



# **Gator Run Elementary School 2021 - 2022 Parent Handbook**

**Keith Peters, Principal  
Shairin Brown, Assistant Principal  
Ashley Saba, Assistant Principal**

**1101 Glades Parkway  
Phone: (754) 323-5850  
Fax: (754) 323-5890**

*This agenda belongs to:*

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

GRADE \_\_\_\_\_ TEACHER \_\_\_\_\_

***Agenda book provided by Gator Run PTA***

## Coronavirus (COVID – 19) Guidelines

All employees, visitors, vendors or any other persons are always required to wear a face covering while at or inside a school/facility, or other vehicle owned, leased or operated by The School Board.

### At Home Daily Health Screening

BCPS is committed to the health and safety of our students, our staff and our community. All students, parents/caregivers, and employees should answer the [At Home Daily Health Screening](#) at home each morning prior to coming to school.

### Protocol For Student Returning to School After Having COVID – 19

If your child is determined to have COVID -19 or its symptoms, please follow the protocol set by BCPS in order to return to on-campus learning.

1. Parent/guardian shall notify school staff prior to child returning to school to ensure proper quarantine/isolation has been completed.
2. Students with COVID-19 who have symptoms may return to school after 10 days since onset of symptom, at least 24 hours without fever reducing medication, other symptoms have improved and one (1) negative test result.
3. Students with a positive COVID-19 test result who DO NOT have symptoms may return to school 10 days after the date, with one (1) negative test result.
4. All students must return to school with a note from their health care provider.

# **WELCOME TO GATOR RUN ELEMENTARY SCHOOL**

## **GATOR RUN MISSION STATEMENT**

Gator Run Elementary School will provide our students with a creative, safe and secure learning climate, which promotes confidence and success through inquiry and exploration.

## **SCHOOL HOURS**

7:30 a.m.	Office opens/Teachers start
7:30 a.m.-7:55 a.m.	Breakfast program
7:30 a.m.	Earliest drop off
7:55 a.m.	Students report to class
8:00 a.m.	Classes begin
2:00 p.m.	Dismissal
3:00 p.m.	Office closes/Teachers finish

## **OFFICE HOURS**

The front office closes at 3:00 p.m. each day. If an emergency occurs between the hours of 3:00 p.m. and 6:00 p.m. (such as a missing child), please call us on the aftercare number at (954) 217-2020. After 6:00 p.m. contact the SIU Hotline at 754-321-0911.

## **STUDENT ARRIVAL**

Students should not arrive at school prior to 7:30 a.m., as there is no adult supervision prior to this time. Please arrange your family plan with this fact in mind. Your cooperation in adhering to this time frame will create a safe environment for all children. Students arriving between 7:30 a.m. and 7:55 a.m. must line up outside their classroom in an orderly fashion. Students eating breakfast report directly to the cafeteria upon arriving. Faculty, staff, and safety patrols will be on duty at this time to help students.

## **LATE ARRIVAL**

Prompt arrival at school is expected of all students. Students arriving after 8:00 a.m. are considered TARDY and must be escorted to the front office by a parent/guardian. Remember that students who are late not only lose out on their own learning, but also disrupt the learning of all students in the class.

## **FORGOTTEN ITEMS**

Parents, please remember that the front office will not accept forgotten items such as book bags, homework, field trip forms, etc. Please remind your child(ren) to gather their belongings before leaving the house for school. The only exceptions to this rule will be for lunch boxes, lunch money, or medications with proper authorization. It is very important that our classrooms are not interrupted during instructional time. In addition, students are not permitted to return to their classroom after dismissal to retrieve forgotten items.

## **LOST AND FOUND**

We are not gathering items this year due to COVID-19. We encourage you to write your child's first and last name on personal items using a black marker.

## **EARLY RELEASE DAYS**

The School Board of Broward County Public Schools calendar includes Early Release Days. These days are designated for staff development. Children are dismissed two hours earlier (at 12:00 p.m.) on these days. Consult the school calendar in this handbook for specific dates.

Please ensure that you pick up your child promptly at 12:00 p.m., as there is no supervision after that time. Your child will have lunch break in their classroom on Early Release Days, so please send a lunch or lunch money with your child.

## **AFTERCARE PROGRAM**

Childcare may be arranged after school by calling (754) 323-5850. Aftercare hours are 2:00 p.m. – 6:00 p.m. and 12:00 p.m. – 6:00 p.m. on Early Release Days. Your child must be registered with the Aftercare Academy before being able to attend.

## **ATTENDANCE POLICY**

Students must attend school every school day of the 180-day school year. Florida Statute 1003.24 establishes that the parent/legal guardian of a child of compulsory age is responsible for the child's daily school attendance. Excused absences include:

1. Illness of student.
2. Illness of an immediate family member.
3. Death in the family.
4. Religious holidays of the student's own faith.
5. Required court appearance.

6. Special Event – required permission from principal 5 days in advance
7. Doctor or dental appointment IF parent notifies the school of the date and appointment time & provide documentation.
8. Students having or suspected of having a communicable disease or infestation, which can be transmitted.

Absences may be reported via telephone by calling 754-323-5852 or written note. The report must come from a parent and give the date(s) of the absence and the reason for it. Parents MUST report these absences the day before, the day of, or within two days following the absence. School staff members have a legal right to ask for a written medical excuse. Please refer to your Code of Student Conduct handbook for more detailed information.

Parents who do not comply are referred to the State Attorney's Office. Florida Statute 232.19 (7) (a) provides that a parent or guardian commits a misdemeanor of the second degree, punishable as provided by law, if the parent or guardian refuses or fails to have a child attend school regularly or refuses to participate in meetings concerning their child's truancy. Classwork/Homework will not be given to students until after they return to school.

## **PATTERN OF NON-ATTENDANCE**

Non-attendance is established by an accumulation of tardiness, early sign outs and absences (excused or unexcused). A student is required to be in attendance for 40 days in each marking period.

## **DISMISSAL CHANGES**

All parents are to wait outside the school building for their children during dismissal. Parents are not allowed in the hallways while students are being dismissed. If your child's dismissal changes on a particular day, (e.g. from walker to carpool), you must send a written note to his/her teacher. Changes of dismissal will NOT be accepted by phone call. All dismissal changes must be in writing and made prior to 1:30 p.m. Otherwise, your child will go home as usual.

Students may only ride the school bus for which they are eligible.

**Dismissal changes will NOT be accepted over the phone or by email.**

## **HEALTH**

### **HEALTH SCREENING**

Florida Statute requires Broward County Schools to conduct health screenings, including vision (K, 1 & 3) and hearing (1 & 3), for students new to Florida schools, referred for exceptional education assessment, and specified grade levels. Heights, weights and Body Mass Index (BMI) are charted annually in grades 1 & 3. If a problem is detected, you will be notified. If you do not want your child to participate in this program, please complete the

screening form included in the first day folder, or contact your child's teacher.

## **ILLNESS AT SCHOOL**

If a child becomes ill or is injured at school, he/she is taken to the clinic in the office and the child's parents/guardians are contacted. If they cannot be reached, the person indicated on the child's emergency card will be contacted.

## **MEDICATION**

Florida State Law mandates that medicine of any type, including aspirin, not be administered at school. Children are not permitted to have medication in their possession at school (this includes cough drops or any over-the-counter medication). If your child requires prescribed medications during the school day, the parent or guardian must submit a "School Medication Permission and Instruction" form signed by a physician. The medicine to be dispensed will be kept in the clinic and given according to the doctor's instructions. Parents must bring the medication to school with the authorization form. Parents are encouraged to call the school whenever there is a health concern.

## **EXCUSING STUDENTS DURING THE DAY**

It is recommended that appointments be scheduled after the school day so as not to impact your child's learning. If a situation occurs that requires you to sign your child out early, your child will be called out of class upon your arrival at the office. There are no exceptions to this policy. **The latest time that students may be picked up prior to the regular dismissal time is 1:30 p.m. unless the Principal determines that it is an emergency.**

## **DRESS CODE**

Appropriate dress and grooming can help to create a positive learning environment. All students are expected to honor their responsibilities and dress in a way that respects the rights of others. Details on the dress code can be found in Broward County's Code of Conduct Handbook. Consequences for violating the dress code include parent contact, loss of privileges, and/or removal from class.

## **ESOL - ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)**

Students are given an oral language assessment to determine eligibility for ESOL services. This assessment is given only to students who speak another language or if another language is spoken at home, as indicated on the school registration

form. Teachers are trained in the use of strategies for teaching these students within their own classroom.

## ESE

### EXCEPTIONAL STUDENT EDUCATION (ESE)

Our ESE department includes Gifted, Speech, Varying Exceptionalities (VE), and Pre-K ESE. These students receive services either in a regular class through a pullout method or in a separate ESE class. Parents are encouraged to attend the yearly Individualized Education Plan (IEP) review for their child. If you believe your child may qualify for an ESE program, please consult your child's teacher.

A bulletin board inside the main entrance has important information on ESE meetings and trainings listed.

## PARKING

Parking on our campus is very limited. We strongly encourage parents to carpool when coming to grade level or school events. Please do not park in the fire lane, on the grass or parallel to any yellow-painted curbs.

## TESTING

### STANDARDIZED TESTING

All students in grades 1-5 participate in standardized testing as designated by the state. Results will be shared with parents. More information on testing is sent home during the year. Visit the Broward County Schools website for more information at [www.browardschools.com](http://www.browardschools.com).

## TRANSPORTATION

### BUS TRANSPORTATION

The Broward County School District provides bus transportation to students who live more than two miles from school. The transportation department designates the bus routes and assigns children to specific buses. Your child may only ride the bus to which he/she is assigned. Students are escorted to the bus loop at dismissal time where a staff member checks off the name of each child upon boarding. Students are expected to follow the Code of Conduct while riding the bus. Referrals are written for infractions, which may result in a bus suspension.

If you have a question or concern regarding your child's bus, please contact the front office. Many private companies also provide transportation for a

fee. Consult your yellow pages for a list of names and numbers.

## BICYCLES

It is mandatory under Florida law that all bike riders wear helmets. This rule will be strictly enforced. Bike riders must also walk their bikes until they are off school property. There are four bike racks, two for children coming from Park Road or Savanna Drive on the northwest side of the school, and two on the east side of the school beside Glades Parkway. These bike racks are unlocked during the day. Students must have locks for all bikes.

## CARPOOL

There are two areas assigned for morning drop-off and afternoon pick-up of students who are car riders. Which carpool area you use is determined by where you live as noted below:

**Front Carpool(Savanna Drive):** Recommended and most convenient for families who live in Weston Hills, Landings and Meadows.

**Back Carpool(Park Road):** Recommended and most convenient for families who live in Savanna, San Messina, San Mateo and San Sebastian.

## WALKERS

Walkers are those students who walk home. **Glades Walkers** are escorted to the flagpole located at the east side of the school for dismissal. **Savannah Walkers** are escorted to the sand park/PE Area on the west side of the school for dismissal. Designate your child's dismissal location and notify the classroom teacher.

## MEALS

### SCHOOL FOOD SERVICE

The cafeteria provides service for children who prefer a hot lunch. Meals are balanced with the guidelines for good nutrition. A breakfast program is available to those who desire it.

Breakfast is served from 7:30 a.m. – 7:55 a.m.

For menu and prices visit [www.browardschools.com](http://www.browardschools.com)

Ice cream is also available for sale on select days.

### FOOD SERVICE PIN NUMBER

Your child will be given a PIN number and a card to swipe to access their meal accounts. Please help your child memorize this number. They will maintain this number throughout their public school career.

## **PAYMENT FOR MEALS**

Parents are strongly encouraged to prepay for student meals. SchoolPaymentSolutions.com is an online payment portal especially designed to allow parents to make quick and easy online payments to their children's school accounts. The system allows parents to manage their children's lunch accounts quickly and easily. Advance payments may be also be made by reporting to the cashier in the kitchen area of the cafeteria before 9:30 a.m. Payment can be made by cash or check. Checks should be payable to Gator Run Elementary School. You can also include ice cream money with this payment. Please place your payment in an envelope with your child's name and PIN number written on the outside. If your child forgets to bring his/her lunch or lunch money, he/she may charge one meal on his/her account. A cheese sandwich will be provided by the PTA if a student has not cleared his/her account.

## **FREE OR REDUCED PRICE MEAL POLICY**

Based on eligibility, reduced price and free meals are available. Applications for free/reduced meals are sent home in the first day packet and are also available in the front office. One application per family is needed. Children on free or reduced price meals are eligible for free or reduced price breakfast and lunch.

## **CAFETERIA SUPERVISION**

Teacher's aides and school staff are present in the cafeteria during lunchtime. They help children learn to open packages, monitor behavior and encourage them to eat. The children must stay seated at their assigned table.

## **CAFETERIA RESTRICTIONS**

Due to School Board policy, no food from outside vendors (such as McDonald's) is permitted. Students are not permitted to bring soft drinks for lunch or anything in glass bottles. Students who bring lunch from home need to remember to bring their own spoons, napkins, straws, etc.

## **CELEBRATIONS**

### **BIRTHDAY CELEBRATIONS**

**There are no celebrations at this time due to COVID-19. No visitors or class treats for lunch please.**

Parents are welcome to bring treats for their child's class to the cafeteria (only) during lunch period. Please communicate with the teacher. The Broward County Health Department requires that all such

treats **MUST BE COMMERCIALY PREPARED AND HAVE BEEN PURCHASED FROM A STORE. HOMEMADE TREATS ARE NOT PERMITTED UNDER ANY CIRCUMSTANCES.** Sharp objects such as decorative picks are not allowed.

Please bring a treat that your child can easily distribute as an individual serving (cupcakes, doughnuts, etc.). This should not be treated as a birthday party for your child (no balloons, hats, goody bags, juice boxes or photos permitted).

## **HOLIDAY PARTIES**

Gator Run designates two holidays each year for the classes to hold parties- winter holiday in December and end of the year in May and/or June. Holiday parties are planned with the classroom teacher and room parent so that classroom instruction may still occur on that day. Parents should not send in any food or party supplies on other days unless cleared by the Principal first and/or requested by the teacher.

## **REPORTING**

### **REPORTING STUDENT PROGRESS**

**Interim Reports:** Interim reports are sent home midway in the grading period. The purpose of these reports is to inform you of your child's progress thus far in the quarter. If specific difficulties become apparent, positive action can be taken to correct the situation before the report card is issued.

**Report Cards:** Report cards are issued to students four times during the school year, at the end of each nine-week period. Kindergarten receives report cards three times a year beginning with the second quarter. (Please refer to the school calendar in this handbook for dates.)

Both report cards and interim reports need to be signed promptly and returned to your child's teacher.

**Conferences:** Conferences are very important to both parents and teachers in order to provide an adequate program to meet the individual needs of each child. They are scheduled twice a year. Conferences are for the parents of every child – not just for parents whose children are experiencing some difficulty. Parents are encouraged to schedule other conferences whenever needed.

### **RESOLUTION OF PROBLEMS**

An open line of communication is necessary for your child's success. Should a concern or problem arise, **please** refer to the following chart when seeking help regarding:

#### **CLASSROOM CONCERNS:**

First:	Child's Teacher
Second:	Guidance Counselor, Literacy Coach or Assistant Principal

Third: Principal

#### EXCEPTIONAL STUDENT (ESE) CONCERNS:

First: Child's Teacher  
Second: ESE Specialist  
Third: Assistant Principal/Principal

#### CURRICULUM CONCERNS:

First: Child's Teacher  
Second: Literacy Coach  
Third: Assistant Principal/Principal

#### HONOR ROLL/WINNERS CIRCLE CRITERIA

##### PRINCIPAL'S HONOR ROLL:

Demonstration of exemplary academic achievement and personal development as evidenced by the acquisition of the following grades:

- On or above grade level
- All A's in Subject Areas
- 1's in Study Skills and Social Skills

##### ACADEMIC HONOR ROLL:

Demonstration of high level academic achievement and personal development as evidenced by acquisition of the following grades:

- On or above grade level
- A's and B's in Subject Areas
- 1's in Study Skills
- 1's and 2's in Social Skills

##### WINNER'S CIRCLE

Demonstration of successful progress in academic and personal growth as evidenced by the following grades:

- A's, B's, and C's in Subject Areas
- 1's and 2's in Study Skills and Social Skills

## HOMEWORK

### SCHOOLWIDE HOMEWORK POLICY

So that homework can be utilized as an effective tool to reinforce information learned in class, the following will apply:

- Homework in grades 1-5 can be assigned four times a week, Monday through Thursday. Homework is not assigned on Friday, except for long-term reports or special projects.
- Homework in kindergarten can be assigned two times a week, Monday and Wednesday beginning in October.
- In addition to the assignments above, students are expected to read or be read to for a minimum of 10 minutes each evening.
- Students are expected to complete homework independently, with little help from parents.
- Homework assignments will be reviewed, but not given a letter grade, except long term projects. Late projects will be graded one letter grade lower for each day late.
- Homework will be recorded on the report card under "Study Skills".

- Three late, incomplete or missed homework assignments will equal a 2 in *Completes Homework* under "Study Skills". Four late, incomplete or missed homework assignments will equal a 3 in *Completes Homework* under "Study Skills".
- Students are responsible for recording homework assignments in their agenda book (grades 1-5).
- Students are responsible for handing in homework on the day it is due.
- The front office will not accept late homework.
- Homework will not be assigned on the evening(s) before standardized tests.
- Children who are absent will be given their missed homework and class work upon returning back to school for makeup.
- MAKE UP WORK WILL NOT BE ASSIGNED PRIOR TO ABSENCE.

#### Maximum times for homework for the average student:

Kindergarten (starting 2<sup>nd</sup> Semester) 5 minutes

1<sup>st</sup> grade 10 minutes    2<sup>nd</sup> grade 20 minutes

3<sup>rd</sup> grade 30 minutes    4<sup>th</sup> grade 40 minutes

5<sup>th</sup> grade 50 minutes

We appreciate your assistance and cooperation in reinforcing good study skills in your child while doing homework.

## PARENT ORGANIZATIONS

### Gator Run PTA

#### PARENT TEACHER ASSOCIATION

All parents and staff are encouraged to become active members of our PTA. Your membership helps support activities and programs at Gator Run. PTA General Meetings are held regularly throughout the year in the cafeteria, usually in the morning. All members are encouraged to attend these informative meetings. Dates and times are posted on both the PTA and Gator Run websites as well as the school's marquee.

#### PTA EXECUTIVE COMMITTEE OFFICERS

PTA Executive Officers ("the Board") hold elected positions. Elections are held annually in the spring. Officers' names and PTA contact information is posted on the PTA website: [www.gatorrunpta.org](http://www.gatorrunpta.org)

#### PTA COMMITTEE POSITIONS

The PTA has many committees. Committee Chairpersons are appointed after the Executive Board has been elected. If you are interested in volunteering on a committee, please contact the Chairperson or any Executive Committee member.

**PTA EMAIL TO PARENTS AND WEBSITE:**  
[www.gatorrunpta.org](http://www.gatorrunpta.org)

PTA updates are sent home regularly via email and include information on PTA events and activities. We strongly encourage all parents to submit their email to their child's room parent in order to be included in this vital communication link. Our PTA website contains PTA information and an event calendar and is updated regularly.

### **SCHOOL ADVISORY COUNCIL (SAC)**

School improvement is a priority for every school. The School Advisory Council (SAC) studies the school's data and develops an annual plan, called the School Improvement Plan, to improve education in vital areas such as: student achievement, curriculum, safety and discipline. This plan is on file at the school. The SAC makes decisions about teaching and learning and reflects shared responsibility and collaboration among parents, faculty, staff and community leaders.

### **SCHOOL ADVISORY FORUM (SAF)**

Every school has a School Advisory Forum (SAF) that acts as a proactive group that addresses various educational issues. The SAF is comprised of interested members of the community who wish to serve as a support group to the Principal. Their ideas and concerns are forwarded to both area and district advisories that meet regularly with key staff and the Superintendent. Advisories do outstanding work on behalf of children. We invite all interested members of the community to join us.

### **PARTNERS IN EDUCATION**

Partners in Education is the direct link between the school and the business community. This collaborative program is dedicated to improving student achievement. Through this program the community organizations help students reach their highest level of achievement through many interactive means.

There are a number of ways that our business partners positively influence the success of teaching and learning at Gator Run. Partners may:

- Mentor or tutor a child one-on-one for one hour per week.
- Read to or with students in school.
- Provide incentives to motivate students' achievement.
- Provide instructional support and enrichment such as connecting real-life business activities with our curriculum.

Business and community partners receive recognition for their volunteer efforts through exposure in our school newsletter, PTA newsletter, school web site and community event flyers. Any businesses that are interested in becoming a Partner in Education should contact Gator Run's administration.

### **GATOR RUN FOUNDATION**

The Gator Run Foundation is a nonprofit organization created to provide financial support and assistance in the enhancement and educational opportunities at Gator Run Elementary. Contributions are accepted throughout the year. Please refer to the school website for more information.

## **VOLUNTEERS**

### **GATOR RUN PTA VOLUNTEERS**

**Online volunteers please follow guidelines below. Volunteers must follow Broward County Public Schools COVID guidelines.**

Gator Run is fortunate to have a very large PTA volunteer base. The service of parent volunteers is an integral part of the operation of the school and assistance is always welcome. Please remember when volunteering that younger siblings are not permitted.

The PTA hosts a volunteer breakfast during the first month of school in which various volunteer opportunities are explained. Those interested may sign up to volunteer at that time, or throughout the year. **Before volunteering, you register at <http://www.browardschools.com/getinvolved> and wait for county approval. Be sure to bring your Driver's License or ID with you to school when volunteering. All volunteers must check in with front office staff, have their identification swiped into the computer, and wear a printed tag each time they enter the school.** Please record all school-related volunteer time spent outside of school on the "Off-Site Hours Form" available on the PTA website. Individuals with 200 hours or more of recorded volunteer hours are recognized.

**Volunteers** are needed for Fall Fundraiser, Book Fairs, Cafeteria, Media Center, Art Room, Math Superstars, Meet the Masters, Family Fun Day, Movie Night, Staff Appreciation, as well as many other activities planned throughout the school year.

### **Volunteer Etiquette**

All volunteers are expected to dress appropriately. Please remember that volunteers set an example.

Use of cell phones: Please refrain from using phones in the hallways or in the classrooms. Phones should be set to vibrate or to silent mode.

Photography: Photos of students other than your own child(ren) should not be posted through any social media or shared in any way on-line.

### **In-Classroom Volunteer Opportunities:**

#### ROOM PARENTS

Each classroom will have a designated room parent contact that will be the liaison between the teacher and the parents for most classroom activities. All other parents interested in assisting can join the room parent team. **This parent must be able to communicate important PTA information to the class on a regular basis through our email tree and attend a mandatory orientation during the first month of school.**

#### CLASSROOM VOLUNTEERS

Each classroom teacher determines the specific ways parents may be of help in his/her classroom. This could involve working with small groups of children, working one-on-one with children who require extra assistance, correcting homework, preparing classroom materials, planning and helping with seasonal parties, chaperoning field trips, etc.

### **School Wide Volunteer Opportunities:**

#### CAFETERIA VOLUNTEERS

These volunteers supervise and assist children during lunch, opening packages, handing out napkins, etc.

#### GENERAL VOLUNTEERS

These volunteers fill many needs throughout the school. They help during school picture days, hearing and vision testing, in the Media Center, Art Room, or in a variety of other ways.

## **SCHOOL FUNDRAISERS**

**Target Credit Card:** Target will donate an amount equal to 1% of your Target Credit Card purchases to Gator Run. You must first designate Gator Run as the recipient of this "donation" by calling 1-800-316-6142 or visiting [www.target.com](http://www.target.com).

**PTA Fundraisers:** Parents are given a variety of opportunities to contribute financially to PTA. There is a Fall Fund Drive, Book Fairs, Spirit Week, as well as other fundraisers. In addition, a Donate Button is on our PTA website at all times. All money earned through this fundraiser goes directly toward PTA programs and purchases.

**Box Tops – General Mills Cereals:** Please collect (and have your friends and family collect) the Box Top\$ for Education "token" which can be found on

the box tops of General Mills cereals, yogurt and participating snack items. General Mills gives us \$0.10 per token. There will be several collection dates throughout the year.

## **SAFETY**

### **SCHOOL RESOURCE DEPUTY (SRD)**

Our school is fortunate to have a BSO deputy as our School Resource Deputy (SRD). As SRD, their role is to establish positive interactions with students and parents. In addition, they assist with safety concerns and teach our students important lessons in drug and gang resistance as well as stranger and weapon safety.

### **EMERGENCY SCHOOL CLOSINGS**

Emergency school closing due to severe weather or any other reason will be announced over the radio. Information will also be posted on local TV channels. Parents should make sure their children know where to go if they are sent home from school other than at the regularly scheduled time.

### **WEAPONS**

Any student, while on the school grounds, building, school bus or vehicle provided for transportation by the school system, in a vehicle on school property, or at any school-sponsored function, found possessing, transmitting, displaying, and/or using a weapon or weapons will be suspended and may be expelled as provided for in Policy 5006. A weapon is defined as any instrument or object deliberately used, intended for use to inflict harm upon another person, or used to intimidate any person. See the Code of Student Conduct Handbook.

### **SEVERE WEATHER DISMISSAL**

In cases of severe weather at dismissal time, such as heavy downpours, lightning and/or thunder, the administration may decide it safer to conduct a "Severe Weather Dismissal". Notification of this dismissal change will be sent via the Parent Link phone system. When Severe Weather Dismissal is activated, the following dismissal changes occur:

- Aftercare students are dismissed as usual.
- Bus students are dismissed to the buses as soon as the weather is clear.
- Car riders are dismissed as usual.
- Walkers and bike riders are kept in their classrooms until it is safe to leave campus.

Since the weather in South Florida often produces afternoon rain showers, it would be a good idea for walkers, bikers, and students located in the portables to carry ponchos each day in their book bag. Please note that students are not permitted to bring umbrellas.

## SCHOOL SAFETY

Our school has a School wide Safety Plan that encompasses security, safety, and discipline. You will be contacted if your child is involved in a disturbance that seriously affects the health or safety of himself/herself or others.

No pets are allowed at school. Pets are not to be on campus during arrival or dismissal time.

### Student ID's

All students are required to wear school issued ID's when on campus (8:00am-2:00pm). Students will receive up to three badges free. After the third badge, the cost is \$5.00.

## VISITORS

Visitors are welcome at school; however, to ensure the safety of all children, all visitors must first report to the front office, show a picture ID and be signed into the computer. A printed name tag will be provided and must be worn and visible at all times while on campus. Regular volunteers must also sign in utilizing the front office computer. Only volunteers with a badge are allowed into the classrooms.

## COMMUNICATION

### ABSENCE PHONE LINE

The absence line phone number is 754-323-5852. Parents should call and report any absences from Gator Run.

## SECURITY HOTLINE

The school district has a Security Hotline in place to report any information that may put a person, school, or office in jeopardy. The hotline number is 754-321-0911. It is manned 24 hours a day, 7 days a week. All calls are recorded and Caller ID will identify from what location the call originated.

## SCHOOL COMMUNICATION

There are several methods in which our school communicates with parents: Friday Focus call, school website, email, phone link, and marquee. The Gator Run web site includes helpful information about our school. The address is listed in the front of this handbook. Please also refer to the Broward County Public Schools web site for useful information at: [www.browardschools.com](http://www.browardschools.com).

A parent e-mail tree is established by the classroom teacher at the beginning of the year as a direct line of communication.

A Friday Focus call to all Gator Run families from Mr. Peters keeps you updated on what is going on in the school and is a vital form of communication. This call will include upcoming events and other important information.

Our school has an automated phone message system that is utilized to communicate announcements and reminders. This is one of the reasons it is important that accurate phone numbers are on file in the office for each family.

The school marquee, located at the corner of Glades Parkway and Savanna Drive, lists upcoming school events.

*Information in this handbook was accurate at the time of printing. Any changes during the school year will be communicated to you through the school newsletter or other communication.*

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



Dear Gator Run Families,

Welcome to the 2021-2022 school year! I hope that you had an amazing summer and are ready for the best school year ever. Each year at Gator Run we strive to be better and to provide new and innovating educational experiences for our students. Relationships are a big part of what we do at our school. Our students and our school will only go as far as the connections that we make with each other, both in person and through social media.

At Gator Run we utilize social media to share all of the wonderful things that happen at our school. Please start by becoming a fan of our school Facebook page. We also use Instagram to increase communication with parents and to share the great things happening here with the world. We post pictures from all of the awesome learning experiences and fun activities taking place each day at Gator Run. Please follow us at *mrpetersgre*, *mrsbrowngre*, *ashleysaba3*.

I look forward to building upon our relationships with each and I hope that you will join us in our effort to provide more information to you via social media. Our goal is to provide you with an inside look at the daily life of our amazing teachers and students. I am fortunate enough to personally witness these educational moments and I would like to share them with you.

Sincerely,

Keith Peters  
Principal



## ARRIVAL AND DISMISSAL PROCEDURES

**Student drop-off occurs no earlier than 7:30 a.m. – no supervision is provided before this time!**

### **CARPOOL:**

There are two carpools for morning drop-off and afternoon pick-up for students to be dropped off. Which carpool you use is determined by where you live as noted below:

#### **Back Carpool: (Enter from Park Road) Grades K thru 5**

Recommended and most convenient for families who live in Savanna, San Messina, San Mateo and San Sebastian.

#### **Front Carpool: (Enter from Savanna Drive) Grades K thru 5**

Recommended and most convenient for families who live in Weston Hills, Landings, and Meadows.

#### **GR Park: PreK & VPK ONLY (Arrival ONLY)**

Remind siblings and those who carpool together to meet one another at carpool and be seated together. School staff and student patrols are available to direct students to class upon arrival if needed. It is important for our Kindergarten students to make the transition to Kindergarten and become independent; therefore, we ask that you utilize the drop-off lane. At dismissal time, school staff will escort students to their designated carpool area. Please remember there is limited parking on our campus. It is important that no adults walk through the carpool area during dismissal time. If you are getting out of your car to meet your child/children, they are not considered carpoolers. Instead, you must send a note to the teacher indicating that they are a walker and follow the walker procedure.

### **WALKERS:**

School staff escorts all walkers to the area designated for walker pick up. Your children will anticipate meeting you at the designated area. We ask that parents allow room at the exit gates for students to safely leave our campus.

**Glades Walkers:** Students will be escorted to the school sidewalk parallel to Glades Parkway; near the flagpole.

**Savanna Walkers:** Students will be escorted down the sidewalk and released to parents at the end of the walkway near Savannah.

### **BUS RIDERS:**

These students are officially assigned a Broward County School bus or are enrolled at a private camp after school care with transportation. They are escorted to the bus loop off Glades Parkway to load the buses. No parent drop-off or pick-up is permitted in the bus loop. Bus riders are checked off on a list as they board the bus at dismissal.

### **AFTER CARE ACADEMY:**

These students are registered in our school-based after care program and are escorted to the cafeteria. Parents/guardians must come to the front lobby with proper identification to sign out their child.

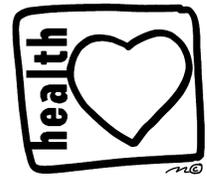
### **BIKE RIDERS:**

There are three designated areas for students to park their bicycles. Students who live in Savanna are encouraged to use the bike racks by the P.E. area, nearest Savanna. The students that arrive via Glades Parkway are encouraged to use the bike racks nearest Glades Parkway. **Students coming from San Mateo and San Messina should enter the school through Gator Run Park.** They can then walk their bike to the bike racks off Glades Parkway. School grounds are locked. Remember to wear a helmet. For safety reasons, students must walk their bikes once on school property.

**\*\*\* If your child is to be dismissed to another location you must send in the dismissal change to the teacher in writing each time there is a change. Please indicate the change in location and date in your note. For your child's safety, we cannot do a change of dismissal over the telephone. If a change is necessary in an emergency situation, please find an alternate person specified on your child's enrollment card to pick them up. \*\*\***

Rev. 07/2021

GATOR RUN ELEMENTARY SCHOOL  
HEALTH SCREENING



This year the school district will be performing the following health screenings on elementary students:

- Vision - Kindergarten, first and third grades
- Hearing – Kindergarten and first grade
- \* **Body Mass Index (BMI)** – First and third grades

If your child is tested and the results are not in the “normal” range for the particular test, you will be notified by letter. If you receive one of those letters, it is recommended that you take your child to a doctor or healthcare provider for an evaluation.

If you want your child to participate in the screenings for his/her grade, no action is required. If you **DO NOT** want your child to participate in any or all of the screenings, please complete the bottom portion of this letter and return it to your child’s school. Screenings are not for diagnostic purposes.

If you have any questions, please feel free to call Health Education Services at (754) 321-2272.

\* BMI determines whether a student is within a normal growth pattern, overweight, at risk for overweight, or underweight.

---

Student’s Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

I **DO NOT** WISH TO HAVE MY CHILD PARTICIPATE IN THE FOLLOWING SCREENINGS:  
(Check the ones that apply)

\_\_\_\_\_ VISION (K, 1<sup>st</sup> and 3<sup>rd</sup> grade)

\_\_\_\_\_ BMI (1<sup>st</sup> and 3<sup>rd</sup> grade)

\_\_\_\_\_ HEARING (K and 1<sup>st</sup> grade)

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

\_\_\_\_\_



**Gator Run Elementary School**

Family Life/Human Sexuality Education Program

Florida Statute 1003.42(2)(n) requires instruction in Human Sexuality Education. The School Board of Broward County, Florida, has authorized teaching Health Education, of which Family Life/Human Sexuality is a component, to meet this legislative mandate. The Family Life/Human Sexuality Unit has been carefully written by a team of teachers and was reviewed by parents, teachers, students, administrators, educational advisory groups and members of the community.

Certified teachers will present the Family Life/Human Sexuality and HIV/AIDS lessons beginning in March. These teachers have received specialized training in Family Life/Human Sexuality and HIV/AIDS. If you are interested in reviewing the curriculum content, please visit the district website at:

<http://www.browardprevention.org/health-wellness/sexual-health/curriculum1/>

Additionally, beginning in second grade through fourth grade, there are one or two lessons that deal with HIV/AIDS. They emphasize how the virus is not transmitted and the need to show compassion for people who are sick. In fifth grade, there is a lesson that does discuss how the virus is transmitted. These lessons are not mandated to be taught.

We respect your parental right and your role in presenting information in this sensitive and delicate area. According to Florida Statute 1003.42(2)(n): “Any child whose parent presents to the school principal a signed statement that the teaching of disease, its symptoms, development, and treatment, and the viewing of pictures or motion pictures that teach about disease, conflict with the religious teachings of the child’s religious affiliation, is exempt from such instruction; and a child so exempted may not be penalized by reason of that exemption.” A copy of your signed statement will be filed in the student’s permanent folder. Your child will then be scheduled into an alternative assignment during the Family Life/Human Sexuality unit and/or HIV/AIDS lessons.

Please note that this letter must be returned and signed by each child’s parent. We appreciate your interest and cooperation in the implementation of our health program.

Rev. 6/2019

\_\_\_\_\_ I **WANT** my child to participate in the Family Life/Human Sexuality lessons.

\_\_\_\_\_ I **WANT** my child to participate in the HIV/AIDS lessons. (2<sup>nd</sup> through 5<sup>th</sup> grade only)

\_\_\_\_\_ I **DO NOT** want my child to participate in the Family Life/Human Sexuality lessons.

\_\_\_\_\_ I **DO NOT** want my child to participate in the HIV/AIDS lessons. (2<sup>nd</sup> through 5<sup>th</sup> grade only)

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Please sign and return this slip to your child’s teacher by \_\_\_\_\_.**



**GATOR RUN ELEMENTARY SCHOOL**  
Field Trip Behavior

Our mission statement drives us to “provide our students with a creative, safe and secure learning climate, which promotes confidence and success through inquiry and exploration”.

In an effort to fulfill our mission statement, we often plan extracurricular field trips to enhance our curriculum. Since we work hard to keep our students safe and secure at all times, we must take into consideration any student that has demonstrated difficulty in following our school rules and regulations. During the times that we travel away from the school we require the most cooperation from our students.

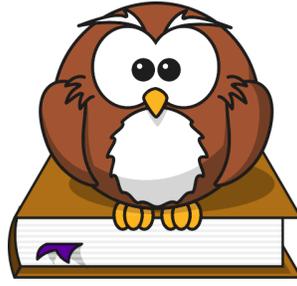
Any student that has caused a behavior infraction serious enough that results in a behavioral referral will automatically be brought to the principal’s attention for exclusion from off site field trips. Refunds will not be given to students who are removed from the field trip if payment has already been made to the vendor.

According to Florida Statute F.S. 230.22 (1) (2) and SBBC Policy 6303 Field Trips:

Students may be denied the privilege of participating in field trips, social and/or extracurricular activities if said student(s) have been disruptive, violate the student code of conduct or fail to conform with school rules and regulations. The final decision on whether or not the student may participate shall be made by the principal with documentation and input from the affected staff.

We know that you will encourage your child to be the best he/she can be. We would like to invite you to participate in the goal of improving our educational environment by discussing the above with your child.

Thank you!



## GATOR RUN ELEMENTARY SCHOOL MEDIA CENTER INFORMATION

We are excited to share a fabulous collection of library materials with our students through the media center special this school year. All classes will have the opportunity to visit the Media Center to check out books, work on class projects, and access reference and research materials, etc. Your child's teacher can inform you of the days the class has media special.

Please keep in mind the following guidelines for book check-out:

- Students in grades K – 2 may have one book checked out at a time.
- Students in grades 3 – 5 may have two books checked out at a time.
- Books are due on students' next Media day.
- If students have any overdue books they will not be permitted to check out new ones until all books have been returned.
- Should a book become damaged or lost, please advise the media center as soon as possible. Your child will be responsible for the cost of replacing that book in the media center.

Our school is in dire need of Media Center volunteers this year. If you would like to help out before, during, or after school with book checkout and re-shelving, please indicate so on the Classroom Volunteer form included in your child's first day folder.

Please review the book check-out guidelines above with your child.

Thank you for your support of our school media programs!

**GATOR RUN ELEMENTARY SCHOOL  
Science Laboratory Safety Contract**



**I know that being safe is important, and I agree to follow these rules:**

- I will follow all written precautions and verbal instructions.
- I will do the experimental procedure as directed.
- I will not taste, eat, smell, or touch substances unless specifically told to do so by my instructor.
- I will handle all equipment and materials carefully and use as directed.
- I will wear safety goggles to protect my eyes when appropriate or as directed by the teacher.
- I will notify the teacher if any hazard is present.
- I will clean up my work area after each experiment.
- I will inform my teacher of any health problems or difficulties I might encounter while doing a given experiment.
- I will make sure I do not remove any substances or equipment from the lab or classroom unless my teacher tells me to do so.
- I will not eat or drink anything in the laboratory or classroom without my teacher's permission.
- I will report any accident or mishap to my teacher immediately no matter how trivial it might appear.
- I will not pick up broken glass with bare hands.
- I will make sure an adult is present when I am working in the lab or classroom.
- I will wear gloves when handling animals.
- I will not run or participate in horseplay in the lab or classroom.

**Failure to follow these guidelines may result in reduction in grade, disciplinary action, and/or exclusion from laboratory activities.**

**Student Signature** \_\_\_\_\_  
**Parent Signature** \_\_\_\_\_

PARENTS: Optional-Please sign & return if needed.

**Gator Run Elementary School**

Translator Request

EN ESPANOL: Animamos a todos nuestros padres a asistir a un mínimo de dos conferencias de padres y maestros cada año. Estas conferencias son importantes para el éxito académico de su hijo. En la conferencia, el maestro de su hijo revisará las evaluaciones, calificaciones, progreso actual, inquietudes académicas o de comportamiento, y sugerencias para el crecimiento. Tenemos algunos miembros del personal que hablan español y portugués con fluidez y podemos proporcionar traducción en conferencias para los padres que solicitan esos servicios con anticipación. Por favor complete y devuelva el formulario a continuación al maestro de su hijo.

Muchas gracias!

PORTUGUESE: Encorajamos todos os nossos pais a participar de um mínimo de duas conferências de pais e mestres a cada ano. Essas conferências são importantes para o sucesso acadêmico do seu filho. Na conferência, o professor do seu filho analisará avaliações, notas, progresso atual, preocupações acadêmicas ou comportamentais e sugestões de crescimento. Temos alguns membros da equipe que são fluentes em espanhol e português e podem fornecer traduções em conferências para pais que solicitem esses serviços com antecedência. Preencha e devolva o formulário abaixo para o professor do seu filho.

Obrigado!

ENGLISH: We encourage all of our parents to attend a minimum of two parent-teacher conferences each year. These conferences are important to your child's academic success. At the conference, your child's teacher will review assessments, grades, current progress, academic or behavior concerns, and suggestions for growth. We have some staff members who are fluent in Spanish and Portuguese and can provide translation at conferences for parents who request those services in advance. Please complete and return the form below to your child's teacher.

Thank you!

---

Me gustaría solicitar que la escuela proporcione un traductor para las conferencias de padres y maestros.

Eu gostaria de pedir que a escola forneça um tradutor para minhas conferências de pais e professores.

Spanish \_\_\_\_\_ Portugese \_\_\_\_\_ Other: \_\_\_\_\_

Estudiante/Aluna: \_\_\_\_\_

Professor(a): \_\_\_\_\_

**GATOR RUN ELEMENTARY SCHOOL**

**Gator Run Park Permission Form**

*Our school has a beautiful city park, Gator Run Park, which is adjacent to our school property. Our students and teachers will be enjoying the use of this facility throughout the year. Each class will walk to the park, escorted by their teacher.*

*To give your child permission to visit the park with the class, we ask that you fill in the permission slip below and return it to your child's teacher by August 27<sup>th</sup>. This will give your child permission to visit Gator Run Park during the school day, throughout the school year.*

**THE SCHOOL BOARD OF BROWARD COUNTY  
AUTHORIZATION FOR FIELD TRIP**

\*STUDENT NAME \_\_\_\_\_ \*TELEPHONE \_\_\_\_\_

I/We the undersigned, hereby grant my child named above permission to travel on a Gator Run Elementary School sponsored trip to:

**Gator Run Park located on Glades Parkway**

As a member of his/her individual class. There is no cost for this trip.  
Transportation is not provided. Students will walk to the park.

\*EMERGENCY CONTACT: In case of emergency, I may be contacted at:

Telephone # \_\_\_\_\_ OR # \_\_\_\_\_

In the event that I can't be reached, please contact:

Name \_\_\_\_\_ Telephone # \_\_\_\_\_

*\*HEALTH/ACCIDENT INSURANCE*

\_\_\_\_\_ My child is covered by twenty-four (24) hour student accident insurance or family insurance:

Insurance Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

**OR**

\_\_\_\_\_ I have attached a photocopy of my family insurance identification card.

**OR**

\_\_\_\_\_ I do not have insurance, however, I will pay any and all medical bills for emergency care of my child.

\_\_\_\_\_  
Signature of Parent or Guardian