

Denver Public Schools

Southmoor Elementary School

3755 South Magnolia Way

Denver, CO 80237

Office 303-756-0392

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<http://southmoor.dpsk12.org>

General Information for Parents

Student Supervision

The school day begins at 9:00 a.m. and ends at 3:45 p.m. No supervision will be on the school grounds before 8:40 a.m. or after 3:55 p.m., so please see that your child is dropped off and picked up within these time limits. Students who are not picked up by 3:55 p.m. are brought to the office.

Attendance Policy

Students are expected to attend school regularly. When absent, there should be a reasonable excuse. Reporting to school on time is expected. If your child will be late or absent, please contact the school as soon as possible, or no later than 9:00 a.m. When your child returns to school after an absence, please send a note explaining the reason for the absence. Excessive absences or tardiness may result in a parent/pupil/principal conference. Pupils are responsible for any make-up work due to absence or tardiness.

School Closures / Delayed Openings

Announcements of school closing, delayed opening or early closing due to hazardous weather or other conditions are made on radio stations KOA-AM 850 and KHOW-AM 630, and on local TV stations. During bad weather, please keep your radio or TV on for pertinent announcements. In the event of a delayed opening, the bus schedule will be delayed and school will start later than normal, usually 30 minutes. Students arriving by car will report at the announced, delayed time.

School Visitation

Parents are always welcome to visit the school. In order to provide adequate security, please sign in at the school office and obtain a visitor or volunteer badge.

Building Security / Leaving During the School Day

Students who arrive late or leave early, **must** sign in / out at the school office. A parent or guardian **must** also sign out students who leave early. Without parental notification and consent, no student may leave the school grounds without the teacher or principal's permission.

Accidents / Illness / Medication

When minor injuries occur at school, the school staff will administer first aid. In the event of a serious accident, paramedics will be called and parents will be contacted. **Keeping your phone number and your emergency number current is extremely important.** Please notify the school office of any changes to your phone number or address.

Parents will be called to pick up a child who has a fever above 100 degrees, or who is obviously in pain, or has a contagious disease.

As a general rule, a student ill enough to require several doses of medication during the school day should probably stay home. If your child requires medication during school hours, please contact the school nurse or principal. **No medication will be dispensed to students without require, signed consent and doctor's directions.**

If your child has any existing medical problems or allergies, please notify the school. If necessary, an "emergency medical plan" should be on file (such as asthma, allergic to bee stings, etc.).

Student Dress

Appearance plays a significant role in a student's behavior and attitude at school. All children are expected to come to school looking clean, neat and dressed in a manner that is appropriate, safe and not distracting to other students. Hats or caps must be removed prior to entering the building. Cropped shirts, torn attire or thongs are not allowed. Students should dress according to the weather and for outside playground conditions. If inappropriate dress is a disruption to the learning process and classroom environment, a student may be sent home to change clothes. **Please label all articles of clothing so that lost items may be retrieved from the Lost and Found.**

Student Conduct

Every student has a right to obtain an education in an orderly, safe environment and to be treated with respect by others. Coupled with this right is the responsibility to conduct oneself in an appropriate manner. Students are expected to respect themselves, each other and school property and environment. Denver Public Schools has adopted a formal discipline policy that will be used to promote a safe and respectful school environment. This policy sets forth specific expected rules of conduct and the manner by which these rules will be enforced.

Breakfast and Lunch Program

Denver Public Schools provides a free breakfast program to all Southmoor students. Free breakfast is provided daily between 8:30 and 8:55 A.M.

Hot lunch is served daily during the lunch period. Free and reduced lunches are available for qualifying students. Lunches may also be purchased at full price. Parents may pay in advance for lunches.

Kaleidoscope Corner

Kaleidoscope Corner (KC) provides on-site, licensed before-and-after school care for Southmoor School. Parents should contact the KC on-site administrator at 303-764-7732 for information regarding this program. No drop-ins will be permitted without enrollment in the program.

Volunteers

Parent volunteers are always welcomed, and we encourage you to participate in the education of your child. Please ask your child's teacher or PTA how you might be able to help.

Community Involvement

Collaborative School Committee (CSC) is the governance committee of the school. This committee includes the principal, four parent representatives, four teacher representatives, a classified staff member and a community/business representative. Elections are held yearly for open positions.

Parent Teacher Association (PTA)

The PTA board meets the first Tuesday of each month. Information regarding general membership meetings is sent home in the Thursday take home folder and school web site.

Southmoor Partners in Excellence (S.P.i.E)

Although core funding for Southmoor School comes from Denver Public Schools, S.P.i.E. provides additional funding for learning and teaching supplies/equipment and additional instructional and support personnel. S.P.i.E. has provided additional funding through the generous fund-raising projects such as the Annual Silent Auction, Moose is Loose Walk, and Dollar-a-Day campaign. All donations to S.P.i.E. are tax deductible. The generosity of our school's families and community businesses has enriched the lives and education of our children.

Street Safety

As always, student safety is one of our priorities at Southmoor. Parents are encouraged to talk about bicycle and pedestrian safety with their student. Parents are also asked to help us with the efficient and safe flow of traffic around the school. The parking zone on Peach Street between Magnolia and the play park fence is designated as passenger drop-off and pick-up. Please do not leave your car unattended while parked in this area. The Southmoor faculty tries to help students get to the awaiting vehicles after school. This will allow cars to safely drive in and out of the limited parking spaces on Peach Street, and avoid double parking or "J" walking across the street. There is also a crossing guard before and after school to help pedestrians walk across the intersection of Magnolia and Peach. Everyone's help and cooperation will help make the streets around our school safe for everyone.