

SCHOOL RULES

1. Students should not come onto the school grounds prior to 7:50 AM and should leave immediately at the end of their day unless enrolled in extended care or intervention classes. Kindergarten students should arrive no more than ten minutes prior to the start of class unless enrolled in extended care.
2. Sports equipment should not be misused:
 - Football is not to be played on the asphalt.
 - Basketballs, volleyballs, and rubber bouncing balls are not to be kicked.
 - Balls are not to be thrown or hit against the building or fences.
 - Tennis balls and super balls are not permitted on campus.
 - Follow the school rules for tetherball: no ropies, do not cross the line, the first person in line is the judge, if in doubt Ro Sham Bo.
 - Follow the school rules for monkey bars: keep your hands on the bars at all times, do not skip bars, everyone moves in the same direction.
 - There are only three people allowed on the slide platform at one time. Only one person at a time going down the slide. Pushing or horse-play on the platform of the slide will not be tolerated. Do not put sand, bark, or other debris on the slide. You must go down the slide feet first.
3. Students are to remain on sidewalks and walk, not run, at all times.
4. All students are to remain in supervised areas, visible to the teacher or supervisor on duty, at all times. Behind buildings, in hallways, and in restrooms are not supervised areas. Do not go to other classrooms during recess unless you have a pass.
5. There is to be NO GUM at school.
6. Bicycle riding, skateboarding, and roller blading are not permitted on school grounds at any time. Bicycles, roller blades, and skateboards may be confiscated.
7. Disruptive behavior such as fighting, talking back, inappropriate language, etc., will not be tolerated. Appropriate disciplinary actions will be taken as per district policy.
8. Guns, knives, and matches are forbidden on school grounds. Students found to be in possession of these items may be suspended or expelled as per Education Code 43800.
9. All games and activities are to stop immediately when the bell rings.
10. During the school day, no child is to leave the school grounds without permission.
11. On rainy days students are to stay off grassy areas and out of the sand.
12. Appropriate clothing should be worn at all times. Please refer to the dress code.

13. No toys are allowed at school without prior approval from the teacher. No trading cards, hand held electronic games, portable radios, tape players, MP3 players or CD players.

14. The foyer and the cafeteria are not to be used as walkways.

15. You must have a pass to go to the Front Office or the Health Office.

ANY VIOLATION OF THESE RULES COULD RESULT IN THE FOLLOWING CONSEQUENCES:

- 1ST OFFENSE- WARNING CITATION
- 2ND OFFENSE- RECESS/LUNCHTIME CONSEQUENCE CLUB
- 3RD OFFENSE- RECESS/ LUNCHTIME CONSEQUENCE CLUB/ CALL HOME

FURTHER OFFENSES WILL RESULT IN OFFICE REFFERALS AND APPROPRIATE ACTIONS AS PER DISTRICT POLICY WITH THE POSSSIBILITY OF SUSPENSION.

WHEN ATTENDING THE CONSEQUENCE CLUB, STUDENTS MUST GO DIRECTLY TO THE OFFICE AFTER EATING LUNCH. ALL STUDENTS MUST BRING WORK TO COMPLETE WHILE IN THE CONSEQUENCE CLUB.

SCHOOL RULES APPLY TO ALL STUDENTS IN OUR EXTENDED DAY CARE.

DRESS CODE

The general rule is to be neat, clean, use good taste, and to cover the body appropriately so as not to distract from the educational program. The following are the standards of dress for Lincrest School. You may also refer to the district discipline handbook.

1. All students must wear shoes. Thongs or other types of slip-on shoes are prohibited. Due to our daily physical education program, sturdy tennis or oxford type shoes are encouraged.
2. Hats are to be removed inside all buildings. If hats are worn outside, they must face forward with the bill extending over the nose.
3. No halter tops, spaghetti straps, strapless, tube, or midriff baring tops are allowed. This includes cutoff t-shirts. Tank tops are not to have overly large armholes.
4. Dresses, skirts, and shorts should be of an appropriate length.
5. All clothing should cover undergarments appropriately. Baggy pants and shorts need to be held up with a belt.

ANY VIOLATION OF THE DRESS CODE MAY REQUIRE THE STUDENT TO CALL HOME FOR A CHANGE OF CLOTHING.

BICYCLES

*Children younger than 14 are five times more likely to be injured in bicycle accidents than older riders, and more than half of injuries occur to the face or head. Head injuries increase the chance of death by 20%, but the vast majority can be prevented through the simple act of wearing a bicycle helmet. *Columbus Children's Hospital

Please follow the bicycle safety rules while riding a bike to and from school:

1. ALWAYS wear a properly fitted, certified bicycle helmet.
2. Stay as close to the right hand edge of the street as you can. If you ride with others, ride single file for safety.
3. Your bike is a vehicle, just like a car or a truck. You must obey all traffic signs and lights just like a driver. The laws are made to protect you.
4. Slow down or stop at all corners and look in all directions when crossing. When pulling out of a driveway or alley, stop completely and look both ways.
5. Your bike is built for one person only. You cannot steer properly or keep your bike under control when another person is riding on the handlebars or center bar.
6. When traffic is heavy, get off your bike and walk across the intersection. If you have to ride in a business district, never ride on the sidewalk.
7. When cars or pedestrians are crossing your path, you must stop and let them go, they have the right of way. You may go after the path is clear.
8. Good riders steer their bikes straight along the right hand edge of the street. Never weave back and forth in traffic. Do not ride in the middle of the street.
9. Whenever you turn or stop, you must signal to other riders and drivers.
10. Remember, the most important rule is STAY ALERT AND BE READY. The expert rider is never caught off guard. Watch for cars pulling on to the street, or car doors opening suddenly.

Walk your bike on campus. Do not ride your bike on the sidewalks or in the parking lot. Park in the bicycle area and lock your bike. The bike rack is off limits during school hours.

DISCIPLINE

Philosophy of Discipline

The Yuba City Unified School District recognizes that self-discipline is both a learned behavior and a prerequisite for learning. The district strives to maintain a challenging, positive educational environment, which is conducive to students achieving success and developing self-discipline. The District's commitment to learning and the development of responsible citizens in a democracy requires the maintenance of a positive, stimulating, and safe school environment where mutual respect is the underlying principle and rules are explained, publicized, and enforced. Standards of student conduct derive from the goals of respect for self, for property, and for others. The enforcement of school and District rules and State laws will promote the development of student maturity and self-

discipline essential for academic achievement, personal integrity, and responsible citizenship. These rules and regulations will be enforced fairly, uniformly and consistently without regard to race, creed, color or sex. (Board Policy 5144)

Climate for Learning

The Governing Board and Lincrest School strive to develop each student's highest potential, nurture positive attitudes toward self and others, and develop those skills which prepare youth for responsible citizenship by fostering self-discipline and personal confidence, caring, initiative, problem solving, effort, focus, and perseverance. Positive incentives will be given to students exhibiting these skills.

The Lincrest staff promotes the idea that all members of its school have the right to a safe, secure, and peaceful environment according to the State of California Education Code Section 12.06(7).

Classroom Behavior

The classroom teacher has the primary responsibility for dealing with inappropriate student behavior. Prior to referral to a site administrator, the teacher should conference with the student, contact the parent, and utilize any other appropriate strategy designed to correct behavior.

In cases where student behavior is acutely disruptive or dangerous, the teacher should make an immediate referral to a site administrator.

ATTENDANCE

Absences

Regular and prompt attendance is necessary for academic achievement and is required by the State of California.

An explanation regarding your child's absence is required the day of the absence. We urge you to CALL THE SCHOOL the morning of the FIRST DAY OF YOUR CHILD'S ABSENCE. A phone notification is documented and satisfies the needs of the school. You may also write a note and it should include the student's name, date of absence, reason for absence, and parent/guardian's signature.

Absences over ten days will result in the student being dropped from Lincrest School. Independent Studies are arranged with prior approval from the principal, based on prior attendance and academic progress.

Tardies/Unexcused Absences

The State of California mandates prompt and regular class attendance. Three unexcused absences or tardies will be reported to the Positive Attendance Officer will recommend subsequent actions to be taken. If a student arrives at school after the starting time, he/she must check into the front office before going to class. An admit slip will be given to the student to take to class.

Perfect attendance rewards will be given monthly.

LEAVING SCHOOL

Lincrest School is a closed campus. Students are not allowed to leave the school grounds without written permission once they have arrived. If your child has a note to leave school, he/she must show it to their teacher and bring it to the office before leaving school.

If you wish to take your child out of class, please come to the school office. You will be asked to sign your child out and your child will be called to the office. Students may not be picked up from the classroom.

BUSES

Our school operates an established, fee based bus route system as determined by the school district. Riding the school bus is a privilege. Children must observe the rules and regulations of riding the bus and obey the school bus driver. This privilege will be revoked if the rules of riding the bus are violated. Bus passes and questions regarding transportation should be directed to the Transportation Department at 822-5275.

CAFETERIA

Hot lunches are sold in the school cafeteria. At present, the cost of breakfast is \$1.00 and a regular lunch is \$2.00 which includes milk. Lunches at a free or reduced price are available for students who qualify. If your child brings lunch to school, milk is available for \$.50. Lunches should be purchased in the cafeteria between 7:50 a.m. and 8:00 a.m. You may purchase as many lunches as you prefer. If your child buys lunches frequently, prepayment would be helpful. Students with specific food allergies need to complete a "Participants with Food Allergies & Diseases" form, which can be picked up in the cafeteria. This form must be accompanied by a note from the students' physician stating the type of food allergy. Questions regarding lunches should be directed to Food Services at 822-5078.

Cafeteria Rules

Inside Rules:

1. ALL talking should be in a low voice. No yelling.
2. Payments for breakfasts/lunches should be paid in the cafeteria prior to school.
3. Always have your lunch card with you or a slip of paper with your name on it. This helps the line move more quickly.
4. Stay in your seat and raise your hand when you are finished eating. Wait for a supervisor to excuse you. Raise your hand if you need assistance.
5. Pick up all papers and trash before you raise your hand to be excused.
6. There is no pushing or running in the cafeteria at any time.
7. Do not bring toys into the cafeteria.
8. All playground equipment (i.e. balls, jump ropes, etc.) must be placed against the wall before entering the cafeteria.
9. Walk to the playground when excused.
10. Citations will be issued to students who fail to follow the cafeteria rules.

Outside Rules:

1. Students who bring lunches from home may eat outside in the patio area, where the benches have been placed.
2. Throw all papers, plastics, and trash in the trash containers before leaving.
3. Remain seated until you are excused by a supervisor.
4. Citations will be issued to students who fail to follow the rules, and outside privileges may be taken away.

CHANGE OF ADDRESS/TELEPHONE

Each year during the first week of school, parents are asked to fill out a Student Information Sheet for each child enrolled. These sheets are maintained in the school office and are used in the event of an emergency or to contact parents/guardians. If you do not have a home telephone, please ask a neighbor to allow you to use their phone number as a contact in case of an emergency. Please do not list out of town emergency numbers. List someone who is quickly available to come to the school. List both your street address and P.O. Box if applicable. It is important for the well-being of your child that these cards are kept up to date. Any change in information should be reported to the school immediately.

SPECIAL PROGRAMS

Lincrest School provides the following special programs:

1. School Improvement Program, or SIP, is a state funded program to help all students improve in instructional areas.
2. Resource Specialist Program, or RSP, assists students with identified learning disabilities.
3. Speech Therapy. Our speech therapist screens for articulation, voice, hearing, and language delays and schedules remedial sessions.
4. School Psychology. Our school psychologists are available to test for and suggest solutions to learning or social problems. The school psychologist provides services such as achievement and ability testing, and teacher and parent consultations. He/she meets with students on an individual and/or group basis for support groups and counseling sessions. All assessments and evaluations are done with parental knowledge and written consent.
5. The school nurse screens for vision, color vision (boys only), and hearing problems. She is on campus one day per week, and our health aide is available daily from 9:45 a.m.-1:15 p.m.

STUDENT SUCCESS TEAM

The Student Success Team, or SST, is a school-based, problem-solving group whose purpose is to provide assistance to teachers and parents in the areas of behavior management and instructional strategies. Specifically, the SST studies individual cases referred by teachers or parents. They explore and identify classroom modifications, intervention techniques, and available alternatives. They plan actions to be taken to meet the needs of the student, document the actions taken, review the outcomes of the modification, interventions, alternatives, and action taken, and where appropriate, may recommend processing for referral to Special Education.

The SST is a regular education function and should not be confused with an IEP team, which is Special Education. Staff members on the SST include: a site administrator, school psychologist, speech and language specialist, resource specialist teachers, and at least three regular education teachers.

STUDY STRATEGIES FOR ELEMENTARY SCHOOL STUDENTS

When students hear the word *study*, some would prefer to hide their heads under their desks. Here are some quick and easy ways to motivate your child.

- First, he/she should have a quiet, comfortable, and well-lit study area, with necessary supplies such as pencils, paper, index cards, and folders. This will help keep your child from wasting valuable study time looking for supplies.
- Post a calendar to write down important dates for assignments and projects, which will help him/her determine what to study and when.
- Studying should be done at the same time each evening before other activities, such as watching television.
- Young elementary students should study an average of 20 to 30 minutes every night, focusing on developing organizational skills and improving basic concepts, including writing and vocabulary.
- Older elementary students should study an average of 45 to 60 minutes per night and should focus on planning ahead, setting goals, and prioritizing.

Jessica Samons Kutz www.encarta.msn.com

FIRST AID

Our main concern is the safety and welfare of the students. In case of student accidents, our school is responsible for first aid only. Our school district provides a nurse who is on campus two days per week and the health aide is available daily from 9:30 a.m. to 1:00 p.m. In the event of a more serious injury, the parents/guardians of the student will be notified immediately. The school cannot care for injuries or illnesses incurred away from school. If you have health related questions or concerns, you may contact our Health Office at 822-5260 ext. 203.

HEALTH NOTICES

Head Lice

Y.C.U.S.D. has a no nit (egg) policy. The established policy regarding head lice requires that a student infected with nits or live adult lice will not be permitted to remain in school. The parents will be notified and receive an informational sheet outlining the steps to be taken to enable the student to return to school. Parents must take their child home and treat them for head lice. Our policy allows only 24 hours for treatment. The child must be nit and lice free prior to returning to school. They will be rechecked by the office staff or the Health Office staff.

Acute Bacterial Conjunctivitis (Sore eyes, Pink eye)

Infection begins with tearing, irritation, congestion and redness of the eye, sensitivity to light, swelling of the eyelid, and mucopurulent discharge. Occurrence is wide spread. It is transmitted by contact with the discharge. It is communicable during active infection. It begins usually within 24 to 72 hours after exposure. As this is a contagious disease, students are excluded from school until treated. Students may return to school after beginning treatment by a physician, 24-48 hours. Students and family should practice good hand-washing techniques to lessen the chances of exposure.

Chicken Pox

Chicken Pox or Herpes Zoster is an acute generalized viral disease of sudden onset with slight fever, mild constitutional symptoms and a skin eruptions which are red, raised, pimple-like for a few hours, and then become small blisters for 3-4 days, leaving a granular scab. Lesions tend to be more abundant on covered parts of the body than exposed. It may appear on the scalp, armpit area, mucosal membranes of the mouth and upper respiratory tract and on the conjunctivae (lining of the eye lids). Chicken pox commonly occur in successive crops with several stages of maturity present at the same time. Occurrence is world wide. It is spread by direct contact, droplet, and airborne transmission. The incubation period is 14-21 days. It is communicable for as long as 5 days, but usually 1-2 days before onset of rash, and not more than 6 days after the appearance of the first crop of blisters. Students are excluded for 6 days, day one being the first day the rash appears. Second attacks of chicken pox are rare. Immunization for chicken pox is now required for all kindergarteners and students transferring from out of state/country. For more information contact your physician, school nurse, or the Sutter County Department of Health at 822-7215.

Streptococcal Infections (Strep Throat, Scarlet Fever, Impetigo)

Impetigo is highly contagious. It is usually superficial and may become blister-like, pus encrusted lesions. It is contagious and transmitted through contact with the discharge of the lesions. Students may return to school after beginning treatment by a physician, 24-48 hours.

Scarlet fever is a streptococcal disease, which includes a skin rash with minute red points, sore throat, high fever, nausea and vomiting, and a strawberry appearing tongue. During recovery, skin may peel on the tips of the fingers and toes. Students may return to school after beginning treatment by a physician within 24-48 hours if they are feeling well enough to return.

Ringworm

Ringworm is not a worm at all. It is a disease caused by different types of fungus. It presents with a lesion that is generally circular and slightly reddened with scaly or blistered borders. Itching is common. It is highly contagious, and is transmitted by direct contact with an infected human or animal. The student may return to school within 24 hours after beginning treatment by a physician.

STATE MANDATED SCREENING PROGRAMS

Y.C.U.S.D. carries out the following mandated screening programs:

Vision Screening

Usually in the fall of each school year, optometrists administer a modified clinical technique (MCT) screening program to grades K, 2, 5, 8, and 10 students. Other students that are tested include those that are new to the district, special education students, and teacher and parent referrals. Parents receive notification of problems and are required to receive follow up care by their family optometrist.

Hearing Screening

Usually in the fall of each school year, the hearing screening is contracted out to a private company which is state approved. The grades screened are the same as those screened for vision screening. Students are tested twice before parent notification of problems. Parents receive notification of problems and are required to receive follow up care by their family audiologist.

Color Vision Screening

Boys only are screened. Students are tested in the first grade.

IMMUNIZATION REQUIREMENTS

To enter or transfer into public and private elementary and secondary schools (grades K-12), children under the age of 18 years must be up-to-date on all required immunizations. Please consult with your family physician or contact the Sutter County Department of Health to verify that your child is current on his/her immunizations. The Sutter County Department of Health offers a low or no cost immunization program. For more information call 822-7215.

REQUIRED HEALTH EXAMINATIONS

Physical Examinations For All Entering First Grade Students

California law requires that all entering first grade students are to have a physical examination. This can take place up to 18 months prior to entering the first grade. Forms are available at the school office. You may take your child to your local physician or to the Sutter County Department of Health. Low or no-income families may make financial agreements through the Sutter County Department of Health 822-7215.

Oral Health Assessment

California law requires that all children have an oral health assessment by May 31 in kindergarten or first grade, whichever is his or her first year public school. The law specifies that the assessment must be performed by a licensed dentist or other licensed or registered dental health professional. Oral health assessments that have happened within the 12 months before your student enters school also meet this requirement. You can get copies of the necessary form at the office or online from the California Department of Education's Web site at <http://www.cde.ca.gov/ls/he/hn/>.

MEDICATION

Medical treatment is the responsibility of the parent and your family physician. We urge you to work out a schedule of medication administration outside of school hours. When it is absolutely necessary to medicate at school, the following procedures apply:

1. A *Permission to Medicate* form must be completed. It must have explicit directions from your family physician and must also be signed by the parent/guardian. This form must be given to the Health Office staff prior to any medications being administered at school. These forms are available in the Health Office.
2. All medications must be in the original pharmacy container with the student's name clearly visible and directions for administration. This includes inhalers and over the counter medications.
3. Medications will be kept in the Health Office. It is the student's responsibility to come to the Health Office at the appropriate time to take his/her medication.
4. Medications are not allowed to be in the student's possession during school hours. This includes cough drops, aspirin, Tylenol, Motrin, or any other over the counter items. Students found with any medications in their possession will have their medication taken away, and the parents will be notified. The medication will be kept in the office where it can be picked up after school hours. If it is medically mandatory that the student carry his/her medication on their person, there must be a doctor's approval on file in the health office with the type of medication, student's name, reason for taking the medication, and the dosage.

LIBRARY

Our library is committed to providing a broad range of reading materials for our students. Reading is fundamental for a successful life. When your child brings a library book home, please remember to:

- Read to your child everyday.
- Keep the library books in a safe place.
- Treat the library books with care; use clean hands and be gentle.
- Return the books to the library on time.
- Be prepared to pay for any lost, stolen, or damaged books. The full cost of replacement is your responsibility.
- Enjoy!

Kindergarten through third grade students may check out only one book at a time for a week. Fourth and fifth graders may check out one fiction and one non-fiction book for one week, to allow for recreational reading as well as school related reading. The privilege applies only to students not on the overdue list. A student with an overdue book may not check out any more books until the student has returned the overdue book or paid for a lost book. Students may not check out books during the last two weeks of the school year.

MUSIC

Instrumental band instruction is provided for fourth and fifth grade students. String instrument instruction is provided for fourth and fifth grade students also. Orff Classroom Music is provided for second through fourth grade students.

EMERGENCIES

In the event of a school-wide or district-wide emergency, parents and guardians will be contacted as soon as possible by the school's rotating phone messaging system. In these situations, it is impossible for the school to contact parents in any other manner. In the event of an emergency, parents are urged to check the Yuba City Unified School District's website at www.ycusd.k12.ca.us.

FIELDTRIPS

Field trips require written parent or guardian permission. Prior to each field trip, a form will be sent home which requests your permission for your child to participate as well as a description of the field trip itself.

One field trip to note is the fifth grade trip to Shady Creek Outdoor School. This field trip runs from a Monday to a Friday with the exact dates to be determined yearly. The approximate cost per student of this program is \$216.00.

FUNDRAISERS

Student safety is our primary concern. During all fundraisers, students are encouraged to contact family and friends. Never allow students to go door to door to sell items to strangers.

MONEY, TOYS, JEWELRY AND ELECTRONICS AT SCHOOL

The school cannot be responsible for lost, stolen, or damaged property. Please do not bring toys, large amounts of money, or jewelry to school. The selling or trading of items at school is not permitted. We do not allow hand held electronic games, MP3 players, DVD players, portable radios, tape, or CD players. Other toys are only allowed with prior teacher permission.

LOST AND FOUND

The school has a special place for lost and found items. To insure the prompt return of lost articles, please label your child's clothing and property clearly. At the close of the school year, all unclaimed items will be given to charity.

PARTIES AND BIRTHDAYS

Students are allowed two parties each year. The parties are arranged by the teacher and room parent. Students may not distribute invitations to private parties at school. This rule will be strictly enforced. Students' addresses will not be given out to parents.

The District's Food Services Department has many party plans available for parents who wish to provide treats for their students' birthdays or other special events. The different party options can be viewed online at the District's website, www.ycusd.k12.ca.us. One week notice is required for all parties.

PROGRESS REPORTS

The Lincrest School staff works hard to keep the lines of communication open between school and parents. Conferences are held in November of each school year. Contact your child's teacher to request or schedule additional conferences as needed. Progress Reports are sent home on a trimester basis. We also administer Standard Based tests (STAR) in the spring for grades 2-5. Individual student reports are sent home outlining the results of the testing.

LINCREST PARENT CLUB

The Lincrest Parent Club (LPC) is a vital school function and your support will make it a success. The LPC consists of parents, teachers, school administrators, and friends who are concerned about children and their education. Regular meetings are held on the first Tuesday of each month at 6:30 p.m. Additionally, there are four general meetings per year, with dates to be determined.

PUBLIC USE OF THE FACILITIES

School facilities, such as ball fields and the multi-purpose room, are available for public use. Restrictions apply regarding types of groups, activities, and times. Should any group or organization wish to use the school facilities, they must have proof of insurance and get prior approval from the school principal. Contact the school office at 822-5260 for more information.

SEXUAL HARASSMENT

Students at Lincrest School shall be provided a school environment which is free of sexual harassment. To promote an environment free of sexual harassment, the principal/designee shall take appropriate actions when necessary. (See Yuba City Unified School District's Student Discipline Handbook and Legal Notification for specifics and definitions.)

GENDER EQUALITY

All Students regardless of race, creed, color, or sex shall have equal access to programs and activities at all times. Attempts are made to balance genders in the classroom.

SITE COUNCIL

The Lincrest School Site Council is in charge of making recommendations regarding the expenditure of School Improvement Plan funds and serves as an advisory council for Federal and State monies obtained from Chapter 1 or State Compensatory Education. These monies are provided to assist all children who qualify under the guidelines. The funds are spent to supply our school with general school supplies, audio-visual equipment, books, computers, and many other educational materials to assist the teachers with the instruction of eligible students. The budget allocations reflect the needs of the school plan.

TELEPHONES

School telephones are for business calls. Students may use the phone in emergency situations. We have phones installed in all classrooms with voicemail capabilities, allowing parents to leave messages for teachers or other staff members. These phones are not intended for student use.

TRANSFERS

If you are moving to another school, it is very important that you notify our school office and the teacher as soon as possible.

VANDALISM

The school belongs to all of us; therefore, it is all of our responsibility to see that it is properly cared for at all times. Students are expected to take pride in their school and to protect all public property. Restitution for careless damage or loss of school property is the responsibility of the student and his/her parents. This includes damage to text books and library books. Surveillance cameras monitor and record activity at the campus 24 hours per day.

VISITORS TO SCHOOL

Adult visitors are always welcome at school. Arrangements should be made with your child and his/her teacher prior to visitation. It is very important that all visitors stop at the school office when they arrive on campus to obtain a visitor's pass. Students may not bring other children with them to school at any time.

VOLUNTEERS

Volunteers are always needed and welcome at school. Advise your child's teacher or contact the school office if you interested in volunteering at Lincrest Elementary School.

EXTENDED DAY PROGRAM

Our school offers an extended day program. Returning clients are given an opportunity to enroll prior to the end of the school year. Open enrollment begins thereafter, dates to be determined yearly. Once the program is full, all other interested parties will be put on a waiting list, and will be notified when space becomes available that suits their needs. Students need to be signed out each day, and will not be released to anyone not on their release form. Anyone signing out a day care student should be prepared to show proper identification. If you have additional questions concerning our extended day program, please call 822-5260 ext. 211.