CAMDEN COUNTY SCHOOLS

Crooked River Elementary School

The RIVER

CROOKED RIVER ELEMENTARY

Anchored in Education

Parent/Student Handbook

Important Notice:

Please check the school website for the most current version of the student handbook.

CROOKED RIVER ELEMENTARY SCHOOL

3570 Charlie Smith Sr. Highway, St. Marys, GA 31558

(912) 673-6995/6996

Fax: (912) 289-0928

Website: http://cres.camden.k12.ga.us/

Title I Rewards School: 2012, 2013, 2014, 2015, 2016, and 2017
Title 1 Distinguished School: 2023 and 2024
Georgia School of Excellence: 2002

Welcome to Crooked River Elementary School. We are proud of CRES and constantly strive to make it a school that provides an atmosphere that is fun, welcoming, and conducive to learning. The purpose of the handbook is to acquaint you with the school's programs, services, opportunities, and policies. Children are always first at Crooked River Elementary School. We work continuously to ensure our students are surrounded with an environment and atmosphere that is supportive, safe, and nurturing.

Please read and discuss with your child the rules and policies located in this handbook. If you have any questions, please contact your child's teacher or call the office.

We all want to see your children have the best education possible. Working together cooperatively we can provide a challenging learning environment where each student will have ample opportunity to develop his or her potential and become a well-rounded, successful citizen of the future.

Sincerely,

Mrs. Danielle Pocernik, Principal

Mr. Kent Salter, Assistant Principal

Ms. Jo Beverly, Assistant Principal

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School Arrival and Dismissal

Before school daycare students will enter the building via the front door of the building. Daycare opens at **6:30 a.m**.

Bus students will begin arriving on campus and may enter the building at **8:00 a.m**. to eat breakfast or go to their grade level's designated area with adult supervision.

Biker, walker, and car rider students will enter the school at the designated doors in the back of the building at **8:00 a.m**. There are adults and trained student patrol to assist children. Supervision for students is **not** available **before 8:00 a.m.** unless you are participating in the before school daycare program or are participating in a morning club.

All students who are morning car riders must be dropped off at the back of the building from **8:00 to 8:30 a.m. ***The front of the school is for school daycare and buses only***. All supervision and assistance for children are in the back of the building.

*** After 8:30, a student is tardy. Parents must accompany the child in the building and sign them in on the computer. No student should walk in the front office without being escorted by a parent.

****All **early dismissals** must take place before **2:30 p.m.** Once students begin to dismiss and move throughout the building, the staff cannot get them until all dismissals are completed.

Bicycles are to be parked and **LOCKED** in the racks upon arrival. Kings Bay SUBASE Security may be contacted for problems on the bike path. The gate is **unlocked from 8:00 a.m. to 8:30 a.m**. and **3:25p.m. - 3:45 p.m.** by school personnel. **NOTE: The gate is locked from 8:30 a.m. – 3:25 p.m. daily. Parents need to use the Jackson gate entrance to pick up bikes left after dismissal. Thank you! The Base Security number is 912-573-9626.**

Inclement Weather Procedures

Bikers and walkers will be released as usual even if it is raining. These students will be held ONLY in the event of severe weather (lightning, tornado watch/warning). We will make this determination by 3:00 p.m. and send out a DoJo message or robo call or text, and post on our Facebook page. Walkers and bikers will be sent to the car pickup line. This will be the only area where these students may be picked up. **Parents who come to the front office will have to wait for dismissal to end before their child will be brought up to the office when dismissal is over.** We must maintain a safe environment and be orderly during dismissal. In the event of the Severe Weather dismissal walkers and bikers will be released to the person designated and authorized by the parent/guardian that is listed on the child's check out list in the Student Information System. Put anyone on your pick-up list you think will possibly ever need to get your child for you. **On severe weather days, dismissal will take longer than normal.** Please plan accordingly. Thank you for your cooperation and patience in this matter. If you have any questions, please feel free to contact our school at 912-673- 6995.

Change in Transportation

All transportation changes shall be in writing. You may send in a note, fax the school at: 912-289-0928 or send an email to **crestransportation@camden.k12.ga.us** by 2:45.

Traffic Rules

The traffic rules and procedures below were implemented to ensure **the safety and well-being of our students.** Your support and cooperation are appreciated.

1. The Speed LIMIT IS 5 MPH on campus at all times. Please refrain from speeding in your car while at drop off or pick up.
2. Camden County School's policy prohibits the use of tobacco and alcohol at any time on school property. It is a state law to use your mobile devices hands free.

Drop-off in the morning

1. Please pull to where the staff are directing your vehicle and unload your child when your vehicle is stopped, unless your student is in one of our Pre-K classes, then you may pull forward to the end of the sidewalk where the teacher or para is waiting to assist you. ***All other students should begin exiting as soon as they get to the covered walkway.***
2. Students should exit on the sidewalk side of the vehicle. If they must exit on the passenger side of your vehicle the parent must unload and walk the children to the sidewalk.
3. Students enter the building through the designated door in the back of the building where staff and/or safety patrol are awaiting them.
4. After dropping off students, please pull out cautiously and proceed slowly around the building.
5. **ONLY BUS STUDENTS ARE DROPPED OFF IN THE FRONT OF THE BUILDING. Please DO NOT pull in front of the school OR park in the front of the school to drop off your child in the mornings – use the designated parking spots.**

Pick-up in the afternoon

1. Each car will be given a car tag to hang on the rearview mirror. Additional tags can be attained by contacting the office.
2. Students will remain in the building until the car tag number is called.
3. Students who need assistance getting in the car, buckled into car seats or booster seats, etc. will be asked to pull down to the end of the sidewalk so the other cars can keep moving.
4. Please pull forward as far as you can and your child/children will walk to your vehicle.
5. CRES faculty may assist loading on the sidewalk side of the car only. If your child/children need to load on the passenger side of the vehicle the parent must walk them around the vehicle and load them safely inside.
6. After loading your student/students, please pull out of the traffic cautiously and proceed slowly around the building as the biker and walker students will be crossing the driveway at the end of the building.

   ***NOTE: CRES staff will only load or unload on the drivers' side. Parents will be responsible for loading or unloading cars on the passenger side.**

Visitors on Campus

All visitors arriving on campus should report immediately to the office, show picture ID, sign in, and receive a visitor's pass before visiting and/or volunteering. All visitors and volunteers must wear the badge on the upper chest area to be quickly identified by all. If you need to talk with a teacher, please schedule a conference either by sending a note to the teacher or calling the office. We are charged with the responsibility of keeping your children safe and focused on instruction during the school day. We appreciate parents' cooperation and assistance regarding these matters.

P.O.D.S. (Parents Offering Daily Support)

P.O.D.S. supports the school by organizing activities to benefit all students. These activities include, but are not limited to, movies, dances, Holiday Shop, festivals, tee-shirt sales, and other

fundraising activities to support students, faculty, and our instructional program. We welcome volunteers and strongly encourage you to share your skills, interests, and talents with us.

Parent Volunteers

We welcome volunteer parents to our school. We want you to share your expertise, skills, and special talents with us. If you are interested in being a parent volunteer, for a classroom or P.O.D.S. activity, please leave your name and number with your child's teacher or the office. Parents must complete a mandatory background check. Once the background check is completed, **mandated reporter** training will be available throughout the school year and is required to be completed before volunteering. Background checks are required for all volunteers as well as if a parent would like to attend a field trip as a volunteer. Background checks can be completed at the St. Marys Police Department or with the Camden County Sheriffs' Department. Note: Processing time for background checks can take up to two weeks, so planning ahead is encouraged. A new background check must be completed every school year.

Quarterly Student Recognition

We believe that all students who work hard deserve to be recognized for their achievement and other accomplishments. At the end of the year, the final recognition of students in grades kindergarten through fifth grade will be announced prior to the last two weeks of school.

Student Behavior Expectations

Our goal is to create an environment to help students learn how to monitor their own behavior in positive ways. Our school has a school wide discipline plan, **PBIS (Positive Behavior Interventions and Support)**, to help us achieve our goal. We follow three main expectations throughout the building: be respectful, be responsible, be safe.

As a part of this effort, students are expected to be respectful in classrooms and throughout the building by using the four signs of respect as tools. These are: **eyes on speaker, ears open, mouth closed, and body in control.** Choral response is also used such as "We are…The River" from students for redirection.

Also, each teacher incorporates the four signs of respect as one of their expectations for classroom behavior. Please help us in our efforts to have a positive school community by reviewing rules and our behavior expectations with your child/children.
Your child's teacher and the administrators want to work together with you to quickly correct misconduct. However, from time to time it may be necessary to invoke a consequence for misconduct. The school will employ fair, common sense-based consequences appropriate to the age and severity of the violation. The school will follow the discipline matrix to ensure consistency. Parents will be notified of any office referral in a timely manner.

A student can be assigned to time-out, In School or Out of School Suspension by either the Principal or Assistant Principal. The number of days a student is assigned will depend on the severity of the offense as well as previous misbehavior. Students will **not be** permitted to participate in school-related activities or events during or after school on the days assigned to In School or Out of School Suspension.

Search

The administration reserves the right to search desks, backpacks, and student(s) if, in the opinion of the administration, there may be articles in the student's possession that might be detrimental to the student or to the student body as a whole.

Lost and Found

Items found at school are brought to the office. We strongly encourage you to have your child's name on lunch boxes, notebooks, jackets, etc. Items that are not claimed in a reasonable amount of time will be donated or given away to Goodwill or the Salvation Army on a monthly basis. Please label all personal items and encourage your child/children to check the office for misplaced personal items.

Georgia School Council

This council has been created for the purpose of providing advice, recommendations, and assistance to the school and representing the community of parents and businesses. CRES School Council meetings are held quarterly. Specific dates and times of the meetings will be available at the beginning of the year on the CRES website. The council is composed of two parents, two teachers, the principal of the school, and two local business leaders. Anyone is welcome to attend meetings.
NOTE: School Council meetings are open to the public and we welcome your attendance.

School Pictures

School pictures will be taken four times each year; fall and spring. A notice will be sent home when the dates have been established.

Dress Code at CRES

CRES requests students adhere to the dress code guidelines provided in more detail later in this handbook.
Students should not wear spandex, hats, sunglasses, handkerchiefs, or bandanas. Students' pants should be worn on their hips and not sag. The length of shorts, skirts, and dresses should meet the "fingertip" rule. Halter tops, tops with bare midriffs, backless tops, or tank tops are not permitted at school. High heel shoes do not provide appropriate support for students as they exercise, play outside, or interact with other students in group situations, and are strongly discouraged. Parents will be called and asked to bring a change of clothing to school when a student has violated the dress code.

Permission Slips

Only **school permission slips** will be accepted for school functions. Handwritten notes will not be accepted. Contact the office if you need another permission slip. Note: We will adhere to deadline due dates.

CRES Clubs

CRES Broadcast

The CRES Broadcast Club is open to all fifth-grade students. There is an audition announced at the beginning of each semester. Students that enjoy reading, computers, and audio-visual technology are welcome to sign up for the club. In the spring, fourth grade students may audition. The club is responsible for the morning announcement show and other specialized programs needed by the school. It is a great experience for your student, and we welcome new faces!

K-Kids

K-Kids is a student-led service organization for elementary school students dedicated to school and community service. Students in 4th grade interested in service and are of good character are eligible to join. K-Kids is sponsored by Kiwanis International, a worldwide service organization

whose clubs serve children and develop youth leadership through service. These lessons of leadership and self-development are introduced through learning to plan, setting goals, working with others, and celebrating success. Meetings are held monthly after school.

School Safety Patrol

The school Safety Patrol is a student volunteer service organization for upper elementary students dedicated to school safety and leadership. Students in 5th grade that maintain a 3.0 GPA (minimum of all B's), no attendance issues, and are of good character are eligible to join. The patrollers teach other students about traffic safety and serve as role models to younger children. The patrols are trained and led by a teacher advisor. Student officers will be selected by the advisor to monitor and lead the patrols. Meetings are monthly during school hours.

Elementary Beta Club

Elementary Beta is an academic honors program with a strong emphasis on leadership and community service. Members are chosen for their academic achievement (3.75 GPA – All A's and B's), character traits, leadership skills, and desire to provide service to the school and community. The Jr. Beta members plan and complete service projects throughout the school year. The club is sponsored by a teacher who assists in organizing and managing the meetings, events, and projects. Meetings are monthly.

CRES Handwriting Club

Students in grades 4th - 5th grade are invited to participate in handwriting club in the media center to teach students the skill of handwriting, while encouraging memory retention, better cognitive function, and personal expression. Students meet on the first and third Thursday of each month in the morning.

The Cheering Dolphin Cheer Squad

Students in grades 4th-5th are invited to participate in cheer squad. The club is designed to build teamwork, help build confidence and leadership skills, as well as encourage school spirit. Students meet twice a month before school. Students in the club must follow PBIS expectations. If cheerleaders' behaviors result in 3 minor occurrences and /or 1 major office referral within a 9 week period they will be deferred from the squad in the following quarter.

CRES Sign Language Club

Students in grades 3-5 will be invited to participate in our CRES Sign Language Club. Meetings will be held twice a month in the morning from 7:30-8:00 AM. The CRES Sign Language Club is designed to introduce students to the basics of American Sign Language (ASL) in a fun and engaging environment. This club will help students develop communication skills, promote inclusion, and build awareness.
**Students are required to submit a signed parental permission form to participate.

Fellowship of Christian Athletes

An interdenominational ***Christian*** sports ministry to see the world impacted for Jesus ***Christ*** through the influence of coaches and ***athletes***. This is a student led Christian based club for third-fifth graders. Speakers from the community may be invited to give inspirational/motivational talks.

Christian music may be used during the meetings. Students must complete a signed permission form.

Connections

Each year hundreds of newly arriving military students enroll in Camden County schools. The Naval Submarine Base Child and Youth Education services designed a program to offer transition support for school-aged students experiencing relocation. Selected trained CRES Ambassadors, under the supervision and guidance of two faculty sponsors, will serve as a welcoming committee for new students entering Crooked River Elementary School. The Connections Club will meet monthly throughout the school year.

School Sponsored Fundraising

All funds generated through school sponsored projects are used for student/staff recognition, instructional materials/supplies, and technology.

Younger Siblings/Underage Children at CRES

The instructional day is of the highest importance. Parents **may not** bring children to the classroom during instruction, class parties, or on field trips, etc. Parents **are** welcome to bring children under the age of 18 who are not enrolled at CRES under the following conditions:

- Attending a parent conference before or after the school day;
- Eating lunch with your child/children at the picnic tables;
- School assemblies in the cafeteria and/or gym during the school day;
- All school functions outside the school day, including PODS meetings, festivals, curriculum fairs, and student recognition programs, (as observers only), etc.

IMPORTANT NOTICE:

PLEASE CHECK THE SCHOOL WEBSITE FOR THE MOST CURRENT VERSION OF THE STUDENT HANDBOOK