

# Gulf Breeze Elementary School

2026-2027

## Parent/Student Handbook



Our Mission: To love, educate, and prepare all students for graduation and a successful future.

Nadia Colin, Principal  
Brooke Williams, Assistant Principal

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Phone: 850-934-5185

Doors open at 7:50 a.m.  
Students in class at 8:00 a.m.  
No early checkouts after 1:45 p.m.  
Dismissal 2:29 p.m.



Welcome to the 2026-2027 school year at GBE!

Our theme this year is: MAKING WAVES!

At Gulf Breeze Elementary, we are Making Waves! Next year, we are excited to be making waves in academic achievement, leadership, kindness, and school pride. At GBE, we believe great things happen when students, staff, and families work together to create a school where everyone feels valued, challenged, and inspired.

Our Dolphins show us every day what it means to go with the flow, rise above challenges, and make a positive impact on those around them. Whether in the classroom, on the playground, or in our community, we are creating waves of excellence that make GBE the best place to learn, grow, and belong.

Together, we will:

- Make waves in learning through growth and achievement
- Make waves in leadership by setting positive examples
- Make waves in kindness through respect and teamwork
- Make waves in our community by showing Dolphin pride

At GBE, we aren't just riding the waves... we're MAKING them! 🐬 ❤️

*Here's to a fantastic year at Gulf Breeze Elementary School!*

Thank you for your support and partnership.  
Nadia Colin, Principal & Brooke Williams, Asst. Principal

## *Items Included in Our Handbook:*

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### Website & Social Media

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### \*Additional Resources

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### \*Making Waves at GBE

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## Arrival & Dismissal Procedures

GBE Doors open at 7:50AM. Wait for the doors to open and staff to be present before allowing students to exit your car or arrive at school as a walker, biker, or school rider.

School starts at 8:00 AM. The tardy bell rings at 8:15 AM.

FOR SAFETY REASONS, ANY CHANGES TO YOUR CHILD'S PM TRANSPORTATION MUST BE COMMUNICATED IN ADVANCE via A NOTE SENT TO THE SCHOOL.

- *It IS NOT SAFE to communicate transportation changes directly with your child's teacher via text/email/direct message, etc.*
- *Rationale: Sometimes our internet is down. A teacher may be absent or unable to receive these messages. Or... most likely, they are busy teaching your children, not regularly monitoring email, etc. 😊 Therefore... **send in a note!***

## Arrival & Dismissal Procedures: BUS / Transportation & Bus Rules

- All families are encouraged to utilize the bus... students will never be counted as late to school if they are on a bus that arrives late. 😊
- Be patient, especially, the first few weeks of school as our teachers and drivers ensure every bus rider is on the correct bus at the end of the day.
- Students are not allowed to ride a bus with a friend.
- DOWNLOAD the My Ride K-12 App!
- If you have concerns or questions about your bus rider's experience, please contact your child's bus driver at the earliest sign of an issue. Our amazing Bus Drivers are happy to ensure seating charts are implemented and followed, as well as bus safety/behavior rules. Your Bus Driver is your best point of contact for all bus issues.
- For route concerns, or issues that could not be resolved by communicating directly with your child's Bus Driver, contact Student Transportation of America at (850) 936-6004 and ask to speak with a South End Supervisor or visit <https://www.santarosashools.org/o/srcds/page/transportation>
- Riding the bus is a privilege; good behavior is required.

The following specific rules are posted in each school bus:

1. DO NOT stand on roadway while awaiting bus.
2. Remain in your seat with the seatbelt buckled at all times while bus is moving.
3. Keep all body parts inside the bus at all times.
4. Do not throw any object or material on the bus or out of a bus window or door.
5. Walk ten (10) feet in front of the bus and wait for the driver's signal before crossing the road.
6. Unnecessary conversation with the driver is dangerous. Please remain quiet.
7. Absolute silence is required at all railroad crossings.
8. The driver is in full charge of bus and students. Students must obey the driver.
9. The driver will assign a seat to each student who rides the bus.
10. No eating, drinking, or using of tobacco products is allowed on the bus.

11. Students should be at their designated stop 10 minutes prior to scheduled bus pickup time; the bus cannot wait for those who are tardy.
12. Students must exit the bus at their designated stop only unless written permission is granted by school administration.
13. Riding the bus is a privilege. Do not abuse it.
14. Students riding Santa Rosa County District School buses may be subject to video recording for disciplinary purposes.

The bus driver is responsible for the safe operation of each vehicle. Therefore, the driver has the authority to assign seats, restrict movement, and set other rules which he or she deems necessary for the orderly and safe operation of the school bus.



**NEED TRANSPORTATION HELP?**

Please enter a Transportation 411 ticket.

Note: This is NOT for transportation changes. This information does NOT get forwarded to the school sites.



SANTA ROSA



**MY RIDE K-12**

My Ride K-12 will be the bus tracking app for 2026-2027!

- ☒ TRACK YOUR STUDENT'S BUS
- ☒ SAFE AND CONFIDENTIAL
- ☒ EASY TO USE

SANTA ROSA COUNTY DISTRICT SCHOOLS

### Morning CAR RIDER Drop-Off (7:50–8:00 AM)

- Drop off your child in the designated car rider line only.
- If your child eats breakfast at school, please arrive by 7:55 AM.
- Drivers must stop fully and wait for staff to signal before your child exits on the curbside. For safety, do not exit vehicles on the driver's side. Please be sure children are unbuckled/out of car seats and ready to unload.
- Children will exit cars independently; please stay in your vehicle. Please ensure your passenger side door is clear so children may exit easily. Do not allow students to exit from the driver's side of the vehicle.
- Pull all the way forward. Have your child ready to exit quickly to keep the line moving smoothly (students need to unbuckle and be fully packed up and ready to exit).
- If your child needs assistance exiting your vehicle, do not park near our flag pole, instead, find a designated parking spot at the middle school and walk your child to the GBE sidewalk. Another option

is to pull all the way to the end of the car rider drop-off line so you can assist your child and not hold up the rest of car rider line.

- No cell phone use in the car rider line for safety.
- After 8:15 AM, parents must park, escort tardy students inside, and sign them in at the front office with ID.

#### **Afternoon CAR RIDER Pick-Up (after 2:15 PM)**

- Wait until 2:15 PM to pull forward in front of the school.
- If entering at the GBE east parking lot entrance/ heading eastbound on Highway 98, make an immediate right turn into the loop. This prevents traffic being backed up on Highway 98.
- Display the school-issued car tag with your child's assigned number; if you don't have one, contact the front office. If you forget your tag, you will need to come in with ID to have your child released to you. Please park in the parking lot.
- Staff will assist children into cars; please stay in your vehicle. Please ensure your passenger side door is clear so children may enter easily.
- No parking and walking to pick up students.

#### **Walkers, Bikers & Scooter Riders**

- Drop off or wait at the campus edge by the bus ramp or front of school; do not escort children into the building.
- Bikers and Scooter Riders must dismount and walk their bike/scooter when on campus.
- Bikers and Scooter Riders must wear helmets and use the bike or scooter rack by the bus ramp.
- In the event of rain or inclement weather, a note should be sent in with your student to his/her teacher for alternate plans. For safety reasons, we are unable to accept phone calls to change a student's way home. Please plan ahead.

#### **Important Times:**

- Student car-rider drop-off begins at 7:50 AM (supervision begins at 7:50 AM).
- No walkers, bikers or scooter riders may arrive before 7:50 AM.
- School starts at 8:00 AM. All students should be on campus. The tardy bell rings at 8:15 AM.
- Dismissal is at 2:29 PM.

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#### **Attendance & Truancy**

Good attendance is key to success! We are required by Florida Statute 1003.21(3) or 1003.24 to monitor and track student attendance. Excessive absences (excused or unexcused) may require a meeting with our MTSS Team and/or Social Worker visit(s).

- Excused absences or late check-ins/early check-outs include illness, family emergencies, medical appointments, religious holidays, or court dates. Please notify the school within 3 days using a note, FOCUS, or our website.
- Unexcused absences include vacations, truancy, missing the bus, oversleeping, etc.
- After 5 unexcused absences in 30 days or 10 in 90 days, truancy paperwork will be sent.
- Arriving after 8:15 AM requires sign-in at the front office; 3 unexcused late to schools or early check-outs equal 1 unexcused absence.
- If an early check-out is necessary, do so no later than 1:45 PM. This is for student safety as our office and dismissal time is extremely busy as we ensure over 800 students get where they need to be at the end of the day.
- The principal has the authority to retain students who have been absent 20 or more days excused and/or unexcused.

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## Before & After School Care

Our “Latchkey” program offers childcare before and after school on campus, run by Santa Rosa Community Schools. Contact (850) 934-4095 or visit their website for details.

[www.santarosashools.org/page/santa-rosa-community-school](http://www.santarosashools.org/page/santa-rosa-community-school)

**SANTA ROSA COMMUNITY SCHOOL**  
 David Sigurnjak, Director  
<https://coms.santarosashools.org/>  
 6658 Park Avenue, Milton, FL 32570 (850) 983-5650  
 875 Gulf Breeze Parkway, Gulf Breeze, FL 32561 (850) 934-4095

**EXTENDED DAY  
 Before and After School Childcare  
 AUGUST 10, 2026 - May 25, 2027**

6:15a.m. - School Starts  
 (only offered at selected schools & start times may vary)  
 After School - 6:00 p.m.

Ages 5-12 (must be attending elementary school)  
 TR Jackson PreK (Ages 3-5, Certificate# C01SR0035)

**REGISTRATION FEE: \$25.00 PER FAMILY**

Flexible Days & Multi - Child Discount  
 (All children must attend all 5 days in the same week)  
 5 days per week - 1 child \$65.00  
 5 days per week - 2 children \$125.00  
 5 days per week each additional child (from same family) - \$30.00 per child  
 Less than 5 days per week - \$13.00 per day per child  
 MINIMUM OF 2 DAYS PER WEEK

**REGISTRATION begins July 20th @ 8:00 a.m.**

**Morning Fees:**  
 Weekly rate of \$20.00 per child  
 (There is NO per day rate for morning)

**Afternoons & Mornings:**  
 5 days per week—1 child—\$85.00  
 (\$65 afternoon rate plus \$20 morning rate)  
 5 days per week—2 children \$165.00  
 (\$125 afternoon rate plus \$40 morning rate)  
 5 days per week—each additional child from the same family \$50.00  
 (\$30 afternoon rate plus \$20 morning rate)

**NON SCHOOL DAYS (Excludes TR Jackson PreK)**  
**DATES & DEADLINES:** located under Non School Days  
 \$20.00 per child, per day  
 Includes all activities, breakfast, lunch, snack  
 DROP-OFF: by 7:30 A.M. & PICK-UP: 6:00 P.M.

Visit our Website or go to [santarosaregaleya.com](http://santarosaregaleya.com)

## Cafeteria Guidelines for Students

- Use the restroom before entering.
- Collect all items such as milk, condiments, napkins, utensils as you exit the lunch line and before you sit down.
- Sit quietly at your table; raise your hand for help.
- Use inside voices and good manners.

## Cafeteria Guidelines for Visitors:

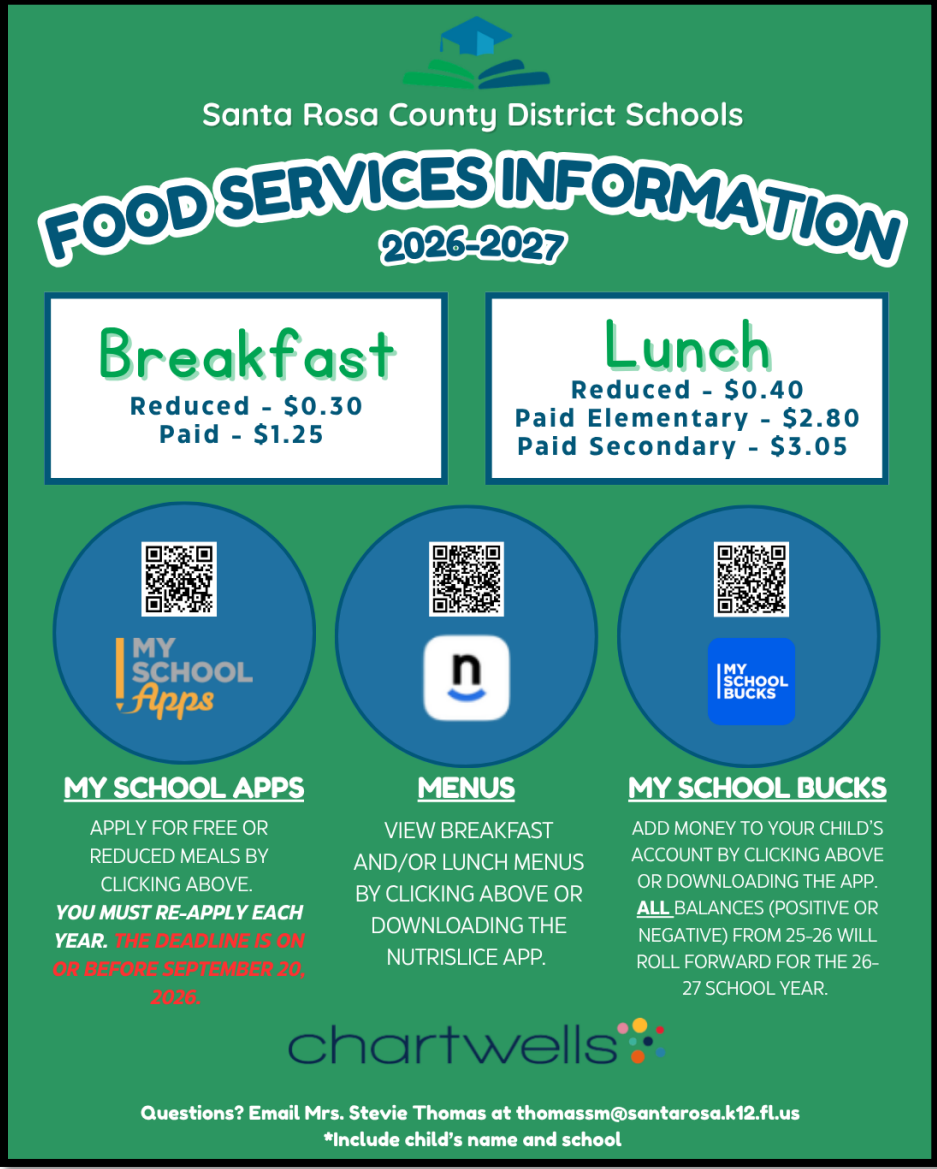
### TOP TEN THINGS TO REMEMBER WHEN EATING LUNCH WITH YOUR STUDENT @ GBE

1. We kindly ask that you come no more than once a week to allow your child time to socialize with friends at lunch and please avoid Fridays as this seems to be our most crowded day.
2. Our space is very limited so please understand that two guests is all we can accommodate or there will not be enough room for other students to sit with their visitor at the guest tables.
3. Leave your mobile devices tucked away. To respect the privacy of all students, do not take pictures/videos of students – we ask that you not be on your cell phones while in the school.
4. Do not offer to share or buy food for other students as you do not know what allergies or food sensitivities exist. If you are celebrating a birthday, you must make prior arrangements with the teacher, and we only allow pre-packaged items (no homemade food).
5. Each person wishing to enter GBE must show/scan valid state issued ID to enter the building.
6. Remember that only people listed in FOCUS or on the student information card are allowed to have lunch with a student at GBE.
7. Follow all instructions by GBE staff. If you see an issue in the cafeteria, please do not address it yourself. Enlist the assistance of one of our staff members.
8. Student restrooms are exclusively for students. We have adult restrooms for adults.
9. While on campus, the visitor sticker provided to you at the office must be always visible on your shirt.
10. You may only visit the cafeteria, please do not wander the hallways or go elsewhere in the building. Please sign out and exit using the front doors immediately after your student's lunchtime is finished.
11. Visitors will not be able to eat lunch during the first few weeks of school as we establish routines and procedures. Visitors can begin on Monday, August 31, 2026.

## Cafeteria & Food Service

- Breakfast (\$1.25) served 7:50-8:10 AM; Lunch (\$2.80) includes an entrée, sides, and milk.
- Pack non-perishable lunches; no refrigeration or microwaves available.
- Pack healthy, easy-to-open items.

- Prepay meals by cash, check (to Gulf Breeze Elementary Food Service), or online through MySchoolBucks.
- No external food deliveries allowed (restaurants, GrubHub, Door Dash, etc); parents may drop off lunches if needed, on occasion.
- Free/reduced lunch applications are available online or by paper, which need to be resubmitted each year. Parents/Guardians are responsible for all meal payment until meal applications are approved. You can apply at [www.myschoolapps.com](http://www.myschoolapps.com)



  
 Santa Rosa County District Schools  
**FOOD SERVICES INFORMATION**  
 2026-2027

|                                                       |                                                                                         |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------|
| <b>Breakfast</b><br>Reduced - \$0.30<br>Paid - \$1.25 | <b>Lunch</b><br>Reduced - \$0.40<br>Paid Elementary - \$2.80<br>Paid Secondary - \$3.05 |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------|

  
  
**MY SCHOOL APPS**  
 APPLY FOR FREE OR REDUCED MEALS BY CLICKING ABOVE.  
**YOU MUST RE-APPLY EACH YEAR. THE DEADLINE IS ON OR BEFORE SEPTEMBER 30, 2026.**

  
  
**MENUS**  
 VIEW BREAKFAST AND/OR LUNCH MENUS BY CLICKING ABOVE OR DOWNLOADING THE NUTRISLICE APP.

  
  
**MY SCHOOL BUCKS**  
 ADD MONEY TO YOUR CHILD'S ACCOUNT BY CLICKING ABOVE OR DOWNLOADING THE APP. **ALL** BALANCES (POSITIVE OR NEGATIVE) FROM 25-26 WILL ROLL FORWARD FOR THE 26-27 SCHOOL YEAR.

  
 Questions? Email Mrs. Stevie Thomas at [thomasm@santarosa.k12.fl.us](mailto:thomasm@santarosa.k12.fl.us)  
 \*Include child's name and school

## Cell Phone & Communication Devices

- All student cell phones, smart watches, and other communication devices must be turned off and stored in backpacks during the entire school day.

- Students needing to contact parents for emergencies may do so through the school office.

Students in elementary and middle school may possess a wireless communications device while the student is on school property or in attendance at a school function; however, elementary and middle school students may not use a wireless communications device during the school day.



## Florida House Bill 1105



**2026-2027 EXPECTATIONS FOR K-8  
STUDENTS WITH CELL PHONES**

HB 1105 went into effect July 1, 2025, which requires all K-8 students to follow a state-mandated policy regarding student cell phone use. This policy is designed to minimize distractions, promote engagement, and support safe environments for all students.

### WHAT HB 1105 REQUIRES

|                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="text-align: center; margin-bottom: 10px;">  <b>Allowed</b> </div> <p>Phones may be brought to school but must <b>remain powered off</b> and <b>stored out of sight</b> during the school day.</p> | <div style="text-align: center; margin-bottom: 10px;">  <b>Not Permitted<br/>During School Hours</b> </div> <p>Phones may not be used during the school day (class, transitions, lunch, recess, in restrooms, etc.)</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Questions?**

Please refer to the 2026-2027 Code of Student Conduct for the full district policy. If you have additional questions, please contact an administrator at your child's school.


**If you need to reach your child, you will need to contact the front office.**

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## Communication & Safety

- Update your address, phone numbers, and emergency contacts via our Front Office as soon as a change is made. Parents are unable to make changes in FOCUS or add additional emergency contacts. We have an “Add to FOCUS” sheet for you if you need to add/update emergency contacts. Proof of residence is required for address changes.
- Provide current custody paperwork; the school must follow legal orders.
- Early check-outs should occur before 1:45 PM with photo ID. Only authorized persons listed in FOCUS may pick up students. Notify the office in writing for emergency changes.
- If you have concerns or questions, please contact your child’s teacher at the earliest sign of an issue to set up a conference. Our amazing teachers know your children and will be your best point of contact.

- For conferences or classroom visits, please schedule ahead, sign in at the office, and wear a visitor badge.
- To prevent classroom disruptions, please limit dropping off forgotten items to the front office such as water bottles, lunches, etc. unless absolutely needed. Parents will need to communicate directly with their child's teacher for any items dropped off at GBE. \*Water fountains are located throughout the campus in the event a child forgets his/her water bottle.

It's everything SRCDS,  
in your pocket.

News

Events

Documents

Staff

Dining

Notifications

Download on the  
App Store

Download the Santa Rosa County District, FL app from the iOS App Store or Android Play Store and enable Notifications.

# COMMUNICATION

# 2026-2027

1

## District App

- Download the district app: "Santa Rosa County District, FL" (iOS Apple Store or Android Play Store)
  - Enable notifications.
- The app includes:
  - News, Events, Staff, Documents, Notifications, Dining Menus
  - Schoolwide and District Alerts/Notifications
  - Rooms Access for Teacher Communication

2

## Alerts

- Alerts may be sent by call, text or email
- Make sure your contact information in FOCUS is accurate and up to date
- Information syncs nightly from FOCUS (Student Information System)
- Update notification preferences in your FOCUS Parent Portal

3

## Rooms

- Returning Families to SRCDS
  - Automatically added to classes in August 2026 once schedules are finalized
  - Be sure to update your district app
- New Families to SRCDS
  - Receive an email invite or SMS in August 2026 (sent to your email or phone number on file)
  - Use your FOCUS email or phone number to create a password and log into the district app
- ROOMS (located in the district app)
  - View teacher announcements
  - Access materials
  - 1:1 communication and messaging with teacher(s)

## Download the app today!

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## SRCDS Frequently Used Apps

2026-2027



**SRCDS  
App**

Search "Santa Rosa County District, FL" for this app. This app is utilized for communication at the district, school, and classroom level. You can stay up-to-date by downloading this app to access website information, school alerts, and classroom communication. It also opens the line of parent/teacher communication by allowing for private messaging. Your log in for this app is directly tied to your email address in the FOCUS Parent Portal. All log ins are synced nightly, so use the email in your child's FOCUS Parent Portal account to get started.



**MySchool  
Bucks**

This is a quick and easy way to load money to your child's lunch account for meals and/or ala carte items. Some schools also utilize this app to easily pay school fees, field trips, etc. You will need your child's student ID number to link your child to your account.



**SRCDS  
FOCUS  
App**

This is the app that allows easy access to the FOCUS Parent Portal. The portal includes student information, grades, assignments, attendance, and more. Be sure you have your notifications checked with permissions to call, text, and/or email so we can provide updates to you. To download, search for "Santa Rosa County School Apps" in your app store.

Note: FOCUS allows multiple parents to each have their own FOCUS account. Each parent is able to use their own personal email. You simply link a student to your account using the FOCUS Parent PIN (obtained from the school).



**My Ride K-  
12**

Safe, secure, and easy to use, My Ride K-12 is our official bus tracking app for the 2026-2027 school year. With the My Ride K-12 app, parents and students can quickly access bus stop locations, routes, and pickup times anytime, anywhere. The app also provides real-time updates and push notifications. Already used the app last year? You're all set - no action needed. New to the district? Simply download the app and create an account. You will need to enter your child's name (as it appears in FOCUS) and his/her Student ID number to view transportation details.



**MySchool  
APPS**

This is how you apply for Free & Reduced Lunches. All applications are done online. This is a quick & efficient way to apply for Free & Reduced Lunches. Simply go to [www.myschoolapps.com](http://www.myschoolapps.com) to apply today.



**Nutrislice**

Nutrislice is an app that allows parents to view menus for their child's school for breakfast or lunch through our food service provider, Chartwells. Start by searching for "Santa Rosa County District Schools" and then selecting your child's school. This also provides nutritional information, allergen information, and more.

For additional information please visit our website at [www.santaroschools.org](http://www.santaroschools.org) or email [PIO@santarosa.k12.fl.us](mailto:PIO@santarosa.k12.fl.us)

# How To for Families: FOCUS Parent Portal

## Step 1: Login

- Login to the FOCUS Parent Portal via the website or the FOCUS app.
- Website (linked below or scan QR Code)
  - <https://santarosa.focusschoolsoftware.com/focus/>
- App: Santa Rosa County Schools Focus App
  - Note: App Icon is an owl with a graduation cap (see picture)

### Website



### App



## Step 2: Linking Students

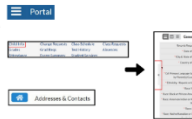
- If your student(s) are not linked to your Parent Portal account, you will need the following information:
  - Student ID, Parent Portal PIN, and Student's Date of Birth
    - To receive the Parent Portal PIN, you must contact your child's school site.

## Step 3: Review/Update Contact Information

- Follow the steps below to review your contact and address information in the app and/or website and make any necessary updates.
  - Note: If you need to update your address, you must provide a current proof of residency to your child's school. Students must attend their zoned school unless an approved School Choice application is on file.

### Website Directions

1. Select the [a] next to "Portal" and choose the student you wish to review.
2. Click the down arrow next to the student's name and select "Child Info"
3. Click the arrow on the left to open the Menu
4. Select "Addresses and Contacts"
5. Select a contact's name to review their information
6. Update phone numbers and/or email addresses as needed
7. Review and update email and call/text notification preferences
  - a. Note: We encourage all families to keep notifications turned ON to receive important information about school closures, emergencies, and safety alerts.



### App Directions

1. Select the student you wish to review from the Overview page.
2. Click "More Info"
3. Select "Child Info"
4. Click the arrow on the left to open the Menu
5. Select "Addresses and Contacts"
6. Select a contact's name to review their information
7. Update phone numbers and/or email addresses as needed
8. Review and update email and call/text notification preferences
  - a. Note: We encourage all families to keep notifications turned ON to receive important information about school closures, emergencies, and safety alerts.

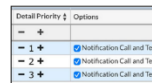
## Step 4: Check Notification Settings

- While reviewing contact information, make sure notification calls, texts, and emails are enabled.
  - Note: If notifications are turned off, you may not receive important updates from your child's school or the district.

### Notification Settings (Email)



### Notification Settings (Call and Text)



## Step 5: Questions? We are here to help!

- If you have questions or need assistance during this process, please contact your child's school or ITS at 850-983-5090 or ITSHelp@santarosak12.fl.us.



## Conduct, Behavior & Discipline

We strive for a safe, respectful, and nurturing environment. Parents and teachers work together to support positive behavior.

Students are expected to:

- Arrive on time and prepared.
- Follow directions promptly.
- Show kindness and respect.
- Take responsibility for their actions.
- Give their best effort every day.

We strive to exemplify the character traits of a TERRIFIC kid. In partnership with the Kiwanis Club of Pensacola, each month we will focus on one character trait and highlight one student from each class (nominated by their teacher) during our TERRIFIC KIDS ceremony. This will be held on 3rd Thursday of each

month at 8:30am. We look forward to recognizing positive behavior at GBE! Please take a look at these character traits and the focus months so we can share how to exemplify these traits with our students.



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## Dress Code

Students should wear clean, neat clothing that does not distract others. The Principal or Principal's designee has the final authority for interpreting whether a student's apparel/appearance conforms to the dress code. Violations of the dress code shall be addressed pursuant to the requirements of Section 1006.07, Florida Statutes.

- No sagging pants exposing undergarments
  - No offensive or inappropriate messages (graphic/written)
  - No skirts, dresses, or shorts that are too short – Shirts/jackets/sweaters should not be longer than a student's shorts, skirts, or dresses
  - No hats, hoods up, or sunglasses inside school, unless designated by teacher and/or special event.
  - No sandals, flip-flops, boots, or dress shoes on PE days as these are not safe footwear. While athletic shoes are required for PE, students are also discouraged from wearing flip flops, high heels or bedroom slippers/house shoes to school.
-

## Field Trips

Field trips enrich learning experiences. Participation requires:

- Signed permission slips from parents/guardians.
  - All students travel by bus; parents may check out their child at the trip's end but must sign out with the classroom teacher.
  - Parents chaperoning must apply to volunteer at least 6 weeks in advance. We encourage everyone to apply at the beginning of the school year so you are set for the entire year! All volunteers must be board approved before volunteering. Board meetings only happen once per month. Please plan ahead.
  - No siblings allowed on trips.
  - Tobacco products are prohibited.
- 

## Grading & Reports

- Students receive report cards every 9 weeks via FOCUS. It is a parent's responsibility to regularly monitor their student's academic progress in FOCUS. At a minimum, we encourage parents to check FOCUS at mid-term. If you have any concerns, your point of contact is your child's teacher. Report card grades should not be a surprise to parents, as FOCUS grades are posted in real-time.
  - Kindergarten: E (Exceeds), S (Satisfactory), N (Needs Improvement).
  - Grades 1–5: A (90-100), B (80-89), C (70-79), D (60-69), F (<60).
  - Specials are graded as E, S, N, U, or I.
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## Guidance & Health

- Counseling supports academic, emotional, and social growth. Multi-Tiered System of Support (MTSS) and 504 Plans fall under our School Counselor. Counseling services may be available to your child. Reach out to Ms. Tiffany Lowry for more info (email: [lowryt@santarosa.k12.fl.us](mailto:lowryt@santarosa.k12.fl.us)).
  - We enforce a strict “no nit” head lice policy; students must be lice- and nit-free within 2 days to return. Clearance to return to class must come from our school nurse.
  - Sick or injured students visit the clinic; parents will be notified as needed.
  - Keep contact info current and pick up your child promptly when called.
  - Return after illness only when symptom-free for 24 hours without medication.
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## Medication

- All medications must be delivered by parents in original containers with completed forms.

- Students may not carry medication, except EpiPens or inhalers with doctor's approval and school issued health care plan (HCP).
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## Parking

- Park only in designated areas; bus zones, cross-walks, and grass areas are not approved parking areas.
  - Visitors sign in with valid state-issued ID and must wear badges in a clearly visible fashion (preferably over the upper left area of your shirt).
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## Parties & Invitations

- Invitations for parties, get-togethers, and other outside events may only be handed out at school if *every child in the class* receives one. This avoids hurt feelings and classroom disruptions.
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## Physical Education (PE)

- All students participate in PE and must wear athletic shoes.
  - Inappropriate footwear may lead to no PE participation or grade for the day.
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## PTA

- Join our active Parent Teacher Association! PTA supports school events, rewards, and programs. Your involvement makes a difference! Follow the Gulf Breeze Elementary PTA page on Facebook for updates, events, and more.
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## Safety

- Students need staff permission to leave assigned areas.
  - Regular safety drills prepare us for emergencies.
  - Visitors and volunteers must follow sign-in and conduct rules.
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## Special Area Classes

- Students enjoy a rotation of classes in Art, Music, and Physical Education (PE) to develop diverse skills and interests. Students can also visit the library as his/her class schedule allows to check out books.
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## Testing

Ongoing assessments help tailor instruction and interventions. Please ensure your child attends school and is punctual, especially on testing days. We administer three progress monitoring assessments (FAST) each year. We will share the PM1, PM2, and PM3 testing dates in advance so you can plan. Contact your child's teacher with questions.

## Mandatory 3rd Grade Retention

The state of Florida adopted legislation that calls for mandatory retention for 3rd graders scoring Level 1 on the State Exam for Reading. Contact your child's teacher or School Counselor, Ms. Lowry [lowryt@santarosa.k12.fl.us](mailto:lowryt@santarosa.k12.fl.us) for more details regarding this state law.



**SANTA ROSA**  
COUNTY DISTRICT SCHOOLS

April Martin  
Director, Elementary Education

Douglas A. Dillon Center  
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Phone: 850-983-5150 ext. 3449  
Fax : 850-665-0836  
Email: [martina@santarosa.k12.fl.us](mailto:martina@santarosa.k12.fl.us)

Dear Parents/Guardians of a 3<sup>rd</sup> Grade Student:

This letter is to make you aware of the Third Grade Progression statute. The intent of this statute is to ensure that students have the necessary reading skills to be successful in grade 4 and beyond, where the rigors of reading in the content areas increase. Students who are identified as having a deficiency in reading will receive immediate intensive intervention in reading as soon as the deficiency is identified. If a student's reading deficiency is not remedied by the end of grade 3, as demonstrated by scoring Level 2 or higher on the grade 3 statewide, standardized English Language Arts assessment, the student must be retained (s. 1008.22 F.S.).

Third grade students who demonstrate a deficiency in reading may be exempt from mandatory retention if the student meets one of the following Good Cause Exemptions:

1. Limited English proficient students who have had less than 2 years of instruction in an English for Speakers of Other Languages program based on the initial date of entry into a school in the United States.
2. Students with disabilities whose individual education plan indicates that participation in the statewide assessment program is not appropriate, consistent with the requirements of s. 1008.212, F.S.
3. Students who demonstrate an acceptable level of performance on an alternative standardized reading or English Language Arts assessment approved by the State Board of Education.
4. A student who demonstrates through a student portfolio that he or she is performing at least at Level 2 on the statewide, standardized English Language Arts assessment.
5. Students with disabilities who take the statewide, standardized English Language Arts assessment and who have an Individual Education Plan or a Section 504 plan that reflects that the student has received intensive instruction in reading or English Language Arts for more than two years but still demonstrates a deficiency and was previously retained in prekindergarten, kindergarten, grade 1, grade 2 or grade 3.
6. Students who have received intensive reading intervention for two or more years but still demonstrate a deficiency in reading and who were previously retained in kindergarten, grade 1, grade 2, or grade 3 for a total of two years. A student may not be retained more than once in grade 3 (s. 1008.25(5), F.S.).

Students who did not score at least a level 2 on the statewide, standardized English Language Arts assessment and who do not qualify for a good cause exemption will be retained in 3<sup>rd</sup> grade and will receive intensive remediation throughout the 3<sup>rd</sup> grade year.

Sincerely,  
*April Martin*  
Director of Elementary Education

*"To love, educate, and prepare all students for graduation and a successful future."*

|               |                 |              |                 |             |
|---------------|-----------------|--------------|-----------------|-------------|
| DISTRICT 1    | DISTRICT 2      | DISTRICT 3   | DISTRICT 4      | DISTRICT 5  |
| Linda Sanborn | Elizabeth Hewey | Carol Boston | Charles Elliott | Scott Peden |

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## Visitor & Volunteer Procedures

- Volunteers complete an annual application at <https://santarosaschools.org/en-US/volunteer> and must be approved by the SRC School Board. Please plan accordingly – this process can take several weeks – and we are unable to expedite approvals as board meetings are only held once per month. **Website:** <https://www.santarosaschools.org/page/volunteer-information>
- Follow parking, dress code, sign-in, confidentiality, and conduct rules while on campus.
- Stay in assigned areas and sign out when leaving.
- Refrain from using your cell phone when on campus.
- Refrain from bringing students' siblings or additional children when volunteering.
- Please dress and conduct yourselves appropriately when volunteering/visiting our school.

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## Website & Social Media

- Visit our website at [www.gbe.santarosaschools.org](http://www.gbe.santarosaschools.org) for updates and resources.
- Follow us on Facebook: <https://www.facebook.com/GulfBreezeElementary>

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## Withdrawing from School

- Notify the office at least 2 days before your child's last day.
- Complete a withdrawal form and return all school materials, including library books.
- Confirm no outstanding cafeteria balances.

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## ADDITIONAL RESOURCES

Please visit our Santa Rosa County District Schools (SRCDS) website at <https://www.santarosaschools.org/> with specific attention to our guiding documents for more in-depth information. You can find the resources, below, under the “Resources > Parents” tab on the home page.

- Code of Student Conduct 2026-2027
- Family Guide 2026-2027
- Pacing Guides 2026-2027
- Student Progression Plan 2026-2027

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We look forward to a fantastic year at Gulf Breeze Elementary!

Thank you for being part of our school family! Let's make waves, Dolphins!