

Be Safe - Be Respectful - Be Responsible

McClelland Elementary School

We are a PBIS school – an initiative designed to create a positive school climate that enhances learning and pro social growth.

School Mission Statement

McClelland Elementary School offers an opportunity for growth and development of all students, educators, and community members, nurtures an academic and social atmosphere, and enables our community to achieve its fullest potential.

Established May 2005 by the McClelland Staff

Vision Statement

The professional community at McClelland Elementary envisions a school where all children are provided the opportunity to learn in a safe, positive, and respectful environment. We ensure quality educational experiences for all students by providing diversified instruction and assessment to meet the needs of the whole child. In order to foster a high level of success, the staff, parents, and community members work together to nurture learners and responsible citizens.

Established May 2005 by the McClelland Staff

PBIS Mission Statement

To establish and maintain a set of procedures which ensures safety, respect and responsibility of the McClelland community using the PBIS system.

Established February 2006 by the McClelland Universal Team

Attendance: Absence, Tardiness & Dismissals

Special Note from Mrs. Walker: After working with the attendance policy (in the district handbook), I would like parents to understand two key points. (1) Your child's safety is a high priority for us. The attendance policy that we follow helps us to keep better track of our students. (2) This policy is NOT meant to penalize students who have satisfactory attendance, but to ensure that all students are in school and responsibly on time. If at any time you have a question about an absence, you need to contact me and we will work together to solve any problem. Please call us immediately if your records differ from ours.

Regular and punctual attendance is required of each student. It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents, teachers and administrators to keep absences and tardiness to a minimum. See the district parent and student handbook for policies and procedures regarding excused and unexcused absences. Please try to have your child on time for school, and try not to have him/her dismissed early. The beginning and end of the day is used for many tasks, such as getting homework assignments and correcting work. It is important for students to be in school *all* day.

Parents should call McClelland School at **332-2180** to report their child's absence for the day. The school's answering machine is on between 3:30pm – 8:00am.

When you call, please tell us:

- 1) your name
- 2) your child's name
- 3) your child's teacher and grade
- 4) the reason for the absence

If we do not hear from you, a school staff member will contact you at home or at work after 9:00 AM to confirm your child's absence. If we are unable to reach you to verify your child's absence, the truant officer could be sent to your home. This is to ensure the safety of your child. We appreciate your cooperation with this program.

Although we confirm student absences in this way, *we appreciate a note from a parent or guardian after each absence.* The note should be written to your child's teacher and will be kept for our records. Parent notes are documented absences and not excused absences.

A student who is unaccounted for will be considered truant and the truant officer will be called to investigate. Absences, even with the approval of the parent, which are excessive and/or interfere with the student's educational program, will be interpreted, as truancy and follow-up will be instituted. You will be notified in writing by administration and may be asked to set up an attendance support plan with your child.

Arrival and Dismissal

Elementary schools start at **8:30 AM** and end at **3:00 PM**.

Many important events occur within the first half-hour of the school day, including attendance check, ordering/paying for lunch, passing in homework, important announcements and scheduling changes, as well as receiving instruction for the first part of the day. It is very important that students arrive at school on time so they do not miss these events, and so that the class they enter will not be interrupted. **Walkers** cannot arrive at school before **8:00 AM**. as there are no staff members on duty prior to this time to supervise students. Parents will be notified if the arrival time is not adhered to.

Riders (students being dropped off in private cars) should be dropped off after **8:00 AM**. Parents will need to enter on the road to the right of the school, turn left to the back of the school and then drop off at the gate of the primary playground. Students cannot be dropped off until **8:00 AM and when the duty teacher arrives**. Please do not get out of your car since this will back up traffic. A student arriving after **8:30** **must** be brought to the front of the building and signed in to receive a late slip to enable them to enter class.

Buses only will be dropping off and picking up in the front of the school.

Students who are walkers or ride the bus must enter the school through the front door and proceed to the appropriate doors leading to the primary or intermediate playground. All students who are dropped off by car will be directed to the playground. During inclement weather, students will not go out for at least the morning recess and will remain in the gym until the 8:20 bell. Morning recess is over at 8:20. Any student who wants to eat breakfast will be allowed to stay at the breakfast table in the gym until 8:25. Students need to be in their classrooms and ready for school learning at 8:30.

Dismissal

Walkers are dismissed at 3:00 and must exit the school via the two front doors.

Buses will pick up in the front of the school.

Car riders for all grades will be dismissed at 3:03.

Students in **Gr 4 & 5** and their siblings will exit the school by the primary playground door and then wait for their car at the back of the school.

Students in **Gr 1-3** will be picked up at the primary gate (same location as drop off). Parents of students in grades 1, 2 and 3 must enter the road on the right of the school, go up to the front of RMS and begin forming a line to the primary gate. Please do not cut through the back of the school since parents of grades 4 and 5 students will be forming their own line in this area.

Kindergarten dismissal is at 2:15. Parents should enter the faculty parking lot to pick up their children. Do not leave your vehicle because teachers will bring your child to the car.

Students who are car riders or walkers cannot be picked up in the front horseshoe area of the school or on the street in front of the school as this blocks the access of buses and can create an unsafe situation.

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	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
ARRIVALS/DISMISSALS	*Walk directly to your destination *Outside-stay on walkway *Stay on right	*Enter & Leave quietly and appropriately *Follow directions	*Be on time *Listen to & follow adult directions *Listen for your bus/club

Early Dismissal Days –students are dismissed at 1:15. If your child is in kindergarten and has an older sibling, the sibling will pick up the kindergartener for dismissal. If a kindergartener has no older siblings in the school, then they should follow their normal procedure for dismissal.

Assemblies

Assemblies are planned periodically as special events on the school calendar. Some typical assembly themes include cultural and character presentations; music and drama performances.

Each Wednesday our school participates in a Morning Meeting. This meeting involves the entire school community and focuses on our core expectations of being safe, respectful and responsible. The meeting begins promptly at 8:30 so it is very important that your child arrive to school on time so they can be a part of this assembly. Parents are invited to attend.

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
ASSEMBLIES	*Personal space *Keep aisles clear *Hands & feet to self	*Sit on bottom *Listen * look at speaker – be attentive *Show appreciation *Stay quiet	*Listen & follow adult direction *Respond positively to performance

Awards

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Students receive special recognition at the school through a variety of awards programs such as academics (Honor Roll assemblies are held for grade 5 students only), student government, clubs, attendance, cultural achievements, and participation in the 100 Book Club. These awards are intended to promote and recognize academic skills, athletic achievement and various aspects of being safe, respectful and responsible.

Behavioral Matrix

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
BATHROOMS	<ul style="list-style-type: none"> *Keep area clean and floor dry *Keep hands & feet to self *Wash hands with soap and water after 	<ul style="list-style-type: none"> *Give others privacy *Use indoor voices *Notify an adult if there is a problem *Keep bathroom clean 	<ul style="list-style-type: none"> *Flush toilets *Use appropriate amount of soap, water & paper towels *Paper towel in trash *Observe time limits; Be quick
HALLWAYS	<ul style="list-style-type: none"> *Walk slowly & safely on the right (look forward) *Stop & look around corners *Personal space 	<ul style="list-style-type: none"> *Move quietly *Observe quiet zone *Enjoy art work & displays with eyes *Allow others to pass 	<ul style="list-style-type: none"> *Hands off walls *Go directly to destination
INSTRUCTION AREAS (includes specials)	<ul style="list-style-type: none"> *Hands & feet to self *Maintain personal space 	<ul style="list-style-type: none"> *Respect differences of opinions of others *Use materials the way they are meant to be used *Listen to adults *Indoor voices 	<ul style="list-style-type: none"> *Be prepared & attentive *Do you best *Complete your work (well) *Participate in activities appropriately *Follow classroom procedures *Allow teacher to teach *Cooperate with others
OUR SCHOOL	<ul style="list-style-type: none"> *Be where you are supposed to be when you are supposed to be there 	<ul style="list-style-type: none"> *Listen to adults *Follow school procedures 	<ul style="list-style-type: none"> *Be where you are supposed to be when you are supposed to be there

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		*Notify adult if there is a problem *Dress appropriately	on time *Be at school on school days *Come on time
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Bicycles

The school assumes no responsibility for bicycles. However, provisions have been made to safeguard bikes by requiring them to be properly parked and locked in the school bike racks. Bicycles are not to be ridden on the sidewalks in the front of school or on the grass. All students with bicycles must walk their bicycles off of school grounds. **January 1, 2006 the law (RSA 265:144) requiring all those under the age of 16 to wear a bike helmet when riding bicycles on public ways went into effect.**

Scooters, skateboards and/or other mobile and transportable equipment, with the exception of a bicycle, are not allowed on school grounds.

Cafeteria Expectations

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
CAFETERIA	*Keep hands & feet to self *Calm body at all times *Walk	*Polite to adults in cafeteria *Use indoor voices *Use table manners *Personal space	*Be prepared for lunch & recess *Clean up after yourself *Know what you ordered & take that item

Change of Address/Telephone

It is very important that every student maintains an up-to-date address and telephone number on record at the school office. Notify the school immediately if you have a change of address, telephone number or place of employment during the school year. Also be sure to keep all emergency contact information up to date.

Conferences

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Elementary teachers have mandatory parent conferences at the end of the first marking term. At this time, teachers and parents review student progress and report card. Parents will be contacted by their child's teacher to arrange for a date and time for the conference.

Communication with Teachers

If you need to communicate with your child's teacher, call, send a note or email requesting a conference. Please be aware that teachers are in class during the day and cannot have unscheduled conference times. If an issue arises and cannot be resolved at the level at which it occurs, the next step is to contact the principal. If the issue is still unresolved you should contact the assistant superintendent. We appreciate your efforts to follow this protocol.

Parents wanting to visit their child's classroom are requested to make an appointment. Visitors are welcome but learning time is precious, and interruptions interfere with the entire class's learning. The classroom is a place of business for our students and their teachers. As with any business, schedules and procedures need to be followed, and deadlines met. Therefore, visits need to be made by appointment only. We hope that all parents accept our invitation to visit the classroom at least once while school is in session.

FOR SAFETY REASONS: Parents are not allowed to bring their child to the classroom or pick them up in the classroom. This pertains to all grade levels including kindergarten.

Confidentiality

As a staff, we are aware that we have access to sensitive information, and are committed to acting in a professional manner in handling this information. Confidentiality is a priority for all of us. We are not permitted to discuss students or their families with anyone other than the families involved. If you have a concern about a breach of confidentiality, you should call the principal immediately so that it may be dealt with.

Daily Schedule

8:00 a.m. - Busses begin arriving at school, walkers enter the building and car riders are dismissed at the side gate from cars
8:00-8:25 – Breakfast
8:00-8:20 - Recess
8:30 a.m.- Classes begin

RECESS AND LUNCH SCHEDULE
2011-2012

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Grade	Recess (15 mins)	Lunch (25 mins)
K	11:00-11:15	11:20-11:45
3	11:15-11:30	11:35-12:00
2	11:30-11:45	11:50-12:15
4	11:45-12:00	12:05-12:30
1	12:00-12:15	12:20-12:45
5	12:15-12:30	12:35-1:00

DISMISSAL

3:00 – all walkers

3:03 – all car riders

3:00 (or when busses arrive) bus students are dismissed

Dress Code

Students are to dress in a neat, clean, and tasteful manner so as not to distract from the educational process. Excessively tight, revealing, or tattered clothing or attire with offensive and/or controversial subject matter is not allowed in school. Students may not wear apparel related to illegal drugs, alcoholic beverages, tobacco products or any inappropriate slogans that are disrespectful, suggestive or depict violence. No sweatbands or kerchiefs are to be worn in the building. Shorts can be worn until October 30th and beginning on April 15. Shorts and skirts must be at a length that is mid-thigh and not shorter. Shirt straps should be two inches in width. No midriffs, halters, or tank tops should be worn. Appropriate covering of the body is expected. No pants, shorts or skirts with wording on the back should be worn. Chains are discouraged and may not be displayed at any time. Excessive wearing of jewelry is discouraged as it may cause your child to become unfocused during critical learning time. As a matter of courtesy, hats are not to be worn in the building. It is strongly suggested that students wear closed toe shoes due to safety issues. Flip flops are unsafe shoe wear and they are discouraged. Parents will be contacted if the administration determines that their child’s clothing is inappropriate and alternate clothing is not available.

Electronics

Students may have cell phones for walking to and from school. However, while at school they must be turned off, out of sight and are the responsibility of the student. No other electronics should be brought to school.

Extra Curricular

Jump Rope, Student Council, Drama, Basketball, The C.O.R. running group, yoga, Destination Imagination, Student Leadership group and the Variety Show have been a part of our extra curricular activities. We hope your child will participate in these fun filled activities.

Field Trips

Parents are often asked to chaperone field trips and school activities. Many of these functions would not be possible without the assistance of parents. **Because parents assume a responsibility of supervising the students, we do not allow siblings to attend field trips. No exceptions can be made.** Also, it is expected that the student return the permission slip when it is due. We hope to have all children attend these trips and that is why getting the permission in on a timely basis is appreciated. The school reserves the right to determine whether a student can participate in a field trip and/or if a parent must attend. When chaperoning please park your vehicle in the rear parking lot. Parking out front is limited to visitors to the school. Students are expected to be safe, respectful and responsible on all field trips.

Payment for field trips can be made by cash, check or money order made payable to McClelland School. Checks will not be accepted after June 10 2012.

Grading

The classroom teachers will be providing you with their grading procedure by the middle of September. Each teacher within a grade level will have the same procedure for grading, including homework.

Guidance

Guidance is part of the McClelland school experience. The guidance department assists in providing a good foundation for school success, through the implementation of state standards. Topics of instruction include trustworthiness, caring, kindness, respect and responsibility. We provide developmentally appropriate services through individual and group activities. This involvement may focus on identifying and expressing feelings, increasing self-esteem, learning coping skills, or improving peer relations. Personal needs and school priorities direct the amount of time and types of interactions.

Guidance is not intended to focus on family issues but rather; it is intended to assist students' integration into the school community. Please understand that the guidance counselor is here to guide the child and can connect the family with outside support services. School counseling is provided on a short-term, as needed basis. Referrals are also available for parents who are interested in pursuing resources available in the community, such as private counseling, groups, parenting classes, and appropriate literature. If your child was already receiving outside assistance, it would be helpful to work with that professional to make sure that we have common goals and expectations for your child. Parents can provide

valuable information and insight regarding their child. Our guidance counselors would be able to meet with you to discuss any concerns you might have. We encourage you to contact the school regarding your child's participation in any program.

Health Services

Nursing services are available at all times. When other arrangements can be made, **medication should not be taken during school hours.** Most prescription medications can be regulated around non-school hours. When medication must be taken during school hours, it *must* be prescribed medication **and delivered to the school by a parent.** Aspirin, over-the-counter cough syrups, etc. can be taken before and after school. Throat lozengers are not permitted in school.

If a prescribed medication must be taken during school hours, the school nurse must have the following three items:

- A. A prescription written by the licensed practitioner stating the name of the medication, the dosage and time as well as a diagnosis, if not in violation of confidentiality.
- B. All medication shall be delivered and stored in the original pharmacy or manufactured labeled container. This shall be no more than a 30 day supply. The medication must be delivered to the school nurse or designee by a parent/guardian or designated responsible adult. A single dose of medication may be transferred from this container to a newly labeled container for the purpose of field trips or school sponsored activities.
- C. Signed permission from the parent/guardian allowing the school nurse, or her designee, to observe and/or assist the child in taking his/her medication.

The nurse asks that if sunscreen and insect repellent are being applied to your child, this needs to be done before arrival to school. **Please do not send these items to school for safety and health concerns.**

For further information on Health Policies, please check the District Handbook.

Lost and Found

Our Lost & Found is located in our multi purpose room (gymnasium/cafeteria). Items left on the playground or in the halls and classrooms that are not labeled are placed here for students to retrieve. If the item is small or of some value, it will be kept in the office. Students and parents are asked to check the Lost & Found periodically. **PLEASE label all items students bring to school.** It is hard to believe the number of new coats, jackets, sweatshirts, sneakers, boots, hats, gloves, backpacks and lunch boxes that are never claimed.

Items left unclaimed after a long period of time, will be recycled or donated.

Notices

In an effort to keep families informed about events, activities and programs at McClelland School, *most* notices will be sent home by classroom teachers once a week on **Friday**. A monthly newsletter with the calendar of the upcoming month will be sent by the administration at the end of each month. **Please check the website at www.rochesterschools.com** and then click onto McClelland School. **This year the district handbook will not be sent home. You can view this on the McClelland website.**

Parking

Parking in front of the school should be limited to 30 minutes. Visitors need to park around the flagpole. Due to limited parking in the front of the school, if you plan to be in the school for an extended period of time or if you are going on a field trip with your child, you should park in the rear parking lot. It is still necessary to enter the building by the front doors and sign in at the office.

PBIS

Positive Behavior Interventions and Support (called PBIS) is called Mission Mighty Mac at our school.

What is the purpose of PBIS?

The goals of PBIS provide the foundation for good education:

- Regain the teaching time currently spent in managing misbehavior
- Maximize on-task time and academic achievement for all students
- Increase positive and civil social behavior
- Increase family engagement in schools
- Improve school climate for students and adults

Long-term outcomes include:

- Enduring, positive changes in behavior
- Reduction in the need for serious disciplinary measures such as suspension and expulsion.
- Increase in graduation rates and
- Improvement of post-high school outcomes for all students, including those with challenging behavior and educational disabilities

Process:

PBIS is not a curriculum or a prepackaged program. Rather, it is a framework that guides the school community through a process of addressing the unique culture, climate and behavioral issues within each school. The idea is to work smarter, not harder, to improve behavior and school climate.

It is our goal to keep open communication with parents if their child is having a challenging situation at school. This year we will continue utilizing a three ply behavioral information form to keep you notified.

PTA

Officers

President: Julie Parker

Vice President: Shelley Ehmett

Treasurer Michelle Grondin

Secretary: Mary Gould

Membership:

Membership is open to all teachers, professional staff, parents and guardians of children attending, or registered to attend, McClelland School.

Meetings:

Participation at the PTA meetings by parents and teachers is the foundation for meaningful decision-making in regard to PTA sponsored programs, educational input to the school administration and acquisition and expenditure of PTA funds. Our goal is to promote communication and cooperation through ACTIVE participation. Please JOIN us in our quest.

Meetings are held on the first Wednesday of each month at 6:00 p.m.

PTA Sponsored Programs: Family Craft Night, Grandparents Luncheon, Christmas Float, Field Day snack and refreshments, teacher appreciation luncheon, artist/author day, Drama, Fall Fundraiser, Fall Fun Festival, Parent/Child Dance, 100 Book Club, Holiday Shopping, variety show/supper, and many more events.

Publicity

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We enjoy showing off our students and their work. We are given opportunities during the school year to publicize their successes by having photographs published in the local newspaper(s), school newsletter and portfolio, and other print and electronic media (e.g. our school website). Our own pictures, plus any that you may donate, will contribute to our yearbook, and other efforts to promote positive communication between the school and the community. **If you do *not* wish to have your child's picture or name in the newspaper, you must notify us by using the form that will be sent home.** This information will be kept confidential in the office and will be released only to your child's teacher.

Recess

All students who come to school are expected to participate in outdoor recess. *If a student is well enough to come to school, it is expected that s/he is well enough to go outside to recess.*

It is the parent's/guardian's responsibility to see that a child is properly dressed for the weather.

The principal and the duty persons may call for an inside or shortened recess if the weather is bad or the temperature is too extreme. We do have outside recess whenever possible. It is good for everyone to get some fresh air, even if it is only for a few minutes.

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
INDOOR RECESS	*Walking; moving safely *Using materials safely and the way they are meant to be used	*Indoor voices *Respect differences of opinions of others *Follow game rules and demonstrate sportsmanship *Be aware of and respect personal space	*Returning materials neatly *Listen and follow adult direction
PLAYGROUND	*Feet first on slide and snow banks *Hands and feet to self *Walk and move safely up and down equipment, on tar and grass areas even in winter *Use toys safely and responsibly *Sand, rocks, snow stay on ground	*Be polite *Take turns on equipment <ul style="list-style-type: none"> • 1 person on slide • 1 person on log • 1 person on swing • 2 children on wall *Follow game rules *Respect personal space	*Return equipment *Ask permission to leave *Dress according to weather (Boots and snow pants to play in snow) *Follow adult directions *Use equipment properly *Display good sportsmanship *Line up when whistle blows

In addition to:

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1. Do not throw sticks, pebbles, rocks, toys, ice, snow, mud, dirt, *or any other material that could hurt someone*. Do not pick up the pea stones.
2. Fighting or “play fighting” is not allowed.

Students may play the following games:

Basketball: Basketball rules apply.
Teams should agree on rules before the game begins.
Students can use a regular basketball. Basketballs can only be used at the hoops.
One game may be played at each basketball hoop.

Football: **Nerf** footballs only.
One-finger touch.
NO TACKLING
Other regular football rules apply.

Soccer: **Nerf** soccer balls only.
Regular soccer rules apply.

Catch: Tennis balls, rubber balls or **Nerf** balls only
No Frisbees
NO SOFTBALLS OR BASEBALLS.
No bats, plastic or wooden.
Baseball gloves can be used.

Kickball: Kick balls only.
Regular kickball rules apply.

Dodge ball: Kick balls or **Nerf** balls only.
Regular dodge ball rules apply.

No Lacrosse, hockey or other types of sticks are allowed.

Report Cards and Interim Reports

Report Cards are sent home at the end of each quarter in an effort to inform parents of their child's progress. Mandatory parent/teacher conferences are held at the end of the first quarter, in November. Teachers usually provide several times for conferences for your convenience. Your child's teacher about a week before the conference will notify you so that you may sign up for a time. Teachers will contact parents earlier if there is a concern, and parents are encouraged to speak with their child's teacher if they have any questions. Establishing an open line of communication with the focus on the student's welfare is an important component in the educational process.

About halfway through each quarter, teachers in grades 3-5 will send home an Interim Report to parents. This simple form, designed by each teacher, gives parents the latest information about their child's progress, and will indicate what may be done to improve grades before the next report card is issued. If you do not receive an Interim Report on the data indicated, please call the office.

The schedule for Report Cards and Interim Reports is as follows:

First quarter	Interim Reports -Week of September 26, 2011 Marks Close - November 4, 2011 <u>Report card conferences- November 8, 2012</u>
Second quarter	Interim Reports -Week of December 12, 2011 Marks Close - January 20, 2012 <u>Report cards sent home – January 27, 2012</u>
Third quarter	Interim Reports –Week of February 20, 2012 Marks Close - Week of March 30, 2012 <u>Report cards sent home – April 6, 2012</u>
Fourth quarter	Interim Reports - Week of May 7, 2012 Marks Close -Approximately June 13, 2012 <u>Report cards sent home – Last Day of School</u>

Rules and Expectations

All expectations are explicitly taught at the beginning of the school year. These expectations are reviewed and positively reinforced throughout the school. Children who do not meet these expectations will have consequences

Consequences for not meeting school expectations:

They include, but are not limited to, the following

- Time in office
- Loss of privileges
- Conference w/student
- Parent contact
- Detention
- Restitution
- ISS (In school suspension)
- OSS (Out of school suspension)
- Expulsion

Consequences are suited to fit the infraction. The role of consequences is to prevent the student from breaking the expectation(s) again. A record of students' visits to the assistant principal or principal's office is kept for the school year. Parents are encouraged to call the child's teacher or the assistant principal or principal at any time regarding concerns or questions about students' behavior. Administration will notify parents by phone along with a discipline report. Parents of a child who is suspended are expected to attend an intake meeting when the child returns to school.

Due Process

1. The student will be informed of the reason for the suspension and of the rules and regulations involved.
1. The student will be given the opportunity to give his/her version of the incident.
2. After parent notification, parent/legal guardian may appeal the suspension to the appropriate school officials.

Suspension/Detention will occur when a student demonstrates the following behaviors:

1. Refuses to follow the reasonable request of an adult.
2. Swears at an adult or another student, uses vulgar or obscene language and/or gestures.
3. Physically fights with anyone or engages in physical contact which may be harmful or hurt another person. Such as: hitting, play fighting, pushing or shoving.
4. Have matches, incendiary devices, or smoking materials on McClelland School property.

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5. Brings or uses a weapon on McClelland School property.
 - Toy weapons, guns, and knives are not allowed.
 - Using an object, as a weapon.
8. Has drugs or alcohol or in under their influence on McClelland School property.
9. Destroys or defaces school or personal property.
10. Makes a verbal threat to harm or kill another student.
11. Presents a danger to him/herself or to another person(s).
12. Harasses or bullies another person(s).

Police Notification:

It is the school's responsibility and duty to inform the superintendent and/or law enforcement officials when a serious incident has been committed. Also, the superintendent and/or police will be notified when a student leaves the school without permission.

A student faces possible legal action for the following behaviors:

1. Commits assault; physically causes bodily harm to another person.
2. Carries and/or uses an incendiary device.
3. Transfers, possesses, uses or is under the influences of alcohol or controlled drugs.
4. Sets a false alarm bomb scare, or causes the building to be evacuated.
5. Steals, vandalizes or destroys school or personal property.
6. Commits a crime or violates city, state or federal laws.

After-School Detention

1. Teachers or administrators may assign up to a one-hour after school detention.
2. Twenty-four hour notice is provided to allow parents transportation. Parents must send in a note to request the detention be scheduled for a different day due to appointments.
3. Failure to serve a detention will result in further disciplinary action, such as, an in school suspension.
4. Students will not be allowed to complete homework during their detention time. Assignments will be provided.

In-School Suspension (ISS)

1. In-School Suspension may be assigned in place of an out of school suspension.
2. Students must complete all of the work assigned to them by their teachers. In addition they must complete a behavioral assignment designed to force them to focus on the reason they were assigned to the ISS.
3. If students behave inappropriately during an ISS their parents will be contacted and this may result in an OSS.
4. Any student assigned to an ISS is not eligible to participate in any after school activities on the day or evening of the suspension.

Out-of-School Suspension (OSS)

1. A student whose inappropriate behavior is severe, chronic, and/or threatens the safety of students or staff will be suspended from school.
2. Students will be assigned work from their teachers during the OSS.
3. Any student assigned to an OSS is not eligible to participate in any after school activities on the day or evening of the suspension.
4. If school is closed due to snow or an emergency during a suspension, the snow day does not count as a day of suspension.

Recognition for Achievements

We recognize students' abilities and achievements in many ways, including stickers and stamps on good work papers, good notes home, positive phone calls to parents', visits to the principal to show off good work, honor roll for students in grades 3 – 5 who achieve all A's and B's on their report cards. Any adult may send a child to the office with a good paper to be stamped.

Save for Us

- Box Tops for Kids
- Campbell's Soup labels
- Printer Cartridges
- Capri Sun pouches

School Colors and School Mascot

McClelland's school colors are Maroon and White. McClelland Mighty Mac, a Dalmatian dog, is our mascot. The mascot was established in 1990.

School Song

We love McClelland; it is our school
We strive to follow its every rule.
We show self-discipline and learn
For knowledge we do yearn

We show respect here for everyone.
And we play safely while having fun.
We care and share here each day,

Be Safe - Be Respectful - Be Responsible

For that's the McClelland way!
(Sung to the tune of Bye, Bye Birdie)

Toys

Children are permitted to bring recreational items to utilize on the playground. These may include jump ropes and balls with a soft texture. Children should not be bringing toys to school that will distract their attention during class time. We appreciate your support in monitoring what your child brings to school.

Universal Screenings

To ensure the physical and emotional health of our children, McClelland participates in a variety of school wide screenings. These may include, but are not limited to, height, weight, and vision screening; head checks; and behavioral and emotional screenings.