



SCHOOL NAME:	CHESTER VALLEY ELEMENTARY SCHOOL	
SCHOOL ADDRESS:	1751 PATTERSON ST, ANCHORAGE AK 99504	<u>RULES &amp;</u> EXPECTATIONS
SCHOOL PHONE NUMBER:	907 742 0335	
PRINCIPAL:	CHRIS WOODWARD	
VICE PRINCIPAL:	SHAWNEE VANDERPOOL	
COUNSELOR:	LOGAN POWER	COMMUNICATION
SCHOOL WEBSITE:	WWW.ASDK12.ORG/CHESTERVALLEY	
SCHOOL HOURS:	INSTRUCTION TIME: MONDAY- 9AM - 2.30PM TUESDAY - FRIDAY: 8AM - 2.30PM OFFICE HOURS: MONDAY - FRIDAY 7.30AM - 3PM	<u>PREPARE &amp;</u> <u>SUPPLIES</u>

- Our instruction starts right at the top of the hour so we ask that students arrive 15 minutes early to eat breakfast, catch up with friends, set up their desk space and be ready to learn when the bell rings.
- After school child care is available on site through Campfire. Contact them directly for pricing and availability.

PARENT FORMS

CALENDAR &

EVENT

# DRESS FOR THE WEATHER!

The students are still expected to do outdoor recess in weathers as cold as -10 degrees. It is imperative that your student have the correct gear to remain safe and comfortable during outdoor play. If you have sent winter gear that has since gone missing, please send replacements and check the Lost & Found!

## BREAKFAST & LUNCHES!

We provide breakfast and lunch to students, free of charge. The menu can be found at <u>www.schoolcafe.com/menus</u>. If you choose to send your child with a home packed meal, we ask that it be nutritious, temperature fluctuation safe and able to be consumed as is. As a general rule, there are not refrigerators or microwaves available for student use for meal preparation.

## CLASSROOM VISITS!

We welcome visitors to our classroom! To ensure minimal disruption during learning, we ask that you please arrange visits in advance with the teacher and principal. To guarantee safety for all our students there may be times in which we are unable to accommodate a classroom visit. Instead we can bring just your child to you in the front office if needed. In order to gain access to your child or pick up early, ID will be required and must match the information on the student's profile!









COMMUNICATION



# VOLUNTEERS & CHAPERONES

We have some very exciting field trips in the planning phase for this year in which we will need volunteers and chaperones. For the safety of our students, it is a district requirement that we maintain a certain ratio of approved adults to students on these outings. To be an approved adult, the district has to run a series of appropriate background checks. The district has informed us it can take 5 business days for them to run their checks and notify us if a volunteer/chaperone is cleared to attend. <u>This has to be done</u> <u>every year!</u> Clearance last year is insufficient to attend this year's field trips! If there is any chance at all you or a trusted adult might want to attend a field trip, we <u>HIGHLY</u> recommend filling out the <u>volunteer application</u> now!

During some field trips, we face challenges meeting our required ratio, which could lead to potential trip cancellations. Conversely, sometimes we exceed our volunteer count expectations and have to tell volunteers their services are no longer needed for this field trip while inviting them to future opportunities. It is crucial that you provide a good contact number so we can keep you informed of your volunteer status and attendance expectations.



SCAN THIS QR CODE TO FILL OUT THE VOLUNTEER APPLICATION ONLINE!

OR

FILL OUT THE PAPER VOLUNTEER APPLICATION LOCATED IN THE PARENT FORMS SECTION OF THIS BOOKLET & RETURN IT TO THE SCHOOL!





COMMUNICATION







As per ASD policy, all student cell phones must be turned off and put away during the entire school day. Violations of this policy may result in confiscation of the device and further disciplinary action. Please review these expectations with your student if they bring a phone to school on a regular basis. We are seeking to encourage a distraction limited learning environment.

## STUDENT CODE OF CONDUCT



SCHOOL

INFORMATION

#### <u>Fighting</u>

Fighting and physical violence, which includes any instigation or starting of violence or actual violence in which striking, kicking, shoving, pushing, and/or any other physical contact of a violent nature is used against another person are prohibited. When two or more students are involved in any verbal or physical fight or altercation, all parties may be subject to suspension or expulsion. We work with students on peaceful conflict resolution.

#### <u>Weapons</u>

Possession or bringing to school or a school activity any material or object that jeopardizes the safety or welfare of people under District jurisdiction or that disrupt the educational process is prohibited. These materials or objects include airsoft gun, cap gun, other weapon look-alike, Mace, pepper spray, bear spray, flammable or other hazardous chemicals or chemical products, caps, bullets, laser pens, pointers or other potentially dangerous or disruptive items.

### Bullying & Cyberbullying

It is the policy of the District to maintain learning and working environments that are free from discrimination, harassment, hazing, and related violence. We will not tolerate any behaviors that ridicule, harass, intimidate, or otherwise threaten or discriminate against students, staff, or community members.

<u>See something, say something to one of our trusted staff.</u> Safety is our number one priority!















## <u>HIGHLIGHTS</u>

- School grounds, including the playground, are closed before and after school.
- Students arrive no earlier than 7:45
- Monday start time is 9:00. If possible, students should arrive at 8:45.
- The bus lane is for buses only. Vehicles with a disability parking permit may enter the bus lane in order to access the disability parking spaces.
- Parking for drop-off and pick-up is available along Patterson Street and in the Methodist Church parking lot.
- Parents may escort students onto school grounds, but should not escort students into the building.
- Students in grades K, 1, and 2 will be signed out by a parent, guardian, or older sibling.
- Anyone signing out a student must be listed as a primary contact, emergency contact, or sibling in that student's Parent Connect account. Please contact the office if you need instructions on how to add or remove a contact.
- Any students crossing Patterson Street should use the crosswalk.
- If parking on the street, please do not park on the sidewalk or obstruct the crosswalk.















Please be advised of our revised school guidelines regarding arrival and dismissal of students as summarized below. All students and parents are expected to abide by these guidelines. Chester Valley Elementary is intended to be a "walking school" and, as such, the building grounds are not designed to safely accommodate vehicle traffic associated with student drop-off and pick-up. All vehicle traffic and parking, to the greatest extent possible, should be contained to the available spaces along Patterson Street and the Methodist Church parking lot across the street from the school. We encourage all students and parents to walk to school, rather than using vehicles, if at all possible.



Your cooperation in following these guidelines is greatly appreciated. Together we can keep everyone safe! Please contact the school office if you have any questions.



COMMUNICATION



<u>CALENDAR &</u> <u>EVENTS</u>







COMMUNICATION





PARENT FORMS

Upon arrival each morning, all students should proceed to the rear (east side) of the school building. Students who arrive at school after school has started (9AM Mondays, 8AM Tues-Fri) should enter through the main front entrance and check in at the front office.

#### <u>Tuesday through Friday:</u>

Students should arrive no earlier than 7:45 AM each morning Tuesday through Friday. Supervision will be provided beginning at 7:45 AM only at the designated arrival area behind the school. The school grounds, including the playground, will be closed for activity at this time.

The first morning bell will ring at 7:50 AM and all students will be escorted into the building by their homeroom teacher. They will proceed to their classrooms for breakfast. We will serve each student a nutritious breakfast, free of charge, in classrooms each morning.

School begins at 8:00 AM each day. Students are expected to be in classrooms and ready to learn no later than 9:00. Tardy students must check in at the office and should enter through the front of the building.

#### <u>Monday Late Start</u>

Every Monday this school year will feature a late start in order to allow for professional development activities for staff.

School will start at 9:00 AM. If possible, students should arrive at 8:45 AM. We will have limited supervision available starting at 7:45 every day. Students will be allowed to enter the building beginning at 7:50.



## DISSMISAL

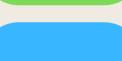
The school day ends at 2:30 each day. All students in grades K-2 must be signed out and escorted home by an approved adult (parent/guardian) or an older sibling. If a student is not picked up after school, the office staff will attempt to contact the parents and/or emergency contacts. The school grounds will be closed after school

Early dismissal will end at 2:15. If students need to be picked up early, please plan to do so before 2:15PM.





COMMUNICATION



PREPARE 8

<u>CALENDAR &</u> EVENTS





We are always accepting donations of school supplies all year long, especially nutritious afternoon snacks! Additionally, there will be exciting projects throughout the year that your student may be asked to bring in a specific item such as an empty cereal box, if they are able. We ask that you ensure your child has appropriate gym shoes and winter weather gear. We will be supplying all other necessary school supplies for our students this year!

## <u>PREPARE</u> TIME CHANGES!

Friendly Reminder- School Times have changed for this year!

<u>Instruction time:</u> <u>Monday- 9am - 2.30pm</u> <u>Tuesday - Friday: 8am - 2.30pm</u>

We start teaching reading, writing, math and so much more at the top of the hour so it is crucial children arrive 15 minutes early to eat breakfast, set up their working stations and be ready to learn when the bell rings.



SCHOOL INFORMATION



COMMUNICATION



CALENDAR & EVENTS







### PICTURE DAY

October 1st - Fall Individual Pictures November 20th - Fall Retake Pictures March 26th- Spring Picture- class and individual

#### SCHOOL INFORMATION



## SCHOOL CLOSURE DAYS

September 2nd October 14th November 11th November 28-29th December 20th December 23-31st January 1-3rd January 20th February 17th March 10-14th April 18th

## UPCOMING EXCITEMENT

See our school specific calendar below, generously created by our PTA President. The calendar has many exciting events planned for family participation and exhibiting the amazing work of our students.

We have also included the district calendar as well.



#### COMMUNICATION





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																SCHOOL
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				2 (	0 2	4 –	25	School Year Calendar*								
In order to maximize student involvement in school activities and to accommodate the needs of students and families, no after-school activity shall be scheduled or hosted by the District on the dates highlighted in green. Activities include but are not limited to: sports team competitions, school open houses, academic competitions, dances, student performances, retreats and student government conferences. This prohibition does not include regular practices or regular club meetings.																
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* subject to change ** students do not attend school ***Staggered school start dates are for comprehensive/neighborhood schools only 04-15-24																
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## HEALTH CLASS

This letter is to let you know that your child's class will be receiving age-appropriate lessons on child sexual abuse and assault prevention education as required under the state's <u>Alaska Safe Children's Act</u> (<u>Erin's Law</u>).

Erin's Law Education is comprised of two lessons (one lesson at the beginning of each semester) taught during the Health classes. Combined, these lessons meet the full requirements for students under the <u>Alaska</u> <u>Safe Children's Act (Erin's Law</u>) and are designed to help prevent childhood sexual abuse. Theses lessons will be presented in a non-threatening way, along with the skills needed for self-protection and will be handled in a sensitive, respectful manner.

Information about the lessons can be viewed <u>HERE</u>. <u>https://drive.google.com/drive/folders/1J4mCSGZi6GBUv14WBpi0-</u> <u>7gsrj7DbXtA?usp=sharing</u>

If you do NOT want your child to receive the instruction under the Alaska Safe Children's Act, you must write a letter to the school principal requesting that your child be excused from these specific lessons.

Thank you for partnering with us as we continue to provide learning opportunities to improve the safety and well being of our students.

Sincerely, Ms. Schwartz, Health and SEL schwartz\_mary@asdk12.org

#### SCHOOL INFORMATION













## Anchorage School District Volunteer Application

Volunteers support the Anchorage School District students, teachers, and staff through commitment and service in an effort to ensure students succeed in life. Volunteers encourage and inspire excellence in learning and goal achievement for all!

All personal Information will be kept confidential.

First Name:	MI:	Last Nan	ne:		
Address:					
City:			_ State: _	Zip: _	
Is this address: Home	e	Work		Temporary	
Phone: (home)	(work)			(cell)	
Best time to call: Mornii	ng	_Afternoor		Evening	
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Please list talents/skills that v	vould be b	eneficial to ,	ASD		
Experience					
Do you have previous volunte	eer experie	ence?	_Yes	No	
If yes, please explain:					
Emergency Contact					
Name:				Relationship:	
Address	City		State:	Zip:	
Phone: (h)	(\vv)			(cell)	
By signing below, I certify tha information. I understand tha of this application.					

Signature: \_\_\_\_\_



## ANCHORAGE SCHOOL DISTRICT VOLUNTEER WAIVER AND RELEASE

<u>Thank you for volunteering in support of the Anchorage School District ("ASD")</u>. Your willingness to invest your time, <u>talents</u>, and <u>resources is greatly valued by ASD</u>, and <u>Volunteers significantly contribute to our mission to Educate All</u> <u>Students for Success in Life</u>.

Please understand that ASD is committed to the well-being and safety of students, staff, and Volunteers. To incorporate Volunteers in school-based events and activities, ASD asks Volunteers to acknowledge their understanding of the risks associated with participation in school-related activities, and to sign a waiver statement assuming legal responsibility for those risks. Courts in Alaska require the waiver statement to address the following topics.

First, volunteering for school activities comes with inherent risks. Even with detailed planning, preparation, and optimal safe conditions, any event involving students, whether it is conducted at a school or other venue, can be unpredictable, occasionally chaotic, and physically risky. For instance, behaviors or actions by a student, ASD staff, or another Volunteer may cause damages to a Volunteer's property or result in injury to a Volunteer. Likewise, conditions on school property may contribute to a Volunteer's property damage or injury. ASD asks its Volunteers to assume responsibility for all risks -inherent or otherwise -as a condition of volunteering.

Second, while ASD strives to maintain the safety and security of every individual in its schools, facilities. and programs, ASD cannot eliminate all risks, inherent or otherwise. ASD staff may be NEGLIGENT or make MISTAKES, by commission or omission, when trying to eliminate or mitigate risks. ASD asks its Volunteers to release it from any liability related to NEGLIGENCE or MISTAKES, whether related to inherent risks or not.

Third, considering the current COVID-19 pandemic, and the fact that a person increases their chances of contracting this virus if they are in close proximity with other people, participating as a volunteer does increase the potential exposure. ASD is taking all reasonable measures to avoid the spread of COVID-19, but there is still a possibility that your participation as a volunteer could increase your chances of contracting this illness.

ASD activities vary significantly. This Waiver is meant to cover all situations, environments, and capacities in which Volunteers may find themselves while volunteering. Due to the very wide scope of risks and possible outcomes, by signing this Waiver, the Volunteer assumes legal responsibility for the small, but not impossible, risk of events such as vehicle collisions, gun violence, or natural disasters, COVID-19 exposure, and including bodily injury, illness, property damage, and even death.

Finally, as a condition of volunteering and by signing this Waiver, ASD asks you (and anyone that could legally stand in your place} to assume all risks arising from volunteering, and to agree to release ASD and its agents from liability stemming from ASD's NEGLIGENCE, MISTAKES, or uncontrollable conditions or circumstances, whether related to inherent risks or otherwise. ASD asks that you also agree to indemnify and hold ASD harmless for any claims arising out of your participation as a Volunteer.

By signing below, you represent that you fully understand and agree to ASD's terms as set forth above.

Signature of Volunteer:	
-------------------------	--

Printed Name: \_\_\_\_\_\_

Date: \_\_\_\_\_