

GOLDEN HILL SCHOOL for CREATIVE and PERFORMING ARTS

"Where Every Child is a Masterpiece"



Student / Parent Handbook 2023-2024

732 Barris Drive
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<http://fullertonsd.org/golden>



Welcome to Golden Hill School for Creative and Performing Arts!! The teachers and staff at Golden Hill are committed to helping students achieve success through high-quality instruction, as well as enrichment activities. Golden Hill students learn to express their ideas through creativity and innovation. We encourage all of our students to “DREAM BIG” and to envision the contributions they might make to their community and to the world at large in the years ahead.

This handbook is designed to help provide review for our returning families, while guiding our new students and parents as they become acquainted with our school. It includes policies and procedures that will help ensure safety and a high quality education for our students. Please do not hesitate to refer to this information throughout the year.

Golden Hill opened its doors in 1950, and has a long and proud history in the community as a place where we set high academic and behavior standards within a nurturing and supportive environment. We trust that students will always do their personal best, cooperate, and show respect to all. As parents, we invite you to become involved in our school in any way that you are able.

We are happy that you are with us!!

SCHOOL MISSION and VISION

Mission Statement: In a challenging and creative environment, our mission is to provide opportunities for, and advance, independent thinking in all students. Through a curriculum that is inclusionary and diversified, and a learning environment that is welcoming to all students, we prepare our students for not just the next levels of education, but a lifetime of creative thinking.

Vision Statement: The Golden Hill School for Creative and Performing Arts is a public school dedicated to the development of the whole child. By providing world class instruction, students are prepared for lifelong involvement in artistic and scholastic pursuits, as productive citizens in a 21st century global economy.

DREAM BIG!!



Golden Hill

School for Creative & Performing Arts

SCHOOL INFORMATION

PRINCIPAL	Neil Anderson, Ed.D.
OFFICE MANAGER	Mrs. Dena Jackson
OFFICE CLERK	Ms. Jennifer de Gala
ADDRESS	732 Barris Drive Fullerton California 92832
TELEPHONE	714.447.7715
FAX	714.447.2881
EMAIL	office_golden@myfsd.org
WEBSITE	http://fullertonsd.org/golden
INSTAGRAM	@gh_elementary
FACEBOOK	www.facebook.com/goldenhillelementary
TWITTER	@GHElementary
FOLLOW	#ghgators #ghscpa #gharts
OFFICE HOURS	Monday-Friday 8:00am-4:00pm
SCHOOL MASCOT	Alligator
SCHOOL COLORS	Green and Gold
SPIRIT DAY	Friday



DAILY SCHEDULE

	Monday, Tuesday, Thursday, & Friday	Wednesday* and Conference Weeks
TK and KINDERGARTEN	8:40am-2:50pm	8:40am-1:00pm
GRADES 1-6	8:40am-3:10pm	8:40am-1:15pm

*Wednesdays are restructured days in the Fullerton School District (FSD) allowing teachers to attend professional development trainings, as well as school and District meetings to continue to build their instructional skills

ARRIVAL and DISMISSAL

For safety on campus, **students should not arrive at school earlier than 8:25am** as there is no adult supervision prior to that time. If students arrive early, they will be directed to wait near the front of the office until the entry bell rings at 8:25am. Students arriving after the 8:25am bell should go directly to the playground. We ask that parents say their goodbyes prior to dropping their student off to allow students to play and socialize with their peers on the playground before school.

In order to begin instruction promptly each day, it is necessary to have ALL students be in their class lines by 8:40am. A warning bell will ring at 8:37am to remind students to use the restroom and meet their teacher in their classroom line. **INSTRUCTION BEGINS AT 8:40am FOR ALL STUDENTS!!** Any student arriving after school begins must report to the office to check in and receive a tardy slip before going to class.

Students must be picked up promptly after school is dismissed. **All children not picked up within 15 minutes of school dismissal must be signed out at the office.**

Students waiting to be picked up near the front of the school will be asked to wait for their rides by the tree near the end of the pick-up zone. If you are picking up your child in the pick-up zone at the front of the school and DO NOT see your child when you arrive, please circle around the block to allow for traffic to continuously flow through the area. The south side of Barris Drive is a pick-up and drop-off zone only; there is NO PARKING ON THE SOUTH SIDE OF BARRIS DRIVE (School side).

Prior to dismissal, we ask that parents wait at the drop-off/pick-up zone by the tree, the grass area by the bus zone, or at the top of the main staircase at the entrance to the school. Gates



will be opened at the end of the day allowing entry to campus. Please DO NOT enter campus to wait by classroom front doors or sliding glass doors, and please do not use the playground. Parents, we are asking you to help us minimize the disruption to classrooms that are still in session! Make arrangements with your student so they know where and when to meet you. Primary students should make arrangements with their upper grade siblings about where to meet. Kindergarten and first grade students will be dismissed via hand-to-hand pick-up.

Kindergarten gators should be dropped off at the kindergarten playground and picked up at the classroom door by a parent/guardian. Parents please be prompt!!

TRAFFIC FLOW and GUIDELINES

The safety of our students, parents, and staff members is our top priority. School personnel have worked diligently with the City of Fullerton Traffic Division to improve traffic flow around the school and ensure the safety of everyone. **To achieve this goal, the following guidelines have been established and we ask that you adhere to them:**

- ❖ The south side of Barris Drive (School side of the street), along the front of the school is marked as “Student Loading and Unloading” between 7:30-9:30am and 12:30-3:30pm. Parking is not allowed in this area during these times. This area is only for the immediate loading and unloading of students.
- ❖ **DO NOT** leave your vehicle unattended when dropping off or picking up children.
- ❖ **DO NOT** double park.
- ❖ If you are picking up your child in the pick-up zone at the front of the school and do not see your child when you arrive, please circle around the block to allow for traffic to continue flowing through the area.
- ❖ If you need to park and leave your vehicle for ANY reason, please park on the north side of Barris Drive or on any adjacent streets as allowed by law.
- ❖ The staff parking lot is reserved for **School or District staff vehicles, school buses, daycare vans, and any vehicles with a handicapped or special education placard.** Please enter only through the entrance located at the front of the school (north end, off of Barris), and *do not use the entrance to the staff parking lot as a turnaround.*
- ❖ **Please DO NOT make U-Turns on Monte Mar Vista, or use this street to pull into in order to drop off or pick-up students.**
- ❖ Please only have children enter and exit vehicles on the PASSENGER (sidewalk) side of the car.
- ❖ A crosswalk is available for students arriving from the north side of Barris Drive. Please encourage your student to look both ways before crossing, make eye contact with drivers, and be aware of their surroundings. Pedestrians do have the right of way, though we encourage students to cross in groups rather than alone for their safety and for a continuous flow of traffic.



- ❖ Please be courteous of our neighbors by not blocking driveways, alleys, garages, or mailboxes with your vehicles. Please also refrain from crossing over lawns to get to and from school.
- ❖ Please follow all posted parking and traffic regulations.
- ❖ Please say goodbyes at home and not on the curb, and have all belongings (backpacks, lunches) in the car and ready to go (and not in the trunk!!).

Please see the traffic map on the school website for any clarification needed.

BICYCLES

Students in grades four through six may ride bicycles, skateboards, or scooters to school (the school is not responsible for lost, stolen, or damaged items). Students must wear a helmet and safely walk their bicycles, skateboards, and scooters when on campus or the sidewalk. Bicycles should be parked and locked in the bike racks outside Room 17. Students should stay away from the bike racks when not using them. Students are not permitted to wear shoes with rollers in the soles ("Heelies") to school.

DOGS ON CAMPUS

To ensure safety on our school campus, **dogs are not allowed on campus.** This includes dogs on leashes, dogs not on leashes, dogs being held, and dogs in carrying crates. OCCO 4-146. Service dogs are exempted; please check in at the office.

ATTENDANCE (In accordance with FSD BP 5113)

Absences

Every absence from school must be resolved by a call from a parent or guardian the day of the absence. Absences not cleared within five days, will be considered unexcused. Or, upon return, students must bring a note from the parent/guardian to the attendance clerk before school.

When calling or writing a note*, please state:

1. Your child's name
2. Your name and relationship to the child
3. Your child's grade level and teacher name
4. Date of absence
5. Reason for absence
6. Signature of parent/guardian*

**ANY ABSENCE REPORTED AFTER 5 SCHOOL DAYS
WILL BE DOCUMENTED AS UNEXCUSED/TRUANCY.**



A student's absence shall be excused for the following reasons with a valid note/phone call:

1. Personal illness
2. Quarantine under the direction of a city or county health officer
3. Medical, dental, optometric, or chiropractic appointments for the student
4. Attendance at funeral services for a member of the student's immediate family
5. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons limited to:
 - a. Appearance by the student in court
 - b. Observation of a holiday or ceremony of their religion or practice
 - c. Attendance at religious retreats not to exceed four hours per semester

Students with a fever of 100 degrees Fahrenheit or higher, or who are vomiting, cannot come to school or remain at school. The student must be fever-free (without medication) for 24 hours before returning to school. This allows the child time to recuperate, reduce susceptibility to other illnesses, and prevent other students and adults from getting sick.

We appreciate your help in seeing that your child attends school each day they are physically able. The Fullerton School District receives state funding only for those students who are present in school.

TARDIES

In order to begin instruction promptly each day, it is absolutely necessary to have ALL students arrive by 8:35am. Everyone should be in their classroom line by the time the first bell rings at 8:37am, and ready to begin the day by 8:40am. For safety reasons, students should not arrive at school earlier than 8:25am. There is no supervision on the playground until 8:25am.

Following are the tardy procedures:

1. Students who are late MUST check in at the office before going to class.
2. Only illness, or a doctor/dental appointment (with a note) will be considered excused tardies. A note from the doctor/dentist is required.

RELEASE OF STUDENTS DURING THE SCHOOL DAY/EARLY-OUT

There may be circumstances that arise when it will be necessary for parents to take their children out of school for part of the day. When this is necessary, the parent/guardian must go



to the office in order to sign out the child and present proper identification. **A student will not be released to anyone except the parent/guardian or an adult (at least 18 years old) listed on the student's emergency card (with permission of primary contact).** In an emergency, permission over the phone may be granted to release the student to someone not on the emergency card, provided the person checking the student out is 18 years or older and can provide proper identification.

If a student will be leaving school during the day for a medical appointment, they must bring a note from a parent clearly stating the reason, and present it to the attendance office in the morning before school. This will help minimize classroom disruption. We will only call the classroom in an emergency. When leaving school early or arriving late due to a dental or medical appointment, documentation from the medical/dental office will be required in order to excuse the tardy.

Early outs and late arrivals are considered tardies. Excessive early-outs/late arrivals (31 minutes or more) are counted in the SART/SARB process.

SARB/SART

Students with excessive absences (excused or unexcused) or students with excessive tardies OR early-outs may be referred to the School Attendance Review Board or Team. Parents/guardians of children 6-18 years old are obligated to compel their children to attend school. Golden Hill will abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

EMERGENCY CONTACT INFORMATION

It is imperative that in the event of an emergency, the parents of the student or an authorized adult can be reached. For this reason, every effort should be made to keep the Annual Information Review (AIR) up to date. Students will not be checked out to adults that are not listed on the emergency information card. Keeping names, telephone numbers, and email addresses current is the responsibility of the parent/guardian.

TRUANCY

By California State Law (Education Code 48200), every child between the ages of six and sixteen years must attend school full time less exempt under state law. **A child is considered truant when they are absent from school without a valid excuse for more than three days in one school year.** By state law (Education Code 48260), any student who is truant shall be reported to



the district attendance supervisor or to the Superintendent of the district, and may be placed on an attendance contract with the school.

SSOAR:

(Saturday School Opportunity for Attendance Recovery)

Students who are absent (excused or unexcused) are encouraged to attend SSOAR. Tardies cannot be cleared through SSOAR. The school calendar is designed to minimize problems for families who plan vacations around traditional holiday periods. Golden Hill urges parents to schedule medical and other appointments so that a student does not miss, or misses only a small portion of, the school day. Golden Hill does not want a child to come to school when they are sick, but we do ask that their absence be made up at SSOAR for two reasons:

1. The student can make up an absence, and attendance is taken into consideration for activities.
2. The school has an opportunity to recoup funding, which is a way for families to support the school financially with no out-of-pocket expenses.

SSOAR is scheduled on Saturday's throughout the school year from 8:00am until 12:00pm. We understand that weekends are busy; however, a student may only receive credit for their attendance if they attend the full 4-hour session. During SSOAR sessions, students participate in a variety of activities, including math and language arts lessons, enrichment activities such as arts and crafts, and PE events.

USE OF SCHOOL TELEPHONE

The school phone is a business phone. Students may use the phone only for emergencies (i.e. - not for calling to see if they can bring a friend home). Students will be given messages only in an emergency situation.

ELECTRONIC SIGNALING DEVICES

Electronic signaling devices include, but are not limited to, cellular/digital/satellite telephones, two-way radios and communication devices. Any electronic signaling device with the capability to capture digital images and/or take photographs of any kind shall be prohibited from student possession or use during school hours and school events unless specifically authorized in writing by the school principal. School-issued iPads and devices are governed by the rules, expectations, and guidelines of the iPad Pledge and Responsible Use Agreement.



The security of the device is strictly the responsibility of the student and their parent/guardian. The school and school personnel will accept no responsibility for liability of its loss, damage, destruction or theft, its use or misuse or its operation.

School officials may confiscate any device that is used on campus or at a school activity in violation of district policies, regulations, state laws or school rules. Confiscated devices will be returned to the parent/guardian. Failure to follow district policies and regulations, state laws or school rules concerning the possession and/or use of electronic signaling devices may result in disciplinary action including suspension and/or expulsion.

VISITORS (In accordance with FSD BP 6116 and BP 1250)

To ensure the safety of our students, visitors are **REQUIRED** to check/sign in at the office and receive a visitor badge before proceeding onto the campus. **Visitors must have planned ahead and be expected by the staff member they are visiting.**

Recess and lunch are times when the students interact with each other in a less structured environment than their classrooms. Therefore, we ask that parents do not sit with students and are not on the playground during these times. In addition, we also request younger students not play on the playground or on the equipment while older students are at lunch.

VOLUNTEERS (In accordance with FSD BP 1240)

Volunteers who plan on assisting in classrooms on a regular basis, will be asked to complete a VAR (Volunteer Assistance Form) and/or a fingerprint and TB clearance. Volunteers are **REQUIRED** to check/sign in at the office and receive a volunteer badge before proceeding onto the campus. Children who are not enrolled at Golden Hill are not allowed in the classroom during the school day, including when parents are volunteering in any capacity. For example, working with students in the classroom, class parties and special events, chaperoning, and making copies in the workroom. **Volunteers must have planned ahead and be expected by the staff member they are visiting.**

STUDENT TEACHERS

Golden Hill frequently has undergraduate and graduate students from local colleges and universities that work in our classrooms under the guidance of the classroom teacher. Student teachers contribute to the classroom in many ways, including working with small or whole groups of students and assisting with special projects.

ENGLISH LANGUAGE ADVISORY COMMITTEE (ELAC)



The English Language Advisory Committee (ELAC) is a parent committee that provides input into programs and services for English Learner students. The ELAC meets several times each year and all parents are welcome to attend.

SCHOOL SITE COUNCIL

The School Site Council (SSC) is composed of parents, staff, and community members who are elected and serve for two years. The SSC works collaboratively to provide input to school personnel to help formulate the annual Single School Plan for Student Achievement (SSPSA) and the school budget. The SSC meets several times each year, and all parents are invited to attend these meetings.

TEAM GOLDEN HILL

Team Golden Hill includes the Golden Hill Education Foundation (GHEF) and the Parent Teacher Association (PTA). The membership of both GHEF and PTA includes parents, school staff, and community partners who work collaboratively to organize community events, as well as raise monies that help to fund field trips, assemblies, and other school activities. Meetings for both organizations are held monthly and all parents and community members are welcome to attend.

FORGET YOUR LUNCH?

If a student does not have a lunch, they can obtain one at the cafeteria. While we encourage parents/guardians to ensure their student has a lunch each day, we understand there may be special circumstances where food is dropped off. We encourage you to write the students' name, grade, and teacher on the item before dropping it off. Instructional time will not be interrupted to announce the arrival of a forgotten item. We utilize every minute to provide high quality instruction and engage your child in meaningful learning experiences. Thank you for your support and understanding.

LUNCH PROCEDURES

Monthly lunch menus are posted in the cafeteria and will be sent home electronically in the Sunday Message. Menus can also be downloaded and printed from our district website at www.fullertonsd.org , under the Nutrition Services link. Both breakfast and lunch menus are available for viewing.

BREAKFAST

Please ensure your child eats a healthy breakfast. Children perform better when they are not hungry. Golden Hill does provide breakfast, free of charge for any student, in the cafeteria beginning when campus opens at 8:25am.



SNACKS

Please no candy or sodas, including energy drinks. We ask that students bring a refillable water bottle to campus for use inside the classroom. Please provide only healthy items for your students. Consider sending a snack for recess time, as children perform better in school when they are not hungry.

SHARING FOOD

For health reasons and to avoid any incidents due to food allergies, sharing of food is not allowed. Please note, the most common allergens present in the Fullerton School District are: peanuts, dairy, tree nuts, wheat, soy, and fish/shellfish. However, less common foods can also cause allergic reactions.

GUM

Chewing gum is not allowed on campus at any time.

LOST AND FOUND

Children who have lost something should first check with their teacher, then in the front office, and finally on the rolling cart that is available outside the school office. Lost items are gathered throughout the school year and given to charity if they are not claimed. Students' personal belongings should be labeled with first and last names. Articles left on school buses are taken to the district's transportation office. They can be reached at 714.447.7445.

PERSONAL ITEMS

Personal items including sports equipment (the school will provide sports equipment at recess/lunch/PE), toys, radios, iPods, music playing devices, electronic games, Pokemon trading cards etc. are not allowed at school. These items may be confiscated if used/visible during school hours. The school is not responsible for personal items that are lost or damaged at school. Cell phone/watch devices are allowed but should not be used, and must be kept "off" during the school day.

SCHOOL/HOME COMMUNICATION

Information about school activities and events is sent home by teachers each week. In addition to helping to keep families informed, Blackboard Connect messages are used to distribute information. A message is sent each Sunday at 6:00pm that includes important school activities, events, and reminders for the upcoming week(s). We encourage you to provide an email address to the office. Information is also posted on the school website.

LIBRARY/MEDIA CENTER

The Golden Hill Media Center provides books for checkout and research, as well as technology, to give students the opportunity to build a love of reading and an opportunity for hands-on creativity and learning outside of the classroom. Books and materials that are checked out from



the Media Center should be returned on time and in good condition. Fees may apply if guidelines are not followed and/or items are returned damaged, or not returned at all.

HEALTH SERVICES

Each school is provided the health services necessary to develop a coordinated program for the improvement of health education and health status of the students. A school nurse is available to Golden Hill one day per week and on an on-call basis. The school district offers the following services to our children through the school nurse:

- A. Vision screening for Kindergarten, 2nd, and 5th grade students
- B. Hearing screening for Kindergarten, 2nd, and 5th grade students
- C. Growth and development films for 5th and 6th grade students
- D. Coordination of immunization requirements
- E. Maintenance of all health records
- F. Processing of special health referrals
- G. Emergency care in case of accident or illness at school
- H. Supervising control of communicable diseases in school
- I. Interpreting health information to staff
- J. Assisting in welfare cases

IMPORTANT: Please notify the office if your child has a severe allergy or other medical condition.

CRUTCHES, WHEELCHAIRS, CAST & ASSISTIVE DEVICES

The Fullerton School District recognizes that occasionally students may need to use assistive devices such as crutches, wheelchairs, casts, walking boots, etc. **(Parents must ask the school office for a “School Participation Following Injury/Illness” form)** in order to attend school. There is potential risk to a student or others if this equipment is not used properly or if steps are not taken to ensure safe use while on campus. The District will not be responsible for student injuries that occur without a physician’s written statement on file. Parents must provide a completed School Participation Following Injury/Illness form signed by the child’s physician in order for a student to use crutches, wheelchair, or other assistive devices upon return to school. The school nurse will be called to assess the situation if there are questions.

PHYSICAL SCREENING

Every child entering kindergarten is required to present a health examination form to the school stating that a physical screening has been done within six months prior to Kindergarten entry. The school will provide the necessary form for the physician to complete.

DENTAL ASSESSMENT

To make sure your student is ready for school, California law, *Education Code* Section 49452.8, now requires that your child have an oral health assessment (dental check-up) by May 31st in either kindergarten or first grade, whichever is their first year in public school. Assessments that have happened within the 12 months prior to your child entering school also meet this



requirement. The law specifies that a licensed dentist or other licensed or registered dental health professional must do the assessment.

IMMUNIZATIONS

The law requires that proof of immunization for polio, DTP, measles, mumps, rubella, hepatitis B, and varicella (Chicken Pox vaccine) be presented at the time of kindergarten registration or whenever a new student enters school. Students who have not fulfilled the immunization requirements will be excluded from school.

Documentary proof must include the following minimal information:

- A. Name of person immunized
- B. Birth date
- C. Types of vaccines administered
- D. Date each immunization was administered
- E. Name of physician or agency administering the vaccine

A physician's statement of medical exemption may be accepted.

PUPIL MEDICATION

Medication is given **only on the written request of the parents with written authorization and orders (explicit directions) from the doctor** (forms are available in the office and online). This authorization must be renewed each year (annually). The school should be contacted when this need arises. All medication should be clearly labeled and will be kept locked in the health office where office personnel can supervise distribution. **A STUDENT IS NOT ALLOWED TO CARRY ANY MEDICATION WHILE AT SCHOOL.** This includes over the counter medications such as Tylenol, cough drops, etc.

STUDENT SERVICES

The Student Intervention Team (SIT) identifies students who are experiencing academic or social difficulties, develops interventions for these students, and consults with parents regarding program recommendations. Team members may include the student's teacher, school principal, school psychologist, resource specialist, academic intervention specialists, speech and language specialist, grade level facilitators, the child's parent/guardian, and the school nurse as needed.

Prior to any evaluation, written parental permission is obtained after informing the parents of all information relevant to the evaluation activity. Parents are informed of the method and names of tests to be used in the evaluation.

Psychological Services

Every member of the staff shares the responsibility of guidance for the pupils. To assist the staff, the school psychologist provides psychological services, which include testing and consulting.



Resource Specialist Program (RSP)

Remedial instruction is provided for pupils who have a discrepancy between their learning potential and their academic performance in basic skills such as reading and math.

Speech and Language Program

Through teacher or parent referral, students are provided services for disorders in articulation fluency, voice, and/or language.

Project Protege Classes

Eligible students with special needs are provided instruction in a self-contained environment.

School Nurse/Health Clerk

An FSD nurse is at Golden Hill one day per week and is always available on an on-call basis. FSD has a staff of nurses available to each school site and can be pulled to assist at Golden Hill for any reason. A health clerk is also available each school day during limited school hours.

ENGLISH LEARNER (EL) PROGRAM

The goal of our program is to assist students in developing high levels of English language for academic, interpersonal, and social skills, as well as a positive self-concept. Students who have been identified as English Learners by the home language survey and the ELPAC test, are given English language instruction at their designated proficiency levels by credentialed teachers within the classroom for thirty minutes each school day.

GIFTED and TALENTED EDUCATION (GATE)

The California state-funded program for the Mentally Gifted and Talented Minors, which exists in the Fullerton School District, is termed the GATE (Gifted and Talented Education) program. Children who are identified as mentally gifted are given the opportunity to attend one of four cluster schools (including Golden Hill), where they are enrolled as full-time students. Students are screened in the second grade, and placement in GATE begins at the third grade level. Students can audition into the GATE program under an artistic discipline by presenting a portfolio and going through a panel interview. Please visit the FSD GATE website for up-to-date information at www.fullertonsd.org

PHYSICAL EDUCATION (PE)

The PE program provides opportunities for children to participate in a variety of sports and activities, and is based on state curriculum and guidelines. PE takes place two times per week for all students. It is important that students wear appropriate clothing and shoes which enable them to move comfortably and safely. If your child cannot participate on any specific occasion, the child should bring a note signed by a parent to be excused from PE for that day. A doctor's note is required if the student cannot participate in PE for more than one day.



STUDENT COUNCIL

The Student Council is an active student organization at our school. Student Council is involved in many activities throughout the year, and provides a positive leadership experience for the students involved.

VISIBLE INNOVATION PROGRAM (VIP)

Fullerton School District is proud to offer the Visible Innovation Program (VIP). Every student will be provided with an iPad in order to ensure students are utilizing technology to enhance and compliment learning. The 1:1 Visible Innovation Program aims to provide students with 21st century student specific skills, content knowledge, and literacy that will help them master multidimensional abilities required in the 21st century and beyond. This program is created with the intent to use technology as a means to increase collaboration, creativity, critical thinking, and communication. These are skills all students will need to compete in the future global market.

HOMEWORK *(In accordance with FSD BP 6154)*

Homework can benefit children in many ways. It can help children develop good study habits and organizational skills. Homework is an extension of classroom instruction related to learning objectives and grade-level content standards. It may include pencil and paper tasks as well as reading, internet research, watching a specific program, long-term projects, and more. With the exception of long-term projects, homework should not be assigned on weekends or during longer holiday breaks. The Fullerton School District has established homework guidelines for the suggested amount of time to be spent on homework and the type and purpose of homework. Based on research, the following time guidelines have been established: Primary students should have 10-30 minutes of homework per night, while upper elementary students have 30-90 minutes of homework per night.

One major goal of homework is to improve reading skills and to develop an appreciation for reading. Research shows that children benefit from reading or being read to for a minimum of 20-30 minutes each night. If your student does not have homework on a school night, we strongly encourage students to read for either pleasure or practice.

STUDENT RESPONSIBILITIES

1. Listen carefully to the teacher's directions regarding homework and ask questions if something is not clear.
2. Take assignments and all necessary materials home when you leave.
3. Leave enough time to complete the assignments at home.
4. Complete all homework assignments carefully and neatly.
5. Return homework assignments to the teacher as requested.
6. Care for, and return, all school books and materials.



HINTS FOR PARENTS

1. Select a regular time and place each day for homework and study.
2. Keep study/homework time reasonable. Students will usually have homework for four nights each week. Please know that long-term projects or tests may require additional time based on the individual student.
3. Keep distractions to a minimum. Don't have the student working near the TV or radio. Try to keep siblings from bothering the student. Limit interruptions such as phone calls.
4. When they finish, take a few minutes to review their work with them. Have your student explain to you what they were working on. Check for neatness and obvious mistakes.
5. While assignments are usually given Monday through Thursday, there may be times that very little work is assigned and/or your child finishes early. We strongly suggest the remainder of time be used to either re-check assignments, study, or read for pleasure.

REPORT CARDS and CONFERENCES

Report cards are issued three times during the school year. Parent conferences are held twice during the year. You will receive notification prior to conference times. Feel free to contact your child's teacher at any time throughout the year if you have any inquiries regarding their progress.

ACADEMIC HONESTY

FSD's Academic Honesty policy states "students must honestly demonstrate their knowledge and skills when they are assigned work to be completed individually, while taking tests, and when representing themselves, their team, or their school in a competitive situation." Students are instructed to complete their own work and are encouraged to ask a parent or teacher for help if necessary.

SCHOOL WIDE BEHAVIOR PLAN

GOLDEN HILL IS A COMMUNITY OF LIFE-LONG LEARNERS, PURSUING EXCELLENCE WITH CHARACTER AND HONOR. WE TAKE CARE OF OURSELVES, TAKE CARE OF EACH OTHER, AND TAKE CARE OF THIS PLACE!!

The school-wide behavior plan is designed to ensure a safe learning environment for all students and adults, and works to maximize learning time. We believe all students have the right to be treated with respect, the right to feel safe, and the right to learn. We also believe when students know what is expected of them and understand that rewards and consequences are fair and consistent, the school then functions in a safe and orderly manner conducive to a positive learning environment. Under the umbrella of the school-wide plan, classroom teachers present age appropriate behavioral expectations specific to their classroom/grade level. Parents are encouraged to read and discuss the information below with their child(ren):



- Golden Hill promotes an environment that encourages all students to make positive choices. Our school-wide behavioral expectations are: **Be Respectful, Be Responsible, Be Remarkable**. School staff members recognize and encourage positive behavior, and students are given positive reinforcement through a variety of individual, classroom, and school-wide rewards and incentives. Students who choose not to contribute to a positive environment will receive consequences from their classroom teacher or other school staff.
- **GOLDEN HILL HAS A HANDS-OFF POLICY.** Students should keep their hands and feet to themselves. Pulling and tugging at clothing, fighting, play fighting, wrestling, and martial arts are not allowed. Contact sports are also not allowed. Games should be both physically and emotionally safe. There are no “lock-outs”. Any students wanting to play, can! Play fairly and allow for others to rotate into the game.
- **BULLYING IS AGAINST THE LAW.** It consists of intense or serious acts that are repeated over time with a stronger individual or group harassing or threatening those who might be smaller or weaker. Bullying can be verbal, physical, or anti-social and may include pushing or shoving, spreading rumors, keeping people out of a group activity, or teasing in a mean or hurtful way. Cyber-bullying takes place through emails, instant or direct messages, text messages, or other electronic means. It can include sending or posting mean messages or threats, posting inappropriate pictures, or using someone else’s username to spread rumors or lies. **We are proactive in teaching our students the dangers of bullying as well as strategies for dealing with bullying. Incidents of bullying are taken seriously and are met with appropriate consequences.**
- Teachers use school-wide behavior forms to provide detailed communication regarding behavior concerns between teacher, home, and the school office.
 - The **“MAKING BETTER CHOICES”** form is sent home by an adult on campus (teacher, administrator, noon supervisor) when the student does not adhere to school expectations. This form indicates a minor infraction, and should be signed by a parent after a discussion with the student, and promptly returned to the classroom teacher.
 - An **ODR (Office Discipline Referral)** is more serious in nature. An ODR means that the student has received 3 “Making Better Choices” forms for a similar infraction and needs a different behavioral intervention or consequence. ODR’s are sent to the office for the school principal to discuss with the student and parent. This form is also expected to be taken home, and should be returned to the office.
- Discipline is progressive and student behaviors will be dealt with appropriately by teachers and administrators depending on the infraction. Consequences include, but are not limited to:
 - Apology letter, face-to-face apology, or conflict mediation
 - Written reflection
 - Loss of recess
 - Walking recess (for students who need movement in order to reflect and calm down before returning to the learning environment)
 - Visiting another teacher’s classroom for reflection time



- Restorative justice and campus beautification
- Meeting with the principal
- Parent, student, teacher, and/or administrator conference
- Classroom suspension
- School suspension
- Reference the FSD Parent Information Handbook for suspension and expulsion guidelines.
- Reference the school-wide positive behavior matrix for more information.

WEAPONS and ITEMS PROHIBITED AT SCHOOL

The safety of ALL Golden Hill students and staff is of primary importance. We discuss in class and in assemblies that any items that may create a safety hazard or a distraction to the learning process are not allowed at school, including weapons or a replica of a weapon.

California State Education Code requires that students who bring dangerous substances, knives, guns, explosives, or dangerous objects that can be used as weapons at school will be recommended for strong discipline, including suspension and/or expulsion. Possession of these weapons at a school-sponsored activity is also grounds for suspension and/or expulsion (Ed. Code 48900(b,c)).

Other items that should not be brought to school include toys or sports equipment, electronic devices, including laser pointers, iPods, toys, etc., Heelies or roller blades.

Cell phones and smart devices are not prohibited at school but are discouraged. If brought to school, they must be turned off and kept in backpacks until after dismissal. If phones are “on” or used during the school day, they will be held in the office for parent pick-up.

We also stress the importance of reporting any dangerous object or situation to a teacher, parent, or other responsible adult immediately.

DRESS CODE

Golden Hill encourages students to dress appropriately for school, noting that when students are neatly attired and take pride in their appearance, good behavior and a better learning environment result. Student clothing should be conducive to an educational environment and must not be disruptive of school operations and the educational process. In cases of questionable attire, teachers and/or the school administration will have the final decision about what is appropriate for school.

- Shirts must have appropriate logos or sayings and must not promote the use of drugs, alcohol, tobacco, violence, or weapons.
- Shirts must cover the shoulders and midriff. Tank tops must have straps that are wider than “spaghetti” straps (three adult fingers’ width).
- Undergarments must not be visible.



- Footwear must be safe - sandals and shoes must have closed toes and heels and be laced properly. “Jellies”, flip-flops, and open toed shoes are not appropriate. Students must not wear tennis shoes with wheels (“Heelies”) during the school day.
- Crocs must be worn in SPORT mode (with the strap) at all times and may not be worn on days that students have PE instruction.
- Facial make-up should not be worn at school.
- No large hoop earrings or earrings that dangle past 1 inch, or ‘plug’ or ‘spike’ type earrings that hang down in front or back.
- Hats or caps must only be worn outside of the classroom, worn correctly, and not at assemblies or in buildings.
- Hair should be clean and kept.
- Clothing should be clean and free from tears, holes, or fraying.

A student who comes to school without proper attire will be asked to call a parent to have a change of clothing brought to school.

PLAYGROUND EQUIPMENT USE

Golden Hill will provide sports equipment for students to use at recess and lunch. Students should not bring equipment or toys from home or from the classroom.

The following are examples of specific guidelines for students to follow while on the playground:
SWINGS: We count to 60, sitting only. We keep the chains untwisted and get off the swings without jumping.

JUMP ROPES: We use jump ropes for jumping on the black top only.

BALLS: We kick balls on the grass only and throw balls to others in a safe manner.

SLIDES: We slide down the slide feet first while sitting down. We use the slide one person at a time.

PLAY EQUIPMENT: We play safely while on the equipment and step off carefully when done playing.

We try to peacefully solve our own problems, but go to an adult for help if needed. We only leave the school grounds during school hours with permission and adult supervision. We use language that is appropriate and positive. Our PE teacher, instructional aides, classroom teachers, and noon supervisors teach the rules for games and equipment, and are excellent resources should there be any questions.

At Golden Hill, **we treat others as we would like them to treat us.** Please speak with any staff member if you have questions about behavior expectations. We are proud of our school and are here to help!

POSITIVE BEHAVIOR

At Golden Hill we believe in promoting positive behavior and helping students make good choices. To do this, we have created a behavior matrix that explains what being respectful,



responsible, and remarkable looks like at different times and locations around campus and in the digital world.

To promote these 3 behavioral expectations of being respectful, responsible, and remarkable, we utilize the following:

GATOR TICKETS: Students can earn Gator Tickets from any adult on campus. These tickets should be filled out and placed into the Gator Tank that is located in the lunch area. There are markers on the tank indicating incentive levels - Classroom - Grade Level - Campus Wide.

Campus wide rewards like game days, art days, and extended recesses will be based on filling the Gator Tank, as well as for special incentives like attendance.

GATOR OF THE MONTH: At the end of each month, we hold our Gator of the Month assembly on the black top. Each month is dedicated to a new character trait that is announced at the beginning of each month.

