



Helpful Information to Start the Year Off Right!!

CONTACT US AT:

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Principal

Lisa Brown

Asst. Principal

Angela Heuman

We are on the web!

www.sanjose-es.pinellas.k12.fl.us

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www.facebook.com/sanjosehawks



School Hours

Our school hours are from 8:35-2:35 Monday-Friday. Students are not allowed on campus until 8:05, when the gates are open. If these hours don't work for your schedule you will need to make child care arrangements. The Dunedin Recreation Center offers child care at San Jose. You may get information about the program in the front office. The first morning bell will ring at 8:25 and the tardy bell will ring at 8:35. Please make sure your child is on time...daily.

Office hours are 7:35-3:35.



Please do not forget that every person who comes on campus must sign-in at the office. Our district mandates that every visitor must wear a nametag when visiting any Pinellas County school campus during school hours. The first time you visit, your ID will be run through our BadgePass system,

screens for adults who should not be around children. Once in the BadgePass system, this process moves quickly.

If anyone is seen on campus without a name tag, they will be asked to return to the office.



Student cell phones are only allowed on campus for safety purposes. If you allow your child to have a cell phone, they must be kept in the child's backpack and turned off during school hours. The cell phones are the responsibility of the student. We are not liable for lost or broken phones. If we confiscate cell phones for breaking these rules we will call the parent to come and pick up the cell phone.



The final morning bell rings at 8:35 and the students are expected to be in class at that time. Excess absences and Continued tardies will result in a referral to the school social worker / Child Study Team. We need our students in school on time, every day. Please do not pick up your child early because it is convenient for you. If your child has different arrangements to go home, you need to alert the office before 2:00. We will not take calls after 2:00 as we prepare for children to leave the school. You should always try to schedule doctor's appointments after school hours. Please do not keep one child home because the other one is sick. Attendance is important and we need your help. When you value school, your children will as well.



BUS RIDERS...

Buses begin loading at 2:35pm every day.

We currently have 2 school buses at San Jose.

The safety of our students getting to and from school safely is our priority.

Please remember the following...

- In the morning, please be at the bus stop 10 minutes early and give a few minutes for a late bus before calling the school. We cannot control the traffic out there.
- Only students who are assigned to the bus may ride
- If you move to a new address, stop by the front office with proof of residency to request updated transportation. Note - changes generally take a minimum of three days
- The bus circle is located in front of building 1 (office).
- By law, cars are not permitted in the bus circle
- Passing a school that is loading or unloading is illegal

Bus Behavior Expectations

- Students should remain seated, facing forward keeping hands and feet to themselves.
- Use quiet voices when talking to their seat mates

Remember that kindergarteners will not be let out at the bus stop if there is not an adult there to meet them. They will be taken back to the school or to the bus compound and you will need to pick them up. Please contact the assistant principal, Angela Heuman, if you have any safety concerns about your child's



Car Riders...

Students are dismissed at 2:35 every day. Please be patient for the first 2 weeks of school. The car circle always takes a few weeks to become efficient.

Please remember that children can **ONLY** be picked up and dropped off in the car circle. Having children walk off campus or in a spot not monitored by a school employee is a safety concern as we cannot see and cannot control who picks up your child.

To keep things running smoothly in the car circle, we ask that you...

- Place the sign provided, with your child's name and grade printed large and neatly, in the front, passenger window so we can call your child once we see you.
- To speed up dismissal, alternate with the other drivers letting them in to the car circle.
- Please pull your car all the way down to the end of the car circle. This allows us to load 8-10 cars at a time. We will see your card in the window as you drive by and send your child to you.

If your car riding student hasn't been picked up 15 minutes after dismissal, we will walk them to the front office and you will need to come inside to pick them up.

If you want to pick up your child by coming on campus in the afternoon, you must park in the upper parking lots and cross using the crosswalk. We do not allow children to walk unescorted in any parking lot.

This is for the safety of your children. Please do not park on the cul de Sac of San Roy. We want to be respectful of the neighbors and it is not a safe practice.

We will not let anyone pick up your child home who is not on your child's emergency card. This is a safety process to protect you and your family. Please have ID available when we ask.

Walkers and bike riders are only allowed to cross at the designated crosswalks. We encourage students to walk in pairs or groups. If your child walks to and from school, please make sure you have a talk with them about their safety. There are crossing guards on duty in the neighborhood. Bike Riders must wear a helmet per Florida State law. Bike riders should park in one of our bike enclosures. Please lock your bike and helmet at all times. Remember, you must walk your bike on school property.



Know the Rules



We take children's behavior very seriously here at San Jose. One student who misbehaves might disrupt an entire class's right to learn and that is unacceptable. We need our parents help to ensure highest student achievement and the safety of all students. Each classroom teacher has a specific behavior plan that aligns to our school wide discipline plan. The administration will support and enforce the individual classroom plans.

We have a behavior Specialist, Mrs. Hemani, who is very active with our school's behavior. Our guidance counselor is available for interventions and individual counseling of our students. If your child receives a behavior intervention or a referral, please sign and return the form to the teacher. We need children in school in order to learn.

We will not tolerate bullying, aggressive or defiant behavior. Please make an effort to recognize our Commitment to Character traits at home with your child. They are Honesty, Motivation, Respect and Responsibility. We have rules posted in the hallways as well as in the cafeteria and bathrooms. The home to school connection is very important. We use a Behavior Buck system at San Jose. Please help us make sure that your child is exhibiting positive behavior at all times.



Please make sure to return an updated clinic card to the office. It is important for us to be able to reach you during the day. If your child is ill, we need to reach you or a family member. We prefer parents to be able to make medical decisions for their child. However, When parents are unable to be reached, we must rely on emergency services.

Please update your information with our front office when your phone numbers change. **Remember...only the people you list on your clinic card can take your child from our school.** If your child has health issues, please make sure you work with our school nurse.



There will be times this year when we call your home via a taped message alerting parents on upcoming events, late buses, scheduling changes, testing dates, or other school related reminders. We are excited about this district wide communication tool and plan to use it to stay connected to our San Jose families.



Parent Teacher Communication

Parents please be diligent about signing your child's planner EVERY night. This is a teacher's best form of communication with parents. Each teacher will go over their specific classroom communication plan. If you need to speak to a teacher, the best form of contact is email. A message can be left with the office, however, teachers have limited time available during the day to return calls. Teachers will respond within 24 hours.



San Jose will participate in the free, reduced and full price lunch program. We encourage all families to complete a free or reduced lunch application on paper or online at www.MySchoolApps.com For the first 30 days of school, students & siblings who were approved for free/reduced priced lunches during the 2015-16 school year will maintain their status during the process of updating their application. Please notify the cafeteria manager if there are siblings new to San Jose. New applicants must begin paying for lunches on the 1st day of school while they wait for approval.

We welcome you to eat with your child in our outdoor picnic garden during your child's designated lunchtime. You may only eat with your child are not permitted to bring any other student outside with you. Please notify a cafeteria staff member if you are taking your child to eat outside. If you bring younger siblings with you for lunch, they need to be kept with you at all times.



We allow children in 1st-5th grade to go outside to walk and talk (recess) for the last 15 minutes of their lunchtime. They must have eaten half of their lunch and followed lunchroom rules. When children purchase ice cream they will receive an ice-cream ticket. Once children have eaten at least half of their lunch they can get ice cream with their ticket.



