

# Student Handbook

2023 – 2024



TUMWATER HILL  
ELEMENTARY

**Mr. Halvorson, Principal**

**Mr. Grunenfelder, Assistant Principal**

**Mr. Pitman, Assistant Principal**



# Tumwater Hill Elementary

## *Home of the Hawks*

### **We All Belong**

We value who we are. We value each other, and we celebrate our differences. To say “we all belong” does not mean changing to be a certain way. It means respecting each other. It means showing acceptance and kindness. It means all of us are special...students, families, staff, and our community.

### **We All Learn**

We learn in different ways and at different paces. We take responsibility for our learning and know that mistakes are part of a successful journey. If we are not learning, we ask ourselves, “What do we need to change?”. We keep our school safe, so we can learn. We support each other as we learn together. We encourage each other with high expectations. We are passionate about being positive.

### **Service Makes us Stronger**

When we help each other and our community, we get more experience and skills for our future jobs. We grow. We connect. We make more friends. We have more empathy. We become more confident in what we can do. We become better leaders. We create a stronger school.



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# Staff Email Directory

## Main Office

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Assistant Principal, Mr. Grunenfelder, EMAIL: [kyle.grunenfelder@tumwater.k12.wa.us](mailto:kyle.grunenfelder@tumwater.k12.wa.us)

Assistant Principal, Mr. Pitman, EMAIL: [andrew.pitman@tumwater.k12.wa.us](mailto:andrew.pitman@tumwater.k12.wa.us)

Counselor, Ms. Weber, EMAIL: [emily.weber@tumwater.k12.wa.us](mailto:emily.weber@tumwater.k12.wa.us)

Secretary, Mrs. Lund, EMAIL: [kim.lund@tumwater.k12.wa.us](mailto:kim.lund@tumwater.k12.wa.us)

Office Assistant, Ms. Slater, EMAIL: [jennifer.slater@tumwater.k12.wa.us](mailto:jennifer.slater@tumwater.k12.wa.us)

Office Assistant, Ms. Jacobs, EMAIL: [amanda.jacobs@tumwater.k12.wa.us](mailto:amanda.jacobs@tumwater.k12.wa.us)

Nurse, Mrs. Merten RN, EMAIL: [melissa.merten@tumwater.k12.wa.us](mailto:melissa.merten@tumwater.k12.wa.us)

Health Room Assistant, Ms. Mains, EMAIL: [savannah.mains@tumwater.k12.wa.us](mailto:savannah.mains@tumwater.k12.wa.us)

## Teaching Staff

Pre-School, Ms. DeLozier, EMAIL: [sarabeth.delozier@tumwater.k12.wa.us](mailto:sarabeth.delozier@tumwater.k12.wa.us)

Kindergarten, Ms. Merry, EMAIL: [merry.ehlers@tumwater.k12.wa.us](mailto:merry.ehlers@tumwater.k12.wa.us)

Kindergarten, Mrs. Taylor, EMAIL: [wendy.taylor@tumwater.k12.wa.us](mailto:wendy.taylor@tumwater.k12.wa.us)

Kindergarten, Ms. Wilson, EMAIL: [kimberly.wilson@tumwater.k12.wa.us](mailto:kimberly.wilson@tumwater.k12.wa.us)

First Grade, Ms. Pearson, EMAIL: [karlee.pearson@tumwater.k12.wa.us](mailto:karlee.pearson@tumwater.k12.wa.us)

First Grade, Ms. Turnbow, EMAIL: [@tumwater.k12.wa.us](mailto:@tumwater.k12.wa.us)

First Grade, Mrs. Weik, EMAIL: [jessica.weik@tumwater.k12.wa.us](mailto:jessica.weik@tumwater.k12.wa.us)

Second Grade, Ms. Moreno, EMAIL: [michelle.moreno@tumwater.k12.wa.us](mailto:michelle.moreno@tumwater.k12.wa.us)

Second Grade, Ms. Odegaard, EMAIL: [katie.odegaard@tumwater.k12.wa.us](mailto:katie.odegaard@tumwater.k12.wa.us)

Second Grade, Ms. Wilder, EMAIL: [jacqueline.wilder@tumwater.k12.wa.us](mailto:jacqueline.wilder@tumwater.k12.wa.us)

# Teaching Staff Continued

Third Grade, Mrs. Decker, EMAIL: [megan.decker@tumwater.k12.wa.us](mailto:megan.decker@tumwater.k12.wa.us)

Third Grade, Ms. Espino, EMAIL: [gladys.espino@tumwater.k12.wa.us](mailto:gladys.espino@tumwater.k12.wa.us)

Third Grade, Mx. Morales, EMAIL: [amber.moraels@tumwater.k12.wa.us](mailto:amber.moraels@tumwater.k12.wa.us)

Third Grade, Ms. Richardson, EMAIL: [ella.richardson@tumwater.k12.wa.us](mailto:ella.richardson@tumwater.k12.wa.us)

Fourth Grade, Ms. Leitch, EMAIL: [beth.leitch@tumwater.k12.wa.us](mailto:beth.leitch@tumwater.k12.wa.us)

Fourth Grade, Mr. Rang, EMAIL: [scott.rang@tumwater.k12.wa.us](mailto:scott.rang@tumwater.k12.wa.us)

Fifth Grade, Mrs. Brannin, EMAIL: [victoria.brannin@tumwater.k12.wa.us](mailto:victoria.brannin@tumwater.k12.wa.us)

Fifth Grade, Mrs. Flora, EMAIL: [aura.flora@tumwater.k12.wa.us](mailto:aura.flora@tumwater.k12.wa.us)

EBD, Mr. Tutch, EMAIL: [joe.tutch@tumwater.k12.wa.us](mailto:joe.tutch@tumwater.k12.wa.us)

ABC, Ms. Theobald, EMAIL: [catherine.theobald@tumwater.k12.wa.us](mailto:catherine.theobald@tumwater.k12.wa.us)

Special Education, Ms. Gamblin, EMAIL: [amy.gamblin@tumwater.k12.wa.us](mailto:amy.gamblin@tumwater.k12.wa.us)

LAP/Intervention, Ms. Florek, EMAIL: [sherri.florek@tumwater.k12.wa.us](mailto:sherri.florek@tumwater.k12.wa.us)

Speech, Mrs. Jordan, EMAIL: [laura.jordan@tumwater.k12.wa.us](mailto:laura.jordan@tumwater.k12.wa.us)

Pre-school, Speech, Ms. Shiroma, EMAIL: [denise.shiroma@tumwater.k12.wa.us](mailto:denise.shiroma@tumwater.k12.wa.us)

Band, Mr. Landowski, EMAIL: [andrew.landowski@tumwater.k12.wa.us](mailto:andrew.landowski@tumwater.k12.wa.us)

Librarian, Ms. Brooke, EMAIL: [mandy.brooke@tumwater.k12.wa.us](mailto:mandy.brooke@tumwater.k12.wa.us)

Music, Mrs. Stoker, EMAIL: [heather.stoker@tumwater.k12.wa.us](mailto:heather.stoker@tumwater.k12.wa.us)

Orchestra, Mr. Keeling, EMAIL: [joshua.keeling@tumwater.k12.wa.us](mailto:joshua.keeling@tumwater.k12.wa.us)

Physical Education, Ms. Gilmour, EMAIL: [elaine.gilmour@tumwater.k12.wa.us](mailto:elaine.gilmour@tumwater.k12.wa.us)

Psychologist, Mrs. Adams, EMAIL: [ericka.adams@tumwater.k12.wa.us](mailto:ericka.adams@tumwater.k12.wa.us)

Psychologist, Ms. Harpole, EMAIL: [barbara.harpol@tumwater.k12.wa.us](mailto:barbara.harpol@tumwater.k12.wa.us)

Physical Therapist, Mr. O'Rourke, EMAIL: [tim.orourke@tumwater.k12.wa.us](mailto:tim.orourke@tumwater.k12.wa.us)

Physical Therapist, Mr. George, EMAIL: [andrew.george@tumwater.k12.wa.us](mailto:andrew.george@tumwater.k12.wa.us)

Occupational Therapist, Ms. Lantz, EMAIL: [molly.lantz@tumwater.k12.wa.us](mailto:molly.lantz@tumwater.k12.wa.us)



# Support Staff

Educational Assistant, Ms. Allen, EMAIL: [davina.allen@tumwater.k12.wa.us](mailto:davina.allen@tumwater.k12.wa.us)

Educational Assistant, Mr. Evans, EMAIL: [tony.evans@tumwater.k12.wa.us](mailto:tony.evans@tumwater.k12.wa.us)

Educational Assistant, Ms. Fournier, EMAIL: [emily.fournier@tumwater.k12.wa.us](mailto:emily.fournier@tumwater.k12.wa.us)

Educational Assistant, Mrs. Frost, EMAIL: [cheryl.frost@tumwater.k12.wa.us](mailto:cheryl.frost@tumwater.k12.wa.us)

Educational Assistant, Mr. Hammett, EMAIL: [jamison.hammett@tumwater.k12.wa.us](mailto:jamison.hammett@tumwater.k12.wa.us)

Educational Assistant, Ms. Jacobs, EMAIL: [amanda.jacobs@tumwater.k12.wa.us](mailto:amanda.jacobs@tumwater.k12.wa.us)

Educational Assistant, Mr. Kriss, EMAIL: [kevin.kriss@tumwater.k12.wa.us](mailto:kevin.kriss@tumwater.k12.wa.us)

Educational Assistant, Mrs. Reinhardt, EMAIL: [cori.reinhardt@tumwater.k12.wa.us](mailto:cori.reinhardt@tumwater.k12.wa.us)

Educational Assistant, Mr. Rontos, EMAIL: [panos.rontos@tumwater.k12.wa.us](mailto:panos.rontos@tumwater.k12.wa.us)

Educational Assistant, Ms. Slemph, EMAIL: [jenifer.slemph@tumwater.k12.wa.us](mailto:jenifer.slemph@tumwater.k12.wa.us)

Educational Assistant, Mrs. Thomas, EMAIL: [lisa.thomas@tumwater.k12.wa.us](mailto:lisa.thomas@tumwater.k12.wa.us)

Educational Assistant, Mrs. Youngquist, EMAIL: [robin.youngquist@tumwater.k12.wa.us](mailto:robin.youngquist@tumwater.k12.wa.us)

RBT, Ms. Flores, EMAIL: [kahala.flores@tumwater.k12.wa.us](mailto:kahala.flores@tumwater.k12.wa.us)

RBT, Ms. Haugh, EMAIL: [amy.haugh@tumwater.k12.wa.us](mailto:amy.haugh@tumwater.k12.wa.us)

RBT, Ogden, EMAIL: [embr.ogden@tumwater.k12.wa.us](mailto:embr.ogden@tumwater.k12.wa.us)

RBT, Ms. Randall, EMAIL: [naomi.randall@tumwater.k12.wa.us](mailto:naomi.randall@tumwater.k12.wa.us)

Multilingual, Ms. Rogers, EMAIL: [karina.rogers@tumwater.k12.wa.us](mailto:karina.rogers@tumwater.k12.wa.us)

Multilingual, Mrs. Hardcastle, EMAIL: [sydney.hardcastle@tumwater.k12.wa.us](mailto:sydney.hardcastle@tumwater.k12.wa.us)

Food Service, Cook, Ms. Hart, EMAIL: [andie.hart@tumwater.k12.wa.us](mailto:andie.hart@tumwater.k12.wa.us)

Food Service, Cook, Ms. Jacoby, EMAIL: [cozy.jacoby@tumwater.k12.wa.us](mailto:cozy.jacoby@tumwater.k12.wa.us)

Custodian, Mr. Gosney, EMAIL: [peter.gosney@tumwater.k12.wa.us](mailto:peter.gosney@tumwater.k12.wa.us)

Custodian, Mrs. Sopraseuth, EMAIL: [bonnie.sopraseuth@tumwater.k12.wa.us](mailto:bonnie.sopraseuth@tumwater.k12.wa.us)

# Staff Phone Directory

## Main Office 360-709-7300

Principal, Jon Halvorson, PHONE: 360-709-7300

Assistant Principal, Kyle Grunenfelder, PHONE: 360-709-7300

Assistant Principal, Andrew Pitman, PHONE: 360-709-7300

Counselor, Emily Weber, PHONE: 360-709-7307

Secretary, Kim Lund, PHONE: 360-709-7301

Office Assistant, Jennifer Slater, PHONE: 360-709-7303

Office Assistant, Amanda Jacobs, PHONE: 360-709-7306

Nurse, Melissa Merten RN., PHONE: 360-709-7304

Health Room, Savannah Mains, PHONE: 360-709-7304



## Teaching Staff

**Please note that calls placed to teaching staff during school hours will go directly to voicemail. This is to prevent interrupting instruction in the classroom. If you need immediate assistance please call the main office at 360-709-7300.**

Pre-School, Ms. DeLozier, PHONE: 360-709-7339

Kindergarten, Ms. Merry, PHONE: 360-709-7323

Kindergarten, Ms. Taylor, PHONE: 360-709-7321

Kindergarten, Mrs. Wilson, PHONE: 360-709-7322

First Grade, Ms. Pearson, PHONE: 360-709-7326

First Grade, Ms. Turnbow, PHONE: 360-709-7324

First Grade, Mrs. Weik, PHONE: 360-709-7325

# Teaching Staff Cont.

Second Grade, Ms. Moreno, PHONE: 360-709-7333

Second Grade, Ms. Odegard, PHONE: 360-709-7332

Second Grade, Ms. Wilder, PHONE: 360-709-7331

Third Grade, Mrs. Decker, PHONE: 360-709-7335

Third Grade, Ms. Espino, PHONE: 360-709-7336

Third Grade, Mx. Morales, PHONE: 360-709-7336

Third Grade, Ms. Richardson, PHONE: 360-709-7334

Fourth Grade, Mrs. Decker, PHONE: 360-709-7335

Fourth Grade, Ms. Leitch, PHONE: 360-709-7341

Fourth Grade, Mr. Rang, PHONE: 360-709-7342

Fifth Grade, Mrs. Brannin, PHONE: 360-709-7344

Fifth Grade, Mrs. Flores, PHONE: 360-709-7345

EBD, Mr. Tutch, PHONE: 360-709-7312

ABC, Ms. Theobald, PHONE: 360-709-7311

Special Education, Ms. Gamblin, PHONE: 360-709-7349

LAP, Ms. Florek, PHONE: 360-709-7316

Band, Mr. Landowski, PHONE: 360-709-7837

Librarian, Ms. Brooke, PHONE: 360-709-7310

Music, Mrs. Stoker, PHONE: 360-709-7348

Orchestra, Mr. Keeling, PHONE: 360-709-7860

Physical Education, Ms. Gilmour, PHONE: 360-709-7308

Speech, Mrs. Jordan, PHONE: 360-709-7314

## Staff Continued

Psychologist, Ms. Adams, PHONE: 360-709-7313

Psychologist, Ms. Harpole, PHONE: 360-709-7313

Physical Therapist, Mr. O'Rourke, PHONE: 360-709-7317

Physical Therapist, Mr. George, PHONE: 360-709-7317

Occupational Therapist, Ms. Lantz, PHONE: 360-709-7317

Food Service/Kitchen, PHONE: 360-709-7309

Custodial, Mr. Gosney, PHONE: 360-709-7319

**Educational Assistants may be reached by calling the main office at 360-709-7300.**

## Additional District Phone Numbers

Tumwater School District Main Office, PHONE: 360-709-7000

Bus Transportation, PHONE: 360-709-7700

District Food Service, PHONE: 360-709-7740

# School Hours

## **Pre School**

AM Session 8:45 – 11:30

PM Session 12:30 – 3:15



## **Grades K - 5**

Students allowed on campus 8:35 am

Gates open 8:35 am

Breakfast served 8:30 am

Monday -Thursday dismissal 3:15 pm

Friday ACT early dismissal 2:00 pm

Early dismissal days 11:45 am

- Please arrive to school starting at 8:35am.
- Please wait in the courtyard until your teacher arrives to pick up the class.
- If you arrive after 8:45 am, you must check in at the office and pick up a Hall Pass before going to class.

# **ATTENDANCE LINE**

## **(360)709-7300**

Please have an adult call the school and leave a message telling us why you are not in school. If we don't hear from you by 9:30 a.m., our office staff will call and check on your absence. Absences due to an illness, COVID-19 close contact quarantine, health condition, family emergency or religious purpose are considered valid for an excused absence.

If you arrive to school late, you will need to stop at the office to get a Hall Pass and then present the Hall Pass to the teacher upon arrival to the classroom. You will need to tell the office staff if you are having hot or cold lunch.

For complete guidelines please see the Tumwater School District's Parent/Student Handbook.

## **LEAVING SCHOOL EARLY**

As a safety measure during the school day, parents/guardians **MUST** come to the office and sign you out before you can leave your classroom to leave early. You will be called to the office when your adult arrives.

# SAFETY CONCERS & EMERGENCY DRILLS

## EMERGENCY DRILLS

*We will be conducting a variety of safety drills throughout the school year. These will include:*

**Fire:** We evacuate the building and meet in a safe location.

**Earthquake:** We take cover first, then evacuate the building and meet in a safe location.

**Lockdown:** Staff will lock the doors, cover the windows and/or move students to a secure location in the building.

## SHOULD AN EMERGENCY OCCUR

- Disaster Release forms must be on file at the school. These forms are kept outside the main office and should include emergency contacts and additional adults authorized to pick up students.
- If you call the school during an emergency, we may not be able to answer your call as we have a limited number of incoming phone lines. We will do our best to answer all calls. Additionally, a detailed message will be distributed by the District Office.
- There will be a centralized check-out or command center should an actual emergency occur. Parents will need to go there first in case of an emergency.



# EMERGENCY INFORMATION

*Where to get information in case of emergencies or bad weather*



## Radio Stations

KGY AM 1240

KOMO 1000

KGY 1240

KITZ 1400

KPLU 88.5

KMPS 94.1

KXXO 96.1

KGY 96.9

KIRO 97.3

KRWM 106.9

## TV Stations

KOMO TV CHANNEL 4

KING TV CHANNEL 5

KIRO TV CHANNEL 7

KCPQ TV CHANNEL 13

## INTERNET SITE

[www.flashalert.net](http://www.flashalert.net)



# Tips & Tricks to Staying Healthy from the School Nurse

## *For students:*

1. **Wash...Wash...Wash your hands!** This is the #1 way to keep germs away. The most important times to wash your hands are: after using the bathroom, before eating, and after recess. When a sink isn't available- hand sanitizer is ok too. Make sure you wash your hands the correct way:

- Get your hands wet with warm water
- Apply soap to the palm of your hand
- Scrub your hands for at least 20 seconds (sing Happy Birthday two times)
- Rinse the suds off with warm water
- Dry hands with a paper towel
- Use the paper towel to turn off the facet (to avoid getting new germs)

2. **Don't touch your face!** Your hands come in contact with millions of germs during the school day. Touching your eyes, nose or mouth can give germs an easy entrance into your body.

3. **Don't share water bottles, food, eating utensils, or Chapstick** because germs are passed through our saliva. Follow this simple rule: if you put the item in your mouth, keep it to yourself.

4. **Eat a well-balanced diet starting with breakfast.** A good breakfast fuels you up and allows you to do better in school. Eating foods rich in Vitamin C like brightly colored fruits and vegetables like kiwi, oranges, and carrots makes your immune system ready to fight off germs. "You are what you eat!"

5. **Get plenty of sleep! Your body needs between 9-12 hours of sleep a night.** Not getting enough sleep leaves us prone to illness because our immune system depends on our bodies being rested.

***For Parents/Guardians:***

**1. Keep your child home if they aren't feeling well.** A form titled "When to Keep Your Sick Child Home" was sent home with your student. Please refer to that list.

(<https://www.tumwater.k12.wa.us/cms/lib/WA01001561/Centricity/Domain/31/WhentoKeepChildHome.pdf>) The most important reasons to keep kids home are :

- Fever – oral or axillary (armpit) temperature of 100 degrees or higher along with behavior changes or other signs and symptoms of illness such as sore throat, rash, vomiting, diarrhea, earache, or irritability. Children should be 'Fever Free' for at least 24 hours without the use of fever reducing medicine before returning to school.
- Flu Symptoms – fever over 100, cough, sore throat, fatigue, body aches, vomiting, diarrhea
- Diarrhea – loose, watery stools compared to child's typical pattern in the last 24 hours
- Vomiting – within the last 24 hours

**2. Make sure your child has a regular doctor/healthcare provider and dentist** they can see for routine check-ups and sick visits. Regular preventive care visits are key to identifying and addressing a health issue before it becomes a crisis. If you need help finding a doctor, healthcare provider or dentist in your community, please ask us!

**3. Please, utilize our school nurse.** If you have any questions or concerns about your child's health, don't hesitate

# School Dress Code

Students and parents are primarily responsible for determining the student's personal dress standards, provided that the student's dress does not violate district policy or procedures.

Student attire must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel. Clothing must be suitable for all scheduled classroom activities, including physical education.

## **Students Must Wear:**

- Shirt
- Bottom: pants, sweatpants, shorts, skirt, dress, leggings
- Shoes: Tie up tennis or rubber soled shoes are the best for students. These shoes are safer for PE and recess. We want your shoes to support you as you walk, run, jump or climb.

## **Students May NOT Wear:**

- Violent or lewd language or images
- Images or language depicting drugs, tobacco or alcohol (or any illegal item or activity) or the use of same
- Hate speech or profanity
- Images or language that creates a hostile or intimidating environment based on any protected class
- Apparel identified by local law enforcement as belonging to or identifying one as a member of any violent or criminal group

# Weapons

Weapons or things that look like weapons are NOT allowed at school. The district will not allow you to stay in school if you bring a weapon. It creates a lot of trouble for you and your family.

## ***BE SAFE***

### **DO NOT BRING THE ANY OF THE FOLLOWING ITEMS TO SCHOOL**

- Guns
- Play guns (including squirt guns)
- Knives/multi-tools
- Play knives or swords
- Bows and arrows
- Bullets
- Lighters
- Matches
- Laser pointers
- Any device or instrument that is capable of causing serious injury

We encourage you and your parents and guardians to review the Tumwater School District Parent/Student Handbook for the comprehensive district policy on weapons. The handbook also provides school board policies on Rights & Responsibilities, Student Conduct, Disciplinary Procedures, Harassment, Drug & Alcohol Use, Tobacco/Tobacco Products and Searching Students & Property.

# TSD Student Issued Chromebook Expectations

Thanks to the generosity of the voters in the Tumwater community, all students have access to technology to assist in preparation for college and careers, while helping in understanding how to be safe, healthy and responsible global digital citizens. Technology use will be routine, transparent, and encourage innovative teaching methods to ensure students' success.

**The district is no longer charging an annual Chromebook fee to cover the first accidental damage incident. Any physical damage or loss of the device will be charged to the student account according to the schedule below.**



## Accidental Damage and Loss Deductible Schedule

Deductibles	Damaged Chromebook	Lost or Stolen Chromebook*
1st Incident	<b>Cost of Repair</b>	<b>\$50</b>
2nd Incident	<b>Cost of Repair</b>	<b>Replacement Cost</b>

**\*Lost or stolen Chromebooks will be disabled. If the Chromebook is stolen, the Tumwater School District requires a police report be submitted. Fraudulent reporting of theft will be turned over to the police for investigation. A student making a false report will also be subject to disciplinary action.**

We encourage you and your parents/guardians to review the Tumwater School District Parent/Student Handbook for the full policy on Chromebook expectations and use.

# Cell Phones & Electronic Devices

Students must keep cell phones and other personal electronic devices in their backpack during the school day. All devices must be turned off at the start of the school day and may be turned back on after being released by staff at the end of the day. Students will be allowed to use devices during an emergency with permission from school staff.



## **PLEASE DO NOT BRING**

Items of value or objects that might be distracting should stay at home. These may include, but are not limited to: expensive jewelry, trading cards, iPods, tablets, pets, electronic games, toys, masks, rare coins.

# Food Service

## **Our Mission: "Good Nutrition and Education Means Good Health and Success for All!"**

***Tumwater Hill Elementary offers both a breakfast and lunch program for students.***

Families are encouraged to fill out a meal application. Eligible families receive free or discounted sports/activities fees, reduced AP or CiHS registration fees, discounted internet access, and reduced registration for community activities/events. Applications can be submitted through your Skyward Family Access or paper applications are available in the school office.

The TSD Food Services Department, in partnership with the district and the greater school community, resolves to meet the nutritional and health needs of students, both through the provisions of healthy, low-cost meals and through the provisions of nutrition education.

Every day we are faced with the challenge of offering children nutritionally balanced meals. Our menus are designed around student preferences and encourage them to try new and healthy food items. We are committed to continually improving the selections and service to provide the best possible meal program for our students.

- **Breakfast is served starting at 8:30am. Breakfast is available for all students.**
- **Students who are late to school will notify the office if they are having a hot lunch and the office will notify the kitchen.**
- **Guests coming to eat with students who will want a school lunch must notify the office by 9:30am**

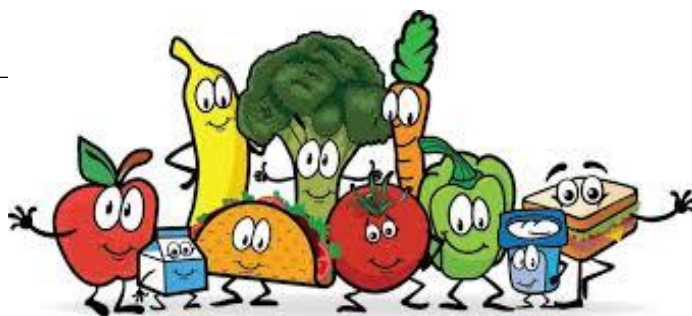
## **MEAL PRICES**

### **Breakfast**

- Student \$2.20
- Adult \$3.10

### **Lunch (Elementary)**

- Student \$3.40
- Adult \$5.00



Meals will be served at no cost to those students who qualify for free or reduced-priced meals in grades K-12. All other students will be charged the rates listed above.

# Lunchroom Expectations

**We have the following expectations in the lunchroom:**

- Always walk in the lunchroom
- Quietly enter the lunchroom
- Eat and visit quietly (voice level 1) with your friends at the same table
- Do not share or trade food
- Stay seated at your classroom table
- Keep your hands and feet to yourself
- Raise your hand if you need help
- Check the floor around & under the tables for any garbage
- Properly dispose of garbage
- Remain at your table until it's time to leave for recess
- Follow staff instructions





# Playground Expectations

We often end up having recess in the rain. On days when the rain is heavy, we do utilize indoor spaces when they are available. Because we cannot always use our indoor spaces, sending your student(s) to school with weather appropriate clothing is highly recommended.

Umbrellas are not allowed out at recess.



***Be Smart – Stay Dry!***

Bark, rocks, sticks, dirt, pine cones, snow & ice stay on the ground.

Do not climb the fences. Do not carry other students.

***Play Safe!***

When the whistle blows, safely line up in your designated area.

## PLAY SHED:

- Please walk
- Basketball
- No tag
- No kicking the balls (field only)
- No loud screaming



## UPPER TOY AREA: (Blacktop)

- Playground bark stays on the ground
- Slides are DOWN only
- Spinning teacup - *take turns by counting to 20, one person at a time*
- No jumping from the top of big toy
- No laying down on the big toy bridge
- No kicking the balls (field only)

## LOWER TOY AREA:

- Swings- *Do not jump off. Take turns by counting to 20*
- Jumper – *2 people on at a time. Stand in the middle only.*
- Rings & Pulleys – *One way only, using hands only, no hanging*
- The only place you may hang from your knees is the lower bar.
- No sitting on top of the play structure.
- Glider – *no pushing kids across & no lifting kids up to the bar.*

## FIELD:

- Touch football only.
- No hanging or climbing on the soccer goals or backstops.
- Stay inside the fence.
- No games where balls are thrown at people.

## TRACK:

- Keep moving
- When you hear the whistle, quickly come off the track & get to your class line.

## HILL AREA:

- 4<sup>th</sup> & 5<sup>th</sup> grade only
- Stay out of the trees.
- Must be visible and stay on the front grassy area.

# LOST & FOUND

- Please write your first and last name on your coats, hoodies, hats, gloves, backpacks, water bottles & lunch boxes. We have many duplicate items in our school, so having items labeled will help us return items to the correct student.
- Check the lost & found often. Lost & found is located in the main building.
- Ask your parents to help you look for your items if you can't find them.
- Unclaimed items will be donated throughout the school year.



# SCHOOL VISITORS & VOLUNTEERS

Parents, guardians and community members are encouraged to volunteer in the school, chaperone field trips and help with events. All volunteers must complete a volunteer application with a Washington State Patrol background check before they can volunteer with the Tumwater School District.

## **How to Become a Volunteer**

- Complete a volunteer application [www.tumwater.k12.wa.us/](http://www.tumwater.k12.wa.us/)
- Please allow up to two weeks to process your application.
- You may begin volunteering once you receive your welcome email.
- Applications include a background check.
- You will be asked to sign in at the building each time you volunteer.

**Please contact our office staff at 360-709-7300 if you have questions about volunteering or the status of your application.**



# BIRTHDAYS & CELEBRATIONS

**Special treats at school:** Due to regulations regarding health, food safety & student allergies, ANY FOOD brought to the school MUST be commercially packaged or purchased from the store.

If you would like to bring treats to school, your parent/guardian must notify your teacher in advance. Class celebrations are organized by each individual teacher.



**Gifts delivered to school:** Receiving gifts, flowers and balloons at school is fun but can cause a disruption to the learning environment. Please have these items delivered to your home. If items are delivered to school, they will be kept in the office until they can be picked up at the end of the day.

**Invitations:** Please do not hand out party invitations at school. Staff often have to deal with tears or anger from students with hurt feelings if they do not receive an invitation when their classmates do. Also, we cannot give out home addresses for classmate or address invitations for you.

# DISMISSAL

- We have limited parking and curb space on campus for everyone to be picked up at school. We would appreciate it if students would ride the bus when possible.
- Mon-Thurs the Main Office needs notification by 2:00pm if transportation plans have changed.
- On ACT Fridays, the Main Office needs to be notified of any transportation changes by 1:00pm.
- The office staff will notify the teachers and students of the change by delivering a note to the class at the end of the day.
- Students that are being picked up from school must wait in the Curbside Pick Up Zone in the front of the building. Students will load when their car is stopped in the striped loading zone.
- Students in our neighborhood walk zone will meet at Walk Zone in the rear of the building and will wait to be dismissed by staff. Always use the crosswalks and follow the directions of the crossing guards

## FRIENDS GOING HOME WITH YOU

- Friends going home with you at the end of the day must have a note from their parents saying it is ok to do so. Please make these arrangements before coming to school so we can get you and your friend to the parent approved destination.
- Friends may not ride with you on your bus if it is not their assigned bus route.
- You are not allowed to call from school to make these arrangements.
- The office staff will notify teachers of any dismissal changes by delivering a note to the class at the end of the day.

**If the student does not have a note, that student will be going home their normal way.**

## **BIKING TO SCHOOL**

The office must have a signed Bicycle Rider Safety Contract on file in order for students to ride their bikes to and from school. Please see the office for a contract.

Bikes must be ridden directly to school & from school and not around the campus, bus zone or parking lots. Students must walk bikes on school grounds. Bikes need to be locked to the bike rack, which is located near the gym entrance.

***REMEMBER TO WEAR YOUR HELMET!***



## **WALKING TO SCHOOL**

Only students in the designated walk areas should walk to and from school. The recommended walking route map can be found on the Tumwater Hill homepage.

If your house is in a designated bus area, walking or riding your bike could be dangerous and should ONLY be done with an adult.

**Dogs are not allowed on campus and they should stay home when you are walking to and from school.**

# **SERVICES**

## ***Student Services***

We offer a wide range of special programs to meet the unique needs of students. For those who qualify, we offer Special Education, LAP, Speech & Language, Occupational Therapy, Physical Therapy and School Psychology services.

## ***Reading and Math***

Under the federal Every Student Succeeds Act (ESSA), each school is required to teach challenging state academic standards and ensure a high quality education for all students through a system of assessment and accountability. Our curriculum is based upon the Common Core State Standards (CCSS). We use a comprehensive assessment system to provide parents and educators with information to help monitor student learning and recognize academic achievement. We also administer the Smarter Balanced Assessment (SBA) to grades 3-5 to measure whether each student is meeting the standards and to identify academic areas in which they need assistance or enrichment.

## ***Counseling Services***

Ms. Weber provides a comprehensive developmental school counseling program at Tumwater Hill. The counselors work together with school staff to promote academic success and social/emotional well-being for all students. Counseling services at Tumwater Hill include large group guidance, small group and individual counseling, parent-teacher consultation and are able to coordinate with community providers.

