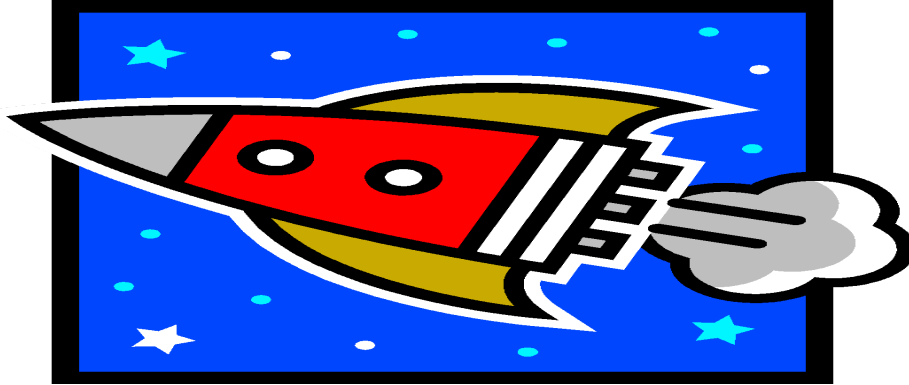


River Oaks Parent/Student Handbook 2025-2026



River Oaks School Vision and Mission

We envision...

- A school where students will develop foundational skills, individual talents, and skills needed to be college and career ready.
- A school where everyone is physically and emotionally safe.
- A school where everyone takes responsibility for their own actions.
- A school where parents, community, and staff encourage and support students to do their best.
- A school where 100% of all students will meet or exceed their individual growth goals based on the California Common Core Standards.
- A school where students have learning opportunities to develop 21st Century Skills.
- A school where students are technologically literate and globally minded.
- A school where students and staff communicate effectively and work cooperatively.
- A school where students will develop critical thinking and problem solving skills.
- A school where students and staff model the Eight Great Character Traits.
- A school where students give to others and the greater community.

Our mission and beliefs are...

- Children come first.
- All children can learn.
- We focus on results. (meeting/exceeding growth targets)
- Our expectations and standards are high.
- Evaluation drives improvement.
- Collaboration and teamwork improves student achievement.
- We honor diversity.
- We act ethically and with integrity, and treat everyone with courtesy and respect.

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Dear Parents and Students,

Welcome back to school! I hope your family had a very fun and relaxing summer vacation. Our Parent & Student Handbook should answer the many questions you may have regarding the new school year. Please pay close attention to the routines, procedures, and rules designed to maintain a safe and healthy learning environment for all students. You will want to keep this handbook accessible throughout the school year. You will find important dates and information that you will want to refer to all year. When you (student and parent) have read and discussed the information contained in this handbook, please sign and return the last page of the handbook provided by your child's teacher.

You are welcome to call, email or visit the office if you have questions or concerns. The office hours are 7:30 – 4:00 p.m. when school is in session. Communication from administration and teachers will be sent home via email and posted on our school website. You can view our website at <https://riveroaks.galt.k12.ca.us/>.

In addition, information will be posted on the River Oaks Rockets Instagram page @riveroaksrockets. Let your child's teacher know if you don't have email access and hard copies will be provided for you. Parents can also visit our Bright Future Learning Center (library) to access our websites. We wish you a successful and safe year of learning at River Oaks Elementary.

Ms. Wheeler, Principal
lwheeler@[galt.k12.ca.us](mailto:lwheeler@galt.k12.ca.us)

Acknowledgement of Positive Behavior/The Eight Great Traits

Daily: All students may receive a “Character Trait Ticket” for demonstrating a great trait or following school rules. These students are recognized in various ways. Students who are observed using appropriate character traits, will be given a “Character Trait” ticket.

Weekly: On Fridays, teachers will use PEAT, teamwork points, etc., to establish a weekly reward system for students who turn in homework and class work, arrive on time to school, and have no behavior issues during the week. Please remember that PEAT should include an education or social emotional component. Classes that follow the school rules and are referral free for the week are rewarded with a Rocket Card. What grades 1-6 receive four Rocket Cards the class has a celebration with administrators.

Monthly: Character traits will be emphasized school-wide monthly at Friday Sings. Teachers will select a student(s) who are demonstrating the Character Trait of the Month. See awards below for more information regarding Character Trait of the Month.

Animals and Pets

For safety and health reasons, pets are not allowed on campus, even when picking up a child at the end of the day. A pet/animal may be brought to school for educational purposes in the classroom. Before any student or employee brings an animal to school for an instructional purpose, he/she shall receive written permission from the principal or designee. The principal or designee shall give such permission only after he/she has provided written notification to all parents/guardians of students in the affected class, asking them to verify whether their child has any known allergies, asthma, or other health condition that may be aggravated by the animal's presence. When a parent/guardian has provided notification that his/her child has an allergy, asthma, or other health condition that may be aggravated by the animal, the principal shall take appropriate measures to protect the student from exposure to the animal. Pets need to be on a leash, in a pet tote or restrained in some way. The length of the visit is at the discretion of each classroom teacher. School Board Policy and Administrative Regulations have been established to set forth parameters of animal visits.

Arrival and Dismissal

Students may not be on campus before 7:30 a.m. as supervision is not provided before this time. Students may be picked up and dropped off outside their designated gate. If you are dropping or picking up students in the parking lots, we ask that you keep the flow of traffic moving smoothly by having children ready to exit or enter the car as quickly as possible. Only buses will be permitted in the circular drive in front of the school office. Double parking is not allowed in front of the school or in the parking lots. Parking in the fire zones or behind the cafeteria is not permitted. Students are to use the crosswalk to get across the street to waiting parents.

The following arrival/dismissal locations have been assigned, per grade level:

- Kindergarten: Gate 1
- AUT SDC: Gate 2
- 1st grade: Gate 3
- 2nd grade: Gate 3
- 3rd grade: Gate 2
- 4th grade: Gate 4/5
- 5th grade: Gate 4/5
- 6th grade: Gate 4/5

Arrival:

ONLY students/staff enter through the gates in the morning. Parents are to remain outside the gates (Kinder are the exception). The cafeteria gate will be open at 7:30 a.m. for students getting breakfast. The earliest students can be dismissed from the cafeteria is 7:45 a.m. All other gates will open at 7:45 a.m. When students arrive on campus they must

go directly to the playground to line up (no playing) or to the cafeteria if they are going to have breakfast and/or after dropping off their backpacks, etc. Students should not be loitering around the buildings or in the walkways. Please remind the students of this regularly. Gates will be closed at 8:00 a.m.

Dismissal:

Gates will be opened five minutes prior to dismissal at 2:25 p.m. M, T, Th, F and 12:55 p.m. on Wednesdays. We ask that parents/guardians wait at the front of the school to pick up their child at the end of the day. All students are dismissed at 2:30 p.m. (1:00 p.m. on Wednesdays) and must leave the school campus at that time. Students in grades K, 1, and 2 will need to be released to parents/guardians, unless specified by parents to go with siblings, walk to the parent parking lot for pick up (yard supervisor on duty), or other, as defined by the parent. Students in grades 3-6 will be released at the dismissal location. You should have a routine meeting location with your child. Please be prompt when picking up your student(s) after school. All GEL students must report immediately to their GEL teacher and be promptly picked up by 6:00 p.m. We have no supervision available.

Attendance

Your child's attendance at school is crucial to his/her academic success. Students should be at school, on time and every day. When your child has been absent from school, please record your absence through ParentVUE (Synergy), send a note, call 745-4614 extension 301, or email rsoria@galt.k12.ca.us. This needs to be done within 48 hours of the absence.

California State Law mandates parents to have their children attend school every day and on time. Absences are excused only for the following reasons:

- Student illness
- Student medical/dental appointment with a note
- Funeral of immediate family
- Quarantine
- Court appearance
- Observation of holiday/religious ceremony

A typical student will be absent from three (3) to seven (7) days in a school year. *In the event of habitual student absences and/or tardies, including "excused" absences, the parent and student will be referred to our School Attendance Review Team (SART) and School Attendance Review Board (SARB) for corrective action.*

Please arrange for **Independent Study** if your child will not be attending school for 5-10 consecutive days or is out sick for 3 or more days. Independent Study agreements are available in the school office. You must notify your child's teacher and the Office **at least one week in advance**. *Students on Independent Study are not eligible for perfect attendance.* Please consider the educational effect on your child when removing him/her for 5+ days. Those days of instruction cannot be re-created for your child. Packets of work are not equivalent to in-class teacher instruction. *Teachers must give Independent Study packets for illnesses, but are not required to create them for vacation/out-of-town absences.* Attendance is taken by 8:00. **Tardies:** Students must check in with the office and get a late pass to enter the classroom. **Truant tardy is 30+ minutes late arrival.**

Out of This World Attendance: At the end of each week, classes that have reached the attendance goal of 97% or higher receive a flag outside their classroom for the entire week.

School Attendance Review Team (SART) and School Attendance Review Board(SARB):

- **First Truancy Notice sent at:** 3rd unexcused/unverified absences, or 3rd truant tardy over 30 minutes, or 6 excused absences (excessive excused).

- **Second Notice sent and SART (Attendance Meeting Scheduled) after continued unexcused absences/unverified absences or truant tardies:** 5th unexcused/unverified absences, 5th truant tardy over 30 minutes, 12 excused absences
- **Third Notice sent if attendance does not improve after SART (Attendance Meeting).** The third letter triggers a SARB hearing with the District Office. 7th unexcused/unverified, 7th tardy over 30 minutes, or 14 excused absences

Early Check-Outs

If a child needs to be checked out of school early, a parent needs to come to the school office and sign the check-out book. **STUDENTS WILL ONLY BE RELEASED FROM THE OFFICE, NOT FROM THE CHILD'S CLASSROOM.** Early release will be made only to parents, legal guardians, and those listed on the emergency card. Please make sure your emergency card is kept up to date. You may add or delete names at your discretion. Students will not be allowed to walk home during school hours even with parent consent.

Awards

Monthly: Character Education Awards at Friday Sing Friday Sings are usually the last Friday of each month. Selected students will be recognized at sings and receive a certificate for the Character Trait of the month. Each teacher will choose **TWO** students from their class who followed the character trait(s) that month. Teachers will notify parents if their child will be receiving a certificate prior to the Friday Sing in order for the family to celebrate their child.

<u>Month</u>	<u>Character Traits</u>
September	Respect (2 Students)
October	Responsibility (2 Students)
December	Caring (2 Students)
January	Citizenship (2 Students)
March	Planning & Decision Making (1 Student) & Problem Solving (1 Student)
April	Integrity (1 Student) & Honesty (1 Student)

Trimester: Each Trimester, we will recognize student growth and achievement, perfect attendance (trimester and yearly), and Accelerated Reader Awards. Perfect Attendance Guideline: Students simply have to come to school each day.

4th - 6th Grade Honor Roll Criteria

Gold Level: 90% or higher in a trimester in all areas and no N's in citizenship

Silver Level: 80% or higher in a trimester in all areas and no N's in citizenship

Bronze Level: 70% or higher in a trimester in all areas and no N's in citizenship

Outstanding Progress: Students who demonstrated outstanding progress or growth in the trimester academically or behaviorally and no N's in citizenship

Back to School Night

This is a very important night for teachers to share their school program for the new year. Parents will learn about grading, assessments, homework, curriculum, and expectations for academics and behavior. Please plan on attending to receive this valuable information. **August 14th** is Back to School Night. Teachers will hold two Back to School Night presentations at 6:00 and 6:30.

- 5:30-6:00 General Meeting- Information Tables - Principal's Message
- 6:00-6:30 Session 1 (Spanish K-3)
- 6:30-7:00 Session 2 (Spanish 4-6)

Behavior Expectations

Students are expected to follow all school rules. These rules begin the moment a student is on the way to school, while students are at school, and remain in place until students get home at the end of the school day. Rules are expected to be followed in the classroom, in the cafeteria, and on the playground. Students in school-sponsored activities are also expected to follow school rules. Each trimester, students will get a fresh start.

Our goal is to make school a safe and engaging place for students to learn. Part of this process is to implement a clear, consistent, and predictable discipline policy that everyone can understand and support. Our expected school behaviors are simple and easy to follow! We believe that all students should:

Be Safe

Be Respectful

Be Responsible

We Are A Bully-Proof School!

We will not bully other students.

We will help others who are being bullied by speaking out and getting adult help.

We will use extra effort to include all students in activities in our school.

Bullying Defined:

- Bullying is intentional and it happens more than once. It is repeated behavior directed toward a specific student
- Bullying is a marked imbalance of power between the bully and the victim
- Bullying can be physical when a student uses physical force to hurt or intimidate another student
- Bullying can be verbal when a student uses words to hurt or humiliate another student
- Bullying can be relational when a student uses social influence to exclude another student
- Bullying can be cyber-based when a student uses text messages, emails, instant messaging, social network sites to bully another student

Bullying is not:

- A single incident of teasing
- Normal childhood conflicts
- A single episode of a student being mean to another student
- An isolated incident that results in a disagreement or fight

Assembly Behavior Expectations:

Students:

- Enter the assembly area in a quiet and orderly manner
- Sit quietly and respond respectfully to the people who are presenting the assembly/Friday Sing
- Participate in Friday Sing by singing the songs
- Respond to the quiet signal
- Exit the assembly area in a quiet and orderly manner

Classroom Behavior Management:

All teachers will implement the Fred Jones Behavior Management System in the classroom as outlined in Dr. Jones' book entitled, Tools for Teaching. Each teacher is to use this system in order to create a classroom atmosphere that is conducive to learning. High expectations are set student behavior, and students are thoroughly trained in the procedures and logistics of the classroom before rushing into serious academics at the beginning of the year.

School-Wide Behavior Expectations:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Be safe at all times. • Walk and play in designated areas. • Be on time. • Keep our school free of litter. • Respect others. | <ul style="list-style-type: none"> • All electronics not issued by the school should remain at home. • Gum is not permitted. • Use appropriate language at all times. • Refrain from bringing rollerblades and skates to |
|--|--|

<ul style="list-style-type: none"> • Quietly walk in a straight line on the <i>right</i> side of the sidewalk • Go straight home after school. • No Loitering on campus after school. • Use restrooms appropriately. No playing or loitering allowed. 	<ul style="list-style-type: none"> • school. • Students are not allowed to ride bikes or skateboards on campus at any time. • Students must possess a PASS when not in class during school hours.
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Buses

The following rules and regulations have been established by the State of California and our district for the safe transportation of all school bus passengers. The District Transportation Department may be reached at 745-1059.

- Arrive at designated bus stop five (5) minutes prior to the scheduled arrival of the bus. Use only the designated bus stop.
- Wait quietly at the bus stop, away from the roadway. After the bus has come to a complete stop, board the bus in an orderly manner.
- When necessary to cross the street, always wait for the driver to tell you it is safe for you to cross after the driver is stationed in the center of the street.
- Be a quiet passenger, go directly to the seat, sit down facing forward and keep all parts of your body inside the bus. Keep the aisle clear at all times. **You must wear seatbelts as directed.**
- Refrain from transporting hazardous or destructive objects of any kind, such as weapons, glass containers, sharp objects, skateboards and helium balloons.
- All balls must be contained in a plastic, paper or athletic bag. Keep books and supplies contained in backpacks while on board.
- Help keep the bus safe and free from litter by not eating or drinking on the bus
- Be courteous to the bus driver, students and other passengers. Fighting or wrestling on buses will result in a referral and/or loss of transportation privileges.
- Remain quiet at all railroad crossings.
- When disembarking, move away from the bus immediately. If you left something on the bus, stand away from the door and get the driver's attention by calling out to the driver before approaching the bus again.
- Give the bus driver a written request when you must get off at a bus stop other than your designated stop. The request must be signed by the parent or guardian, and approved by the site administrators. There are no exceptions.
- Defacing the bus, damaging seats or tampering with any school bus or safety equipment will be grounds for immediate denial of transportation.
- Use of video cameras aboard the bus is at the discretion of the transportation department and can lead to discipline.

In addition to Bus Conduct Reports for unsafe and/or inappropriate bus behavior, school consequences may also be given. Please make sure students are dismissed in time to catch the bus. Many students have only a few minutes before the buses leave.

Cafeteria/Food Services

Breakfast and Lunch

All students will be offered a breakfast and hot lunch.

Policy

There are State and Federal guidelines that must be followed. **The Educational Code says that no adult or child not enrolled in school may eat from a student's plate.** The guidelines also state that all food must be consumed on supervised premises (the cafeteria). Students are not allowed to take food out of the cafeteria for their own safety, nor may they trade, offer, ask

for, or accept food from other students. Please help us by reminding your student/s of these policies. Understand that student safety is the reason for such guidelines. Students must get a meal or a “lunch buddy” in order to receive milk.

Lunch Rules



Be Respectful

- o Use table manners as you would in a restaurant.
- o Be courteous to cafeteria staff
- o Voices will be kept at an indoor level



Be Responsible

- o Keep your area clean and pick up your area before you leave.



Be Safe

- o Students are to only eat their food. Do not share food or touch others' food.
- o Students will walk safely entering and exiting the cafeteria.
- o Keep hands and feet to yourself.
- o Students are to stay seated.
- o Students may raise their hand if they need to use the restroom.
- o **No food is allowed outside the cafeteria without permission.**

Cell Phones

The following information will be a form that we will use for cell phone use violations. Please go over the expectations with your student at the beginning of the year. At the FIRST violation, in addition to the warning, the policy will be reviewed with the student. He/She will be expected to take the form home and return it signed.

Here are the guidelines that parents and students are to follow in relation to cell phones and other electronic signaling devices during our school hours (7:30 a.m to 6:00 p.m.).

The use of cell phones and other electronic signaling devices during school hours is strictly prohibited unless required for medical purposes that have been approved, in writing, by a licensed physician and the use of which is limited to health-related purposes. (Education Code 48901.5)

The availability of classroom telephones to provide outside access in case of emergencies eliminates the need for student operated cell phones or other communication devices during school hours.

Cell phones need to be powered off and put away in backpacks during school hours. This includes during field trips (walking or on the bus) or any off-campus school activity.

For family communication purposes, students may possess cell phones or other electronic signaling devices, but may only use them off campus (outside the gates) before or after school hours.

Neither the district nor its employees are responsible in any manner for the damage to or the loss of any cell phone.

Cell Phone Consequences:

1st Violation: Warning and signing of the [RO Cell Phone Policy/Form.](#)

2nd Violation: Phone confiscated and held in the office for student until after school

3rd Violation: Phone confiscated and held in the office for parent to pick up

4th Violation: Student will need to keep their phone in the office during the school day

Class Parties

Please be conscious of allergies to milk, eggs, and peanuts when considering food for a classroom celebration. Also, remember that some of our students cannot have certain foods due to religious guidelines (i.e., pork, gelatin). No homemade products for class parties.

Student Birthdays: Students will be allowed to bring in a treat for the class. It is the teachers discretion when they will celebrate. Please communicate with the teacher as **“Drop in” celebrations will not be allowed.** Parents need to email or message the teacher to ask about bringing a treat. Balloons are not allowed.

Conferences

During the first trimester of school, 10/13-10/17, teachers are required to conference with the parent(s) of each student to discuss their child’s growth and progress. During the second trimester, 01/29 & 01/30, teachers may conference with the parents of selected students who need a follow-up. Dismissal is at 12:30 during all parent conferences.

Correspondence

Concerns

On-going communication and collaboration with your child’s teacher is important to his/her success. When questions/concerns arise about your child, please contact his/her teacher first to share your concerns and to work towards a solution together. If the issue needs to be brought to the attention of other staff members, the teacher will be able to advise you on the appropriate next steps. We will work together to resolve the situation at the school level first.

Information/Communication from the School

River Oaks teachers will communicate with parents/guardians via phone calls, emails, text messages, Remind App, Class Dojo, class newsletters, and other electronic means. Please make your cell phone and email available to your child’s teacher.

River Oaks will communicate with parents/guardians via flyers, phone calls, emails, text messages, and social media. The majority of school information will be given electronically and available on our school website. The school also utilizes “auto-calls/emails” that sends voice messages, text messages, and emails. *Please do not block or disable this feature, as it is a main form of communication with families of River Oaks students.* Listed below is our website and Instagram account:

- River Oaks Website: <https://riveroaks.galt.k12.ca.us/>
- River Oaks Instagram: @riveroaksrockets

Messages for Students

We make every effort not to interrupt classrooms during instructional time. Classroom and school phones are to be used for emergency and business purposes only. Except in the case of emergencies, messages will be delivered shortly before students are dismissed. Additionally, each teacher has a voicemail number where they can check for messages. Your child’s teacher will give you his/her voicemail phone number.

If you are delivering a textbook, forgotten homework, class work, band instrument, or lunch, please bring the item to the office and the student will be called to pick it up at a convenient time. Please discuss plans for the day with your child before he/she leaves for school in order to eliminate any unhappy situations.

Discipline

Our goal is to make school a safe and engaging place for students to learn. This requires a consistent and predictable discipline policy everyone can understand and support. All classroom teachers are expected to design a classroom management system and communicate it to students, parents, and administrators at the beginning of the school year. In addition, we have developed a comprehensive school-wide discipline plan, including guidelines for behavior, consequences, and acknowledgement of desired behaviors.

Referrals will not be given the first week of school for grades 2-6. Teachers, yard supervisors, and administration will train students during this time. First graders will be trained for three weeks before receiving referrals.

RO Discipline Plan

Prior to a student receiving a referral, the teacher will issue a formal warning to the student and document this in Synergy in the Student Contact Log! Students will be reminded about appropriate behavior and parents will be contacted! This may prevent any future issues! Students get a fresh start each trimester.

1st Behavior Incident

Behavior Referral issued, Teacher notifies parent, teacher revokes one privilege/timeout class.

WHITE Copy of the referral goes home with the student. Parent(s) signs and returns it to the teacher.

2nd Behavior Incident

Behavior Referral issued, Teacher notifies parent, teacher revokes one privilege/timeout class

WHITE Copy of the referral goes home with the student. Parent(s) signs and returns it to the teacher.

3rd Behavior Incident

Behavior Referral issued. Administration notifies parents, and Administration assigns consequences.

WHITE Copy of the referral goes home with the student. Parent(s) signs and returns it to the teacher.

4th Behavior Incident

Office Referral issued, Student meets with Administration, Administration determines Consequences, and Administration notifies parents

WHITE Copy of the referral goes home with the student. Parent(s) signs and returns it to the teacher.

5th Behavior Incident

Office Referral issued, Student meets with Administration, Administration determines Consequences, and Administration notifies parents

WHITE Copy of the referral goes home with the student. Parent(s) signs and returns it to the teacher.

The following incidents may circumvent the citation/office referral process. These are serious behaviors and may result in suspension and/or possible recommendation for expulsion.

- Causing, attempting to cause, or threatening to cause physical injury to another person
- Willfully using force or violence upon another person
- Bringing a weapon to school (possession, giving to another person). This includes all knives!
- Causing damage to school or private property
- Stealing or attempting to steal school or private property
- Possession, use, or furnishing of tobacco, alcohol, or drugs
- Engaging in the act of bullying

If students receive a suspension, administration will meet with parents to discuss the incident and participation in extracurricular, school-related activities. A behavior plan will be developed for the student and signed by the student, parent or guardian, and administration. Excessive citations/referrals or a second suspension may restrict a student from attending field trips or participating in class or school activities.

Time Out Procedure (Loss of privilege/recess) 1st and 2nd Behavior Incident

Time-Out Referrals will be given for the following unsafe behavior(s) to self or others:

<ul style="list-style-type: none">● Using inappropriate language/gestures.● Being in an unauthorized area.● Playing in the bathroom.● Bullying.● Play fighting.	<ul style="list-style-type: none">● Aggressive behavior.● Throwing objects.● Spitting.● Tag on the asphalt.● Unsafe use of playground equipment.
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Time Out Referral Process:

Each class in grades 1-6 will be assigned a Time-Out Class. Time-outs will be taken during the student's next available recess, if possible. See RO Discipline above for 1st and 2nd Behavior Incidents.

Dress Code

Students:

Clothing should be: Neat, clean, and appropriate for a regular, instructional day at school. Clothing and appearance must not promote conflict among students or distract from the educational program.

Clothing should not be:

- Excessively short
 - Shorts, skirts, and dresses should be below the palm of their hands.
- Revealing or low cut
 - No spaghetti straps, no undergarments visible
 - Torn clothing above mid thigh is not acceptable without under-lining material (i.e., leggings or biker shorts).
 - Back and midriff (stomach) must be covered
 - Pants shall not "sag" to reveal undergarments or uncovered skin

Unacceptable items by Board Policy:

- Drug/alcohol/tobacco messages
- Profane language, degrading or offensive statements
- Pictures that are inappropriate
- No distracting or extreme hair color, hairstyles, or makeup

Footwear:

- Safe shoes are necessary at all times.
- Tennis shoes or athletic shoes are best for school, especially during recess and PE. Lace-up shoes must be worn with the laces in place and securely tied.
- High heels, platform shoes, flip flops, etc can be unsafe at school. All shoes must have a strap across the heel. Sandals/Crocs must have heel straps for safety (sports mode).

Fingernails: Fingernail length must allow students to be able to participate in PE and classroom activities. Press-on nails are not appropriate for school.

Hats: Hats are permitted during recess and PE. Baseball hats must be worn with the bill facing forward. Hats may not be worn indoors (all buildings). Students who receive **three hat warnings** about wearing them inside will not be allowed to wear them at school.

Consequences for Not Following the Dress Code:

- **1st Violation:** Staff will discuss the issue with the student while at school. If possible, clothing will be exchanged, covered or turned inside out. Items removed will be sent home with the student. If footwear is the problem, parents may be called to bring appropriate shoes. If the hat is a problem, the student will be asked to remove it.
- **2nd Violation:** Parents will be called to immediately bring or send appropriate clothing so that the student can remain in class. Only parents may retrieve the items removed. If the hat is a problem, the student will be asked to remove it.
- **3rd Violation:** Parents will meet with the principal to discuss future expectations and develop a solution to the problem. If the hat is a problem, the student will be asked to remove it. *If the student has another issue with a hat, he/she will no longer be allowed to wear one at school.

Field Trip Procedures

District permission slips should be signed and returned **48 hours** (2 days) before the scheduled trip. It is our school policy that students **WILL NOT** be allowed to attend a field trip without a signed district permission slip. If a parent/guardian chooses to drive his/her own car to the field trip and wishes their own child to ride with them, they will need to come to the office at least 10 days prior to the field trip to fill out the Private Automobile Use Form and provide additional information.

Parents may not check their students out from a field trip, per district policy. All parent chaperones MUST have been cleared by Megan's Law database before accompanying any student on a field trip. Megan's Law paperwork must be completed and turned in to our office at least two weeks PRIOR to any field trip. Siblings, other students, or other young family members may NOT accompany the chaperone on any field trip.

District policy requires that parents participating in an overnight field trip must be fingerprinted. When overnight field trips are scheduled, the office will need a list of those parents who will be accompanying the students and staying with them. It can sometimes take over 30 days to receive the results so getting the list to the school secretary as quickly as possible is advisable. Volunteers will be sent to the District Office to pick up fingerprint forms. They will need to show ID in order to take the forms with them.

Grading & Homework Policy

ParentVUE (Synergy Parent Portal)

- All K - 1 teachers will update parents on progress made at a minimum on a bi-weekly basis. On a monthly basis, Synergy Gradebook should include at least 2-4 assignments/assessments for each subject -reading, writing and math.
- All 2 - 3 teachers: on a monthly basis, Synergy Gradebook will need to include at least 3 - 4 assignments and 1 -2 assessments for each of the following subjects: reading, writing and math.
- All 4 - 6 teachers: on a monthly basis, Synergy Gradebook should include a minimum of 4-5 assignments and 2-3 assessments/quizzes for each subject; and at least 2-4 assignments for science, history/social studies, music and PE.

Homework Policy

The Governing Board recognizes that homework contributes toward building responsibility, self-discipline and life-long learning habits, and that time spent on homework directly influences students' ability to meet the district's academic standards. The Board expects students, parents/guardians and staff to view homework as a routine and important part of students' daily lives. The Superintendent or designee shall ensure that administrators and teachers develop and implement an effective homework plan at each school site.

Although it is the student's responsibility to do most homework assignments independently, the Board expects teachers at all grade levels to *assign homework that has been taught to mastery at school and serves as a REVIEW of skills already*

learned at school. **Unfinished school work should not be assigned as homework.** When students repeatedly fail to do their homework, parents/guardians shall be notified and asked to contact the teacher. Homework will only consist of independent-leveled reading and math concepts.

Student Planners

PTO purchases student planners for all 5th and 6th grade students. Planners should be used daily to record homework and classwork and be checked off by parents each night.

Daily Time Allotment

Kinder - Up to 15 minutes per night of assigned homework that may include reading.

1st Grade - Up to 10 minutes per night of assigned homework plus 15-20 minutes of reading.

2nd Grade - Up to 20 minutes per night of assigned homework plus 15-20 minutes of reading.

3rd Grade - Up to 30 minutes per night of assigned homework plus 20-30 minutes of reading.

4th Grade - Up to 30 minutes per night of assigned homework plus 20-30 minutes of reading.

5th Grade - Up to 30 minutes per night of assigned homework plus 20-30 minutes of reading.

6th Grade - Up to 30 minutes per night of assigned homework plus 20-30 minutes of reading.

Health

Health services are under the supervision of a registered school nurse. State law requires that children be excluded from school for the following reasons: 1) Contagious health problem; 2) Lack of immunizations.

Medication for Students

Medical treatment is the responsibility of the parent and family physician. Medications are rarely given at school. The parent is urged to work with the physician to plan a medication schedule for non-school hours. If it is necessary that medication be given at school, a Medical Assistance Authorization Form signed by the parents and physician must be on file in the school office. Forms are available in the school office and must be renewed each school year. This policy is for prescription medication and over-the-counter medication, such as acetaminophen, eye drops, cough drops, etc. **STATE LAW REQUIRES ALL MEDICATION, PRESCRIPTION OR OVER-THE-COUNTER, TO BE UNDER LOCK AND KEY IN THE SCHOOL HEALTH OFFICE.** Medication must be brought to school by an adult and must be in the original pharmacy container labeled with: 1) Child's name and the name of the medication; 2) The dosage and the time the medicine is to be given; 3) Name of the prescribing physician and pharmacy. A new Medication Release Form is required for each new school year. A Medication Release Form must also be completed for a student needing medication while on a field trip.

Please let your child's teacher or school nurse know of any medication your child may be taking. Sunscreen and chapstick can be carried by the student to self-administer. Students **may not bring or carry with them** any over the counter medications (Cough Drops, Motrin, Tylenol, Anti-itch creams, Neosporin, and eye drops.)

Illness/Accident/Insurance

In case of an accident requiring the services of a doctor, we will make every effort to contact a parent before the paramedics are called. **PLEASE KEEP US INFORMED OF ANY CHANGES IN ADDRESS OR PHONE NUMBERS IN ORDER TO REACH YOU IN CASE OF AN EMERGENCY.**

If it is necessary for a student to go home because of an illness, health problem, injury, or emergency evacuation, the parent will be called to pick up the child. If the parent cannot be contacted, the person listed on the emergency card will be asked to pick up the child. We cannot keep a sick child at school. **Students are not allowed to walk home during school hours even with parent consent.**

Information regarding student accident insurance will be sent home at the beginning of the school year and will be available throughout the year in the school office. If children are not covered through other insurance policies, we urge you to consider subscribing to this insurance.

Hours

Office Hours

Our school office is open from 7:30 a.m. – 4:00 p.m. Our school secretaries and health assistant are available to answer any questions or concerns. Please feel free to stop by or call (209) 745-1564.

School Hours

The school day begins at 8:00 a.m. and ends at 2:30 p.m.. The warning bell rings at 7:55 a.m. At this time, Kinder parents on campus need to say their goodbyes and begin exiting campus. Students should begin walking to their lines to meet their teacher.

Internet/Tech Accounts

Students cannot be on a Chromebook or on the internet without having a parent submit the Internet/Google Apps permission which is now located on-line in the parent packet. Students must have a specific curriculum related purpose as well as be closely monitored when using the internet.

Library (BFLC)

- Library time will be scheduled for grades K-6 during the school day.
- The library remains open until 3:00 Monday - Friday.
- If a child loses a book, they must pay for it or lose check-out privileges.

During the school year, students can participate in a variety of after school clubs. Club information will be sent home with all students.

MTSS

MTSS is an integrated, comprehensive framework that focuses on CCSS, core instruction, differentiated learning, student-centered learning, individualized student needs, and the alignment of systems necessary for all students' academic, behavioral, social and emotional success. We will follow the District's MTSS model to serve all learners. Our intervention team meets monthly to discuss children who may be having difficulty progressing academically or behaviorally. The MTSS (Multi-Tiered System of Supports) team members review information about the child and develop strategies to help support his/her academic success. A Student Success Team (SST) meeting with the parent/guardian may also be scheduled as part of the behavior or academic interventions.

Open House/Picnic on the Green:

Wednesday, May 27th is Picnic on the Green (12:15 - 1:00) and Open House (1:00 - 2:00). This is a time for you to see the display of students' work and growth throughout the year. It is also an opportunity for you to see all the exciting, integrated projects students have accomplished.

Parent Involvement

Volunteer Forms

Each parent who goes on a field trip or volunteers in a classroom must be cleared through Megan's Law **each year**. To get clearance, parents must fill out a "Parent Volunteer Form". **The easiest way to accomplish this is to have parents fill out the form at the beginning of the school year.** Megan's Law forms will be in the District Parent Information Guide. Parents who wish to volunteer 10 or more days per year will also need a TB test.

English Language Advisory Committee (ELAC)

The English Language Advisory Committee is a committee whose purpose is to advise our parents on the services available for children who have been identified as English Learners (ELs). Meetings are held four times a year. Look for meeting dates on monthly calendars in addition to the flyers sent home announcing an ELAC meeting.

Synergy Parent Vue

Parents and students will be able to view student progress through the Synergy Parent Vue. Login information will be provided to parents at the beginning of the school year.

River Oaks Parent Teacher Organization (PTO)

River Oaks PTO meets monthly during the school year to participate in informative meetings/workshops and plan activities which support Valley Oaks students, teachers, and families. These activities include: fundraising, movie night, staff appreciation, field trips and school technology. All interested parents and community members are invited to attend. We need your support! **PTO Meetings are held on the FIRST FRIDAY of each month AT 3:00 in Room 1.**

School Site Council (SSC)

In addition to developing the Single Plan for Student Achievement, SSC members monitor and evaluate the plan as well as facilitate communication between the school and community. Members are elected for a two-year term. The SSC meets up to five (5) times during the school year, with meetings starting at 2:45pm. All meetings are open to interested River Oaks parents, staff, and community members. We need 5 parent volunteers who are willing to be on the SSC. Please talk to the office or administration about your interest.

Recess

Playground Rules

All students must stay within boundary lines for recess areas.

Students are NOT allowed in the following areas without teacher/office staff permission: <ul style="list-style-type: none">• Maintenance rooms• Staff lounge• Health Assistant's Office• Staff restrooms• Classrooms• Equipment storage shed	The following are not allowed: <ul style="list-style-type: none">• Gum chewing, seeds, etc.• Use of water guns, spit wads, rubber band guns, water balloons etc.• Leaving school grounds or boundary areas without school permission.• Throwing balls against buildings.• Loitering around classroom doors or ramps.
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Structures/Equipment

- No throwing bark
- Do not play games (tag, etc.) on structure or in bark area
- No jumping off top.
- Maximum of 3 people per bar
- Slide down feet first only
- Equipment (balls, jump ropes, etc.) may not be in bark area
- Walk around structure equipment (no running or chasing)
- Count to 100 and turn is over if line forms
- Rules will be added as necessary.

Balls

- Balls may be thrown on the blacktop area or in the grass
- Kickball is to be played on the grass only when directly supervised by a yard duty.
- No kicking balls on asphalt.
- No bouncing balls on the blacktop when puddles are present.
- Maximum of 2 balls per basketball hoop

Ball Walls

- No dodge ball.
- Six students maximum at one side of the ball wall.

- One ball per side of the ball wall.

Rock Wall/Rocket Bars

- No more than two students per side
- Hands on knobs while climbing
- Climb up, then down
- Do not climb over the top
- No jumping down
- At top, students may not go any higher than their waistline. No sitting on top
- Proceed on the **Kid Course** in one direction

Bars

- Hands on bars at **all** times
- Maximum of 3 people per bar
- No “stunting” or dangerous tricks (cradle, death drops, hanging from knees, etc.)
- Take fair turns if bars are busy (Students may count to 50 slowly, then trade.)

Field

- Football, End Zone, Soccer and other aggressive team sports may only be played with the direct supervision of a yard duty or teacher. No “Bump” may be played in basketball courts.

Rings

- No climbing on top
- Both hands on rings
- Use hand-over-hand climbing procedure
- No more than five students at a time on the **Plank**

PLAYGROUND GAMES

FOUR SQUARE RULES

- Each player stands in one of the four squares.
- To start the game, the player in square four serves the ball by bouncing it in their square once and then hitting it towards one of the other squares. The receiving player then hits the ball to any other player in one of the other squares.
- The ball must bounce in another player's square, and they must hit it to another player before it bounces a second time.
- A player may hit the ball before it bounces, if they choose to do so.
- If a player hits the ball so that it misses another player's square, or fails to hit the ball before the second bounce after it has landed in their square, they are "out".
- When a player is out, the other players move up to take their place, and that player moves to the last square, or to the end of the line, if there are more than four players.
- The object of the game is to move up to and hold the server's position.

KICKBALL RULES

Kickball is to be played on the grass only when directly supervised by a yard duty.

- The participants will be divided into 2 equal teams.
- The kicking order will alternate boy-girl-boy-girl
- Each team has 3 outs to get as many runs as possible
- Here are the ways a player may get out:
 1. The ball is kicked into the air and caught before it touches the ground.
 2. The fielder gets a kicked ball and touches the base before the runner reaches the base. (Tie always goes to the runner)
 3. The fielder touches the runner with the ball while the runner is not touching the base. The ball may also be thrown at the runner who is off the base. If the runner is hit in the head, they are safe.

- The base behind a runner is not occupied, the runner does not have to run. If the runner does advance, the runner must be tagged instead of touching the base.
- Fly balls- if the kicker kicks the ball in the air, the runners may not advance until the ball is caught. If the runner would like to run after the catch is made, they can, but must be tagged. There are no force outs at this time. (The fielder may not simply touch the base to get the runner out)

CIRCLE DODGEBALL RULES

1. Circle Dodgeball may only be played with the **red rubber balls** or spongey dodgeballs.
2. Students divide themselves into even teams. One team starts in the center of the circle; the other team players become the “taggers” and must stand in the outer circle. (The circle in between is the “red zone” that no student should be in.)
3. The taggers try to get players out by ROLLING (bowling action) and hitting them BELOW THE BELLY-BUTTON with the ball. A player who gets hit trades places with the tagger.
4. Players inside the circle may not move in and out of the circle in an attempt to not get tagged.
5. Taggers may not hold on to the ball for longer than 3 seconds. The ball should be constantly moving.

***If problems cannot be solved by students in a safe, respectful, responsible manner, then a Yard Supervisor must be called to assist.

TAG RULES

- Tag is not allowed on the blacktop.
- Tag can be played on the grass when directly supervised by a yard duty.

TETHERBALL RULES

1. One player stands in each court.
2. The two players can decide who serves first OR playing roshambo/rock-paper-scissors can be used to decide.
3. The server starts by hitting the ball out of his/her hand.
4. As the ball travels, each player tries to hit the ball in an effort to wind the rope completely around the pole. The first player to do so is the winner.
5. The winning player gets to serve the next game. Maximum of 2 games.
6. A player who commits a foul is out.
7. The next person waiting is the “judge” and decides close plays.
8. All players must play actively. No playing “easy.”

FOULS

- Hitting the ball with any part of the body other than the hands or forearms.
- Stopping the ball by catching it or holding it.
- Touching the pole.
- Touching the rope.
- Stepping on and/or over the white line.

***If problems cannot be solved by students in a safe, respectful, responsible manner, then a Yard Supervisor must be called to assist.

Snacks: In order to keep our playground free of litter, snacks will be allowed outside for first recess only. Students are only to be eating at the designated tables. Students are to finish their snack before playing. Please send your students healthy snacks. Failure to comply with the snack procedures will result in the privilege to eat outside.

End of Recess:

1. FREEZE BELL: All students stand up, freeze & look at yard duty and wait for their whistle.
2. When the whistle is blown, students will walk to their line. Students are able to walk to their lines and are expected to wait quietly for their teacher. Playground equipment should be carried, not bounced, to the equipment container.
3. Teachers should be in place at their line when the bell rings. Yard supervisors have been instructed that their job is to ensure students walk to line. It is the responsibility of the teacher to “line up” the students.

***As of July 1, 2024, “(A) A pupil shall not be denied recess by a member of the school’s staff unless the pupil’s participation poses an immediate threat to the physical safety of the pupil or to the physical safety of one or more of the pupil’s peers.” Cal. Ed. Code § 49056, Senate Bill 291.* Please see the section entitled Discipline Plan/Time Out for the loss of recess due to unsafe behavior.

School Programs

Accelerated Reader

All students in grades 2nd-6th will have Accelerated Reader goals. Teachers will talk more about these goals and expectations at Back To School Night. Accelerated Reader books can be checked with teachers, in the BFLC and public libraries. To find out if a book is an Accelerated Reading book go to arbookfind.com We use the web-based AR system so students have access to all AR quizzes.

Expanded Learning Program

This program is held Monday through Friday from 2:30 p.m. - 6:00 p.m. and is available for students in grades K-6. If you would like information, please contact Maggie Orines morines@galt.k12.ca.us, the Expanded Learning director, or the school office.

Gifted and Talented Education (GATE)

GATE is the name the State of California gives to an educational program designed to meet the academic and social needs of identified students. Through an evaluation process, our district identifies students who may receive GATE services. This includes the ability to reach the “gifted” range on intelligence/aptitude tests or achievement tests. Our district GATE Coordinator consults with our teachers on ways/ideas to provide differentiated instruction/activities for our GATE students.

Mental Health Clinician

The mental health clinician, Vicki Thao, provides mental health and wellness services that foster social skills and appropriate behavior; identifies the mental health and behavioral needs of students.

Music

Full Day Kinder through 6th grade students receive general music instruction once a week from our music teacher. The focus is on the development of musical skills in the areas of rhythm, melody, harmony, tone color, form and expressive qualities. Students in grades 5th & 6th have an opportunity to participate in a band program.

Physical Education (PE)

Students are given the opportunity to participate daily in a variety of PE activities. These activities are developed by the classroom teacher and by our PE Specialist. Participation is a required part of your child’s school day. A doctor’s excuse is necessary to allow your child to withdraw from participation for any extended period of time. All 5th grade students will participate in the CA Physical Fitness Test.

School Plan for Student Achievement (SPSA)

Under Assembly Bill 65, funds are provided to qualifying schools for the purpose of implementing a detailed plan for the continuing improvement and ongoing evaluation of the K-6 curriculums. A School Site Council (SSC), composed of parents and school staff, develops the School Plan for Student Achievement (SPSA) and submits it to the school board for approval.

School Counselor

Our school counselor, Mrs. Sherley Pabustan, provides individual and group counseling services to at-risk students, develops recommendations for teachers, staff, and parents. She also provides crisis intervention assistance, and works as a contributing member of the MTSS and SST Teams. She takes an active role in providing parent meetings and training and being a liaison for the teachers, parents, and community resources.

School Psychologist

The major role of our school psychologist is to assist the staff, students, and community in providing an effective learning environment for each student. Children must be referred to the psychologist by the classroom teacher, principal, and/or parents. Under no circumstances will children be tested without the consent of the parents. Our psychologist is an integral part of the teaching team.

Special Needs Services

Specialized instruction is provided for students as indicated by an Individual Educational Plan. This specialized instruction can occur through Resource Specialist Services, Speech and Language services, or through a Special Day Class.

Student Council

Student Council The Student Council is made up of students in grades 4 – 6. Any student interested in participating in student council must maintain high standards for academics and behavior as measured by teachers and administration. In addition, they must attend all monthly meetings, on time. Students can be removed from student council for disciplinary or academic reasons, or for missing three or more meetings. Tardies count as missing a meeting.

The Student Council helps students by:

- Developing an understanding of the democratic process.
- Developing school spirit and community.
- Providing communication between administration and students
- Giving students experience in leadership roles

School Spirit

Every Wednesday is College and Career Awareness Day. Represent your alma mater or your child's college. Promote students wearing college or career attire (any uniformed person or career).

Fridays are School Spirit Days! Wear blue, yellow/gold, or your River Oaks Rockets spirit shirts! Theme spirit days will occur every month. These will be on the school calendar found on the school website.

Video

Parents need to be informed if their child is going to be watching a movie and the educational value of that movie. Feature length movies as a reward should be used sparingly, and please don't use movies as a "time filler" (e.g. during P.E.A.T. or at the end of a grading period). All videos must meet district guidelines, including rating. Only "G" rated films may be shown. All other videos need to be pre-approved by an administrator. Students viewing a PG film must have a signed parent/guardian permission form prior to viewing.

Wellness Policy

The district has a wellness policy that provides goals and guidelines for nutrition education, physical activity and other activities that contribute to/promote student wellness. A copy of the board policy and administrative regulation is available in the school office. As we implement this policy as a school, staff should be aware:

- State law mandates that students in grades 1 through 5 participate in 200 minutes of Physical Education every 10 instructional days. In our district, these classes are taught by certificated Physical Education teachers **with instruction supplemented by classroom teachers**. This is NOT extra recess; it is PE-standards-based, vigorous physical activity.
- Physical activity will not be used as a consequence for poor behavior.
- The district policy recommends that students have at least 10 minutes to eat breakfast and 20 minutes to eat lunch. The 40-minute lunch periods allow for 20 minutes in the cafeteria and 20 minutes of recess.
- Parties will be held after lunch period whenever possible. Please see "Class Parties" for more info.
- Fundraisers that sell food items must have principal approval.
- School staff will avoid the use of non-nutritious food as a reward for students' academic performance, accomplishments or classroom behavior.

River Oaks Compact

It is important that families and schools work together to help students achieve high academic standards. Through a process that included teachers, families, students and community representatives, the following are agreed upon roles and responsibilities that we as partners will carry out to support student success in school and in life.

Staff Pledge

I, as a school staff pledge to maintain to the best of our abilities:

- A school where students will develop foundational skills, individual talents, and skills needed to be college and career ready.
- A school where everyone is physically and emotionally safe.
- A school where everyone takes responsibility for their own actions.
- A school where parents, community, and staff encourage and support students to do their best.
- A school where 100% of all students will meet or exceed their individual growth goals based on the California Common Core Standards.
- A school where students have learning opportunities to develop 21st Century Skills.
- A school where students are technologically literate and globally minded.
- A school where students and staff communicate effectively and work cooperatively.
- A school where students will develop critical thinking and problem solving skills.
- A school where students and staff model the Eight Great Character Traits.
- A school where students give to others and the greater community.

Student Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Come to school ready to learn and work hard.
- Participate in my learning by paying attention to lessons and asking questions when I need help.
- Bring necessary materials to class including backpack, folder, etc.
- Complete all assigned homework including reading time.
- Know and follow school and class rules.
- Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
- Respect the school, classmates, staff and families.

Family/Parent Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Ensure that my child attends school every day, gets adequate sleep, regular medical attention and proper nutrition.
- Regularly monitor my child's progress in school and communicate the importance of education and learning to my child.
- Participate in school activities when possible.
- Contact my child's teacher/school when wanting/ needing more information about my child
- Read information sent home from the school – both student work and school information
- Encourage and help my child to complete necessary reading and homework
- Respect the school, staff, students, and families.

Parent/Student Handbook Signature Page

I have read and discussed the 2025-2026 River Oaks Parent/Student Handbook containing school policy, cafeteria, and playground rules with my child.

Name of Child: _____

Grade: _____

Teacher: _____

Printed Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____

Date: _____