Laurel Nokomis School Student and Family

Handbook 2026-2027



www.sarasotacountyschools.net/schools/laurelnokomis

INTRODUCTION

Welcome to Laurel Nokomis School! Our priority is to provide a positive and nurturing learning environment that fosters quality instruction and success for all students.

SCHOOL INFORMATION

- Address: 1900 Laurel Rd East, Nokomis, FL 34275
- Phone: 941-486-2171
- School Hours: 8:30 am to 3:15 pm
- Principal: Jessica Fuesy
- Assistant Principals: Jade Ellis, Leigh Michalojko, Tylar Tracy

MISSION AND VISION STATEMENT

Laurel Nokomis School's Mission: To cultivate a learning community where strong relationships, a safe environment, and enriching opportunities empower all students and staff to achieve academic and social success.

Laurel Nokomis School's Vision: To prepare our students to be college and career ready, life-long learners, and independent responsible citizens.

SCHOOL-WIDE BEHAVIORAL EXPECTATIONS

The Lightning Way



- **B – Be Safe**
  (Walk, keep hands feet and objects to self, follow directions)
- **O – Own Your Actions**
  (Take responsibility, admit mistakes, make things right)
- **L – Lead with Kindness**
  (Be helpful, inclusive, and use kind words)
- **T – Try Your Best**
  (Stay focused, participate, give your full effort)
- **S – Show Respect**
  (Listen when others are speaking, respect people and property)

ATTENDANCE POLICIES

Regular and punctual attendance is vitally important to a student's success in school. Florida State Law requires regular attendance. Absences for vacation or other anticipated reasons must be given **prior approval** from an administrator. Approval will be determined using attendance patterns, academic standing, and work habits. For prior approval, you must e-mail your child's assistant principal two weeks prior to the absence and coordinate any missing work/assignments with your child's teacher once approved.

Additionally, all absentee notes must be uploaded on the FOCUS portal.

Excused Absences



1. Documented illnesses of the student.
2. Documented major illness in the immediate family.
3. Death in the immediate family.
4. Duration of a religious holiday of the specific faith of the student.
5. Any absence beyond the allowed cumulative per semester (9) must be documented by a medical professional.

Unexcused Absences

An unexcused absence is defined as an absence that is not reported by the parent with a note or does not meet the criteria of an excused absence.

Make-up Work

A student who has an excused absence or an unexcused absence resulting from a suspension shall be expected to make up all work missed. Students are given one day for each day out to complete missed assignments.

Attendance/Tardies

Students coming in late impede the learning process for all other students in a classroom. We appreciate your efforts to minimize interruptions.

Children arriving after 8:30 a.m. are considered TARDY and must report directly to the office to retrieve a pass for class admission. Gates close promptly at 8:30 a.m. Teachers will mark students tardy. To avoid missing learning opportunities and disrupting the learning environment for all, students should arrive prior to 8:30am.

Parents of students who are excessively tardy will be contacted to resolve the problem. Like regular school attendance, arrival to school on time is considered an important part of each child's development of work habits/employability skills and will be assessed as such on your child's report card. Children will not be marked tardy when:

1. Students are performing assigned school duties.
2. A late bus arrival is the cause of tardiness.

AGENDA BOOKS

All students in Grades 3-8 will receive a student agenda that will be the student handbook, the academic time manager tool, and the hall pass. This booklet must be kept available for every course, every period, and every day. It is given free of charge at the beginning of the year. The agenda book will be used daily as part of the curriculum to record assignments in each class. Any student who loses their agenda will be expected to purchase a new one for $8.00 (tax included).

ANIMAL POLICY

The School District of Sarasota County has a comprehensive animal policy. If you would like to review these policies, please visit: https://www.sarasotacountyschools.net/o/scs/page/347-animals-on- campus. For the safety of our students, animals (dogs, cats, etc.) are not permitted on school grounds, including the front office lobby.

Laurel Nokomis partners with the Canine for Kids Program. Parent/Guardian permission is required prior to participation.

ARRIVAL/SAFETY PROCEDURES

Parents must plan to have their children arrive at school no earlier than 8:00 a.m., unless they participate in the Before School Program through the YMCA which begins at 7:00 a.m. Prior registration is required for participation in the program. All other students may not be on campus prior to 8:00 a.m. as there is no adult supervision. Staff members are often involved in planning for the day, meetings, or parent conferences and adequate supervision is not available students arriving prior to 8:00 a.m.

From 8:00 a.m.-8:20 a.m., Grades K-4 must report to the GYM and sit along the base lines of the basketball court. Grades 5-8, and any K-4 students eating breakfast, must report to the CAFETERIA and sit in designated areas. Students arriving before 8:00 a.m. must be enrolled in Before Care and remain there until released by staff. Students should be in their homerooms by the 8:25 a.m. bell and no later than the final bell at 8:30 a.m.

Parents walking students to class must follow these procedures:

- Show valid ID at front office (8:00–8:15 a.m.) to receive a visitor badge. No badges after 8:15 a.m.
- Parents with volunteer or parent badges must scan in at the kiosk in the front office before accessing campus.
- Student(s) must be present with the parent/guardian at check-in.
- Access campus via the **gym gate** at 8:15 a.m. to walk to class.
- All parents must walk through Open Gate prior to walking their student to class.
- Parents/guardians must exit by 8:25 a.m.
- Return visitor badge at front office before exiting.
- Noncompliance may result in revoked walk-in privileges.

Campus Entry and Security Screening (OpenGate)

All students must enter through OpenGate each morning for added security. Common items that may

trigger the system:

- Umbrellas
- 3-Ringed Binders
- Glasses cases
- Laptops



Students will be asked to hand these items to a nearby staff member who will conduct an administrative search. All visitors on campus will also enter through OpenGate. If the alarm is triggered by a visitor, they will not be searched, but asked to report back to their car with non-essential items. Adults should bring only essentials such as:

- Government-issued ID
- Mobile phone
- Vehicle keys

ATHLETICS AND ITNTERSCHOLASTIC ACTIVITIES

Students must maintain a cumulative GPA of 2.0 to participate in athletics and interscholastic activities. All students participating must complete Aktivate Packets prior to participation including tryouts, which can be found on the LNS website under the families tab. All tryout and schedule information will be shared via school messaging.

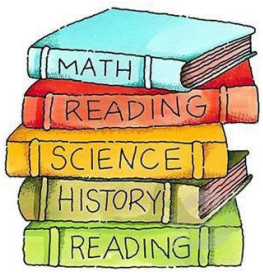
BEFORE/AFTER SCHOOL CARE

The YMCA directs the Before and After School Program at Laurel Nokomis School. The before care program provides supervision beginning at 7:00 a.m. and after care program until 6:00 p.m. More information can be found on the Laurel Nokomis website.

BIRTHDAY CELEBRATIONS

Parents are asked to please make prior arrangements with the homeroom teacher before arriving at school with treats. Healthy treats are encouraged. Treats must be store-purchased items – homemade items are NOT permitted. (See Home-Baked Goods). Invitations to student parties may not be passed out in class unless everyone in the class receives an invitation.

BOOKS



At the beginning of each school year, textbooks are loaned to each student by request through the media center. Books are the responsibility of the student. Any book lost or damaged must be paid for before another can be reissued.

Media books on loan should always be returned on time so that others may enjoy them. Lost or damaged books must be paid for or replaced before additional books can be checked out.

BREAKFAST

Breakfast is a very important meal and is offered at Laurel Nokomis at a cost. Students who are eligible for free lunch are also eligible for free breakfast. Students who are eligible for reduced priced lunch will be eligible for breakfast at a reduced cost. *Breakfast is served from 8:00 am – 8:20 a.m.* Students who eat breakfast at school should plan their arrival before 8:15 a.m. to have adequate time to eat and get to their class on time. Should a bus arrive late, students will be served a healthy breakfast.

BULLYING

Bullying is defined as repeated unwanted treatment/harassment where there is an imbalance of power and intent to harm. Cyberbullying is also addressed seriously and includes any malicious electronic communication intended to harm others.

The Sarasota County School Board Laurel Nokomis School prohibit the act of bullying on our campus. Any student who is found to be bullying others according to the above definition and policy will be disciplined according to the Code of Student Conduct. Anyone can report bullying or harassment concerns by talking to the school counselor or teachers or submitting a completed form to a counselor or assistant principal from the district website at https://www.sarasotacountyschools.net/o/scs/page/bullying-prevention.

CLASS PLACEMENT

Placement of students in their academic classrooms is of the utmost importance. A tremendous amount of time is spent creating balanced classrooms, matching students with teachers, attempting to keep the boy-girl ratio as even as possible, and keeping the size of the class in compliance. Specific teacher requests will not be accepted, as we work as a team to create the most balanced and academically appropriate learning environment.

CLASS REASSIGNMENT DUE TO INCREASED/ DECREASED STUDENT POPULATION

Student placement is considered tentative for the first several weeks of school. On occasion, our classes may grow in student population beyond an expected or desirable student-teacher ratio. In such cases, an additional class may be formed with a new teacher. This will require moving students from the overcrowded class to the new class. Should enrollment prove lower than projected, loss of personnel may require a change in teachers or class placement. This will require moving. Should this become necessary, parents will be notified, and all efforts will be made for a smooth transition. In either case, administration will ensure a fair procedure by which classes are adjusted to create balanced learning environments. Please note: All classrooms are subject to change pending the results of the 5-day student enrollment count in August.

The Accelerated Mathematics Program offers accelerated mathematical instruction for elementary students demonstrating an exceptional aptitude in mathematics in grades 3-5. LNS also offers a pre-AMPED in grades 1-2. Aligned with the Florida Department of Education's model for elementary math acceleration, this program prepares students for advanced studies in middle and high school while providing engaging, challenging learning experiences. Accelerated courses move at a faster pace and require a higher level of academic challenge. When placing students into the AMPED, LNS uses state and curriculum assessment.

COMMUNICATION

We will let families know of important upcoming school-wide events, safety and security topics, and educational issues through our school Facebook page (https://www.facebook.com/LaurelNokomisSCS/), through the school messaging system Thrillshare, using phone calls, emails and/or text messages. Administration sends out a weekly Newsletter, The Lightning Letter, each Monday via email. It is important to keep your current phone numbers/address updated in the parent portal. This is the only way you will receive important messages and notifications.

CURRICULUM

Teachers at Laurel Nokomis School follow the Florida State Standards when planning lessons. For complete guides, visit www.cpalms.org.

CUSTODY ISSUES

The safety and security of our students is always a priority at Laurel Nokomis. We will follow the school district guidelines with regards to custody issues.

Parents are responsible for providing copies of court- ordered, signed custody papers which will become a part of the student's cumulative record. Parents are responsible for setting up a Family Access Portal account to have equal access to assessment information, report cards, and attendance. School personnel will not be placed in a position of negotiating parent disputes regarding the release of children as school is a haven for children. Teachers will accommodate parent requests for duplication of information if a student splits time.

DISCIPLINE

Please read and review the Sarasota County's Student and Family Handbook with your child (ren. Laurel Nokomis students are expected to follow, "*The Lightning Way*" throughout the school day and understand that their choices result in consequences.

The Code of Student Conduct can be found in the Student and Family Handbook on the School Board web site: https://www.sarasotacountyschools.net/o/scs/page/section-3-behavior

Behavior which is inconsistent with the Code of Student Conduct will be addressed as needed. The disciplinary actions are described and explained in the Code of Student Conduct.

DISMISSAL SAFETY PROCEDURES

To ensure a safe and orderly exit, Laurel Nokomis School utilized a staggered dismissal. Dismissal times are as follows:

- Kindergarten & 1st Grade: 3:10
- 2nd & 3rd Grade: 3:13
- 4th & 5th Grade: 3:15
- Middle School: 3:15

Parents are required to have a "rainy day" plan in place for bikers, walkers, or if student has a long walk from the bus stop. It is not sufficient for your child to inform the teacher verbally since it has been our experience that children often confuse the dates and procedures. We do not want to jeopardize your child's safety and will not make a change in his/her normal routine unless we have written verification from you. Without a written note (or email) as confirmation, teachers will have to follow your child's normal after school routine. **On rainy days, students will**

not be dismissed to walk or bike if thunder and lightning are in the area. Laurel Nokomis staff will used approved weather programs to make this determination to ensure students leave safely from school.

NO EARLY DISMISSALS WILL BE GRANTED AFTER 2:30PM

We strongly encourage parents to keep their children in school for the entire instructional day. If it is necessary to take your child out of school early, parents are requested to send a note to the front office for early dismissal.

Parents must sign the child out in the main office, show identification, be listed on the pick-up list in Focus, and the child will be called from his/her classroom. If a person other than the parent or guardian is to pick up the child, they must have a written statement from the parents specifying the necessary information, must be on the student contact list, and we will call the parent to verify the statement.

For the protection of all our students, you must show identification and sign the student out prior to leaving the campus. Daily early dismissals must be approved by administration as classroom instruction continues until the end of the school day. Please notify the front office of any early dismissal.

Parents bringing students back to school during the day must return them to the school office and sign them back into school.

Students must be picked up within ten minutes of the designated end time of any activity including dances and sports events. Failure to do so will result in student being excluded from future extracurricular activities.

Students not picked up by 3:40 p.m. will be taken to the front office to contact a parent.

DRESS CODE EXPECTATIONS

The LNS dress code expectations are that students be clean, neatly dressed, and well-groomed always. Distracting styles and provocative grooming interfere with our focus on learning.

It is the responsibility of each student to dress according to the dress code. We seek parent support and monitoring of student's daily dress. Staff members make every effort for consistent enforcement. To avoid loss of class time, students who do not come to school adhering to the dress code guidelines will be sent to ISS and be required to change into school provided clothes to wear for that day or call home for clothes that meet the dress code requirement. A student who continually wears inappropriate clothing to school is subject to further disciplinary action per the Sarasota County Schools Student Code of Conduct.

- Pants, Shorts, & Skirts: Must be waist-fitted and worn to prevent slipping to hip level. Shorts and skirts must be fingertip length or longer (when arms are at your sides). Any holes or tears must be at or below the knees.
- Tops, Blouses, & Shirts: No halter tops, strapless tops, mesh tops, cutoff shirts, spaghetti straps, cutout or backless shirts, or sundresses. No skin shall be visible between the blouse or shirt and the item covering the lower body. All tops must have sleeves over both shoulders
- Shoes: Shoes must have a closed toe, closed back, and soles (i.e. no slippers).
- Hats & Headwear: Caps, hair picks, scarves, sunglasses, and bandanas are prohibited on campus and buses.

- Sleepwear/Costumes: Pajamas, costumes, and/or costume accessories are prohibited.
- Jewelry & Accessories: Jewelry and accessories that pose a safety concern for the student or others are prohibited. No chains or other items should hang off a student's clothing.

ELECTRONIC DEVICES

Students are not allowed to use cell phones, smart watches, laser pens, iPods/iPads, speakers, handheld games, or any other related electronic devices during normal school hours. Such items should not be visible.

Any tampering with school technology equipment is considered a serious breach of school discipline policies.

FIELD TRIPS

Throughout the year, students are permitted to take field trips to further their academic studies. All bus rules apply when students are on field trips. These rules are reviewed with all students during our bus safety drills. It is necessary for parents/guardians to sign a permission form before a child will be allowed to go on a field trip. Signed forms must be returned on time, as verbal permission from parents/guardians will not be accepted at any time. Only enrolled Laurel Nokomis students may attend field trips, younger siblings may not attend. Any parent who would like to chaperone a field trip MUST BE AN APPROVED VOLUNTEER. Please see additional information regarding volunteers.

PLEASE NOTE: Parents that are planning on supervising a field trip that requires supervision of students away from school board appointed employees must be given a Level 2 Clearance, which requires a fee. Visit the Sarasota County Schools website for more information.



FIRE DRILLS AND OTHER SAFETY DRILLS



Safety is a top priority at Laurel Nokomis. Drills are conducted throughout the year so that students and staff are better prepared to respond if an emergency occurs on our campus. Teachers will discuss with their students' proper procedures to be followed during evacuation and lockdown drills. The school will also conduct Severe Weather Drills. If you should arrive on campus during a critical incident response drill, please wait in your car until the drill is cleared.

FOOD SERVICES

Laurel Nokomis will serve breakfast each morning until 8:20 a.m. Please refer to the section titled Breakfast for more information. At lunchtime students may choose hot lunch or cold lunch (sandwiches, nachos, salads, etc.). Please notify the kitchen manager if you do not want your child to add charges to a basic lunch.

Payments for more than one day can be sent in with your child and checks should be made out to Laurel Nokomis Food Service (please include your child's full name and pin#). Parents may pay for lunches using the, My School Bucks App, which directly puts funds into your child's lunch account.

Link to create a School Bucks account: https://www.sarasotacountyschools.net/page/lunch-account-policies/

Each year, students in Sarasota County Schools are issued a student ID badge. Students will scan their badge to purchase items. It is very important that you put your child's pin number on any checks or envelopes with cash that you send to the cafeteria.

WE ENCOURAGE PARENTS TO APPLY FOR FREE OR REDUCED LUNCH for their child, on-line at:

- https://www.sarasotacountyschools.net/FREE



Specific criteria regarding family size and income are used to determine eligibility for free or reduced benefits. All the necessary information is contained in the application. We ask that all families apply, even if you do not think you will qualify. Students may not carry a food charge balance of more than $8.25.

IF YOUR CHILD HAS A FOOD ALLERGY, A DOCTOR'S NOTE MUST BE ON FILE IN OUR HEALTH CLINIC. It is the responsibility of the parent/guardian to provide this documentation to the school nurse. Any questions should be directed to our Food Services Manager at 361-6597.

Lunch Charges

Parents are responsible for ensuring that their child will have the correct amount of money for lunch each day. Students may not carry more than $8.25 in charges. No further charges will be allowed until the charge is paid. If payment is not made, the student will receive a sandwich and milk.

Lunch with Families

After the first two weeks of school, parents/guardians are invited to enjoy lunch with ONLY their child/ren during scheduled lunch periods. Parents must sign in at the main office and provide a valid picture I.D. Parents must be on the contact list and guests not on the list must accompany a parent. Families coming for lunch MUST eat in a designated outdoor area. Staff and students only are permitted in the cafeteria during lunch times.

Parents may only bring their child (ren) outside, as no *additional students may accompany anyone to lunch*. Once lunch is over, parents must exit the building through the front office (sign out). Parents are not permitted to walk their student back to class.



HEAD LICE

Please see School Health Services for information:

https://www.sarasotacountyschools.net/o/scs/page/556-school-health-services

Health Problems

Parents are requested to notify the classroom teacher and the clinic personnel regarding any physical problems your child may have that require special attention and give specific information to be followed during emergency situations.
Please be sure to:

1. Alert the health clinic of any medical problems & provide a doctor's diagnosis when necessary.
2. Keep your child home if he/she shows any signs of illness.

HEALTH ROOM

You will be contacted if your child has a health problem that needs your immediate attention. Otherwise, children will remain in the clinic, checked periodically, and when ready they will be sent back to the classroom. If you are contacted and requested to pick up your child due to illness, it is imperative that the student be picked up as soon as possible. Please do not send your child back to school until the child is completely well and has been free of fever for 24 hours.

If there is an emergency, IT IS URGENT THAT WE HAVE ACCURATE PHONE NUMBERS WHERE WE MAY CONTACT YOU OR THE EMERGENCY CONTACTS in our student information system. Please make changes on the parent portal if any information changes during the school year. Please read the section on "Medication at School".

HEALTH SCREENING

Every year a routine health screening is conducted for specific grade level or new students by the Sarasota County Health Department. Students are screened for height, weight, vision, and hearing. Following the screening, a copy of the results will be sent home.

HOME BAKED ITEMS

The Health Department has determined that foods prepared in a private home shall not be offered to students. Any food items to be shared with students must be commercially prepared and packaged with all ingredients listed on the label. We have students with life-threatening allergies, making this policy an important one to adhere to.

HOMEWORK

Classroom teachers at Laurel Nokomis School follow the School Board of Sarasota County guidelines regarding homework. Parental support in seeing that all homework is completed on a regular basis is requested. Remember all homework is not written and some may be given as long-term assignments requiring students to plan and budget time wisely. Some teachers may elect not to assign homework, but additional practice can be request through your child's teacher. Parents should:

- check child's Agenda Book daily for homework assignments.
- provide a specific time and place for these assignments to be accomplished.
- provide guidance.
- check homework for completion.

PLEASE ALLOW 24-48 HOURS FOR STAFF TO GATHER ASSIGNMENTS MISSED FOR STUDENTS WHO ARE ILL. In most cases, the student needs to accept the responsibility for checking with the teacher upon his/her return to school – *see guidelines regarding make-up work.*

REQUIRED IMMUNIZATIONS

PRE-KINDERGARTEN

- 4 DTPs (Diphtheria, Tetanus, Pertussis)
- 3 Polio
- 4 Hib (Haemophilus influenza Type B)

- 1 MMR (Measles, Mumps and Rubella)
- 3 Hepatitis B
- 1 Varicella (Chicken Pox)

KINDERGARTEN & GRADES 1 – 6

- 5 DPT (Diphtheria, Tetanus, Pertussis)
- 4 Polio-KG-last dose needs to be given on/after 4th birthday
- 4 Polio for grades 1-6
- 2 MMRs (Measles, Mumps and Rubella)
- 3 Hepatitis B
- 2 Varicella (chicken pox)

GRADES 7 – 8

- DPT (Diphtheria, Tetanus, Pertussis)
- DPT 4 Polio
- 2 MMR (Measles, Mumps and Rubella)
- 3 Hepatitis B
- 1 TDaP
- 1 Varicella

The State of Florida Statute 232.032 requires all students entering and attending school to present a Florida Certificate of Immunization Form-HRS 680 or Religious Exemption Form-HRS 681. Immunizations and forms may be obtained from your private physician or the Sarasota County Health Department. BOTH THE PARENT AND THE SCHOOL MUST KEEP A RECORD OF THE CHILD'S IMMUNIZATIONS. STUDENTS WHO ARE NOT IN COMPLIANCE WILL BE SENT HOME.

LOST AND FOUND

Parents are requested to label all items such as coats, sweaters, lunch boxes, book bags, etc., with the child's full name. Students and parents are encouraged to inspect the Lost and Found -- located in the office -- periodically.

Clothing items will be kept for 30 days. After that time, the unclaimed items will be donated to a charitable organization. Personal items such as wallets, watches, eyeglasses, and keys will be kept for a longer period.

MEDICATION AT SCHOOL

The School Board's policy on medication administration by school personnel is very specific. Thank you in advance for your compliance with these rules. Before school personnel can administer any medicine at school, the following criteria must be met:

School personnel can only administer FDA approved medications that have been ordered by a physician, INCLUDING over-the-counter medications such as Tylenol or Benadryl. The physician's order for medicines taken on a regular schedule must include the dose, how the medicine is to be administered, and the specific time of day that the dose is due. The physician's order for medicines taken on an "as needed" basis must include the dose, how the medicine is to be administered, the reason for giving the medicine and the frequency between "as needed" dosages. Parental consent is needed on every medicine that is ordered by the physician. The parent will sign a medication

authorization form on each medication ordered by the physician. This form is available in the health room as well as in all Sarasota County physicians' offices.

Headache Medication

A student may possess and use a medication to relieve headaches while on school property or at a school sponsored event or activity without a physician's note or prescription if the medication is regulated by the FDA for over-the- counter use to treat headaches. (No grade/age restrictions)

All medicines purchased by prescription will have the prescription labels that match exactly the doctor's order. All medicines purchased "over the counter" will be delivered in original, UNOPENED packages and with the child's name on it. Physician orders and parental consents are valid for one entire school year, beginning in the fall and ending on the last day of school.

PARENT/TEACHER CONFERENCES

If you would like to schedule a conference with your child's teacher at any time during the school year, please arrange by note, telephone, or email to the teacher. A conference early in the school year is encouraged. In a private meeting, you can learn what the teacher's expectations are, and the teacher can learn a great deal about your child as an individual. Please do not ask teachers to discuss your child's progress while he/she is supervising students.

PARENT (FAMILY) PORTAL (FOCUS)

Parents and guardians can use the Sarasota County Schools FOCUS Family (Parent) Portal to access academic progress (grades), report cards, standardized test scores, and attendance for their child(ren) on a regular basis. Parents can sign up to use the portal at: https://www.sarasotacountyschools.net/page/re-registration/



The School District of Sarasota County uses the information from as a means of communication between school and home. It is HIGHLY RECOMMENDED that every family sign up on the FOCUS PARENT PORTAL.

PARENT TEACHER ORGANIZATION

PTO

PTO serves to provide a richer learning and growing environment for all our children. The various committees of our PTO perform valuable services and provide many opportunities for the students, parents, and staff. The fundraising efforts of the PTO have afforded many enhancements to our school. We encourage every parent to join PTO! Sign up today! https://www.lnspto.com/

PHONE CALLS TO SCHOOL/MESSAGES



The office cannot be responsible for delivering messages to students except in an emergency. Messages for teachers will be placed in their mailboxes and/or emailed to them, which they check daily. Please note: this does not guarantee a teacher will see the message in time due to teaching. Be sure to review after-school arrangements with your child before he/she leaves for school and contact the teacher in advance. We do not want to jeopardize your child's safety, and we will not make a change in his/her normal routine unless we have a written note or email from a parent. Without a written note/email as

confirmation, teachers follow your child's normal after- school routine. Parents should not call school to change the way students go home.

FOR SAFETY REASONS, we cannot accept phone calls that change the way students are to go home. Again, be sure you have planned with your child before they leave for school AND notify the teacher.

RAPTOR

The Raptor System helps track all visitors to our school and provides a safer more monitored environment for our students and staff. When visitors, volunteers, or contractors check in to the main office, or parents come to pick up students, they will be asked to present a valid state government issued ID for entering in the system. The system can provide alerts on people who may jeopardize the safety of our campus (see visitors).

Raptor Safe simplifies event planning and operations without sacrificing security. It allows families to verify their identification and check in for school events or volunteering with just a few clicks. Parents are encouraged to download the Raptor Safe app for streamlined access to campus.

REGISTRATION

Kindergarten through eighth grade students must register on-line. All new students must have evidence of birth, proof of residency, immunization records (on FL letterhead), and a medical examination. The medical examination requirements state that children entering a Florida public school for the first time are required to present certification of school- entry medical examination performed within twelve months prior to enrollment in school. A child must be five years old on or before September 1st to be enrolled in kindergarten.

It is important to have your correct address, home, and work telephone numbers on record in Focus. Should you move, change your place of employment, or change your home telephone number, please notify the office immediately with Proof of Address Change, such as a lease agreement, power or phone bill or notarized Address Verification Form available at the office. It is very important that the school to have an EMERGENCY NUMBER where you can be reached or a relative, friend or neighbor you authorize us to call should we be unable to reach you in the event of an emergency. The Health Information Emergency Card should be received by the first day of school in August to ensure the school has the most up-to-date information.

RELIGIOUS ACTIVITIES

School Board Policy 4.45 discusses guidelines for religious activities in the schools. More information can be found on the School Board web site.

REPORT CARDS

Parents will receive their students report card electronically on the Student/Parent Portal via FOCUS. "A" through "F" GRADES - These grades, assigned in grades 2-8, are based on numerical averages of work submitted by students throughout the grading period.

- A = Outstanding Progress 90-100%
- B = Above Average Progress 80-89%
- C = Average Progress 70-79%
- D = Lowest Acceptable Progress 60-69%
- F = Failing 0-59%

K-1 report card levels are based on performance levels ranging from limited to exceeding. End of year expectations is a score of 3 and should be demonstrated by the end of the school year.

Report Card Achievement Level

- Above Level: The student is consistently performing and being instructed at an instructional level above what is expected the current grade placement.
- On Level: The student is performing and being instructed at the expected instructional level for the current grade placement.
- Below Level: The student is consistently performing and being instructed at an instructional level below what is expected for the current grade placement. The strategies and/or materials used are also below grade level.

SCHOOL ADVISORY COUNCIL

Laurel Nokomis school is a shared decision-making school. The Laurel Nokomis Advisory Council (SAC) is a group of parents, staff, administration, and community members who meet regularly to make decisions about school policies, instruction issues and school improvement. Please indicate to your child's classroom teacher if you are interested in serving as a member of this group.

SCHOOL INSURANCE

If a child is injured at school, the School District does not have an insurance medical plan that provides coverage for students and the district is not responsible to pay their medical bills. The voluntary Student Accident Insurance Program is a good option for those families concerned about their out-of-pocket medical expenses associated with accidental injuries.

Since the school district is not responsible for payment of accidental injuries, it is important for parents to be properly insured to minimize personal cost if an accident should occur. Twenty-four-hour insurance is also available at additional cost. (See Student Accidents/Insurance).

SCHOOL PICTURES

School pictures are taken two times during the year (fall and spring) for your convenience as well as for file purposes. THERE IS NO OBLIGATION TO PURCHASE ANY OF THE PICTURES; however, all pictures must be returned to the school if not purchased.

SCHOOL RESOURCE OFFICER



The safety and well-being of our students is important to us. The school district's dedicated team of School Resource Officers, safety personnel and campus safety monitors work 24/7/365 with local law enforcement and emergency personnel to keep our schools safe and community secure. Please feel free to contact our SRO, with any safety questions and concerns you may have.

STUDENT ID/BADGES



All students in grades K-8 are required to wear ID for safety purposes. Badges will be given at the start of the school year. School badges will be used for identification as well as school transportation, lunches, and media center. Students who have been issued identification badges but fail to wear the badge in a visible manner while on school district property will be disciplined per the SCS Student Code of Conduct (https://www.sarasotacountyschools.net/documents/parents-and-students/student-handbook-and-family-handbook/section-3-%E2%80%93-behavior/589876).

STUDENT SUPPORT SERVICES

Student Support Services encompasses Exceptional Student Education (ESE) and Student Services. Student Services includes School Guidance Counselors, Psychologists, Social Workers, Administrators, ESE Instructional Failitators, ESE Behavior Coach, Literacy Interventionist, and Nurses who work daily throughout the system to facilitate and support educational programs for all our students in Sarasota County. The goal of Student Support Services is to support and promote academic achievement, citizenship, and readiness for work in the global community for all students by identifying, coordinating, and providing resources and services.

TRANSPORTAITON

Bicycle Safety/Racks

Two fenced bicycle areas have been provided on campus. Grades K-5 and Grades 6-8 student bicycles are housed separately at each of the two locations. One is located on the southwest side of the campus near Old Albee Farm Road, and one is located on the North side of the campus near Laurel Road. Even though the bicycle areas are fenced, the school accepts no responsibility for bicycle security. This is an individual student's responsibility. The following rules have been established for students' safety and bicycle security. Students who do not obey these rules will not be permitted to ride their bicycles to school.

- Ride or walk bicycle in a single file to and from school.
- Walk your bicycle once you are on the school grounds and across all streets.
- Park and LOCK bicycle in the fenced bicycle areas and go directly to your designated location.
- Do not touch another student's bicycle.
- Never pull others on your bicycle.

Bus

*Parents must register their child for the school bus! Click here to register:

https://www.sarasotacountyschools.net/page/transportation/

Bus transportation is provided to students in grades K through 8 if they live two miles or more away from school. Students may not ride the bus other than the one they are assigned.

Bus/car zones

The bus zone is in the front of the school and is entered from Old Albee Farm Road. There is no parent drop off/pick up of students at Old Albee Farm Road school entrance. This is for buses only. All parents who are bringing or picking up students in cars should do so by entering the parking lot from Laurel Road.

Please be aware of the speed bumps in the parent pickup areas. As you enter, the left lane will be a continuous movement lane for parents who desire to park cars and to escort their children to or from class. Please use the left lane -- continuous movement -- to take you to the parking lot on the east side of the gym. Do not attempt to park in the same lot as the drop-off/pickup or your car will be blocked. The right lane is designated for parent drop-off/pickup. Parents are asked to line up in the right lane which circles around to the gym. An adult will be stationed at each of the openings in the fence to provide optimal safety for children. Please make sure you are actively monitoring the car line as adults will be prompting vehicles to pull up when space becomes available to keep things running efficiently.

The adult picking up must have the ORANGE car tag for the 26-27 school year.

All children must follow the safety policies established by the transportation department. These rules include, but are not limited to:

Students will conduct themselves in an orderly manner at the bus stop before and after school.

- Stand off the roadway while waiting for the bus.
- Upon the driver's signal, cross roadway immediately, ten paces in front of the bus.
- Always stay in your seat while bus is moving.
- Keep your arms and head inside the bus & bus windows.
- Unnecessary conversation with the driver is dangerous.
- The driver is in full charge of the bus students. Students must obey the driver.
- The driver must assign students' seats. Seats may be reassigned if necessary to promote order.
- Students must be on time: the bus cannot wait for those who are tardy. (It is suggested that students arrive at their bus stop at least five minutes before scheduled arrival of bus.)
- No eating, drinking, or chewing gum is allowed on the bus.
- Absolute silence at all railroad crossings is necessary.
- Profane or obscene language or gestures are prohibited.
- No phones, radios, tape players or other electronics are allowed.
- Large objects that cannot be held in the student's lap or that interfere with seating safety of others will not be permitted.
- Animals, snakes, frogs, etc… (dead or alive), glass containers, sharp objects, balls, bats, cutting instruments, fireworks, balloons, and any similar items are NOT allowed on the bus OR AT SCHOOL.
- No object is allowed to be placed in the aisle or in the way of the emergency exit or the front door.
- Students must follow the Sarasota County Schools Student Code of Conduct (https://www.sarasotacountyschools.net/documents/parents-and-students/student-handbook-and-family-handbook/section-3-%E2%80%93-behavior/589876).

For violating these rules, a student may be reported by the driver to the school administration who must implement specific disciplinary procedures as outlined by the Sarasota County Board policy, which could result in suspension of bus riding privileges. Transportation progressive discipline is as follows:

- 1st Referral — 1 day bus suspension (Both AM and PM)
- 2nd Referral — 3 days bus suspension (Both AM and PM)
- 3rd Referral — 5 days bus suspension (Both AM and PM)
- 4th Referral — May result in revoking of bus privileges.

Students will not be permitted to ride a bus home with a friend, even if the parent sends a note. Only students registered for the specific bus may ride.

TELEPHONE USE BY STUDENTS

Students may not make telephone calls, send, or receive text messages during the school day. In cases of emergency, school staff will place any needed calls.

Cell Phones: Students carrying a cell phone must keep the cell phone in a backpack upon arrival and

keep the cell phone turned off until dismissal at 3:15 p.m. If the cell phone rings during school hours or if the student uses the cell phone in any way, it will be given to an administrator. Students may pick up after school on the 1st violation and parents must pick up on any further violations.

Wireless earbuds must be off and away while on campus. Headphones may be used for instructional purposes only.

TESTING/ASSESMENT

The Florida Department of Education introduced the Coordinated Screening Progress Monitoring (CSPM) System assessments. These include the Florida Assessment of Student Thinking (FAST) for students in Grades 3-10 and the STAR assessments for students in Grades KG – 2.

- All assessments will be given on the computer and assess the state's new grade-level standards. These standards are called the Benchmarks for Excellent Student Thinking (B.E.S.T.).
- The CSPM system will require all students in grades KG-10 to participate in three assessments, one at the beginning of the school year, one mid-year and one at the end of the school year.
- The first two assessments are progress monitoring, which is given to better inform teachers about their students' understanding of grade level curriculum during the school year. This will enable teachers to better align their instruction to individual student needs.

For more information about testing and specific grade level information, please visit: https://www.sarasotacountyschools.net/page/learn-about-testing

TOYS/ITEMS FROM HOME

Please do not allow your child to bring in toys from home. This includes, but not limited to, items such as fidget spinners, stuffed animals, toy cars, and playing cards. These items often become a distraction and will be taken by school staff to refocus the student. The school is not responsible for lost/missing items and school personnel will not be responsible for the investigation of missing items.

Additional Prohibited Items:

- Chains: any chain not being used for the purpose for which it was normally intended, capable of harming an individual.
- Firearms: any kind of gun – whether operable or inoperable, loaded or unloaded – including but not limited to hand/zip pistol, rifle, shotgun, bb gun, starter gun, air gun, facsimile gun, antique gun, explosive propellant, or destructive device. Toy guns and water guns are also prohibited.
- Knives: Any kind of knife, including but not limited to: switchblade or hunting knife, kitchen knife.
- Aerosol Products: Any aerosol products including deodorants, perfume or cologne sprays are not allowed at school.
- Pipes, razor blades, pointed instruments or any object or material deliberately used to inflict harm on another person or used to intimidate or harass any person.
- Shock Pens, laser pointers, gum, etc.

VISITORS

All visitors to campus must report to the office. Visitors MUST show a valid government issued photo I.D. and always wear the visitor's badge. This includes parents who are walking their child to class and having lunch with their children. Please remember, if you are having lunch with your child, only your child will be allowed to leave the cafeteria to have lunch with you in the courtyard. Student visitors are not permitted. Parents who have a volunteer badge are also required to sign in. (Please see Raptor).

VOLUNTEER PROGRAM

We have a very active volunteer program at Laurel Nokomis school. Volunteers read one-on-one with individual students, work with small groups for instructional activities, help children with special needs, chaperone field trips, do clerical work or assist with library tasks and material preparation.

All volunteers must be approved by the School District Volunteer office. Volunteer applications are completed online through the Sarasota County Schools website. (https://www.sarasotacountyschools.net/page/volunteer) The Florida Department of Law Enforcement (FDLE) reviews applications for approval. All FDLE approved volunteers must be within eyesight or hearing distance of a school board employee. Please note that for you to accompany your child on a field trip, you MUST be approved as a volunteer before the trip.

WALKING ROUTES

The following are walking routes suggested by the Transportation Department:

- By way of Mission Valley Boulevard, east on Laurel Road to an adult crossing guard at Albee Farm Road and Laurel Road, Laurel Road to school area.
- Macintosh Road to Vermeer Drive, Wyeth Drive, Sorrento Woods Boulevard, Laurel Road to an adult crossing guard at Albee Farm Road and Laurel Road, Laurel Road to school area.
- Olive Avenue, Venetia, Curry Avenue, Orange Grove Road, Kilpatrick, enter pathway north of Kilpatrick to school area.
- Edmonson, Irene, Kilpatrick, enter pathway north of Kilpatrick to school area.
- Riverview Street, Florence Street, Padua Court, River Boulevard, Lucille, Dona Way to an adult crossing guard, Albee Farm Road, Pine Street, enter pathway to school area.
- Sunset Avenue, Lakeview, Mt. Pleasant, Collins Road, Laurel Road to an adult crossing guard at Albee Farm Road and Laurel Road, Laurel Road to school area.
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Crossing Guards for Laurel Nokomis School:

1. Albee Farm Road and Laurel Road
2. Albee Farm Road and Dona Way
3. Old Albee Farm Road and Laurel Road

K through 5th Grade Walkers/Bikers

All our Kindergarten through fifth grade walkers will be required to fill out a permission slip indicating the route they will be taking and whether they need a guardian to accompany them. Students will be given tags to attach and display on their backpacks to alert staff of their dismissal route and permissions.

WITHDRAWAL PROCEDURES

When moving out of the Laurel Nokomis School Zone, please notify our registrar as soon as possible (in writing or by phone) so that the necessary paperwork can be completed. Please note the last day your child/children will be in attendance. All textbooks should be returned to the teacher and library books need to be returned to the Media Center before your child's last day at Laurel Nokomis School. Withdraw forms can be found in the front office.

When you enroll in another school, that school will request that student records be sent by mail. Health information can be given to the parent/guardian to be hand- carried to the new school.