

OAKDALE SCHOOL



PARENT/STUDENT HANDBOOK

2023-2024

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General Information

Office Hours	Monday - Friday 7:30 am - 3:30 pm
Main Office	916-566-1910 Fax: 916-566-1911
Attendance Line	916-566-1910 Press #2
Website	Website: oakdale.trusd.org
Social Media	Facebook.com/OakdaleTRUSD Twitter.com/OakdaleTRUSD

Administrative Team

Principal	Linda Powell - Linda.Powell@trusd.net
Vice Principal	May Lee-Yang - May.Lee-Yang@trusd.net
Staff Digital Directory	Oakdale.trusd.net

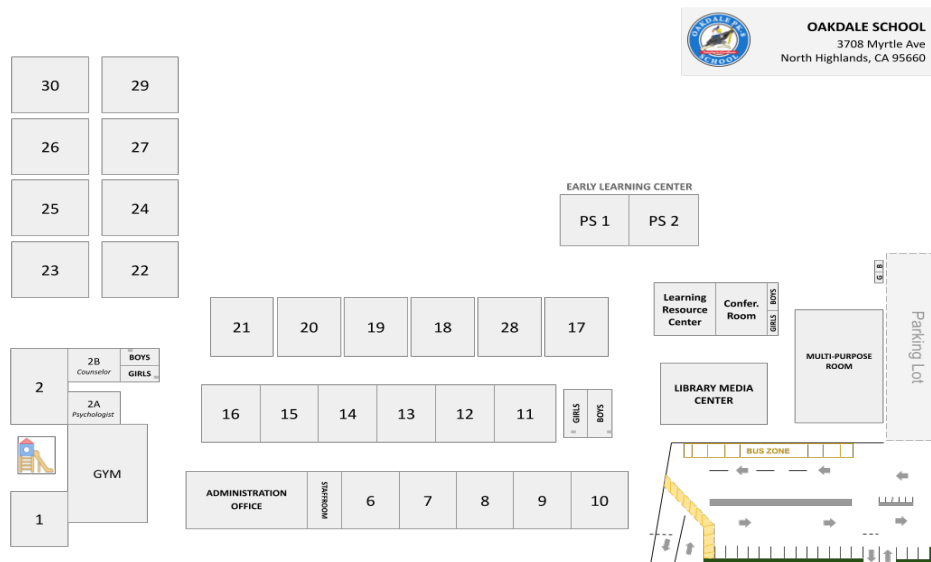
Bell Schedule TK-8

Breakfast Daily	
7:15 am - 7:45 am	Breakfast is served

Supervision is available beginning at 7:15 am | No students are to be on campus before 7:15 am.

Regular Days - Mon, Tues, Thurs, Fri		Early Release - Wednesdays	
School Instruction Begins	8:00 AM	School Instruction Begins	8:00 AM
Dismissal TK-8	2:42 PM	Dismissal TK-8	12:42 PM
Minimum Days		Shortened Days	
School Instruction Begins	8:00 AM	School Instruction Begins	8:00 AM
Dismissal TK-8	1:12 PM	Dismissal TK-8	1:42 PM

School Map



Arrival and Dismissals

For safety reasons; it is essential to follow all drop-off and pick-up procedures.

Please be patient and courteous to ensure the safety of ALL.

Student Drop-Off

- ❖ All students need to be dropped off using the drop-off lanes near the multi-purpose room. Avoid driving/parking in bus or coned off areas.
- ❖ Parents who wish to walk their child to the playground gate may park in the parking lot or on the street.
- ❖ The front office parking area is not a drop-off/pick-up area. Do not leave your car unattended at any time.

Student Pick-Up

- ❖ TK students will be released to their parents/guardians from the classroom. Kindergarten will be released by the grass next to the front office.
- ❖ 1st-8th grade students walk to the bus or remain with their teacher at the drop-off/pick-up area (double black gates by the parking lot) during dismissal.
- ❖ The front office parking area is not a drop-off/pick-up area. Do not leave your car unattended at any time.

Campus Safety:

Picking up your child outside of their classroom is not allowed as this is a safety concern and will cause a delay during dismissal time. Teachers will walk their students to the designated drop off/pick up location.

School Bus

Twin Rivers Unified School District offers free busing to primary grade students living more than 1 mile from campus, junior high students living more than 2.5 miles from campus, and high school students living more than 3 miles from campus. To determine if your student is eligible to ride the TRUSD bus, visit the transportation website:

<https://www.trusd.net/StudentsFamilies/Parent-Resources/Transportation-Services/index.html>

Students will be issued a Radio Frequency ID (RFID) badge with a photo to ride the bus. Parents may access a downloadable app to view when their students boarded or departed the bus.

[Oakdale Bus Route](#)

Rules & Regulations for Riding the School Bus

The Twin Rivers Unified School District Board of Trustees has adopted the following policy:

1. Students are to ride only those buses to which they are assigned and normally take to and from school.
2. Students are to line up in an orderly manner at the bus stop. Pushing, shoving, fighting, standing in the street, property damage or other dangerous conduct will not be tolerated.
3. Students are to board and exit buses in an orderly manner without pushing or crowding.
4. Students will remain seated facing forward in their seats at all times. Legs, feet, or other objects are not to obstruct the aisle.
5. Students will always exit through the front door of the bus and never through the emergency doors or windows, except in an emergency and unless otherwise directed by the driver.
6. Students will cross roadways in front of the bus (All Grades) and escorted by the driver (Grades pre-K to 8th grade inclusive).
7. Students will be respectful and courteous to the driver and other staff at all times.
8. Students will not smoke or light matches on the school bus at any time.
9. Students are not permitted to eat or drink on the bus.
10. Students are not to possess lighting devices, alcoholic beverages, drugs, glass containers, live animals/insects, explosive devices, or weapons, pressurized containers (hair spray, perfume, paint, etc.)
11. Students are to wear shoes at all times. Athletic shoes with metal cleats must be carried.
12. Students will not use abusive language or gestures on or near the bus.
13. Students will never extend any part of their body or any of their possessions out of the window of the school bus.

Rules & Regulations for Riding the School Bus can be found on the Twin Rivers Transportation Website:

<https://www.trusd.net/documents/Students%20and%20Families/Transportation%20Services/Rules%20and%20Regulations%20for%20Riding%20a%20School%20Bus.pdf>

Students who are eligible for transportation services may need to sign a 2023-2024 behavioral contract. Students who habitually refuse to follow the rules and regulations may lose their eligibility to use Twin Rivers' transportation services.

Attendance Information

Showing up for school has a huge impact on a student's academic success starting in kindergarten and continuing through high school. Even as children grow older and more independent, families play a key role in making sure students get to school safely every day and understand why attendance is so important for success in school and on the job.

Parents/guardians must clear all absences in advance of the absence or upon return to school by calling the attendance office at (916) 566-1910 (Select option #2), by providing proper documentation, or online via Aeries Parent Portal.

A parent/guardian has only **5 school days** to clear an absence before it becomes an unexcused absence.

For students with poor attendance, parents/guardians will first be required to attend a site School Attendance and Review Team (SART) meeting. If absences or tardies continue, parents/guardians will then be referred to the district School Attendance Review Board (SARB) and possibly to the district attorney. If you are having difficulty getting your child/children to school on time, please contact the school attendance clerk at (916) 566-1910.

Early Dismissal

Attending school is vital to student success. Please ensure that appointments are made outside of school hours whenever possible. If this is not possible, you must come to the office and sign your child out. For your child's safety, the office will not release a child to anyone whose name does not appear on his/her emergency card. If the office staff does not recognize the adult, proper I.D. will be required before the child can leave the school grounds.

Independent Studies

If a student must be out of school for five or more days, the parent should contact the school at least three weeks prior so that arrangements for an independent study plan can be made while the student is absent. This will give your child's teacher time to design an independent learning plan while your child is out of school. The work assignments **MUST** be completed upon return to clear the absences accumulated during the time out: if not, the absences will be considered unexcused.

Late Pickup

It is the policy of Oakdale School and the Twin Rivers Unified School District that all students must be picked up from school within a reasonable amount of time. Our School Office closes at 3:30 PM. If your child is not picked up by a reasonable time, TRUSD Police Department may be notified, regardless of any prior notices. We understand things happen and we are willing to work with you and help in any way we can. In those rare instances when you will be late, it is best to call the main office at (916) 566-1910 as soon as possible.

Cell Phone Policy

We recognize that parents provide their children with cell phones for safety reasons. Therefore, we understand that students will bring their cell phones to school.

K-6th Grade Policy:

Students can call their parents immediately upon arrival or at dismissal. Cell phones **MUST** remain turned off and stowed away during school hours (in backpacks), including breaks and lunch.

Middle School Policy:

Middle School students can call their parents immediately upon arrival or at dismissal. Cell phones **MUST** remain turned off and stowed away while in class. Cell phones can only be used before school, after school, and during lunch time.

In an effort to enforce this policy, we will implement the following consequences:

1ST OFFENSE - The student will be reminded of the cell phone policy and will be instructed to turn off the phone.

2ND OFFENSE - Loss of privilege - students will turn the phone into the office until the end of the day, and parents are notified.

3RD OFFENSE - Parents are called to pick up the phone if the policy is still not followed.

FINAL OFFENSE - Parent/Student/Office Contract

If a parent needs to get a hold of a student, we ask that you contact the main office (916-566-1910) and we will relay your message to your student. Students who need to make a phone call home will either be via the classroom or the office.

Dress Code

Appropriate dress and grooming contribute to a productive learning environment. The student dress code is intended to create a positive school climate of respect for self and others. If the dress code is unsafe or disruptive to the educational process, students will be asked to change their clothes.

- ❖ Halter tops, bare midriffs, straps less than 2"/two fingers, or spaghetti straps are not allowed.
- ❖ Pants and shorts must be appropriate in length, size, and fit. (use the hand-to-thigh rule).
- ❖ Distracting clothing and hats and/or inappropriate logos are not allowed.
- ❖ Shoes should be safe enough for P.E. Flip Flops, high heels, and shoes without fronts/backers are not appropriate.
- ❖ Pants worn below the waistline are not allowed.
- ❖ Blankets are not permitted.

Closed Campus

To ensure the safety and welfare of our students, Twin Rivers has closed campuses.

Students are not allowed off campus unless they have an early dismissal. No student is allowed to leave school for lunch. Students are not allowed to order from any outside delivery services and pick up lunch at the street curb.

Parents/guardians are permitted to drop off lunch for their child when necessary. Parents/guardians must come to the front office to drop off the lunch only during your child's designated lunch time. Lunch must be eaten in the cafeteria. (7.5 TRUSD Handbook)

Visitors

In order to help prevent interruptions to student learning, we ask that you make advance arrangements with your child's teacher when you plan to visit. **All visitors must report to the main office and present a picture ID when asked.** [E.C. 49091.10(b)] Parents/guardians will be issued a badge that must be worn while on campus.

Volunteers

TRUSD board policy: 1240 and Educational Code: 45125 requires individuals working with children to be fingerprinted through Twin Rivers. For more information about becoming a volunteer/chaperone, please check the District's website at <https://www.twinriversusd.org/Departments/Human-Resources/VolunteersChaperones/index.html>

Parent Involvement

We encourage you to partner with us and explore all the different ways that you can exercise your parental involvement to support your child's school and their academic success. Visit our school website, under the [Family Resources tab](#) to find out about our committees such as School Site Council (SSC), English Learners Advisory Committee (ELAC), etc.

Title 1 - Parent and Family Engagement Policy

Oakdale School, with parents and family members, have jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c). To read the entire Parent and Family Engagement Policy set forth for Oakdale, visit our school website: <http://oakdale.twinriversusd.org/Family-Resources/index.html>

Medications

A designated school employee may assist students with medication during school hours only upon written request of both the physician and a parent/guardian; detailing the method, amount, and time the medication is to be taken.

Medication will be managed at school for students whose parents and physicians deem it necessary for potentially life-threatening medical conditions or for those who need medication (prescription or over-the-counter) administered during the school day in order to interact appropriately at school. For the safety of ALL, students are not permitted to carry any prescription or over-the-counter medications.

Authorization forms for medication are available at each school office and on the [school website](#). There are forms specific for asthma and severe allergies. Medications must be brought to the school office in their original container. Parents are encouraged to ask the child’s physician to prescribe long-acting medication, if possible so that medication does not need to be given at school. (EC 49403 and 48216)

Textbook/Chromebook

Each student is issued sufficient instructional materials (textbooks and Chromebook) in accordance with the law. Students are responsible for returning borrowed materials in good condition. If materials are lost or damaged beyond repair, students or parents/guardians shall be responsible for the current replacement cost of the materials. In accordance with the law, Board Policy, and Administrative Regulation. (BP 6161.2)

PBIS: Positive Behavior Interventions and Supports

Positive Behavior Interventions and Supports (PBIS) is an approach to supporting students to be successful in schools and facilities. PBIS was developed from research in the fields of behavior theory and effective instruction. PBIS supports all students through interventions ranging from a school-wide system to a system for developing individualized plans for specific students. School-wide PBIS focuses on the development and implementation of pro-active procedures and practices to prevent problem behavior for all youth and improve school climate.

Review School Rules and Expectations: <http://oakdale.twinriversusd.org/School-Resources/PBIS--MTSS/index.html>



Oakdale School has been recognized for its success with Positive Behavioral Interventions and Supports (PBIS). The award recognizes staff and students for their hard work and dedication to promoting positive school culture. (2021-2022)

Oakdale School believes that student success depends on a strong bond between a child's home environment and the school environment. It is the intent of Oakdale School to maintain an ongoing partnership with the parents in our school community. Parents and family are a child's first and most important teachers. Every effort will be made to encourage a successful learning experience.

PARENT/GUARDIAN AGREEMENT

I, an Oakdale Parent/Guardian, will make every effort to:

- Send my child to school on time, well rested, nourished, and ready to learn.
- Communicate the importance of education and learning to my child.
- Provide a quiet time and place for homework.
- Communicate with the teacher or the school when I have a concern.
- Regularly monitor my child's progress in school.
- Participate in activities at school, such as school decision making, volunteering and/or attending school functions and parent-teacher conferences.
- Read the Parent/Student Handbook.
- Support the school dress code and Discipline Policy.
- Maintain ongoing communication with teachers/school personnel and return correspondence when necessary.
- Respect the school, staff, students, and families.

Signature: _____

STUDENT AGREEMENT

I, an Oakdale Student, will make every effort to:

- Come to school every day well rested, arrive on time, and be ready to learn.
- Complete and return all homework assignments.
- Listen and follow directions the first time given.
- Follow all rules at school; respect myself, others, and property.
- Read the Parent/Student Handbook.
- Complete homework, classwork and projects on time.
- Try my best.
- Respect the school, staff, students, and families.

Signature: _____

TEACHER AGREEMENT

I, an Oakdale Staff Member, will make every effort to:

- Maintain professional and positive attitudes.
- Provide a challenging, standards-based curriculum for every student.
- Provide meaningful homework assignments.
- Provide a safe and friendly environment where students can learn.
- Inform parents/guardians of student progress and behavior in a timely manner.
- Maintain and keep updated student academic records.
- Enforce school rules consistently and fairly.
- Respect the school, staff, students, and families.

Signature: _____

La Escuela Oakdale

ACUERDO ENTRE ESTUDIANTES / MAESTROS / PADRES

2022 - 2023

ambiente escolar. La intención de la primaria Oakdale es mantener una continua asociación con los padres en nuestra comunidad escolar. Los padres y las familias son los primeros y más importantes maestro/as en la vida de sus hijo/as. Nos esforzaremos constantemente por fomentar una experiencia de aprendizaje exitosa.

ACUERDO ENTRE LOS PADRES/TUTORES

Yo, como padre en la Escuela Oakdale, me esforzaré por:

- Mandar a mi hijo/a a la escuela a tiempo, descansado, nutridos, y listos para aprender.
- Comunicarse regularmente con las familias sobre el progreso del estudiante a través de conferencias, reuniones de padres y maestros, informes de programas y otros medios disponibles
- Proporcionar un lugar tranquilo donde mi niño/a pueda estudiar cada día.
- Monitorear que mi niño haga la tarea asignada diariamente.
- Comunicarse con la escuela o la maestra cuando tenga una preocupación
- Participar en actividades de desarrollo profesional que mejoren la enseñanza y el aprendizaje y que apoyen la formación de asociaciones con las familias y la comunidad.
- Leer la página informativa para padres/estudiantes y el manual de la escuela y del distrito.
- Apoyar el código de vestimenta y la póliza de disciplina.
- Mantener comunicación con maestros/as y el personal de la escuela y regresar la correspondencia necesaria.
- Respete la escuela, los estudiantes, el personal y las familias.

Firma: _____

ACUERDO DEL ESTUDIANTE

Yo, como estudiante de la Escuela Oakdale me esforzaré por:

- Venir a la escuela todos los días, descansado/a, llegar a tiempo, y listo/a para aprender.
- Completar y regresar todas mis tareas asignadas.
- Escuchar y seguir las instrucciones en cuanto son dadas.
- Seguir las reglas en la escuela; respetarme a mí mismo, a otros, y a la propiedad.
- Leer la página informativa para padres/estudiantes y el manual de la escuela y del distrito.
- Terminar en el tiempo establecido las tareas para el hogar, tareas del salón, y proyectos.
- Hacer mi mejor esfuerzo.
- Respete la escuela, los estudiantes, el personal y las familias.

Firma: _____

ACUERDO DEL MAESTRO/A

Yo, como miembro del personal de la Escuela Oakdale, me esforzaré por:

- Mantener una actitud positiva y profesional.
- Proveer oportunidades para que los padres sean voluntarios o puedan participar en el salón y observa las actividades en el salón.
- Proveer un plan de estudios para cada estudiante basado en los estándares.
- Proveer tarea significativa y actitud positiva.
- Proveer un ambiente seguro y amistoso donde los estudiantes puedan aprender.
- Mantener actualizado los expedientes académicos.
- Reforzar las reglas escolares consistentemente y justamente.
- Respete la escuela, los estudiantes, el personal y las familias.

Firma: _____