C.T. Overton Elementary School
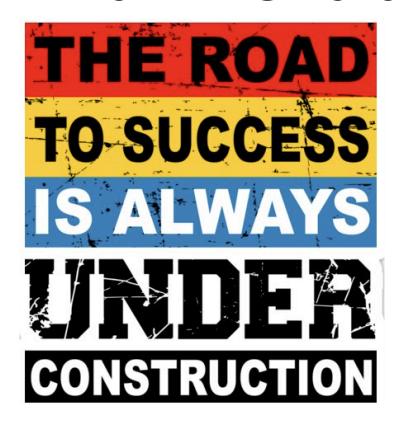## *Home of the Explorers*

WE'RE BUILDING FUTURES

Empowering students to innovate, create, and explore.

1825 Park Road West
Salisbury, NC 28144
704-639-3000
www.oes.k12.nc.us

Rowan-Salisbury Code of Conduct

SCHOOL HOURS

Office Hours	7:30- 4:45
Teacher Hours	7:50-3:50
Students	8:05-3:30
Instructional Hours	8:30-3:30

EARLY RELEASE DAY SCHEDULE

Students Dismissed   1:00

Arrival and Dismissal

Arrival

- **Arriving At School By Car-** Staff members are **NOT** available to supervise scholars prior to 8:05 am. **Please do not leave your scholar unsupervised at the front entrance of the school before 8:05 AM because this is not safe.**
- **Arriving At School by Bus-**Riding the school bus is a **privilege** and all scholars are expected to be responsible for their actions and demonstrate appropriate behavior. Scholars are expected to stay seated, keep their hands, feet and other objects to themselves and use a voice level that is not distracting to the driver. Please note that bus times are not exact. We ask that bus riding scholars are prepared for the school bus at least 10 minutes prior to the estimated time. Please do not schedule important appointments based on the school bus schedule. If you have any questions or concerns related to the bus, please contact our Bus Coordinator.
- **Arriving Late-** Scholars are considered to be tardy if they are not in their assigned classroom at the 8:30am bell. Scholars that ride the school bus will not be considered tardy if the bus arrives after the start of school. If your child is late to school, an adult must sign the student in at the main office. Scholars will receive an "admit to class" note to give to their teacher. Please do not drop your scholar off in front of the school alone after 8:30. It is required that an adult escort them into the building and sign them in. Again, this is to ensure their safety.

Dismissal

- No dismissal 30 minutes before the end of the day (between 3:00 and 3:30) unless approved, in advance, by the principal. Please schedule appointments outside of this window. This practice is implemented at all elementary schools to better ensure student safety during dismissal time. If you are picking up your child within the early dismissal window, please wait in the office until your child is dismissed. If someone other than

yourself or another specified caregiver will be picking your child up, please inform their teacher with a written note. No early dismissals will be allowed after 3:00 PM. Please help us maximize instructional time by keeping early dismissals and late arrivals to a minimum.

Early Dismissal

In the event of inclement weather or incident that requires school to dismiss, early scholars will be released to their parents/guardian or designee. When coming to sign a student out, please have a photo ID. This is to ensure the safety of your scholar. Scholars are to be picked up at the main office. Should the student return to school prior to dismissal, the student shall report the main office for a back to class note.

- Students must attend 3 hours and fifteen minutes of school to be counted as present for the school day.
- If you need to make changes to your scholar's mode of transportation, please contact your scholar's teacher via Class Dojo or via the front office.

Attendance

North Carolina law requires school attendance for school aged children. When a child is absent from school the absence will be recorded as "lawful" or "unlawful."

- A written note must be sent within 3 days following your child's return to school. If a note is not sent, the absence is coded as unexcused.
- Please refer to the *Rowan-Salisbury Student-Parent Handbook and Code of Conduct* for a listing of what constitutes excused and unexcused absences.
- Children cannot stay in school if they have a fever of 100.1 degrees or above, nausea, vomiting, diarrhea or any undiagnosed rash. If your child has these symptoms, they must be symptom free for 24 hours before returning to school.
- When students miss school, they miss out. Daily attendance is very important.
- Excessive absences may result in doctor's notes being required or the involvement of a social worker and/or court officials
- Trips or vacations are considered unexcused absences unless prior approval is received from the principal. To receive approval, the trip must be educational and a project must be completed. The request form is available in the main office.
- If a student misses more than 20 days, whether excused or unexcused, the student is subject to retention and a written appeal must be made to the principal.

Educational Absences

Scholars can apply for up to 3 days excused as an educational opportunity.   Upon return, the scholar must share with his/her classmates (orally or in writing), the educational experience. The application must be submitted **before the trip takes place**. Applications can be obtained in the school office.

Walking Scholars To Class
After the first two weeks of school, parents are not permitted to walk their child to the classroom. This is an elementary school district practice.

Visitors
Parents, grandparents, and guardians are welcome to visit during lunch.
If you wish to visit or volunteer, it is required that you inform the teacher or principal in advance to avoid scheduling conflicts. If you wish to volunteer to work directly with children, it is required that you have training through Communities in Schools. For more information about Communities in Schools training, contact our school liaison, Fran Lescoe at 704-639-3000.
- In order to provide a safe environment for students and staff and protect the instructional day, all visitors are required to report their presence to the main office. Valid Identification is **REQUIRED**.
- During your visit, avoid engaging the teacher in conversation while they are instructing or supervising scholars.

Lunchtime Visitors
Parents are encouraged to join their children for lunch when possible. However, please be aware that lunch time visitors may be prohibited on certain dates (Testing days, early release days, etc) when the lunch times are adjusted. We ask that parents and guests do not visit for lunch the first week of school. This is because the lunch line is unpredictable the first few days and we cannot guarantee an accurate lunch time. We will do our best to communicate this in advance. Students of Overton Elementary will have the opportunity to participate in the universal free breakfast and lunch program. This program provides a free meal to each student. Due to our participation in this program, food from outside sources (restaurants, etc) cannot be served during school meal times. If you wish to enjoy lunch with your child, please purchase a school lunch or pack a lunch from home.

Food Items
In an effort to keep scholars fueled for the long school day, teachers may ask parents to supply snacks for the class. Parents are encouraged to send snacks that are high in nutrition and low in sugar. Water is the recommended drink for school. Drinks with high sugar content (soda, juice, teas) and energy drinks are discouraged. For safety reasons glass containers are not permitted in school. Please do not send any food containing nut products due to potential allergic reactions. Please inform us of any food allergies your child may have.

Communication
- Good communication between home and school is vital to a successful school experience. Connect Ed messages will be sent to inform parents of school events and weekly updates. Connect Ed will also be used to inform parents of school closing, emergencies, bus delays, etc. Please be sure your contact information is current.
- Each scholar will receive a **Red Communication folder**. This folder will be used to send home important information from school and completed classwork.

- When sending any correspondence, please label clearly with your child's first and last name. When sending money, please place the money in a sealed envelope with your child's first and last name, amount of money, reason for the money (picture money, t-shirt money, etc.) and his/her teacher's name.
- All teachers will use Connect Ed and Class Dojo communicate with parents. This is also a good way to share basic information. Dojo is not a replacement for parent-teacher conferences. Please request a conference with your child's teacher if you have concerns to be discussed. Please do not assume that your child's teacher has received a Dojo message. If you do not get confirmation from the teacher, your message may not have been received.
- Parents and families are encouraged to visit our social media (FaceBook, Twitter, Instagram) pages. These pages will be used to share information, celebrations, school events and RSS district information.

Conference

Communication between parents and teachers is important. If you have questions or concerns, please contact your scholar's **teacher first**.

- Please remember that teachers cannot make or answer phone calls until after school is dismissed for the day. In the event of an emergency a member of the office staff will contact parents.
- During the first quarter of school each parent will be asked to schedule a parent/teacher conference to discuss their scholar's academic progress. However, parent/teacher conferences are recommended throughout the school year.

Birthday Invitations/Celebrations

Invitations- If students want to pass out invitations, there should be one for each scholar. Celebrations- We are not able to permit birthday parties during the school day. However, if you wish to send cupcakes for your child to share with their class, you may drop them off at the front office. Cupcakes must be served at the end of the school day, in class. They cannot be served in the cafeteria during lunch. This is strictly prohibited by our Free Breakfast/Lunch grant program.

School Bags

Scholars should bring a backpack (with his/her name in permanent marker inside) large enough to fit letters, finished work and a large library book. A bag that is too small is difficult for a child to pack and increases the chance of notes/work being lost. Please check your child's backpack *daily*. Any permitted belongings should be transported in your child's backpack.

Dress Code

Scholars are required to follow the RSS board policy and Code of Conduct guidelines. School attire must fit properly and be worn in the manner in which it was designed. School attire must be free from offensive/obscene language and inappropriate images.

Footwear:
- Closed-toe shoes are REQUIRED. Tennis shoes are strongly recommended. Crocs footwear cannot be worn within the school building. Croc footwear is not safe for daily school activities.

Clothing:
- Hoodies may be worn to school. Hoods cannot be worn in the school building or during the school day.
- Pants must fit to the waist.
- Clothing must provide appropriate coverage.
- Pajamas cannot be worn to school unless it is specifically designated as a special pajama class/school day activity.

Other:
- Bandanas, durags, and bonnets may not be worn to school or during the school day.

Scholar Information

It is very important that your child's teacher and the Data Manager have current and correct contact information. Parents are urged to notify the school (as-soon-as-possible) if there is a change in guardianship, telephone number, emergency contact number and/or address. If you do not have a home telephone number or cell phone number, you will need to provide the school with directions on how to contact you if your child becomes ill or injured.

Technology Privileges

The use of technology is a vital part of learning. Scholars in grades K-5 will receive an Ipad device to use at school and at times at home. Scholars in grades K-1 will use their assigned device primarily at school. It is possible that on E-Learning days, workdays and inclement weather days, Ipads **may** be sent home for assignment review and assignment completion. Scholars in grades 3-5 will have access to their devices in school and at home. However, for the first forty-five (45) days of school all Ipad device use will be at school. This will allow for teachers, School Counselor and Media Center Coordinator to engage in classroom activities that focus on cyberbullying, internet etiquette and digital citizenship. Scholars are expected to use devices in a manner that is directly related to completing assignments, research and projects. In the event that it is discovered that the school system issued device is being used to send inappropriate messages to scholars or teachers, download or send inappropriate pictures, or used to download unregulated apps may result in the restriction of device use in school and being able to take the device home. Devices are fragile. If your scholar's device becomes lost or damaged due to neglect, you will be responsible for repair.

- Chargers and devices will be assigned at the beginning of the school year. Returning scholars: If you do not receive a device charger that means you did not turn in a charger at the end of the previous school year. Payment for the charger is required.
- Devices must be charged to at least 60% battery life daily.
- Device case MUST stay on devices.
- Consequences for inappropriate use may be but not limited to:
    - Device usage restricted at school.
    - Not being able to take the device home for a period of time.
    - Parent conference.
    - Strict device supervision.

All scholars are required to have a Responsible Use Policy form on file and pay a $20.00 usage fee.

Transportation and Bus Information

Please send a note with your child to the teacher concerning any changes from the normal procedure of transportation home in the afternoon. Without written instruction scholars will go home each day in the manner indicated by parents at the Open House. Transportation changes will not be granted without a written note from the parent. If you have an emergency situation, please contact the main office so that we may assist you.

HOW CAN PARENTS BE INVOLVED?

SCHOOL EVENTS

We recognize the importance of parents being our partners in education. Various workshops are held throughout the year to educate and/or inform parents so that you are able to support your children at home. Your attendance is encouraged and appreciated.

PARENT CONFERENCES

All parents are asked to attend a conference at the end of first quarter to receive the first report card and discuss how your child is doing. Additional conferences may be requested throughout the year and parent attendance is vital in helping our students. Parents can always request a meeting to discuss or share concerns.

DAILY

- Communicate with your child about his or her day.
- Make sure homework is completed.
- Encourage your child to read.

Join Our PTA

We welcome parents to join our PTA and if possible, consider volunteering your time.

Visit RSS Website

Link to RSS Website (Students & Families)

Rowan-Salisbury Schools
2024-2025 District Calendar

2024

July
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

2025

January
M	T	W	T	F
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

April
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

May
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

June
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

Legend
- School not in session / Annual Leave
- All schools closed - Teacher Workday (Required)
- All schools closed - Teacher Workday (Optional)
- Holiday (School not in session)
- First Day of School / Last Day of School
- Early Release Day
- eLearning Day
- End of Quarter
- Potential Inclement Make-Up
- Report Cards

This calendar may be altered at the discretion of the Board of Education and/or administration.
Adopted by the RSS Board of Education 12/11/2023.

ROWAN-SALISBURY SCHOOL SYSTEM
Be an original.

AUGUST
1	Optional Teacher Workday
2 - 7	Required Teacher Workday
8	First Day of School
28	Early Release Day

SEPTEMBER
2	Labor Day
25	Early Release Day

OCTOBER
14	Annual Leave (No School)
15	Optional Teacher Workday
16	Required Teacher Workday
18	End of Quarter 1
30	Early Release / Quarter 1 Report Cards Released

NOVEMBER
5	eLearning Day
11	Veterans Day
26	Early Release Day
27	Annual Leave (No School)
28 & 29	Holiday (No School)

DECEMBER
19	End of Quarter 2 / Early Release Day
20	Optional Teacher Workday
23	Annual Leave
24 - 26	Holidays (No School)
27 - 31	Annual Leave (No School)

JANUARY
1	Holiday (No School)
2	Annual Leave (No School)
3 & 6	Optional Teacher Workday
7	Required Teacher Workday
15	Q2 Report Cards Released
20	Holiday (No School)
29	Early Release

FEBRUARY
13	Required Teacher Workday
14	Annual Leave (No School)
26	Early Release Day

MARCH
4	High School eLearning Day *11th Graders Report for ACT*
7	End of Quarter 3
10 - 11	Optional Teacher Workday
12 - 14	Annual Leave (No School)
26	Q3 Report Cards Released / Early Release Day

APRIL
18	Holiday (No School)
21	Annual Leave (No School)
22	Optional Teacher Workday
30	Early Release Day

MAY
21	Last Day of School / Early Release / End of Quarter
22 & 23	Required Teacher Workday
26	Holiday (No School)
27 - 28	Optional Teacher Workday