

# OAK GROVE-BELLEMEADE ELEMENTARY SCHOOL

## Family Guide 2019 - 2020



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*James A. Gordon, III, Principal (jgordon2@rvaschools.net)*  
*Linda York, Assistant Principal (lyork@rvaschools.net)*  
*Christal Jordan, Assistant Principal (cjordan@rvaschools.net)*

*Jackie Robinson, School Counselor*  
*Pamela Jamerson, School Nurse*  
*Remonia Keys, Admin. Office Associate*

*Mary Valenza, CIS Site Coordinator*  
*Taylor Bono, Bilingual Parent Liaison*  
*Brittani Wilkins, Office Associate III*

### Bell Schedule

8:40 - 9:10	Walkers, student drop offs and buses arrive Breakfast (distributed as students arrive)
9:00 a.m.	Opening Activities, Classes begins
9:30 a.m.	Tardy Bell
3:45 p.m.	School dismissal begins

### School Theme: Champions #the power of belief

This year our school theme is **Champions #the power of belief**. What comes to mind when you think about this theme? I believe every student, faculty, staff, parent, guardian, and community member is a **champion**. A **champion** is someone who is resilient and persistent in his or her pursuit of personal growth and achievement. A **champion** believes in himself/herself and empowers others. It is with this context and lens we begin our work for the 2019-2020 school year.

### TRIPLE - A INITIATIVE

We are continuing our Triple - A Initiative which focuses on Attendance, Attitude and Achievement. Each month we will acknowledge a student who has perfect attendance, a positive attitude and good academic achievement. Additionally, we will celebrate the classrooms with the best attendance.

### Attendance

Your child's attendance is extremely important. We value educating and connecting with your child each day. When your child is absent, please send a note when he/she returns to school. If your child is absent for a doctor's appointment, please send a note from the doctor's office. Pick up prior to 3:45 p.m. is considered an early dismissal. When your child misses school or any instructional time he or she misses instruction that is essential to student's growth and academic achievement. Parents/guardians, please keep in mind our instructional day when planning appointments for your child. It is our goal that all children are present and on time each day.

### Early Dismissal

Students will be called to the office for an early dismissal. Parents must notify the school in writing if a change in transportation is made. **Changes cannot be made via the telephone.** It is important that we have advanced notice.

### Student Leadership

We believe that students are leaders. Consequently, we are excited to announce that we are officially a Leader In Me School and we will promote and teach students the 7 Habits of Happy Kids by the Covey Institute. Richmond Public Schools Student Code of Responsible Ethics (S.C.O.R.E.) will be enforced at Oak Grove-Bellemeade Elementary.

### School Wide Assessments

Kindergarten through third grade students are assessed using PALS (Phonological Awareness Literacy Screener) screening documents once in the fall and then again in the spring to determine their ability and needs in literacy instruction. MAP (Measures of Academic Progress) assessments will be given to all students in grades 2-5 to gather individual baseline data and to help make student-centered and data-driven decisions regarding instruction.

### School Volunteer Program

Volunteers make a difference. We invite you to share your time, talent and special skills to assist our students and teachers. There may be ways in which you can help. Please see Mrs. Valenza for more information.

### Visitor's Policy

All parents and visitors must report to the office upon entering the building. All first time visitors **MUST** present a valid VA driver's license or another form of state issued ID to be scanned into our new system. You will only need your ID scanned once.

### Communication to Parents

Look for weekly communication during the school year from Principal Gordon regarding upcoming events. Additionally, we will have a monthly calendar that will be shared with families that highlight activities and opportunities for parental/family engagement. Please be sure to visit our school's website for updates regarding school activities at: <https://www.rvaschools.net/OGES>

### Communication with Teachers

Communicating with you is important. However, our instructional day is 9:10 a.m. - 3:45 p.m. Our teachers would love to schedule an appointment with you to talk outside of instructional time. Also, we encourage you to participate in our Parent - Teacher Conferences throughout the school year.

## Hugs and Kisses/Goodbye Zone

During the first week of school, September 3rd - 6th parents will be allowed to walk with students to their class. However, starting the second week of school, September 9th we will implement our Hugs and Kisses/Goodbye Zone where students will walk to class along with the other students. Staff members are strategically stationed in the hallways to assist students.

## School Closings

If weather conditions or other factors force the closing of school, please monitor the radio, television and or the RPS website (<https://www.rvaschools.net/>).

## Sharing Food Items at School

Due to student allergies, parents are asked to refrain from bringing in homemade or store bought items to share with the class. Please know that these guidelines are for the safety of all students.

## School Spirit

### The School Affirmation

I am a member of the Oak Grove-Bellemeade Family.  
I am the hope for our future.  
I help others and maintain order.  
I seek possibilities.  
I set high expectations for myself and others.  
H-O-P-E  
Hope for you and hope for me.

**Mascot**  
Teddy Bears

**School Colors**  
Royal Blue & White

## Student Dress Code

**This year we are continuing to promote school uniforms which are to be worn Monday-Thursday.** The uniform consists of khaki bottoms of any color and a polo shirt of any color. Student dress should be appropriate for learning. Clothing must provide appropriate coverage. Cut-outs, muscle shirts, mesh or see-through, midriff and tank tops should not be worn. Clothing must not display offensive messages or illustrations of a profane or inappropriate nature. No hats, headgear, or sunglasses are to be worn in the building. Shoes that are unsafe or inappropriate for PE and recess are not permitted, including flip flops.

## PTA

Parents are invited to join Oak Grove-Bellemeade Elementary in supporting students through active membership in the PTA. Dues are \$5.00 per family.

## Clinic

All medications must be kept in the clinic and be administered by the school nurse, or designee. Parents must bring prescribed medication to school in its original/labeled container. Do not send medication by students. It is imperative that the school has a current phone number on file in case of an emergency. Please update your contact information as changes occur.

## School Meals

Again this year all RPS students are entitled to free breakfast and lunch. No applications are necessary.

Breakfast	FREE FOR ALL STUDENTS
Regular Lunch	FREE FOR ALL STUDENTS

## Field Trip Experiences

Field trips are a privilege to enrich students' academic and real-world experiences. All students are required to have a permission slip on file with the classroom teacher before the scheduled field trip. Only approved chaperones will be allowed to participate. Please note that siblings of students are not allowed to accompany as chaperones. Chaperones will need to sign in on the Raptor System in the main office prior to the field trip.

## Message from Principal Gordon

I am grateful for the continued opportunity to serve as the principal of Oak Grove-Bellemeade Elementary School. Because of you, last school year we experienced academic gains, reduced chronic absenteeism, and reduced student disciplinary infractions. Thank you for your support. I look forward to this journey with you and your family.

**DATES TO REMEMBER**

**Open House** is scheduled for Thursday, August 29, 2019 from 12:30 p.m. to 3:00 p.m. Please come out to meet your child's teacher and receive other important information.

**Back to School Night** is scheduled for Thursday, September 12, 2019 from 6:00 p.m. to 7:30 p.m. We look forward to seeing you.

## Good Morning with Gordon (Principal Chat)

Time: 9:30 a.m. to 11:00 a.m.  
Location: Oak Grove Media Center

October 1, 2019  
February 4, 2020  
April 28, 2020

## Parent/Student Response Form

I have read the Oak Grove-Bellemeade Family Guide and discussed procedural guidelines with my child.

I agree that my child's educational needs can best be met by adhering to Oak Grove-Bellemeade Elementary School's policies, practices and procedures.

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Parent's Signature

Date

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Child's Name

Room Number

Please return to your child's teacher.

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