

*Grant Elementary*

# Student Handbook

*2024-25 School Year*

8511 County Rd. WW  
Wisconsin Rapids, WI 54494  
715-424-6766  
[www.wrps.org](http://www.wrps.org)

Principal - Mrs. Nicole Calteux



*Grant Grizzlies: Roaring with Pride*

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WRPS is committed to ensuring that all students and parents have access to school district information, policies, procedures, and programs. If you need assistance with interpreter or translation services, or other special accommodations that would be helpful to you, please contact either your child's school office or call the Pupil Services Department at 715-424-6724 so that we can assist you.

#### Spanish

WRPS está comprometido/a a garantizar que todos los estudiantes y padres tengan acceso a la información del distrito escolar, pólizas, procedimientos y programas. Si necesita ayuda con servicios de intérpretes o traducción, o cualquier otra adaptación especial que le sea útil, por favor, póngase en contacto con la oficina de la escuela de su hijo/a o llame al Departamento de Servicios para Alumnos al 715-424-6724 para que podamos ayudarle.

#### Hmong

WRPS xav kom txhua tus menyuam thiab niam txiv sawsdaws tau kev pab ntawd lawv lus tsev kawm ntawv txog peb cov ntaub ntawv, kev cai, thiab lub hom phiaj. Yog koj xav tau kev pab txhais lus lossis lwm yam, thov hu rau koj tu menyuam lub tsev kawm ntawv lossis hu rau Pupil Services Department ntawd tu xov tooj 715-424-6724. Peb zoo siab pab koj.

## Grant Elementary Mission Statement

We believe...

- All students are able to learn.
- Grant School is an accepting place where students, staff and parents feel safe, able to take risks and discover their talents.
- Grant School is a supportive community where involvement is encouraged and education is viewed as a joint effort.
- Our classroom curriculum is meaningful, consistent, developmental and accessible to all learners.
- Our classroom instruction is based on the needs of the learners and what we know about how children learn.

Grant School welcomes parent and community involvement and strives for open communication.

## Grant Elementary Vision Statement

Grant School strives to create a community of well-rounded individuals who reach their full potential.

## Attendance/Absences

School attendance is critical to the educational success of your child. Your child is expected to be in school every day unless he/she is ill or has other justifiable reasons for the absence. Therefore, we ask your understanding of and cooperation with attendance procedures. WRPS may terminate a pupil's open enrollment or boundary exception in the succeeding semester or school year if the student is habitually truant during either semester in the current school year.

State statute requires each school to report the frequency of and reasons for student absences. The truancy statute is not a district policy; it is state law. Under Wisconsin Statute 118.16(1)(a) and (c), a student is considered truant if school is in session and he/she is not in attendance without an acceptable excuse.

A child is considered a habitual truant when absent or tardy without an acceptable excuse for part or all of 5 or more days on which school is held during a semester.

"Part of a day" is defined by WRPS elementary buildings as:

- Arrival after 10:00 AM is considered Absent AM, and is counted as a half-day absence.

- Arrival after 2:00 PM, for afternoon sessions, is considered Absent PM, and is counted as a half-day absence.

- Leaves before 10:00 AM is considered Absent AM, and is counted as a half-day absence.

- Leaves before 2:00 PM is considered Absent PM, and is counted as a half-day absence.

If a parent does not contact the school office personally, leave a voice message on the attendance line, create a note in Family Access via Skyward, or send a note to the school reporting a student absence, the student absence is considered unexcused.

Excessive absences will be referred to the proper authorities for violation of the compulsory school attendance law. Truant and habitually truant (more than 5 days absent unexcused per term) students will be processed under municipal code 866. Referral to Social Services, mandatory court appearances and citations are all consequences of truancy.

When your child is going to be absent from school we ask that the parent/guardian notify the school office before 9:00 a.m. on the day of the absence. This may be done by calling the school office, attendance line, or on Skyward Family Access. Our

school discourages parents from having their child leave school early. A child will not leave school without permission from the parent and school office. When it is absolutely necessary to leave early, for safety reasons, students leaving school during the day must be 'signed out' in the office by an adult.

**Note:** Whenever possible, appointments for doctors and dentists should be outside the regular school day. Parents are strongly encouraged to make appointments that are necessary after 3:45 p.m. Any child returning to school during the day must be signed in at the office by an adult.

## **Bicycles**

Bicycles must be parked in the designated bicycle rack areas. The school will not be responsible for lost bicycles. Students are not allowed to ride their bicycles during the school day and should not arrive at school before 8:30 a.m. Students who are normally bus riders who choose to ride their bikes should have a signed parent permission note for their homeroom teacher.

## **Breakfast**

Grant Elementary School offers a school breakfast program serving Mondays from 9:15-9:30 a.m. and Tuesday-Friday from 8:30-8:45 a.m. for students in grades 4K-5. There is no charge for a school breakfast if the student qualifies for free or reduced lunches. If your child is a paid student, the cost is \$1.75.

## **Boundary Exceptions and Transfer of Records**

Parents who are moving out of the school neighborhood or school district should call the school secretary to announce their intentions and then contact the new school to arrange for a transfer of records.

Those parents who live outside the Grant School attendance boundaries must apply for a boundary exception in writing to Human Resources, 510 Peach Street, Thomas A. Lenk Educational Services Center, Wisconsin Rapids, WI 54494

## **Buses**

All buses will arrive at school at approximately 8:30 a.m., and unload the students on the south end of the school by the gym. At dismissal time, students will board buses in the same area and leave about 3:40 p.m.

If you bring or pick up your students before or after school, for safety reasons, please park in the west side parking lot.

All students not riding a bus to school should enter and exit the building through the north doors.

Any student needing to get on or off a bus other than his/her normal assigned stop needs to:

1. Bring a signed parent request note
2. Have the school office issue a bus pass

Bus passes can NOT be issued to students who are not assigned a regular bus stop. Please read the WRPS information on busing that was sent home on the first day of school. (Bus Conduct and Driver Information). If you have any questions, please call the school office, 715-424-6766.

## **Cadets**

At our school, fifth grade students serve as a safety support for our school. The cadets function under the instruction and supervision of a cadet supervisor.

Crosswalk members do not discipline other students. Cadets remind students of our school rules and what is expected. If correction is not made by the student, the cadet reports the incident to the principal or cadet supervisor.

## **Cancellation of School**

In the event of inclement weather or other health and safety concerns which causes a need for an emergency school closing, a message will be sent to all families via their provided contact information in Skyward as early as possible, with decisions made as close to 6:30 a.m. as possible. Also, notice of cancellation will be posted via local media outlets and on the WRPS main webpage at [www.wrps.org](http://www.wrps.org).

If inclement weather develops during the morning while school is in session, contact regarding the early dismissal will be made by 10:00 a.m. to advise families that their

elementary children will be sent home at 1:00. Lunch will be served to K-12 students before dismissal.

## **Child Care**

Boys and Girls Club Morning Jumpstart Program is offered daily from 6:45 a.m. until the start of the school day at Grant Elementary for students ages 6 and up. If you would like to enroll your child in this program, please see [www.bgcwra.org](http://www.bgcwra.org) for more information.

## **Communication**

School newsletters are sent home on a regular basis, and they are also posted on our school's webpage. Besides including information about school policies, special events, and school lunch menus, the newsletters will include messages for children. Classroom messages will be sent on a regular basis as well giving families updates about individual classroom activities.

Parent Square is an app which will give you direct access to your child's classroom teacher. Please be sure to accept the invite to your child's classroom teacher so direct communication can happen quickly and efficiently.

## **Crosswalk**

Safety patrol cadets serve as crossing guards on Country Road WW. A cadet is under the supervision of a cadet supervisor. Cadets are never permitted to discipline other students. They merely remind students of the rules and what is expected. If correction is not made by the student, the safety patrol cadet reports the incident to the principal or cadet supervisor. Cadets will not serve the crosswalk area when the wind chill is below zero degrees.

## **Dress Code**

### **Clothing**






School appropriate attire is an expectation. Personal appearance should not attract undesirable attention, cause disruption, present a health problem, or present unsafe situations for children in the school building. A teacher/administrator may ask students to change clothing or may contact parents for more suitable attire if these



guidelines are not followed.

The following clothing must be avoided:

- Clothing that is distracting from the learning process or which contains comments, pictures, slogans or designs that are obscene, profane, lewd, or vulgar.
- Clothing that harasses or threatens an individual or group of individuals because of sex, race, color, religion, handicap, national origin, sexual orientation, transgender status, gender identity, physical, mental, emotional or learning disability, or any other characteristic protected under State or Federal civil rights laws.
- Clothing that advertises or promotes alcoholic beverages, tobacco products, or illegal drugs.
- Clothing that is revealing.

Proper Dress for Recess		
Above 50		Short Sleeves ☺
40-50		Long Sleeves
0-39 Wind-Chill *****		Winter Coats, Hats, Gloves, Boots, Snow Pants
Below 0 Wind-Chill		10 min. Recess
-10 Wind-Chill		No Outside Recess

### Winter Clothing

All children must wear appropriate winter clothing (mittens or gloves, boots, hats, coats, snow pants, etc.) to be allowed to play outside during recess.

All students are expected to go outdoors during winter months unless for pressing and sound medical reasons i.e. doctor's excuse.

*NOTE: In the interest of safety, all students are required to wear gym shoes for Physical Education classes. When Physical Education is inside, we ask that these gym shoes be other than what the student normally wears outside.*

### Electronic Devices & Cell Phones

Our district elementary schools encourage that all personal electronic devices, including but not limited to cell phones, smart watches and gaming systems, be left at home. Any cell phones at school **must** be turned off and kept in the student locker/backpack throughout the ENTIRE day. Use of other smart devices for activities without staff approval may result in the device being stored in the locker to minimize distractions and maintain focus on learning. Specific technology tools, such as tablets, Chromebooks and iPads, may be provided for students by the District for learning activities. Our schools will not be responsible for lost, stolen, or

damaged personal equipment while in a student's possession. If the items are discovered during the school day, they may be taken away and parents may be contacted.

## **Field Trips**

Field trips are sometimes budgeted for, planned and utilized to expand and/or highlight certain units of study. All field trips are expected to be a direct outgrowth of a specific unit or class project objective. Field trips are to be educational and of extended teaching and learning. Field trips must be approved in advance by the school principal. A parent permission form must be completed, signed, and returned in order for a student to attend a field trip. Parents wishing to chaperone a field trip must be approved by completing the District Volunteer Procedure and Policy by November 1st of each school year. Guidelines for supervising a field trip will be provided to our parent volunteers before a trip is taken.

## **Grant Behavioral Expectations**

Our overarching school rules are: Be Respectful, Be Responsible, and Be Safe. School-wide expectations are posted throughout the building so that there are no questions as to how students are expected to behave. Good modeling of these expectations by staff and parents, as well as other children, will make Grant School a better place for learning.

Infractions of Grant Behavioral Expectations: Major infractions include fighting, disrespect to staff and guest teachers, failure to follow reasonable directions, continuous disruption, swearing at others, intimidation, harassment, assault, drugs/alcohol use/distribution/possession, and bringing a weapon to school. As defined by state statute 939.22 a "dangerous weapon" means any firearm, whether loaded or unloaded, any device designed as a weapon of producing bodily harm, any electric weapon or any other device or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce death or bodily harm. Due to the serious nature of these inappropriate behaviors, the consequences may involve time spent after school, parent conferences, removal from class, inschool and outofschool suspension, a police referral and possible expulsion proceedings. Students who are suspended may be prevented from participating in extra activities including field trips and other special school privileges. The primary focus is on protecting everyone in school and providing a safe and orderly environment where students can learn.

## Bullying

A complete copy of the District 411.5 Bullying Policy will be made available in the back to school packet that is sent home with each student at the beginning of the school year. The School District of Wisconsin Rapids strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school sponsored activities. The District consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process. Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying is repeated behavior and involves an imbalance of power.

Bullying behavior can be:

- **PHYSICAL** bullying includes pushing, kicking, poking, punching, taking and damaging someone's belongings, throwing things at someone, or book checking.
- **VERBAL** bullying includes spreading rumors, insulting someone, lying to get someone in trouble, writing nasty notes, or taunting someone.
- **SOCIAL** bullying includes ignoring someone, excluding someone on purpose, encouraging others not to like someone.
- **CYBER** bullying includes using technology to threaten, gossip, or impersonate another person.

What can I do if I feel I am being bullied?

- Avoid the bully
- Tell the bully to stop
- Tell a teacher/staff member. It's important to tell someone right away. Every student should feel safe and accepted in school.

The STOPit app is available for anyone to report bullying to a school administrator. STOPit is a simple, fast and fully anonymous tool used to report inappropriate behaviors, bullying, and potential threats to our WRPS schools. Enter this link, <https://appweb.stopitsolutions.com/> to navigate to the STOPit App Webpage.

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the District. This includes public transportation regularly used by students to go to and from school. Educational environments include every activity under school supervision. All school staff members and school officials who observe or become

aware of acts of bullying are required to report these acts to the building principal. Reports of bullying may be made verbally or in writing and may be made confidentially. Learn more about Board Policy 411.5 concerning bullying on the District webpage under “School Board Policies.”

## **Hot Lunch/Meal Prices**

### **Wisconsin Rapids Public Schools Food Service Information**

#### **General Information**

The Wisconsin Rapids Public Schools Food Service Program is part of the National School Lunch Program. The National School Lunch Program is a federally assisted meal program that provides nutritionally balanced, low-cost or free meals to schoolchildren.

School meals must meet the Dietary Guidelines for Americans, which recommend that no more than 30 percent of an individual’s calories come from fat, and less than 10 percent from saturated fat. Regulations also establish a standard for school lunches to provide one-third of the Recommended Dietary Allowances of protein, Vitamin A, Vitamin C, iron, calcium and calories.

#### **Lunch Prices**

The school lunch and breakfast prices are as follows:

Elementary Students      \$2.30 daily for lunch and \$1.75 daily for breakfast

Reduced price lunches are \$0.40. Any student who qualifies for free or reduced lunch will also qualify for free breakfast. A school lunch includes a half-pint of milk, but an extra half-pint of milk can be purchased for \$0.50. Students eligible for free meals are required to pay for additional milk or juice that is purchased with a meal.

#### **Lunch Account Payments**

The WRPS E-Funds for School now offers an additional option to pay for student breakfast and lunches online. Lunch account deposits can also be sent to the main office each morning. Parents/guardians are expected to keep the student’s account in a positive balance.

If you have students who attend several schools, deposits must be made to each school.

Parents or younger siblings who eat meals with a student at school may have their meal subtracted from the student's account. The system keeps a record of all student transactions, which a parent/guardian may review upon request. Requests for this information may be made through the school office.

If a student runs out of funds in their account, he/she may be able to charge a couple of additional meals. If a deposit to the student's account has not been made within that time, meals from that student account will be discontinued until a payment has been made.

At the elementary schools, a note will be sent home in your child's folder when the account balance is low.

### **Free or Reduced Meals**

School district meals are available free or at a reduced price to eligible students. To qualify for free or reduced price meals for your children, you must complete an application and return it to the school. All applications must be filled out completely. A letter and application regarding the Free and Reduced Lunch Program will be sent home with your child on the first day of school. Only one application is to be returned for each family. Please remember to include all members of the family who are attending school on one form. Do not send separate applications to each school. Return completed applications to the school office as soon as possible. Any family who is applying for free or reduced price meals and was not approved the previous year, must send money with their child/children for lunches or provide a sack lunch until they are notified that their application has been approved. Students who were at free or reduced status at the end of last school year in our district will be carried over at that same status at the start of this school year for a time period specified by the Department of Public Instruction. If a free or reduced application has not been filed by the end of that time period, the student will revert to full pay status.

### **Refunds**

Any funds remaining in a student meal account at the end of a school year will be carried over to the following year. Account balances for students transferring or changing to a different school in the Wisconsin Rapids School District will transfer to that school also.

Funds left in a student account will be refunded only if the student is moving out of the school district. Requests for such refunds can be made through the school office.

### **Food from Outside Vendors**

*Fast food is not allowed at school for breakfast, lunch, or snack options. This includes items such as kid's meals, sugary drinks, soda, coffee/shakes, or other treats.*

### **Milk Program (KG-5th grades)**

The milk fee is paid twice per school year and provides students a carton of milk in the classroom. The cost is \$80 / year or \$40 due September and \$40 due January.

### **Immunizations**

The following are the minimum required immunizations for each age/grade level. It is not a recommended immunization schedule for infants and preschoolers. For that schedule, contact your doctor or local health department.

1. MMR: The first dose of MMR vaccine must have been received on or after the first birthday (Note: a dose 4 days or less before the 1st birthday is also acceptable).
2. DTP/DtaP/DT vaccine for children entering Kindergarten: Your child must have received one dose after the 4th birthday (either the 3rd, 4th, or 5th) to be compliant. (Note: a dose 4 days or less before the 4th birthday is also acceptable).
3. DTP/DTaP/DT/Td vaccine for students entering grades 1 through 12: Four doses are required. However, if your child received the 3rd dose after the 4th birthday, further doses are not required. (Note: a dose 4 days or less before the 4th birthday is also acceptable). A dose of Tdap vaccine is not required but is acceptable to meet this requirement.
4. Polio vaccine for students entering grades kindergarten through 12: Four doses are required. However, if your child received the 3rd dose after the 4th birthday, further doses are not required. (Note: a dose 4 days or less before the 4th birthday is also acceptable).
5. Var means Varicella (chickenpox) vaccine. Chickenpox disease history is also acceptable.

Students 13 years of age or older without a prior history of chickenpox disease or a prior history of varicella vaccine before 13 years of age require 2 doses of varicella vaccine.

Questions regarding school immunizations may be directed to the school nurse.

## **Insurance**

Please see the WRPS information that was sent home the first day of school or call 715-424-6766 for a copy of the information.

## **Internet Policy**

WRPS expects responsible and appropriate use of network services and technology. A parent must sign the Responsible Use Policy (RUP) and agree to the terms to permit a child to use the Internet, e-mail and other District network services. Students agree to be respectful, responsible and safe with technology as well as adhere to and learn about digital citizenship. (Board Policy 365.1)

## **Lunchroom Conduct**

With the exception of classroom treats, all food will be eaten in the lunchroom. Students are expected to use proper manners and follow the direction of the lunchroom aides. Since proper nutrition goes hand-in-hand with good classroom performance, the school staff encourages children to eat their lunch. We ask that students eat their own food (no sharing). Even though soda pop is of questionable nutritional value, when it is sent to school as part of a cold lunch, it must be placed in a thermos or plastic container. NO CANS/BOTTLES.

## **Lunch Schedule 2024-25**

Grade	Lunch	Recess
Kindergarten	11:00-11:25	11:25-11:45
1st Grade	11:15-11:40	11:40-12:00
2nd Grade	11:30-11:55	11:55-12:15
3rd Grade	11:45-12:10	12:10-12:30
4th Grade	12:15-12:40	12:40-1:00
5th Grade	12:00-12:25	12:25-12:45

## **Medication (District Policy/Administration Procedures)**

### **Medication Policy**

Parents are encouraged to administer medication at home. When that is not possible, medication will be administered at district elementary schools when the following requirements are met:

### **Prescription Medication**

The "*Physician/Dentist Orders for Administering Prescription Medication in School Form*" must be completed by the prescribing physician and parent and returned to school before any medication will be administered. **A new form must be signed annually.** Medication to be administered at school must be in a current, pharmacy-labeled bottle with the information on the bottle identifying the student, name of drug, dosage and physician's name. Prescription-labeled bottles can be obtained from your pharmacist upon request. Changes in dosage, medication, time of administration or discontinuing administration require a new *Physician/Dentist Order Form* to be completed.

### **Non-Prescription Medication**

Over-the-counter (OTC) medications will be administered upon parental consent via the annual online enrollment verification process. **All medication must be provided by the parent in an unopened, original, labeled container that indicates the ingredients and dosing information.**

Elementary students are required to keep over-the-counter medication in the health office for administration by school personnel. Learn more about Board Policy 453.4 concerning medication administration procedures on the District webpage under "School Board Policies."

### **Nursing Services**

Each elementary school provides scheduled nursing services on a weekly basis. A school nurse is always available for consultation even if the nurse is not at the school site. The nurse may perform physical assessments and identify students with health problems that impact educational performance. If you do not want your child to participate in these activities, you must notify the school principal in writing.

### **Party Invitations**

We would request that when students bring invitations for private parties to school, one be given to each child in class. If all students are not invited, please see that the invitations are mailed or delivered to the homes directly. Another option would be



to hand them out after school hours. In this way, children in the class who have not been invited won't have their feelings hurt or feel left out.

## **Release of Student Information**

Student Directory Data is defined as: *student name, address, photographs, degrees and awards received, major field of study, participation in activities/sports, weight/height on athletic team, and name of school student most recently attended.* The ability to release directory data helps WRPS to include a student in certain publications like the annual yearbook, honor roll and scholarship programs, and on athletic program rosters. Parents or adult pupils must complete a "Release of Student Directory Data" form if they wish to restrict the release of student data. You can obtain this form from the school office. If no form gets completed, the District will fulfill its legal obligation to release directory data when requested.

## **Remote Learning During a School Closure**

The District is committed to providing students with continuity in educational services in the event of an emergency school closing, and supports innovative instructional design including the implementation of remote learning as a means of delivering quality instruction. The Superintendent may direct a full or partial day of remote/virtual learning for specific grade level(s) or for one or more District schools on any day that a school is closed.

### **Remote Learning Expectations:**

1. In the event of an emergency school closing, all students shall participate in remote learning activities. All students will have access to remote learning materials and resources either through learning packets sent home in advance for students from 4K - Grade 5 and/or through the District's learning management system for grades K-12.
2. The school will regularly communicate the remote learning plan to students and families through various methods including email, website, newsletters and learning management systems. Teachers will be available during regular school hours to provide support and answer questions via email or other communication methods which may include video/virtual meetings.
3. Teachers will have designated office hours which will be communicated to students and families, in order to answer questions and provide support. Families and students are encouraged to reach out to the teacher with any questions or concerns at any time.

## **Safety Drills**

We will have students participate in monthly safety drills. The most common are the fire drills and tornado drills. We also have drills that would require the students to remain in their classrooms with the doors locked. We will practice these drills throughout the year to ensure safety for all. If there is a situation in which we have to use one of these drills, we will send home a note explaining what occurred. We will be available to answer any inquiries.

## **Safety on the Playground**

K-2 Students will be using the playground area and equipment on the west and north sides of the building.

3-5 students will be using the swings, playground equipment and the large field area on the east end of the building.

Students are expected to use all equipment in a safe manner. Hard and fast rules cannot be made to cover all situations. It is important that good judgment prevails at all times. Recess is a time to get some exercise and to have fun. Your student's actions will largely determine if it is a happy and safe recess.

## School Calendar: 2024-25 School Year



**FINAL VERSION**  
Board Approved 7-8-24

### 2024-2025 SCHOOL CALENDAR

September 3	First Day for Students
September 27	Professional Development Day – <b>NO SCHOOL</b>
November 1	Autumn Break – <b>NO SCHOOL</b>
November 27	Record Keeping/Professional Development Day – <b>NO SCHOOL</b>
November 28-29	Thanksgiving Break – <b>NO SCHOOL</b>
December 23-January 1	Winter Break – <b>NO SCHOOL</b>
January 2	Students Return
January 20	Professional Development Day – <b>NO SCHOOL</b>
March 7	Recordkeeping/Professional Development Day – <b>NO SCHOOL</b>
March 24-28	Spring Break – <b>NO SCHOOL</b>
April 18	Professional Development Day – <b>NO SCHOOL</b>
May 26	Memorial Day – <b>NO SCHOOL</b>
June 5	Last Day for Students ( <u>Half-day</u> ) (Wisc. Rapids Area Middle School Dismissal – 12:00 p.m.) (Lincoln High School Dismissal – 12:20 p.m.) (Elementary Dismissal – 1:00 p.m.) (Note: 4K students do not attend on the last day scheduled.)

#### **PLEASE NOTE:**

*Report cards issued at the end of each trimester:*

1<sup>st</sup> Trimester: 9/3/24 – 11/26/24

2<sup>nd</sup> Trimester: 12/2/24 – 3/6/25

3<sup>rd</sup> Trimester: 3/10/25 – 6/5/25

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## **School Hours (Arrival & Dismissal)**

**Late Start Mondays:** Beginning this school year, all Mondays will have a late start. Drop-off will begin at 9:15 AM, with the final bell ringing at 9:30 AM.

**Regular Schedule (Tuesday - Friday):** Drop-off begins at 8:30 AM, and the final bell will ring at 8:45 AM.

### **4K Hours:**

#### **Morning Session**

Monday: 9:30-11:40

Tuesday-Friday: 8:45-11:40

#### **Afternoon Session**

Monday-Friday: 12:55-3:30

## **School Nurse**

Our nurse is available on site at our school one half day per week. During the noon hour, our school has a health aide available to address student health needs. For all other times, our school secretary and principal are trained in First Aid and CPR to assist our students.

## **School Records**

Parents have the right to inspect any information contained within their child's cumulative school folder. Upon receipt of a written or verbal request, the records will be opened to parents.

## **Sick Children**

Children occasionally become ill while at school. Since the school is not equipped to care for sick children over an extended time during the school day, we require that a current emergency number be on file at the school. In cases where both parents work, a phone number at work or that of a neighbor or relative is necessary. *All address, phone and employment changes should be reported to the office.*

## **Skyward/Qmlativ Family Access**

Is a useful tool for parents to keep up-to-date about different aspects of their

student's educational progress. This is available through any internet browser by going to the school website: [www.wrps.org](http://www.wrps.org) Each student is issued their own login and password. Also, each guardian listed in the district database has a login and password assigned to them. This is the same login/password used for ON-LINE ENROLLMENT VERIFICATION at the beginning of each school year.

Once logged in, the following information will be available: Calendar • Bus Schedules • Student Information • Message Center • Attendance

Changes to telephone numbers, e-mail addresses, and/or emergency contact information should be changed via the on-line enrollment verification in Skyward Family Access. If you do not have computer access, you can call the school office. This information will then be updated in Skyward.

### **Special Services**

Grant School has a variety of special services available to the children. Depending upon circumstances, it is possible to call upon the assistance of a school psychologist, a speech and language clinician, a guidance counselor, a G/T facilitator, an occupational therapist, a physical therapist, a reading specialist, and school nurse.

### **Student Non-Discrimination and Anti-Harassment**

The School District of Wisconsin Rapids is committed to equal educational opportunity for all District students. The District will not deny any person admission to, participation in, or the benefits of any curricular, extra-curricular, pupil services, recreational or other program or activity because of a person's gender, race, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, transgender status, gender identity, or physical, mental, emotional or learning disability, or any other characteristic protected under State or Federal civil rights laws. Please review board Policy 411 for additional information. Incidents of discrimination or harassment should be reported to a teacher, administrator, supervisor, or other District employee to be addressed or forwarded on to District Compliance Officer Brian Oswall.

### **Special Statement Regarding Sex Discrimination Under Title IX**

In compliance with the federal Title IX statutes and regulations set forth in Chapter 106 of Title 34 of the Code of Federal Regulations, the District does not unlawfully discriminate on the basis of sex in any education program or activity that the District operates. Title IX's requirement not to discriminate in any education program or activity extends to cover, but is not limited to, District students, certain

admissions processes, and District employment. Inquiries regarding how Title IX and the federal Title IX regulations apply to the District may be referred to the District's Title IX Coordinator (as designated below), to the Assistant Secretary for Civil Rights at the U.S. Department of Education, or to both. Please refer to [Board Policy 411.11](#) for additional information. WRPS Title IX Coordinator:

Brian Oswall, Director of Human Resources  
510 Peach Street, Wisc. Rapids, WI 54494  
P: 715-424-6710 E: [brian.oswall@wrps.net](mailto:brian.oswall@wrps.net)

## **Suicide Prevention Resources**

If you are concerned about yourself or a friend, don't be afraid to ACT. ● Acknowledge that you are seeing signs of depression or suicide in someone. ● Care: Let them know you care and that you can help. ● Tell a trusted adult. Resource Hotlines ● Wood County Mental Health Helpline: 715-421-2345 ● The National Suicide Prevention Lifeline: Call 1-800-273-8255 to access free, 24/7, confidential support for people in distress, prevention and crisis resources. ● HOPELINE: Text "HOPELINE" to 741741 or go to [www.centerforsuicideawareness.org](http://www.centerforsuicideawareness.org) for 24/7 free trained crisis counselors. ● The Trevor Lifeline: A national organization focused on crisis and suicide prevention efforts among LGBTQ+ youth. (1-866-488-7386)

## **Telephone**

The school telephone is a business phone. Only in the case of a necessity will children be permitted to use the phone. Parents are encouraged to assist their children in deciding after school plans before leaving for school in the morning.

## **Testing**

Standardized testing is done in third, fourth, and fifth grades. In meeting the requirements of Every Student Succeeds Act, students in each of these grade levels will take a form of the Wisconsin Forward Exam each year. Other state and district required assessments are administered to students in kindergarten through third grade.

## **Transportation**

At the beginning of the school year, students will receive a copy of the District Bus Policy and Rules. Parents and students need to read these rules and review them periodically at home. Improper and unsafe behavior on the bus can result in a removal from bus ridership. Specific route information can be found in

Skyward/Qmlativ Family Access.

## Videos/Films

All video/films used in the classroom that are not specifically developed for an education purpose must be previewed by a staff member. Parents/guardians will be contacted for their permission for their student to view a movie with a rating above “G”.

## Video Surveillance

A video surveillance system is used for the purpose of maintaining a safe and orderly educational environment, for identifying disciplinary issues, for minimizing theft, vandalism, bullying and harassment, and for enforcing school policies and rules. Video recordings may become a part of a student’s educational record. (Board Policy 731.2)

## Visitors

All visitors must report to the office and sign in upon arrival at school. The District uses a Visitor Management System to build on the District’s program of campus safety for students and faculty. Upon entering our building ALL visitors will be asked to report directly to the school office and present a valid state-issued ID which will be scanned into the system and a sticker for the visitor will be printed. A sticker will be REQUIRED **for all visitors who will be moving beyond the school office.** The safety of our students and staff is our highest priority.

## Web Site

The Wisconsin Rapids Public Schools provide an extensive Website for public use. Additional information regarding specific elementary schools may be found at [www.wrps.org](http://www.wrps.org).