

# WASHINGTON ELEMENTARY SCHOOL

606 N. 9<sup>TH</sup> St.

Cañon City CO 81212

Brian Zamarripa-Principal

The  
Leader in Me™

great happens here



Dear Washington Families:

The start of a new school year is an exciting time for all of us. I look forward to welcoming new families to Washington and welcoming back those of you who are already part of our family. This year's staff is once again a group of dedicated professionals that works hard to provide students with encouragement and direction to help them achieve their academic goals and develop their individual leadership strengths. We aim to make a positive difference in the lives of our Washington families and our community.

Washington Elementary continues to be a "Leader in Me" school and as such we utilize the resources found within Stephen R. Covey's The 7 Habits of Highly Effective People and The 7 Habits of Happy Kids throughout our learning community.

Our vision at Washington Elementary is:

**Leadership Excellence Accountability Determination**

Our Mission Statement, the pathway to achieving that vision is:

- DEVELOP LEADERSHIP in our students by understanding and applying positive, lifelong habits daily;
- CULTIVATE EXCELLENCE through high expectations for positive character traits and academic achievement by identifying students' strengths and nurturing growth;
- INSTILL ACCOUNTABILITY by empowering students with the skills to make responsible personal choices and self-led academic goals;
- ENCOURAGE DETERMINATION through recognition of hard work and perseverance.

We hope to bring out the best in every student by using these guiding principles. Together, with your support and that of the school community, we will be able to say "*great happens here!*" I eagerly anticipate another great year at Washington Elementary.

Sincerely,

Brian Zamarripa  
Principal, Washington Elementary School

**START BELL 8:00**  
**END BELL 3:15**



**LUNCH SCHEDULE**

GRADE	LUNCH	RECESS
K	11:30 – 11:50	11:50 – 12:10
1 <sup>st</sup>	11:50 - 12:10	11:30 – 11:50
5 <sup>th</sup>	12:10 – 12:30	12:30 – 12:50
4 <sup>th</sup>	12:30 – 12:50	12:10 – 12:30
5 <sup>th</sup>	12:50 - 1:10	1:10 – 1:30
3 <sup>rd</sup>	1:10 – 1:30	12:50 – 1:10

**Friday Early Dismissal Time 1:15**  
**Half Day Early Dismissal Time 11:30**

**SCHOOL CLOSING OR DELAYED START DUE TO BAD WEATHER**

If school is cancelled or a delayed start of school is required, the decision will be announced by 6:00 a.m. on the school district website, local radio and television stations. Delayed start time is 10:00.

Check the Canon City School's website at: <http://www.canoncityschools.org>

If no report is given, it can be assumed that school will be in session, regular time. **Parents, there is no need to call the Administration Office or Washington School for cancellations, unless your TV or radio is not working properly.** (Telephone lines must be kept open for emergencies.)

## Cañon City Schools Nutrition Services

Children who eat a healthy breakfast and lunch everyday have better attendance, less discipline problems, higher test scores, are more attentive, and have energy to participate in school day activities. These are great reasons to participate in the Cañon City RE-1 School District's National School Breakfast and Lunch Programs.

Our mobile food unit will provide grab and go meals at the following locations:

Harrison School West Parking Lot: 11:00 - 11:20 AM

Canon City High School Student Parking Lot: 11:30 - 11:50

Lincoln School of Science and Technology Front Entrance: 12:20 - 12:40

We will be supplying multiple meals for the weekend to each participant. Parents can pick up meals for children if needed.

Each student receives a PIN number in kindergarten and keeps that number regardless of what Canon City School they attend. Please ensure your student knows their PIN.

Free and Reduced Meal Benefits:

- Benefits are available to families who meet household income requirements.
- Applications and information is available at [www.ccsnutrition.org](http://www.ccsnutrition.org) or your child's school.
- Applications must be completed, processed and approved before benefits are received
- Please allow up to 10 days for the processing and approval of your application.
- You will be sent a notification letter advising you of your benefits or call 276-5814.
- Families must provide \$5.00-\$10.00 for meals until your application is approved.
- K-8 students who qualify for reduced meals, also receive breakfast & lunch at no charge.
- New applications must be completed each school year.

### After School Sports - \*Due to Covid 19 – this program has been suspended temporarily

After school sports will be tentatively offered free of charge to 5<sup>th</sup> grade students who are promptly in the gym at 3:15 one day a week (TBD). Parents will approve student participation at registration time. Sessions dismiss at 4:00.

The sports activity of the following week is posted or announced in individual classrooms at least 2 days prior to the day of the activity. This allows students sufficient time to make necessary arrangements with their parents/guardians if the students are choosing to attend after school activities. Games are designed to be age appropriate. For safety reasons younger siblings may not attend.

Students are expected to make prior arrangements for rides home after activities conclude; they will not be allowed to call home except in the case of emergency.

Students who attend after school sports stay for the duration of the activity. They may not leave until the activity has concluded at 4 p.m.

Good sportsmanship and cooperation is always practiced in all after school sports activities and the 7 *Habits* are implemented. Any student who refuses to comply with school rules or game regulations will not be allowed to participate.

If a student is removed from an activity because of unacceptable behaviors, ***the parents will be notified by telephone or letter*** and the student will not be allowed to participate the following week. If the student fails to follow expected norms of behavior a second time, they will not be allowed to take part in after school sports activities for the remainder of the school year.

### **Arrival and After School Pickup:**

Students should arrive NO earlier than 7:45:

- Kindergarten - door #3
- 1<sup>st</sup> grade - door #2 for drop off & door #4 for pickup
- 2<sup>nd</sup> grade - Door #11
- 3<sup>rd</sup> grade, Door #12
- 4th grade, Door #13
- 5<sup>th</sup> grade, Door #12

When entering the building, all students get a temp check and grab and go breakfast. Staff members begin the student check in at 7:45 and the bell rings at 8:00am.

For safety reasons:

- do not send students to school before 7:45 as staff members will not be on the school grounds for supervision.
- 7:45 to 8:00 drop off for all K – 5<sup>th</sup> students at the designated doors.
- dismissal bell rings at 3:15, our neighbors at St. Michael's Catholic Church have been very gracious to allow us to use their parking lot as well. Please display driving etiquette when pulling in and out of their lot. Students, please show respect and integrity by enjoying their landscape and leaving rocks on the ground.

**New enrollee arrival:** If a student is new to our area and enrolls after the new school year has started, he/she will start class the following day if enrollment is before 12:00 p.m. If a student enrolls after 12:00 p.m., he/she will not start the following day, but the day after.

### **Attendance and Tardy**

Good attendance and being on time is essential for your child's self- esteem and their education. However, occasionally when your child is absent, the protocol is listed below.

Our Health Technician, Mrs. Murphy, is your first contact person. She may be contacted by:

- telephone-276-6093,
- email at [stacy.murphy@canoncityschools.org](mailto:stacy.murphy@canoncityschools.org)
- excused absences are granted according to district policy,
- contact Mrs. Murphy detailing the reason for being absent or tardy. For several days of absences other than illness, approval from Mr. Zamarripa, Principal, must be granted to qualify for an excused absence.

Our Health Technician keeps track of attendance twice a day per school district policy. If the family has not informed the school of the child's absence, Mrs. Murphy will contact the parent's home or cell number to verify the child's whereabouts. Several absences in a row which are already confirmed with Mrs. Murphy do not require a daily call. Most children are absent less than 10 days the entire school year. Students missing more than 4 days in a 30 day period or 10 days in a school year may be referred to the Truancy Board.

Attendance letters are sent to parents if your child misses more than the allowable number of days. If there are extenuating circumstances affecting your child's attendance please contact the school.

If at all possible, please make doctor and dentist appointments after school.

**Attendance-District Policy File can be found on the district web site in its entirety.**

## **Band - \*Due to Covid 19 – this program has been suspended temporarily**

Students in 5<sup>th</sup> grade may participate in band during the school day. Students are expected to make up any academic work they miss while they are in band. Instruments may be rented or purchased from local or area music stores. Check with the band teacher for more information.

## **Birthday Parties**

Teachers will be glad to talk to you about how to celebrate your child's birthday in school.

**Please note that homemade treats are not allowed at school.** Birthday invitations may be passed out during school only if every student in the class is invited. The school cannot release addresses or phone numbers, as this is confidential information. To prevent distractions from learning, special deliveries for any occasion should be delivered to the office. Office personnel will deliver to the classroom at the end of the day.

## **Board Of Education**

The Board of Education meets monthly at School District Fremont RE-1 Administrative Office, 276-5700. Parents are encouraged to attend.

## **Cell Phones, Pagers, Electronics**

According to School District Policy, students may carry cell phones but may not use them during the school day except in emergencies. Violation of this policy will result in disciplinary measures and confiscation of the device. Devices shall be returned after a conference with the parent or guardian. At Washington, we are asking that cell phones remain turned off and in the backpack during school hours. Once students are out of the building after school, students may use their cell phones on school property.

## Concerns

If you have concerns regarding your child's education or anything that affects your child at school, the first step is to discuss the issue with your child's teacher. Call or write a note and he/she will be more than happy to meet with you. If concerns are not addressed to your satisfaction feel free to call or write a note to Mr. Zamarripa, Principal.

## Conflict Resolution

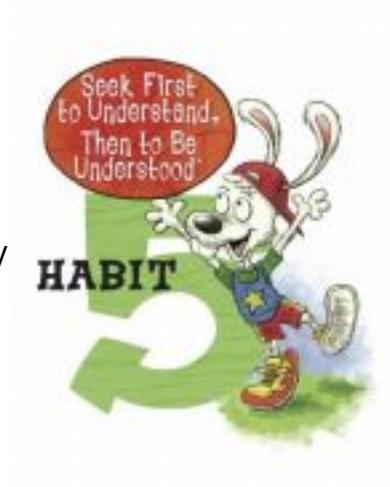
We teach our students conflict resolution skills. "Conflict is inevitable- violence is not...choose to negotiate." This process is a way to encourage students to solve their own problems in a mutually agreed upon manner.

Also, our school lives by the principles: *7 Habits for Happy Kids*. It teaches kids about the power of living —responsibility, planning ahead, respect for others, teamwork, and balance.

## Curriculum and School Standards

Teachers in School District Fremont RE-1 have curriculum guides and textbooks used at each grade level that follow academic standards. Parents are welcome to review the curriculum guides and academic standards; they are available from the teacher. Specific questions about the curriculum should be directed to your child's teacher.

We also offer a variety of special curricular programs for students. These programs are designed to enhance the educational opportunities for students. The programs include: Art, Music, P.E., Technology and GATE (Gifted & Talented Education).



## District Policies

ADF Local Wellness Policy	
EBCE	School Closings and Cancellations
IHAMR	Health and Family Life/Sex Education (Exemption Procedure)
IHCDA	Concurrent Enrollment
IKA	Grading/Assessment Systems
IKF-2	Graduation Requirements (Beginning with Class of 2021)
IMB	Teaching about Controversial Issues and Use of Controversial Materials
IMBB	Exemptions from Required Instruction
JB	Equal Education Opportunity
JBB	Sexual Harrassment
JH	Student Absences and Excuses
JHB	Truancy
JIC	Student Conduct
JICA	Student Dress Code

[JHH](#) Student Interviews, Interrogations, Searches and Arrests

[JA-1](#) Student Organizations

[JK](#) and

[JK-R](#) Student Discipline

[JK-2](#) Discipline of Students with Disabilities

[JKA](#),

[JKA-R](#) Use of Physical Intervention and Restraint

[JKA-E-2](#) Complaint Procedures and Regulations Regarding the Use of Restraint or Seclusion

[JKBA](#) and

[JKBA-R](#) Disciplinary Removal from Classroom

[JKD/JKE](#) Suspension/Expulsion of Students

[JLA](#) Student Insurance Programs

[JLCB](#) and

[JLCB-R](#) Immunization of Students

[JLCD](#) Administering Medication to Students

[JLCDA](#) Students with Food Allergies

[JLDAC](#) Screening and Testing of Students (And Treatment of Mental Disorders)

[JLDAC-E](#) Notification of Rights Under the Protection of Pupil Rights Amendment

(PPRA)

JICC Student Conduct in School Vehicles	
JICDA	Code of Conduct
JICDD	Violent and Aggressive Behavior
JICDE	Bullying Prevention Education
JICEA	School-Related Student Publications
JICEC	Student Distribution of Noncurricular Materials
JICF	Secret Societies/Gang Activity
JICH	Drug and Alcohol Involvement by Students
JICI	Weapons in School
JICJ	Student Use of Cell Phones and Other Personal Technology Devices

[JLF](#) Reporting Child Abuse/Child Protection

[JLFE](#) Sex Offender Information

[JLQ](#) Student, Fees, Fines and Charges

[JRA/JRC](#) Student Records/Release of Information on Students

[JRA/JRC](#)

[R](#) Student Records/Release of Information on Students (Review, Amendment and Hearing Procedures)

[JRA/JRC](#)

[E-1](#) Notification to Parents and Students of Rights Concerning Student Education

Records [JRCA](#) Sharing of Student Records/Information between School District and

State Agencies [JS](#) Student Use of the Internet and Electronic Communications

[KBBA](#) Custodial and Noncustodial Parent Rights and Responsibilities

[KI](#) Visitors to Schools

**Field Trips - \*Due to Covid 19 – this program has been suspended temporarily or an “in-house” field trip may be scheduled.**

Teachers will plan field trips during the year to complement their curriculum. Your permission for your students to attend field trips is given at registration. You will be notified of the field trip

destinations and costs prior to any trips being taken.

## **Fire Drills/Lockdown Drills/Evacuation Drills**

Drills are practiced at least monthly during the school year. In the event of a real fire or lockdown, parents would be notified as soon as possible.

## **Gifted and Talented Education (GATE)**

Gifted and talented students between the ages of 4 and 21 show exceptional performance and outstanding abilities or demonstrate potential for in-depth advanced programs. The Cañon City School District is committed to providing an educational program that recognizes the unique abilities and dynamic needs of these students.

### **Gifted and talented students are capable of:**

- High Performance
- Exceptional production
- Exceptional learning behavior

### **Identification is through a body of evidence which includes:**

- Teacher/parent recommendation
- Gifted testing scores in the top 5-8 percentile
- Achievement testing in the top 5-8 percentile
- Academic/Artistic achievement and performance in the top 5-8 percentile
- Accomplishments/portfolios

District-wide gifted screenings occur at 2<sup>nd</sup> and 3<sup>rd</sup> grade.

Student re-evaluations occur at 5<sup>th</sup> and 8<sup>th</sup> grades.

GATE resource teachers are available at all levels, K-12.

For more information, contact Shyla Christensen at 276-6168 or [shyla.christensen@canoncityschools.org](mailto:shyla.christensen@canoncityschools.org)

## **Grades**

Students receive standards based report cards every fifteen weeks. Your child's teacher will share with you how the grades are calculated for each subject. Grades are also given for Art, Band, Music, P.E. and Technology, as well as conduct grades. Grades and progress reports may be accessed through the Campus Portal.

## **Fines**

Students with outstanding fines are expected to pay the fine before the end of the school year or any unpaid fines will be carried over to the next school year.

## Health Services

### Health Services and Medication Policy

A full time health technician is available each school day to assist children who become ill or injured and to dispense medications. A registered nurse is also available to consult with parents regarding health-related concerns by appointment. When your child is obviously not feeling well, is vomiting, or has an elevated temperature with symptoms, please keep your child at home. You may contact the health office for more information. Please contact your health care provider when a recurring health problem is impeding your child's attendance or performance at school. The health office will contact the on-file parent if your child becomes ill at school. Children who are ill are sent home according to *Infectious Diseases Guidelines in Child Care and School Settings*.

General vision and hearing screenings are conducted on all new students, those with teacher or parent concerns, and those in grades K, 1, 2, 3, 5, 7, and 9. We maintain health records on each of our students and would appreciate assistance in keeping these up to date. Please keep the health office informed of immunizations that are completed and diagnosed health conditions that may affect your child's performance at school. PLEASE UPDATE CURRENT PHONE NUMBERS FOR YOU AND AN EMERGENCY CONTACT THROUGH CAMPUS PORTAL.

Colorado State law requires all students to be immunized before allowed to attend public school. A current immunization record needs to be on file with the health office. If immunizations are incomplete, please see the health office for plans to become compliant. The health office can assist with personal, religious, or medical exemptions. Children who are non compliant can be excluded from school after 14 days without health office contact or those without a plan in place with the health office to become compliant.

Prescription and non-prescription medication which is to be given at school needs to be brought to school in the original container with a matching medication permission form filled out by a health care provider and parent/ guardian. Medication permission/ authorization forms are available from the health office. Medication authorization forms are valid for the current school year. A new authorization form is required per school year and for any changes in a medication, dosage, time, or route. Only the required amount of medication to be taken at school should be sent. Students may not keep medication in their personal possession and cannot carry medication refills into the building.

Individual Health Care Plans may be required from a health care provider for chronic health conditions and long term medications. See the health office for specific Health Care Plan forms.

Some children may be allowed to self-carry and self-administer asthma and anaphylaxis medications in school. There is to be written permission from Health Care Provider, parent, and Registered Nurse. Self-administration of any other form of medication must have prior approval through the Registered Nurse as well as written permission from Health Care Provider, parent, and Registered Nurse. Specific forms are available from the health office. Typically this medication is not handled by school personnel nor stored in the school medication storage area.

Protocol comfort medications are available at most schools with the prescription of a local health care provider with prescriptive authority and the written permission of the parent on the annual health history and permissions form. This list may change at any time.

These medications **can** include, but are not limited to;

- Acetaminophen (headaches, pain)
- Sting kill swabs (insect bites)
- Menthol throat lozenge (sore throat or cough)
- Bacitracin topical cream (cuts or abrasions)
- Ibuprofen (pain, headache)
- Calcium Carbonate (stomach upset)
- Burn free pain relief gel Lidocaine- (minor burns)

## **Homework**

Teachers will discuss their homework policies with your child. If you have any questions, please contact your child's teacher.

Homework is not only a means of reinforcement of learning but it is an essential step in building responsibility in our students. Homework assignments are intended to help students develop independent work habits, reinforce classroom learning, enrich academic activities and develop a student's responsibility for his or her own learning. Students are expected to return assignments to school according to the teacher's directions. Disciplinary consequences will be enforced if homework is not turned in to the teacher in a timely manner.

## **Library**

Books may be checked out for two weeks at a time. Most books may be renewed during library class time, which is arranged by the classroom teacher. Students will be expected to pay for any lost or damaged book. Please help us keep track of books, each year, we lose hundreds of dollars in unreturned books.

## **Lost and Found**

Coats, caps, lunch bags and other items found can be returned if items are **marked with the student's first and last name**. Items will be on the rack by door #1. Please check this often for lost items. If items are not claimed, they are taken to local charities at the end of each trimester.

## **Parent-Teacher Conferences**

The Washington School staff believes that for the optimum education of a child that the parent and child should confer as much as needed. We have parent-teacher conferences scheduled for fall. Your child's teacher will notify you of conference times. If you have questions or concerns at ANY time, please call the office and make an appointment to meet with your child's teacher, email the teacher, or send a note.

## **P.T.O and Volunteers** (Parent Teacher Organization and Accountability Team)

PTO can be fun! All parents are urged to join and support Washington School's P.T.O. and Accountability Team. Watch for notes from school with the dates and times. Visit the district website for more on the volunteer process.

Each school in the state of Colorado has a building accountability committee. It is made up of teachers, parents, and interested community members. The School District also has a district accountability/advisory committee. If you are interested in being on either committee, please contact Mr. Zamarripa at 276-6092.

### **Parent Visitation - \*Due to Covid 19 – parent visitation has been suspended temporarily**

If you need to visit the school, an appointment is required. Please call 719 276 6092 to schedule.

Parents are always welcome to visit school. It is usually best to call and arrange a time with the teacher if you want to have a conference about your child. Teachers have planning periods and may also be available to conference with parents before or after school.

**For security reasons, all visitors must sign in at the office with a valid state ID before going anywhere in the building or the playground.** Visitors will be given a badge to wear so they can be easily identified as having permission to be in the building.

From time to time, children that are not enrolled at Washington School may come with you. The requirements are:

- Keep the student(s) in your close supervision at all times as they follow the rules, • Due to insurance reasons, playground equipment is only for enrolled students during school hours,
- Individual requests should come through the principal's office.

### **Peanut Policy**

District nutritional program school menu items will continue to be peanut free (not nut free) in our cafeteria. For those students who **do have peanut allergies**, we encourage them to choose a seat at a separate table from those students who may have brought lunch from home as a way to decrease the possibility of any cross contamination. In accordance with our 7 Habits, being proactive (Habit 1), our students will be taking the responsibility of being aware of their surroundings and making it a “win-win” (Habit 4) for all students.

### **Pet Free School**

Washington School is Pet Free because of folks who have severe allergic reactions to pet dander. Please do not bring your pet into the school or onto the playground. Sorry, but this also includes such critters as those cute kittens, puppies, and guinea pigs for show and tell unless prior approval is granted by the school principal.

### **Physical Education**

Please help your students to wear the correct shoes to school on P.E. days. We have a very unique schedule. Contact your child's teacher for days they will be attending P.E.

## **Pictures**

Individual student photos are taken in the fall. If your student is absent or the pictures are not to your expectations, we will have a picture retake day. Class pictures and individual pictures will be taken in the spring. Payment must be received on or before picture day in order to have your student's picture taken. There will be NO spring retake day scheduled.

## **Recess and Playground Codes of Cooperation**

### **GENERAL RULES**

- Keep yourself and others safe.
- Appropriate language is expected at all times.
- Rocks, gravel, snow and twigs stay on the ground.
- Snow may only be used to build forts, snowmen, etc.
- Tag Games must use the "I gotcha rule."
- Any new games will be approved by staff before playing.
- Karate and other self-defense sports stay at the private gyms.
- Stop playing immediately when the bell rings or whistle is blown and line up to go to your classroom.
- 2nd thru 5th grade students will play on the south playground.
- K thru 1st grade will play on the north playground.
- Students will play away from classroom windows on all playgrounds.
- Students should avoid any animals on or around the playground.

### **BALLS**

- Playground balls are for basketball, touch football, softball, tetherball, foursquare, soccer, wall ball and kickball with bases.
- Balls, Frisbees or other appropriate throwing equipment is all that should be tossed.

### **BICYCLES-SKATEBOARDS-SCOOTERS-ROLLERBLADES-HEELYS**

- These items should only be used off of school grounds before and after school.
- Bike racks are off limits during the school day.
- Motorized scooters are not permitted at school.

**CLIMBING EQUIPMENT** Behavior on the bars should be age appropriate and safe.



## EQUIPMENT FROM HOME AND OTHER SCHOOL EQUIPMENT

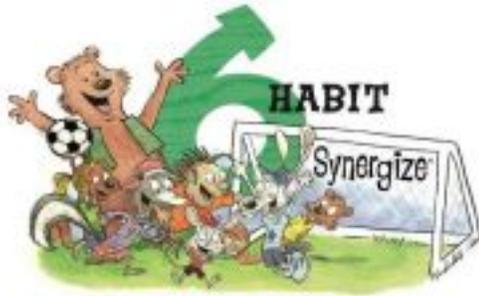
- Students may bring sports equipment from home (i.e. football, basketball, soccer ball, etc.) if they agree to treat their equipment like school equipment. In other words, students may not exclude other students from games and have no special authority over other students during play. Also, the school is not responsible for lost, stolen, or damaged equipment.
- Electronic games, radios, and iPod, etc. should remain at home. Trading cards and other toys should also remain at home except for the purpose of class display, show and tell, or other educational purposes as directed by the teacher. The student assumes complete responsibility for these items.

## SWINGS AND JUMP ROPES

- Use jump ropes on the basketball courts.
- Stop the swing before you get off; do not jump out of the swing.
- Stay seated, upright and straight.
- One person on a swing at a time.
- If there are people waiting to swing, intermediate students must get off the swing after swinging 60 times back and forth.
- Primary students count to 30.
- Kindergarten students count to 20.
- Stand a safe distance from all moving swings. Do not push students on a swing.

If students have a problem following playground rules:

- 1<sup>st</sup> time – verbal redirect
- 2<sup>nd</sup> time – sit by the wall during rest of recess or consequences arranged between the playground monitor and the teacher.
- 3<sup>rd</sup> time – meet with the principal.
- Extreme behaviors may be sent to the principal at any time.



## Request Teacher for Next Year

Our staff spends a good deal of time creating class lists and determining what is best for your child. Placements are made according to many educational factors such as: even class size, boy/girl ratio, pull out programs, etc. If desired however, you may request a teacher in the month of **April** and turn in the detailed request no later than the 16<sup>th</sup> of April. **These are the only dates requests will be accepted.** Your request should be a letter with the date, child's name, your signature, teacher requested, and your educational reasons for the request. Turn this in at the office. No further reminders or letters will be sent out. Requesting a teacher is not a guarantee your child will be assigned to the requested classroom.

## Request School for Next Year

### IMPORTANT TRANSFER REQUEST INFORMATION

**What is a Transfer Request?** A Transfer Request is a form that is filled out for all students living outside of the Washington School neighborhood that are requesting attendance at Washington School.

**What is a Boundary Waiver?** A Boundary Waiver is a form that is filled out for all students living outside of Cañon City boundaries (Florence, Penrose, etc.) that are requesting attendance at Washington School.

**When do I apply?** Parents must fill out an application for their student(s) between Feb. 15<sup>th</sup> to April 1<sup>st</sup>. Forms may be picked up at Washington School or the Administration Office.

**When will I be notified if the transfer was approved?** Parents will be notified of approval or denial by May 13<sup>th</sup>. Transfer requests received after April 1, or requests we are unable to honor due to insufficient space, will be placed on a waiting list and students must start the new school year at their neighborhood school. Once my transfer request or boundary waiver is approved, families do not have to fill out another for the following years.

For 5<sup>th</sup> graders going to a new building for 6<sup>th</sup> grade: If you do not live in the Canon City Middle School neighborhood but want your child to attend there, it will be necessary to fill out a request for the Canon City Middle School. The same would apply for Harrison Middle School. On file requests at Washington are non-transferable to a different building.

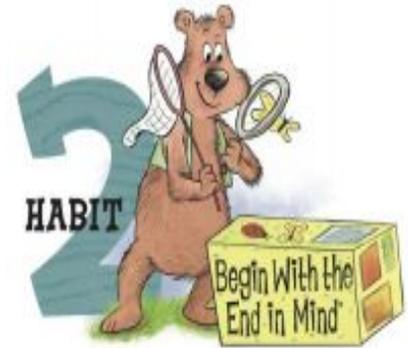
## Safety Patrol **\*Temporarily Suspended due to COVID**

Each child in the 5<sup>th</sup> grade will have the opportunity to serve on the Safety Patrol. We are very concerned about our students' safety and ask that you as parents instruct your children to respect and obey our patrol guards. Safety Patrol members are there for the students' protection and to help them.

## Telephone Calls

Our students have been great preparing for what they need in the morning. This includes homework, coats, musical instruments, snacks, etc.

**Make plans with your student every morning about what they are to do after school, and how they are getting home.** It is a good idea to choose a designated spot for pickup so your child will always know where to meet you after school. We discourage non-essential use of the phones by students to take care of issues for which they should have planned in advance. If a child however, feels unsafe, is lost or upset about his/her instructions he/she may use classroom/office phones.



## Nondiscrimination/Equal Opportunity Fremont RE-1 Schools

The Board is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. The schools in the district are subject to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry or need for special education services. Accordingly, no otherwise qualified student, employee, applicant for employment or member of the public shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination under any district program or activity on the basis of race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, disability or need for special education services.

This policy and regulation shall be used to address all concerns regarding unlawful discrimination and harassment, except those regarding sexual harassment which are addressed in File 543, File 619, and File 837.

**WASHINGTON CODES OF COOPERATION**  
 Office of Special Services/Federal Programs/Tim Renn  
 Title IX Section 504 Americans with Disabilities Act

In the event of a crisis situation, Canon City Schools reserve the right to provide crisis intervention services to students and staff. These services may be psychoeducational or psychological in nature and be provided within small groups or individual sessions. Our crisis intervention teams may at times be supported by regional mental health agencies crisis response teams. Parents may opt their student(s) out of crisis intervention services through a written request.

**Washington Elementary Progressive Discipline Matrix 2020-2021 School Year**

<b>OFFENSE</b>	<b>FIRST INFRACTION</b>	<b>SECOND INFRACTION</b>	<b>THIRD INFRACTION</b>
<p><b>LEVEL 1 –</b></p> <ul style="list-style-type: none"> <li>● Horseplay</li> <li>● Minor defiance</li> <li>● Unprepared for class</li> <li>● Out of assigned area</li> <li>● Misuse of school equipment</li> <li>● Use of Profanity (not directed at others)</li> <li>● Minor classroom disruption</li> <li>● Cheating</li> <li>● Disrespect toward adults/peers</li> <li>● Phone misuse</li> <li>● Refusal to work</li> </ul>	<p><b>STAFF CONSEQUENCE</b>  <i>RECOMMENDED: At staff discretion - Verbal Warning</i></p> <p>Consequences to be determined by the staff member and could include a restorative practice, phone call home, lunch detention, cool down with a private staff member conference in the hall, remind/reteach, verbal redirection, seating change, removal to another location, logical and appropriate consequences as determined by staff member, no credit for assignment (if cheating), verbal reminder to put phone away</p>	<p><b>STAFF CONSEQUENCE</b>  <i>RECOMMENDED: Document concerns as a Teacher Documentation in Infinite Campus &amp; parent contact (if applicable)</i></p> <p>Consequences to be determined by the staff member and could include a restorative practice, phone call home, lunch detention, cool down with a private staff member conference in the hall, remind/reteach, verbal redirection, seating change, removal to another location, logical and appropriate consequences as determined by staff member, no credit for assignment (if cheating), verbal reminder to put phone away</p>	<p><b>BEHAVIOR CONSEQUENCE</b>  <i>REQUIRED: Document concerns as a Teacher Documentation in Infinite Campus <b>and</b> parent contact</i></p> <p>Consequences will be determined by the staff member and could include a restorative practice, phone call home, lunch detention, cool down with a private staff member conference in the hall, remind/reteach, verbal redirection, seating change, removal to another location, logical and appropriate consequences as determined by staff member, no credit for assignment (if cheating), verbal reminder to put phone away</p>

<p><b>LEVEL 2 –</b></p> <ul style="list-style-type: none"> <li>● Technology violation</li> <li>● Forgery</li> <li>● Rumor mill</li> <li>● Skipping class</li> <li>● Repeated Level 1 (Disruptive/Disrespectful) behaviors</li> </ul>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member.</i></p> <p>Consequences will be determined by the administrator and could include phone call home, office detention, warning, revocation of technology privileges, detention Restorative Practice or removal from classroom/Office Detention</p>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member.</i></p> <p>Restorative Practice or removal from classroom/Office Detention *Only after Multiple Infractions: 1-3 days ISS depending on severity of infraction. Parent notified by administrator regarding incident. 1-3 days OSS. Possible re-entry meeting with parent and student depending on severity of infraction.</p>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member.</i></p> <p>3-5 days OSS. Required Restorative Reintegration Meeting.</p> <p>Habitually Disruptive Letter after 3<sup>rd</sup> OSS and every suspension thereafter.</p>
<p><b>LEVEL 3 –</b></p> <ul style="list-style-type: none"> <li>● Racial/ethnic slurs</li> <li>● Repeated Level 1 behaviors (with documentation)</li> <li>● Harassment</li> <li>● Truancy/leaving campus</li> <li>● Profanity directed at others</li> <li>● Physical aggression/intimidation</li> <li>● Stealing</li> <li>● Bullying/harassment</li> <li>● Inappropriate touching</li> <li>● Complicity (instigating)</li> <li>● Repeated or major disrespect toward staff <ul style="list-style-type: none"> <li>● Destruction of school property</li> </ul> </li> <li>● Use/possession/distribution of tobacco or tobacco-related product or device (i.e. vape)</li> </ul>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member.</i></p> <p>Restorative Practice or removal from classroom/Office Detention 1-3 days ISS depending on severity of infraction.</p> <p>1-3 days OSS. Possible re-entry meeting with parent and student depending on severity of infraction.</p>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member.</i></p> <p>Restorative Practice 1-3 days ISS depending on severity of infraction.</p> <p>1-3 days OSS. Required re-entry meeting with parent, staff member, and student to develop a Behavior Intervention Plan.</p>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member; referral to Response to Intervention team.</i></p> <p>3-5 days OSS. Re-entry meeting with parent and student during Response to Intervention meeting.</p> <p>Restorative Reintegration Practice Habitually Disruptive Letter after 3<sup>rd</sup> OSS and every OSS thereafter.</p>
<p><b>LEVEL 4 –</b></p> <ul style="list-style-type: none"> <li>● Bomb threat</li> <li>● Vandalism</li> <li>● Battery</li> <li>● Alcohol/Drug possession and/or distribution</li> <li>● Weapons</li> <li>● Arson</li> <li>● Assault</li> <li>● Sexual harassment/misconduct</li> <li>● Fighting</li> <li>● Extortion</li> </ul>	<p><b>BEHAVIOR REFERRAL CONSEQUENCE</b></p> <p><i>REQUIRED: Behavior Referral entered into Infinite Campus by staff member or administrator</i></p> <ul style="list-style-type: none"> <li>● School will adhere to district policy and state and federal law requirements</li> <li>● Long-term suspension and/or recommendation for expulsion</li> <li>● Referral to School Resource Officer for possible citation</li> <li>● Threat Assessment completed by Threat Assessment Team</li> <li>● Mandatory habitually disruptive letter</li> <li>● Mandatory Restorative Reintegration Practice</li> </ul>		

**\*After 2 classroom removals, a behavior plan must be created with the teacher and parents in Alpine**

## **Washington School Learning Agreement and Handbook Pledge**

Student Agreement- It is important that I work hard to do my best. Therefore, I shall strive to do the following:

- Respect and cooperate with other students and adults,
- Obey school rules, practice life skills, and abide by the internet pledge,
- Attend school regularly and be on time,
- Complete and turn in my school work and homework,
- Ask for help when I need it,
- Help keep my school safe.

Staff Agreement- We as educators have high expectations for ourselves and students and will facilitate the achievement of these expectations by:

- Showing that we care about each student,
- Communicating frequently and working with families and our community to support student learning,
- Providing a safe, respectful environment for learning,
- Providing meaningful learning experiences,
- Modeling the lifelong habits for others.

Parent/Caring Adult Agreement- I want my child to succeed. Therefore, I will encourage him/her by doing the following:

- See that my child is punctual and attends school regularly,
- Support the school in its effort to maintain discipline,
- Support my child in achieving his/her personal best,
- Establish a daily time and quiet place for homework and study,
- Communicate frequently and work with teachers and school staff to support my child.

We understand the expectations for student behavior. We also understand students will be held responsible for their behavior as per this plan and district regulations.

I promise to read and review together with my student all the information in this handbook.

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Student Name(s)

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Parent Signature

Date

## **STUDENT INTERNET ONLINE SAFETY PLEDGE**

- Being a student at Washington School, I pledge to follow these rules to stay safe while online. I understand that any behavior that is not acceptable may result in my not being allowed to work online. I am responsible for my actions when using technology and online services.
- I will be responsible for good behavior and judgment on the Internet, just as I am in a school building. I realize that general school rules for behavior and communications apply to my online behavior just as they do to my behavior at my school.
- I will talk with an adult to set up rules for going online including the time of day, how long to stay online, and appropriate areas to visit. I will not give out personal information without my parents' permission (*my name, photo, address, telephone, parent's work number, my school name or location, or places I go.*) I will not send or receive information that is not related to my schoolwork.
- I will tell an adult right away if I find any information that makes me feel uncomfortable. I will not respond to messages that are mean or make me feel uncomfortable. If I get such a message I will tell an adult right away.
- I will not give out my Internet password to anyone other than my parents or teacher. I will not use another's password or trespass in another's folders, work or files. I will be a good online citizen and not do anything that hurts other people or that is against the law.

### **SPECIFICALLY PROHIBITED**

- Unsupervised use of game sites or chat rooms
- Inappropriate pictures, text or music
- Non-educational surfing
- Downloading programs
- Sending, displaying, or seeking offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems or networks
- Violating copyright laws

I understand that I may review the complete eight-page district *Acceptable Use Policy* at any time. It is available in our building's main office.

By signing the handbook pledge, student(s) agrees to do all the above.

<b>POSITION</b>	<b>NAME</b>	<b>EMAIL</b>	<b>ROOM</b>
Principal	Brian Zamarripa	brian.zamarripa@ccsre1.org	Office 103
Secretary	Norma VanGorder	norma.vangorder@ccsre1.org	Office 100
Social Worker	Linda Hanenberg	linda.hanenberg@ccsre1.org	105
School Health Prof.	Sherry Miller	sherry..miller@ccsre1.org	407
Health Technician	Stacy Murphy	stacy.murphy@ccsre1.org	106
Kindergarten	Renee Gutormson	renee.gutormson@ccsre1.org	311
	Shana Thorson	shana.thorson@ccsre1.org	308
	Jonice Sullivan	jonice.sullivan@ccsre1.org	310
Title 1 Teachers Paraprofessional	Jen Newton Michelle Zimmerly LaDonna Taylor Tanya Sanders	jennifer.newton@ccsre1.org michelle.zimmerly@ccsre1.org ladonna.taylor@ccsre1.org tanya.sanders@ccsre1.org	303
1 <sup>st</sup> Grade	Trever Ford	trever.ford@ccsre1.org	306
	Karen VanHaverbeke	karen.vanhaverbeke@ccsre1.org	304
Paraprofessional	MaKenzie Konty Kim Schouweiler	makenzie.konty@ccsre1.org kimberly.schouweiler@ccsre1.org	
2nd Grade	Michelle Nethercot	michelle.nethercot@ccsre1.org	207
2 <sup>nd</sup> Grade	Tracy Hash	tracy.hash@ccsre1.org	206
2nd/3rd Combo	Kacey Hayes	kacey.hayes@ccsre1.org	214
3 <sup>rd</sup> Grade	April Hegarty	april.hegarty@ccsre1.org	212
	Tisha Hance	tisha.hance@ccsre1.org	213
4 <sup>th</sup> Grade	Brenda Clafin	brenda.clafin@ccsre1.org	405
	Sharon Parnell	sharon.parnell@ccsre1.org	406

4th/5th Combo	Erica Norville	erica.norville@ccsre1.org	411
5 <sup>th</sup> Grade	Kerry Nott	kerry.nott@ccsre1.org	412
	Pat Stott	patricia.stott@ccsre1.org	413
Music/Band	Zach Schneider	zach.schneider@ccsre1.org	116/117
Technology	Annette Nimmo	annette.nimmo@ccsre1.org	208
Art	Michelle Taylor	michelle.taylor@ccsre1.org	202
P.E.	Toni Pierce	toni.pierce@ccsre1.org	118
Sped Paraprofessionals	Susanna Florom Christopher Hurst Delores Comstock Julie Payne Tandy Garruto	susanna.florom@ccsre1.org christopher.hurst@ccsre1. delores.comstock@ccsre1. org julie.payne@ccsre1.org tandy.garruto@ccsre1.org	300 401
ESL Gate Speech O.T.	Dena Richter Nikki Laughlin Jasmine Riley Christina Holt	dena.richter@ccsre1.org nichole.laughlin@ccsre1.org jasmine.riley@ccsre1.org christina.holt@ccsre1.org	107 201 112 113
Librarian Office/Maker Space	Chris Lee Debbi Hilburn	christine.lee@ccsre1.org debbi.hilburn@ccsre1.org	126
Head Cook Cooks	Rhonda Gilliom Jocelyn Fallis	rhonda.gilliom@ccsre1.org jocelyn.fallis@ccsre1.org	121/122/123
Head Custodian Custodians	Kyle Stevens Misty Lovato Berneita Stiefel	kyle.stevens@ccsre1. misty.lovato@ccsre1.org bertneita.stiefel@ccsre1.org	109



# Washington School Tradition

*Building Established 1951*

Our school was named after the first President of the United States,  
George Washington



Our School Colors  
Royal Blue and White

A bear foot print has  
five toes.



Our School Mascot  
Black Bear

Black Bears are native to  
Fremont County.



Washington sits at the heart of Canon City on the corner of 9<sup>th</sup> and College Streets. Generations of learners have walked through our doors as the school was built in 1951. People often remind us that they were once a student at Washington and are pleased that their child or grandchild comes here now. We value the confidence our families place in us as we bring a well-rounded education to each treasured child. The newest of our traditions is teaching the *7 Habits of Highly Effective People* to our young clients. In 2011 we were designated as a Leader in Me School, which makes us unique in Fremont County.

Main Office 719-276-6090  
Attendance 719-276-6093  
Kitchen 719-276-6095  
Fax 719-276-6130

[www.washingtonbears.org](http://www.washingtonbears.org) [www.canoncityschools.org](http://www.canoncityschools.org)

**School District Fremont RE-1 Cañon City Schools does not discriminate in any of its programs, activities or employment with regard to sex, color, disability, race or national origin.**

*Complaints may be filed verbally, in writing or anonymously. If you wish to file a complaint using the district complaint form, please submit to:*

*Ms. Jamie Davis  
Title IX, Section 504, and Americans with Disabilities Act Coordinator  
101 North 14th Street, Cañon City, Colorado 81212 - Telephone: [\(719\) 276-5700](tel:7192765700)*