

Cockrell Elementary Student Handbook 2021-2022



Rusty Mathis
Principal

Jordan Arbuckle
Jessica Tilimon
Asst. Principals



**BARBARA COCKRELL ELEMENTARY
STUDENT AND PARENT HANDBOOK
2020-2021**

PRINCIPAL	Rusty Mathis
ASSISTANT PRINCIPAL	Jordan Arbuckle
ASSISTANT PRINCIPAL	Jessica Tilimon
COUNSELOR.	Dalia Flores
SECRETARY	Jolinda Murdock
LIBRARIAN.	Marcie Hauser
NURSE	Suzanne Mejia
ATTENDANCE CLERK.	Lisa Nazario
RECEPTIONIST	Frankie Zucha
SCHOOL FAX.	281-485-7763
SCHOOL PHONE	832-736-6600
SCHOOL ADDRESS.	3500 McHard Rd. Pearland, TX 77581

SCHOOL DAY

The regular school day for PK-4 students is from 7:55 a.m.-3:15 p.m. Students arriving after 7:55 a.m. are tardy.

Early dismissal times for students are: Grades PK-4 7:55 a.m. – 12:55 p.m.

Cockrell Vision: *Children are our future: we are dedicated to their success. Cockrell Elementary exists to ensure all students feel respected, treasured, loved and empowered.*

Cockrell Mission: *Through modeling compassion, kindness and acceptance, all students will become world-class leaders. We will teach innovation, independence and resilience in a positive environment while preparing students to be safe, respectful and responsible citizens.*

ARRIVAL/DISMISSAL

CAR RIDERS: MORNING DROP OFF PROCEDURES

- **Students should not be dropped off at school before the building opens at 7:15 a.m.**
- Car drop off is in the front of the building only; students may not be dropped off in the front or back parking lots
- Plan to arrive by 7:45: *students are dismissed to class at this time and begin the morning process of putting away lunch kits and backpacks and getting ready to begin class at 7:55*
- The tardy bell rings at 7:55.
- Pull all the way up to column number one or the next available numbered column: please do not block the crosswalk
- Be sure that students are ready to exit the car as you arrive at the drop off area
- Please make every effort to have your child exit on the passenger's side of the car
- Please do not pass cars during arrival and dismissal as students sometimes exit the driver's side
- We ask that you remember to be patient in our car rider line
- Students are encouraged to open their doors and exit the car to enter the building independently. If your child needs assistance, pull up to the first column for assistance. This will help promote independence in all children.
- As a response to COVID-19, Pearland ISD restricts all visitors to school to only those essential to school operations until further notice. If you need to speak to the nurse, pay cafeteria bill, or meet with a staff member, please call the school at 832-736-6600 so that we may assist you.

DISMISSAL PROCEDURES: The school day ends at 3:15 p.m.

CAR RIDERS

- Please place a Cockrell sign on the passenger side of your windshield with your child's first and last name and grade level
- Children will be called to go to a designated number; please pull up to the column where your child is standing
- **Please do not plan to meet your child during afternoon dismissal in the foyer of the school as it interferes with our staff safely escorting students or approach students in the car rider line on foot**

BUS LANE

The bus lane in the back of the building is reserved for PISD buses and officially marked daycare vans only during arrival and dismissal. All students should be dropped off using the front drive.

BIKE RIDERS

Students should walk their bikes while on school property. Please plan for your child to be able to secure the bike before entering the school, bike locks are encouraged; the school is not responsible for damage or theft. During afternoon dismissal, students will be escorted across the bus drive along Old Alvin Rd. with the walkers.

BUS RIDERS

Visit the Pearland ISD Transportation web page for information about routes, fees, and bus registration. Bus riders arrive at the school at 7:30-students may go to the cafeteria for breakfast. If you need further assistance, contact the Transportation Department at 281-485-3562.

WALKERS

During afternoon dismissal, students will be escorted across the bus drive to the sidewalk along Old Alvin Rd.

- Parents, please wait on the other side of the stop sign
- Parents may not come to the building to meet students
- Please do not park in the teacher lot or along Old Alvin: students are not allowed to cross the parking lot to get to a parked car

RAINY-DAY DISMISSAL

As our weather can quickly change, we will wait until 3:00 to decide if we will have a rainy-day dismissal. We monitor lightning in the area. Students may walk home in rain with no thunder or lightning.

- **Bus riders and day cares:** Buses and vans will be loaded as normal under the covered breezeways.
- **Car riders:** During heavy rain with any visible lightening or audible thunder, car riders will remain in the hallways and will be dismissed from the building. Please remember that this will take longer as we work to keep students safe.
- **Walkers/Bikers:** If there is audible thunder or visible lightening from 2:45-3:00, students will not be allowed to walk or bike home and all walkers will become car-riders.
 - Parents should join the car rider line and not plan to walk up to the building to get their children.
 - When we call a rainy day dismissal for walkers, we will attempt to email and send out a call with this information; please remember that it takes the system a while to reach everyone.
 - On any rainy day, walker parents may call the school until 2:30 to change transportation.

ATTENDANCE

Students that are absent from Cockrell or another Pearland ISD school are not allowed on campus for field day, field trips, lunch, parties, awards, or any other school day activities.

In the event of illness of a student, a written excuse from the parent is required within three days. The note should be given to the teacher upon the child's arrival at school following the absence. A student may be excused for a temporary absence resulting from a visitation to a healthcare professional if the student returns to school on the same day as the appointment and presents a note from the healthcare professional verifying the appointment.

Excessive absences constitute a violation of the law for which the parent or guardian may be held responsible. Parents will be warned in writing for children who are failing to comply with compulsory school attendance laws. Students are required to be in attendance for at least 90% of the total days school is in session in order to pass the currently grade level—this includes both excused and unexcused absences.

A student is considered tardy after 7:55 a.m. All children are encouraged to arrive at school and class on time. Tardiness is a matter of habit and once formed is very difficult to break. Students may enter the school at 7:15 a.m. Excessive tardies count as days and parts of days in recording attendance and may be turned over to the PISD truancy officer. ***Consider having your child at school at 7:45 so they are prepared for an 7:55 start. It is extremely important that your child***

be in class and ready to begin with materials ready by 7:55. This will begin the day positively and prevent disruption to your child's learning as well as the learning of other students.

BACKPACK TRANSPORTATION TAGS

Students will receive backpack tags on their first day of school. Teachers will write your child's name, teacher's name, and grade level on the tag. We ask that parents please help us keep these tags on students' backpacks all year for our students' safety. These tags are color coded by how students go home on a regular basis. Please follow the procedures below for the tags:

- Make sure that the tag is on the backpack every day; if your child changes backpacks, please move the tag to the new backpack
- If a tag is lost, additional tags are available for purchase in the front office
- Student transportation will only be changed if we receive a phone call or note from the parent
- Please make changes by phone by 2:30 so that we have plenty of time to notify teachers
- Notes to change transportation are accepted and must be signed and dated; however, students many times forget to give notes to their teachers—phone calls to the receptionist are the best way to make transportation changes
- *Do not email teachers or the school to make transportation changes: teachers do not check email during instructional times or may be absent from school and the message will not be received*

BIRTHDAYS

Student birthdays are celebrated by recognizing students during the announcements each morning. Parents may choose to send store-bought cupcakes or cookies (no cakes) with the child in the morning for the teacher to pass out to the class during snack time or at lunch. Birthday parties are **not** allowed at school.

CAFETERIA **LUNCHES**

- Please make sure your child leaves each morning with everything they need for the day.
- When delivering lunches, please label with student and teacher name and bring to the receptionist
- As we do not have a dedicated staff member to make deliveries, lunches should be brought to the receptionist 30 minutes prior to the lunch time in order to ensure its timely delivery
- **Do not send any of the following items:** glass containers, food that requires heating, sharp metal objects, or knives
- Please try to send items that your child can open independently

PARENTS EATING WITH CHILDREN

Due to the COVID-19 pandemic, parents/visitors will not be allowed during breakfast/lunch times until further notice.

PAYING FOR SCHOOL LUNCHES

Parents are encouraged to make online payments to student meal accounts in order to reduce exchange of cash at the point of service. Each student has a meal account where funds may be deposited by sending cash or check to the campus cafeteria or by accessing <https://www.schoolcafe.com/> to make a payment online using a credit card. (If online payment is not possible, please place a check or cash in a sealed envelope with your child's name written on the envelope.) *If students forget their money or their funds are diminished, they will be allowed to charge*

—**MEALS ONLY not to exceed \$5.00.** After the charging limit has been reached, the student will be served the minimal meal at no charge (a sandwich and milk).

Negative balances must be paid off at the end of each school year. If a student account has a negative balance from the previous school year, the account will be deactivated (a restriction will be placed on the account and no charging will be allowed). A re-activation fee must be paid before the account is activated.

Questions: Contact the Food Service Office at 281-412-1244, or Parent On-Line Helpline at 1-866-442-6030.

CONTACTING STUDENTS AT SCHOOL

Students may not be called from class to receive a personal message from a parent except in extreme emergencies.

GRADING

Refer to the Pearland ISD Student Handbook for the District Grading Policy

LIBRARY USE

All students visit the library on a rotation schedule. Lost or damaged library materials will be paid for by the student. If a book is found *prior to the end of the school year*, money will be refunded.

MEDICAL

Parents should supply the school with information concerning special health problems, medications taken and updated contact information. Please provide the name of a friend or relative as an emergency contact in the event that parents are unavailable. **It is imperative that parents provide the school of any changes to home or work phone numbers.** Changes to emergency contacts and phone number updates may be made in Skyward throughout the year.

MEDICATION DISBURSEMENT

If possible, all medication should be given by the parents at home. However, if the student needs to take medication during school hours, medication should be dispensed according to the following guidelines:

1. Written permission and specific directions must be signed by a parent or guardian. Directions must include student's name, dates, time to be given, and name of medication.
2. Prescription and non-prescription medication must be in the original container
3. If prescription and/or non-prescription drugs are to be administered or kept at school for longer than ten (10) days, a written order must be received from a physician. Forms are available on the Cockrell webpage.
4. The student should not carry the medication or self-administer. The nurse will supervise the storing and dispensing of medication.

PARENT-TEACHER CONFERENCES

Please schedule all conferences in advance with your child's teacher by calling the office at 832-736-6600 or emailing the teacher. **Please do not go to classrooms for conferences without an appointment.**

PARENT-TEACHER ORGANIZATION

The PTO asks each parent to join and support the Cockrell Elementary PTO. Membership applications will be sent home to parents at the beginning of the year. We appreciate your support.

PARTIES/AWARDS

Until further notice, parties/awards will be postponed. Any information regarding parties or events will be communicated through Skyward.

SCHOOL SAFETY

- Drills for fire, inclement weather, and lockdowns are practiced routinely on campus
- All guests must present a valid photo ID prior to entering the school and are required to wear the visitor badge throughout their visit: badges must be returned upon exiting
- Please refrain from visiting other areas of the building for which you are not registered
- Guests may not open any door allowing entry to the building for unregistered guests
- **Fire Lanes:** it is never legal to park in a fire lane
- Students should not be left at the school prior to 7:15: additionally, students should not be dropped off in any parking lot

SKYWARD

Skyward allows you to monitor your student's attendance and grades and view important teacher and administrator messages.

You may access Skyward on the Pearland ISD webpage in the top right corner. It is imperative that parents notify the school of any changes to contact information, addresses and current emergency contacts. Changes to phone numbers and emergency contacts may be updated in Skyward at any time: address changes must be made with the attendance clerk.

TEACHER WEBSITES

Individual teacher websites may be accessed through the campus webpage. Teacher websites contain valuable information including conference times, contact information, class schedules, and an updated Peek of the Week.

TELECOMMUNICATION DEVICES, INCLUDING CELL PHONES

For safety purposes, the district permits students to possess telecommunication devices, including cell phones; however, these devices must not be visible and must remain turned off during the instructional day. **No communication devices including cell phones, smart watches are allowed in classrooms on STAAR testing days.** District employees may confiscate a telecommunication device when in violation of the PISD Student Code of Conduct. Any disciplinary action will be in accordance with the Student Code of Conduct. The district will not be responsible for damaged, lost or stolen telecommunication devices.

A student who uses a telecommunication device during the school day, when it is not designated as a BYOD activity, is subject to discipline and shall have the device confiscated. The student's parent may pick up the confiscated telecommunication device from the principal's office for a fee of \$15. Refer to the Pearland ISD Student Code of Conduct and Handbook for more details.

TRANSPORTATION CHANGES FOR GOING HOME

- To make changes to your child's transportation, call the school prior to 2:30 at 832-736-6600
- Student transportation will only be changed if we receive a phone call or note from the parent; students will be sent home their regular way if a transportation change has not been received
- Notes to change transportation are accepted and must be signed and dated; ***however, students many times forget to give notes to their teachers—phone calls to the receptionist are the best way to make transportation changes***
- ***Do not email teachers or the school to make transportation changes: teachers do not check email during instructional times or may be absent from school and the message will not be received***

VALUABLES AND PERSONAL ITEMS

Students should not bring large amounts of money or valuables to school. Students are encouraged to leave their personal toys and playthings at home. When children bring toys from home, it creates a distraction from learning for your child and peers; there is always the risk of them being lost or broken. Teachers will take up any toys or inappropriate items from students.

VISITORS

As a response to COVID-19, Pearland ISD restricts all visitors to school to only those essential to school operations. For assistance, please call 832-736-6600.

- If permitted in the building, visitors must present a valid photo ID, sign in at the front office, and wear a visitor badge at all times. Please refrain from visiting areas for which you are not registered.

VOLUNTEERS

Until further notice, volunteers will not be utilized on campus and field trips will be postponed.

WITHDRAWALS

The parent or legal guardian must notify the school **at least 24 hours in advance** when the child is being withdrawn. This may be done in person or by sending a signed and dated note informing the office of the withdrawal date. All textbooks and library books must be returned and all records must be cleared before student withdrawal papers can be released.