Venice Elementary School

2026-2027

IMPORTANT THINGS TO KNOW

1. **CONTACTS (EMERGENCY & PEOPLE WHO CAN PICK UP YOUR STUDENT):** Any and all changes to your contact pick up list must be made through the FOCUS Parent Portal. You must login to the FOCUS portal to make changes via a website (Chrome is preferable). Please allow 24 hours for those updates to be approved.

2. **ATTENDANCE:** Student attendance is vital to your child's academic performance and success. Doors open at 8:00am for breakfast, then 8:15am the bell rings for the students to head to class. Student are expected to be in their classrooms at 8:25am to begin the day with the morning news. Any student arriving AFTER 8:30am will need to be accompanied by their parent to the front office and will need to be signed in with a parent signature and noting the reason for the tardy. Please note that excessive absences, tardies and early dismissals will be handled by our Attendance Team and/or Truancy officer. Please understand that Reassignments can be revoked if you do not adhere to our attendance policy.

3. **ABSENCES**: Absence notes can be uploaded directly in your FOCUS parent portal via a computer. If you do not have access to a computer, please send an email to the following email address **when they return to school**: **0211CONTACTVES@sarasotacountyschools.net.** Please note that an absence is excused only if they have been ill, or you provide a doctor's note. We must receive a written absence note from you **within 3 days** of their return to school, otherwise it will be remain as an UNEXCUSED absence.

4. **CHANGE OF DISMISSAL:** If you or someone on your contact list will be picking up your child from school early, ***please notify us in writing before 12:00pm***. One time, or temporary, change of dismissal plans should be emailed to: **0211CONTACTVES@sarasotacountyschools.net** before noon on the day of the change. In fact, the earlier in the day you send that email, the better. The **parent/legal guardian** must be the one to email that request. Permanent changes in dismissal plans can be made by completing a new Dismissal form that are available in the front office. **No early dismissal sign outs after 2:45pm**.

5. **ADDRESS/CONTACT CHANGES:** To update an address, we require a proof of address (utility bill such as FPL or water, or a lease agreement) in order for us to change the records. In some instances, you may need to request a reassignment if your new address is outside of the VES attendance zone.

6. **BUS INFORMATION:** If you live in our attendance zone, you will register for the bus through your Registration form or your Re-registration form. If your transportation needs have changed, please contact the Registrar.

7. **FOOD & NUTRITION:** Please visit www.myschoolbucks.com to create an account to pay for meals and visit https://sarasotacountyschools.nutrislice.com/ to check out the breakfast and lunch menus.

8. **BECOME A VOLUNTEER:** If you are interested in becoming a VES volunteer, be sure to complete a volunteer application, as it can take some time for your application to be approved. Level 1 volunteers can help on campus, but you must be a Level 2 to go on field trips. Please note that Level 2 requires getting fingerprinted. To apply, please visit the Sarasota County Schools website at www.sarasotacountyschools.net

9. **VISITING OUR CAMPUS:** If you are interested in walking your student to class, planning to have lunch with your student, or dismissing them early from school, you will need to present your driver's license or government ID each time you visit.

10. **SOCIAL MEDIA:** Please join VES's Facebook Page to stay connected https://www.facebook.com/veniceelscs and visit our Instagram page at https://www.instagram.com/veniceelscs. We also have an incredible PTO, and encourage you to visit their Facebook page: https://www.facebook.com/veniceelementarypto for more info.

Have Questions? Please refer to the Family Handbook for more detailed information, or contact the Registrar, Kelly Marsh, at 941-486-2111 or email: Kelly.Marsh@sarasotacountyschools.net