

Lockett Elementary School

“Expect the Best at LES”

Dear Parents,

The purpose of this letter is to provide you with information for the 2018 – 2019 school year. It is my goal to be as transparent and informative to you on specific areas of change that may cause concern throughout the school year.

STUDENT DRESS CODE

The basic responsibility of the appearance of the students rests with the parents and the students themselves. Judgment of questionable dress determined by the administration as unacceptable or disruptive to the educational process will be prohibited.

The following guidelines must be followed:

Attire must comply with health and safety codes of the State of South Carolina.

Dress must not interfere with educational process or the rights of others

For health/safety reasons, STUDENTS MUST WEAR CLOSED TOE SHOES TO P.E. AND RECESS.

NO SANDALS, FLIP FLOPS OR OPEN TOED SHOES SHOULD BE WORN AT ANYTIME.

The district prohibits the use of headwear or hair rollers in the building.

The district prohibits the use of sunglasses in the building unless they are prescribed.

The district prohibits clothing that is provocative, suggestive, or interferes with the educational process.

The **district prohibits** swimwear type clothing, see-through blouses, bare midriffs, undergarments type clothing, shorts worn over pants, **pants with holes above the knees that exposes skin**, tank tops, cut-offs, sagging pants, pajamas, lounge pants and bedroom shoes. Pants must be worn at their waist and no underwear should be exposed. All shirts (male) must have sleeves. Females who wear shorts, dresses, and skirts the hem must touch their finger tips when they stand straight. **If leggings and spandex pants are worn, a top must be worn where the hem touches finger tips.** Spaghetti strap shirts and blouses are not allowed.

Teachers will notify the principal or school guidance counselor if there is a question whether the dress is inappropriate. If the dress is deemed inappropriate, parents will be contacted to bring a change of clothes or to take the student home to change.

LES Yearbook

LES will once again publish its own yearbook for the 2018 -2019 school year. Last year was our first year publishing a yearbook in many years. Our goals are to make improvements, create a hard cover yearbook, but most of all create a yearbook of memories for the students of LES. More information will be available during the school year.

CHANGE OF TRANSPORTATION

Any changes to a child's transportation **MUST BE IN WRITING** signed and dated by the parent/guardian. **NO CHANGES in a child's transportation will be made over the phone.** We will accept a fax that is signed and dated by the parent/guardian. LES fax number is 803-274-8650. We will also accept an e-mail message to school principal and/or secretary. Please call school to inform that you are sending a fax or e-mail 803-274-8588.

DAILY SCHEDULE

(This information could be revised. If revised, parents and students will be notified.)

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|------------------------|--|
| 7:30 a.m. | Students enter the building |
| 7:30 a.m. | Students admitted to class |
| 7:30 a.m. – 7:50 a.m. | Breakfast in classroom |
| 7:45 a.m. | Halls clear of parents and visitors |
| 7:50 a.m. | Tardy Bell – Students arriving at or after 7:50 should report to the Main Office for Tardy Pass before going to class. |
| 7:50 a.m. | Direct Instruction Begins |
| 11:00 a.m. – 1:00 p.m. | Lunch served |
| ** 1:10 p.m. | <u>Tuesday Early Release Day (Every 4th Tuesday of each month)</u> |
| 3:00 p.m. | Car riders are dismissed |
| 3:10 p.m. | Bus riders are dismissed |

**** OCSD4 will not release early every Tuesday during the 2018-2019 school year. OCSD4 will only release early on the 4th Tuesday of each month – August 28, September 25, November 27, February 26, March 26, April 23, and May 28 . Reminders will be sent home throughout the school year.**

Beginning on **Monday, September 10, 2018** students will walk to their classroom unattended by parent/guardian or older sibling. School personnel will see that all students get to class safely.

If you have any questions or concerns, please contact a school administrator at 803-274-8588. Thank you for your help and support to ensure that all students at LES get the best education that they deserve.

Sincerely,

Mr. Robbie Eubanks