

Lakewood Elementary



Appendix

Lakewood Elementary
17000 16th Dr. NE
Marysville, WA 98271

Mailing Address:
Lakewood Elementary
PO Box 40
North Lakewood, WA 98259

Phone Number: (360) 652-4520
Fax Number: (360) 654-2039
www.lwsd.wednet.edu
www.lwsd.wednet.edu/LES

MISSION STATEMENT

"As a learning community, we ensure high levels of learning for all by meeting students where they are at and guiding them step by step to academic, emotional and social success."

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PRINCIPAL’S MESSAGE

Dear Families,

Welcome to Lakewood Elementary, we value the opportunity to work with you and your child. Please know that all staff are ready to support the success of your child. Please reach out with any questions or concerns.

We look forward to partnering with you in your child’s education!

Sincerely,

Kristin Cortes, Principal
360-652-4520
kcortes@lwsd.wednet.edu

SCHOOL WIDE BEHAVIOR EXPECTATIONS

At Lakewood Elementary, each child is asked to follow the PAWS expectations. PAWS stands for: Practice Kindness, Always be Safe, We are Engaged and Show Respect. Students are recognized for their positive choices in these behaviors. We have a proactive approach to behavior management that includes appropriate supports for all students. Examples of some supports are individual behavior plans, a school-wide social-emotional learning curriculum, positive reinforcement, and support from the counselor and related staff. When necessary, we will work with parents to implement appropriate supports.

When a child has multiple minor infractions or a behavior that is significantly disruptive or unsafe, they may be referred to the counselor or building administrator to help create a plan or solution. When appropriate, the plan will be communicated to the parents. We appreciate and welcome family support in this process.

STUDENT SCHEDULE

Daily Schedule

8:20 Student drop off

8:35 School day begins

3:15 School day ends

Early Release Fridays

1:45 pm dismissal

Recess and Lunch

2nd & 3rd grade lunch 11:00-11:20am

Recess: 11:20-11:40am

Kindergarten and 1st grade lunch 11:25-11:45am

Recess 11:45-12:05pm

4th & 5th grade lunch 11:50-12:10pm

Recess 12:10-12:30pm

Afternoon Recess

2nd and 3rd grade 12:45-1:00pm

Kindergarten and 1st grade 1:05-1:20pm

4th and 5th grades 1:25-1:40pm

Early Release Half Days

(conference weeks and last day of school!)

On Early Release Half Days, students are dismissed at **12:15PM.**

ATTENDANCE

Attendance & Tardies

Regular school attendance is critical to your child's learning progress. If your child is ill and will be absent from school, **please call 360-652-4520** to report your child's absence. A note or phone call with the reason stated is required for all absences. When your child is absent, homework will be available the following school day. The LES Office Staff will call home or work when a child is absent if you have not called in the absence.

Our school goal is to have all children at school on time every day. Every day counts at Lakewood Elementary School! The School Day begins at 8:35 AM. Your child will be marked tardy if they arrive at school after that time. If a student is not in school on time, their learning is disrupted. If a student is tardy the parent is required to accompany them into the office to sign-in the student.

Not only is attendance essential for students' success in school, but attendance is required by law. Our curriculum is hands-on and often involves group work, in-class demonstrations, and hands-on activities. It is difficult to replicate these engaging lessons at home. We, at LES, are hopeful we can work together to ensure our students attend school.

Here are some references which emphasize the importance of regular attendance:

National Center for Education Statistics

<https://nces.ed.gov/pubs2009/attendancedata/chapter1a.asp>

Attendance Works

<https://www.attendanceworks.org/chronic-absence/the-problem/10-facts-about-school-attendance/>

Economic Policy Institute

<https://www.epi.org/publication/student-absenteeism-who-misses-school-and-how-missing-school-matters-for-performance/>

STUDENT DROP OFF/PICK UP

Drop off & Pick Up for Students from School & After School Plans

You must call by 2:30 pm anytime you are picking up your child from school, whether it is for an early release or a change from riding the school bus home to a parent pick up at the end of the day. Prior **written** authorization from the residential parent or guardian is required before releasing a student into someone else's custody, including changing bus information.

Drop-off: Please have your child exit your vehicle on the driver's side so that they may avoid traffic. We are not having parents park and exit the car. When entering the parking lot to drop your student off in the morning, you will drive all the way down to the exit of the middle school parking lot. There will be signs. Drive all the way down to the curve in front of LES. Please have them ready to exit the car as soon as you arrive in the designated drop off location. Kids will not be allowed to be dropped off before 8:20 am.

Pick-up: We will be having all families picking up students at the end of the day wait outside our main door, forming a line along the fence. School staff will connect students and families near the parent line up area. Please line up. Students will not be dismissed to parents if they have not lined up. Parents/adults picking up will not be entering the building during pick-up. If for any reason you need to see your child's teacher at the end of the day, please sign-in at the office and we will see if they are available.

VISITORS/VOLUNTEERS

We look forward to welcoming volunteers into our school. If you are interested in volunteering in your student's classroom or as a district volunteer, please complete a volunteer application packet and other requirements. Completed applications are good for two years. Washington state requires school volunteers to provide proof of COVID-19 vaccination (or a medical or religious exemption) to the school district. Application packets and instructions for fulfilling the vaccination/exemption requirements [are available on the district website](#) or at your student's school.

To minimize disruption to the class it is necessary to make arrangements with the teacher and/or building administrator 24 hours in advance.

We require all visitors and parents to register at the office and obtain and wear a visitor badge upon arriving in the building before proceeding to any classroom at the pre-approved time.

This is done in the interest of the building security and student safety.

Volunteers serve Lakewood Elementary in many different ways, such as school and classroom helpers, field trip chaperones, library helpers, etc. We encourage every parent to become involved in some way with our school. If you would like to help and become involved in the excitement and rewards of early childhood learning, please contact your child's teacher or our office. Non-school age siblings cannot attend while parents are volunteering. They are welcome to attend assemblies and performances.

DRESS CODE

Student's dress and hygiene will reflect favorably upon the positive instructional atmosphere of LES and should be appropriate for the learning environment. Clothing with profanity, suggestive comments and/or designs, weapons, clothing advertising alcohol, tobacco, drugs, or gang-affiliation are not acceptable. Students should wear clothing suitable for wet and/or cold days, when necessary. Tennis shoes or sneakers need to be worn on PE days. We also discourage sandals because it is difficult to play at recess in them. Flip flops should not be worn at school.

If a student is dressed inappropriately, parents will be contacted and asked to bring more appropriate clothing. If available, alternative clothing will be provided for the student to wear

for the duration of the day. Please return those items back to school after washing. For more information regarding appropriate dress at school, please see School Board Policy.

PTA

The Lakewood Elementary PTA is chartered by and affiliated with the Washington State PTA. The PTA's purpose is to serve the needs and the desires of members in promoting the health, welfare, safety, and education of children. Through fundraising projects, the PTA provides financial assistance for assemblies, school materials, playground equipment, and student activities. We encourage you to join and support our PTA.

Our PTA can be reached at:

Lespta306@gmail.com

PERSONAL ITEMS

Personal items, such as toys and electronic devices can be disruptive to your student and to the LES learning environment. To protect the learning environment and to be sure these items do not get broken or stolen, they need to remain at home. Because many families do rely on cell phones to communicate with their children before or after the school day, if cell phones are brought to school (at students' own risk), they **MUST** remain off in backpacks during the school day. If personal items are a disruption to the learning environment, the student will be given a warning to keep the item in their backpack. The next time the item will be taken and given to the Principal where it can be collected by the parent. If a child needs to call a parent during the school day, they are to go to the office.

LOST & FOUND

The Lost and Found cart is located in the main foyer by the playground doors. Please check the Lost and Found for articles of clothing, school supplies, etc., that have been lost or misplaced. If your child's clothing, lunch boxes, etc., are clearly labeled they are easier to identify. **Please take the time to mark personal items with your child's name. Any items that are not claimed are donated to Kids' Kloset monthly throughout the school year.**

CELEBRATIONS/BIRTHDAYS

In the interest of sensitivity to the feelings and needs of all students and respecting the learning environment of the school, please do not give gifts or distribute invitations for parties, get-togethers, or similar at school. The exception to this policy will be allowed only if the distribution of invitations will include all students in the class. For special occasions/days for your student, LES does not allow any deliveries of gifts, balloon's, or flowers to the student. Due to maintaining a learning environment, concerns of allergens and lack of space all deliveries will be denied.