

Hermosa Drive

400 E. Hermosa Drive, Fullerton, California 92835 - Office 714-447-7720 - Fax 714-447-7723

Parent and Student Handbook

Welcome to Hermosa Drive Elementary School! If you have any questions please do not hesitate to contact the school office for more information. You may also visit our website at

www.fullertonsd.org/hermosa/

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Hermosa Drive PTA



Hermosa_Drive

BELL SCHEDULES 2024-25

MONDAY, TUESDAY, THURSDAY & FRIDAY

7:30-7:55 AM	Breakfast collected in the MPR - Eating Outside
7:45 AM	Call Bell/Supervision begins
8:00 AM	Class Begins for TK-6 Grades
10:05-10:27 AM	TK/ Kindergarten Recess
10:05-10:20 AM	1st- 3rd Grade Recess
10:25-10:40 AM	4th - 6th Grade Recess
11:15-11:55 AM	TK/ Kindergarten Lunch
11:21 AM-12:00 PM	1st - 3rd Grade Lunch
11:55 AM-12:30 PM	4th - 6th Grade Lunch
1:10-1:20 PM	TK/ Kindergarten - 3rd Grade Recess
2:10 PM	TK/ Kindergarten Dismissal
2:20 PM	1st - 6th Grade Dismissal

Wednesday Schedule- Early Release

7:30-7:55 AM	Breakfast collected in the MPR - Eating Outside
7:45 AM	Call Bell/Supervision begins

8:00 AM	Class Begins for TK-6 Grades
10:05-10:27 AM	TK/ Kindergarten Recess
10:05-10:20 AM	1st- 3rd Grade Recess
10:25-10:40 AM	4th - 6th Grade Recess
11:15-11:55 AM	TK/ Kindergarten Lunch
11:21 AM-12:00 PM	1st – 3rd Grade Lunch
11:55 AM-12:30 PM	4th - 6th Grade Lunch
12:50 PM	TK/ Kindergarten Dismissal
12:50 PM	1st - 6th Grade Dismissal

❑ **SCHOOL ATTENDANCE AND PUNCTUALITY**

Absences for reasons other than illness are considered unexcused absences and will be recorded as such on attendance documents. Students are considered tardy if they arrive after 8:00 and must report to the office before going to class. Tardiness is also recorded on attendance documents. Students with excessive absences or tardiness will be invited to attend our SSOAR (Saturday Attendance School) offered several times throughout the year or may be referred to Fullerton School District's School Attendance and Review Board. **Students enrolled at Hermosa on an intra or inter-district transfer may have transfers rescinded for excessive absences or tardiness. If a student is going to be absent from school, we request that parents contact the school office between 7:30-9:00 AM.** If we do not hear from you in advance regarding your child's absence, we will call all listed contact numbers until we can verify your child's absence. If you would like to request homework for the student's day of absence, please call the school office by 9:00 AM to make the request.

❑ **SCHOOL BREAKFAST AND LUNCHES**

Breakfast is offered every morning from 7:30-8:00 AM in the MPR. Breakfast and Lunch will be free of charge until further notice. You can reach the Nutrition Center (714-447-7435) by telephone between 7:00 a.m. -2:00 p.m. or online at www.mySchoolBucks.com. If your child is bringing a lunch, **please do NOT send your child with candy, soda, or high sugar content items.**

❑ **FOOD & WELLNESS POLICY**

In conjunction with the FSD Wellness Policy, we encourage alternative items to be brought in for classroom celebrations (ie. class parties, birthdays, and academic rewards).

- Birthday Party Celebrations: If a parent wants to celebrate their child's birthday, please contact your child's teacher for the class-approved options. For birthday celebrations, we recommend donating a book to the classroom or providing a non-edible treat for the classroom (sticker, eraser, pencil, etc.).
- Classroom Celebrations: All snacks/foods for classroom celebrations must be store-bought. In addition, please feel free to review the FSD Wellness Policy for further information: <https://goo.gl/H2tYdk>.

❑ **STUDENT SUPERVISION**

Students may arrive at school beginning at 7:30 am for breakfast. All other students are welcomed on campus at 7:45 AM. At 7:30 am students may get breakfast from the MPR, then students must report to the lunch tables or MPR (rainy weather) for supervision. Students may enter the blacktop at 7:45 AM after the daily call bell. Parents or guardians are allowed to enter the back blacktop area from 7:45-7:55 am to help drop their child off at school. **Parents should NOT go past the breakfast/lunch tables.** Also, we request that students be picked up promptly at dismissal. If your child needs supervision before or after school, please make arrangements for childcare. The LAB operates a childcare facility on the Hermosa Drive campus. Please contact FSD's Child Development Services directly at 714-447-2858 for information.

❑ **VISITOR BADGES, SIGN-IN, AND CLASSROOM VISITS**

Anytime you visit or volunteer on campus, you need to sign-in at the office and obtain a visitor/volunteer sticker. All staff will be looking for this identification. If the sticker is not visible to staff, you will be asked to return to the office for this important item. This is for the protection and safety of our students and visitors. **In an effort to minimize disruptions to our classroom instruction, we ask that you prearrange classroom visits/observations with the classroom teacher and school office.** Volunteer times will be determined mutually by the teacher and volunteer.

❑ **THURSDAY COMMUNICATION FOLDERS**

Each Thursday your child will bring home their Communication Folder. Please review all papers to stay informed about your child's progress and important events and school information. **Your child is asked to return the folder the next school day to ensure effective weekly home-school communication.**

❑ **APPROPRIATE SCHOOL ATTIRE**

"The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction, which would interfere with or disrupt the educational process, study habits of students or the learning atmosphere necessary in a classroom or school environment" (Board Policy 5132).

The following are NOT considered appropriate, safe attire for students at Hermosa Drive Elementary School:

- open-toed or backless shoes
- oversized or excessively large clothing
- gang attire
- clothing that displays logos for tobacco, alcohol, drugs
- clothing that does not cover underwear (ie. short shorts, skirts, and dresses) or fully cover the chest and stomach area (ie: spaghetti straps, midriff tops, and wide-armed shirts)
- clothing that displays profanity
- clothing that displays illustrations and/or language degrading a race, religion, or gender
- hoops or dangling earrings
- hoods or beanies

Hats are allowed to be worn at school to protect children from hazards related to sun exposure (SB 310). They are to be worn properly for outdoor use as 'sun protection' and need to be removed when entering a building. Hats must meet all other dress policy requirements regarding illustrations, language, and symbols.

❑ **ELECTRONIC DEVICES**

Students may possess cell phones on campus but are prohibited from using them during the school day. They must be turned off and stored in their backpacks at all times. Any electronic devices used during school hours (sending/receiving phone calls, texting, internet use, applications) will be stored with the school staff and returned to a parent/guardian by the principal. The security of the device is strictly the responsibility of the student and his/her parents/guardians. If you need to reach your child during school hours, please contact the school office.

❑ **STUDENT SAFETY TO AND FROM SCHOOL (BIKES, BLADES, PETS, ETC.)**

Students must wear helmets if they ride a bike to school. It is strongly advised that only students in grades 4th, 5th, and 6th ride a bike to school. Students should bring a lock to secure their bicycles at the rack in front of the school. **Students may NOT ride skateboards, rollerblades, scooters, or skates (including Heelys) to school.** All riding equipment must be walked on campus during school hours and at start/dismissal times. **We also ask that you refrain from walking dogs or other pets onto campus during arrival and dismissal times. Even the best family pet can become agitated when hundreds of people are moving quickly. Your attention to this request keeps our students safe.**

❑ **BUS TRANSPORTATION**

Students who ride a school bus to and from school must have a valid bus pass with them every day. A student will NOT be transported home any day that he/she does not have a current bus pass to show the driver. Bus riders are expected to adhere to the Fullerton School District School Bus Discipline Policy. If you have any questions regarding these policies, please contact the Transportation Office at 714-447-7445.

❑ **SCHOOL PARKING LOT RULES OF SAFETY**

DROP-OFF ZONE

- Load and unload passengers in the coned zone located in the front of the multipurpose room/ next to the Flower-Pop mosaic. The driveway in the front of the school is for buses ONLY.
- Please do NOT enter the bus-loading lane at any time.
- Your car enters the coned zone, cars are to pull as far forward as possible prior to loading or unloading passengers.
- Please do NOT exit your car to obtain student(s)- let the student(s) come to your car.
- Please do NOT park under the tree for shade and hold-up traffic.
- Children are NOT to get in or out of cars stopped in the driveways or in the middle of the parking lot.
- Children are to load and unload in the coned zone only.
- If your student is not present when you arrive, please circle around to keep traffic flowing and prevent congestion on Hermosa Drive.
- Escort children across the parking lot and driveways to cars parked on the street.
- Children should wait for their parents in the loading zone.

- It is not considered safe for children to wait in the park, along the side streets, or on corners off campus as no supervision is provided in those areas.

PARKING

- Park in marked spaces in the parking lot or at the curbside on the street.
- Do NOT double park.
- Do NOT park in the loading zone.
- Parking in the Handicapped space is by permit only.
- Do NOT park on the grass.
- No parking or stopping in the bus lanes.
- If your student is not present when you arrive, please circle around to keep traffic flowing and prevent congestion on Hermosa Drive.

STREET

- Please be courteous and cooperative with other drivers and school staff.
- All requests made by school staff are done so with student safety and traffic in mind.
- Allow the flow of traffic on the street.
- Please do NOT block the flow of traffic prior to the dismissal bell.
- Allow traffic to pass East and Westbound on Hermosa Drive or at the stop sign on Egerer.
- Pull to the side of the street to allow neighbors to pass freely through the neighborhood prior to the dismissal bell.

❑ BUILDING CHARACTER WITH PBIS

Hermosa Drive School participates in a positive behavioral and support program called Positive Behavioral Interventions and Supports Model (PBIS). The school system includes proactive strategies for defining, teaching, and supporting appropriate student behaviors to create a safe and respectful school environment. One important piece of PBIS is to create a set of school rules that are well-known to all students, staff, and the community.

Our motto reads...

H – Have Respect

A – Act Responsibly

W – Work Together

K – Keep Safe

Your support and assistance is greatly appreciated as we support all students' success at Hermosa Drive.

GENERAL PROCESS

Students will be working toward following the HAWK Star motto in all areas of our school. As part of our acknowledgment system, teachers, supervisors, and school staff will distribute HAWK Stars to students who exhibit these positive behaviors. Students who do not follow PBIS rules will receive a PBIS Parent Notification Form or PBIS Office Referral Form.

SPECIAL RECOGNITION AWARDS

Students are recognized at awards assemblies, balloon celebrations, and afternoon announcements for demonstrating the positive HAWK Star traits.

CONSEQUENCES

Possible consequences, as indicated on PBIS forms, may include but are not limited to Grades K-6:

Time Out	Behavior Contract
Loss of Privileges	In-School Suspension
Parent Contact	Out-of-School Suspension
Student Intervention Team	

ACADEMIC HONESTY GRADES 4-6

Students are expected to complete their own work with academic integrity. No student should use another person's work, cheat or plagiarize material to complete an assignment or test. Students who violate the District Policy for Academic Honesty will be disciplined according to Board Policy guidelines which include: **1) no credit for the assignment, 2) parent notification, 3) subject grade and citizenship grade will be affected depending on overall percentage and other behaviors. Additional consequences or interventions consistent with classroom or school-wide discipline plans will be assigned or imposed through progressive discipline steps depending on the nature of the assigned task or test.**

❑ LEARNING COMMUNITY EXPECTATIONS

It is the goal of the Hermosa Drive Elementary Staff and community to provide a safe, positive, and nurturing environment that focuses on the development of fairness, trust, communication, and caring for every student. This climate is conducive to teaching and learning, both academically and socially.

Every student at Hermosa Drive Elementary School has the right to:

- Be able to learn free from disruption;
- Be safe at school;
- Be respected by peers and adults; and
- To do so in a neat and orderly school environment.

SCHOOL STAFF ARE RESPONSIBLE FOR:

- Providing a quality learning environment for every child to access the Board adopted curriculum and State content standards.
- Explaining and consistently enforcing classroom, playground, and district expectations.
- Approaching students positively with a rationale for consequences and/or citation.
- Investigating all student concerns.

PARENTS ARE RESPONSIBLE FOR:

- Knowing, understanding, and supporting the expectations for student conduct.
- Ensuring that your child attends school on time, every day, all day.
- Ensuring compliance with the school dress code and policy for appropriate attire.
- Ensuring that students bring or purchase a nutritious lunch and snack.
- Checking in at the school office and obtaining a Visitor/Volunteer Badge before entering any classroom.

- Delivering late student items (such as lunches, projects or assignments) to the school office to minimize classroom disruptions during instructional periods.

STUDENTS ARE RESPONSIBLE FOR:

- Arriving at school on time and prepared to learn.
- Completing all assigned tasks.
- Respecting the rights, safety, and property of all students and adults.
- Following all classroom, playground, and lunch area rules.
- Remaining within designated boundaries at all times.
- Bringing to school only appropriate and approved belongings.
- Wearing only appropriate and safe attire.

□ STUDENT CONDUCT EXPECTATIONS

The student conduct expectations listed below ensure that a positive learning environment exists for our entire learning community of students and adults at Hermosa Drive. In addition to these specific school expectations, California Education Code 48900 (included in this packet) lists additional reasons for student suspension or expulsion.

BE POLITE AND RESPECTFUL TO OTHERS

- Treat adults and peers with respect.
- Be respectful of the ethnic background and personal beliefs of others.
- Take turns.
- Follow all playground rules and honor the freeze bell at the end of recess.
- Playground games are open to all students and may not be 'closed'.
- Use appropriate language and gestures.
- Use quiet voices near classrooms, breezeways, and lunch areas.
- Respect others' property.

BE COOPERATIVE

- Accept responsibility for your own actions.
- Be honest in your school work and actions.
- Have a positive attitude.
- Be in the right place at the right time doing the right thing.
- Willful disobedience will not be tolerated.
- Follow the dress code for appropriate student attire.

KEEP OBJECTS, HANDS, AND FEET TO YOURSELF

- Fighting, play-fighting, or other aggressive behavior is not permitted.
- Play involving bodily contact is not permitted.
- Do NOT throw objects not intended for that purpose.

BRING ONLY APPROPRIATE ITEMS TO SCHOOL

The following items are **NOT** permitted:

- hand-held computer games, laser pointers, and cell phones turned on during the day. The school is not responsible for any lost, stolen, or damaged phones.
- imitation firearms or weapons, explosives of any kind - fireworks, poppers, caps
- dangerous or disruptive objects, firearms, or other weapons

- skateboards, rollerblades, scooters, shoes with built-in wheels
- aerosol products (ie: breath fresheners, spray deodorants)
- obscene materials or personal belongings displaying vulgar pictures or language
- items displaying drug, alcohol, or tobacco products or logos
- sports equipment (except with special permission from school personnel)
- toys or other play items from home without school permission
- cosmetics or hair care products
- gum
- medications that have not been processed through the school office. Includes prescribed or over-the-counter medications of any kind.
- pets (without specific authorization from school personnel)

School authorities may search student belongings if there is a reasonable suspicion that there is possession of any item, substance or material that is prohibited on campus.

TAKE PRIDE IN YOUR SCHOOL BY KEEPING IT CLEAN

- Use school facilities properly.
- Pick up your own litter on the playground and in the lunch area.
- Put all trash in proper containers.
- Keep restrooms clean and report any problems to the office or custodian.
- Do NOT deface or destroy school property.

All Students Must Follow the FSD Acceptable Use of Technology Agreement

Fullerton School District Student Software/Internet Acceptable Use (AUP) Summary

This is a summary of the full AUP. The full document was part of the online information update and can be found on the district website on the student tab. All students will be held to the entire AUP.

Educational Purpose & Access to Online Materials: The District's network serves primarily for education and is a privilege, not an entitlement. Students access and sharing of material may be restricted, and violations may result in access removal and disciplinary measures. Commercial use by students is not allowed unless approved for educational projects. The network should be used for class assignments or research. Personal blogging, instant messaging, online shopping, and gaming are prohibited without District approval. Users must comply with laws and avoid inappropriate material.

Protection of Personally Identifiable & Confidential Information: Students must avoid sharing personal info or revealing others' private details online. Parents can request access to their student's files anytime. Unauthorized, inappropriate activities, like hacking or data destruction, are strictly banned. Unlawful actions and personal attacks on others using the District's network are not allowed.

No Reasonable Expectation of Privacy: Students should not expect privacy in their files or communications on the District's network. The District monitors Internet usage for security purposes and may investigate violations.

Inappropriate Language, Plagiarism, and Copyright Infringement: Students must avoid inappropriate language, offensive images, or "sexting". Posting media of minors requires consent from the administration or their legal guardians. Plagiarism, cheating (including with Artificial

Intelligence/AI) copyright infringement, and unauthorized downloading are prohibited. Respect copyright owners' rights and attribute sources properly.

System Security, Resource Limits & Vandalism: Students are responsible for their individual accounts and should not share passwords with others. Downloading large files should be avoided unless necessary. Vandalism, including attempts to access, harm, alter, or destroy data, is strictly prohibited and may result in disciplinary action.

Mobile Devices: Personal mobile devices may be allowed in instructional settings with permission. Students must seek approval for device use during class. Recording individuals requires written consent. Students are accountable for inappropriate material accessed on their devices. The District is not liable for lost, stolen, or broken personal devices.

District-Owned Mobile Devices: District-owned mobile devices may only be used for school-related purposes. Downloading apps to District-owned devices requires teacher permission. Students and parents/guardians are responsible for any loss or damage to District-owned devices.

Violations of this Regulation & Responsibility for Loss or Damages: Violations of this regulation may lead to termination of network access, disciplinary action, and/or legal referral. Parents may be held financially responsible for intentional misuse/damage of the system or devices by students.

Please sign and return it to your child's classroom teacher.

Student Name _____ Student Signature _____ Date: _____
(Printed)

Parent Name _____ Parent Signature _____ Date: _____
(Printed)