CONTACT US:

435-693-3112

amurphy@tintic.org

440 Snake Valley Rd, Partoun, Utah

WEST DESERT ELEMENTARY

Student Handbook

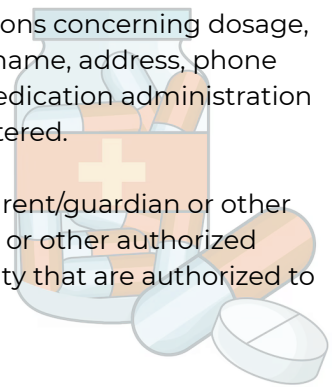
Tintic School District

www.tintic.org

ADMINISTRATION OF MEDICATIONS

Before any over the counter medications(Tylenol, Ibuprofen, etc) are given to students, the parent must complete the Over-the-counter medication form and return it to the school to be kept on file in the office.
Appropriately trained school personnel shall be authorized to assist students in the administration of prescription medication or to administer prescription medication to students while on school property or off-campus on official school business when failure to take such medication during the school day could jeopardize the student's health.

Prescription medication can only be received in the original bottle/container and must be clearly marked with the name of the student, the name of the medication, directions concerning dosage, physician's name, and title and pharmacy's name, address, phone number. Parents must also complete the medication administration form before any medication can be administered.



Medication will only be received from the parent/guardian or other authorized adult designee. The school nurse or other authorized personnel are the only members of the faculty that are authorized to receive medication.

Storage of Medications

All prescription medications received at West Desert Elementary School will be received as indicated above and secured in a designated locked area.

**A parent claiming an exemption to immunization for medical, religious, or personal reasons shall provide the student's school or early childhood program the required completed forms from the Health Department. Students not immunized will be excluded from school should an outbreak occur of one of the above-listed diseases.*

The Board shall comply with any modifications or deletions in the required immunizations that may be made by the Department of Health. TSD Policy FDB

WHY ATTENDANCE IS IMPORTANT

We believe that a child cannot meet his or her potential unless attendance at school is regular. Classroom activities and lessons involve teacher and classmate interaction.

Our goal this year is to have 95% attendance and we will be celebrating students throughout the school year who meet that goal.

SCHOOL GOAL

95%

ABSENT?

CALL THE SCHOOL OFFICE

MISS MORE THAN ONE DAY?

CONTACT YOUR STUDENT'S TEACHER

GOING ON A VACATION?

COMPLETE A VACATION SLIP IN THE OFFICE

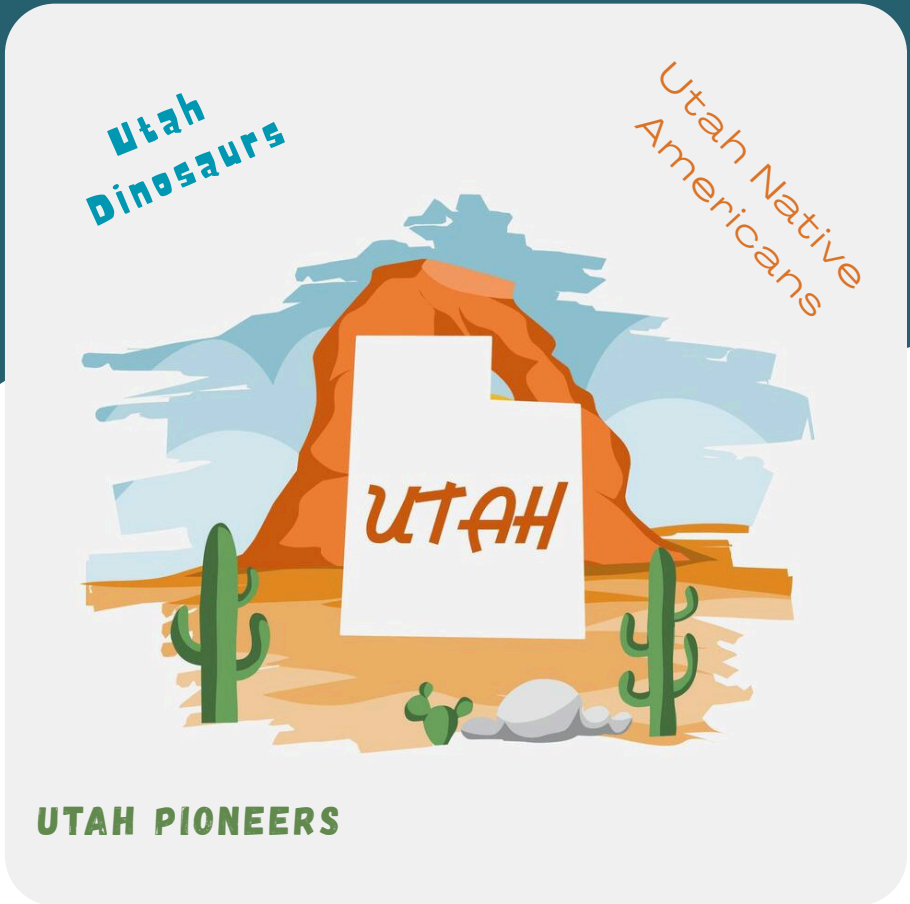
SICK WITH A FEVER?

STAY HOME UNTIL YOU ARE FEVER FREE FOR 24 HOURS

ABOUT US

At West Desert Elementary, we want all students and staff to feel safe and respected. This handbook serves as a guideline for students and their parents to support the rules and policies of WDES.

THEME FOR 2025/2026 SCHOOL YEAR



TEACHER CONTACT INFORMATION

Teacher:
Mary Westover - mwestover@tintic.org
Special Education: Abby Christensen - achristensen@tintic.org

Teacher Aids:
April Lewis - alewis@tintic.org
Mckenzie Norton - mnorton@tintic.org
Janet Latimer - jlatimer@tintic.org
Samantha Allred - sallred@tintic.org

OFFICE CONTACTS

Main Office - 435-693-3112
Principal: Karen Kramer - kkramer@tintic.org
Secretary: Angie Murphy - amurphy@tintic.org
School Nurse: Ruth Nielsen - rnielsen@tintic.org
School Counselor: Crystal Leuk - cleuk@tintic.org

SCHOOL HOURS

Doors will open at 7:30 am and
the office closes at 4:00 pm
There is no school held on Fridays

THINGS TO KNOW ABOUT OUR SCHOOL

BREAKFAST & LUNCH

- **Breakfast**: 7:35 to 8:00 AM.
- **Lunch**: Students may bring a lunch from home or buy school lunch. All payments need to be done in the office or online through Infinite Campus.
- **Prices**: K-6, $1.50 Breakfast; $2.25 Lunch; Reduced Breakfast $.30, Lunch $.40, Adult lunch-$4.50. Carton of milk: .25 cents Students that bring a home lunch can pay for milk at the school's main office or the cost will be added to the students account. Water will be available for all students.

RECESS

- Students will have one 15 minute recess in addition to the lunch recess. An employee will always be on recess duty.
- Recess may be held indoors in the gym when weather is poor.
- Send students with appropriate outdoor clothing for outside winter recess.

VISITORS: PLEASE CHECK IN AT THE OFFICE

DRESS CODE GUIDELINES

- All underwear should be covered by outerwear
- No distracting, unlawful or inappropriate words printed on clothing
- Hair & clothes should be clean & groomed
- Shorts & skirts must be an appropriate length
- Holes in pants must not be overly revealing

CELL PHONES & SMART WATCHES

- Must be kept in student backpack all day.
- Teacher or staff member will turn in to office.
- After 3 times, the parent will need to retrieve the item.

ITEMS FROM HOME

- Do NOT bring toys from home
- The school will not be responsible for items that are broken, lost, or stolen.
- Selling items is prohibited

STUDENT CONDUCT EXPECTATIONS

01 **Students will respect the rights and property of others.**

02 **Students will behave in such a manner as to contribute to a positive learning environment.**

03 **Students will respect the health and safety of themselves and others.**

Individual school officials and teachers may develop more specific rules for students. The rules must also be consistent with Board policy & philosophy. These guidelines are in effect at all events sponsored by Tintic School District, including off-campus events, on the way to and from school, & including school-sponsored transportation.

DIG DEEP

- Self reflection
- Ways to improve behavior
- Parent notified by teacher
- Parent discuss with student
- Parent sign and return

BEHAVIOR TICKET

- For serious offenses or repeated Dig Deeps
- Lunchtime detention
- Parent discuss with student
- Parent sign and return

PARENT-TEACHER CONFERENCES

- Held in September and February from 4 - 7:30 pm
- Schedule appointment through Mrs. Murphy. Watch for an email with scheduling times.

TESTING

- Acadience Reading & Math tests are given at the Beginning, Middle, & End of year.
- These tests help teachers determine academic growth and need for additional instruction.
- RISE tests are given at the end of the year for 3 - 5th grades in Math, Science and Language Arts.

CLASS PARTIES

- May be held on holidays, birthdays, rewards

IN CASE OF AN EMERGENCY

- Drills are held monthly for various types of emergencies. You will be notified of drills.
- Teachers are trained in first aid and for all emergency situations

LOST & FOUND

- Found items will be kept in the office until claimed or end of the school year.
- Check the lost and found table set up at events.

EVENTS

SCHOOL PICTURES
- Memory Lane
- Reasonable prices
- October
- All students have a photo taken for the yearbook

CLASS AUCTION
- Students earn class dollars
- Spend dollars at a class auction

DR. SUESS WEEK
- Celebrate reading
- Dress up days
- Read-a-thon

CHRISTMAS STORE
- Held in December
- Spend class dollars
- Purchase Secret Santa gifts
- Christmas program

VETERANS DAY
-

WAYS TO BE INVOLVED

COMMUNITY COUNCIL

JOIN THE PTO

READ WITH YOUR CHILD AT HOME

VOLUNTEER TO HELP WITH ACTIVITIES

FALL STEM NIGHT

COMMUNICATION
- Monthly Newsletter
- Email
- Infinite Campus
- Apptegy(Coming soon)