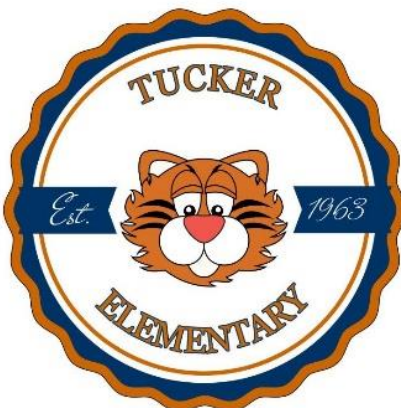


Tucker Elementary School

Student Handbook

2024-2025



1300 Tucker Road
Perry, Georgia 31069
(478)988-6278

Mrs. Eddie Williams
Principal

Dr. Meredith Fletcher
Assistant Principal for Instruction

Mrs. Yolanda Felder
Assistant Principal for Discipline

Mrs. Lora Ostrat
Counselor/504 Coordinator

Dr. Walter Stephens
Title IX Coordinator

Dr. Mark Scott, Superintendent
Houston County Board of Education
P.O. Box 1850, 110 Main Street
Perry, Georgia 31069
(478) 988-6200
www.hcbe.net

Welcome back Tucker Tigers! I know the 2024/2025 School Year will be the best year ever!

Mission:

To develop compassionate, confident, lifelong learners.

Vision:

To provide a safe environment that engages all students, staff, and community

Values:

Kindness – We care about the feelings of others & show compassion for others.

Respect – We treat others as we would want to be treated.

Excellence – We strive to be the best we can be. (Nothing but the BEST)

Focus – We focus on reading & computing on grade level.

Proven Instruction – We teach & learn based on evidence.

Procedures & Information: **Arrival & Dismissal, Visitor & Checkout**

- School begins at 8:30.
- Students need to be in their classroom by 8:25.
- Announcements and Pledge start at 8:25.
- Instruction begins at 8:30.
- All students report to the lunchroom between 7:45-8:05.
- Students are dismissed to their classrooms at 8:05.

For safety reasons:

- Do not drop your student off before 7:45 as there is no one assigned to watch them.
- Doors do not open until 7:45.
- Do not drop them off after 8:30. If you arrive late, you must park your car in the front parking lot, walk them in and check them in.
- Do not drop them at the front entrance of the school and allow them to walk in by themselves. They must be accompanied by an adult.

After School Program:

Students enrolled in our After School Program are dismissed from the classroom and report to the Lunchroom for a snack.

Parents may sign up students by contacting Ramona Johnson at 478-210-8099 or contacting the front office at 478-988-6278. Mrs. Newberry is the coordinator.

Students have an opportunity to work on homework with the support of our After School Program Teachers, go outside to the playground (weather permitting) and spend time using technology. They are picked up and signed out from the front entrance of the school.

Bus Riders:

- Buses drop off on the front hall in the morning,
- Students report to the lunchroom from 7:45-8:05.
- Breakfast is available for bus students from 7:45-8:25 or until the last bus arrives.
- Breakfast carts are located on the front hall. If students choose, they may have breakfast on the go (bagged breakfast) to eat in the lunchroom.

If your child is a Bus Rider, there is an APP to help you track the location of their bus.

1. Download Here Comes the Bus App or visit www.herecomesthebus.com online.
2. Click the "Sign Up" button.
3. Enter the Houston County code 29158. Students who receive special education transportation use code 29157.
4. Click "Next" followed by "Confirm."
5. Complete the "User Profile" box.
6. Under "My Students," click "Add." Enter your child's last name and student ID number
7. Once you confirm your information, you're ready to begin customizing your settings.

Car Rider Line:

- The Car Rider Line moves extremely fast when we all work together.
- Please remember to have your car rider number in your car and visible.
- If you do not have your number in the car, we must call the front office, get the number, and do an ID check.

This is a safety procedure and even though it is frustrating at times, it is necessary to keep our students safe.

However, this takes time and holds the rest of the line up from moving forward.

Walkers:

- If your student is a walker, he/she will walk home.
- Due to safety reasons, you may not park in the parking lot or in the grassy areas near the sidewalk to walk up to get your child. If you drive to get your student, then you must go in the car rider line.

Checking in & checking out students:

- Students must be checked in and out by an adult.
- Please remember to bring your ID in as we check it against IC permitted pick up list.
- For safety reasons, there will NOT be any early dismissals after 3:00 p.m.
- If you need to check your child out of school for any reason, you will need to do it before 3:00p.m.
- Students will not be called to the front office for early dismissal until an adult is present in the office to check them out.

Transportation Changes:

- Our front office staff is incredibly busy during dismissal.
- To avoid any confusion, missed buses, and safety issues, we cannot change transportation for your child after 3:00 p.m.
- Also, please do not send a change of dismissal through Class Dojo as teachers do not always get to check that until after school.
- These procedures are put into place for the safety of your children and to make dismissal run more smoothly.
- If you need to change dismissal, please make sure to call the office before 3:00 p.m.

Communication:

- Class DOJO – This app helps the school inform you of school events and information as well as being a way to communicate with the teacher on an individual basis.
- Thursday Folders – This folder goes home every Thursday with your student. It holds your students' work, forms you may need to fill out, and general information.
- Social media – We also use social media as one form of communication so please follow us on Facebook and our website.

Attendance Matters:

Tucker Elementary values regular attendance to enable the success of all students. Please prioritize having your child at school on time every day.

- Parents are required to provide excuses for absences within 5 school days. Excuses are accepted through email or can be handwritten. Excuses should be turned into the front office. Verbal excuses are not accepted.
- Each student is allowed up to ten excused parent notes, within the approved reasons by the Georgia Board of Education. After ten excused parent notes, each absence after these ten will be considered unexcused without doctor documentation. For additional information regarding attendance policies and proceedings, visit tes.hcbe.net
- 3 unexcused absences: School staff will contact the parents and document the contact. A contact may be an email, phone call, letter, note, or other forms of communication.
- 5 unexcused absences: Parent will receive a 5-day letter/contract. Parent may request a conference.
- 8 unexcused absences: A school social worker referral will be made and a call-out or email will go out to the parent.
- The instructional day is from 8:30 am to 3:30 pm. After 8:30 am students are considered tardy, and a parent is required to sign the student in through the front office. If your child will be eating breakfast, please ensure that he or she is dropped off early enough to eat breakfast.
- Excessive tardies and/or early dismissals could result in mandatory makeup time, referral to HCBOE Social Services Department, and parent conferences. Tardies and early dismissal impact a student's instructional time and may impact their academic achievement.

Discipline






At Tucker we are kind and respectful.






We use Positive Behavior Intervention System (PBIS) as our school-wide discipline plan.






As a PBIS school, we address behavior by teaching the desired behavior, giving positive reminders, reteaching desired behavior, and rewarding desired behavior.






PBIS MATRIX

TIGERS...	Playground
Body Level: 3	Running Feet, Outside Voice
Be Kind	I will play with kind words and actions. I will include others, so no one is left out. 
Be Engaged	I will play by the rules. I will stay in the assigned area. 
Be Responsible	I will leave the area as I found it or better. I will go to an adult for help. I will line up at the signal. 
Be Safe	I will keep my hands and feet to myself. I will use the equipment correctly. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

TIGERS...	Hallway
Body Level: 0	Walking Feet, Silent Voice
Be Kind	I will use hallway manners. I will greet with "hallway hellos" (smile and wave). 
Be Engaged	I will keep my eyes forward walking on the blue on the right side of the hallway. 
Be Responsible	I will go directly where I need to go. 
Be Safe	I will keep my body to myself. I will follow the adults' directions. I will respect others' personal space. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 


TIGERS...	Restroom
Body Level: 0	Walking Feet, Silent Voice
Be Kind	I will respect others' privacy. I will knock before opening the stall door. 
Be Engaged	I will go and flush. I will wash my hands. I will return to class. 
Be Responsible	I will keep the restroom as I found it or better. I will report any problems to an adult. 
Be Safe	I will keep my feet on the floor. I will shake the extra water off in the sink. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

TIGERS...	Lunchroom
Body Level: 1	Walking Feet, Whisper Voice
Be Kind	I will talk to MY square partners with kind words. I will include others in conversation. 
Be Engaged	I will touch and eat the food on my tray or lunchbox. I will carry my tray with both hands. 
Be Responsible	I will close my milk carton. I will pick up my trash. I will stand up. Then pick up my tray. 
Be Safe	I will stay seated on my bottom. I will wait to be dismissed. I will raise my hand for help. I will stay in my order as I walk to leave. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 






TIGERS...	P. E.
Body Level 3	
Be Kind	<p>I will play with kind words and actions.</p> <p>I will play fairly.</p> <p>I will include others so no one is left out.</p> 
Be Engaged	<p>I will follow directions.</p> <p>I will play by the rules.</p> <p>I will stay in the assigned area.</p> 
Be Responsible	<p>I will STOP, LOOK, and LISTEN when I hear the whistle.</p> <p>I will go to an adult for help.</p> <p>I will leave the area as clean as I found it or better.</p> 
Be Safe	<p>I will be aware of my surroundings.</p> <p>I will keep my hands and feet to myself.</p> <p>I will use the equipment appropriately.</p> 
Be Mindful	<p>I will use positive self-talk.</p> <p>I will make healthy choices.</p> <p>I will use my Second Step strategies to self-regulate.</p> 






TIGERS...	ART
Body Level: 1	Walking Feet, Whisper Voice
Be Kind	<p>I will use nice words and good manners.</p> <p>I will be helpful.</p>
Be Engaged	<p>I will come to art ready.</p> <p>I will try my best.</p>
Be Responsible	<p>I will follow directions and ask questions.</p>
Be Safe	<p>I will raise my hand before I move.</p> <p>I will get quiet quickly.</p>
Be Mindful	<p>I will use positive self-talk.</p> <p>I will make healthy choices.</p> <p>I will use my Second Step strategies to self-regulate.</p>






TIGERS...	MUSIC
Body Level: 1	Walking Feet, Whisper Voice
Be Kind	<p>I will be aware of how I treat others.</p>
Be Engaged	<p>I will keep my attention on the teacher and the lesson.</p> <p>I will participate in the music activities to the best of my abilities.</p>
Be Responsible	<p>I will do my best.</p> <p>I will raise my hand and wait to be called on before I speak.</p>
Be Safe	<p>I will keep my hands and feet to myself.</p> <p>I will sit in my chair correctly.</p>
Be Mindful	<p>I will use positive self-talk.</p> <p>I will make healthy choices.</p> <p>I will use my Second Step strategies to self-regulate.</p>

TIGERS...	Library
Body Level: 1	Walking Feet, Whisper Voice
Be Kind	<p>I will keep food, drinks, and gum out of the library.</p> <p>I will wait quietly in the checkout line.</p> <p>I will use kind words.</p>
Be Engaged	<p>I will put books where they belong.</p> <p>I will find my book, then sit, and read.</p>
Be Responsible	<p>I will return my books in a timely manner.</p> <p>I will use a shelf marker to help me find books.</p> <p>I will choose a seat and stay there.</p>
Be Safe	<p>I will clean my area before leaving.</p> <p>I will move around the area safely.</p> <p>I will present a library pass when entering and exiting.</p>
Be Mindful	<p>I will use positive self-talk.</p> <p>I will make healthy choices.</p> <p>I will use my Second Step strategies to self-regulate.</p> 

TIGERS...	Office
Body Level: 1	Walking Feet, Whisper Voice
Be Kind	I will wait my turn patiently without interruption. I will use polite words: "Excuse me." "May I...?" "Thank you" I will keep your hands to yourself.
Be Engaged	I will enter the office with permission from an adult or with a note. I will only talk when asked to.
Be Responsible	If I am late, I will get a tardy slip before going to my classroom. I will stay in front of the counter. I will explain why I am in the office clearly.
Be Safe	I will enter and exit through the correct door. I will keep my hands, feet, and objects to myself. If I am waiting in the office, I will sit on the floor.
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

TIGERS...	Walkers
Body Level: 0	Walking Feet, Silent Voice
Be Kind	I will use kind words. I will follow directions. I will wait my turn. 
Be Engaged	I will stand in line on the paw prints. I will get my tag scanned. 
Be Responsible	I will find my siblings or walking buddies. I will be sure to get all of my things. 
Be Safe	I will keep my hands and feet to myself. I will follow sidewalks and use crosswalks. I will look both ways when crossing the street. I will go straight home. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

TIGERS...	Car Riders
Body Level: 0	Walking Feet, Silent Voice
Be Kind	I will use kind words. I will follow directions. 
Be Engaged	I will listen for my name. I will sit on a bench. 
Be Responsible	I will find my siblings or riding buddies. I will be sure to get all of my things. 
Be Safe	I will keep my hands and feet to myself. I will wait until my car comes to a complete stop before I get in. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

TIGERS...	Bus Riders
Body Level: 0	Walking Feet, Silent Voice
Be Kind	I will use kind words. I will follow directions. I will wait my turn. 
Be Engaged	I will stand in line on the blue. I will get my tag scanned. 
Be Responsible	I will go straight to the bus ramp. I will be sure to get all my things. 
Be Safe	I will keep my hands and feet to myself. I will sit on my bottom and face forward in my assigned seat. 
Be Mindful	I will use positive self-talk. I will make healthy choices. I will use my Second Step strategies to self-regulate. 

Clubs and Organizations

Paw Squad	2nd-5th	Shain	Sept 23	Every other Monday	Gym/Nipper's room	4:00-4:45pm	foster confidence, teamwork, and creativity	\$50
Cooking Club	2nd and 3rd	Seabolt	Sept 24	last Tuesday of each month	Seabolt's room	4:00-4:45pm	learn basic kitchen safety, promote healthy eating habits with teamwork	\$40
Early Act	4th and 5th	Whiddon	Sept 10	every other Tuesday morning	Whiddon's room	7:45am - 8:30		\$0
Chorus	4th and 5th	Holcombe	Sept 3	Thursdays	Music room	3:45-4:45	learn higher level singing techniques and use them in public performances both at the school and throughout the middle ga area	\$20
Art	4th and 5th	L Harrison		1st and 3rd Tuesday	Art room	4:00-5:00	explore different art mediums and personal expression in art	\$25
STEM/LEGO	3rd - 5th	Owen	Sept 24	last Tuesday of each month	Mrs. Bersey's room	4:00-4:45	explore project-based learning activities in science, technology, engineering, and mathematics	\$20
Leading Ladies	3rd - 5th	Witmer	Sept 6	Every other Friday	Witmer's room	4:00-5:00		\$0

Volunteering

In order to volunteer, one must have a background check completed and on file with the school. Please reach out to our Family Engagement Liaison, Brittany Clark at 478-988-6278. You can also reach out to our PTO President, Dalas Wright at 229-402-9113 for more volunteer information.

We need your signature on Required Documents:

Required Documents

Parent signature pages for the School Handbook, Technology agreement and various other parent signature pages can be found in Infinite Campus (IC). These documents are required by the school district and must be signed off through infinite campus. Please have all documents signed off by October 4th.

TECHNOLOGY:

The purpose of informational technology is to facilitate communications in support of research and education. Use by any student or staff member must be in support of and consistent with the educational objectives of the Houston County School District. Downloading of non-instructional materials from the Internet is unacceptable. Students must receive permission from a teacher or designated personnel prior to accessing the Internet or any other specific file or application. Students should not have “free time” on computers. If they are not completing an assignment from their teacher or TES staff member, computers should not be in use.

Student Personal tables and/or laptops are not permitted on campus. All student cellphones and smartwatches will be collected at the start of the day and returned to students at the end of the day. They will be held in a designated location. Students are not to have access to these devices at their desks during the instructional day. They are not to be on these devices during arrival, dismissal, or on the bus. Students should not access their devices at all while on campus or school property.

When student computers are not in use, they will not be on their desks. There is a designated location in the classroom to keep student computers when not in use that is not in or beside student desks. This will help students focus on the learning tasks at hand.