BARNETT ELEMENTARY

Hearn. Head. I care. Together we are better.







Family Information Guide 2023-2024

Please review the information in the Family Information Guide to help you become better informed.

- Thank you for your support!

http://barnett.nebo.edu/
http://www.nebo.edu/node/1143



August 1, 2023

Dear Barnett Families,

Welcome to the Barnett Elementary 2023-2024 school year! At Barnett Elementary we are devoted to the improvement of learning opportunities for every learner. At Barnett we believe all children can learn. It is our goal to provide a safe and orderly school environment for optimal student learning and meaningful instruction. Children come from a variety of backgrounds, cultures and learning experiences. With this in mind, we strive to work together to provide significant and relevant instruction to challenge and engage every student in learning. Our school is focused on the needs of students as 21st Century learners. It is our goal to make Barnett a place everyone wants to be!

Our Family Information Guide has been prepared to help assist families in becoming familiar with the policies and procedures at Barnett Elementary. Please find valuable information regarding school activities, calendars, policies, schedules, resources, etc., on our school website at http://barnett.nebo.edu/. This is also where you will find an electronic version of our 2023-2024 Family Information Guide, as well as our monthly *Barnett Barker* school newsletter. http://barnett.nebo.edu/content/parents

We are so pleased to welcome each of you back to another great year at Barnett Elementary! The entire staff is looking forward to greeting you at our 1st-5th Grades Back to School Open House will be Tuesday, August 15, 2023 from 2:00 p.m.-4:00 p.m. We are anxious to begin sharing our vision and focus in preparation for another successful and outstanding year. http://barnett.nebo.edu/

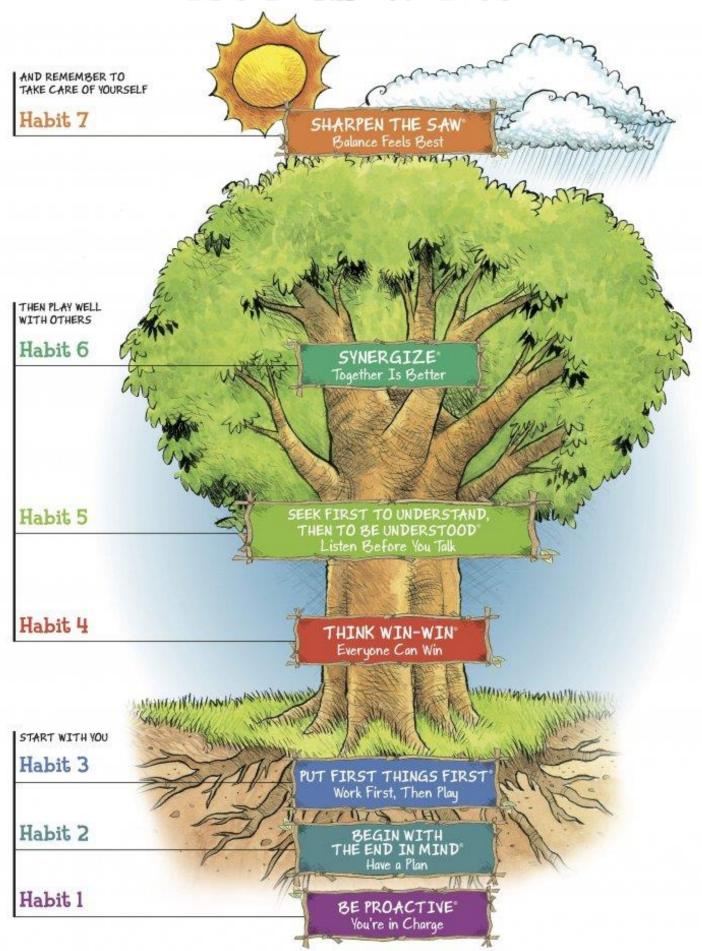
Our first day of school for 1st-5th is Wednesday, August 16, 2023. **Kindergarten/Preschool Back to School Open House will be Tuesday, August 22, 2023 from 2:00 p.m.-4:00 p.m.** Our Kindergarten/Preschool students will begin on Wednesday, August 23, 2023. **District "early out days" are on Monday(s).** If you have any questions or concerns, please feel free to call. More than anything we want your child to have an outstanding learning experience here at Barnett Elementary. We set very high expectations for each of our students and will do our best in assisting your child to reach their potential. Thank you so much for your continued support of our learning. We could not do it without you!

We are excited to continue our growth in leadership as a *Leader in Me* school! This is a highly researched and respected program that empowers our students with the leadership and life skills they need to thrive in the 21st century. This year we will continue to teach students how to set goals to improve in all areas of their life and how to track and ensure success in making those goals. It is going to be a great year at Barnett! http://barnett.nebo.edu/news/barnett-proud-be-leader-me-school

With great appreciation,

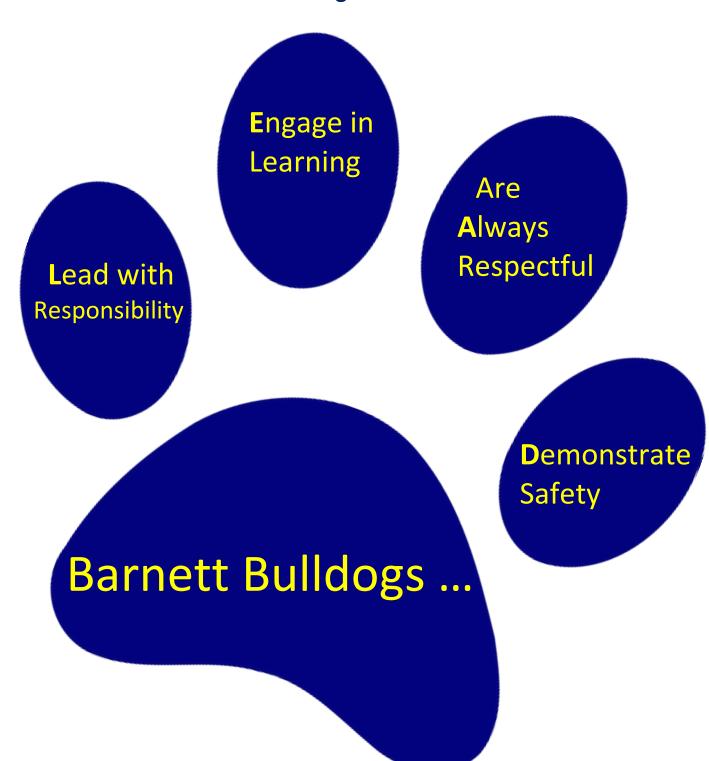
Kali Brown, Principal

The 7 Habits Tree



Paws to LEAD

I Learn. I Lead. I Care. Together we are better!



Barnett Elementary 2023-2024 School Schedule

First - Fifth Grades: 8:45 a.m. - 9:00 a.m. **Teacher Preparation** 9:10 a.m. First Bell 9:15 a.m. School Begins / Tardy Bell 10:00-10:15 **Kinder Recess** 11:20 a.m. - 11:55 a.m. 2nd Grade / Veach Lunch 11:25 a.m. – 12:00 p.m. 1st Grade Lunch 11:35 a.m. – 12:10 p.m. 3rd Grade Lunch 11:40 a.m. – 12:15 p.m. 4th Grade / Sonntag Lunch 11:50 a.m. - 12:25 p.m. 5th Grade Lunch 11:55 a.m. – 12:30 p.m. Kindergarten / Kunz Lunch 1:30-1:45 5th Grade Recess 1:30-1:45 4th Grade Recess 1:45-2:00 3rd Grade Recess 2:00-2:15 1st Grade Recess 2:15-2:30 2nd Grade Recess 3:30 p.m. School Dismissed (Tuesday - Friday) School Dismissed (Monday) 2:45 p.m Kindergarten: AM Session 9:15-11:50 (Tuesday - Friday); 9:15-11:30 (Monday) PM Session 12:55-3:30 (Tuesday - Friday); 12:30-2:45 (Monday) Preschool (AM only) 3 yr olds Monday 9:15-10:45

Students should <u>not</u> arrive at school before 9:00 a.m. (8:45 a.m. for breakfast students) Calendar 2023-2024

(Tuesday - Friday) 9:15-11:45

(Tuesday - Friday) 12:45-3:15

School Begins Back to School Open House (Kinder/Preschool) 2:00-4:00 Kindergarten/Preschool (4 yr olds) Begins Preschool (3 yr olds) Begins * Labor Day – No School August 23 August 28 September 4
Kindergarten/Preschool (4 yr olds) Begins Preschool (3 yr olds) Begins August 23 August 28
Preschool (3 yr olds) Begins August 28
Teacher Development Day – No School September 18
School Pictures September 21
SEP/Parent Conferences October 12
Term 1 Ends – Last Day of Term 1 October 18
* Fall Break – No School October 19, 20
* P/C Comp Day - No School October 23
School Picture Make-up Day November 7
* Thanksgiving Break – No School November 22, 23, 24
Student-Led Conferences December 14
Last Day of Second Term (1/2 DAY) - Early Out @ 12:00 p.m. December 22
* Christmas Break – No School December 25 – January 5
School Resumes January 8
* Martin L. King Jr. Day – No School January 15
* Presidents' Day – No School February 19
Student-Led Conferences March 7
Term 3 Ends March 8
* Teacher Development Day (half day) - Early Out @ 12:00 p.m. March 20
Spring Picture Day March 26
* Spring Break – No School April 1 - 5
Last Day of Preschool (3 yr olds) May 13
Last Day of Kindergarten/Preschool (4 yr olds) May 16
Last Day of School – Early Out @ 12:00 p.m. May 23

^{*} Indicates times that students are not in school

AM 4-5 yr olds PM 4-5 yr olds

Barnett Elementary 2023-2024

We are so excited to welcome *many* new individuals to our Barnett Elementary family this year! Below please find a list of our outstanding instructional team members:

Preschool		4 th Grade		Speci	Specialists	
Keeley Holt	Rm 333	Teona Humphries	Rm 105	Tessa Bradley	Patti Davis	
McKell Perkins		Berklee Tye	Rm 107	Katie Bills	Sherri Thayne	
Brittany Clegg		Zinthya Lopez	Rm 109	Jessica Toleman	Jen Teemant	
				Paula Robinson	Chelcee Morgan	
	garten			Kath Johnson	Shayla Bogenshutz	
Teresa Macinanti	Rm 412	5 th Grade		Melaine Weaver	Ramona Smith	
Teresa Pugmire	Rm 411	Jane Price	Rm 101	Jamie Holloway	Liz Davis	
Lori Hansen	Rm 416	RaeAnn Nelson	Rm 103	Sharon Woodhouse	Jodi Ross	
Amberley Lee	Rm 317					
Susan Millet		ACC				
		Cheri Kunz (Kinder, 1 st)	Rm 414	Special E		
1st G	rade	Pepper King		Alma Powell	Rm 216	
Donace Vasquez	Rm 331	Lari Reynalds		Janet Franson		
Emilie Giles	Rm 334	Dee Ann Butler		Anahi DeRobles	Rm 215	
Kristine Staheli	Rm 332	Technician _.		Mollie Bradley	Rm 215	
		Natalie Veach, 2 nd	Rm 315	Trenya Peterson		
	irade	Chelley Hunsaker		Heather Boogert		
Melissa Fuhriman	Rm 219	Pia Valeriano		Jen Pratt	Rm 319	
Natalie Buchanan	Rm 220	Mikaela Bird				
Coy Taylor	Rm 222	Jena Sonntag 3 rd , 4 th , 5 th	Rm 110	Office/Admini		
Sarah Bennight	Rm 221	Amy Kay		Sheryl DeNaughel	Camille Mangelson	
		Ken Wllson		Sarah Sumsion	Todd Bradford	
	irade	Amber Weight		Kali Brown	Michele LeMmon	
Marie Moore	Rm 117			Deb Petersen	Neisha Coutlee	
Kilee Christensen	Rm 119	Lunch Staff			y Hanson, Intervention	
Shelly Wright	Rm 120			Leney Edvalson	Melissa Partridge	
		Judy Lee		Carol NOland		
		Jeanni Callaway				
	ial Staff					
Dylon Sasser	Mike Woodhouse					

Our *Parent Lighthouse Team* are a valued partner here at Barnett Elementary. I encourage you to offer your support through your participation and assistance in any one of the many activities we enjoy throughout the year. We wish to extend a special thank you to our amazing volunteers and leaders, as well as to families for supporting our *Parent Lighthouse Teams* activities this past year. Thank you for fundraiser donations, time contributed, and the selfless support rendered to the teachers, parents, and students at our school. Barnett Elementary is enhanced daily through the efforts of our families!

We encourage you to be involved as a **volunteer** this year at our school. We value your abilities and expertise, and welcome you into our school and classrooms. Barnett has very active parents, School Community Council, and volunteer programs. Our students benefit from your efforts as you provide additional time and support for practice and review of foundational concepts.

Along with our school involvement, it is very important for each of us to assist our children in their academic efforts at home. **Reading** with your child continues to be one of the <u>most</u> powerful ways to help them improve in their own reading. We look forward to recognizing students throughout the year who regularly read at home in our classrooms and through our school's Reading Program.

Barnett Policies and Procedures

http://www.nebo.edu/pubpolicy/

* All subject to most recent guidelines and direction https://www.nebo.edu/

Accidents and Illness

Whenever an accident/illness of a serious nature occurs, we make every effort to contact parents. If we are unsuccessful, we will notify your emergency contacts. Under extreme emergencies, when we are unable to contact these people, we will take the necessary steps for hospitalizing your child. Under NO circumstances will we send a child home unless the parent or person listed as emergency contact gives us permission.

Arriving Early at School

Students eating breakfast should <u>not</u> arrive before 8:45 a.m. All other students should <u>not</u> arrive at school earlier than 9:00 a.m. Teachers need time before school to prepare for the day.

Attendance

http://www.nebo.edu/pubpolicy/J/JDI.pdf http://www.nebo.edu/pubpolicy/J/JDI Spanish.pdf

Few factors have greater influence on school success than regular attendance. Regular attendance means that students are in school, on time, every day unless it is absolutely necessary to be absent. When your child will not be in attendance, please notify the school (801-465-6000) by 9:10 a.m. This helps us confirm that each child is accounted for and allows us to prepare make-up work when needed. If we notice an undesirable pattern of attendance or tardiness, we will call to check on the problem. Families of students with excessive absences/tardies will be referred to Mike Brown, Nebo School District's Attendance Administrator. Our intent is to solve attendance and tardy problems so students can succeed.

After School

Students should return home promptly from school each day. They should never go to a friend's house without making prior arrangements with parents. Office phone is not to be used to call home to arrange "play dates" with friends.

Students with Disabilities under Section 504

http://www.nebo.edu/pubpolicy/J/JR.pdf

Bicycles, Skateboards, 'Heelys' and Scooters

All bicycles and scooters are to be kept in the bike rack on arrival at school. These items cannot be kept in front office. Bikes, scooters, and skates (shoe skates/roller

blades) are not to be used during school hours. If electrical scooters lose their charge, they must be taken home same

day to be charged at home. Students should walk bikes and scooters while on school grounds and crosswalks. The school will cooperate in investigations of theft or damage during school hours, but cannot be responsible for bikes or scooters left overnight or not secured with a lock. We strongly encourage children to lock their bikes to the bike rack.

For safety reasons, "Heelies" (shoes with wheels) are <u>not</u> allowed on Barnett school grounds. Students must either not wear them to school or remove their wheels once they get to school. Students failing to remove their wheels will have them taken away.

Birthday Treats

Utah State Department of Health regulations (R392-100-2 Food Care) prohibit the serving of homemade treats to children at school. If treats are brought to school for activities such as birthday, class parties, special rewards, etc., they should be commercially prepared items, preferably individually wrapped in cellophane paper, a box, etc. It is not required or expected that you send treats to school. We have many students with food allergies at our school so we strongly encourage an alternative to birthday treats like giving a book to the class library. The book could contain the name of the child donating the book along with the date. If you do choose to bring treats, please bring them to the office to be given out during the last 15 minutes of school.

Checking Students In/Out

If a parent needs to pick up a child during school hours, the parent must come into the office and sign the check-out log. All students must come to the front office to meet parent and be checked out. To ensure the safety of children, students will not be released to any person without verified authorization (verbal or written) from a parent/legal guardian. Please do not ask students to meet you in front of the school. Students will remain in the office area until an authorized adult signs them out. This may seem like an inconvenience, but it is necessary so we know at all times, where our students are. Each school maintains a check-out log indicating the date, time, reason, and to whom the student is released. It is the responsibility of parents/legal guardians to provide the school copies of any legal documents restricting access to their students and/or information pertaining to their students.

CHIP (Utah Children's Health Program)

CHIP is a state health insurance plan for children of working families who do not otherwise have health insurance. Visit online at www.health.utah.gov/chip or call toll free at 1-877-KIDS-NOW for additional information.

Cousins and Friends from Out-of-Town

http://www.nebo.edu/pubpolicy/J/JECB.pdf http://www.nebo.edu/pubpolicy/J/JECB_Spanish.pdf Occasionally out-of-town cousins and friends come to visit your home during the school year. According to the Nebo School District policy, only students enrolled in our school are permitted to attend. Therefore, visiting relatives or friends are not allowed to attend Barnett Elementary School during their stay at your home.

Dress Code

http://www.nebo.edu/pubpolicy/J/JDG.pdf http://www.nebo.edu/pubpolicy/J/JDG Spanish.pdf

Clothing should be modest, neat, and clean. Modesty includes covering shoulders, midriff and back. Short shorts, shirts, and skirts; tank tops; halter-tops; or inappropriate messages on clothing do not meet the district modesty standards. Shorts should extend to the top of the knee. Please have your child come in sturdy shoes; flip flops are not appropriate at school. Because certain fads and extremes of dress and hair styling tend to attract improper attention to the individual and sometimes interfere with the normal educational process, all students are expected to conform to the standards of dress outlined above.

Drinks, Candy, Gum

Students are <u>not</u> allowed to eat candy, chew gum, or drink soft drinks in the halls or classrooms, except under special circumstances directed by the teacher.

Electronic Devices

http://www.nebo.edu/pubpolicy/J/JDE.pdf

Emergency Contact Numbers

http://www.nebo.edu/pubpolicy/J/JO.pdf

Many times during the school year it becomes necessary to contact parents during the school day. Please go online to the Nebo District web page to the http://www.nebo.edu/parents/sis at the beginning of each school year, and any other time your information changes. From this link, we will print a reference card for the office which we will use to contact you in times of illness or serious accident. All numbers are kept confidential and are for school use only. The office will use SIS to make any contacts needed.

Emergency Evacuation

Barnett Elementary School has an emergency plan in place for natural and man-made disasters, such as, earthquake, fire, dangerous intruder, etc. We practice implementing at least one of these plans each month. In the event of a

major disaster affecting the entire community, students will be held at school. Teachers and staff members will also remain at school to care for the students. We will release students only to responsible adults or family members. Our first option for a meeting area, if the school grounds are not safe is the church building located at 681 East 500 North. Our second option is the Nebo School District Transportation Department building located at 676 North 300 East. KSL Radio AM 1160 is our Emergency Broadcast System. It will announce if the school is closed due to inclement weather, etc. Please note that closing school in Nebo District is extremely rare

School Closure http://www.nebo.edu/schools/status

Financial Donations to our School

Legislative and district funds are limited at our school. Your help is needed to offer educational programs for our students. Planning for the year will be based on the donations we receive at the beginning of each school year. The suggested contribution amount for Barnett Elementary is \$25 per student. Your contribution is confidential, tax deductible and very important. All students will take part in every activity planned, regardless of donations. Funds received are used in the classroom for: school shirt, supplies, field trips, assemblies, activities, etc. We appreciate your support!!

Going to/from School

(please see attached walking diagram)

- 1. Parents with walking students will teach their children the safest and most direct route to take to and from Barnett School. Children should be taught to walk with a sibling or friend, walk on sidewalks where available, look before crossing streets, cross at corners or marked crosswalks, and refuse all offers from strangers.
- 2. Parents who drive their children to and from school will use the drop-off and pick-up zone along the west side (front) of the school. Vehicles enter at the south end of the drop off zone and exit at the north end. Please drive slowly, watch out for pedestrians, and have children exit the car from the side nearest the school.
- 3. Students who ride the bus will be dropped off and picked up on the south side of the school in the Bus Loading Zone. Students are expected to go directly to their bus lines when they are dismissed from class, and follow the directions of the loading supervisor. Nebo School District Transportation policy will be followed for bus safety.
- 4. This plan minimizes the interference and safety hazards of the past by having the parent vehicle traffic separated from the bus traffic.
- 5. Supervisors will be stationed at the cross walk by the school entrance, the cross walk on 400 North, and at the bus loading zone at high traffic times before and after school.

Immunizations

http://www.nebo.edu/pubpolicy/J/JHCB.pdf

Please contact Utah County Health Department at 801-370-8725.

Items Brought to School by Students

Students are not to bring items to school that will distract from learning. Items that could cause injury are also prohibited.

Library

Please help take care of our school's library books:

- Don't leave library books in the car.
- Keep books away from pets and small children.
- Keep food away from books.
- Be sure your hands are clean when handling books.
- Protect books from bad weather.
- Don't mix your "school" books and your "home" books.
- Keep your books in your backpack while on the bus.
- Store books in your backpack when you are not reading them at home.

Lost, but not Found

To help return lost articles of clothing, backpacks, etc., please put your child's name on everything they bring to school. Valuable and tiny articles are held at the office. Larger items are placed in a box in the main hallway next to the Art Gallery. Lost articles that are not claimed by the last school day before the Christmas break and the last day of school in May will be donated to a charitable organization.

Lunchroom Policies and Procedures

The following rules of health and safety have been set up in the lunchroom to protect your child and to see that he or she has a pleasant experience at lunch:

- Enter the lunchroom in an orderly manner (walk)
- Use appropriate voices and manners
- Stay seated until you are finished eating
- No throwing food, popping bags or shooting food through straws
- Clean the eating area when leaving
- No food or drink should be taken from the lunchroom

Medication

http://www.nebo.edu/pubpolicy/J/JHCD.pdf

School personnel cannot give children medication unless a Medication Administration Release Form has been completed and signed by a parent and physician. These forms are available in the office and must be updated each year. In the circumstances where medication will be administered at school it must be sent and kept in its

pharmacy container. All medication must be stored in the front office.

Mission Statement

Hearn. Head. I care. Together we are better!

Money and Valuables

Teachers cannot be responsible for a student's money and/or valuables. Therefore, we discourage students from bringing pocket money to school, except for a specific purpose: book orders, lunch, etc. When you do send money (either cash or check) to school with your child, please send it in a sealed envelope with the following information on the outside of the envelope: 1) Child's name 2) Teacher's name 3) What the money is intended for 4) Amount of money enclosed. Payment for any book order with a personal check should be made out to the book company. Valuables such as electronic devices, trading cards, toys, phones, smart watches, etc., should be kept at home. Students' cubbies and desks are not secure places. The school cannot assume responsibility for damage or theft.

Moving or Contact Information Change

If you will be moving from our school boundaries it is normal procedure for your children to attend their new school. Please let us know as soon as possible so that we can get all the necessary information to your child's new school. Also, if during the year you change your phone number, please update your information in SIS and let us know so we can update your information card here at the school.

Nondiscrimination

http://www.nebo.edu/pubpolicy/J/JDC.pdf http://www.nebo.edu/pubpolicy/J/JDC Spanish.pdf

Barnett will provide equal educational opportunities, services, and benefits to all students without regard to race, color, creed, sex, religion, handicap, or national origin.

Nuisance and Dangerous Items

http://www.nebo.edu/pubpolicy/J/JDA.pdf

Permission to Leave School during School Hours

At no time should students leave the school campus during school hours without notifying the office, the teacher, and receiving parent permission. Parents need to contact the office when they want to check their student out. Please talk with your children about the importance of this.

Pets

Please do <u>not</u> permit pets to accompany or follow your child to school. Pets are only allowed to come to school for *Show n' Tell* if special arrangements are made with the teacher.

Recess and Proper Dress

Children need fresh air and exercise. Children should arrive at school dressed for the weather of the day. All healthy students are expected to go outside for recess every day except in extreme conditions (poor air quality, rain, extreme cold or wind). If your child should not participate for health reasons, please send note.

https://www.purpleair.com/map?opt=1/mAQI/a10/cC0#14. 79/40.04631/-111.72455

Safe School Environment

http://www.nebo.edu/pubpolicy/J/JDA.pdf

Safety/Traffic Standards

To help us with morning safety issues, please do <u>not</u> have your child arrive at school any earlier than 9:00 a.m. Nebo School District guidelines require that elementary schools are open for students at 8:00 a.m. Teachers are not on duty before this time. Supervision is provided 30 minutes before school begins at 9:15 a.m. It is recommended that students do not arrive until 9:00 a.m., when classroom doors are open. Breakfast is served at 8:45 a.m. The main entrance by the office and the lunch room door on the southeast will be open each school day at 8:00 a.m. Please see that your children dress appropriately for the weather if they must wait outside for a while. Please help us by not having your student arrive too late or too early each day.

School Community Council

Barnett Elementary School Community Council (SCC) consists of parents, teachers, business partnerships, and other community members. The SCC meets six to eight times a year to discuss needs related to the school and coordinate efforts to meet those needs. This includes writing Trust Land proposals and a school improvement plan. The SCC also compiles an annual performance report of the school to be sent to the Nebo School Board. If you are interested in serving on the SCC please pick up an application in the office.

http://barnett.nebo.edu/FacultyandStaff

School LAND Trust Plan

To view a copy of Barnett Elementary 2021-2022 School Land Trust Plan

http://www.schoollandtrust.org/school-trust/.

Science Fair

Barnett Elementary students have the opportunity to participate in a science fair. We will be hosting a Science Fair at the school level October 2021. Students K-3 are invited to participate. All 4th and 5th graders will participate. Awards will be presented at the school level. If a student is in 5th grade they have the opportunity to compete in the District Science Fair.

Student Supervision

Staff members are assigned supervision before <u>and</u> after school and during recesses. Staff will be on duty any time students are on campus, e.g., before school beginning at 8:45 a.m.

Telephone Policy

Telephone use is limited to important calls as judged by the teacher or school staff. If students call home, it should be for reasons of illness or other emergencies. Calling home to get permission to go home with a friend is not considered an emergency. Students who have a phone pass from their teacher will have access to a student telephone located in the office. We discourage students from bringing personal cell phones to school. If you choose to send a cell phone, smart watch, electronic device, etc., to school with your student, the device must be turned off during school hours 9:15 a.m. - 3:30 p.m. and cannot be used during recess. The school will not be held liable for student cell phones.

School phones are for school business. Students will be allowed to use the phone when ill, in case of an emergency, etc. Students will need a phone pass from their teacher to use the phone. Students will be denied the use of the phone to arrange after school plans. Please let your walking students know in advance if you would like them to walk or wait for a ride on rainy, snowy, and/or cold days.

Transfer/Withdraw

http://www.nebo.edu/pubpolicy/J/JECB.pdf http://www.nebo.edu/pubpolicy/J/JECB Spanish.pdf

Should it be necessary to withdraw your child during the school year, please notify the office and his/her teacher as soon as possible. Checking out properly will promote a smooth transition from one school to the next. Checking out includes completing a checkout form in the office, returning books and other school materials and ensuring your school lunch account is current. Permanent records will be released upon the request of the new school.

Website

For up to date information, including the monthly *Barnett Barker* Newsletters, lunch menu, fun and educational internet links, and calendar items, please check out our website at http://barnett.nebo.edu/

STUDENT SAFETY

The policy at Barnett Elementary to assist in student safety is to have all entrance doors locked the entire day except the front entrance. State law requires 10 fire drills and two other emergency drills during the school year. We understand this makes for some longer walking distances but feel it is an important step to prevent unwelcome visitors from entering the building. The only times these doors will be unlocked is if there are adult supervisors outside. They will be locked again as these supervisors return to the building. In order to keep students safe at school, the following procedures will be in-serviced to each teacher and practiced:

BOMB THREAT

Teacher, Staff, or Individual Receiving Call

- 1. Remain Calm
- 2. Obtain as much information as possible about the caller.
 - Listen-do not interrupt
 - Try to take down the entire message as it is given.
 - Try to keep the caller talking.
 - Try to get help from another staff person to let the principal know what is happening.

Principal

- 1. Announce "Teachers, check for packages" if needed.
- 2. Notify appropriate law enforcement.
- 3. Notify district officials.
- 4. Determine if building needs to be evacuated and implement evacuation procedures **or** announce a lock down while the building is searched.

Teachers/Staff

- 1. Do a cursory search of their classroom/area of responsibility upon hearing the message "Teachers, check for packages."
- 2. If something is found or looks unusual, **don't touch.**
- 3. Report results of the search to the principal.
- 4. Follow evacuation or lock down procedures as directed.

FIRE DRILL

When the fire alarm sounds, evacuation of the building should occur as follows:

- Bring class to quiet attention.
- Quickly line students up.
- Close windows and turn off lights.
- Pull door shut as you leave room.
- Lead students from the building through the closest exit to designated location.
 - o Transitional Kindergarten, Kindergarten, Speech, and 1st grades line up on south lawn by the South parking lot
 - o Special Ed, Music, Art, and Library line up at the front of the building in the parking lot.
 - o 2nd-5th Grades and Computers will line up on the north field.
- Quickly make an accounting of each child by taking roll (a head count is not enough).
- An administrator or custodian will come around to ask for a "fist up" if all students are accounted for.
- The building may be entered when directed to do so.
- If a drill occurs and a student is not in the regular classroom or with a planning time technician, the student should evacuate the building and go to the class' designated place and meet the teacher there.

EARTHQUAKE

If Indoors:

- Stay inside.
- Move away from windows, shelves, and heavy objects and furniture that might fall.
- Take cover under a table or desk (not in a doorway).
- "Drop and Tuck and Hold" On all fours/cover upper body
- If the table or desk moves, hold the legs and move with it.

If Outdoors:

- Move to an open space, away from buildings and overhead power lines.
- Lie down and crouch.
- Keep looking around for potential dangers that may demand your movement.
- Crawl to safer location, if necessary.

After the quake is over, students should be evacuated in the same manner as a fire drill to make sure all are accounted for. Only the principal may release students to parents who may come to pick them up at the school or designated alternate location. Our 1st option for a meeting area, if the school grounds are not safe, is the church building located at 681 East 500 North. Our 2nd option is the Nebo School District Transportation Department building located at 676 North 300 East. KSL Radio AM 1160 is our Emergency Broadcast System.

Lock DOWN Procedures (threat is *inside* building)

- Pull locked doors shut (remove magnet strips).
- Cover your door window.
- Turn out lights.
- Keep students low and quiet in safe portion(s) of your classroom, out of the sight of the entry door.
- If threat is confirmed in opposite end of school, quickly survey the hallway by your classroom and order any student in hall or restroom into your room.
- If students are outside and teacher receives "lockdown" message, escort students to evacuation site (church building at 681 East 500 North).
- Open door <u>only</u> to identified police officer or when principal announces an "all clear."

Lock OUT Procedures (threat is *outside* of building)

- 1. Announcement over intercom stating the Lock OUT drill is beginning
- 2. Make sure your outside door(s) is/are locked and secure
- 3. Designated person locks front doors. All other doors to the building are already locked.
- 4. Designated person calls the police.
- 5. Students already outside will be instructed to enter the building immediately.
- 6. Anyone wanting to enter the building will be assessed on an individual basis.
- 7. Teachers account for all of your students being inside the school
- 8. Pull your **locked** inside door shut
- 9. Business as usual keep instructing students and going about your day as you normally would until "all clear" is announced

Barnett Elementary REUNIFICATION PLAN

Please read through the following information for guidelines on reunification:



In the event of an emergency, natural disaster or critical incident, it may become necessary to evacuate students to a safe location away from the school. It is the aim of Barnett Elementary to successfully reunite children with their families as quickly as possible. The District and school will send notifications regarding the reunification via phone, email and text. https://www.nebo.edu/emergency

REUNIFY In order for us to most successfully reunify families, we ask that parents become familiar with the following:

- 1) The school will report all events to local law enforcement and to district officials, and will take direction from these organizations. We will work together toward the goal of successful reunification.
- 2) The school will communicate information to parents as quickly as possible. Communication could include text messages, email, phone calls, and notifications. In an emergency, please check these lines of communication frequently and follow the directions given. Please keep phone numbers and email addresses updated in the school's iCampus system. https://nebout.infinitecampus.org/campus/portal/parents/nebo.jsp
- 3) Teachers have been trained and understand that they are to supervise students and stay with them until they can be successfully reunified with their parents. At evacuation sites, students will be kept with their teacher and with their grade level. http://risk.utah.gov/Utah-schools-critical-incident-commission/
- 4) It is imperative that we maintain continued safety at an evacuation site. For this reason, students will primarily only be released to their parents or legal guardians unless extreme circumstances require an exception. Parents will be required to show their ID at evacuation sites and may be asked to fill out a Reunification form. Parents or guardian need to: bring photo identification, only send one person to pick up student, and be please patient. Reunification is a process that protects both the safety of the student and provides for an accountable change of custody from the school to a parent or guardian.
- 5) Parking at evacuation sites can be complicated. Thoughtfully consider how you can most successfully exit the evacuation site. Do not park your vehicle in a manner that blocks other vehicles from leaving. Parents should park where indicated and not abandon vehicles.
- 6) During an evacuation there will be two teams: A Transport Team and A Reunification Team.
 - a) The Transport team (consisting of district officials, teachers, staff, bus drivers, and law enforcement officers) will take attendance, load students on buses, provide transportation to the reunification site, supervise and work to notify parents of the location for reunification.
 - b) The Reunification Team (consisting of school staff, district staff, law enforcement and first responders) will aid in organizing the reunification site, directing parents to appropriate locations, directing traffic (law enforcement), verifying parent identification, organizing students, and providing emotional support for students and parents.
- 7) Successful reunification requires that all parties involved do what they can to remain calm. We all have the same goal and will be working *together* to reunite families as quickly and safely as possible.





School Rules and Procedures: Paws to LEAD

Learning Environment	We <u>Lead</u> with Responsibility	We <u>Engage</u> in our Learning	We are <u>Always</u> Respectful	We <u>Demonstrate</u> Safety
Arrival & Dismissal	Arrive and depart on time.	Have all materials ready.	Use appropriate & friendly language.	Use walk ways and crosswalks appropriately.
Hallways	Walk with a purpose.	Be mindful of your environment.	Keep hands and feet to self.	Walk quietly in the hallways.
Recess	Return equipment every time.	Play fairly, include everyone.	Follow adult direction.	Play safely.
Lunchroom	Walk and throw away trash.	Eat first, then talk.	Use manners and appropriate voice level.	Sit as you eat your own food.
Bathroom	Leave bathroom clean.	Go and return to class quickly.	Honor the privacy of others.	Flush and wash.
Office	Use phone as needed with permission.	Wait patiently to be helped.	Ask nicely.	Use kind words and actions.
Learning Spaces	Follow rules and procedures.	Stay on task.	Follow teacher directions the first time.	Use hands and feet appropriately.
Assemblies	Be a good audience member.	Respond to leaders appropriately.	Participate appropriately.	Keep hands and feet in your space.

STUDENT ~ FAMILY ~ SCHOOL COMPACT BARNETT ELEMENTARY 2022-2023

We agree that responsibility for student learning is shared among the student, family and school.

As a student I will:	As a family we will:	As a school we will:
Arrive at school on time and be prepared to work hard and learn. Work hard to accomplish the goals set by my family, teachers and myself. Give my best effort in all school activities Give my best effort on all schoolwork. Show respect and cooperate with all students and teachers at my school. Talk to my family about what I am learning and doing in school Ask for help from a teacher or trusted adult when I have questions or concerns. Lead, learn and care about others at my school.	Ensure my child attends school regularly. Be involved in setting goals and completing schoolwork with my child. Provide support to ensure my child is making adequate progress in her/his learning. Volunteer in my child's classroom and participate in school activities as time allows. Stay up to date on all school communication and respond in a timely manner as needed. Attend SEP conferences and other meetings about my child's education. Be a partner with my child's teacher in helping her/him progress academically and behaviorally.	Provide high quality instruction. Provide a safe environment to learn. Provide interventions for students not meeting state standards. Participate in professional development to increase teacher capacity. Communicate regularly with families about student progress. Invite families regularly to attend SEPs, and volunteer in classroom activities. Be available before and after school at reasonable times for parents to meet with teachers.

EL ACUERDO ENTRE ESTUDIANTE~FAMILIA~ESCUELA BARNETT ELEMENTARY 2022-23

Estamos de Acuerdo que la responsabilidad para el aprendizaje estudiantil es compartido entre el estudiante, la familia y la escuela.

Como el estudiante intentaré a:	Como una familia tratarémos a:	Como una escuela tratarémos a:
Llegar a la escuela a tiempo preparado a trabajar duro y aprender. Trabajar duro para lograr las metas establecido por mi familia, maestros y yo. Dar mi mejor esfuerzo en todas las actividades escolares. Dar mi mejor esfuerzo en todo el trabajo escolar. Mostrar respeto y cooperar con todos los estudiantes y maestros de mi escuela. Hablar con mi familia sobre lo que aprendo y hago en la escuela Pedir ayuda a un maestro o adulto de confianza cuando tengo preguntas o problemas. Liderar, aprender y preocuparse por los demás en mi escuela.	Asegurarme de que mi hijo asista a la escuela regularmente. Establecer metas y participar y completar el trabajo escolar con mi hijo. Apoyar y asegurar que mi hijo está progresando adecuadamente en su aprendizaje. Ser voluntario en el aula de mi hijo y participar en actividades escolares cuando puedo. Seguir todas la comunicaciones escolares y responder de manera oportuna cuando sea necesario. Asistir a conferencias de SEP y otros reuniones sobre la educación de mi hijo Ser un socio del maestro para ayudar mi hijo a progresar académicamente y en su comportamiento.	Proporcionar instrucciónes de calidad. Proporcionar condiciones seguros para aprender. Proporcionar intervenciones para estudiantes que no cumplan con los estándares estatales. Participar en el desarrollo profesional para aumentar habilidades docente. Comunicarse regularmente con las familias sobre el progreso de los estudiantes. Invitar a las familias regularmente a asistir a SEP y ser voluntario en las actividades del aula. Estar disponible antes de y después de la escuela en horarios razonables para que los padres se reúnan con los maestros.

School Lunch

https://www.nebo.edu/child-nutrition

Breakfast: \$1.50 Adult Breakfast: \$2.00

Visitor Breakfast (adult or child): \$2.00

Elementary Lunch: \$2.00 Secondary Lunch: \$2.50 Adult Lunch: \$4.00

Visitor Lunch (adult or child): \$4.00

Milk: \$0.50

Juice: \$0.50 (if served that day)

Lunch Options School lunch is available the first day of school and is served every day of school.

If you prefer, your child may bring a lunch from home. Please put the students'

name on the lunch container.

Breakfast Policy Breakfast is available the first day of school and is served every school day.

Students eating breakfast should be to school at least 30 minutes before the bell

rings (@ 8:45am).

Paying for LunchNebo School Lunch is a separate entity from the school. Please make payments

for school lunch to Barnett Lunch Department. Our lunch clerk is Liliana Martinez. Her phone number at school is 801-465-6002. If you send money or a check to school to pay for lunch, please place it in an envelope with the

student's name. https://www.nebo.edu/child-nutrition

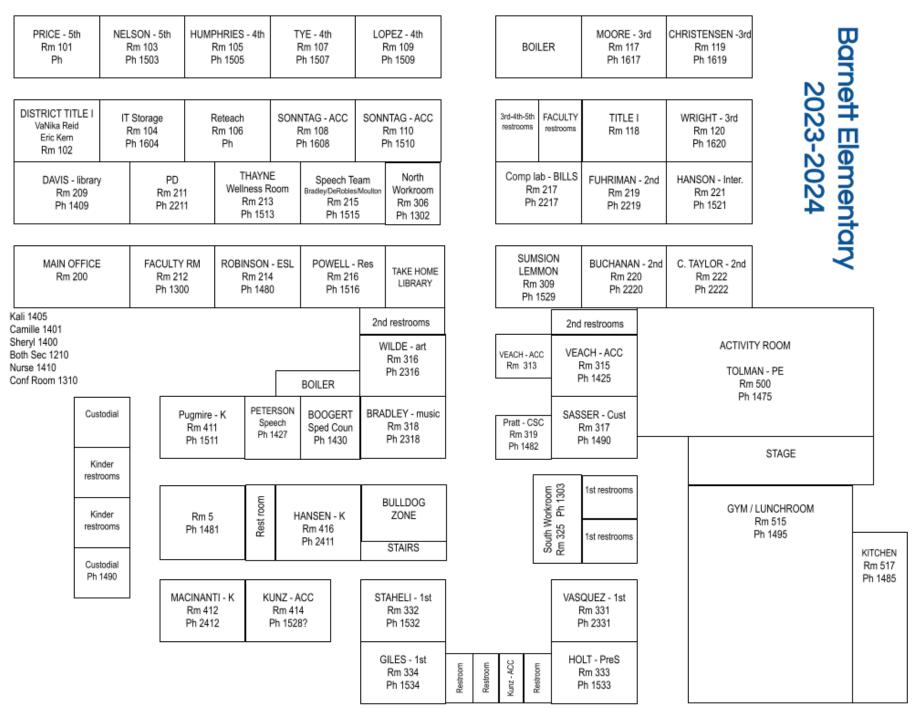
<u>Free/Reduced Meals</u> Applications for Free/Reduced Meals are filled out online. For more information

call 801-354-7438 or ask for help in the office. https://www.nebo.edu/child-

nutrition/free-reduced

Lunch Schedule 2023-2024

Grade Level	Lunch Starts	Excused to Recess	Bell Rings to Come In
2 nd /Veach	11:20	11:35	11:55
1 st	11:25	11:40	12:00
3 rd	11:35	11:50	12:10
4-/ Sonntag	11:40	11:55	12:15
5 th	11:50	12:05	12:25
Kinder / Kunz	11:55	12:10	12:30



Barnett Elementary

School Access Routes Plan 2023-2024 FINAL

In accordance with state standards, Barnett School has identified school access routes for Barnett School students who **live within the walk boundary established for the school.** A map showing the identified routes can be viewed by following the link below.

https://saferoutes.utah.gov

The intent of a School Access Route Plan is <u>not</u> to identify every school access route or to identify the more convenient school access routes; it is to identify main walk/bike routes that appear to be secure. Care has been taken to consult with local law enforcement, Parent Lighthouse Buddies, School Community Council representatives, and the District's traffic safety committee in establishing these school access routes. Despite broad consultation and unanimous agreement from all parties involved in establishing these routes, no one, including the Nebo School District and Barnett School, can guarantee that the agreed upon school access routes are, or will ever be, completely free from hazards.

Parents are encouraged to walk or bike the school access routes with their child/children, to address specific concerns they may have, and to instruct their child/children to obey the laws and rules pertaining to pedestrian safety. If a parent feels their child/children should use a school access route that **is not** identified in this plan, it is a parent's prerogative to instruct their child/children as to what they feel is best for them.

As previously stated, the intent of a School Access Route Plan is not to identify every school access route or to identify the more convenient school access routes. For this plan, school access routes leading to the school from areas where clusters of students live have been identified and are described below.

School Access Route Descriptions:

- 1. Students living north of 700 North should walk to the four way stop at 600 East and use the crosswalk to cross 700 North. Then walk on the sidewalk of 600 East and use either 400 North or 500 North to get to the school.
- 2. Students living south of 400 North and west of 600 East should use desired street(s) to get them to 400 N and 400 East where they can use the crossing guard to help them cross 400 North and get to the school.
- 3. Students in all other walking areas should use the streets with sidewalks to get to main access roads. Stay on sidewalks, use crosswalks and look both ways before crossing the streets. Parents should have their children walk to school using the main walking routes. (Refer to the walking routes map to plan a route for your children.)
- 4. (Riding Bikes) Teach your children bike safety rules and make sure they wear a bike helmet. Plan a safe bike route for them. This route should include using the bike path (NOT THE PARKING LOT) to walk their bike to the bicycle storage racks.

Driving Students to School

- 1. Parents who drive their children to school should use the drop-off and pick-up zone located in front of the school. The right lane of the drive through road is for dropping off/picking up. Make sure when you are picking-up or dropping-off your children you drive close to the sidewalk in front of the school. This will prevent your children from walking in front of other cars to get to you, or to the school. The left lane of the road is for pull through and cars should **not** stop in the left lane.
- 2. PLEASE DRIVE SLOWLY WHEN PICKING-UP OR DROPPING OFF CHILDREN!
- 3. Do not park across the street from the school to pick-up or drop-off your children. Children, especially young children, in an effort to get to their parents will sometimes make a poor decision about when to cross a street.

Drop OFF / Pick UP Protocol

All Drop OFF/Pick UP area(s) are ONE WAY ONLY

FRONT of school: Enter from the South / Exit from the North

Lunchroom: Enter from the East / Exit from the West.

Drop OFF / Pick UP zones are to: Drop OFF students and Pick UP students. Please do NOT park cars in the Drop OFF / Pick UP area(s). If you need to enter the school, you need to please park in a parking space. If you exit your vehicle, or need to leave it unattended, it should be parked in a parking space. Thank you for pulling all the way forward in each area to keep traffic flowing.

Crosswalk and Bus Zone Safety

Please talk with your child about NOT running across the bus lane. The bus drivers can NOT see them and this is not safe.

Please do NOT park on the curb by the bus zone and have your child get out and run across this lane to school.

For morning drop off, please drive to the FRONT of school OR through the drive through by the lunch room ONLY.

NO running between or in front of buses NO running out into the crosswalk Drop off at front of school or by lunchroom ONLY



Parent drop off and pick up

Pull through lane. No stopping or parking please.



Crossing Guard



Bus/Authorized vehicle zone only



Bike racks

Nebo School District Non-Discrimination Policy http://www.nebo.edu/pubpolicy/

Notice of Non-Discrimination: It is the policy of Nebo School District not to discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, disability, age, or any other legally protected classification in its educational programs, activities, admissions, access, treatment, or employment practices. Nebo School District provides equal access to the Boy Scouts and other designated youth groups. http://www.nebo.edu/pubpolicy/J/JDC.pdf

Questions, concerns, complaints, and requests regarding this nondiscrimination policy should be directed to the following Individuals: The Risk Manager, Director of Human Resources, Section 504 Coordinator, and Coordinator of Student Services may be reached at Nebo School District Administrative Offices, 350 South Main, Spanish Fork, UT 84660; Telephone No. 801-354-7400.

Notificación de no discriminación: Es una política del Distrito Escolar Nebo, no discriminar por motivos de raza, color, nacionalidad de origen, sexo, orientación sexual, identidad de género, religión, discapacidad, edad o cualquier otra clasificación legalmente protegida en sus programas educativos, actividades, admisiones, accesos, tratamiento o prácticas de empleo. El Distrito Escolar Nebo, brinda acceso equitativo a los niños exploradores y otros grupos juveniles designados. http://www.nebo.edu/pubpolicy/J/JDC Spanish.pdf

Las preguntas, inquietudes, quejas y solicitudes relacionadas con esta política de no discriminación deben ser dirigidas a las siguientes personas: El Gestor de Riesgo, Director de Recursos Humanos, Coordinador de la Sección 504 y Coordinador de Servicios Estudiantiles, están ubicados en las oficinas administrativas del Distrito Escolar Nebo en 350 South Main, Spanish Fork, UT 84660; Teléfono: No. 801-354-7400

In compliance with the Americans with Disabilities Act, qualified individuals needing reasonable accommodations (including auxiliary communication aids and service) should contact the Principal of this school or the Nebo School District ADA Coordinator, Mr. David Gneiting, Tel. 801-354-7400 or Utah Relay System (1-800-346-4128). Please inform us at least 3 days prior to the activity. http://www.nebo.edu/pubpolicy/J/JR.pdf

Phone Numbers

http://www.nebo.edu/sites/nebo.edu/files/school_directory.pdf

Barnett Elementary	465-6000
Barnett Fax	465-6001
Barnett Lunch Department	465-6002
Valley View Middle School	609-2795
Payson Junior High School	465-6015
Payson High School	465-6025
Nebo School District	354-7400
Transportation Department	465-6005

Please go to our school's website for up-to-date information at: http://barnett.nebo.edu/