

Delhi Elementary School



School Handbook

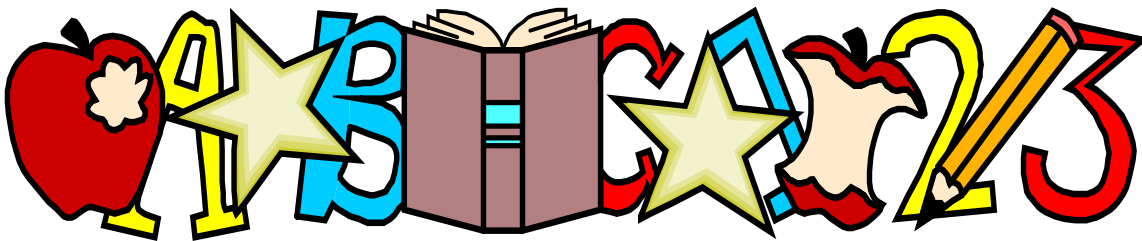
DES Handbook

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General School Information

Principal.....	Pam Norris
Assistant Principal.....	Barbara Turner
Secretary.....	Briana Owens
Telephone.....	318-878-2269
School Based Clinic Phone.....	318-878-8965
Fax number.....	318-878-0222
School Hours.....	7:40 a.m.—3:05 p.m.
School Mascot.....	Black Bears
School Colors.....	Red, White, Black



Student Handbook Committee

Pam Norris, Chairperson

Eva White

Monica Presley

Sharon Jackson



DES Philosophy

We, the faculty of Delhi Elementary School, see our world as a complex one, a world in which relationships between people have changed dramatically. As educators, we recognize our responsibilities to help each student function in a complex and changing world.

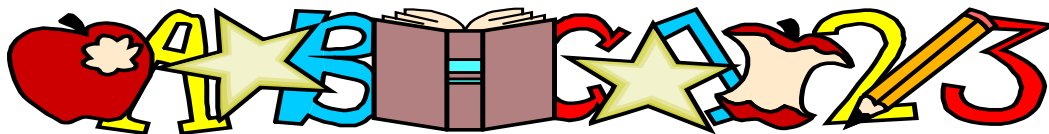
The primary purpose of education is to provide opportunity for the maximum growth and development of every child in order that he might become a useful citizen in a changing society. We believe that mental, physical, social, and moral phases of growth and the extent of possible development differs in each child, making it necessary to provide for the differing needs and abilities of youth. The best strategies and techniques available within budgetary constraints are utilized to try and help each child attain his or her potential.

We believe that education is evidenced by a change in one's behavior. As teachers, we see the manifestations of this change in ideas, attitude, appreciation, skills, techniques, and habits.

The school also has an obligation of leadership in improving the cultural standing of the community. It is essential that a spirit of cooperation and understanding be promoted between the school and such institutions in the community as the church and the home.

In a democratic society, education is both a right and a responsibility. All children should be offered equal educational opportunities and all should feel obligated to avail themselves of these opportunities. Those who are unwilling to benefit from educational opportunities should not be allowed to interfere with the learning activities of others.

Teaching and demonstrating the fundamental concepts of American Democracy and emphasizing the worth and dignity of man are basic essentials in educating children.





Mission Statement



Delhi Elementary School is
committed to all children learning.

General Objectives

1. To provide a program that will encourage parental involvement in school related activities.
2. To enable students to master state required skills for given grade levels.
3. To build lessons with a variety of methods including group and individualized instruction.
4. To meet the educational needs of students with varying abilities.
5. To promote logical and creative thinking, writing, and speaking.
6. To establish positive classroom environment for learning.
7. To encourage positive relationships among students, teachers, and administration.
8. To build a positive self-image in each student through success in class work.
9. To develop within our students an appreciation of and dedication to education.





Faculty & Staff



Administration

Principal – Pam Norris
Assistant Principal – Barbara Turner

Pre-K

Michelle Lary

Kindergarten

Sharon Jackson

First Grade

Shannon Clark
Aleshia Shaw

Second Grade

Olevia Griffin

Third Grade

Peggy Williams

Fourth Grade

Pearley Grimes

Fifth Grade

Jackie Jordan

Educational Support Personnel

LaQuesha Harris – Instructional Coach
Leah Clarkson – Special Education
Wendy Cooper – Pupil Appraisal
Holly Moore – Speech Therapist

School Clerk

Briana Owens

Paraprofessionals

Jasmine White
Monica Presley
Arlene May
Courtney Nielsen

P.E. & R.T.I.

Timothy Puckett

Custodians

Clarence Clay
Larry Griffin
Pauline Jinks



Delhi Elementary Discipline Policy



Delhi Elementary seeks to provide an atmosphere in which every student has access to quality instructional time. No one student shall be allowed to disrupt the educational process of others.

Each teacher shall develop a code of conduct for her classroom based on grade level requirements, students' ages, and teacher expectations. These requirements are in accordance with, but not limited to, school and district policy.

Teachers shall post the code of conduct and consequences for misbehavior. Teachers shall verbally explain expectations and consequences to students. A written explanation shall be sent home to parents.

Delhi Elementary School shall design programs for students so that the students are challenged and engaged in school curriculum. There will be opportunities for students that follow school policies to be rewarded for good behavior.

Teachers are expected to keep dated, written documentation of student misconduct and disciplinary action taken.

Teachers, students, principal, and parents shall sign a school compact, agreeing to uphold their share of the responsibility in the education of the child.

When a student reports to the office of misbehavior, the principal shall follow district guidelines in administering punishment. Dated, written documentation shall be kept of all misconduct and punishment administered.

Requirements for student behavior and consequences for misconduct are taken directly from the Richland Parish School Board Policy Manual which is kept in the school office and is available to anyone who wishes to view it. The manual is also available on the district's website.

Bullying is not tolerated at Delhi Elementary School. We strive to stop it before it becomes a problem. A parent has the right to request a bullying investigation if they feel that it is warranted.



Dress Code



Delhi Elementary will follow the Richland Parish Dress Code and guidelines outlined below:

SCHOOL GUIDANCE FOR COMPLIANCE WITH STUDENT DRESS CODE POLICY

Due to the changing nature of trends in fashion and grooming, guidance given below is not inclusive of all possible violations. Building level administration is authorized to make the final determination as to student compliance pertaining to dress and grooming guidance listed below.

ALL STUDENTS

1. Shorts, skirts, and dresses may be worn in all grades and must reach at least two inches above the knee when worn at the proper waistline.
2. Overalls shall be worn with all straps fastened over the shoulder and buttoned completely on all sides. Some type of shirt will be worn under overalls.
3. All skirts and pants shall fit at the normal waistline. Oversize clothing shall not be permitted; neither shall extremely tight clothing be permitted, as determined by the principal or his/her designee.
4. Pants legs shall not be rolled above the ankle, or cut or frayed above the ankle, and both pants legs shall be worn the same length. Belts shall be worn with all pants which have belt loops in grades 6-12.
5. Sunglasses, hats, or caps shall not be allowed at school. Hoods shall not be worn inside a building on a school campus. Caps may be brought to school as part of a school team uniform. These caps shall not be worn during the school day.
6. Clothing with holes, rips, or tears may be worn if skin is not exposed.
7. All buckles and laces shall be fastened or tied. Laces shall be worn in shoes with eyelets.
8. Students shall not wear clothing (including buttons, patches, and badges) advertising alcoholic beverages, tobacco products, or drugs and/or containing inappropriate language or messages or inferences which create disturbances and substantially interfere with the work of the school or impinge on the rights of other students.

9. Hair must be neat, clean and well groomed. Rollers, pins, nets, or other similar head apparel shall not be worn on the head. Numbers, symbols, words, patterns, or phrases shall not be worn (cut) in students' hair if deemed offensive, obscene, gang-related, or cause a disruption of the learning environment by the administration.
10. Students are allowed to wear, carry, or possess bullet-resistant backpacks on school property or a school bus.
11. No pajama pants may be worn at school.
12. Footwear shall be part of the regular attire. Shoes shall be without metal tips or cleats. Shoes with wheels shall not be worn.
13. The neck opening of a shirt shall not exceed the equivalent of the second button of a dress shirt. See-through shirts, or tank tops shall not be worn. Midriff shall not be exposed.
14. Neatly trimmed facial hair may be worn as determined by the administration.
15. Leggings, jeggings, sliders, or similar apparel may only be worn under a regular dress or skirt of appropriate length.
16. Strapless dresses, blouses, tank tops, tube tops, off-the-shoulder garments, or halters shall not be worn. Clothing which reveals cleavage shall not be worn. Dress straps shall be 2" wide.
17. Pierced jewelry shall not be worn other than in the ear.

THE PRINCIPAL OR HER DESIGNEES SHALL BE THE FINAL INTERPRETER OF DRESS CODE VIOLATIONS!



Cell Phone Policy

The following guidelines shall be followed when a student is found to be using an unauthorized electronic device on a school campus, during instructional school hours of operation or on any school bus used to transport public school students during school hours of operation:

First Offense:

Unauthorized device shall be taken from the student. The phone may be retained until a parent can pick it up.

Second Offense:

The student may be disciplined (given after-school detention). The device may be retained by the principal or designee for a period of one school week, after which a parent can pick it up.

Third Offense:

The student may be disciplined (given out-of-school suspension or after-school detention). The device may be retained by the principal or designee for a period of one school week, after which a parent can pick it up.

Fourth Offense:

The student may be disciplined (given out-of-school suspension or after-school detention). The device may be retained by the principal or designee for a period of two school weeks, after which a parent can pick it up.

All Offenses after the fourth offense, time of phone retention shall double from the previous offense.

Offenses shall accumulate for the school year.

The phone number of the device shall be determined; if unable to secure a phone number for the device, the device must not be returned (the disciplinarian shall make every attempt to trace the ownership of the device.) The Child Welfare and Attendance Supervisor shall be contacted concerning the incident.

DEFINITIONS

Use and operation shall mean whenever the electronic device is turned on or is visible.



Playground Rules

- ✓ As the bell rings for recess, go to restroom, candy room, then immediately outside. DO NOT play or run in the halls.
- ✓ Play in your designated area.
- ✓ Line up to slide. NO pushing, jumping off the ladder, or walking UP the slide. Must go down feet first. NO STANDING at the top of the slide.
- ✓ Take turns on the swings. Swing 100 times and give someone else a turn. DO NOT jump out of the swings.
- ✓ Stay off the culvert.
- ✓ Only two in the cars at a time. Share cars with your friends.
- ✓ DO NOT jump off the Geo Dome. DO NOT use the Geo Dome for a wrestling area.
- ✓ DO NOT play behind the trees. Stay where the duty teacher can see you at all times.
- ✓ DO NOT throw ANYTHING!!!!
- ✓ Absolutely no fighting, fussing, pushing, biting, or any other actions that are not playing.
- ✓ Line up quickly and quietly when the bell rings.
- ✓ Obey all teachers and staff members.
- ✓ Be kind to your classmates and include others when playing games.
- ✓ Remember our No Bullying rules and be a friend at all times.

Outside Recess

On days when it is dry and the temperature is at least 40 degrees outside, the students will attend recess on the playground. When the temperature drops below 40 degrees, recess will remain inside the building.

Emergency Data

It is very important that parents fill out an emergency data sheet at the beginning of each school year. This enables us to immediately contact family in the event of an accident or injury to a student. Any changes in address, phone number, workplace, etc. should be reported to the school office in order for us to keep these files current. Current information is also necessary for the phone system to make correct contacts.

Breakfast and Lunch

Nutritious meals are served twice daily. Breakfast and lunch will be served in our cafeteria. All lunches are free in Richland Parish. Breakfast is served at 7:10 each morning in the cafeteria. Students who walk to school or arrive in a car must **arrive by 7:25.** Please be on time if you want your child to eat breakfast at school.

Field Trips

All field trips must be educational. All chaperones for field trips must be approved by the principal and provide their own transportation. Some trips may require a fee, but attendance is not mandatory. Student attendance on field trip can be denied due to discipline issues. **All fees are non-refundable.**

Lost and Found

Each year a large number of coats, sweaters, backpacks, supplies, etc. are turned into the office. Should a student lose something at school, he/she should check the classroom first, then with the Lost & Found in the school office. It is suggested for parents to label their child's personal property with his/her full name.

Parent's Night

Meetings are held periodically at the school in order for the parents to become more informed about their child's education. You will be notified of dates and times as they occur. Please make every effort to attend these sessions. Your involvement directly affects your child's success!

Parent Center

The DES schoolwide committee has established a “parent center” where parents will be able to check out materials pertinent to their child’s study. You may call the school office for information concerning this center or contact your child’s teacher.

School Building Level Committee (SBLC)

During the course of the school year, if a student is struggling, a teacher can refer that student for the committee to review what strategies, interventions, or methods should be tried to help the student achieve improvement. If student performance on the grade level test is and classroom performance is also low, retention will be strongly considered. The SBLC committee will look closely to make decisions for further testing and other placements as deemed necessary.

The SBLC will be composed of the following as appointed by the principal:

Principal

Support personnel as needed:

- Coordinating teacher (chairperson)
- Parents
- Regular teacher
 - School nurse
 - Speech therapist
 - Pupil appraisal personnel
 - Educational diagnostician
 - Psychologist
 - Social worker

Handling Problems

The best way to get an answer to a question is to ask the person closest to the situation. The proper procedure is as follows:

- Call the school and **make an appointment** to see the teacher if your question concerns your child's progress or behavior. Schoolwide problems should be addressed by calling the office.
- If no satisfaction is achieved after discussing the matter with the teacher or school office personnel, contact the office for an **appointment** with the principal.
- If the problem remains unsolved, call the superintendent's office (728-5964) to arrange for a conference.

Traffic Rules

MORNING & AFTERNOON: In the morning please do not drop off students before 7:10. Car drop offs/pickups are to be at the gate off the west side of the building facing Highway 17. Rain or shine, you may pull into the driveway off Primary Street. This drive is one-way from South to North. Stop at the gate and drop off/pick up your child. There will be a teacher there to help. **PLEASE DO NOT GET OUT OF YOUR VEHICLE!** You must pick up your child and keep moving. It will be easier for you if you enter Primary Street from Hall Street. This would prevent traffic from backing up onto Hwy 17. **Do not come in to check your child out every day to avoid waiting in line, those minutes will be counted toward attendance.**

Bell Dismissal

3:05 – Car riders are dismissed.

3:05- Bus riders are not dismissed until buses arrive for safety reasons.

After the buses leave, walkers are dismissed

*Due to safety issues early checkouts should be limited to emergencies only. Habitual checkouts will be monitored and documented. The parish truant officer will be involved in this if abused. **Do not abuse early checkouts.** All dismissal changes to walker and car rider must be done with written notification. **There will be NO bus changes.** The only changes will be for walkers and car riders. There will be NO bus changes made over the phone.

Campus

We are proud of our beautiful campus and should each do our part toward keeping it clean. Students are to help keep trash picked up on school grounds. Littering or vandalism of our campus is a punishable offense.

Honors and Awards

All A's – A student must have only A's.

Honor Roll – A student must have only A's and B's.

Honorable Mentioned Honor Roll – A student must have an A for every C and no grades lower than a C.

Perfect Attendance – A student must have no absences for the entire school year.

Awards will be given on Award's Day for students who have been on the honor roll or perfect attendance for each six weeks. **This is not based on the semester averages.**

Safety Drills

We will conduct fire, tornado, and intruder drills. The school may even practice evacuation of campus. Please be aware that mock disaster situations may be practiced. These drills will help prepare staff and students in case of an emergency.

Bear Packs

As in years past, a Bear Pack will be sent home each Wednesday. It will contain information on student achievement, conduct, school events and/or announcements. It is important for parents to review all materials in the Bear Pack, sign and return to school the next day. This communication is vital to maintaining an open line between parent and teacher.

*See school calendar for dates report cards are sent home.

Sickness and Excuses

If the nurse sends a child home from school with a fever, they can not return the next day, they must be fever free for 24 hours before returning. That will be considered a Dr. excused absence. DES will take a written note from a parent for a 1day absence, as long as it is turned in within a week of the absence. More than 1 day usually requires a Dr. excuse to be considered an excused absence. Please contact the office for extenuating circumstances.

Special Occasions

If you send your child a gift for a special occasion, such a birthday or Valentine's Day, please be aware of the following things. Balloons and/or glass cannot be sent home on the bus. Your child can take home these items if you pick them up or they walk home. These items will remain in the office if a student tries to take them on the bus.



Delhi Elementary School



Parent and Family Engagement Policy 2024-2025

In support of strengthening student academic achievement, Delhi Elementary receives Title I, Part A funds and must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the district.

Delhi Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the targeted assistance or schoolwide program plan.
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - *Parent and family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring: Parents play an integral role in assisting their child's learning,*
 - *Parents are encouraged to be actively involved in their child's education at school,*
 - *Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child, and Other activities are carried out, such as those described in Section 1116 of ESSA.*

Required School Parent and Family Engagement Policy Components

The school parent and family engagement policy includes a description of how the school will implement or accomplish each of the following components:

A. Jointly Developed

Delhi Elementary School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

The district and school policies, and the School Improvement Plans are reviewed each school year and revised annually. Sources used in the development of these policies and plans include individual school meetings, annual parent survey results, parent meetings, and parent-teacher conferences. This policy and all school policies are posted on our system and school websites where they are available for parent comments and suggestions. This policy is a working document subject to review and revision.

B. Annual Title I Meeting

Delhi Elementary School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Delhi Elementary School will conduct its annual Title I meeting in conjunction with its annual Back-to-School Night. Parents will be informed about the school's Title I program, the requirements of the program for school and parents, the school family engagement policy, the school-parent compact, and the school's planned family engagement activities. Parents will be surveyed to determine whether parent engagement needs are being met effectively and appropriately through the implementation of the parent and family engagement programs. Parents will be given the option to complete the survey via paper copy or electronically. The results of these surveys will be used to develop strategies for school improvement and to revise the district and school Parent and Family Engagement Policies. These results are also used in planning future parent meetings. Areas evaluated include academics and school leadership, parent involvement, Title I, school environment, and the school Parent and Family Engagement Program.

C. Communications

Delhi Elementary School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs,
- Flexible number of meetings, such as meetings in the morning or evening
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

Delhi Elementary School will make the School Family Engagement Policy available to all parents by publishing the policy in all student handbooks, Social Media Platforms and on the school website.

D. School-Parent Compact

Delhi Elementary School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

Delhi Elementary School will hold an annual parent meeting to review and discuss any needed changes to the jointly developed school compact. This compact will outline how the entire school staff, parents, and students will share the responsibility for improved student academic achievement. The compact will describe not only the school's responsibility in providing high quality instruction and curriculum, but the student and parent responsibilities for meeting and supporting the learning processes. The compact will address how parents have reasonable access to staff, receive frequent reports on their progress, and have the opportunity to volunteer and observe in the classroom.

E. Reservation of Funds (only applicable to districts with Title I allocations of \$500,000 or more)

If applicable, **Delhi Elementary School** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Each Parent and Family Engagement Coordinator offers each parent the opportunity to give feedback on the 1% reservation of funds by surveying parents on the use of funds. During the Annual Title I meeting, the school will share the budget for parent and family engagement activities.

F. Coordination of Services

Delhi Elementary School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

Delhi Elementary School will coordinate with Delta Head Start, Richland Parish Pre-K Program, and Delhi Middle School, to facilitate smooth transitions for both parents and students from Pre-K to elementary and elementary to middle school by working collaboratively with these outside agencies.

G. Building Capacity of Parents

Delhi Elementary School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Provide parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards;

- Provide materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement; and
- Provide assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State’s academic standards,
 - The State and local academic assessments including alternate assessments,
 - The requirements of Title I, Part A,
 - How to monitor their child’s progress, and
 - How to work with educators to improve the achievement of their child.

Delhi Elementary School will provide tips and ideas to parents on helping their children with core content subject areas through presentation at family academic events. Parent resources are updated throughout the year and readily available in the front office.

H. Building Capacity of School Staff

Delhi Elementary will provide training to educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

- Sending home newsletters*
- *Sending home progress reports*
 - *Scheduling parent/teacher conferences*
 - *Making phone calls; sending home homework, and parent communication flyers*
 - *Encouraging parents to serve as PAC members and SIP team members*
 - *Serving together on school and district committees*



Delhi Elementary School
School-Parent Compact
2024-2025

A School-Parent Compact for Achievement is an agreement that parents, students, and teachers develop together. It explains how parents and teachers will work together to make sure all our students reach or exceed grade-level standards.

Richland Parish Title 1 believes that it is the system's responsibility to assist schools in coordinating and implementing programs for and with parents that will address the needs of students, parents, families, communities, and the school.

OUR GOALS FOR STUDENT ACHIEVEMENT

The Richland Parish School Board and Delhi Elementary School are committed to your child's learning.

DISTRICT GOALS

Richland Parish will provide:

1. Rigorous, state-approved Tier 1 curricula
2. Certified instructors
3. A positive learning environment

SCHOOL GOALS

The key components of our plan that will lead to school improvement include:

- An improved, standards-aligned curriculum for students that meets the criteria to be the highest rated curriculum in the state
- Training for our teachers on the use of this curriculum
- Skillful curriculum use
- High expectations
- Demonstration of student learning

STUDENT GOALS

- I will read every day for 15-20 minutes.
- I will practice my math facts every day for 10 minutes.
- I will do my homework.
- I will read over my notes at least three times a day.

PARENT GOALS

- I will flash cards for sight words, math facts, vocabulary words, and any other information that needs to be memorized. These can be “store bought” cards, homemade index cards, or any other material available. The use of color is also helpful for children who learn visually.
- I will attend school meetings that will inform me about Title 1 Programs and other programs that my school is involved in.
- I will attend conferences/meetings with my child’s teacher to develop an understanding of what is expected of my student. (i.e., parent teacher conference days, Back to School Parent Teacher Conference, Family Nights, workshops and PTO meetings.)
- I will volunteer in my child’s school and/or classroom.
- I will use the school’s parent resource center materials that will improve my parenting skills and provide me the opportunity to learn more about my child’s development.
- I will participate, as appropriate, in decisions relating to the education of my child.
- I will adhere to the agreements I have made in the compacts.

HOW PARENTS CAN GET INVOLVED

1. Join the Parent Action Committee. Meetings are held four times each year where the parents and staff can review the school improvement plan, family engagement policies, and parent nights.
2. Attend our annual Back to School Night. At this meeting, you can find out about the requirements of the Title 1, Part A program. An explanation of this policy is also included in the school’s handbook.
3. Attend our parent nights twice each semester to gain a better understanding of the curriculum, the state standards, their child’s progress, school and state assessments, learn curriculum “how to’s” presented by knowledgeable teachers, and other community leaders.

COMMUNICATION ABOUT STUDENT LEARNING

- Weekly/daily folders
- Newsletters and flyers
- Website
- Facebook Page
- Progress Reports
- Report Cards
- Individual student report about your child’s performance on the state assessments

HOME LANGUAGE SURVEY

RICHLAND PARISH SCHOOL BOARD HOME LANGUAGE SURVEY

All students entering the school system for the first time and previously enrolled students who have not completed a Home Language Survey, are required to do so. The completed survey is part of the permanent record of every student in the school system. Home Language Survey questions are:

1. First language learned by student -----
2. Language other than English used at home -----
3. Language student uses most often with other students

4. Language parents use most often at home-----

Any student whose registration form indicates a home language other than English is a minority student and must be assessed to determine degree of English proficiency.

Name-----	School-----
Address-----	Sex -----
-----	DOB-----
-----	S.S.#-----
Telephone #-----	

DELHI ELEMENTARY SCHOOL

509 Main Street
Delhi, Louisiana 71232

Pam Norris, Principal

Office: 318.878.2269

Fax: 318.878.0222

Dear Parents,

One of our primary goals at Delhi Elementary School is safety. In our everchanging world, we need to be prepared for different emergency situations. Just as we have procedures for incidents such as fire, severe weather, and intruders, we must also be ready in case an evacuation is necessary.

In order to keep all students safe, organization and information are key factors. We have a Crisis Plan which involves temporarily moving students across the street to the gym of the Presbyterian Church. It would be best if all students would use the **SAME MODE OF TRANSPORTATION THEY NORMALLY USE**. This will help avoid confusion, keep students calm, and get each child home safely.

Buses will use Hwy. 17 and West 4th Street to access the parking lot. Please keep this area clear for bus traffic. All students who ordinarily ride the bus will be loaded via the south entrance to the building. Bus drivers will unload students at their regular stops.

Car riders will be dismissed and loaded on the west side of the Presbyterian Church gym. Please enter Charter Street from the North (Primary Street) and stay in your vehicle. A sign-out sheet will be handed to you through the car window to know who actually picked up students.

After all traffic is clear, walkers will be dismissed. They will exit the gate facing Charter Street and then walk home as usual.

We hope we never have to utilize this plan, but everyone, including school staff, students, and family members should be familiar with it in the event we should have to evacuate our school. Please keep these instructions and read them occasionally. Remember that if we work together, we can better cope with unforeseen circumstances.

Pam Norris,

Principal, Delhi Elementary School

