

Imagine Schools at Desert West



2010-2011 Parent/Student Handbook

Imagine Schools at Desert West are an
affiliate of Imagine School, Inc.

Dear Parents:

Imagine Schools at Desert West anticipates another exciting year for students. The school is entering its fourth year in existence and our second year as administrators at the school. Administration, staff and teachers look forward to working with parents, students and the community to ensure the highest quality education is provided. With this understanding, Desert West has three initiatives to on focus this year:

- Increasing Academic Achievement
- Improving Customer Services
- Integrating Parents and the Community

With your continued support these initiatives can be reached. This handbook has been designed to provide parents and students with information that will support your student's success and a positive educational experience. Desert West encourages, parents and family members to get to know your students teachers, administration and staff. In to support your student academic growth and success, please make sure students attend every day. Safety and a quality education is the goal for all of Desert West students.

Enclosed are a signature page and various forms that need your attention. Please read each, sign and return forms to your student's teacher as soon as possible. In signing the signature page means you and your student agree with the Imagine School policies.

Finally, have a great year of learning and discovery!

Sincerely,

Freddie Villalon

Principal

Bill Heintz

Assistant Principal

Imagine Schools at Desert West

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Six Measures of Excellence

Teachers and parents understand that test scores alone do not measure how well a school is performing.

At Imagine Schools, we believe that operating a successful school requires constant attention in five important areas that we call *Measures of Excellence*:

- *Parent choice and satisfaction*
- *Adhering to shared values*
- *Academic achievement*
- *Positive character development*
- *Economic sustainability*

We work hard to balance accomplishments in all of these areas, because a school that emphasizes one while ignoring another will not thrive. In addition, we add a sixth Measure of Excellence, *new school development*, because starting and operating new schools enables us to fulfill our mission to help more parents and guardians educate their children.

At Imagine Schools we believe in accountability and continual improvement. Our Measures of Excellence are the yardsticks we use to evaluate our effectiveness in providing a challenging, effective program of study and strong moral development in a safe, nurturing environment. We have established criteria for evaluating ourselves and our schools in each area. We grade ourselves annually on how we are performing - where we are excelling and where we can improve.



Our mission is to help parents and guardians educate their children by creating learning communities of achievement and hope. Imagine Schools was founded with the goal of restoring vision and purpose to schools and returning parents and guardians to full participation in the education of their children.

School Directory

6738 West McDowell Road

Phoenix, Arizona 85035

(623) 344- 7150 (Main Phone)

(623) 344-7160 (Fax)

Title	Name	Ext.
Principal	Freddie Villalon	205
Assist. Principal	Bill Heintz	204
Office Manager		203
Business Manager		208
Registrar		202
Cafeteria		211
Receptionist		201
Nurse		213

Procedures

Absences and Tardiness:

“Excessive” absences significantly interfere with the student’s ability to be successful in school.

According to Arizona Revised Statutes, absences are considered to be “excessive” when a student has missed ten percent (10%) of the number of days school has been in session. Students who have missed ten (10) days of school or more in a school year may be required to provide additional verification including doctor’s appointments. Family vacations are not accepted as “excused absent.” The school will attempt to contact parents when students are absent but it is the parent’s responsibility to notify the school if their child is going to absence. All absences that have not verified by legal guardians will be counted as “unexcused.” Excessive absences and tardiness may be referred to juvenile authorities at the parent’s expense.

If your student is absent, arrangements for make-up work should be made. The student shall assume complete responsibility for all make-up work. The teacher’s responsibility is to provide assignments in a timely manner and record grades. Students will receive the actual grade earned on any make-up work submitted on time. Students will be allowed one day for each day’s absence to make up homework: 2 days absence-2 days to make up work, etc.

Hours of Operation:

The school’s instructional day begins promptly at 8:00 AM. School ends at 4:00 PM for grades 6, 7 & 8; 3:15 PM for grades 1 thru 2 3:15 PM, grades 3 thru 5 3:45 PM and Kindergarten at 2:45 PM, Monday through Friday. No student will be admitted into the school building before 7:00 AM.

We offer a longer school day and school year than traditional school districts.

Students are not to come to school before 7:00 each morning. SUPERVISION IS NOT PROVIDED ON CAMPUS before 7:00: A.M. each morning.

Communications:

Desert West believes frequent communication between the teacher and parent is essential to ensure

the best possible learning situation is afforded each students. If you have questions or concerns regarding your student’s progress in school, it is not necessary for you to contact the school office. Time will be saved if you contact the teacher directly via email or phone. Please do not try to talk to teachers during class time. Parents /teacher conference can be arranged preferably before or after school. Formal conferences are held at the end of the first and third quarter.

Progress Reports and Report Cards:

Each quarter, students will receive a progress report, which will inform parents of student progress, work habits and social skills. Progress reports will communicate student progress 4 ½ weeks into each quarter. Report cards are issued at the end of each nine week quarter. Parents sign and return the envelope containing the report card.

Parent Conference:

Formal parent/teacher conferences are scheduled twice a year to facilitate open communication between parents and teachers regarding students’ progress. Refer to the school calendar for specific dates. A Student Success Plan (an Individual Learning Plan (ILP) will be set up prior to the fall conference to monitor progress throughout the year.

Voice Mail:

Each teacher will have a voice mail box, where parents may leave messages. Parents can expect a return call from a teacher within 24 hours of leaving a message.

Classroom Visits:

Desert West maintains an open door policy at the school. Parents are encouraged to visit their student’s classrooms. Parents are required to sign in and out at the front office when they arrive at the school. Arrangements should be made directly with the classroom teacher prior to classroom visits. Parents should note that classroom visits are not times for parent teacher conferences. Such conferences require teacher preparation and should be scheduled with teachers for times when they are not teaching class. These informal conferences or conversations may also be scheduled with teachers or school leaders throughout the year. Parents need not wait for formal parent conference to talk to teachers.

Computer Network System:

Desert West uses a state of the art Local Area Networks (LANs) that provides e-mail and Internet

services. All classrooms are equipped with computer work stations for teacher and student access. The school library and computer lab are also automated through this network. All students and parents are expected to read and sign the Internet Use Rules Agreement, included in welcome packet. See appendix 1 for internet agreement form.

Internet Firewall:

Desert West has an internet connection through local internet service providers (ask the principal for details) that is protected by a firewall system. The firewall protects the internal network from intrusions or piracy over the internet, while permitting access to the World Wide Web pages by staff members / and or students. Since internet content is constantly changing, all Desert West uses a Content Filter List, which automatically updates itself each week to protect students from objectionable material.

Electronic Mail:

In addition to voice mail, administration, teachers and staff may be contacted via e-mail. Refer to individual staff members or visit the school web site for e-mail addresses.

Early Dismissal:

If necessary for a student to be dismissed from school before the end of the day, the parents must report to the office to request the dismissal of his/her student. Only adults who are listed on the school's records as being authorized will be allowed to take students from the school.

Early Dismissal Times:

Kinder: 11am, 1st and 2nd 11:15 am, 3rd-5th 11:30 are
6th, 7th and 8th 12:00

Field Trips:

Throughout the school year, students are taken on field trips as a class project. Field trips are arranged when the teachers feel they will enhance and expand learning. Parent permission is required for each student to participate in a study trip.

If students' attendance on any field trip is contingent on a behavior contract with the class, parents must be notified of these conditions prior to the planning of the field trip.

Adequate supervision is a key to effective field trips. For that reason, parents who wish to accompany a class on a field trip should not plan to bring other children.

Grading System/Progress Reports:

Teachers use a variety of ongoing, developmentally appropriate methods to measure student progress such as tests, exams, quizzes, projects, reports, homework, class participation and other assignments.

Progress reports will be sent home on a quarterly basis. Report cards will be issued at the end of each quarter.

Grading Scale:

- Kindergarten

4 = Advanced

The number 4 indicates that in the teacher's judgment the kindergarten student has demonstrated mastery of instructional objectives appropriate for the kindergarten program. The student consistently performs at a level above that which is expected in the kindergarten program.

3 = Proficient

The number 3 indicates that in the teacher's judgment the kindergarten student has made satisfactory progress in mastering instructional objectives appropriate for the kindergarten program. The pupil is performing at a level, which will permit him/her to successfully complete the essential objectives of the kindergarten program.

2 = Partially Proficient

The number 2 indicates that in the teacher's judgment improvement is needed. The kindergarten student has not mastered instructional objectives at an appropriate rate.

1 = Unsatisfactory

The number 1 indicates that in the teacher's judgment unsatisfactory progress has been made. Substantial assistance is necessary for the student to master instructional objectives this quarter.

- Grades 1-8

Academic grades for students shall be "A," "B," "C," "D," or "F"

A grade of "A" (90-100%) indicates that the student has demonstrated excellent achievement in the subject and/or the skill area.

A grade of “B” (80-89%) indicates that the student has demonstrated good but not outstanding achievement in the subject and/or the skill area.

A grade of “C” (70-79%) indicates that the student has demonstrated satisfactory academic achievement in the subject and/or the skill area.

A grade of “D” (60-69%) indicates that the student has demonstrated minimal acceptable achievement and indicates that improvement is needed to achieve a satisfactory level of academic performance.

A grade of “F” (0-59%) indicates a level of academic performance that is unsatisfactory

Guidelines for Student Behavior

Overview:

To protect the rights of all students, it is important parents and students understand the consequences of behavior that disrupts the learning environment. Desert West has set forth guidelines to promote consistency in discipline to provide a safe and pleasant environment for all students

Please understand that students are accountable for their behavior on school property, at school sponsored events, and at bus stops, on the way to and from school, and in other locations off school grounds if their behavior has a negative effect on teachers, or school activities.

Desert West wants parents to know that school rules are designed to protect all children and that youngsters who choose to break the rules are treated firmly, but kindly and appropriately. Inappropriate behavior such as the following will result in out of school suspension and will be placed on a level. After a student has acquired three levels, he or she may be presented to the board for expulsion for the following reasons;

- Weapons
- Violence
- Vandalism
- Defiance

In addition, inappropriate conduct may also involve criminal violations of state or federal law. School officials must notify law enforcement of a suspected crime against persons or property and any incident that could potentially threaten the safety or security of students or staff.

Desert West has developed detailed descriptions of student misconduct and the possible consequences.

Depending on the behavior problem, one or more of the following disciplinary actions may be taken:

Health and Safety

Students’ health and safety is the school’s foremost responsibility. The following information describes the precautions taken to protect the well being of all students. If your student has any specific health, safety, or security needs, please inform the school to ensure appropriate accommodations can be made.

Nurse:

Desert West has the services of a nurse or a trained staff member to assist ill or injured students, as well as dispensing prescribed medication.

Parents or students may also wish to consult with the nurse on matters related to hygiene, nutrition, substance abuse, depression, child abuse and neglect, or other issues of concern.

Accidents:

The school nurse or a trained staff member will administer initial treatment of minor injuries. The student’s emergency contact will be notified immediately by phone whenever medical treatment is administered to a student, and an Incident Report will be kept in the student’s file. In such cases, it is especially crucial that the school has working telephone numbers for students’ parents and alternate contacts in the event the parent is not available. Please be vigilant in keeping the school’s record for your child up-to-date. In the event of an emergency, the student will be transported to the nearest hospital. The school offers information regarding the purchase of student accident insurance policy. The school is not responsible for reimbursement of medical expenses.

Accidents, Reporting of:

In case of any injury that occurs in the classroom or on the school grounds, the person in charge at the time of the accident will report it to the nurse or the school office. At this time the, the process to complete the Accident Report Form will begin. All pertinent information will be recorded. Even though doctor or hospital care is not required, an Accident Report Form must be filed so that there is a written record of the nature of the injury and circumstances of occurrence.

Fire Drills/Evacuations:

The school will conduct at least one fire drill per month during the school hours. One fire drill will be held the second week of school and a monthly

thereafter. The school will practice the Emergency Evacuation and Lock Down procedures twice a year.

Specific signals and procedures have been established for all types of disaster drills. In addition, safety areas have been designated; teachers are equipped with instructions and all drills procedures. Drill and safety activities will be practiced with students on a regular basis.

Visitor Identification:

To ensure a safe and secure learning environment for your students, all visitors are required to sign in at the school office, show ID and wear a visitor's pass. Faculty and staff have been instructed to escort anyone not having a pass immediately to the office for identification.

Student Arrival and Departure:

Students are to be dropped off and picked up at the front of the school only at the appropriate time. Students arriving after 8:00 will need to be accompanied by their parent/guardian to the main office to sign in. Those students that leave school early will need to be signed out by parents at the main office. The end of the school day is from 2:45 for Kindergarten, 3:15 for grades 1-2, 3:45 for grades 3rd -5th and 4pm for grades 6th -8th. Students need to be picked up at that time.

Effective 2nd quarter, all Middle School Students that don't maintain a C average during 1st quarter in their classes will be dismissed at 5:00 P.M. and will be required to attend tutoring.

Solicitation:

Solicitation of or by any student, parent, or staff member on school property unless authorized by the principal is strictly prohibited.

Homework Assignments

Primary Academy:

Kindergarten= 30 minutes of home learning and 30 minutes of shared reading each evening.

First-Second Grade= 45 minutes of home learning and 30 minutes of independent reading each evening.

Intermediate Academy:

Third-Fifth=60 minutes of home learning and 30 minutes of independent reading each evening.

Prep Academy:

Sixth-Eighth=75 minutes of home learning and 30 minutes of independent reading each evening.

We would like to emphasize that it is important that you as parents to assist your student by providing an environment that supports good work habits. Give your children a set time and a set place to do homework each night.

Parent Involvement

Volunteering:

Parents are encouraged to participate in school-related activities. Volunteers may also be involved in monitoring the playground and assisting with school events. In addition, parents are encouraged to contribute their time and talent to organizing extracurricular activities and community outreach projects. Volunteers must sign in and out and wear a school's visitor's badge.

Site Council:

Desert West supports a Site Council, which is a group of parents, teachers and community members dedicated to supporting student learning and the overall success of the school. Ask the principal for details.

Retention Policy

Grade retention is the practice of requiring a child to repeat a particular grade. It is recognized that not all students learn at the same rate, or through the same modality. Therefore, the school is committed to providing each student with developmentally appropriate curriculum and instruction, which allows the student to progress toward mastery of a defined set of grade level standards, concepts, skills and outcomes.

There are instances where student retention may be necessary to provide pupils with additional time to master objectives and competencies required for success in the next higher grade. Teachers and administrators have an obligation to weigh carefully the possible advantages and negative consequences of retention and to provide timely intervention in an effort to prevent retention of students who have the potential to overcome academic deficits in selected areas without repeating the entire year of study.

Students may be retained under the following conditions and circumstances:

- Retention of a student at the elementary school level should occur no more than once in grades K-2 and no more than once in grades 3-5.

- Students not maintaining a C average in all classes throughout the year.
- Approval of the school principal is required for the retention of students.
- Parents have been involved in the Student Success Plan process throughout the year.
- Documentation of intervention strategies and outcomes has been kept.
- Parents/Guardians approve the retention and program in writing.
- Principal's approval is required.
- The teaching team has developed a curriculum plan for the following year.

School Breakfast and Lunch:

Breakfast and lunch is prepared and served with sound nutritional values. Menus are sent home monthly. We encourage you to fill out a free and reduce lunch application. Applications are available in the front office. Student's accounts must remain positive to receive a hot lunch. Students who regularly purchase their lunch are encouraged to pay by the month. Children may bring lunch from home.

Student Records

Every student is required to complete and submit the following forms as part of the registration process to be filed in their cumulative folder. For assistance in completing forms, please contact the school principal or the office manager.

- Proof of the child's age- Child must be 5 years old prior to the first day of the current school year to be eligible for kindergarten.
- Registration and Enrollment Form: This form is used to record all basic information about the student and the family, including home, work and emergency telephone numbers. It is extremely important that a parent or guardian sign this form. All sections must be complete.
- Free and Reduced Price Meals Application: This form allows families to apply for federally funded meals, and it must be completed for all students. Student name, address, signature, and monthly income or federal assistance number must be included; all such information must reflect the student's status no more than 30 days prior to the first day of school. The applications will be distributed by the end of the first week of school or, for those students that begin mid-year, within a week of beginning, and must be returned within 10 days.

- Medical Forms: These forms, must be submitted for all students within the first 30 days of attendance, includes immunization schedules; family medical information; the child's medical history, including allergies; and a Medication Permission Form, which will permit the school to dispense specified medication to the student as necessary.

Safe Bus Riding

Students are expected to conduct themselves appropriately and to practice such virtues as respect, responsibility, and kindness in all school settings- including on the bus. Following school rules on the bus is not only essential not only for developing good character, but for ensuring student safety.

Items Not Allowed at School

The following items generally cause injury or create annoying or dangerous situations for staff and other students. Parents are requested to assist the school staff in preventing the following items from being brought to school:

No electronics of any kind!

No unusual haircuts including Mohawks

Skateboards, Scooters or Roller blades

Knives (real or toy)

Caps, Cap Guns, Fireworks, Matches

Darts

Animals/Pets

Razor Blades

No unusual hair styles (including Mohawks, razor or designs, or names in hair)

Toys and other novelty items, i.e. virtual reality toys

Radios, tape or cassette recorders, Walkmans,

portable CD's, game boys or any electronic hand-held games

Guns (any variety)

Playing cards or card collections

Laser pens

Playground equipment, i.e. balls, bats, jump ropes

Mobile phones and beepers

Students who do bring the above mentioned items to school will be subject to disciplinary action ranging from a teacher reprimand to suspension from school. These items will be confiscated and kept for parent pick-up.

Excessive amounts of money, valuable property and items of sentimental value should never be brought to school. These items create a problem of temptation for some students. It should be emphasized that the

school cannot assume responsibility for lost money or valuables.

Child Find

Desert West assists locating children in our community, ages 0 – 21, who may have a handicapping condition - physical, intellectual or emotional. Our school will publish and disseminate Child Find Screening information and dates as they become available through the local school districts.

Extra-curricular Activities

Extra-curricular activities are available to middle school students who meet eligibility requirements. Students should be alert for announcements of meetings for these activities. Students may be removed from these activities for violations of school policies.

Imagine School at Desert West Tax Credit

Take advantage of the opportunity to support the Desert West while cutting your taxes. Arizona tax law (ARS 43-1089.01) now allows taxpayers a TAX CREDIT* of up to \$400 per household if they contribute to extracurricular activities in public schools. The \$400 maximum state tax credit is available for taxpayers who are married and filing jointly. For single taxpayers or heads of household, the state tax credit cannot exceed \$200.

What is an extracurricular activity?

Extracurricular activity means any optional, non-credit educational or competitive school sponsored activity that supplements the education program of the school. Activities such as sports, visual and performing arts, special programs, field trips, clubs, outdoor education, gifted programs, or classroom enrichment programs can be funded with tax credit money. Extracurricular activities do not include any senior trips or events that are recreational, amusement or tourist activities.

Who is eligible?

This tax credit is available to all Arizona individual taxpayers regardless of whether or not they live near a Desert West Schools or have children in school. The credits are not available to trusts, estates, regular corporations, or S corporations. An individual or head of household can contribute and receive a tax credit for any amount up to \$200, or a couple filing jointly can contribute up to \$400.

How soon may I make a donation?

You may make a donation as early as the 1st day of January. Donations can be accepted throughout the calendar year. Tax credit donations must be postmarked or electronically submitted by December 31st of the calendar year in order to be applicable for that tax year. See Appendix: Tax Credit Form.

Where does the money go?

One hundred percent of your donation goes directly to the schools for school sponsored extracurricular activities that benefit students by enriching campus life and learning. It cannot be used for any recreational, amusement, or tourist activities. You may indicate which school(s) or program(s) you would like to support, or you can designate your money to be given to the school(s) that has the greatest need. Please remember the donation is non-refundable.

Does the contribution have to be the maximum amount of \$200 or \$400?

The amount of the tax credit you make does not have to be for the total allowable amount of \$200 for single or head of household tax filers or \$400 for a couple filing jointly or you can make a difference in our schools with just \$50, \$75, or \$100. You may donate in installments of a minimum of \$25 throughout the calendar year or you may donate the maximum at one time. In addition the credit may be split between one or more programs and/or schools; for example, \$100 to an elementary school for field trips and \$100 to the middle school for athletics.

Imagine Schools at Desert West
To Support Public Schools Extracurricular Activities
Extracurricular Activity Tax Credit Contribution Form

Please fill out the following information (print in black ink) if you would like to support the extracurricular activities of the Imagine Schools at Desert West. All donations will be reported to the Arizona Department of Revenue for the year ending December 31. Return the completed form with your contribution to the school site OR mail to Imagine Schools at Desert West located at 6738 West McDowell, Phoenix, Arizona 85037. Please make checks or money orders payable to Imagine Schools at Desert West.

DONOR'S NAME: _____ DONOR'S EMPLOYER (optional): _____

ADDRESS: _____ HOME PHONE: _____

CITY: _____ STATE: _____ ZIP: _____

I would like my contribution to support the following school(s):

\$ _____ Imagine At Desert West Middle School

\$ _____ Imagine School Elementary at Desert West

An Extracurricular activity is an optional, non-credit educational or competitive activity that supplements the education program of the school. Activities such as sports, visual and performing arts, special programs, field trips, outdoor education, or classroom enrichment programs can be funded with tax credit money.

CONTRIBUTION LIMITS: The Arizona State Public School Tax Credit Law allows taxpayers a Tax Credit of up to \$400 for those filing personal taxes as "married filing jointly" or \$200 for those filing "head of household" or "single" if they contribute to extracurricular activities.

Received by: _____ Amount \$ _____ Date: _____

You may indicate which school or program you would like to support, or you can designate your money to be given to the schools that have the greatest need. The amount of the tax credit you take does not have to be for the total allowable amount—you can make a difference in our schools with just \$50, \$75, or \$100. In addition, the credit may be split between one or more schools; for example, \$100 to an elementary school and \$100 to a middle school.

List the specific site activity below:

_____ Eight Grade Field Trip

_____ Boys / Girls Basketball Uniform (\$15.00 shirt / \$18.00 shorts / both \$33.00)

_____ JPP (\$5.00 Shirt)

_____ Other: _____

Desert West Schools Dress Code Policy

The way you look and dress is the responsibility of each student and his/her parents. Desert West strives to maintain an environment that is safe for all students and is free from threat and danger. It is our intent to maintain an atmosphere that is conducive to learning and not distracting in any way. Therefore, the following standardized dress code regulations are in effect for all students at Desert West for the 2009/2010 school year. Students are required to wear the following:

1. **A plain white, navy blue, hunter green, or burgundy polo shirt/top/blouse with a plain collar and plain sleeves**
 - No logos of any kind shall be on the shirt.
 - No sleeveless shirts are allowed.
 - No tee shirts.
 - No printed tee shirts or colored tee shirt, are to be worn under the all-white shirt.
 - Button down, turtleneck, and mock turtleneck shirts are acceptable.
 - **Shirts/tops/blouses must be tucked in at all times.**
 - **Shirts/tops/blouses must be long enough to stay tucked in with your arms raised.**
 - Shirts that are oversized or too tight are not allowed.
 - School athletics issued jerseys/uniforms are allowed on game days only and should be worn over the appropriate collared shirt.
 - No undergarments may show.
 - Fridays Only - Students may wear blue jeans that meet the regular dress code and either a school polo shirt or a school spirit t-shirt.
2. **Dark navy blue or khaki, industrial uniform style pants (Dockers brand is an example of an appropriate pant style), walking shorts, skirts, culottes, or jumpers (girls only) of the appropriate length and fit are allowed.**
 - No athletic wear is allowed. This includes fleece, spandex, and nylon (windbreaker material).
 - All bottoms must be hemmed with thread. They cannot be cuffed up or stapled up.
 - The length of the pants may not cover shoes or be dragging on the floor.
 - No logos of any kind including athletic and/or professional sports logos.
 - Shorts may cover the knee but may not go past the knee.
 - Shorts and skirts must be as long as the end of the fingers when arms are at the side.
 - Slits in skirts, dresses, or pants are not allowed.
 - No oversized/baggy/loose fit pants or shorts will be allowed.
3. **In regards to uniform bottoms, the following are unacceptable:**
 - Levi's/denim material
 - Overalls
 - Corduroy material
 - Velour or Velvet material
 - Fleece, spandex, nylon material
 - Capri style pants/shorts with large side pockets
 - Slits/cuts on sides of leg seams
 - **No skinny or tight pants allowed at all!**
4. **No undergarments may show or skinny or tight pants. Girls may wear shorts under their skirts provided they do not show.**
5. **Belts are required. No initials/designs/printing on buckles or hanging belts are allowed.**
6. **No caps, hats, or any type of headwear is allowed.**
 - **No unusual hair styles (including Mohawks, razor or designs, or names in hair)**
 - **No earrings for boys**
7. **Students must wear covered footwear only.**
 - No slippers, thongs, open-toed/open heeled sandals/shoes, or high heels may be worn.
 - Platform shoes of any kind are not allowed.
 - Socks are recommended at all times.
 - Socks and nylons/stockings can be no longer than mid-calf.
 - Any footwear apparel such as shoelaces or emblems cannot be altered from original manufacture's design. No colored shoelaces.
8. **Sunglasses are not allowed at school.**
9. **Winter Wear Policy – During the winter months, students will only be allowed to wear all white, hunter green, burgundy, or navy blue jackets, sweaters, or sweatshirts.**
 - No logos of any kind.
 - No stripes or decorations of any kind.
 - No writing/printing of any kind.
 - School issued sweatshirts will be allowed.
 - Collars of the white shirt must be exposed over all sweatshirts at all times.
10. **Any buttons, jewelry, and other accessories which contain vulgar, lewd, obscene or other messages which may lead to substantial interference with school activities, including those which advocate the use of alcohol, drugs, and those, which make reference to, or identify gangs, are not allowed. This includes backpacks and notebooks that are written on inappropriately.**

***Every Friday students will be allowed to wear jeans with their spirit shirt only. However shirts must be kept tucked in.**

PARENT AND STUDENT ACKNOWLEDGEMENT FORM

Please read the dress code policy with your child. Sign and date the acknowledgement form. Return the form to your child's teacher.

- We have read and understand each part of the Desert West dress code.
- We understand the Winter Wear policy of Desert West.
- We understand that there may be consequences for each dress code violation.
- As a parent, I understand that the school has a financial assistance program in regards to uniforms. I will see the secretary of the school if this type of help is needed in order for my son/daughter to comply with the dress code on a daily basis.
- I understand that Desert West and its staff are not responsible for items/clothing that is confiscated. It is the responsibility of the student/parent to claim these items in a timely manner.
- I understand that any items/clothing that are not claimed by the end of the year become the property off Desert West.

Name of Student (please print) Student's Signature

Name of Parent/Guardian (please print) Parent/Guardian Signature

Name of Student's Teacher Grade Date

Title #1 Compact

In order to ensure that all students have the opportunity to be in a productive learning Title #1 Targeted Assistant Program while at school, responsibilities must be present for both children and adults. Please read and discuss this compact with your student. Your signature and your child's signature demonstrate that you have read these responsibilities carefully, have discussed them with your child, and both you and your child agree to abide by the responsibilities stated below:

The Desert West Elementary Staff pledges to:

- Provide weekly communication to parents on academic progress
- Provide an environment that is safe and orderly
- Provide High Academic Expectations to all students
- Work with parents to improve instruction

As a student at Desert West, I pledge:

- To be responsible
- To persevere
- To respect myself and others
- To be kind
- To tell and seek the truth
- To be a good citizen
- To show courage
- To exercise self discipline
- To be fair
- To value friends
- To accept and learn from the consequences of inappropriate behavior.
- Come to school daily
- To do my homework every day

Student's Signature

Date

As a parent or guardian of a Desert West student, I am committed to supporting and guiding my child as he/she successfully carries out the above responsibilities.

As the parent of _____, I pledge:

- To maintain high expectations of my child and the school
- To demonstrate a consistent interest in my child's progress at school
- To support my child's best efforts
- To support and work with school staff to promote my child's learning.

Parent's Signature

Date