

Crabapple Crossing Elementary

12775 Birmingham Highway
Milton, GA 30004

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Fax: (770) 667-2841

Office Hours: 7:00 am – 4:00 pm

www.crabapplecrossing.org



Principal: George B. Freiburger, Ed.S

Assistant Principal: Kimberly Bowsher, Ed.S

Curriculum Support Teacher: Veronica Krapf, M.Ed

Counselor: Michelle Martin, Ed.S

Principal's Secretary: Jane Masterson

Front Office Secretary: Anne Branan

Data Clerk: Lynn Greene

Parent Teacher Association

2nd District – Fulton County

PTA Co-Presidents

Ashley Paden & Claudette Cunnold

**Crabapple Crossing Elementary
Parent Teacher Association (PTA)
2011 - 2012**

PTA Mission Statement

“TO MAKE every child’s potential a reality by engaging and empowering families and communities to advocate for all children.”

PTA Values

COLLABORATION: work in partnership with a wide array of individuals and organizations to accomplish our agreed-upon goals.

COMMITMENT: dedicated to promoting children’s health, well-being, and educational success through strong parent, family, and community involvement.

ACCOUNTABILITY: acknowledge our obligations and deliver on our promises.

RESPECT: value our colleagues and ourselves. Expect the same high quality of effort and thought from ourselves, as we do from others.

INCLUSIVITY: invite the stranger and welcome the newcomer. Value and seek input from as wide a spectrum of viewpoints and experiences as possible.

INTEGRITY: act consistently with our beliefs and acknowledge the mistake and seek to make amends.

**PTA & CCE GOALS
2011-2012**

TO BE ADVOCATES for our children

TO CREATE a strong collaborative team working together to define successful relationships between parents, administration, teachers, staff and students.

TO DEVELOP successful partnerships and foster positive relationships with the community and local businesses.

TO ENCOURAGE stewardship within the Crabapple Crossing Elementary family.

TO STRIVE for new and creative ways to encourage academic growth and development.

Crabapple Crossing Elementary PTA Officers

Co-Presidents:	Ashley Paden 5015 Jonquilla Dr. Alpharetta, GA 30004	770-753-4412 ashleypaden@comcast.net
	Claudette Cunnold 5505 Jonquilla Dr. Alpharetta, GA 30004	770-753-8911 Claudettec99@gmail.com
1st Vice President Communication	Cheri Schuster 12492 Waterside Drive Alpharetta, GA 30004	770-346-9512 cheri@theschusters.us
2nd Vice President Ways & Means	Tara Spolan 7460 Mid Broadwell Trace Alpharetta, GA 30004	770-442-8995 taraspolan@att.net
	Holly Townsend 12270 Crabapple Chase Dr. Alpharetta, GA 30004	678-566-2991 twnsfmly@bellsouth.net
3rd Vice President Academic Enrichment	Jeanne Stewart 800 Owens Lake Rd Alpharetta, Ga. 30004	678-867-6803 bofonte12@aol.com
4th Vice President Student Services	Mary Bates 12922 Waterside Dr Alpharetta, GA 30004	770-346-0770 batesmv@yahoo.com
Secretary	Carrie Leigh Fader 315 Springwell Lane Alpharetta, GA 30004	770-752-9269 clfader@comcast.net
Treasurer	Mercy Vennel 2010 Samuel Close Ct. Alpharetta, GA 30009	678-624-0299 mercyvennel@yahoo.com
Parliamentarian	Barbara Stander 3000 St. Michelle Way Alpharetta, Ga. 30004	770-475-6411 bstander@comcast.net

PTA Organizations

National PTA

541 N. Fairbanks Court, Suite 1300
Chicago, IL 60611-3396
312.670.6782
www.pta.org

Fulton County Council

Robert Avossa, Superintendent
786 Cleveland Avenue, SW
Atlanta, GA 30315
404.763.6890
www.fultonschools.org

Georgia PTA

114 Baker Street, NE
Atlanta, GA 30308-3366
404.659.0214
www.georgiapta.org

2nd District

Katie Reeves
770.343.8102
reevesk@fultonschools.org

PTA Committee Chairs 2011 - 2012

Board Position	Name	Phone #	E-mail
Co-President	Ashley Paden	770-753-4412	ashleypaden@comcast.net
Co-President	Claudette Cunnold	770-753-8911	claudettec99@gmail.com
Parliamentarian	Barbara Stander	770-475-6411	bstander@comcast.net
Secretary	Carrie Leigh Fader	770-752-9269	clfader@comcast.net
Treasurer	Mercy Vennel	678-624-0299	mercyvennel@yahoo.com
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Directory	Gina Rupley	678-395-5193	ginarupley@comcast.net
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Legislation	Kay Hutchinson	770-696-1905	kay.hutchinson@gmail.com
Newsletter	Meg Gleeson	678-366-8864	meg.gleeson@ihg.com
Public Relations	Laurie Moore	678-366-7228	laurimoore70@yahoo.com
Room Reps & Volunteer Orientation	Jeanne Stewart Barbara Stander	678-867-6803 770-475-6411	roomreps09@aol.com
School Sign	Kim Marinich	770-619-0898	kmarinich@hotmail.com
2nd VP – Ways & Means	Tara Spolan Holly Townsend	770-442-8995 678-566-2991	taraspolan@att.net twnsfmly@bellsouth.net
Box Tops	Alden Reding	678-867-6977	Aldenreding@bellsouth.net

Board Position	Name	Phone #	E-mail
Fall Festival	Holly Townsend Tara Spolan	678-566-2991 770-442-8995	twnsfmly@bellsouth.net taraspolan@att.net
Silent Auction	Nancy Daniels Debbie McConnell	770-521-6324 770-777-9847	nance815@comcast.net debbie.mcconnell@comcast.net
Boosterthon	Mary Condon Tracy Kagle	770-346-8527 770-772-6299	marycondon@bellsouth.net tkagle@msn.com
Sock Hop	Gina Rupley	678-395-5193	ginarupley@comcast.net
Basket Raffle	Teresa Freas	678-566-1945	Theresa.Freas@digitalinsight.com
Student Enrichment Fund	Kim Dore	770-754-9329	kimike424@gmail.com
3rd VP - Academic Enrichment	Jeanne Stewart	678-867-6803	Bofonte12@aol.com
Book Publishing	Kelly Bendall	770-360-9197	kellybendall@earthlink.net
Cultural Arts/Special Areas	Michelle Cygielman	770-740-7055	cygielman@fultonschools.org
Curriculum Enrichment	Veronica Krapf	770-740-7055	krapfv@fultonschools.org
Health, Safety, & Nutrition	Denise Weinstein	770-667-3377	weinstein@fultonschools.org
Media Center	Tricia McDaniel	770-777-6845	mcdanieltricia91@gmail.com
Read to Succeed	Cindy Jackson	678-240-0645	cfjackso@GAPAC.com
Science Lab	Scott Dunbar	678-366-9407	scott@dunbaronline.com
Special Area Field Day	Kim Wilson	678-978-7880	kimbotennis@hotmail.com
Special Education	Melanie Kulamer	770-740-7055	kulamer@fultonschools.org
Technology	Marty Nation	770-740-7055	nationm@fultonschools.org

Board Position	Name	Phone #	E-mail
Teacher Mini Grants	Ashley Paden Claudette Cunnold	770-753-4412 770-753-8911	ashleypaden@comcast.net claudettec99@gmail.com
4th VP – Student Services	Mary Bates	770-346-0770	batesmv@yahoo.com
Colt Five-n-Dime School Store	Ruby Giron	770-343-8018	rcinder8@yahoo.com
Community Outreach	Tami Saren	770-475-2692	tamisaren@bellsouth.net
Copy Center Front Office	Karen Dunbar	770-752-1919	karendunbar@comcast.net
Habitat	Nicole & Ken Balogh	770-558-6400	kenbalogh@aol.com
Helping Hands	Ellen Estes Renee Maples	770-772-6332 678-366-0428	beestes@comcast.net renee.maples@comcast.net
Colt's Cup	Tara Spolan Holly Townsend	770-442-8995 678-566-2991	taraspolan@att.net twnsfmly@bellsouth.net
Movie on the Lawn	Mary Bates	770-346-0770	batesmv@yahoo.com
School Sunshine	Ruby Giron	770-343-8018	rcinder8@yahoo.com
School Tours	Lori Gibson	770-751-3558	lori_gibson@comcast.net
Spirit Wear	Sylvia Craft	770-751-9218	sylviacraftbus@aol.com
Yearbook	Sandy Krauser Kim Marinich Dawn Olmsted	770-619-0432 770-619-0898 770-667-0856	tkrauser@bellsouth.net kmarinich@hotmail.com dawnolmsted@comcast.net

Crabapple Crossing Elementary 2011-2012 FUNDRAISING EVENTS

Event	Date	Chairperson	Contact Information
Fall Festival	September 23	Holly Townsend Tara Spolan	678-566-2991 770-442-8995
Boosterthon Fun Run	October 20	Mary Condon Tracy Kagle	770-346-8527 770-772-6299
Student Enrichment Fund	Ongoing throughout year	Kim Dore	770-754-9329
Sock Hop & Basket Raffle	February 3	Gina Rupley Teresa Freas	678-395-5193 678-566-1945
Box Tops	Ongoing throughout year	Alden Reding	678-867-6977
Business Partners	Ongoing throughout year	Kimberly Bowsher Bowsher@fultonschools.org	770-740-7055

The Fulton Education Foundation Presents

THE ELECTRONIC MALL

**Maximum Fundraising with Minimum Effort
Benefiting CRABAPPLE CROSSING ELEMENTARY**

Choose from over 1200 online merchants, including Wal-mart, Target, Macy's, Barnes and Noble, and many more.

A portion of each purchase will be donated to
CRABAPPLE CROSSING ELEMENTARY!

Access the electronic mall at:

WWW.FCS.FUNDLINKLLC.COM

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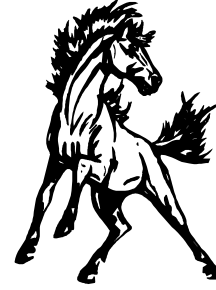
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CRABAPPLE CROSSING ELEMENTARY

School Colors: Blue and White

Mascot: Crabapple Colt



General Information

Crabapple Crossing Elementary is a suburban public school in the area of North Fulton County. CCE currently serves approximately 760 students in grades K through 5. This school has distinguished itself by being recognized as a “2004 & 2010 Georgia School of Excellence in Student Achievement” and a 2005, 2006, 2007 and 2010 “Platinum Award Winner” for the highest percentage of students meeting/exceeding academic standards in the State of Georgia. Continuing our excellence trend in 2008 and 2009, we were acknowledged as a “Gold Award Winner” for at least 97 Percent of our students meeting/exceeding academic standards in the State of Georgia (with at least 30% Exceeding Standards). In 2009, our school earned the Energy Star award for superior energy efficiency. In 2010, Atlanta Magazine chose Crabapple Crossing Elementary to represent Fulton County as “Best Elementary School” in the Atlanta area. CCE recently achieved Gold Level status in the Safe Routes to School Program, as well as being named a 2011-2012 Outstanding Partner School of the Year.

Crabapple Crossing Elementary is distinguished by a significant level of community and parental involvement, a stable and experienced teaching staff, technology leadership, and a strong commitment to the cultural arts. CCE students have had the experience of storytellers, folk musicians, Native American art and culture, writing workshops taught by professional authors, exploration of science and language arts topics through puppetry arts, and performance in school musicals to supplement the school curriculum.

Special focus on math and reading programs allow parent volunteers and community business partners to contribute time and incentives toward improving the skills of all students. Crabapple Crossing Elementary continues to be a dynamic school environment as students and staff members grow and thrive amid changes and challenges, working and learning together.

Mission Statement

Through the combined efforts of staff, parents, and community of Crabapple Crossing Elementary, we are dedicated to:

- providing a positive, creative, safe environment
- encouraging each child to achieve intellectually, emotionally, physically, socially, and aesthetically
- meeting the needs of diverse learners
- delivering quality instruction
- preparing each student to meet the challenges of the 21st century



Beliefs Statement

- All students can learn in different ways and at their own pace.
- Students should be provided with a variety of instructional approaches to support their learning.
- Students learn best when they are actively engaged in the learning process.
- A safe and physically comfortable environment promotes student learning.
- Technology is a vital resource and tool for learning.
- Staff, parents, and the community share the responsibility for advancing the school's mission.
- High expectations for achievement and citizenship are held for everyone.

School Improvement Plan Goals

- Improve student achievement in *Reading*
- Improve student achievement in *Language Arts*
- Improve student achievement in *Mathematics*

School Priorities

- Create a classroom environment that encourages a climate of cooperation through classroom meetings
- School-wide focus on writing curriculum
- Integrate technology in every classroom
- Utilize professional learning communities to support school and county initiatives
- Move students from meets to exceeds in reading, language arts, math, social studies & science
- Increase student performance on the CRCT, maintain platinum status and strive to become a 2013-2014 National Blue Ribbon School



Commit purposeful acts of kindness. One act of kindness creates a chain reaction. Be the first link in a chain of kindness.

Respect other students' opinions and ideas. Listen to your classmates' ideas and opinions. No one expects you to always agree with them, but be polite when disagreeing.

Accept responsibility and consequences for your actions. You are accountable for your behavior and your actions to your teachers, your classmates, your parents, and ultimately to yourself. Completing your schoolwork, getting along with others, admitting your mistakes, and learning from them will enable you to approach life's hurdles with confidence.

Be honest. Honesty is the foundation of your character. It lets people know what kind of person you are. "Truth is the first chapter in the book of wisdom." Thomas Jefferson

Always use your best manners. Practice saying please and thank you, yes instead of yeah, excuse me when you bump into someone, and master a good handshake.

Protect and Respect your environment. This is your school, your classroom, and your corner of the world. Take pride in your school, clean up after yourself, and pitch in. Take ownership of your surroundings.

Prepare and Be Ready for School each day.

1. Complete your homework whenever it is assigned with no exceptions! Take ownership of your learning.
2. Only submit your best work! Your work is a direct reflection of who you are. When you have an assignment, a quiz, or a test, don't do just enough to get by, but always perform to the best of your ability the first time in everything that you do.

Lead the way. Be the role model for other students.

Eye-contact is essential when you are speaking to someone. Eye contact is an important part of communication. Maintain eye contact to show respect and honesty, to show that you are listening, and to illustrate confidence and friendliness.

Crabapple Crossing Elementary

Handbook

This is an abridged version of Fulton County Policy. For an in depth explanation and further information please see policy and procedures at www.Fultonschools.org and www.crabapplecrossing.org

ABSENCES & ATTENDANCE

(EXCUSED Absences)

Within 3 days of the absence, an excuse from parent/legal guardian or doctor is required upon returning to school.

Please see District Policy O.C.G.A., 20-2-692, 20-2-693, 20-2-694 for more detailed information.

Excuses can be submitted by:

Handwritten note Email to teacher **and** data clerk Fax **Doctor's note

**Please provide a doctor's note for each doctor's visit

****Students accumulating 10 or more "parent" excused absences may be required to provide physician documentation for the remainder of the school year.**

Excused Absences are:

1. Personal illness of the student.
2. Attendance would be detrimental to the health others.
3. Serious illness or death in the student's immediate family.
4. Compliance with a court order or an order issued by a governmental agency, including an order for a pre-induction physical examination for service in the armed forces, mandating absence from school.
5. Observance of religious holidays.
6. **Pre-approved absences by the principal** are a maximum of 6 days for students in good standing in regards to attendance.

Pre-approval process:

1. Email or written communication to the principal.
2. Request must state the number of days to be approved, dates of absence, and reason.
3. Submitted 2 school days in advance of absence.
4. Fulton County testing dates and the last day of school are exempt from pre-approval.

The **pre-approved reasons** are as follows:

- scholarship interviews/college visitations
- travel opportunity with educational benefits
- graduation or wedding of an immediate family member
- specialized educational experience
- school days missed as a result of an out-of-school suspension
- an absence not to exceed one-half day for registering to vote
- circumstances that are mutually agreeable to the parent and principal
- up to 5 days can be used to visit with a parent or guardian who is on leave from, or is being deployed to, military service overseas

(EXTENDED Absences)

If a student is absent for 10 or more “consecutive” school days, the student WILL BE WITHDRAWN and need to be re-enrolled upon returning.

There will be no guarantee that student will be placed with the same teachers when returning. If withdrawn before the end of the marking period, student will be issued withdrawal grades and not an official report card. Re-enrollment will require resubmission of all paperwork, as required by new enrollees.

(UNEXCUSED Absences)

An absence, for any reason other than those listed as excused, will be an unexcused absence.

Excessive absences will be referred to administration. If a student is absent 3 consecutive days and the school cannot get information as to why, **a referral will be made to the Social Worker.** Below is the unexcused absence policy at Crabapple Crossing Elementary:

<u>3 consecutive absences</u>	Classroom teacher contact via phone
<u>3 unexcused absences</u>	Administrative contact made via letter
<u>5 unexcused absences</u>	Administrative contact made via mail / Social Worker notified

Please plan vacations, trips, doctor and dental appointments when they do not interfere with school.

Notify the clinic if your child has a contagious disease and/or an extended illness. A physician's statement shall be presented for all absences that are due to communicable diseases or under other conditions deemed necessary by the administration. Any student that is classified as absent for the school day is not permitted to participate at any after school or related extracurricular function.

Below is the Fulton County Board of Education Attendance Protocol:

The Fulton County Board of Education considers regular school attendance essential to successful school progress. Students must be present to take full advantage of available educational opportunities.

(ATTENDANCE)

Daily attendance is a must for students to perform well in school. Attendance awards will be given at the end of the school year for perfect attendance which consists of zero absences and zero tardies.

Student school hours are 7:40 a.m. to 2:20 p.m. Staff supervision begins at 7:10 a.m. Students should not arrive prior to this time.

Students who arrive after 11:00 a.m. or leave before 11:00 a.m. are considered absent for the day.

TRUANCY: Any child, who during the school calendar year, has more than 5 days of unexcused absences is considered truant.

The Board supports vigorous enforcement of Georgia's Compulsory School Attendance Law which makes school attendance the responsibility of the parent and the student. Board Policy JD, Student Discipline, outlines consequence for failure to comply with this law. The district also maintains a Student Attendance Protocol pursuant to O.C.G.A. 20-2-690.2 which contains detailed information regarding truancy procedures and referrals. A copy of this Protocol can be found on the district website. No later than September 1 of each year, the district will submit student attendance rates from the proceeding school year to the Attendance Protocol Committee established by O.C.G.A. 20-2-690.2 and to the State Board of Education.

ADMISSION REQUIREMENTS

- **Age** – Kindergarten students must be five years old and first grade students must be six years old on or before September 1. A child who was a legal resident of a state or states other than Georgia for a period of 2 years immediately prior to moving to Georgia and who was legally enrolled in a public kindergarten or first grade, or a kindergarten or first grade accredited by a state or regional association, shall be eligible for enrollment in the appropriate general or special education programs authorized in this part if such child will attain the age of five for kindergarten or six for first grade by December 31 and is otherwise qualified. O.C.G.A 20-2-15-(b)
- **Birth Certificate** – A **certified** birth certificate (not hospital certificate) from the State Bureau of Vital Statistics is required for students entering Grades K-5.
- **Certificate of Immunization** – Required by state law **Georgia form 3231**. Required for **ALL** students.
- **Dental, Vision and Hearing Screening Form** – Required by state law on **Georgia form 3300** only. This form is required for **ALL** students.
- **Social Security Number** – A copy of the card will be placed in the permanent record.
- **Affidavit of Residence**- The purpose of the Affidavit is to make sure that only students who reside in Fulton County attend our schools. Our reputation as one of the best school systems in Georgia has resulted in some families who live outside of the Fulton attendance zones finding creative ways to enroll their children in Fulton schools. These families are taking advantage of our outstanding programs and services – without paying the Fulton taxes that are used to fund our schools. The notarized affidavit legally verifies that your child resides in our school attendance zone, or has an approved hardship or other placement. A copy of the form and accepted documentation is available at the front office. Please complete, have notarized, and return the form with two supporting proofs of residency during the first week of the new school year. **All returning students are required to complete a notarized affidavit of residence yearly.** Proof of residence is not a requirement for returning students unless residency is in question or suspect.
- **Proof of Residence** – Residency **documentation** assists in establishing that you and your child reside full-time within the Crabapple Crossing Elementary School boundaries. You must provide documentation in your name that shows you and your family physically reside full-time at the stated address (**primary residence**). Both the name of the parent/guardian and the address must be stated on the documentation presented. Crabapple Crossing accepts the following as verification of district residency:
2 original current documents are REQUIRED to establish residency. P.O. Boxes are not acceptable.
Cell phone bills, cable/satellite bills or any internet copies do not meet residency requirements.

Acceptable Documentation

- Mortgage payment book
- Copy of Home Contract
- Current paycheck with employer and employee name and address printed on paycheck
- Rental Lease agreement fully executed with all parties signatures. Lease agreements must show street or road location and must be from a real estate office not an individual.
- Current homeowner's/renter's insurance statement/card
- Current gas, electric or water bill
- Two current months of banking statements. No new accounts.

* Current = within the last 2 months from date of registration.

* Documents that are suspect or inconclusive may be disallowed and additional documentation maybe required. In some cases, additional information may be required to determine residency.

* Home visits have proven to be very helpful in determining correct district placement.

AFTER SCHOOL ENRICHMENT PROGRAMS

The After School Enrichment Programs allow student learning to continue, while the fun never stops. Programs offered to our students include: art, science, fitness, technology, music, chess, and other hands-on classes that appeal to a wide variety of students. Fall and spring classes are held at CCE each afternoon. Each individual program is operated by a director and is not a part of Crabapple Crossing Elementary curriculum. All questions should be directed to program directors. Please see the CCE website for more information. Click on the "students" tab.

ART PROGRAM

Students are introduced to a variety of art, media, tools, and techniques. A positive appreciation and enjoyment of art is promoted through students' experiences in creating works of art and learning about art history. Students also learn art vocabulary. This permits discussions in which students meaningfully express ideas and judgments about the purposes of art forms and the contributions of well known artists.

ARTICLES FROM HOME

Students are not to bring toys or expensive items such as iPods, MP3 players, collectibles, pagers, cell phones, etc. If these items are damaged or stolen, the school will not be responsible for their replacement.

BICYCLE RIDER GUIDELINES

- If a student wishes to ride his/her bike to and from school, the parent and student must sign the CCE Student/Parent Bike Rider Guidelines. This packet may be obtained in the front office.
- Bicycle riders will need to be registered for a bike tag in the front office. This tag needs to be attached to the bicycle at all times.
- All bicycle riders must cross at the designated bike crossing location and then **walk** their bicycle while on school property.
- Bicycles must be parked in the bicycle rack located at the front of the school. Locks are strongly recommended. **CCES/Fulton County will not be responsible for lost, stolen or damaged bicycles.**
- A parent must accompany his/her child from the bicycle rack location and walk with the child to the building entry door.
- During dismissal, a parent **must** meet his/her child at the bicycle racks and present the matching tag # or photo ID in order for their child to be dismissed. Bicycle riders will be called at the same time as car-riders. **A parent who wishes to pick-up another child after school is required to present a note from that child's parent.**
- **Animals are not permitted on the CCE campus at any time.** Thank you for helping us to maintain a safe and clean environment for our students.



BIRTHDAY CELEBRATIONS

Student birthdays are recognized one day per month. Students whose birthday occurs that month are invited to the cafeteria after morning announcements to receive a special gift from the administrative team. Students celebrating their birthday will have their picture taken and proudly displayed in the front hall. To honor/celebrate birthdays, you may donate a book to your child's classroom library or to the school's Media Center. **Treats and goodie bags are not permitted. Invitations to birthday parties are to be distributed outside of school to protect the feelings of all children.**

BUS INFORMATION

Riding the bus is a privilege contingent upon proper and courteous conduct. Proper bus conduct is expected at all times. Students may be subject to disciplinary procedures when bus safety rules are violated.

The arrival of bus students is determined by the bus schedule. Buses arrive and begin unloading at 7:10 a.m. Bus riders are expected to obey regulations and the bus driver at all times. **Students who ride the bus are not considered tardy, even if the bus arrives after 7:40 a.m.** Upon arrival, bus riders report directly to their classrooms or to the cafeteria for breakfast.

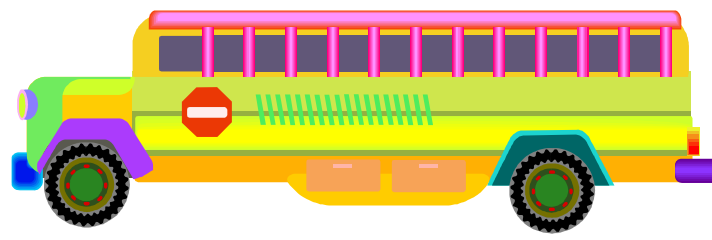
Bus Safety

Behavior on school buses is an **extension of classroom behavior**. Riding the bus is a privilege contingent upon proper and courteous conduct. For the safety of all students on the bus, children whose conduct negatively affects their safety or the safety of others will be handled by the bus driver and referred to the assistant principal. Students may be subject to disciplinary procedures when bus safety rules are violated. These may include assigned seats and/or suspension from riding the bus for one or more days.

Bus Conduct Rules:

1. Students are to behave appropriately on the bus, as well as at the bus stop. They must follow the directions of the bus driver.
2. Students are expected to display respectful behavior to each other and the driver at all times. Bullying, teasing, horseplay, play fighting, name-calling, etc. will not be tolerated.
3. Students must sit in their assigned section on the bus. Bus drivers will seat students as they arrive from the front of the bus to the rear of the bus (the front is reserved for kindergarten students).
4. Students may not eat on the bus.
5. Students are to remain in their seats while the bus is in motion, facing forward at all times. Hands and feet are to be kept out of the aisle.
6. Glass objects, radios, and electronic equipment (pagers, games, cell phones, etc.) are not permitted on the bus. *Under no circumstances* are laser pointers allowed on the bus or in school. They are a danger and can damage eyesight if used inappropriately.
7. Large instruments or anything that cannot be held in the lap are not permitted on the bus.
8. All body parts must remain inside the bus windows at all times.
9. Students must adhere to a "whisper silence" policy while buses are in the school zone.
10. Additional information is provided in the Fulton County pamphlet, "School Bus Safety Rides With You."

Please read this pamphlet and discuss bus expectations with your child. If the driver believes that your child's behavior is inconsistent with Fulton County expectations, you will receive a **Bus Behavior Report**. Students need to be aware that all campus/school rules apply while on the bus. Due to safety factors and protection of the driver and students on the bus, administrators have the authority to impose an immediate bus suspension for both minor and serious offenses.



BUS INFORMATION (continued)

Bus drivers have the right to assign seats or move students. Consequences will occur after the bus driver has communicated verbal and/or written warnings and has tried intervention strategies and the problem continues. Examples of possible consequences are: verbal/written warning, parent conference, in-school suspension, out-of-school suspension, and/or bus suspension. Depending on the severity of the offense, the administrator may place the student on the most appropriate step of the cycle. Bus discipline does not preclude additional sanctions as provided in policy, procedures, school rules, or federal, state and local laws.

Bus Violation Process

1st Offense Student conference will be held with an administrator.

2nd Offense Student may be placed on bus probation and parent will be notified that on the next bus offense, the student may be suspended from the bus.

3rd Offense Student may be suspended from riding the bus for 1 or 2 days with parent notification.

4th Offense Student may be suspended from riding the bus for 2 or 3 days with parent conference.

5th Offense Student may be suspended from riding the bus for 3 days with a parent conference.

6th Offense Student may be suspended from riding the bus for 3 to 5 days with parent conference required before student returns to school and may be referred to an Informal Disciplinary Hearing.

Major offenses such as, but not limited to:

- Disruptive behavior, fighting, wrestling, scuffling, hazing, harassment, or intimidation
- Failure to identify oneself or giving false identification
- Ignition of lighters, matches, etc.
- Insubordination/defiance of authority
- Leaving the bus without permission
- Riding the bus without permission, including when suspended
- Obscene, inappropriate language, gestures, and/or acts
- Sexual misconduct/offenses
- Activation of emergency alarm
- Placing objects or body parts out of the windows when bus is in motion
- Possession of a dangerous instrument
- Smoking, dipping, use of drugs/alcohol or possession of related products
- Theft or vandalism of school or personal property

Transportation Changes

Students must get on and off the bus at their own stop unless the bus driver is provided with written permission from the Director of Transportation, the Principal, or the Assistant Principal. Students may not ride another bus for the purpose of visiting a friend, attending social or scouting activities, or working on projects. Requests to change bus stops or buses must be **for emergency purposes only**. Parents must send a written request to an administrator. The method of transportation will not be altered without a written request from a parent and approval from the administration. It is the responsibility of the parent to contact the transportation department for authorization (770-667-2970). If it is necessary to change buses due to a long-term childcare situation, written authorization must be granted by the North Fulton Transportation Department.

A student who ordinarily rides the bus, but desires to go home with a friend, who is a car rider, must bring written permission from his/her parent. **We will not allow any changes in transportation unless we have written communication from the parent.**

All questions concerning bus schedules and routes should be directed to **North Fulton Transportation Department at (770) 667-2970.**

CAFETERIA INFORMATION

The school participates in the school lunch and breakfast programs. The prices for the 2010-2011 school year are:

Student Lunch:	\$ 2.10	Reduced Lunch:	.40¢
Student Breakfast:	\$ 1.05	Reduced Breakfast:	.30¢
Milk/Water/Juice:	50¢		
Ice Cream:	75¢	Adult Breakfast:	\$ 1.55
Extra Snacks	.50¢ - .75¢	Adult Lunch:	\$ 3.15

****Parent may request that extra items not be purchased on school lunch account.
Please submit a note to the cafeteria manager stating your request.**

The lunch program is a vital part of the total school program, and every effort is made to provide well-balanced, nutritious meals. Parental and student support is encouraged. Therefore, bringing in sodas, canned drinks, candy etc. is not appropriate. **State guidelines prohibit any commercially prepared food (McDonald's, Subway, Chick-fil-A, etc.) in the cafeteria.**

Free and reduced meals are available for students whose families qualify financially. Free and reduced lunch applications may be picked up in the front office. Also, each child is provided with a free and reduced meal form at the beginning of the school year.

Checks should be made payable to Crabapple Crossing Elementary Cafeteria and placed in an envelope labeled with the teacher's name and grade. The cafeteria menu is sent home each school month or can be accessed on the school website. You may reach the cafeteria manager at (770) 740-7078.

Mealpay Plus Program allows parents to make cafeteria prepayments using a credit card or debit card. The program gives parents access to view lunch account balance 24/7, lunch charges, monitor student purchases, and receive notification when the lunch account is low on funds. This system eliminates the need to send checks or worry about lost or forgotten lunch money.

Log onto www.MealpayPlus.com or call 1-866-243-9535 to get started.

No charges will be permitted the last two weeks of school.

If your child forgets his/her lunch, she/he will be able to charge a school lunch and pay the cafeteria the next school day. Charging is discouraged. A maximum of three charges will be allowed. Charges are not permitted for juice or extra milk or any extra food items. Charges must be re-paid the following day.

After the Labor Day holiday, parents, grandparents, relatives, siblings, and friends are welcome to eat lunch with our students at any time. The Colt Café is the designated location for parents to eat with their students. Lunch visitors are required to come to the office, sign-in, obtain a **LUNCH VISITOR** badge and go directly to the cafeteria (not to the classroom) to wait for the student with whom they will be having lunch. This procedure is aimed to enhance security within the school building. Lunch visitors are asked to purchase the school lunch and not bring in food from outside vendors or fast-food locations.

Once lunch is over, visitors are asked to leave the cafeteria and return to the front office and sign-out. In order to preserve instructional time, visitors are asked not to walk back to the classrooms.

Food is not to be traded or shared with others for the safety of our students.



CAR POOL / DAYCARE VANS

Car pool riders and daycare vans unload beginning at 7:10 a.m. in the carpool area.

The car pool area is a NO TEXTING and NO IDLING ZONE. Please turn vehicle off while waiting and refrain from using the phone during car pool. This rule is in place to protect the students and staff members in the car pool area.

Crabapple Crossing Elementary experiences a busy car pool. Students are dropped off and picked up at the front of the school following the designated traffic pattern. Cars/daycare vans should form a single line in front of the school where they will stop for the students to enter or exit the car/daycare van. Students should exit/enter cars/daycare vans from the curbside only. Students should have all of their belongings together in order to make a smooth transition between the vehicle and the entrance to the school building.

Students may not be dropped off in any parking lot, since they are not permitted to cross through the parking lot without an adult accompanying them. If your child should need assistance getting out of the car in the morning, or if your child needs to unload items, please park and walk him/her into the building. Staff members are available in the building to assist our students each morning. Parents are asked to say "goodbye" to their children in the front lobby area. Cars must not park in the pickup or dismissal area along the front curb. Use slow speed at all times. In order to facilitate the unloading or loading of car riders, we ask that you pull all the way to the end of the walkway as directed by duty personnel, before stopping to let your children out or in. Please adjust your time from home on rainy days when there is a higher volume of cars and wait time. We encourage you to allow your child to ride the school bus, if possible.

Students are expected to be picked up in the afternoon beginning at 2:20 pm in the car pool line. If a student is absent from school or will not be attending day care for any reason, the parent must notify the day care provider.

CELL PHONES

According to Fulton County Board of Education Policy and Procedure concerning Disruption and Interference with School, "**Elementary students are prohibited from possessing cellular telephones at any time.**" Students who are found with cell phones shall have the device confiscated by the school administration. The parent will be called and asked to pick up the device.

Visitors should not use cell phone while in the building. Please place cell phone on silent and/or vibrate before entering.

The car pool area is a NO TEXTING zone. For the safety of our children, please do not use your phone while in the car pool lane.



CHAIN OF COMMAND

Use the following Chain of Command should you have questions or concerns regarding school related issues:

Attendance / Records: contact the following person(s) in the order below:

Data Clerk (always start here), Assistant Principal

Bus Concern: contact the following person(s) in the order below:

Bus Driver (always start here), North Fulton County Transportation Department,
Assistant Principal

Cafeteria: contact the following person(s) in the order below:

Cafeteria Manager (always start here), Assistant Principal

Curriculum / Instruction: contact the following person(s) in this order:

Classroom Teacher (always start here), Curriculum Support Teacher (CST), Principal,
Area Superintendent, Superintendent, Local School Board Member

Discipline: contact the following person(s) in the order below:

Classroom Teacher (always start here), Assistant Principal, Principal, Area
Superintendent, Superintendent, Local School Board Member

Homework Requests / General Information:

Front Office Secretaries

Medical:

Clinic Personnel

Staff / Faculty: contact the following person(s) in the order below:

Staff/Faculty Member in question (always start here), if no resolution, please contact
the Assistant Principal and/or Principal.

Under no circumstances should concerns regarding school personnel be funneled through the PTA President, the PTA Board, or the Local School Advisory Council.

CHARACTER EDUCATION

The Character Education program is designed around the slogan "You can count on me to be..... Each month a word and hero is focused upon for study school wide. Counselors provide an abundance of classroom ideas and activities to use.

Character Heroes is an outstanding character education program that was adopted in September 2009. Each month the students learn a character word and hero. During the month, the students place the names of their peers that exhibit that trait into a decorative shoebox. At the end of the month, each classroom teacher will draw one name out of the box. The lucky winner will receive a free kid's meal from Shane's Rib Shack. The names of all winning students will be featured on the Character Hero Wall for the month. Your continuous support at home is always appreciated.

The following are the monthly character traits:

September - Responsible

January - Fair

October - Trustworthy

February - Caring

November - A Good Citizen

March - Honest

December - Respectful

April - Cooperative

CLASSROOM VISITS

Crabapple Crossing Elementary School strives to provide the best education possible for your child. We ask your cooperation in not visiting classrooms unannounced. Visits are not the time to conference with your child's teacher. The regular classroom schedule will continue during your visit.

Please follow these guidelines when observing in a classroom:

Visitations are scheduled through a member of the administrative team (Principal, Assistant Principal, CST, or Counselor) at least 24 hours prior to the observation.

- Introduce yourself to the secretaries and inform them as to why you are here.
- Please sign-in and put on a visitor badge.
- School personnel will escort you to the classroom.
- Do not interact with students or teacher during your observation, as instructional time is very valuable. This is not a conference time with the teacher.
- Please maintain confidentiality regarding the performance level and placement of individual students in the classroom.
- A **thirty-minute time limit** is placed on an observation. At the end of that time, please sign out in the front office and return your visitor badge.
- A member of the administrative team will be more than happy to discuss any questions or concerns you may have. We also suggest scheduling a conference with the teacher.

CLINIC INFORMATION

Crabapple Crossing Elementary is concerned about the health and well being of your child. Please keep the school informed about allergies, diseases, or other conditions your child may be exposed to.

The clinic and classroom teacher should have a written record of your child's condition and specific instructions for their care. If your child requires daily medication, he/she must come to the clinic to have it dispensed. Written permission is required to administer any kind of medication. Medication must be provided by the parent and in the original container.

Students identified with a chronic illness, needs to have a health care plan on file in the clinic. If your child has a chronic illness (asthma, diabetes, seizures, etc.) please notify the clinic and classroom teacher. Notify the clinic should your child acquire head lice. Proper procedures will be taken in the classroom to prevent further spreading.

Prescription medication requires an authorization form signed by the doctor and on file in the clinic. Over-the counter medications require written authorization from the parent/guardian to be on file. Forms are available at the front office and in the clinic. All signed forms from you and/or your doctor may be faxed directly to the office at (770) 667-2841.

Is your child too sick to come to school?

- Too sick to be comfortable at school
- Might spread a contagious disease to others
- Fever of 100.4F or above (can return when they are without fever for 24 hours)
- Vomiting more than once
- Diarrhea
- Frequent cough
- Persistent pain (ear, stomach, etc.)
- Rash

Most of these problems need to be discussed with your child's pediatrician to determine if an office visit is needed. There are a number of other communicable diseases that require students to be excluded from school.

CLINIC INFORMATION (continued)

Crabapple Crossing Elementary follows the Center for Disease Control & Prevention and Fulton County Department of Health and Wellness guidelines. If your child develops any of the symptoms listed under "Is your child too sick to come to school?" while in school or shows signs of a potentially contagious disease, you will be called to pick up your child immediately.

***Please notify the front office and clinic if emergency numbers, work numbers or home numbers change.** It is very important that the school be able to contact a parent/guardian in the event of an emergency.*

For the safety of your child, please notify the school in writing if both parents are out of town, and someone else will be acting as guardian in your absence.

COLT NEWS NETWORK (CNN)

CNN is the school news station operated by 5th grade students and Media Center staff. CNN is shown school-wide each morning from 7:45a.m. - 7:50a.m. Daily announcements include: pledge, weather, school events, guest speakers, Words of Wisdom, awards, recognitions, and much more.



COMMUNICATIONS

The home and school communication is very important. There are several methods of communication available to parents:

- **PRINCIPAL'S NEWSLETTER:** This newsletter is sent home monthly electronically the 2nd Friday of each month. It is also posted on the website. If you wish to have a paper copy sent home, please contact the front office. This publication includes information from the principal, current information about the school and the school system, important dates, school activities and other school related events.
- **WEBSITE / CONSTANT CONTACT:** Everything you need to know about our school is posted on the school website. Please visit our website to receive electronic messages / emails / Principal and PTA newsletters using our "Constant Contact" Link.
- **EMAIL:** All teachers and staff have county-provided email addresses and are expected to check email twice per day. Every effort is made to respond to emails within 24 hours.
- **THE CORRAL:** The PTA newsletter is published monthly and is also sent home electronically. If you wish to have a paper copy sent home, please contact the front office. It includes information about PTA activities, programs, dates to remember, and volunteer opportunities in the school.
- **PARENTS' RIGHT TO KNOW:** In compliance with the requirements of the *No Child Left Behind* statute, Fulton County Schools must inform parents about the professional qualifications of a teacher(s). The following information may be requested:
 - whether the teacher has met Georgia Professional Standards Commission certification requirements for the grade level/subject areas in which the teacher provides instruction;
 - whether the teacher is teaching under an emergency or provisional status through which Georgia qualifications or certification criteria have been waived;
 - the college major and any graduate certification or degree held by the teacher; whether the student is provided services by paraprofessionals, and if so, their qualifications.

COMMUNICATIONS (continued)

- **PHONE CALLS / VOICE MAIL:** Teachers are unavailable to take phone calls during instructional time. Our school is equipped with a sophisticated voice mail system where parents can call and leave a message for a teacher. Teachers check their voice mail at the end of the day. Emergency messages regarding transportation for your child for that day should be left with the front office secretaries and not on voice mail. Please be aware that it may be late in the afternoon before your message is picked up and your call returned. Every effort is made to return your call or within 24 hours.
- **WRITTEN NOTES:** Please be sure to let your child know that he/she has a note for the teacher. All notes regarding transportation home must be approved by the front office. Medical concerns should be addressed to the teacher and clinic.
- **CONFERENCES:** Please see the conferences section on page 30.
- **STUDENT WORK SAMPLES (Signed papers):** Work samples are sent home every Friday from the classroom teachers in grades 1st-5th. Parents should review papers and then return them to school. An explanatory checklist is provided to indicate weekly progress. It is requested that parents sign this checklist and return it with the work samples. In Kindergarten, work samples are sent home on a daily basis. An explanatory checklist is sent home bi-weekly in kindergarten for review and signature. During Back-to-School Night, teachers will explain in detail the use of agendas at grades 1-5 and the Teacher-Parent Communicator Folder used in grades K-3. It is extremely important that parents check their child's agenda nightly as it reflects the class work and homework assigned on a daily basis. Parents are encouraged to communicate with the classroom teacher immediately if questions arise regarding work samples, checklists, agendas or communication folders.

COMMUNITY CONCERNS

We ask that you do not contact the school when personal situations occur in your neighborhood. The school is available to help and support your child's education. The principal's office is not a court of law to help adults solve problems and issues that are not school related. It is imperative that the school remain neutral when it comes to getting involved in community matters. School staff and administrators are always here to assist with your child's education and safety.

COMPUTER LAB

Students are introduced to beginning computer skills through the use of several software programs. Students learn how to use the computer as a resource tool to complement other academic subjects. Basic keyboarding and a general familiarity with computers are taught.

CONFERENCES

Be mindful when cancelling conferences and meetings. Teachers and administration have made special arrangements and schedule adjustments to meet with parents. In some cases, substitute teachers have been pre-arranged.

Each student is offered a fall conference. Classroom teachers will notify each parent to set a conference date and time. Parent/teacher conferences are an integral part of reporting and monitoring student progress. The school and teachers are partners with you in the education of your children; therefore, it is important to share information regularly.

Conferences may be scheduled throughout the school year when necessary. Teachers are responsible for students from 7:10 a.m. until dismissal is completed around 3:00 p.m. Therefore, they are not able to conference with parents during the school day, unless arrangements are made in advance. **Conferences may be initiated by the parent, teacher, or administrator and held at a mutually agreeable time.** When a conference has been scheduled, we ask that you make other arrangements for younger siblings as they may be a disruption to the conference proceedings.

COUNSELOR

The school counselor conducts classroom guidance lessons, as well as provides short-term group and individual counseling. Our counselor also helps students focus on developing their full potential as individuals and citizens. Another roll of the counselor is to encourage students to accept responsibility for their own choices and actions. The counselor will confidentially consult with teachers, parents, and other community resources and make referrals as needed.

CRCT

The Criterion-Referenced Competency Test (CRCT) is designed to measure student acquisition of the knowledge, concepts and skills set forth in the Georgia Performance Standards (GPS). The testing program serves a dual purpose – to diagnose individual student and program strengths and weaknesses as related to instruction of the GPS and to measure the quality of education in the state. Assessments and reports yielding information on academic achievement at the student, class, school system, and state levels will be produced by the CRCT.

DISCIPLINE

The Fulton County School System operates on the philosophy that all students have the right to learn. To do so, each student must be in a school climate that is satisfying and productive, without disruptive behavior by a student infringing upon the rights of others.

Fulton County's Guidelines for Student Behavior:

Behavior guidelines are sent home at the beginning of the year. Parents are asked to read and discuss this information with their child. Parents must sign and return the Parent and Student Receipt Acknowledge Form stating that the information was reviewed. This form will be kept on file.

The education of students involves parents, teachers, administrators and the students themselves. All parents are encouraged to become familiar with the discipline guidelines and consequences for violations. These guidelines are drawn from Section JD, "Student Discipline" of the Procedures Manual, Fulton County Board of Education, Vol. 1, and are components of the Fulton County Elementary School Student Responsibility Cycle.

The Fulton County School System takes seriously its responsibility to educate its students in a safe and drug-free school, where they are free from fear of harm or intimidation. Therefore, weapons, drugs, and gang activity will not be tolerated in Fulton County Schools. Students who violate Board of Education rules or State laws related to these offenses will be suspended or expelled from school. Violators will also be reported to the police and may be charged with a felony and arrested.

Any student who engages in bullying may be subject to disciplinary action up to and including expulsion. Bullying occurs when one or more students threaten, harass or intimidate another student through words or actions including direct physical contact such as hitting or shoving, verbal assaults such as teasing or name-calling, or socially isolating or manipulating a student: (a) on the school grounds at any time; (b) off school grounds at a school function, activity or event; or (c) on the way to and from school or school-sponsored activity. The Board of Education prohibits bullying at any location or activity under the jurisdiction of the school system.

The administration uses a variety of local school interventions including, but not limited to the following:

Student conferences, parent conferences, time-out for the student with the teacher or administrator, out of school suspension, school transfer, long-term suspension or expulsion.

Special Note: Georgia law requires school officials to report incidences of weapons being brought to school to law enforcement officials. Students who bring weapons to school may be subject to arrest. To avoid any possibility of unintentional violations, do not allow your child to bring any item that resembles a weapon or may qualify as a weapon. This includes items such as steak knives, pocket knives, mock weapon replicas, or toys. Students do not have permission to bring any such items to school for any reason, not even as part of a school assignment, show and tell, or for use as a cutting instrument for food. If you have any questions regarding weapons please contact an administrator for further clarification.

DRESS CODE

Students are expected to groom themselves in such a way as to reflect neatness, cleanliness, and good taste. Students should be modestly groomed so as not to distract the attention of others or to cause disruption or interference with the educational program or the orderly operation of the school. Extremes in dress will not be permitted. The principal or other duly authorized school official shall determine whether any particular mode of dress or grooming results in violation of the spirit and intent of this rule.

CRABAPPLE CROSSING ELEMENTARY SCHOOL DRESS CODE (As per Fulton County Board of Education Policy)

- **Wristbands, Silly Bandz, bracelets, etc. are limited to a maximum of 2 per student.**
- No short-shorts or mini-skirts are to be worn. Shorts must be worn at the child's middle fingertip length.
- Compression shorts, ripped, frayed or cut-offs are not appropriate.
- No hats or caps, curlers, bandanas, sweatbands, sunglasses, or gloves are to be worn during school hours. This applies to both male and female students.
- Extremes in hairstyles and extreme hair colors or spray-in hair paint are not permitted. Distractions in the classroom need to be limited in order to assist teachers in performing their duties.
- No bare midriffs, sleeveless shirts for boys, spaghetti strap tops for girls, T-shirts with ripped sleeve openings or other ripped clothing, see-through clothing or low-cut tops are to be worn.
- All T-shirts must be in good taste. No suggestive wording or illustrations or advertisements for alcoholic beverages/tobacco products will be allowed.
- Pants at any length between the knee and ankle are acceptable.
- Make-up is inappropriate at the elementary level. This includes, but is not limited to tattoos, lipstick, colored hair spray, and glitter body paint.
- Shoes must be worn at all times. All students should wear tennis shoes, which are required, on P.E. days. Students participate in recess everyday and the administration recommends that your child wears tennis shoes for safety reasons.
- Parents are requested to send in tennis shoes for recess every day.
- Shoes with wheels or "Heelys" are not permitted in the building at any time.

Students are expected to honor the dress code so that valuable instructional time is not spent examining attire to determine appropriateness. Students will be notified of any exceptions to the dress code (Field Day, Spirit Days, etc.) and any other changes or additional requests. Teachers will be accountable for the dress code standard being followed by the students and will report any infractions to the administration, who will contact a parent to bring an immediate change of clothing to school.



DRILLS

Safety and security are top priorities at Crabapple Crossing Elementary School. In order to provide a safe learning environment for our students, we hold **fire, severe weather, tornado, building evacuation, CODE 99 (AED Emergency), missing student (Code Orange) and intruder drills (Code Red)**. These drills are practiced on a regular basis in order for staff and students to know the procedure in case of a real emergency. Visitors and volunteers are asked to participate in setting a good example for our students.

EARLY DISMISSAL

Early dismissals disrupt the classroom and instructional day. Therefore, early dismissals are tracked and treated in the same manner as tardies.

<u>5th Early Dismissal</u>	"Warning" letter sent home with student
<u>8th Early Dismissal</u>	Letter sent home with student
<u>12th Early Dismissal</u>	Letter sent home via USPS Referral sent to School Social Worker
<u>20th Early Dismissal</u>	Administrative contact to parent/guardian Attendance contract required Follow-up by School Social Worker

To assist the office in the dismissal process, we ask that all student checkouts occur **BEFORE 2:00 p.m.**

If there is a need to check your student out early for any reason, please come to the front office, be prepared to show picture identification (a driver's license), and the secretary will call the classroom to have your child dismissed.

For the safety of all of our students, children may not be released directly to the parent from the classroom. If you are a volunteer in your child's classroom and wish to have him/her dismissed early, we ask that you leave him/her in the classroom, come to the front office, sign the early checkout form, and the secretary will dismiss your child over the intercom. ***Only those persons who have been listed as emergency contacts may check your child out of school.*** Otherwise, written confirmation will be required. Student checkouts are recorded and monitored. Excessive checkouts will be referred to the administration.

EMERGENCY EVACUATION & SCHOOL CLOSING

In the event that school must be closed, the most up-to-date information will be provided on local radio and television stations. Please do not contact or come to the school. School telephones and personnel will be utilized in order to follow emergency procedures to ensure the safety of the children. CCE has developed a detailed emergency evacuation plan that will be reviewed, updated, and practiced on an annual basis. This plan will be followed should any emergency occur during the school day. In the event an evacuation is required due to a real emergency, students and teachers will walk to:

- Site 1: Northwestern Middle School (directly adjacent to CCES)
- Site 2: Crabapple First Baptist Church (directly across Birmingham Hwy)

FORGOTTEN ITEMS/LEFT ITEMS

Students may not return to the classroom to retrieve forgotten items. Staff members are strictly prohibited from unlocking classroom doors for parents or students.

Office phones may not be used by students to phone home to request forgotten items.

If you bring in items that your child forgot, they will be placed in the teacher's mailbox or delivered to the classroom by 10:00 a.m. This procedure is in place to limit the number of interruptions during classroom instruction time.

To help foster responsibility and for safety/security reasons, students may not return to the classroom for forgotten items such as homework, lunchboxes, instruments, etc. Students are encouraged and reminded to have everything they need to complete assignments before leaving. In many cases, calling a classmate for assistance is advised.

GIFTS FOR FULTON COUNTY PERSONNEL

Fulton County Board of Education Policy requires that gifts meet the following guidelines: an individual gift with a value of \$25.00 or less, or a group gift with a value of \$10.00 or less per contributor, not to exceed \$500.00

GRADING / REPORT CARDS / PROGRESS SKILLS CHECKLISTS

Elementary report cards are created electronically and a hard copy will be sent home. Report cards will be sent home every nine weeks (4 times per year: end of October, end of first semester, March and end of second semester).

A **PROGRESS SKILLS CHECKLIST** will be sent home 3 times per year: fall (September), winter (February), and end of the school year (May).

Students in art, music, and physical education classes that meet less than 5 times per week may receive a No Grade (NG) for the first six weeks progress report.

The academic grading scale is as follows:

* Kindergarten & 1 st Grade	S	Satisfactory
	N	Needs Improvement
	U	Unsatisfactory
* Grades 2-5	A	90 and above
	B	80-89
	C	70-79
	F	Below 70
	NG	NO grade

Note: The grade "D" is not used in Fulton County ES.

Marks for effort, social skills, work/study habits, and general conduct are recorded on the report card as:

- S Satisfactory
- N Needs to Improve
- U Unsatisfactory

Marks for social skills and work/study habits are recorded on the PROGRESS SKILLS CHECKLIST as:

- S Satisfactory
- N Needs Improvement
- NE Not yet evaluated

Last Day of School: Students that are checked out before dismissal will not receive report cards. Report cards can be picked up on the next business day.

HOME ACCESS CENTER (HAC)

HAC is an improved way to connect school and home through the Fulton County School System website. It provides parents access to real-time data and other important student information. In addition to seeing data, parents will have the option of requesting alert notifications if their child's grade slips, as well as information on the following:

- | | | | |
|------------------------|--------------|---------------------|------------|
| Class Schedules | Attendance | Assignments | Discipline |
| Unofficial Transcripts | Report cards | Parent Contact Info | |

Parents can pick up their Home Access Center (HAC) log-in and password by showing a photo ID at the front desk.

HOMEWORK

Homework is a necessary part of each student's educational program to reinforce skills taught in the classroom, increase student success, develop student responsibility, and provide opportunity for parent involvement. Please contact your child's teacher if you have any questions or concerns regarding homework. It is the student's responsibility to know what the homework assignments are and to complete all homework assignments on time. Some assignments are long range and require additional planning time at home for completion. Teachers will communicate expectations with students and parents through grade level newsletters, Open House and Back-to-School Nights.



INSTRUCTIONAL PROGRAM

Crabapple Crossing Elementary is organized to include Kindergarten through Grade 5. The curriculum includes the following: Language Arts (reading, English, listening, speaking, spelling, and writing), Mathematics, Social Studies, Science, Health, Music, Physical Education, and Art. Instruction is enhanced by the availability of computers to assist students in each of the major subject areas. In addition to the classroom teacher, all Fulton County elementary schools have Music, Art, and Physical Education teachers as well as a Technology Specialist, Guidance Counselor, Media Specialist, Curriculum Support Teacher (CST), and Instructional Support Teacher (IST).

INSURANCE

School insurance is offered to every student who enrolls. A parent can choose accident insurance that covers school hours only (including the bus) or covers the entire 24-hour day, 12 months of the year. Coverage also applies to field trips both overnight and daytime. Any student planning to attend an overnight field trip MUST have proof of either personal medical insurance or school insurance before he/she may participate. Parents may purchase school insurance any time throughout the school year.

INTERNET PROTECTION

Internet access is available at Crabapple Crossing in support of the instructional program. The Fulton County School System complies with the Children's Internet Protection Act. Filtering is in place that blocks access to material that may be inappropriate for your child. Web sites are permitted or denied upon review of the school Media Committee. Acceptable use of the Internet is established in Board Policy/Procedure IFBGA, Electronic Network Access. The policy and procedure may be viewed in the school media center or on-line at:

<http://www.fultonschools.org>

Note: Inappropriate use of the internet may result in loss of privileges.

IOWA TESTS OF BASIC SKILLS (ITBS)

The Iowa Tests of Basic Skills (ITBS) are administered to students in grades 3 & 5. The purpose of the ITBS is to obtain information about how the performance of Fulton County students compares with that of other students in the nation. Results of these tests will also be used by schools to help improve instruction.

LOCAL SCHOOL ADVISORY COUNCIL (LSAC)

The Local School Advisory Council (LSAC) is an advisory team that works with the school principal to bring about cooperation and coordination of resources to maximize educational opportunities for the students of our school. As a means of addressing local school concerns and problems, the LSAC committee includes both parent and school staff representatives. Meetings are held at least 4 times per year with the school principal. School concerns and questions can be directed to any LSAC member. It is requested that questions and concerns be made in writing and include your name and phone number. A committee member will be in contact with answers or suggestions to your specific concerns.

Meetings are held in the Media Center at 9:00a.m. Please check the school calendar for meeting dates. Meeting minutes are posted in a notebook in the main lobby.

LSAC Committee

George Freiburger, Principal	Freiburger@fultonschools.org	770-740-7055
Maureen Curtis, Chairperson	m5curtis@aol.com	678-395-5779
Mercy Vennel, LSAC-PTA Liason	mercyvennel@yahoo.com	678-624-0299
Kelly Belkair, Parent	kbelkeir@bellsouth.net	678-566-3317
Natalie Reilly, Parent	reillyfamily1@bellsouth.net	770-667-3082
Cindy Jackson, Parent	cfjackson99@bellsouth.net	678-240-0645
Paul Hulsing, Teacher	hulsing@fultonschools.org	770-740-7055
Jackie Arnold, Teacher	ArnoldJT@fultonschools.org	770-740-7055



LOST AND FOUND

All lost and found items are housed outside the Gym. Please help us get things back to students by putting names on all students' jackets, coats, sweaters, lunchboxes and backpacks. A few times per year, all items not claimed will be donated to various charities throughout metro Atlanta.

MAKEUP WORK

If parents wish for a student to have make-up work during an absence, they are asked to **call the school office no later than 9:00 a.m. to request the work.** The office will prepare a notification sheet for the teacher. Work may be picked up in the school office after 3:00 p.m. or sent with a sibling or neighborhood child. ***Please do not leave "makeup work" requests on voice mail or email.***

All class work / homework will be provided upon the student's return to school as it is often difficult for our teachers to specifically determine ahead of time what standards will be covered. For each day absent the student will receive the same amount of time to complete all missed work / assignments. (Example- Two days absent two days to make up missed work / assignments)

For extended absences, the teacher and parent should plan together for setting appropriate makeup work timelines.

MEDIA CENTER

The Media Center is open for students to use anytime during the school day. Students are permitted to check out one or two books at a time for up to one week. Additional books cannot be checked out until the outstanding books have been returned. Students must purchase books lost or damaged beyond repair.

Birthday Book Dedication Program

You can purchase a book for the Media Center in honor of your child's birthday. A birthday bookplate will be placed in the book and it will become a permanent part of the Media Center collection. Your child will be the first to check out and enjoy this new book.

To purchase a book:

*Send in \$15.00 for the book to be selected by the Media Center staff. Checks should be made out to CCE. Be sure to include your child's name, grade/teacher and birth date.

*Come to the Media Center and select a book with your child from our birthday book collection before (7:10 – 7:40 am) or after school (2:20 – 2:50 pm).

*You can do either of these options anytime during the school year or on or near your child's birthday

MEDICAL ALERT

The clinic is required to have a written record of your child's medical condition and specific instructions for their care.

Please meet and discuss the condition with the clinic and classroom teacher as soon as possible.

Occasionally, we have students with severe health problems. Due to their fragile immune systems, they are medically at-risk to infections, especially to communicable diseases such as chicken pox and measles. Please **contact the school in the event their child comes down with the symptoms of chicken pox or measles** so that medical personnel can monitor their conditions. As a special precaution, the families will be notified. Thank you for your support!

MUSIC PROGRAM

The Music Program's goal is to expose all children to the power and beauty of music as an art. A wide variety of activities are offered to promote musical skills and concepts, including listening, singing, playing instruments, moving, creating, reading and writing musical notation, and performing in stage musicals.

NATIONAL HONOR SOCIETY

Crabapple Crossing Elementary established the NHS on December 20, 2010. The purpose of NHS is to recognize students in grades 4 and 5 for their outstanding academic achievement and demonstrated personal responsibility, to provide meaningful service to the school and community, and to develop essential leadership skills within the students of Crabapple Crossing Elementary. The selection of new members shall be held once a year during the second semester of the school year. Eligibility requirements are the following:

- a. Enrolled in grades 4 or 5.
- b. Enrolled for a period equivalent to one semester at CCE.
- c. Have straight A's in both semester and quarter grades, as well as a minimum Cumulative grade point average of 96/100.
- d. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered based on their demonstrated personal responsibility.
- e. Completion of the Candidate's Form for the Faculty Council to review.

PARKING

Parents/Guardians/Visitors/Volunteers

Everyone entering Crabapple Crossing Elementary that is a Parent/Guardian/Visitor/Volunteer will need to **write down their Vehicle License Plate Number on the sign-in sheet at the front desk**. Please start memorizing your number, type it in your cell phone, write it down in your purse/wallet etc. If you do not know your number, we will ask that you go back out to your vehicle to get the number before you are permitted in the building. If Crabapple Crossing Elementary does not have your Vehicle License Plate Number, your vehicle may be booted or towed.

Crabapple First Baptist Church Parking

Crabapple Crossing ES will have a designated area for parking across the street at the church. If you are traveling down Birmingham Highway toward Northwestern and Milton you will need to turn left into the first entrance to Crabapple First Baptist Church Parking. The Blue Lot will be our designated area for parking. Please note--- If you are a staff member, you must use your hang tag. If you are a Parent/Guardian/Visitor/Volunteer, you will need to record your Vehicle License Plate Number on the sign-in sheet at the front office.

Important Information

Milton High School students are not permitted to park at Northwestern Middle School or Crabapple Crossing Elementary. Also, Birmingham Highway is a state road and **NO PARKING is allowed on this road**.

PARTIES

In the interest of safety and so that parents who are volunteering to help with the parties can spend quality time with their Crabapple Crossing ES student, **toddlers / siblings are not permitted during class parties or instructional activities**.

Students are welcome to invite family members to their Author's Day Party; however, siblings currently attending CCE are not allowed to leave classroom to attend.

Three parties are scheduled for the school year: **Winter Holiday Party, Valentine's Day Party, and End of the Year Party**. No other parties, including individual birthday parties, are to be held during instructional hours.

"Room parents" plan the type of party in advance with the teacher. Every parent is encouraged to sign up for one party and join in planning and helping out at the party. This way each parent is given the opportunity to be an active participant in one of the festivities throughout the year. The number of party parent helpers/volunteers will be determined by the room parent and teacher cooperatively.

Parties usually do not exceed 45 minutes and are to be over by 12:30, unless otherwise noted. The classroom teacher will plan with the room parent to determine the exact time of each party.

Goody bags are not permitted. Treats should be planned in conjunction with an awareness of allergies. Many of our parents are asked to help by donating store-bought baked goods, drinks and other treats. It is helpful if the treats are pre-cut into serving size pieces.

Celebrations of a religious nature may not take place at school.

PETS AND ANIMALS

Many of our students and staff suffer from allergies. Therefore, classroom pets are restricted to fish in appropriately maintained aquariums.

PHYSICAL EDUCATION

Students receive P.E. twice weekly for 45 minutes. In addition, a 15 minute recess is provided with the classroom teacher daily. Students should dress appropriately for P.E., which should include athletic or tennis shoes and shorts/ pants for students. The P.E. teachers will not allow students to participate if they are not dressed out in proper P.E. attire. Students must have written permission from a parent/guardian to miss a P.E. class. Missing several P.E. classes requires a note from a doctor.



PLEDGE OF ALLEGIANCE

Within the first few minutes of each school day, students in Fulton County Schools shall be afforded the opportunity to recite the Pledge of Allegiance. Students not participating in the recitation of the Pledge may stand and refrain from reciting the Pledge or remain seated. Immediately following the Pledge of Allegiance, both students and staff shall be given the opportunity, if they so desire, to observe a short period of time for silent reflection. This period of silent reflection shall be governed by the following:

- *The length of time should not exceed sixty (60) seconds
- *Students or staff who chose not to engage in the silent reflection will refrain from any act that would interfere with the reflection of others
- *The period of silent reflection shall not be intended or conducted as a religious exercise

RECORDS

All requests for records go through the Data Clerk. When a request for records is needed, in order to apply to other educational institutions, please send in your request and a #10 business envelope with 2 stamps. If your child's packet is more comprehensive, we may ask for a 9 ½ x 12 ½ clasp envelope with the correct address of the receiving institution, as well as the appropriate postage.

REFLECTIONS

Reflections is a National PTA Cultural Arts program featuring competition by grade level in four areas: Visual Arts, Photography, Music and Literature. Official rules are distributed in the fall to all children who are interested in participating.

SAFETY PATROL

The Safety Patrol program is offered to students in grade 5. The purpose of Safety Patrol is to provide positive leadership to fellow students and reduce the number of accidents during morning arrival and afternoon dismissal. Safety Patrol members must exhibit responsibility, academic achievement, commitment and good attitude toward others.

SAFETY/SECURITY

Crabapple Crossing Elementary is committed to providing a safe and secure environment for our students. Please be prepared to show a picture I.D. when checking out a student. This is for your child's protection and for school security.

Students may not return to the classroom to retrieve forgotten items. Staff members are strictly prohibited from unlocking classroom doors for parents or students.

Between 7:10 a.m. and 7:40 a.m. bus riders access the building through the cafeteria doors, and car riders and daycare van riders access the building through the glass doors in front of the Media Center. These areas are supervised by staff and are for students only! Visitors and volunteers are asked to enter the building using the glass doors nearest the flagpole.

Except for the doors in front of the school, all entrance doors, including doors to the cafeteria are locked from 7:40 a.m. to 2:20 p.m. to prevent unidentified access to the school building. We ask that visitors sign in and wear a visitor/volunteer badge when you are in the building. Visitors or volunteers without a badge will be asked to return to the office to obtain one. No one is permitted to enter through the cafeteria doors until after dismissal is complete.

Parents are not permitted to take items, such as homework, lunches, glasses, instruments etc., to classrooms. Please bring it to the front office and it will be delivered to the classroom.

To help foster responsibility among our students and for safety/security reasons, we ask that they not return to the classroom after school for forgotten items such as homework, spelling words, lunchboxes, coats etc. Students are encouraged and reminded to have everything they need to complete assignments before leaving. In many cases, calling a classmate for assistance is advised.

SCHOOL STORE

The PTA sponsors a school store named the "**Colts Five-n-Dime**" which is open to all children on Wednesday mornings from 7:10 - 7:40 AM in the cafeteria. Items such as crayons, colored pencils, folders, glue sticks, pens, markers, notebook paper, plain pencil grippers, scissors, etc. are available at the school store. Prices range from \$.10 to \$2.50 depending on the item.

SNACKS

Students are encouraged to bring a nutritious snack to eat during the day, either in the morning or in the afternoon as the class schedule allows. Classroom teachers will provide further information on this topic.

SOCIAL WORKER

The Fulton County social worker's job is to address concerns such as attendance and to be a resource to parents, teachers, administrators and other school personnel in understanding and meeting students' needs.

SPECIALS

"Specials" refers to three specialized educational programs: Art, Music, and Physical Education. These classes are taught by teachers certified in their respective fields. Student evaluations in these classes are based on several factors including: work performance, following directions, active participation, expressing a positive attitude, and in PE, practicing good sportsmanship.

SPEECH

The Speech and Language teacher works with students diagnosed with speech or language disorders. Additional special education services are provided by itinerant resource teachers. (Itinerant teachers serve students in more than one school).

SPIRIT WEAR

A variety of school spirit wear is available for purchase including tee-shirts (long and short sleeves), sweatshirts, and water bottles. These items will be available during Open House, Back to School Nights, and other PTA Programs and Events throughout the year. You may also order spirit wear items with order forms that will be sent home with your children. CCE shirts are great for CCE Spirit Days and are also available in adult sizes!

STAR (Stand Tall and Rise)

S.T.A.R Day is a Crabapple Crossing Elementary created program that began in the fall 2006 in grades 2-5 on TAG days as an enrichment/extension and remediation day for non-TAG students. This will allow all students the opportunity to participate in alternative enrichment, support and extension activities of the curriculum, either as a TAG student or as a STAR student.

STUDENT COUNCIL

Student Council is offered to students in grades 3, 4, and 5. Each homeroom will hold elections to select two class representatives. The Student Council will meet monthly to discuss upcoming service projects/events which will occur within our school. Representatives will communicate pertinent information to homeroom students regarding the upcoming projects/events and about volunteering.

STUDENT PLACEMENT

The school makes every effort to ensure student placement in a class where he/she will receive a quality education. The number of boys and girls, the total number of students, test results, and Language Arts and Math levels determine placements. Because of the complexity of this process, parent requests for specific teachers cannot be considered. Parent input is always welcome in matching the needs of students with specific kinds of teachers. **Class assignments are tentative the first ten days of school.** Occasionally, in order to meet state class guidelines, new classes need to be formed or existing classes need to be collapsed requiring the reassignment of students to a new teacher. We will make every effort to ensure that such transitions are smooth.

STUDENT SUPPORT TEAM (SST)

The SST is a multi-disciplinary team consisting of teachers, counselors, administrators, specialists, and parents who work together to develop methods for helping the child.

The SST process includes the following stages: identification of needs, formulation of an action plan, implementation of strategies, and monitoring of progress.

The team's efforts may include some or all of the following activities:

- Review of student records
- Analysis of student work
- Observation of student in the classroom
- Development of written plan of strategies and modifications to assist the child
- Review of progress after the designated intervention period
- General screening in the areas of hearing and vision

The SST committee may consider an academic achievement, and/or ability screening as a further means of gathering information. **Any parent or school staff member may initiate a referral to the SST.**

TAG (TALENTED AND GIFTED)

T.A.G is the name given to the gifted program. All teachers help to identify students who meet the state criteria in the areas of mental ability, achievement, creativity and/or motivation. The TAG teachers teach students enrolled in the gifted program for a half to full day (depending upon the grade level), presenting lessons which focus on higher thinking skills, research and production.

TARDIES

School begins at 7:40 a.m. and ends at 2:20 p.m.

Students are to be IN THE CLASSROOM BY 7:40 a.m. or are considered tardy.

It is the responsibility of the parent to see that the student arrives on time. Oversleeping, car trouble, car pool lines, heavy traffic, etc. are not legitimate excuses for tardiness. When your student arrives late to school (after 7:40 a.m.), you must park your car and accompany your child into the building, sign-in at the front office, and get a tardy slip from the secretary.

Students who ride the bus to school are not considered tardy even if their bus arrives after 7:40 a.m.

Fulton County tardy policy is as follows:

<u>5th Tardy</u>	“Warning” letter sent home with student
<u>8th Tardy</u>	Tardy letter sent home with student
<u>12th Tardy</u>	Tardy letter sent home via USPS Tardy referral sent to School Social Worker
<u>20th Tardy</u>	Administrative contact to parent/guardian Attendance contract required Follow-up by School Social Worker

TELEPHONES

Students are unable to call home except in cases of extreme emergency. The classroom teacher will determine if a call home is appropriate. Students will not be allowed to phone home for books, homework, signed papers, agendas, field trip permission forms, instruments, etc. Our goal is to assist our children in the development of responsibility. Teachers are unable to accept phone calls during instructional time. Parents may call and leave a message for teachers on their voice mail. Teachers will check for messages at the end of the day. Please be aware that it may be late afternoon before your message is picked up.

TEXTBOOKS

Textbooks are provided by Fulton County and the State of Georgia funds, without cost to the students' parents or guardians. Textbooks that have been issued to a student are the student's responsibility. The student must pay for lost, damaged or stolen textbooks.

TOURS

A school tour can be arranged through our school PTA. Please contact Lori Gibson at 770-751-3558 or lori_gibson@comcast.net for setting up a tour of the school.

TODDLERS / SIBLINGS IN THE CLASSROOM

In the interest of safety and so that parents can spend quality time with their Crabapple Crossing ES student, **toddlers/siblings are not permitted when a parent comes to volunteer in the classroom, including class parties, parent readers, plays, performances, etc.**

Students are welcome to invite family members to their Author's Day Party; however, siblings currently attending CCE are not allowed to leave classroom to attend.

TOYS, GAMES AND CELL PHONES

There will be many opportunities throughout the school year for you and your child to share special things that relate to units of study. Please contact your child's teacher if you have special things to share with the class. Do not send one of a kind or irreplaceable items to school with your child. Please do not allow your child to bring toys, games or cell phones from home. This includes items such as collectibles, Game Boys, Action Figures, CD players/headsets, iPods, MP3 players, cell phones, pagers etc. The school and staff cannot be responsible if these items are lost or stolen. If a child brings a toy/game to school that is unsolicited, the teacher or staff member will take the toy/game away, and call the parent to tell them to pick it up at school.

TRANSPORTATION CHANGES

If there is a change in the manner in which a child is to leave school, **the teacher must receive a written note from the parent stating the change**; otherwise, the child will be sent home in the usual manner. Please do not call the school with changes, unless it is an emergency.

Please do not email or leave voice mail messages regarding any transportation changes.

Children must ride their assigned bus (except in emergencies) when permission from the Principal or Assistant Principal is required.

VISITORS

ALL VISITORS ARE REQUIRED TO COME IN THE FRONT DOORS, to register in the front hall and to secure a visitor's badge. This is a rule for the protection of students. Parents, who are bringing something to their child during the instructional day such as lunch, books, snacks, etc., must come by the school office. One of our office staff will deliver the items, so as to minimize interruptions to our instructional program. If the item is non-instructional, it will be accepted into the classroom at the discretion of the teacher.

VOLUNTEERS

PTA is always in need of volunteers for activities sponsored throughout the year. If you would like to volunteer, you may obtain additional information and a volunteer packet from Volunteers Chairperson, Claudette Cunnold at 770-753-8911. We would love your help!

EXPECTATIONS FOR VOLUNTEERS AT SCHOOL PROGRAM

To help provide a safe, knowledgeable and productive learning environment at CCE, the Expectations for Volunteers at School program has been established. This guide outlines the responsibilities, duties, and essential information that new and existing volunteers would need to know. The Expectations for Volunteers at School packet will be given on Back-to-School Night.

VOLUNTEER / PARENT / GUEST CLASSROOM READERS

Many teachers use volunteers, parents, guests as classroom readers. To ensure that the book being read supports our curriculum and is acceptable for classroom use all books read by visitors to the classroom will be from the Media Center and/or the classroom teacher's collection. Please **do not** bring any books from home.

WALKER GUIDELINES

- If a student wishes to walk to and from school, the parent and student must sign the CCE Student/Parent Walker Guidelines. This packet may be obtained in the front office.
- Walkers will need to be registered for a walker tag in the front office. This tag needs to be attached to the student's backpack at all times.
- All walkers must cross at the designated crosswalk located at the front of the school and use sidewalks while on campus.
- A parent must accompany his/her child to the building entry door.
- During dismissal, a parent **must** meet his/her child at the flag pole and present the matching tag # or photo ID in order for their child to be dismissed. Walkers will be called at the same time as car-riders. **Any parent who wishes to pick-up another child is required to present a note from that child's parent.**
- **Animals are not permitted on the CCE campus at any time.** Thank you for helping us to maintain a safe and clean environment for our students.



WEAPONS (FULTON COUNTY POLICY)

Students found with a deadly weapon (pistols, knives with 3" or longer blades, BB/pellet guns, martial arts weapons, razors, etc.) on their body or in the book bag while on school property may be expelled from school and will be reported to police. Violators may be charged with a felony, which can result in a fine of up to \$10,000 and/or two to ten days in jail.

Special Note: Georgia law requires school officials to report incidences of weapons being brought to school to law enforcement officials. Students who bring weapons to school may be subject to arrest. To avoid any possibility of unintentional violations, do not allow your child to bring any item that resembles a weapon or may qualify as a weapon. This includes items such as steak knives, pocketknives, mock weapon replicas, or toys. Students do not have permission to bring any such items to school for any reason, not even as part of a school assignment, show and tell, or for use as a cutting instrument for food. Special permission with strict procedures may be granted by the principal for bringing certain items. If you have any questions regarding weapons, please contact an administrator for further clarification.

WEBSITES

Fulton County School District

www.fultonschools.org

Crabapple Crossing Elementary

www.crabapplecrossing.org

WITHDRAWALS

When a student is going to withdraw from school, the parent or guardian should notify the classroom teacher and data clerk in writing at least three days prior to withdrawal. A note stating the last day the student will be in attendance, the area the family is moving to, and the school the student will be attending (if known). The student should give the note to his/her teacher to take to the office. Be aware that it will take at least a full day to prepare a withdrawal form that you will need to enroll your child in another school. All lunch charges must be paid; all classroom and library books must be paid for or returned.

IMPORTANT TELEPHONE NUMBERS

City of Milton Police.....	911
City of Milton Fire.....	911
Nurses Hotline – Children’s Healthcare Services.....	404-250-KIDS
Alpharetta Library Fulton County.....	770-740-2425
Wills Park.....	678-297-6130
Ed Isakson YMCA.....	770-664-1220
CRABAPPLE CROSSING ELEMENTARY SCHOOL.....	770-740-7055
Crabapple Crossing Clinic.....	770-740-7055 x9
Crabapple Crossing Counselors.....	770-740-7055 x3
Crabapple Crossing Media Center.....	770-740-7055 x4
Crabapple Crossing Cafeteria.....	770-740-7078
Northwestern Middle School.....	770-667-2870
Milton High School.....	770-740-7000

EEO AND ADA STATEMENT

It is the policy of the Fulton County School System not to discriminate on the basis of race, color, sex, religion, national origin, age, or disability in any employment practice, educational program, or any other program, activity, or service.

If you wish to make a complaint or request accommodation or modification due to discrimination in any program, activity, or service, contact Compliance Office, 786 Cleveland Avenue, SW, Atlanta, Georgia 30315, or phone 404-763-6801. TTY 1-800-255-0135