



***RUSK ELEMENTARY STUDENT HANDBOOK APPENDIX  
2021-2022***

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[www.ruskisd.net/rusk-elementary](http://www.ruskisd.net/rusk-elementary)

*Una traducción de este documento es disponible a su petición por modo de hablar por teléfono a la oficina de las escuela donde asiste su hijo/hija, 903-683-2595*

# Rusk Elementary School

## Campus Reminders 2021-2022

**School Day:** 7:45 am - 3:20 pm

8:10 am - 8:59 am is considered a Late Arrival

9:00 am - Daily Attendance Time

(Student considered absent if they arrive after 9:00am)

3:20 pm - Students signed out before are considered a Leave Early

**Perfect Attendance:** Requires a student to be present the full day, 7:55 am – 3:20 pm, with no absences (excused or unexcused), late arrivals, or leave earlies. All campuses will notify parents regarding excessive late arrivals and leave earlies. This notification may be done through conference or letter and will include that 5 late arrivals/leave earlies = 1 day absent for compulsory attendance. When a student's absence for personal illness exceeds three consecutive days, the student/parent will be required to present a statement from a physician or health clinic verifying the illness or condition that caused the student's extended absence from school.

**7:30 am – Doors open.** Parents must drop students off in the front by driving through the drop-off lane, stopping at designated check points. Students are NOT allowed to be dropped off and walk across from the parking lot, or outside lane. Students will go directly to the homeroom classroom for Grab & Go Breakfast.

**3:20 pm – Pick-up.** Parents must drive through the inside pick up lane and remain in their car. Students will NOT be allowed to walk across to the parking lot, or outside lane, for security purposes. All students will be dismissed through the car line once the dismissal bell has rung. We ask that only those parents signing their students out for the day enter the building and do so prior to dismissal time. If you have a message/transportation change for your student, please call the office **before** 2:45 pm, so these messages can be delivered.

**VISITORS ON CAMPUS (COVID-19)** The safety of our staff and students remains the campus' primary concern. To help prevent the spread of the virus and reduce the risk of exposure to our staff and students, self-screening is a daily protocol that should be practiced by all stakeholders before coming on campus. Stakeholders should not come on campus if they have symptoms of a communicable disease, including COVID-19.

**Cafeteria:** Rusk ISD will continue to offer free lunches and breakfasts to all students. Rusk Elementary is a closed campus. Parents/Grandparents may bring lunch for their child/grandchild only or eat with their child/grandchild on campus.

### Lunch Schedule:

**11:00 - 11:30** Boudreaux, Padgett, Brogdon, Kirkpatrick, Daughety

**11:30 - 12:00** Kadlecek, Sunday, Acker, Peters, Special Education

**12:00 - 12:30**      Goldsberry, Lee, Bowling, Blackmon  
**12:35 - 1:00**      Crews, Richey, Murray, Jinkins

**Class Parties:** There will be 2 classroom parties a year: Christmas and Valentine's Day

**Take Home Folders:** Each student will have a Take Home Folder with class & school information. Parents are required to view/sign weekly.

**Dress Code:** The district's dress code is established to teach grooming and hygiene, prevent disruption, and minimize safety hazards. Students and parents may determine a student's personal dress and grooming standards, provided that they comply with the following:

- Wearing articles of clothing that promote gangs, alcohol, tobacco, and/or drugs is prohibited.
- Clothing with language, pictures, and/or drawings which may be interpreted as obscene will be prohibited.
- Immodest dress will not be allowed, which may include short-shorts, tank tops, spaghetti-straps and/or strapless dresses or see-through material, inappropriate sleeveless shirts and/or clothing that reveals a bare midriff. All shirts, blouses or any top garment must be buttoned appropriately. Shoes must be worn at all times. No shoes with rollers are allowed.
- Headdress articles will not be permitted. These include caps, hats, and/or other head ornaments.
- Sunglasses (except by written permission of a physician) or improper eyewear will not be permitted.
- Unusual or non-traditional jewelry will not be permitted. These include nose wear such as rings, studs, tongue rings or studs, and/or other body piercing jewelry of any kind, with the exception of pierced earrings.
- Unusual hairstyles considered to be disruptive will not be permitted. These include excessive hair coloring, style, designs in hair, and/or fad haircuts. All styles considered to be potentially disruptive cannot be listed; therefore, the school administration will determine whether a particular style is to be considered disruptive and inappropriate.
- Unusual facial make-up or adornments that may be a possible disruption will not be allowed.

If the principal determines that a student's grooming or clothing violates the school's dress code, the student will be given an opportunity to correct the problem at school. If not corrected, the student may be assigned to in-school suspension for the remainder of the day, until the problem is corrected, or until a parent or designee brings an acceptable change of clothing to the school. Repeated offenses may result in more serious disciplinary action in accordance with the Student Code of Conduct.

**Lunch Form:** Please refer to Rusk ISD website Family/Student Access, under Food Service Applications.

**Cell Phones:** Students MUST turn cellular devices into the office upon morning arrival and pick them up at the end of each school day.

**Chromebooks:** Students will be assigned Chromebooks at the beginning of the school year. Students are responsible for the care of the device they have been issued by the school. Devices will travel to school and home with students daily. Students will be required to charge Chromebooks nightly. Rusk ISD offers a \$25 insurance fee that will cover the cost of the device in the event the device is lost, stolen, damaged, or defaced. *More information is available in the Rusk ISD Student Device Handbook.*

**Report Cards:** Report cards require a signature and must be returned to the student's homeroom teacher.

**Additional Campus Information** is available in the Rusk Elementary Student Handbook Addendum, or on the Rusk ISD website.

**Lauren's Law: The Cupcake Law** Per the Texas Legislature, a parent or grandparent may bring in any food product (such as cakes or cupcakes) on the occasion of the child's birthday. However, this law does not require the teacher to stop instruction to allow for the birthday party, does not allow the parent or grandparent a right of access to the classroom, and does not allow balloons, decorations, gifts, etc. The principal has discretion to decide when to allow the consumption of the food product in order to minimize disruption of learning, though the treats cannot be consumed in the cafeteria during meal serving times.

**Rusk Elementary Procedures:** Birthday treats are welcome. Please provide a nut-free, individually wrapped, store bought treat for the birthday student to pass out to his/her homeroom class at a time designated by the classroom teacher. *Please save balloons, flowers and special items for a time outside of the school day.*

**Here is the Birthday Scoop:** Parents, we can help you celebrate your child's birthday with his/her classmates by letting you purchase ice-cream for \$1.00 per child from the Rusk ISD Child Nutrition Department. This will keep our school environment safe for our students who have food allergies. Please send money with your child in a labeled envelope based on the number of students in the classroom. Then email or communicate with your child's teacher to let her know what date you would like to celebrate. We will take care of the rest.