



Estelle School

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<http://estelle.jpschools.org>

Dr. Brandy Turner
Principal

July 28th, 2023

Schandra Bordere
Assistant Principal

Greetings Estelle Families,

Carrie Coleman
Dean of Student
Services

We are excited to welcome you to the 2023-2024 school year. As you are preparing for your child's first day of school, please see the information listed below. Note: **Meet and Greet is coming up fast, Aug. 4th @ 1:00 to 3:00 pm.**

Our **Meet and Greet (1st grade - 8th grade only)** will be Friday, August 4, 2023 at 1:00 pm-3:00 pm. Please be informed, no one will be allowed to enter the building after 2:50 pm. Upon your arrival, you will receive your child's homeroom. You will proceed directly to the room to drop off supplies, meet your child's teacher, see where they will be learning, and sign up for parent/teacher communication. Staff members will be around to assist you with finding rooms. During the drop off, teachers will not be available to converse for long periods of time, but you may reach out to them via email or Class Dojo. If your child is considered a car rider, registration for car rider passes shall be provided in the cafeteria. Child Care registration will also be available in the cafeteria.

Pre-Kindergarten and Kindergarten will have their orientation on August 14th for girls and August 15th for boys. More information will be available at this event.

FIRST DAY INFORMATION

1. First Day of School:

1st through 8th Grade	Monday, August 7th
Pre-Kindergarten and Kindergarten Girls Only	Monday, August 14th 8:30 AM Parent orientation in cafeteria
Pre-Kindergarten and Kindergarten Boys Only	Tuesday, August 15th 8:30 AM Parent orientation in cafeteria



Our vision is to develop a culture of teaching and learning where students receive high-quality, standards-based instruction and have the opportunity to thrive in a just, fair and caring learning environment. As a result, students will be able to transition efficiently to middle school.

2. **School hours are 7:20 AM to 2:10 PM:** Students can arrive at school starting at 6:50 AM. Breakfast starts at this time. PreK - 5th grade students will be able to get their breakfast in the cafeteria, then report to homeroom to eat. Students who choose not to eat breakfast will report directly to their homeroom class. Middle School students will eat breakfast in the cafeteria and remain there until the bell rings for class at 7:15 AM. Breakfast ends at 7:15 AM. Breakfast will not be served after 7:15 AM. If a student comes after 7:10 to breakfast, he/she will remain in the cafeteria until done eating and will be dismissed with middle school students. An administrator will be on duty.

Students who arrive at school after 7:20 AM will be considered tardy. They shall report directly to the front office for a tardy pass. ***Please note that excessive tardies will be referred to our ABIT team and JP policy shall be used to address any issues.***

Students are dismissed from school at 2:10 PM. If you must check out your child early, please do so before 1:40 pm. All students who are not registered for child care must be picked up by 2:40 PM.

For PreK and K walkers, please be sure to complete the transportation forms and utilize the walker's pass. NO student will be released to someone without it. If you come to pick up the child without the pass, you will be asked to come to the front office for checkout.

3. **Visitors on Campus:** All visitors must be checked in at the front office. Your VALID ID or driver's license will be required to enter the campus, **at every visit**. If someone is on campus without a visitor's pass, it will be considered trespassing. Only students will enter campus on the first day. Parents and guardians will not be permitted to walk 1st-8th grade students to class. Please take advantage of the supply drop off day (8/4/23) or send supplies in manageable amounts. (Staff members will guide students to homeroom classes).
4. **Beginning of the School Year Parent Packet:** On the first day of school, students will bring home forms that must be read, completed, and returned to school within the first week (preferably the next day). Please read Jefferson Parish Schools Policy and Procedures for parents and students, as well as sign and return the acknowledgement form. <https://www.jpschools.org/domain/180>
5. **Methods of Communication:**
- a. JCampus text messages or emails - please make sure we have your correct phone number and email
 - b. Class Dojo - please sign up with your child's teacher
 - c. School website: <http://estelle.jpschools.org>
 - d. Social Media: More information shall be provided at Meet and Greet.
 - e. US Mail: Please be sure your mailing address is correct. Please note that you must provide proof of address during the first week of school.

6. **School Uniform:** See our school's website to access the detailed school uniform policy. **Hooded sweatshirts/tops are NOT allowed on campus.** Last school year, we were very lenient due to many family circumstances. This year, we are strictly enforcing the uniform policy.

<u>Pre-K & Kindergarten</u> <ul style="list-style-type: none"> • Purple Polo Style Shirt with the School Logo • Khaki Shorts, Pants, Skirt, or Jumper (Elastic Waist Bands, No Belts) • Tennis Shoes 	
<u>1st – 5th</u> <ul style="list-style-type: none"> • Navy Polo Style Shirt with the School Logo • Khaki Shorts, Pants, Skirt • Solid Color Uniform Style Belt <ul style="list-style-type: none"> ○ No stoned or spiked belts will be allowed. • Tennis Shoes 	<u>6th - 8th</u> <ul style="list-style-type: none"> • Light Blue Polo Style Shirt with the School Logo or White Oxford Shirt with School Logo • Navy Blue Shorts, Pants, Skirt or Plaid Skirt • Solid Color Uniform Style Belt <ul style="list-style-type: none"> ○ No stoned or spiked belts will be allowed. • Tennis Shoes

All students are expected to dress in uniform unless they are given special permission. Birthdays are the only exception to this rule. Students are permitted to dress down (APPROPRIATELY) on their birthday.

On DRESS DOWN Days: Is only a school spirit shirt and jeans, no holes are to be in jeans. Jeggings are not allowed. If a student violates this rule, you will receive a phone call to bring appropriate clothing and the privilege to dress down shall be revoked.

7. **District Bookbag Policy:** Only clear, see-through, or mesh book bags, tote bags, backpacks, or any similar articles are permitted for students in ***Grades Kindergarten through 8th!*** Student athletes are required to bring non see-through bags to the office at the beginning of school. Non see-through bags shall remain in the office until the end of the day.
8. **Lunch Services:** This school year we will participate in the USDA Community Eligibility Provision (CEP) program, families do not need to apply for meal benefits and all students will receive free breakfast and lunch. You may view the [Breakfast/Lunch menu here.](#)
- **Lunch** - All students, except PreK, will eat lunch in the cafeteria. Students are **not allowed** to have sodas and fast food while on campus.
9. **School Arrival:**
- **Bus:** School bus drop off will be in the front of the school (at office entrance). ***No visitor vehicles are allowed in this area from 6:50 AM to 7:20 AM.***
 - **Carpool Lanes:** If you intend to drop off and pickup your child, you must register with the school. **Please use the map on our website to ensure you are following the right path for drop off and pickup.**
 - **Walkers:** Students must enter campus at the back gate by the grassy area.. Pre-K and K grade students must be accompanied by an adult, and 1st through

8th grade students will be allowed to walk to school with a signed parent permission form on file. **No student will be allowed to cross a major highway unaccompanied by an adult.**

- **Tardy & Check Outs:** If a student arrives after 7:15, all gates (car rider and walker's gate) will be locked. The student must be brought *INTO* to the front office by an adult for check in. Please note, all staff shall have been instructed to lock the gates at 7:15.

10. School Dismissal:

- **Bus:** School bus pick up will be in the front of the school (at the office entrance). ***No visitor vehicles are allowed in this area from 2:00 PM to 2:40 PM***
- **Carpool line:** All persons who utilize the carline pick-up must have a current sign, as the color changes each year.
- **Walkers:** Students must enter campus at the back gate by the grassy area.. Pre-K and K grade students must be accompanied by an adult, and 1st through 8th grade students will be allowed to walk to school with a signed parent permission form on file. **No student will be allowed to cross a major highway unaccompanied by an adult.**
No student will be allowed to cross Jefferson Highway unaccompanied by an adult.

11. Child Care Program: Before care is not offered. After care will be offered from 2:40 PM - 6:00 PM in the cafeteria. Use this [link](#) to view the program fees. You can register your student for childcare in the cafeteria starting Monday, August 7th. Unpaid fees from last school year must be paid in full prior to completing a new registration. All students must be re-registered each school year. Please go to the cafeteria on Bailey Street to access Child Care.

12. Transportation: Your child's bus driver will contact you before the first day of school. Make sure your address and phone number are updated. **All Pre-K and Kindergarten students must have a completed release form prior to your child riding the bus.** Contact Lisa Rawle in the office to fill out the form.

13. Water Bottles and Snacks: We encourage you to send your child to school with a clear bottle filled with water labeled with their name. Students can refill their bottles at the fountain. No other drinks are allowed on campus. Snacks are not allowed during instructional time. Students who bring snacks shall eat them during their lunch and/or recess times.

14. Student Progress Center: It is imperative that you monitor your student's attendance, grades, teacher notes and other student information via a secure website. Register online using this [link](#). The school secretary will provide your PSN number via email or you can pick it up from the office. The link will be locked until school starts. The letters will go home with the students the first week of school. Teachers will have grades from the previous week posted by Tuesday each week. Grades for multi paragraph essays will be posted by

Thursdays. If you have any questions or concerns about not seeing your child's grades posted in a timely manner, please contact your child's teacher.

15. **Student Cell phone Policy:** **Cell phones and earbuds policy** - Cell phones, and accessories must be out of sight and in the "powered off" position on school grounds. The school assumes no responsibility for theft or damage of electronic devices.

- Note: If a student has a cell phone on campus and chooses to give it to the teacher to be placed in a lock box, he/she will be given their phone back by the end of the day. The box is a safe place for students to store their devices. For their honesty, students may receive incentives. If a student's cell phone is confiscated due to noncompliance, a parent will have to come to the school to pick it up. Students will not be given the device back.

16. **Student ID's:** All students will receive an ID. IDs will be used for identification, lunch, and transportation purposes. Please make sure your child wears his/her ID every day. You will receive the date of pictures during the first week of school.

We are excited to meet our new students and work with our parents. Please call the school if you have any additional questions.