

Garden Grove Unified School District George S. Patton Elementary School 6861 Santa Rita

Garden Grove, CA 92845 (714) 663-6584 http://patton.ggusd.us

Gabriela Mafi, Ed.D., Superintendent

Kai Chang, Principal

SCHOOL HOURS:

TK through 6th GRADE: 7:55 a.m. - 2:15 p.m. (M, T, Th, F)

7:55 a.m. - 1:00 p.m. (Wed)

ABSENCES

All absences MUST be reported to the school office on the day(s) of your student's absence by calling (714) 663-6584 after 8:30 a.m. A note signed by a parent/guardian will be accepted in lieu of a phone call. Alternatively, you can respond to the ParentSquare notification.

<u>Please note:</u> If the office is not notified with 72 hours of the absence, the absence will be marked "unexcused".

ARRIVAL TIME

There is playground supervision in the morning from 7:40-7:55 a.m. Students are not allowed on campus prior to 7:40 a.m. Students must wait behind the blue lines at the three entrance gates on campus until a teacher opens the gates; (the gates are located in front of kindergarten, the office and by the east lunch benches).

BREAKFAST

Breakfast is available Monday-Friday for all Patton students from 7:30-7:50 a.m. Adult supervision begins at 7:30. Please do not drop off your child(ren) earlier than 7:30.

DISMISSAL TIME

Students are required to be picked-up on time at 2:15 p.m (1:00 p.m. every Wednesday). There is NO adult supervision on campus after 2:25 (1:10 on Wednesdays). If the students are left on campus after this time, the parent will be required to sign the student out in the office.

PATTON TARDY POLICY

A child who comes late to school is losing valuable instructional time and is disrupting the classroom. A child is considered tardy when he/she arrives at the <u>classroom line after 7:55 a.m.</u> Any student arriving late must check in through the office to receive a pass to enter his/her class. <u>Tardies are unexcused unless you present a note from a medical/dental office or court</u>. Students with habitual tardies will be referred to the principal

VACATIONS:

The Garden Grove Unified School District encourages parents to arrange trips/vacations during non-school time and parents are urged to consult the school year calendar at the GGUSD website at www.ggusd.us to avoid conflicts. Trips/vacations during school are discouraged because such interruptions hinder the student's educational needs and *are considered unexcused absences*.



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ITEM DROP-OFF

The following items will not be accepted for drop off in the office:

- ✓ Instruments
- ✓ Homework
- ✓ School Projects
- ✓ Water bottles (we will supply the students with water if needed)

Please remind your student that it is their responsibility to remember these items in the morning.

LUNCHES

There is a cart available outside the office to drop off lunches. This cart will be made available until 10:50 am. *Students will not be called nor will lunches be delivered to the classroom*.

Please reiterate to your student if they forget their lunch to check the lunch cart.

Please note: There is always lunch available in the cafeteria for a student who doesn't have a lunch

HEALTH ISSUES

We advise parents to keep ill children at home. Please do not send your child to school with a fever. Students must be fever free for 24 hours before returning to school (without the aid of a fever-reducing medication).

Student's wearing a brace, cast/sling/splint, using crutches, any assisted device or having stitches, MUST have an authorized Healthcare Provider's note to be allowed to attend or stay in school. This note must include physical restrictions, if any.

MEDICATION TAKEN AT SCHOOL

Only medications involving special and serious problems should be scheduled for administration during school hours. Parents are urged to work with their family physician in establishing a schedule for giving medication outside school hours.

Any medication that students are required to take at school, including over-the-counter products (i.e. cough drops, aspirin, Tylenol), must be brought to the office by an adult accompanied by a signed physician's form. Medication must be kept in the office and will be administered by office personnel only. No medications are to be kept in the student's possession.

Medication must be brought to the school in the original labeled pharmacy container showing the student's name, the dosage and the physician's name (California Education Code #49423 and Health Safety Code #26252). Students will not be given medication unless these criteria are met



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ELECTRONIC SIGNALING DEVICES

Board of Education policy prohibits the display, activation and use of electronic signaling devices – cellular phones – while on school grounds, while attending school-sponsored events or while under the supervision of school employees. Exceptions are granted in circumstances under which the device is determined by a licensed physician to be essential to the student's health. (Board Policy #5156)

If a student is observed displaying or using an electronic signaling device during school hours or if it results in the disruption of the instructional process, the device will be confiscated (including but not limited to: cell phones, iPad, and electronic games) and must be picked up by a parent. If a second infraction occurs, the student will no longer be allowed to have any electronic devices at school. The school does not assume liability for the safe keeping of any personal property. The district is not responsible for any device or other personal property that is lost, stolen or damaged, even after it is confiscated.