

Welcome to

Greentree Elementary School

4200 Manzanita Street * Irvine, California 92604
Phone (949) 936-5800
Attendance Line (949) 936-5801 * FAX: (949) 936-5809
www.iusd.org/gr

Tamara J. Brown, Principal



Parent Informational Brochure

2011-2012

WELCOME TO GREENTREE ELEMENTARY SCHOOL

It is truly an honor to welcome you back to school for the 2011-2012 school year. I look forward to meeting our new students, parents and community members as well as getting reacquainted with our returning families. I will be working closely with the dedicated group of teachers and staff of Greentree to support them in ensuring that your child has the best possible education. At Greentree Elementary, strong values are at the core of our decisions and programs. Our goal is to prepare children academically and socially for the many challenges that they will face in their lives. Therefore, we plan a curriculum that prepares them with the knowledge and skills necessary to develop attitudes and values that will serve them a lifetime.

This Informational Brochure is to provide you with a reference of resources and policies for Greentree Elementary School. In addition to this brochure, you will also be receiving frequent e-mailed Principal's Newsletters to keep you updated with programs and activities. **Be sure your email address and all other pertinent information is current on the My.IUSD website.** To either create your My.IUSD account or update your existing information, please visit <https://my.iusd.org>. Please also visit our school website at www.iusd.org/gr to get the latest news and information about Greentree.

On behalf of the entire Greentree Elementary School staff, we welcome you to our school. We look forward to a prosperous and rewarding school year.

Sincerely,








Tamara J. Brown
Principal

Greentree's Mission

It is our mission to provide the highest quality educational experience which empowers all students with skills, knowledge, strategic thinking and values, in a positive, safe and challenging environment, fostered by a cooperative effort between school, parents and community.

Our Vision

At Greentree Elementary School our vision is to enable students to become contributing and responsible members of society. In order to realize our vision the staff and school community have developed the following outcomes to equip students to meet the challenges of an ever changing world.

-  **Self directed learners** who are resourceful, inquisitive, motivated and responsible in pursuing their goals.
-  **Effective communicators**, who listen, express their thoughts, feeling, and needs through verbal, non-verbal, written, and artistic forms of communication to interact appropriately with others.
-  **Strategic thinkers**, who seek, identify, assess, apply and evaluate information through reasoning, decision-making, and complex problem solving;
-  **Resourceful problem solvers**, who apply the thoughtful processes of strategic thinking to real life experiences and develop a desire for life - long learning.
-  **Collaborative team players**, who use their leadership skills to foster, develop and sustain supportive relationships with others in culturally diverse settings of work, community and family.
-  **Innovative producers**, who demonstrate a positive work ethic and personal pride in creating intellectual, artistic, and/or practical products and services.
-  **Responsible citizens**, who treat others with respect, and who take the initiative to devote time and talents to improve the welfare and quality of life for themselves and others within the diverse communities of the world.

OFFICE HOURS



The school office is open from 7:30 a.m. until 3:30 pm

SCHOOL OFFICE POLICY AND PROCEDURES

Our school office staff works very hard to provide the best possible service and information to the students and community. For safety purposes and so we can assist you if needed, all visitors to our campus ***MUST*** check in with the office and get a visitors' badge before proceeding to the classrooms.

Registration is accepted from 9:00 to 2:00 Monday through Friday.

As a reminder, teachers are not to be disrupted during the instructional day. Notes, phone messages, and/or e-mail messages are appropriate ways of communicating with your child's teacher during school hours. **Please do not deliver forgotten items to the classroom - take them to the front office.** Students know it is their responsibility to arrive to school prepared for the day and to check the front office for items you may have delivered.

ATTENDANCE



If your child is absent, please notify the school office before 8:00 a.m. each day that your child is out. The attendance line operates 24 hours a day. **Attendance Hot Line is (949) 936-5801.**

Studies show that there is a direct correlation between good school attendance and student achievement. Therefore, we encourage you as parents to reinforce the importance of being at school **on time** each and every day. If you wish to pick up homework for an absent child, please contact the teacher directly.

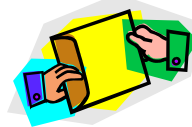
If your child is tardy to school, he/she must report through the front office to allow us to update our attendance records for that day. Tardiness not only impairs your child's ability to perform well at school, it also disrupts the teaching/learning process for the other members of the classroom. Consistent tardiness will result in parent contact and appropriate consequences.

Student attendance is mandated and compulsory for children ages 6-18 by the Ed. Code. Schools are required to report excessive absences (10 or more) and/or tardiness (3 or more unexcused), or any combination of the above, to the Superintendent or her designee at the District Office. Greentree will continue to comply with

this mandate in order for our students to receive the best possible education.

If you find it necessary to schedule a medical/dental appointment during the child's class time, please have your child dismissed through the office. A sign-out booklet is located in the main reception area. We do require that children be signed out in this booklet by an adult who is on their Emergency Card should they leave school for any reason.

INDEPENDENT STUDY AGREEMENT



Legal guidelines require that an Independent Study Agreement between the student, teacher, parent and principal must be entered into prior to an absence of five (5) consecutive school days or more, and work must be completed and turned in upon the student's return to school. This agreement must be entered into **at least two (2) weeks** prior to any absence so that the teacher has a good amount of time to prepare appropriate and timely work for the student.

BELL SCHEDULES

Grade Level	Instructional Day	All Wednesdays and Minimum Days
Early Birds (K)	8:00 – 11:20 am	No changes
Late Birds (K)	10:20 – 1:40 pm	No changes
Grades 1 – 3	8:05 – 2:11 pm	8:05 – 1:00 pm
Grades 4 - 6	7:55 – 2:25 pm	8:00 – 12:58 pm

STUDENT FEES, DONATIONS & FUNDRAISING

In September 2010, the American Civil Liberties Union filed a lawsuit against the state over fees, charges and deposits imposed on public school students. Both sides later reached a tentative agreement.

Though legislation pertaining to complaint guidelines and audit procedures is now working its way through Sacramento, California's Constitution already affirms that students and parents cannot be required to pay money to gain access to educational activities, nor can they be charged for materials and supplies necessary to participate in educational activities.

"Educational activities" has been clearly defined to include extracurricular offerings such as music, sports and some clubs. Moreover, the rules described above apply

to all affiliated groups supporting district and school programs, including PTAs, boosters and foundations.

It should be noted that the law does not prohibit schools and districts from requesting voluntary donations, and that's how IUSD intends to preserve some of its more vital educational offerings.

For additional information regarding student fees, please visit the IUSD webpage at www.iusd.org. Click on Parent Resources in the left hand column and navigate to the Student Fee Information tab.



TRAFFIC ETIQUETTE AND STUDENT SAFETY

Arrival and dismissal times are very BUSY around our school which can cause serious traffic problems. Please adhere to the following traffic rules for the safety of our children:

- ✓ **Drop off begins at 7:40 a.m.** We suggest dropping students off on Tiburon or Sleepy Hollow Streets.
- ✓ ***Do not drop off*** your child in the **RED ZONE** at the front of the school. Irvine PD does enforce this traffic law and will ticket you.
- ✓ ***Do not call or beckon your child*** to run across the street to meet you. Students **MUST** use the crosswalk and follow all the traffic rules.
- ✓ ***Do not drive through the parking lot*** to drop off your child. **The parking lot is for staff use only.** *It is extremely dangerous for children to be going through this parking lot to get in/out of cars.*
- ✓ ***Do not make U-Turns in front of the school.*** Please drive around the block to ensure the safety of all children and to keep traffic flowing smoothly.
- ✓ ***Bus etiquette for Special Needs students.*** Our Special Needs students are bussed to/from our school each day. The bus stop is located on the Sleepy Hollow side of the school. Students will be loading/unloading in the space designated with white curb markings. Please be courteous of the bus and our students by; 1) waiting for students to load/unload in that area, and 2) not parking in the white curb (loading/unloading) zone.

CUSTODY DISPUTES

The school must be made aware of, and have on file at school, any legal papers that deal with unique custody circumstances concerning your child. Please be advised that the natural mother or father can retrieve their child from school at any time unless a court order is on file indicating otherwise.

CELL PHONES



Students shall not be permitted to have in their possession a privately owned electronic signaling/recording device on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a school district employee. Such devices shall be deactivated and remain out of sight. Their use shall be strictly prohibited on campus during the instructional day, as defined by the designated bell schedule for the day.

LUNCH PROGRAM & FREE/REDUCED LUNCH



Lunches are available for purchase for \$3.25. For those bringing a sack lunch, milk will be sold for 75 cents. On pizza day, an additional piece of pizza will cost the same as any additional meal (\$3.25).

Menus and pricing are available on-line at www.iusd.org/district_services/food_services/index.html. Parents can pre-pay for lunch online or send in a check in pre-printed lunch envelope to the school cafeteria through the front office. Envelopes can be obtained in front office and checks should be made payable to IUSD Food Services. **We strongly recommend the pre-paid lunch option** as it eliminates the need to send money with your child. To access the online system please visit the Food Services page at the above link and select the Lunchbox link at the top of the page. A nutritious lunch helps to make for productive learning in the afternoon. Family discussions about proper nutrition and healthy food choices can help to support the learning environment.

Students who received a free or reduced lunch last year will continue to do so for 30 days. **New applications** must be completed each year as circumstances do change. Applications may be picked up in the school's front office or may be printed from the IUSD Home Page: www.IUSD.org. **Qualification for free/reduced lunch is confidential.** **Please take the time to complete the application and return it to the school by October 1st.**

RECESS BEFORE LUNCH PROGRAM

Students in grades 1 – 6 participate in the Recess before Lunch Program. This means that students will have their recess time prior to them sitting down to eat their lunches. Research has shown that this is much healthier than the traditional lunch/recess sequence for the following reasons: 1) greater nutrient consumption; 2)

healthier, happier kids; 3) improved classroom performance; 4) fewer disciplinary problems.

Students will have approximately 20 minutes to play and work up an appetite before being called to the lunch tables to eat. Because students are eating a little later under this plan, it's important that they are provided with a healthy, nutritious snack that can be consumed during recess time, in order to sustain their mental and physical energy until lunchtime.

ILLNESS / ACCIDENTS

If your child becomes ill or experiences an accident that requires him/her to be sent home, you will be contacted immediately. If we are unable to reach parent(s) or guardian(s) at home or work, we will then call the emergency contacts listed on your child's emergency card. For this reason, **PLEASE** keep home phone, work number(s), cellular phone number(s), pager number(s), and emergency contact names and phone numbers current on my.iusd.org and with the school office as well. If we cannot reach anyone listed on your child's emergency card, and your child does not have a fever, they will be sent back to class. If your child is sent home, he/she may return to school only when **all symptoms have subsided for a full 24 hours**; and in the case of a fever, your child must also be **fever-free for 24 hours without medication before returning to school.** [Children out sick for more than 3 days must return with a doctor's note.](#)

LOST / DAMAGED TEXTBOOKS

If a textbook or library book is lost or damaged, it will be necessary for the student or parent to reimburse the school for the cost of the book.



MEDICATION AT SCHOOL



Any time your child requires medication at school, the medication must be kept in the health office to be given by school personnel. LEGALLY, the school requires:

1. Medication **MUST** be in ORIGINAL pharmacy bottle, labeled by the pharmacist.
2. **Both** the **physician** and a **parent must sign** a consent form prior to medication being administered at school. This form is available in the school office.
3. Medication **MUST** be brought to school by a parent. At no time should medication arrive at school in a lunch box, baggie, etc.

These regulations apply to **NON-PRESCRIPTION** medications as well. Non-prescription drugs include aspirin, vitamins, cough syrup, cough drops, ointments, etc.

- Please do not ask school personnel to administer medications supplied by you until the above mentioned requirements have been met.
- Please do not ask school personnel to supply your child with medication. No medications are supplied by the school!
- Please do not send your child to school with medications of any kind unless you have complied with the requirements listed above.

FIELD TRIPS

Students will not be allowed to participate in a class field trip unless the required Field Trip Permission Form is completed and signed by a parent/guardian prior to departure. Verbal and/or faxed permission will not be accepted.



LOST AND FOUND



We urge parents to **LABEL EVERYTHING** that is sent to school. Items that are labeled are easier to locate when they are put in the Lost and Found bins. Small items such as glasses, retainers, jewelry, and more valuable items such as musical instruments are placed in the front office. All other items will be collected and placed in the Lost and Found cart for students to retrieve. The Lost and Found cart will be emptied **at the end of each and every month.** Unclaimed items will be bagged and donated to local charities and/or natural disaster areas in which clothing is needed.

PARENT INVOLVEMENT

PTA

Research shows that parent involvement is a key in helping children succeed in school. The idea has been basic to PTA's philosophy and action since its beginning in 1897. PTA goes even further by stating that children do better in all ways when their parents care about what they are doing at home, in the community and in school.

PTA activities establish communication between school and home. Parents are encouraged to attend meetings, support activities, and volunteer. Dates and times of meetings and activities will be on the Greentree website,

and in the PTA section of the Principally Speaking Newsletters to keep everyone well informed.

OPEN DOOR POLICY/VOLUNTEERS

Greentree is very proud of its OPEN DOOR POLICY and we want to keep it alive and well; however, it requires that all parents/guardians/volunteers **sign in and pick up a visitor's badge in the front office** during school hours. We require this procedure to help us locate you in the event of an emergency or phone call, and to prevent interruptions to the teacher and students during valuable instruction time - and most importantly, these precautions are to protect your children.

All volunteers must complete an IUSD Volunteer Registration & Screening Information form prior to volunteering. This form is completed only once, and it only needs to be completed at one Irvine school. The forms are available in Greentree's main office and are forwarded to the Irvine Unified School District's Human Resources Department where the information is verified. All forms are kept on file at the District Office.

SCHOOL SITE COUNCIL

School Site Council is a group of parents and school personnel whose responsibility is to plan, monitor, and evaluate our School Improvement Plan. Parent members are selected by vote of all parents in the Fall. Meetings and agendas are posted by the front office and all parents are welcome to attend. **This year we will be looking for one (1) additional parent to fill a spot vacated by parent members who have completed their two-year term(s).**

ENGLISH LANGUAGE ADVISORY COUNCIL

The English Language Advisory Council is composed of the principal, staff members, and parents of English Language Learners attending the school. The ELAC committee has a role of aiding in the development of the Single School Plan for Student Achievement (SPSA) as related to second language learners. Membership in this council is open to all interested parents.

ACE AFTER-SCHOOL CLASSES



Irvine Public School Foundation (IPSF) sponsors After School Classes (ACE) in cooperation with IUSD schools. ACE is a non-profit program that offers high interest and enrichment classes for students after school. Parent volunteers' support paid instructors in this popular program. There will be fall, winter and spring ACE activities including, but not limited to, flag football, basketball, a theatrical production, Lego engineering,

video production, homework club, and more! Please look for additional information in the early fall.

HOME SCHOOL COMMUNICATION

Conduit System: Please check your child's backpack for pertinent classroom information every day. In an effort to make sure important communication materials reach home, all students will be given a special envelope **every Thursday** containing school communication. Be sure to review the contents of this envelope and return it to school, if necessary, with your child(ren) every Friday. A few of the extracurricular activity fliers will oftentimes be sent home in these conduits, while other information regarding extracurricular activities can always be obtained through the District website. Keep in mind, we will be sending most of our important information via e-mail to save valuable paper resources! ☺



Back-to-School Night: This is a formal evening meeting for **parents only** where you will go to your child's classroom to learn about your child's academic program and expectations for the school year. *If you need childcare, it will be offered by Rainbow Rising for \$5/per child. Be sure to make your reservations now.*

Thursday, September 22nd

6:15 – 7:00 Grades 4th, 5th, 6th

7:15 – 8:00 – Grades 1st, 2nd, 3rd

*Kindergarten parents received their "Back to School" information on the 1st day of school orientation meeting and will **not** have an additional Back to School event.*

Report Cards: Three times per year, report cards will be issued online for all students in grades K – 6. Please make sure to set up your account on the Parent Portal (myiusd.org), so that you will have access to your child's grades. No paper copies are sent home unless you request this, in advance, from your classroom teacher.

Report Cards Online @ 4:00 pm: 12/9/11, 3/23/12, and 6/21/12



Parent Conferences: Formal conferences are scheduled two times per year, in October/November and in March. *The Fall Conference* is to select goals for your child and to review early progress. *The Spring Conference* time is intended for only those students whose progress is being closely monitored and/or the teacher and family have genuine concerns about student progress in social, emotional or academic areas. Teachers are always available to schedule an individual

meeting to discuss a concern or issue that arises. During conference days, we are on Modified Schedules every day.

FALL CONFERENCES: October 31st - November 4th

K - 6th grade

SPRING CONFERENCES: March 27th – March 30th

K - 6th grade

SPECIAL PROGRAMS AND SUPPORT SERVICES

In addition to our outstanding general education program, Greentree has a variety of other programs and services.

GUIDANCE RESOURCE SERVICES

Through district support, federal/state grants and our generous local PTA, we receive the services of a Counseling Assistant. The counselor works with all grade levels groups in the areas of classroom behavior, academic achievement, self-concept and social skills. In addition, the assistant focuses on managing reactions to major changes in home or at school.



HEALTH SERVICES

District nursing staff (on site one day per week) provides students with vision screening (grades K,3,6) and hearing screening (grades K,2,5) and assists students who have physical impairment and health related problems. Information and guidance is provided to staff, parents, and students when medical conditions affect academic and social growth. Support from the district and our PTA provides a Health Clerk five days/week, on site from 9:30am – 1:30pm.

PSYCHOLOGICAL SERVICES

One part-time school psychologist provides assistance for the behavioral, social/emotional, and cognitive needs of students. Diagnosis of student needs, counseling/guidance for students and parents, testing and consultation to staff are available through this service. Our school psychologist is on campus Tuesdays and Thursdays throughout the school year.

SPECIALIZED ACADEMIC INSTRUCTION (SAI)

This program is designed to assist children who demonstrate significant deficits in academic skills. A student can qualify for the program by demonstrating a specific learning disability or a significant discrepancy between ability and academic performance. After a student has been identified as qualifying for the program, an individualized academic/education (IEP) plan supported by the program and the classroom teacher is designed to assist the students in making reasonable

academic and social gains utilizing his/her strengths and remediating weaknesses.

SPEECH AND LANGUAGE PROGRAM

This program is designed to diagnose and provide therapy for students who demonstrate difficulty in speech, language development, and language-based skills. Students who qualify for this program have an Individualized Educational Plan (IEP) designed for them and receive individual or small group assistance as appropriate.

GIFTED AND TALENTED EDUCATION

The gifted and Talented Education (GATE) program is provided for students in grades 4 – 6 who are identified with exceptional learning abilities. This program consists of small clusters of identified students within the general education classroom with a teacher who has been trained in meeting the needs of the gifted students. Appropriately differentiated instruction including depth, complexity, acceleration and novelty is taught within the core curriculum.



TITLE I PROGRAM

Title I funds support multiple programs including *after school* classes for Title I identified students at all grade levels in the areas of reading and math. A Literacy Coach/Teacher on Special Assignment (TOSA) provides direct classroom assistance to teachers and students, as well as instructional assistant training and coaching during instruction. **This program is funded based on the number of free and reduced lunch participants. Please apply in September for this confidential program even if your child will never eat a school lunch (including Kindergarten).**

OTHER SERVICES AND SPECIAL PROGRAMS

- Early Intervention Reading Model (EIRM) for at risk K-1 students
- GIDM/RTI – Kinder – 6th
- Art: 4-6 art specialist supported by the District
- Instrumental Music: 4 – 6, supported by the District
- Vocal Music: 4th – 6th supported by the District
- Primary Music: funded through IPSF
- Library/Media Center: K – 6
- Science Specialist: 4 – 6
- Student Study Team: a problem-solving team approach for students, parents, and staff
- D.A.R.E. Program: This special drug awareness program, sponsored by the Irvine Police

Department provides information and insights for students in grades 4 – 6. The primary focus for this program is our 6th graders.

SUPERVISION

By Board of Education policy, the school day for the student is defined as from 15 minutes prior to the student's first class until 10 minutes after the conclusion of the student's last class. Parents/guardians are not to deliver their student to school prior to 15 minutes before the start of school or leave them at school longer than 10 minutes after the end of the school day unless prior approval is given by the school principal or her designee. Students attending an Irvine school on a level of completion interdistrict attendance agreement violating the defined school day will have their interdistrict attendance agreement canceled.

ONLY students who are registered students at Greentree Elementary School are permitted to use our playground equipment during normal school hours from 7:40 a.m. to 2:35 p.m., plus after school programs from 2:35-4:00 p.m. Younger siblings are welcome to use the playground equipment after 4:00 p.m. or on weekends **with parental supervision.**

- Playground supervision begins at 7:40 a.m. for all students (K-6).
- **NO STUDENT IS TO BE ON CAMPUS PRIOR TO 7:40 a.m.**
- Students must leave campus within 10 minutes of their dismissal time.

Playground supervision during recess and lunch is provided by instructional assistants. Greentree students are taught and encouraged to use Conflict Resolution Strategies to help them become better problem solvers:

- 1) Talk it over
- 2) Walk away
- 3) Say "I'm sorry"
- 4) Do something else
- 5) Take turns
- 6) Share
- 7) Ignore
- 8) Ask for help (first from a peer, then from an adult after using 3 or more of the above tools)

DEVELOPING RESPONSIBILITY

One of our goals each year for our students is the teaching and fostering of individual responsibility. As we all know, this is a very important and necessary skill in life and without it an individual is doomed to failure. As parents and teachers, we tend to "do" for our children and "take care" of their forgetfulness. Examples of this occur daily at school. Children forget homework, books, musical instruments, lunch money, what their after-school plans are, etc. As school personnel, we are generally lenient because we want children to have their books, homework, or other necessary items, and we want them to be successful. However, one of our priorities is to have students develop their own responsibility. To this end, our staff members strongly discourage students from using the telephone for anything less than an emergency. We will make every effort to make clear to the children exactly what is expected of them and we will reinforce evidence of personal responsibility and discourage forgetfulness by NOT allowing students to telephone home for forgotten items, return to the classroom after school for forgotten homework, etc.

BIRTHDAYS/TREATS/CELEBRATIONS



At Greentree we like to recognize our students on their special day, but given the current demands of the curriculum, we cannot have "birthday parties" for students during school hours. Please do not send food items, balloons or flowers to school with your child, as they disrupt the learning program and distract students. You may want to consider non-food items to recognize your child's day as an alternative. Please check with your child's teacher prior to sending items for the class and/or for suggestions.



SCHOOL RULES

Specific rules and expected behavior for the classrooms, playground, and lunch area will be taught and modeled by the classroom teacher. These rules will be shared with you either at Back-to-School-Night or via memos and e-mails sent home to you. The following two rules will be enforced every moment that students are on the school site.

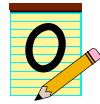
1. *Always treat other students and adults with respect and courtesy.*
2. *Respect school property and that of others.*

DRESS CODE

Local schools are granted the authority to establish school-based dress and grooming standards coordinated with District Policy. Greentree's Student Dress Code follows the guidelines provided by IUSD policy, but simplified to address the basic issues usually associated with elementary aged students. Students are not allowed to wear any items to school that may be deemed inappropriate, unsafe, or disruptive to the educational process:

- Pants or shorts must be the proper size, (not too small or too large), fitting securely at the waist above the hipbone without a belt. Articles of clothing that do not cover the mid-section or undergarments are not appropriate for school.
- Dresses, skirts and shorts must not be shorter than mid-thigh.
- Any clothing that prohibits students from participating in all activities of the educational program, including P.E., should not be worn at school. Examples are: sandals, flip-flops, platforms, heels and sling-type shoes. Wheelies or jellies are considered unsafe and are not allowed. Athletic shoes/tennis shoes are the ideal shoe for play and exercise and should be worn when PE is scheduled. Appropriate **closed-toe** shoes must be worn at all times.
- Students are not to wear shirts or tops that contain offensive or obscene symbols that promote alcohol, tobacco, drugs, gangs, tagging, violence, or that degrade any gender, cultural or ethical values.
- Spaghetti straps and halter tops are not appropriate. Tank top straps must be at least 1.5 inches in width.
- Make-up, unnatural hair color or extreme hairstyles (i.e. Mohawks) which detract from the educational program are not allowed at school.
- Hats may only be worn outside for protection from UV rays and are not allowed to be worn backwards or sideways. Hats and hoods are not permitted to be worn indoors.
- Jewelry or other accessories which pose a threat to personal safety (i.e. dangling pierced earrings) or the safety of other students will not be permitted at school.

Staff members monitor our school dress policy. Parents are contacted when students violate our dress policy. A student who violates Greentree's dress code will be required to change clothes. Repeated violations of the dress code are considered defiance and will result in detention or suspension from school and/or loss of school privileges and activities.



ZERO TOLERANCE

The Irvine Unified School District enforces a policy of zero tolerance. This means that the following violations will result in immediate suspension and/or expulsion:

- Possession, selling, or otherwise furnishing of a firearm
- Causing serious physical injury to another
- Brandishing a knife or other dangerous objects or look-alikes of any kind at another person
- Possession of or selling a controlled substance
- Committed or attempted to commit a sexual assault, or committing sexual battery
- Possession of an explosive, knives, or other dangerous objects
- Robbery or extortion
- Assault or battery upon any school employee

In addition, the following violations will result in immediate suspension and determination of further actions which may result in expulsion:

- Causing or attempting to cause damage to school or private property
- Possession of or use of tobacco
- Stealing
- Committing an obscene act or habitual profanity
- Possession of a controlled substance
- Disrupting school activities or willfully defying authority
- Receiving stolen property

BICYCLES

The following guidelines are established to prevent injury or loss of property:

1. Only students in grades 3-4-5-6 are permitted to ride a bike to school.
2. Parents assume full responsibility and liability for the rider's conduct and bicycle.
3. Bicycles must be parked and **locked** in the bike rack.
4. Each student riding a bike to school will be required to wear a bicycle helmet.
5. Bicycle area is off limits during school hours.



Infractions of these rules may result in loss of permission to have the bicycle on school grounds. The school can assume no legal responsibility or liability in connection with the child's bicycle if it becomes lost, stolen or damaged. We suggest that every bicycle is licensed through the Irvine Police Department. **Skateboards, roller blades, roller skates, and scooters/razors are not allowed at school.**