIPATION AND CONDUCT

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The following requirements must be met **at the time the parent permission slip is completed, and by the child's FIRST DAY OF TRYOUTS, and MAINTAINED THROUGHOUT THE SEASON/ACTIVITY:**

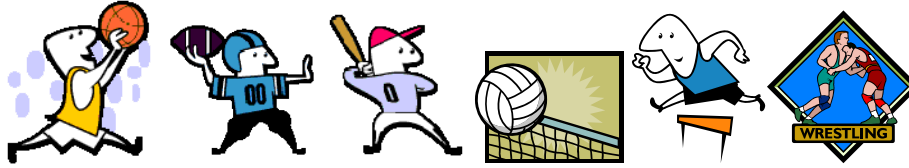
1. To be eligible for co-curricular activity (sports, band, choir, drama etc.) students must have at least a 2.0 grade point average with no "F's". To remain eligible students must maintain a 2.0 GPA with no "F's" at the time of the grade check. Any student that is ineligible at the time of the grade check must attend Detention for one week to work on missing assignments. Students may return to their co-curricular activities if their grades are brought up at the end of the week of Detention. If at the end of the week the student still does not have a 2.0 GPA, a second week of Detention will be assigned. If at the end of that week grades are still below a 2.0 GPA the student will be removed from the co-curricular activity for that season. Students who receive 2 consecutive "D's" in a grading period will be ineligible to participate.
2. The participant is expected to **abide by the practice, meeting, or rehearsal schedule** established for the activity. Certain absences or tardies may, of course, be excused as with classroom attendance. Absence from practice or rehearsal due to disciplinary measures such as detention and/or suspension may result in removal from game, performance, and/or the team
3. The student is expected to participate in the activity in a positive manner. That is, the student is to show proper conduct, strive to learn and grow in his/her abilities or skills and contribute to the group effort to the best of his/her ability.
4. The participant is expected to respect and properly care for all property and/or equipment issued in conjunction with the activity. This is especially pertinent to members of athletic teams who are issued uniforms. Team uniforms are the property of the school (purchased by our Parent Club) and difficult to replace. Students who NEGLIGENTLY lose or cause UNDUE damage to such school property will be charged for its replacement. **SCHOOL UNIFORMS AND TEAM SWEATS ARE NOT TO BE WORN OUTSIDE OF SCHOOL.**
5. The participant **will not arbitrarily or unilaterally "quit"** an activity. There is a one-week "grace" period during which the student may join an activity and decide if he/she wishes to continue. A student may drop the activity during that time with no conditions, and choose to join another sport offered during that same season. After that time, the student may drop the activity only after consultation between the parent and the coach/advisor and a conference between the student, coach/advisor and the principal. In the case of athletic teams, a student who drops a sport after the grace period may not join another team during the same season.

## ***ADDITIONALLY FOR ATHLETES:***

In addition to meeting the CODE OF CONDUCT above, ATHLETES must sign an athletic contract at the beginning of each sports season.

1. Students that are **below a 70% academic average AND/OR have an "F" grade at grade check points, will be dismissed from the team.** If a participant is placed in **detention more than twice during a sports season, he/she will be excused from the team.** Grade checks will be made halfway through each season (except track). Fourth quarter grades from the previous school year will determine eligibility for fall sports/activities the following year. A student with failing grades from the 4<sup>th</sup> quarter of the previous year will not become eligible for sports until GPA requirements are met for the winter season.
2. **Any student earning an "F" in any subject at sports signups will NOT BE ELIGIBLE to participate. Any student earning an "F" at Grade Checkpoint time WILL BE DISMISSED from the team. Students who receive 2 consecutive "D's" in a grading period will be ineligible to participate on any athletic team.**
3. **BLOCK FW** points will NOT be awarded to students who choose to quit or are excused from a sport before completion of the season.





## **SPECTATOR CODE OF CONDUCT: ATHLETIC EVENTS**

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Spectators are an important part of athletic events. They should, at all times, reflect high standards of support and good sportsmanship as indicated by the following:

1. Spectators should, at all times, respect officials, coaches and participants and extend all courtesies to them as guests in the community.
2. Enthusiastic and wholesome cheering is encouraged. However, booing, stamping of feet, disrespectful remarks and/or cheers or yells which “put-down” the other team are totally unacceptable.
3. Any disagreements/discussions with coaches and advisers should take place away from the activity/event and on an appointment basis.
4. Violation of spectator code of conduct may result in removal from the event, documentation of offense, and permanent exclusion from all school activities or events.



# STUDENT ACCOMPLISHMENTS AND AWARDS

## HONOR ROLL ~ GRADES 3 - 6

The Honor Roll is a means of giving recognition to students based on scholastic achievement. The requirements reflect not only the student's academic achievement, but also his/her effort and citizenship. The Honor Roll is published at the end of each report card period (quarterly). Honor Roll students are recognized by: an Academic Awards Assembly at the end of each quarter.

The qualification requirements for the Honor Roll are:

1. No "D's" or "F's" on the report card.
2. No "N's" on the report card.
3. The following grade point averages.

**Principal's Honors:** Awarded to students earning ALL A's (includes A-).

**High Honors:** Awarded to students earning  $\geq 90\%$  with no grade lower than a B-.

**Honors:** Awarded to students earning  $\geq 80\%$  with no grade lower than a C-.

All individuals at Fort Washington in grades 2-6 are graded utilizing the A, B, C, D, F criteria. Within this policy, latitude has been given to teachers to calculate grades on the following percentile basis:

A = 90 - 100%	(excellent work)
B = 80 - 89%	(above average work)
C = 70 - 79%	(average work)
D = 60 - 69%	(below average work)
F = below 59%	(failing work)



In addition, it is the Clovis Unified School District's policy that parents be notified whenever students are in danger of failing classes or subjects. The following policy will be in effect at Fort Washington Elementary School:

1. A progress report will be completed for each student in danger of failing a subject.
2. The student will be informed of the report and then sent home for the parent to sign and return to the school within three (3) days.
1. This notice must be sent home on or before the fifth week of the quarter. Failure to notify the parents during this week will result in a passing grade being issued or the grade of the previous quarter being placed on the report card.

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## PERFECT ATTENDANCE AWARD

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Students in grades K-6 are eligible for this award. The Perfect Attendance Award is applicable for students who are physically present for every day of the entire school year. Students who are on Independent Study are ineligible for this award. The **Perfect Attendance Award** is presented at the end of school year.

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## CHARACTER COUNTS!

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PATES of CHARACTER are acknowledged by their classroom teachers. Personal notes are sent to students when they demonstrate *TRUSTWORTHINESS, RESPECT, RESPONSIBILITY, FAIRNESS, CITIZENSHIP, AND CARING*. Names are announced each week during the Friday morning rally.

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## BLOCK “FW”

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The **BLOCKFW** award, initiated in the fall of 1984, is the highest award a student may earn at Fort Washington. The **Block “FW”** is available to fourth, fifth, and sixth grade students. The criteria for earning this award reflect a broad base of participation, achievement, and service. In order to earn the **Block “FW”** a student must have specified participation per semester in four distinct categories: (1) **MIND - SCHOLARSHIP**; (2) **MIND - CO-CURRICULAR**; (3) **BODY/FITNESS** and (4) **SPIRIT –STUDENT LEADERSHIP/COMMUNITY SERVICE**.

Candidates for this award must participate in a minimum number of activities, in each category, per semester. Students who have met these initial criteria AND have participated in the specified total number of activities per semester receive the **BLOCKFW**.

Over the past ten years the BLOCK FW program has had a positive impact on the total school program in the following ways:

1. Many students who had been reluctant to participate or try new things have become much more active and involved.
2. The quality of student participation has improved as students began taking the responsibilities of their involvement more seriously.
3. The award is highly valued by students. Personal goals, participation, achievement, commitment, self-discipline, and perseverance, the qualities required to earn the award, have become important to students.
4. The award has provided parents and teachers with a means to identify students, who either are too heavily involved in school activities or not involved enough, resulting in the ability to intervene with appropriate guidance.
5. Parents, teachers, and students have begun to view the “*school life*” of a student as a total picture, not isolated bits and pieces.



# POLICIES AND PROCEDURES

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## ARRIVAL AND DISMISSAL

**BEFORE SCHOOL:** Students MAY NOT ARRIVE PRIOR TO 7:50 AM. There is no supervision prior to 7:50 AM, making this a safety issue for your student. **Students arriving PRIOR TO 7:50 AM will be assigned DETENTION after THREE infractions. Combination of THREE early drop off or late pick up will serve after school detention in the assigned Study Hall classroom. This rule is in effect for students in grades 1<sup>st</sup> through 6<sup>th</sup>.**

**AFTER SCHOOL:** Students need to go DIRECTLY HOME AT 3:10 PM dismissal, UNLESS involved in a school sponsored co-curricular activity such as sports, pep/cheer, intervention class, tutoring, activity meetings, etc. Students remaining after school WITHOUT ADULT supervision will be automatically sent to THE DETENTION ROOM. Please work with your child on being responsible each day about bringing home all necessary materials and their personal belongings. Our custodial staff is given limited time to clean and sanitize the school each night and need every minute. In addition to their precious time for safety and liability reasons, classroom doors will not opened after 3:30pm.

### *DROP OFF AND PICK UP ZONES*

Students may be dropped off or picked at any of THREE “ZONES”:

- “Z” gate by portable classrooms on Millbrook
- Teague Avenue Loading Zone (**EXCEPT for daycare bus loading zone**)
- Millbrook/Teague Parking Lot or Loading Zone

### *TEAGUE & MILLBROOK INTERSECTION*

If your child uses the Teague & Millbrook crosswalks to and from school, PLEASE be watchful and carefully monitor your child as he/she crosses that intersection before and after school.

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## ABSENCES

Regular school attendance is important to your child’s progress. When it is necessary for your child to be absent from school, please observe the following:

- Regular school attendance is important to your child’s progress. **Please telephone the school office at 327-6600 in the morning when your child will be absent. All absences must be cleared within 24 hours after occurrence by phone or email to attendance secretary. Parents or caregivers must be the ones to clear the child’s absences. A “cleared” absence does not equate to an “excused” absence.**
- If you take your child to see the doctor, please provide the office with a doctor’s note confirming your child’s illness/absence from school. A doctor’s note will excuse your child’s absence(s).
- If your child is absent from school and you want to pick up his/her assignments for that day, please call the office **by 9:30 AM** so that the message can be put in the appropriate teacher’s box. Requested assignments will **only be available between 3:10-4:10 PM in the office for pick-up.**
- Students who are physically present on campus every day of the school year are eligible for perfect attendance.
- Parents are urged to schedule medical appointments in the afternoon or on designated early release days, as the morning is reserved for non-interrupted academic instruction.

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## SCHOOL ATTENDANCE AND REVIEW BOARD (SARB)

Fort Washington will monitor student attendance on a monthly basis. The SARB process is as follows:

- **UPON FIVE ABSENCES OR THREE UNEXCUSED ABSENCES PER SEMESTER: Mini SARB meeting at school**
- **IF NO IMPROVEMENT: Meeting with District STUDENT SERVICES AND ATTENDANCE department**

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## TARDIES

It is critical to the learning environment that students arrive to school on time. Students arriving late (after 8:15 a.m.) need to check in the office. **Bring a physician's note if a child is tardy due to a medical appointment.**

After school Detention will be assigned on the third tardy, and each tardy thereafter for the quarter.  
3 tardies = 1 after school detention. Habitual tardies will be monitored with phone calls and S.A.R.B. referrals.

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## **INDEPENDENT STUDY**

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Through Independent Study, students who miss school can receive credit for completing assignments. If you are planning to take your child out of school for **five or more days**, please contact your child's teacher **at least one week** in advance so that the teacher can prepare the Independent Study program prior to the absence.

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## **WITHDRAWAL FROM SCHOOL**

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If you should decide to move from the district or to another school attendance area within the district, please notify our office that you are withdrawing your child.

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## **MANDATORY ACCESS TO STUDENT RECORDS**

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The following persons or agencies shall have access to student records:

1. **Natural parents, adoptive parents, or legal guardians** of students younger than age 18. Upon request, qualified certificated staff will be available to interpret the records. (Education Code 49069)
2. **Adult students (age 18 or older)**. (Education Code 49061)
3. Those **so authorized in compliance with a court order** or lawfully issued subpoena. (Education Code 49077) If lawfully possible, the District shall first give the parent or adult student three days' notice, telling who is requesting what records. (Title 5, Section 435)

The following persons or agencies shall have access to those particular records which are relevant to the legitimate educational interests of the requester:

1. **Natural parents, adoptive parents or legal guardians** of a dependent student age 18 or older. (Education Code 49076)
2. **Students 16 or older or who have completed the 10th grade**. (Education Code 49076)
3. **School officials** and employees. (Education Code 49076)
4. **School Attendance Review Board members** and involved school officials and employees. (Education Code 49076)
5. **Officials or employees of other public schools** or school systems where educational programs leading to high school graduation are provided. (Education Code 49076)
6. **Federal, state and local officials**, as needed for program audits or compliance with law. (Education Code 49076)
7. Any **district attorney** who is participating in or conducting a **truancy** mediation program.
8. A **prosecuting agency** for consideration against a parent/guardian for failure to comply with compulsory education laws.
9. Any **probation officer or district attorney** for the purposes of conducting a criminal investigation or an investigation in regards to declaring a person a ward of the court or involving a violation of a condition of probation.
10. County child welfare services workers are responsible for the case plan of a minor who is being placed in foster care. (Welfare and Institutions Code 16010) Upon written request, peace officers designated by their law enforcement agency shall receive information about the transfer of a student's records to another district or private school within the state, or to a district within another state, when authorized by law to assist in suspected kidnaping investigations. (Education Code 49076.5).

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## **HOMEWORK POLICY**

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Homework plays an important part in the student's growth in academic skills and in the development of good study habits. In fact, virtually all research studies concerning effective school programs indicate that the proper application of a

homework policy is characteristic of effective schools and is related to student achievement. The following is a general guideline for homework assignments:

<b>Grade</b>	<b>Time each night</b>
Second	30 minutes
Third	30 minutes
Fourth	45 minutes
Fifth	45-60 minutes
Sixth	45-60 minutes

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### **BREAKFAST AND LUNCH PROGRAMS**

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BREAKFAST is served daily between 7:50-8:05 AM, and costs \$1.00

HOT LUNCH is served daily and costs \$2.25. Free and reduced hot lunch programs are available.

Checks for lunch may be payable to *Fort Washington*. Please maintain your child's cafeteria account. Once a child's balance reaches ZERO, the child will only be OFFERED CHEESE SANDWICHES until account balance is paid and filled. Checks may be paid BEFORE/AFTER SCHOOL or at RECESS, either in office or cafeteria.

Due to food allergies and other health related issues, Fort Washington students are **not** allowed to share their food with other students. Please make sure your child has enough food for only him/herself, and does not bring large quantity of food to hand out to other students, i.e. large pizzas, box of cookies, etc.

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### **PARENT VISITS/VOLUNTEERS – Parents are welcome and encouraged to visit the school.**

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#### *CLASSROOM VOLUNTEER/CHAPERONES*

- All classroom volunteers must complete a CUSD VOLUNTEER APPLICATION FORM prior to volunteering in your child's classroom/attending a school field trip. This form is available in the main office.
- Volunteers must be cleared through either Megan's Law or fingerprinting. Megan's Law clearance can take up to 24 hours to process before you are cleared to volunteer/chaperone.

Visits ***MUST*** be scheduled with the teacher in advance. In the interest of safety, ***ALL VISITORS MUST SIGN IN AT THE OFFICE UPON ARRIVAL AT WHICH TIME A TEMPORARY I.D. BADGE WILL BE ISSUED AND MUST BE WORN DURING THEIR STAY.*** No drop-in classroom visits are allowed during school hours. Parents wishing to speak to teachers can arrange conferences by calling the office. (For further volunteer and school visits clarification see attached Board Policy 9202 and 9212).

***LUNCHTIME:*** Due to limited space in our cafeteria, we do not have room for parents to eat lunch with their students in the lunch room. Parents are welcome to have lunch with their student outside of the office or you can sign your child out for lunch. Thank you for your cooperation and understanding.

***REGARDING PAYMENTS FOR SCHOOL RELATED BUSINESS:*** Due to fiscal timelines, no personal checks will be accepted by the office ***after*** APRIL 30th. After that date, payment must be in cash, purchase orders or cashier's checks.

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### **SCHOOL PARTIES/BIRTHDAY**

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Birthdays at school may be acknowledged with a treat at the end of the day. Please check with your child's teacher prior to the time you wish to do this. **Party invitations are not allowed to be passed out during the school day.**

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### **SENDING GIFTS TO STUDENTS AT SCHOOL**

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Please ***DO NOT*** have balloons and/or flowers delivered to individual students while at school. Although we appreciate the parent's intent to acknowledge a special day in their child's life or to wish their child well in some endeavor, we must also recognize that this practice has an adverse impact in the school setting. If these items are delivered to school, they will be brought to the office and can be picked up at the end of the school day.

# **STUDENT CONDUCT**

**PLEASE REFER TO THE CUSD STUDENT AND PARENT RIGHTS AND RESPONSIBILITIES HANDBOOK for a complete reference to school and district policies. An electronic copy of this handbook is available on the school and district website at <http://www.cusd.com/student-rights/>.**

## **OVERVIEW**

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Our school maintains high, but not unreasonable standards of conduct and behavior for all of our students. We believe appropriate student conduct is essential in order to make each student's experience at school meaningful, productive and enjoyable.

## **ASSERTIVE DISCIPLINE POLICY**

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Along with these **basic** rules, the staff has established fair and consistent consequences to be administered by **all teachers** when a student violates any of these rules of behavior:

**Step 1** - Teacher/Student Conference - At this time the teacher will clarify the rule that the student is violating.

**Step 2** -The teacher will contact the parent, identifying clearly the unacceptable student behavior, and establish what is necessary to rectify the problem. (Teacher / Parent Conference)

**Step 3** -The teacher will refer the student to the Principal or designee, documenting the steps previously taken to change student behavior. (Conduct referral)

**Step 4** - The principal or designee will counsel the student, and institute some form of discipline. A parent contact will be made, either by letter or telephone.

**Step 5** - The principal or designee will schedule a parent conference to be held in the office to discuss possible suspension or alternative programs for the student.

Consequences may range from time out in another classroom, time out from recess(es), Detention either during lunch or after school, suspension and expulsion, depending on the severity of the action.

## **FORT WASHINGTON DRESS CODE**

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The Clovis Unified School District dress code is outlined in the “**STUDENT AND PARENT Rights and Responsibilities Guide**,” Discipline Rules, CUSD Board Policy #2105.

In 2016 the dress code was amended. The major changes reflected are:

- Athletic shorts with pockets are allowed.
- Leggings over garments, shorts, dresses and skirts must be worn no shorter than 5 inches above the top of the kneecap and no shorter than mid-thigh.
- Students can have longer hair that is neatly groomed. No Faux-Hawks.
- Piercing jewelry is acceptable in the ears only. No earrings that alter the shape of the ear.
- No slippers or sleepwear
- Temporary or permanent tattoos must be covered.

In addition, Fort Washington has added a policies specific to our school:

- 1) **Only baseball caps with the logo of FORT WASHINGTON, KASTNER, OR CLOVIS WEST HS, are allowed to be worn at FW;**
- 2) **Shoes MUST have a heel strap—backless shoes MAY NOT be worn.**
- 3) **No FLEECE sweat pants.**
- 4) **Athletic wear—Please refer to CUSD Dress Code in the CUSD 2015-2016 Parent and Student Rights and Responsibilities Handbook.**
- 5) **No makeup is allowed.**

## **OTHER POLICIES**

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## ***STUDENTS WILL CONDUCT THEMSELVES IN A WAY THAT WILL NOT DISRUPT THE LEARNING ENVIRONMENT.***

- Gum and seeds are not allowed at school at any time. Candy brought from home for lunch must be eaten in the cafeteria.
- Food may be eaten at designated outdoor tables during morning recess, Snack Bar or classroom parties.
- Students may use the office telephone **ONLY WITH SPECIFIC PERMISSION** from the teacher or other school staff member.
- Students will play at recess in the designated play areas only. Other areas, buildings and corridors are **OFF LIMITS** during recess.
- Students are not to run in corridors, on the walks, or in any room.
- Students should not bounce balls in corridors, or on walls of any building.

## **BICYCLES, SKATEBOARDS, SCOOTERS, ROLLER BLADES**

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- **HELMETS** are required by state law for children under the age of 18 for children using **BICYCLES, SCOOTERS, SKATEBOARDS** or **ROLLER BLADES** to and from school.
- Students riding bicycles to school will park and lock them at the bicycle racks as soon as they arrive at school.
- Bicycles, skateboards, scooters, or roller blades **ARE NOT** to be ridden on the school grounds or walkways **AT ANY TIME** (after hours and weekends included).
- Students are to obey all traffic laws (see **MOTOR VEHICLE CODE**) when riding bicycles to and from school.
- Students are not to go into the bicycle parking area during the school day.
- Students who consistently fail to abide by these provisions may be required to use another form of transportation to and from school.

## **EQUIPMENT and TOYS**

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- Footballs and soccer balls are to be used only on the grass area.
- Baseballs, softballs, bats, and tennis rackets are **NOT** to be used except **WITH TEACHER SUPERVISION and/or PERMISSION**.
- Students should use climbing equipment and slide only as they were intended to be used.
- Students should kick balls only on the grass area.
- Students are **NOT** to kick volleyballs or the red rubber balls.
- Students **MAY BRING** athletic equipment from home with parent and teacher permission. **PLEASE LABEL ALL EQUIPMENT** with child's name and room number.
- **TOYS ARE NOT ALLOWED AT SCHOOL**, unless specifically permitted by classroom teachers due to classroom projects/activities. Toys include *TRADING CARDS, DOLLS, ACTION FIGURES, GAMES, etc.*

## **CAFETERIA CONDUCT**

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- Students wishing to eat in the cafeteria **MUST** have courteous and proper behavior. Good table manners should be stressed.
- Students may talk quietly to the persons next to them. Shouting or talking from one table to another is unacceptable.
- The floor and tables must be free of litter before students are excused for recess.
- Hats may not be worn in the cafeteria.
- All students will remain in the cafeteria until they are dismissed by the supervisor.

## **ELECTRONICS AT SCHOOL**

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- **I-PODS, MP3 Players and other electronic devices such as Playstation DS, Kindles, etc. ARE NOT ALLOWED** at school, unless specifically permitted by teacher due to classroom projects/activities.
- **CELL PHONES** are permitted but **MUST BE TURNED OFF AND KEPT IN THE STUDENTS BACKPACK** during school hours. If a cell phone is taken out of the students backpack during the school day, for any reason, will be confiscated and remain in the office until an adult claims it.



- Fort Washington is not responsible for lost or damaged items.

## **DETENTION**

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There will be an after school detention for those students who have not completed their teacher-assigned tasks or have violated class or school rules. Assignment to detention will be made by the teacher or administrator. Notification to a parent will take place prior to a student serving detention. Detention is scheduled from 3:10 p.m. to 4:10 p.m. No detention on Early Release days.

**CLOVIS UNIFIED  
SCHOOL DISTRICT**

**SCHOOL COMMUNITY RELATIONS**

*Community Relations*

**SCHOOL VISITORS**

**PURPOSE:** To establish procedures for school visitors.

The Board welcomes and encourages visits to District school campuses and sites by parents, other adult residents of the community, and interested educators. However, in order for the educational program to continue undisturbed when visitors are present, and to prevent the intrusion of disruptive persons into the schools, it is necessary to invoke visitor controls. The Superintendent, therefore, shall establish Administrative Regulations that will protect pupils and employees of the District from disruption to the educational program or the efficient conduct of their assigned tasks.

*Adopted: 7/23/75  
Amended: 11/6/91  
Amended: 4/12/00  
Amended: 3/24/04  
Reviewed: 5/2/07  
Reviewed: 10/1/08  
Reviewed: 11/10/10*

*Education Coded sections 32210, 32211-32212, 35160-35160.1  
44810, 44811, 44901.4  
Penal Code sections 71, 243.5, 415.5, 626.2, 626.4, 626.7  
626.8, 627.7, 653g*

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## CLOVIS UNIFIED SCHOOL DISTRICT

### SCHOOL COMMUNITY RELATIONS

#### *Community Relations*

#### VOLUNTEER ASSISTANCE

**PURPOSE:** To encourage community members to enrich the educational experience of students while strengthening the schools' relationships with the community.

The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students. Community volunteers in our schools enrich the educational program, contribute to school safety, and strengthen our schools' relationships with the community. The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

No person has any right to provide, nor is the District obligated to accept, volunteer services. A person also has no right to a particular volunteer assignment, event, location or classroom. Volunteers shall act in accordance with state and federal laws, District policies and regulations, including but not limited to Board Policy No. 9202 (School Visitors) and Board Policy No. 9210 (Civility Policy), and school rules.

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off.

The Board prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. (Government Code 12940(j))

The Superintendent or designee shall establish administrative regulations setting forth procedures to protect the safety of students and adults in accordance with applicable laws, including requirements for recruiting, screening and placing volunteers.

The Board desires to provide a safe environment for volunteers and minimize the district's exposure to liability. Upon the adoption of a resolution by the Board, volunteers shall be entitled to workers' compensation benefits for any injury sustained while engaged in the performance of service for the District. (Labor Code 3364.5)

*EDUCATION CODE*

*35021 Volunteer aides*

*35021.1 Automated records check*

*44010 Sex offense; definition*

*44227.5 Classroom participation by college methodology faculty*

*44814-44815 Supervision of students during lunch and other nutrition periods*

*45125 Fingerprinting requirements*

*45340-45349 Instructional aides*

*45360-45367 Teacher aides*

*49406 Examination for tuberculosis*

*GOVERNMENT CODE*

*3100-3109 Oath or affirmation of allegiance*

*12940 Discrimination Prohibited*

*3543.5 Prohibited interference with employees' rights*

*HEALTH AND SAFETY CODE*

*1596.871 Fingerprints of individuals in contact with child day care facility clients*  
*LABOR CODE*  
*3364.5 Persons performing voluntary services for school districts*  
*PENAL CODE*  
*290 Registration of sex offenders*  
*290.4 Information re sex offenders*  
*CODE OF REGULATIONS, TITLE 22*  
*101170 Criminal record clearance*  
*101216 Health screening, volunteers in child care centers*  
*UNITED STATES CODE, TITLE 20*  
*6319 Qualifications and duties of paraprofessionals, Title I programs*

*Adopted: 8/24/05*  
*Reviewed: 3/6/07*  
*Reviewed: 10/1/08*  
*Reviewed: 5/18/10*  
*Reviewed: 11/10/10*  
*Revised 5/10/17*