



**Sunny Days
at
Delmont
Pre-K!**



FAMILY HANDBOOK

2025-2026

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Baton Rouge, LA 70805

225-355-2106

The purpose of this handbook is to provide guidance and assistance with respect to policies and practices at Delmont Dedicated Pre-K Center. Pertinent information about the operation of the Delmont Dedicated Pre-K Center has been included. It is designed to facilitate a more efficient and effective school operation.

This handbook follows the recommended outlines as adopted by the East Baton Rouge Parish School Board but also as directed by the school's Principal to meet the needs to our students and operational day.

Since the formulation of policy is a continuing process, statements made in this review of policy are subject to change based on the adoption of new board policies, changes in state or federal laws, or changes in judicial interpretation of such laws, and suggestions are taken into consideration annually.



Delmont
DEDICATED
Pre-K/K Center

Vision Statement
Create and maintain
a school environment for students
to receive a quality education
and
learning opportunities
to become productive citizens in society.

Mission Statement
To instill a love for learning
that will last a lifetime
in a safe and nurturing environment.
To prepare all students
to be ready for success
at the next level.

CALENDAR



School Year Calendar 2025-2026

JULY 2025							JANUARY 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5				1	2	3	
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29	30	31

AUGUST 2025							FEBRUARY 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30							
						31							

SEPTEMBER 2025							MARCH 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	1	2	3	4	5	6	7
7	8	9	10	11	12	13	8	9	10	11	12	13	14
14	15	16	17	18	19	20	15	16	17	18	19	20	21
21	22	23	24	25	26	27	22	23	24	25	26	27	28
28	29	30					29	30	31				

OCTOBER 2025							APRIL 2026							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	19	20	21	22	23	24	25	
26	27	28	29	30	31		26	27	28	29	30			

NOVEMBER 2025							MAY 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1						1	2
2	3	4	5	6	7	8	3	4	5	6	7	8	9
9	10	11	12	13	14	15	10	11	12	13	14	15	16
16	17	18	19	20	21	22	17	18	19	20	21	22	23
23	24	25	26	27	28	29	24	25	26	27	28	29	30
30							31						

DECEMBER 2025							JUNE 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6		1	2	3	4	5	6
7	8	9	10	11	12	13	7	8	9	10	11	12	13
14	15	16	17	18	19	20	14	15	16	17	18	19	20
21	22	23	24	25	26	27	21	22	23	24	25	26	27
28	29	30	31				28	29	30				

Holiday/District Closure (No Students/Staff)
 First Day of School/Semester (Students Return)
 Teacher In-Service (Professional Development/Parent-Teacher Conferences)

Approved: February 20, 2025
This calendar is subject to change.

JUL 4	Independence Day (Holiday on July 3rd)
JUL 10	11-Month Certified Employees Return
JUL 14	11-Month Support Employees Return
JUL 21	10-Month Certified Employees Return
JUL 22	10-Month Support Employees Return
AUG 4 - 6	Employee In-Service
AUG 4	9-Month Certified Employees Return
AUG 5	9-Month Support Employees Return
AUG 7	First Day of School for Students
SEPT 1	Labor Day (Holiday/District Closure)
OCT 9	End of the 1st Nine Weeks
OCT 17	Teacher In-Service (Students Do Not Attend)
OCT 20 - 21	Fall Break (School District Closure)
NOV 24 - 28	Thanksgiving Break (9, 10, 11 Month Employees and Students Off)
DEC 18	End of the 2nd Nine Weeks/Semester
DEC 19	Teacher In-Service (9, 10, 11 Support Staff and Students Off)
DEC 22 - JAN 2	Winter Break (School District Closure)
JAN 5 - 6	All Employees In-Service
JAN 7	First Day of Second Semester for Students
JAN 19	Martin Luther King, Jr. Holiday
FEB 16 - 17	Mardi Gras Break (School District Closure)
MAR 13	End of 3rd Nine Weeks
MAR 16	Teacher In-Service (Students Do Not Attend)
APR 3	Good Friday (9, 10, 11 Month Employees and Students Off)
APR 6 - 10	Spring Break (9, 10, 11 Month Employees and Students Off)
MAY 8	Last Day for Graduating Seniors
MAY 20	Last Day of School for Students
MAY 21	Last Day of School for 9-Month Teachers & Support Staff
MAY 25	Memorial Day Holiday (School District Closure)
JUN 4	Last Day for Certified and Support 10-Month Employees
JUN 19	Juneteenth Holiday (Holiday on June 18th)
JUN 25	Last Day for Certified and Support 11-Month Employees

12 Month Employee Holidays	
July 3, 2025	4th of July
September 1, 2025	Labor Day
October 20 - 21, 2025	Fall Break
November 26-28, 2025	Thanksgiving Holiday
December 22, 2025 - January 2, 2026	Winter Break
January 19, 2026	Martin Luther King, Jr. Day
February 16 - 17, 2026	Mardi Gras Holiday
April 3, 2026	Good Friday
April 6 - 9, 2026	Spring Break
May 25, 2026	Memorial Day
June 18, 2026	Juneteenth

TEACHER BILL OF RIGHTS

Respecting the authority of teachers is essential to creating an environment conducive to learning, effective instruction in the classroom, and proper administration of city, parish, and other local public schools. To maintain and protect that authority, it is important that teachers, administrators, parents, and students are fully informed of the various rights conferred upon teachers pursuant to this Section, which are: (1) A teacher has the right to teach free from the fear of frivolous lawsuits, including the right to qualified immunity and to a legal defense, and to indemnification by the employing school board, pursuant to **R.S. 17:416.1(C), 416.4, 416.5, and 416.11**, for actions taken in the performance of duties of the teacher's employment. (2) A teacher has the right to appropriately discipline students in accordance with **R.S. 17:223 and R.S. 17:416 through 416.16** and any city, parish, or other local public school board regulation. (3) A teacher has the right to remove any persistently disruptive student from his/her classroom when the student's behavior prevents the orderly instruction of other students or when the student displays impudent or defiant behavior and to place the student in the custody of the principal or his designee pursuant to **R.S. 17:416(A)(1)(c)**.

A teacher has the right to have his or her professional judgment and discretion respected by school and district administrators in any disciplinary action taken by the teacher in accordance with school and district policy and with **R.S. 17:416(A)(1)(c)**. (5) A teacher has the right to teach in a safe, secure, and orderly environment that is conducive to learning and free from recognized dangers or hazards that are causing or likely to cause serious injury in accordance with **R.S. 17:416.9**. (6) A teacher has the right to be treated with civility and respect as provided in **R.S. 17:416.12**. (7) A teacher has the right to communicate with and to request the participation of parents in appropriate student disciplinary decisions pursuant to **R.S. 17:235.1 and 416(A)**. (8) A teacher has the right to be free from excessively burdensome disciplinary paperwork. (9) A beginning teacher has the right to receive leadership and support in accordance with **R.S. 17:3881**, including the assignment of a qualified, experienced mentor who commits to helping him become a competent, confident professional in the classroom and offers support and assistance as needed to meet performance standards and professional expectations. No city, parish, or other local public school board shall establish policies that prevent teachers from exercising the rights provided in this Section or in any other provision included in **R.S. 17:416 through 416.16**.

The provisions of this Section shall not be construed to supersede any other state law, State Board of Elementary and Secondary Education policy, or city, parish, or other local public school board policy enacted or adopted relative to the discipline of students. Each city, parish, or other local public school board shall provide a copy of this Section to all teachers at the beginning of each school year. Each such school board also shall post a copy of the rights provided in this Section in a prominent place in every school and administrative building it operates and provide such a copy to parents or legal guardians of all children attending such schools in a form and manner approved by the school board. Each city, parish, or other local public school board and every school under its jurisdiction that maintains an Internet website shall post on [such website](#) a copy of the Teacher Bill of Rights required by this Section.

ATTENDANCE - Regular attendance is essential to a student's success in school. Most subjects are taught in sequence, requiring the understanding of each concept in the order of its presentation. Continual absenteeism creates a genuine hardship for a student and is regarded as a very serious problem.

Pre-Kindergarten Attendance Policy - Please review the signed parent contract which mandates that all pre-kindergarteners attend school every day from **8:00 am – 3:25 pm**. This program is funded by the State of Louisiana, and it requires that we follow the guidelines. Remember, a child may be dismissed from the program for frequent tardiness and early checkouts. Pre-K students must be at school before **9:00 am** or they will not be allowed to attend for that day without a written approved medical statement. This policy will be enforced.

ABSENCES - All absences require a written excuse from a physician, parent, or guardian within three (3) days after the child returns to school. Excessive absences will be reported to the Office of Child Welfare and Attendance which monitors school attendance. Children are allowed to make up schoolwork if they are absent for any of the following reasons:

- a. **Personal illness**
- b. **Serious illness in the child's immediate family (parent/guardian, siblings)**
- c. **Death in the child's immediate family (parent, grandparent, sibling) accompanied by an obituary of the deceased person**
- d. **Recognized religious holidays of the child's faith**
- e. **Natural catastrophe and/or disaster (hurricane, flood, tornado, house fire, etc.)**

Doctor Appointments - We can only teach students who attend school therefore, parents are expected to make every effort to schedule doctor/dentist appointments outside of school hours. It is vital to your child's education that he/she attend school daily. When this is not possible, students will be excused for these special appointments with verification from the doctor/dentist. Such Absences will be counted against **Perfect Attendance**.

ARRIVAL - Children must arrive at school no earlier than 8:00 a.m. There is no adult supervision in the building or on the playground before **8:00 a.m.**

In the morning, carpoolers must remain in the vehicle until a staff member escorts them into the building. Teachers will be on duty to supervise them.

Children who eat breakfast at school are to go directly to the cafeteria. Breakfast is served until **8:30 am**. **The breakfast line will be closed after 8:30 am; students are not allowed to bring outside food into the cafeteria or classroom.**

Children who arrive late (after 8:30 a.m.) must be escorted to the office by the parent or guardian and cannot be dropped off in front of the school. Please be mindful that students who are late (3) times within a four-week period cannot participate in PBIS (Positive Behavior Intervention and Support --- a process for creating a school environment that is more predictable and effective for achieving academic and social goals.)

The **ONLY** tardies which will be excused are for medical appointments and must be supported by a written note from the doctor or dentist.

DISMISSAL - Children are dismissed at 3:25 pm except on conference and professional staff development days. Carpool students must be picked up in the established carpool line. For safety reasons, children cannot be picked up by **walking persons** from the breezeway area. Carpool students must be picked up no later than 3:40 pm. If an emergency should arise, please contact the school before the end of the school day.

A **WRITTEN NOTE** must be sent to the school and approved by the office if a child goes home by a different mode of transportation other than the one on file in the office. The office will copy the note and send an approved copy to the child's teacher. All transportation changes during the day must be made before 1:00 p.m. Due to safety issues, **we will not accept telephone calls requesting a change in the mode of transportation after 1 pm daily.** We understand that emergencies happen. Should you have an emergency after 1 pm which changes how your child goes home, please notify the office immediately at (225) 355-2106 or 478-9179.

Parents, we encourage you NOT to arrive before 3:00 pm for carpool pickup. Parking in the parking lot before 3:00 pm creates traffic issues in which vehicles have problems entering and leaving the campus.

TELEPHONE The school telephone is a business telephone and cannot be used by children.

CARPOOL - For the safety of our children, all carpool students will be issued a carpool tag which must be displayed on the windshield of the passenger side of the vehicle. **Students WILL NOT be released to drivers without a carpool tag.** If the parent is not picking up their own child, it is the parent's responsibility to make sure that the **authorized** person picking up the child has a carpool tag. If the driver does not have a tag, one will be provided when the driver: 1) comes into the school office, 2) provides proper identification, and 3) waits in line until the parent can be reached for verification of the pickup. Also, for the safety of the child, students will not be released to anyone who: 1) is not authorized for pickup according to official documentation, 2) is under the age of sixteen, 3) cannot provide proper identification.

LATE CHECK-IN POLICY

Students arriving after 8:30 am must be signed in by an adult.

EARLY CHECK-OUT POLICY - Children must be checked out by a parent (or other authorized person listed on the student's emergency card) from the school office during school hours. For the safety of our children, parents/guardians and authorized persons will be asked to show a **picture I.D.** Students cannot be checked-out after 2:45 p.m. No individual under the age of 18 is allowed to check out a student. **During larger events with massive areas, checkouts will be done at the front office by signing a log.**

RECESS - Outdoor play is a part of our Pre-K curriculum. All children will go outside for recess unless the weather does not permit it. If a child needs to remain inside during outdoor play for serious medical reasons, please send a note to the teacher.

DAILY SCHEDULE

Children: 8:00 a.m. - 3:25 p.m.

Teachers: 7:55 a.m. - 3:40 p.m.

Student Birthday Celebrations

Student birthday celebrations will only be allowed to take up 15 minutes of maximum instructional time. The celebration can be held at any 15-minute interval between 2:00 pm - 2:45 pm. Parents/guardians are to arrange this with the teacher. The celebration must be contained to that specific classroom. No siblings will be allowed to attend.

CAFETERIA - Parents are welcome at school to eat lunch with their child/children. Students must eat during their regular lunch period and return to class with their classmates. Meal prices are: Breakfast-\$3.75 and Lunch-\$5.60. No outside food can be brought into the cafeteria with labels (McDonald's wrappers, Subway, etc.). No sodas, sports drinks, or any types of beverages are allowed in the cafeteria.

MONIES FOR FIELD TRIPS, FUNDRAISERS, AND SPECIAL EVENTS - Money for field trips, fundraisers, or special events must be submitted to the teacher. Students are responsible for submitting all monies to the teacher. Parents, please place money in an envelope with the student's name, amount, and event written on the outside. This will help make the transfer of money from home to school easier.

SCHOOL VISITORS - We welcome visitors to our school! To guarantee the safety of our children, all visitors (including volunteers) must **first sign in** at the office to receive a Visitor's Pass before the classroom visit begins. **Please do not interrupt instruction by engaging a student or the teacher during classroom visitations. If a conference with your child's teacher is required, please schedule a meeting through the teacher or the front office. A conference may be held before or after school, or during the teacher's ancillary period. Visitors are requested to stay no longer than 15 minutes in the classrooms. No other small children are allowed in the classrooms during visitation because it can interfere with instruction.**

Parents will not be serviced by the front office staff while the parent is talking on the cell phone. Please complete all cell phone calls BEFORE approaching the window.

LEGAL CUSTODY - Where the legal custody of a student has been **judicially assigned to one parent**, to a legal guardian, or foster parent(s), a **current certified copy of the judgment must be submitted to the school office**. A copy of the judgment will be kept on file. **In the absence of a legal document, a child may be released to either parent listed on the birth certificate.** Custody issues are referred to the Office of Child Welfare and Attendance. The school will not get involved in custody issues; this is a legal matter and must be handled in the court system.

MEDICATION POLICY (Parents “911” will be called in an emergency.)

The Medication Policy of the EBRP School Board (approved 8/3/95) states that:

1. Trained school employees will dispense medication to children only if they have both a doctor and parental written designated form. New forms must accompany new prescriptions and all forms must be updated annually.
2. The parent or guardian must bring medication to school in the original pharmaceutical container. Under no circumstances may students ever bring medication to school.
3. Parents may bring up to one month's supply of the medication. The school will keep medications in a locked storage area and will daily log all dispensed medication.
4. Parents must check out their child if he/ she is too ill to stay in the classroom. If a child has a fever of 100 degrees (or above), he/ she must be picked up from school.
5. Children must stay home until they are clear of fever and /or have stopped vomiting for at least 24 hours.
6. Parents must list a person(s) to contact in case of an accident or illness.
Please keep your child's Emergency Card and contact numbers current!
7. **Parents are required to inform the teacher and office in person about any medical or health concerns their student may have.**

DRESS POLICY FOR PARENTS - All parents must wear **appropriate** attire in order to enter the building. No pajamas, nightgowns, housecoats, bathrobes, exposed undershirts, sagging/beltless pants, see-through clothing, low-cut T-shirts/blouses, or excessively short shorts exposing the buttocks are allowed. Shoes are required at all times.

DRESS POLICY FOR STUDENTS - Good hygiene is expected and students are encouraged to always look their best.

- Fingernails should be no longer than the end of a finger and long fake nails are prohibited.
- Belt buckles should be a standard size (2 inches maximum).
- No hoop earrings or dangling earrings are permitted. This is a safety issue because children are running and playing at recess and PE. Jewelry is prohibited except for those items needed as a medical alert. Jewelry is often lost and is a distraction in the classroom. No visible piercing other than earrings is allowed. Rubber bands and wristbands are prohibited.
- Males are prohibited from wearing earrings.

UNIFORMS - East Baton Rouge School Board has an approved, mandatory policy for all elementary school students, in Pre-K, to use a “standard uniform.”

- Navy blue bottoms (pants, shorts, skirts, skorts (skirt/shorts combination), and jumpers not more than 5” above the knee). Jeans, biking shorts, tight-fitting/ stretch pants (including leggings), or sweatpants are not allowed.
- Navy shirts/blouses with a collar
- ONLY navy blue sweaters and sweatshirts may be worn inside the classroom. Coats or jackets worn outside do not have to be in uniform colors.

- Closed-toe shoes/sneakers only; **open-toe shoes or flip flops are not allowed.**
- Belts will be worn on bottoms with belt loops; (only blue, black, brown or burgundy belts may be worn.)
- Shirts/blouses must be tucked in.
- Pants will be worn on the waist area. No “sagging” allowed.

SCHOOLWORK PACKETS – Samples of a student’s work are sent home periodically. Parents should review the school work with the student.

POSITIVE BEHAVIOR INTERVENTION AND SUPPORT SYSTEM

Why is School-Wide PBIS?” State Mandated in all schools!

Improving student academic and behavioral outcomes is about ensuring all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible. SWPBIS provides an operational framework for achieving these outcomes. More importantly, SWPBIS is NOT a curriculum, intervention, or practice, but is a decision-making framework that guides the selection, integration, and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all students.

What Outcomes are Associated with the Implementation of PBIS?

1. Schools that establish systems with the capacity to implement SWPBIS with integrity and durability have teaching and learning environments that are:
 - Less reactive, aversive, dangerous, exclusionary, and
 - More engaging, responsive, preventive, and productive
2. Address classroom management and disciplinary issues (e.g., attendance, tardies, antisocial behavior)
3. Improve support for students whose behaviors require more specialized assistance (e.g., emotional and behavioral disorders, mental health), and
4. Most importantly, maximizes academic engagement and achievement for all students.

Benefits of PBIS include:

- reducing problematic behaviors and office discipline referrals
- improving academic gains and social behavior
- supporting teachers’ well-being and sense of competence
- allowing teachers to spend less time disciplining and more time teaching
- engaging students with more opportunities to learn
- encouraging a positive, supportive, school culture
- teachers collaborating with colleagues to implement effective practices

Delmont Dedicated Pre-K Center's PBIS Behavior Expectations:

<p><u>Playground Expectations:</u></p> <ul style="list-style-type: none"> ✓ Keep feet & hands to yourself ✓ All the girls and boys take care of the toys ✓ Take turns is how we learn 	<p><u>Cafeteria Expectations:</u></p> <ul style="list-style-type: none"> ✓ Wash your hands before you eat ✓ Please be neat while you eat ✓ Quiet hands, mouths, and feet make it is safe when we eat
<p><u>Restroom Expectations:</u></p> <ul style="list-style-type: none"> ✓ One per stall, and that's all ✓ Please don't rush! Remember to flush! Washing hands every day helps to keep the germs away 	<p><u>Hallways Expectations:</u></p> <ul style="list-style-type: none"> ✓ Small voices inside ✓ Keep it tight, walk to the right ✓ Hands and feet keep the beat
<p><u>Classroom Expectations:</u></p> <ul style="list-style-type: none"> ✓ Follow directions ✓ Feet and hands to yourself ✓ Small voices inside & loud voices outside 	<p><u>Office Expectations:</u></p> <ul style="list-style-type: none"> ✓ Have a Hall pass ✓ Use inside voice & follow directions ✓ Greet staff appropriately; wait patiently
<p><u>Library Expectations:</u></p> <ul style="list-style-type: none"> ✓ Enter and leave quietly and orderly ✓ Speak only with permission ✓ Treat books and materials with care ✓ Follow adult directions 	<p><u>Dismissal Rules</u></p> <ul style="list-style-type: none"> ✓ Follow the teacher's directions ✓ Walk quietly down the hallway ✓ Use inside voices ✓ Keep hands, feet, & other objects to yourself
<p><u>Bus Expectations</u></p> <ul style="list-style-type: none"> ✓ Be kind in the line ✓ Keep it tight, walk to the right ✓ Be safe and sit in your place 	<p><u>LION Expectations</u></p> <ul style="list-style-type: none"> ✓ <u>R</u>esponsible Students ✓ <u>O</u>bey Rules ✓ <u>A</u>chieve Academic Success ✓ <u>R</u>espect Yourself & Others Too

There will be school-wide and classroom incentives for students with good behavior.

ELECTRONIC TELECOMMUNICATION DEVICES - No student, unless authorized by the school principal or designee, shall use, possess, or operate any electronic telecommunication device including any facsimile system, radio paging service, mobile telephone service, intercom, or electro-mechanical paging system in any elementary or secondary school building, or on the grounds thereof or in any school bus. A violation of these provisions shall be grounds for disciplinary action, including but not limited to, suspension or referral of the pupil to the juvenile court of the parish. Appropriate law enforcement agencies shall be notified of any person, other than a pupil or school employee, who violates this policy while on school property without authority and such person(s) shall be dealt with under the criminal laws of the state.

TECHNOLOGY USAGE AT DELMONT PRE-K CENTER - Delmont Dedicated Pre-K Center is a technology-based school that encourages the pursuit of intellectual student growth through the use of technology. Therefore, students are allowed to use only school-provided technology within the classroom under the direct supervision of a classroom teacher. Students are only allowed to visit teacher-approved websites at all times. If a student misuses school technology at any time, that student will be subjected to the punishment stated in the *Electronic Telecommunications Devices paragraph above*. In addition, any student who uses home devices that connect to the school's technology in any manner that is deemed inappropriate will be subjected to the punishment stated in the *Electronic Telecommunications Devices paragraph above*. Any student that is found to be responsible for damaging, losing, or theft of school technology will be called to meet with the school's administration and the family of the student to determine restitution.

EMERGENCY PROCEDURES - All schools in East Baton Rouge Parish operate under a Disaster Plan Policy, which gives specific regulations and procedures for principals and teachers to follow for school closings due to an emergency or disaster. The best time to prepare for school emergencies is when things are safe and calm. Parents should be aware of the following procedures and should talk with their children and neighbors to develop a neighborhood plan for the children's safety and well-being should an emergency occur while the adults are away from home.

GENERAL PROCEDURES

- A. **First Aid/CPR:** Designated staff members are trained to give First Aid/CPR at school.
- B. **Building Evacuation:** Evacuation procedures are outlined and fire drills are practiced each month. Other drills are practiced as well each month.
- C. **Holding Students:** Procedures are outlined for holding students in school during emergencies rather than sending them home. These emergencies might include community disasters, unusual weather conditions, and civil disturbances. In any such event, the principal advised by the Superintendent of Schools will determine specific steps to be taken to protect the safety of the students and staff.
- D. **Pupil Dismissal:** When the decision to close a school comes from the Superintendent's office, the following procedures are followed:
1. Parents are notified of the dismissal in advance (through the media) so they can make plans for a responsible adult to take care of their children if they cannot be at home.
 2. Carpool students will be released to parents or authorized individuals listed on the Emergency Card. Children who ride the buses will be kept in a safe place until the bus arrives.
 3. If the school building must be evacuated, students will be moved immediately to a safe location and will be dismissed from that location.
 4. Teachers will release students to their parents/guardians.

Be assured that the safety and security of your children are extremely important to our faculty and staff, and our procedures are established for that sole purpose.

CHANGE OF ADDRESS/TELEPHONE NUMBER - It is important, for emergency and administrative reasons, that every student maintain an updated address record at the school office. Notify the office and teacher immediately if you have a change of address, phone number, or emergency contact during the school year.

DISCIPLINE - All students are provided with copies of a Students Rights and Responsibilities Handbook. We also follow the Pre-K Agreement and Compact. Please read it carefully to understand EBRPSS policies in regard to disciplinary procedures.

To maximize each child's opportunity to learn, our school follows a school-wide PBIS behavioral model. This plan specifies rules for the classroom, playground, cafeteria, and bus. Children who do not follow the expectations are subjected to Suspension or Expulsion to the Discipline Intervention Center.

SUSPENSION/EXPULSION

Students may be dismissed from the Pre-K program for excessive absences, excessive tardies, and behavior. If a student is suspended from riding the bus, transportation to and from school is the parent's responsibility throughout the duration of the suspension. Students who are absent will not be excused when the absence is due to the loss of bus privileges.

ZERO TOLERANCE

The EBRP School System takes a position of "ZERO TOLERANCE" with regard to weapons, explosives, physical attacks on a teacher, illegal narcotics, drugs, and controlled substances.

Words of Caution

EBRPSS and Delmont Dedicated Pre-K Center will not allow parents to use corporal punishment, slap, hit, or abuse a child, in any manner on school property. If a child has visible bruises or injuries, the school is obligated to report it to Child Protection Services.

PARENT CONFERENCES

Conferences with your child's teacher will help you to get the best education for your child. However, **teachers are NOT allowed to stop teaching to have parent-teacher conferences**. Conferences are **by appointment only** and must be made through the teacher or the front office. Teachers will not be pulled out of their classrooms to hold a conference.

Conferences can be held **BEFORE** and **AFTER** school or during a teacher's free ancillary period, **NOT** during their collaborative planning or grade level meeting periods that are designated by the state and district for planning. You can schedule a conference with a teacher or the front office by calling the school office at (225) 355-2106 OR 478-9179. Some conferences may involve several teachers and outside personnel.

A **time limit of 25 minutes** will be allotted for conferences so that teachers may resume their regular schedule. In some cases, Delmont Dedicated Pre-K Center will accept some parent-teacher **telephone conferences** to discuss the needs of your child. Therefore, we must have a working telephone number to reach parents/guardians. **Parent/Teacher Conferences** are held with a parent/guardian for every student at the end of the first nine-week period. Other conferences are held as needed. Parents are urged to request a conference with a child's teacher if there are concerns about **Grades – Homework – Peer Problems – Behavior – Academics – ESS Referrals – Learning** problems. Please contact the school to request a conference date and time. The school number is **(225) 355-2106 or 478-9179**.

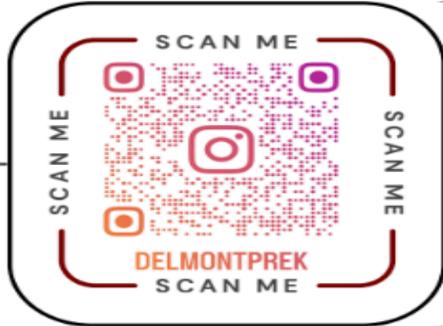
When a **Mandatory Parent Conference** is scheduled, the parent **MUST BRING** the child back to school on the assigned date and time for a variety of infractions, such as academics, behavior concerns, violation of the uniform code, non-working phone numbers, excessive tardiness, too many early check-outs, etc. A mandatory parent conference is very serious; please attend the conference when requested.

FIELD TRIPS AND SCHOOL ACTIVITIES - Field trips are educational and are an integral part of instruction. Field trips provide students with hands-on activities, enhanced and enriched knowledge in core subjects, and provide experiences in teaching and learning.

Students with inappropriate behaviors and students that exhibit behaviors that are unsafe to themselves and others will not be allowed to attend field trips without parental attendance and supervision. These students are to remain under their parents' supervision at all times during the field trip. If the child will not be allowed to participate in the activity without the attendance of a parent or responsible adult, the parent will be notified by the classroom teacher prior to the day of the field trip/school activity. Young children, siblings, and parents not assigned as a chaperon are not allowed to ride EBRPSS school buses. Because of admission fees and other matters, **Parents MUST** make arrangements with the teachers **BEFORE** following the buses or attending any field trips. **Pre-Paid Admissions/reservations/bus fees from students are NON-refundable.**

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AND BEING A DELMONT
LION!



**A Compact for Student Success
A Parent/Student/School/Teacher Agreement
Delmont Dedicated Pre-K Center
2025-2026 School Year**

In order to assure all students' success in school, all parties agree to the following:

<i>School</i>	<i>Teacher</i>	<i>Parent/Guardian</i>	<i>Student</i>
Provide high-quality curricula and instruction aligned with the Louisiana Content Standards, as well as student performance expectations.	Provide activities and lessons aligned with the Louisiana Content Standards, as well as, student performance expectations.	*Attend at least one parent/teacher conference every nine-week grading period.	Go to school on time every day. Go to school on a regular basis.
Provide a minimum of one parent/teacher conference per nine-week grading period.	Provide high expectations for all students in an encouraging and supportive manner.	Supervise homework and study time.	Follow directions the first time given.

Report on an ongoing basis about students' progress in each subject area.	Provide a well-disciplined and managed classroom so all students have the opportunity to learn.	Provide a quiet place for my child to work, study, read, etc.	Go to school ready to work with materials needed and homework assignments completed.
Provide opportunities for parental involvement and communication.	Provide an open line of communication with parents.	Provide the necessary materials my child needs for his/her success.	Stay attentive and actively participate in classroom activities.
Provide a safe, orderly environment in which children can learn.	Provide experiences in all subject areas.	Keep open lines of communication with my child's teachers) by attending parent/teacher conferences, written communication, etc.	Follow school and classroom rules and regulations. Be a positive role model for other students.
Provide assistance to students through (small group and individual instruction), as well as, innovative strategies and programs, etc.	Provide classroom lessons that meet the needs of students through whole class, individual, small group instruction, and innovative strategies and programs.	Support the school and the teachers in maintaining a disciplined environment.	Respect classmates, teachers, administrators, and other school staff.
		Make sure my child is on time and attends school on a regular basis. Encourage my child to do his/her best.	Follow cell phone and electronic device policies.

I have read the above and agree to do all to assure success.

Signatures:

Ariane St. Julien

School Administrator

Teacher

Parent/Guardian

Student