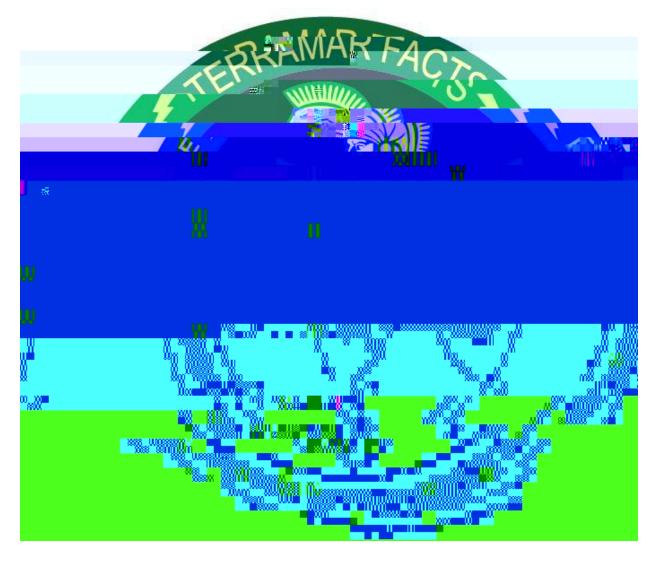
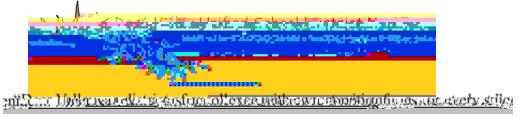
## Terramar Family Handbook 2023-2024





CAFETERIA COST:					
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## 7000 W. Happy Valley Road Peoria, Arizona 85308 623-445-7600 (Office) 623-445-7690 (Attendance)

Hunter Green and Khaki Titan
To provide a Foundation of Academics/Arts,
Character, Thinking and Service.

8:15 am -2:50 pm

8:15 a.m. - 3:00 p.m.

8:15-1:20 pm

8:15 a.m. - 1:30 pm

8:15-11:25 am

8:15-11:35 am

Students should arrive no earlier than 8:00 a.m. unless they are attending a scheduled activity. Breakfast will be served at 8:00 am in the multi-purpose room.

Staff supervision campus-wide begins at 8:00 a.m.

## School/District Calendar

School crosswalks and crossing guards are district employees or volunteers. Crossing Guards will be stationed at the corners of Desert Moon and 68<sup>th</sup> Avenue and Terramar exit/ CCV entrance at the light. Please encourage your child to use these crosswalks and not to cross a school driveway or busy street at any other point. We care about the safety of your children and know you will encourage them to take advantage of the precautions established for their well-being.

Students should arrive no earlier than 8:00 a.m. unless they are attending a scheduled activity. Breakfast will be served at 8:00 a.m. in the multi-purpose room. Student safety is our number one priority, follow the rules and be patient. Enter on the correct side of the parking barrier. One side is for East entering vehicles, one side is for West entering vehicles. Don't bypass cars that are waiting. Peoria Police will ticket drivers who enter the wrong way.

DLIAGU All vehicles must stay in a single file and pull up as far as possible.

Drivend

unattended.

If you do not want to

and accompany them to the observation.

School administrators are happy to meet with families and visitors. Because everyone's time is valuable, and children's behaviors can be unpredictable, plus administrators are expected to be in classrooms focused on best teaching practices, it can be expected that administrators will not be available for immediate availability. Please contact the school office to schedule a date and time to meet that works for all parties. Your understanding is appreciated as our priority is to the children and teachers.

Visitors to our campuses are ]

school office staff is equipped and ready.

These Emergency Response Plans were written in partnership with local law enforcement and are continually updated. Certain drills are conducted on a monthly basis while others are quarterly. This is to properly train students.

C.F.R., Part 99) issued pursuant to such act;

- Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act);
- · No Child Left Behind Act of 2001 (NCLB);
- The Individuals with Disabilities in Education Act; 20 U.S.C. Chapter 33;
   and the Federal Regulations (34 C.F.R. 300); and
- A.R.S. 15-141 and 15-142

Student education records are collected and maintained to help in the

school. Charges for the copies of records will be costs

A birth certificate or a certified copy

An immunization record

Proof of residency (utility bill, rent receipt, lease agreement, escrow doc., etc.)

Parent Identification

Legal guardian or custody papers, if applicable

Official withdrawal form from the previously attended school (grades 1st - 12th)

Immunizations required are described in the " "section of this handbook. After the immunization record has been reviewed, the school will notify you if your child's immunizations are incomplete. If you receive such a notice, please have the missing vaccination(s) taken care of as soon as possible so your child can continue school without interruption. If your child should not be immunized because of a medical condition, personal belief, or natural immunity (i.e., has already had the vaccine-preventable disease), you must file a Request for Exemption with the school nurse.

Students are required to make up any work missed as a result of absences. If a student is absent, it is the child's responsibility to contact the teacher when he/she returns to obtain missing work. For each day a child is absent, they will have one day to make up the work. For absences of 3 days or longer, parents may e-mail a request or phone the teacher and leave a message for work to be collected and picked up for the student to work on while they are out.

The CUTS program, administered by the Division of Campus community services under the direction of the Maricopa County Juvenile Probation Department, is a diversion program designed for juveniles who commit a first or second truancy offense and are willing to take responsibility for their behavior. CUTS consists of a probation officer, school official, parent and student coming together to address truancy. The goal of the program is to increase school attendance. The philosophy of CUTS is that when a student's truant behavior is confronted by a team, including parents, school officials and a representative of the Court, the student is less likely to continue the behavior.

Students will be referred to the CUTS program on their fifth (5<sup>th</sup>) unexcused absence or when the student has been absent ten percent (10%) of the school year (18 school days). For more information, please see A.R.S. 15-803

The probation officer, with the help of school officials and parents, decides the consequences for the truant student. Consequences may include, but are not limited to, campus community service, an educational class for both student and parent and/or counseling. The parent will be assessed a fee. All consequences must be completed within 30 days following the CUTS meeting. Failure to comply with these sanctions results in the case being set for a court hearing in Juvenile Court.

An <u>unexcused tardy</u> is when a student arrives after 8:15am WITHOUT A PARENT/GUARDIAN signing them in. Excessive unexcused tardies will result in disciplinary action according to the Students Rights and Responsibilities District handbook.

An <u>excused tardy</u> is when a student arrives after 8:15am WITH a parent/guardian signing them in. Excessive excused tardies will result in disciplinary action according to the Students Rights and Responsibilities District handbook.

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For any safety issues or school concerns, contact the school office immediately at 623-445-7600.

The Terramar voice mail system gives you the opportunity to leave a message for any teacher or other staff member you wish to contact. You may contact the office to get the phone number for a staff member. Between the hours of 8:15 a.m. and 3:15 p.m. telephones are put on "Do Not Disturb." During this time, please leave a message and the teacher will get back to you within 24 hours. Teachers will check their voicemail regularly for new messages. If you have an emergency, please call the front office and they will make contact with the classroom immediately. All non-emergency messages will be given to you make near file a.m.

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If a child's safety or school-wide safety is a concern, please contact the front office or a staff member immediately. Administration works diligently to ensure the safety of all students.

Please schedule specific times to meet with your child's teacher, as he or she needs time to communicate effectively. Teachers often have professional duties directly before and after school hours.

Most concerns and complaints can be resolved at the campus level. Therefore, it is the expectation that when a community member has a concern or complaint, the chain of command guidelines in this Please refer to the DVUSD website for details on Grading Practices

**DVUSD Grading Practices** 

Students needing extra help will receive it from their teacher during Multi-Tiered Systems of Support in class.

Students choosing not to complete work, but who are able to do so, will complete work with support during Titan Time (before/after school).

Teachers may adjust the time based on the individual needs of the student and/or assignment.

In order to accurately reflect a student's academic performance level, teachers will accept late work and missing work for full credit if the work is submitted within the timeframe, with the procedures and parameters below.

K-2 Grades: By the end of the marking period 3-8 Grades: Within 10 DAYS of the end of the unit.

The practice/coursework/assessment will be marked with the "Missing" special code in the gradebook with a 49% in line with district grading practices.

No Evidence (NE) will be entered for the standards attached to the practice/coursework/assessment

If the work is submitted as Late Work (see terms below), the NE or 49% score will be changed to reflect the student's actual score with no deductions or penalty.

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If the work is not submitted as Late Work or does not meet conditions for Late Work, the score for the practice/coursework/assessment will remain at 49%. work

Students will still be responsible for turning in late work in addition to their current coursework, which results in the natural consequence of

Studenö

Assignment is not a Long-Term assignment (over multiple weeks)

If a

Academic integrity is a cornerstone of learning. Students must present their own work in order for teachers to accurately assess learning and provide appropriate feedback.

Any type of academic dishonesty will not be tolerated at Terramar. Any student who engages in cheating or plagiarism will be disciplined for those behaviors according to the DVUSD Students Right and Responsibilities Handbook. Parents will be contacted.

discipline consequences could take the form of a letter of apology or other restorative measure, loss of privileges, after school detention, or suspension. It is important that the penalty imposed is not reflected in the student's academic grade. Incorporating a behavior penalty into a student's academic grade, such as issuing a loss of credit, causes the overall grade to no longer represent what the student knows or has learned and, in essence, has become meaningless.

If a student engages in academic dishonesty, they will initially receive:

The practice/coursework/assessment will be marked with the "Missing" special be

In Deer Valley Unified School District, we are committed to providing our students with the best possible education while ensuring their safety, privacy, and well-being. As part of our ongoing efforts to enhance learning experiences, we may incorporate the use of Artificial Intelligence (AI) in the classroom for students. However, it is important to approach this technology with caution and adhere to responsible data privacy practices.

After careful consideration and in alignment with the developmental needs of our students and the Children's Online Privacy Protection Act (COPPA), DVUSD has determined that the use of Large Language Models (LLMs), such as ChatGPT, are not suitable for students in grades K-8 (under 13 years of age) and will not be utilized or endorsed in academic contexts.

Commencement and promotion ceremonies are a privilege, not a right. Therefore, appropriate student behavior throughout the school year is directly related to a student's opportunity to participate in this ceremony

The AZM2 State Assessment for 3rd through 8th grade.

District-developed assessments that measure achievement of skills in various subject areas will be administered to Kindergarten through 8<sup>th</sup> graders.

Teacher evaluation of student achievement including measures of achievement for instructional placement (i.e. DIBELS, DRA, SRI, curriculum pre- and post tests).

Teacher formative/summative assessments.

Power School enables you to access your child's grades at any time. You may also create settings to receive weekly email grade updates. Conferences are held twice a year after the first quarter and before the third quarter. Your child's teacher will contact you at these times to set up a time and date for your conference.

Home practice, sometimes referred to as homework, is essential for

- · Investigations e.g. science, social science
- · Researching e.g. history, local news
- Information and retrieval skills e.g. using a home computer to find material on the Internet

\*The homework is independent practice which reinforces the lesson and is directly related to the lesson. When the student can perform the Â

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Create home practice opportunities that maximize chances for student completion and success. Ensure home practice is the

the school day, or treatments as directed by your family physician that can be administered in the school setting.

The State of Arizona has revised the immunization requirements for preschool, kindergarten and first grade children entering school for childcare. In addition to Diphtheria, Pertussis, Tetanus (DPT) and Polio (OPV), Varicella (Chicken Pox) immunizations, youngsters need to complete a second dose of the Measles, Mumps, Rubella (MMR) vaccine and receive at least the first dose in a series of three for Hepatitis B prior to starting school. Children entering Preschool will need Hepatitis A immunizations (there are two needed) and 3-4 Hib vaccines. Children turning 11 years old, regardless of grade, will need to have a Tdap and Meningitis Vaccine.

Parents and guardians should contact their physician, the Arizona Immunization Program Office (602-364-3630) or their school nurse if they have questions or would like clarification. Copies of the immunization form are available at all district schools. The form includes a place for certification of religious, medical or personal exemptions, if appropriate.

Pupils who lack documentary proof of immunization shall not attend school during outbreak periods of communicable immunization-preventable diseases as determined by the Arizona Department of Health Services or local health department. The Department of Health Services or local health department shall transmit notice of this determination to the school administrator responsible for the exclusion of the pupils.

For information on free immunization clinics, please call the Maricopa County Department of Public Health at 602-506-6900 or visit maricopa.gov/1809/Locations.

(Ref. DVUSD Policy JLCB)

It is essential that the school have the most current emergency information on file for each student. The information on the emergency referral card needs to be completed by the parent/guardian the day the child begins school at Terramar. It is the responsibility of the parent/guardian to update this information as needed. Current phone numbers are critical in case of an emergency. Parents are asked to complete the complete of the parents are critical in case of an emergency.



emergency card up to date so we can reach you if there is a problem. If a child is involved in an emergency situation, every effort will be made to contact the parent/guardian immediately. If the parent cannot be reached, the alternate person listed on the student's emergency card will be notified. If emergency medical care is needed, the student will be taken to the nearest hospital. When children hurt themselves at school, parents are responsible for any related medical bills.

All prescription medications must have a written order from the physician stating the name of the medicine, the dosage, and the time it is to be given and must be stored in the Health Center:

-Written parent permission medication forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center. (Ref. DVUSD Policy JLCD-E)

Inhalers and self-administered "Epi-Pens" may be carried if the proper medication form has been completed and signed. The form will be filed in the Health Center. (Ref. DVUSD Policy JLCD-R)

Diabetes Self-Management Authorization Form must be completed and signed, if a student is authorized to carry and self-administer diabetic medications. A student may carry a copy of the Diabetes Self-Management Authorization Form (DVUSD Form HS P-4) with supplies. A copy will be on file in the Health Center.

All over-the-counter medications must be stored in the Health Center:

·Written parent permission medication forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Heath Center.

Medications needed during field trips must be furnished by the parent to the teacher. All medications must be in their original containers with label intact and will be kept with the teacher or trip leader for the duration of the field trip. A Field Trip Medical Permission Form must be filled out and returned to the teacher prior to the field trip.

Medication may not be shared with others. Failure to follow these rules could lead to consequences, including suspension or expulsion.

(Ref. DVUSD Policy JLCD)

If your child requires medication at school, carefully read the following sections. State laws and school district policy strictly regulate how any medications are given Revised 07/21/23

at school. When it is necessary for a student to take medication during school hours, the following requirements MUST be met:

A physician prescribe the medication and a written physician's order accompany the medication. Most often this would be the prescription label and it needs to include the name of the medication, dosage, time to be given, and how long to be given. It needs to include the child's name and a current date. When obtaining a new prescription, many pharmacies will issue a second labeled container for school use if you request it.

There needs to be written permission from the parent to administer the medication to the child at school. Consent forms are available in the Health Center.

The medication be brought to the nurse in the original container. All medications be transported to and from the Health Center by the parent or an adult des] the

The Academy of the Arts

- Students need to be in attendance at least one-half of the school day to be eligible to participate in extra-curricular activities. This does not include dances/overnight field trips. Discretion can be made by administration.

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Student Council is an important aspect of our school. It provides opportunities for students to develop leadership skills. The Student Council has the opportunity and responsibility to sponsor activities that encourage school spirit and build a school community that reflect positive character attributes. Student Council may host events such as food drives, fundraisers for charity, spirit weeks, to name a few. Students in 6th through 8th grades may apply to be selected as student council officers. They must havea "2" average in all classes, no suspensions. Classroom representatives from 4th through 8th grades are also important members of the council who are elected by their respective to the council who are elected by their respective to the council of the council. Meetings are held regularly and all members receive a schedule.

The National Junior Honor Society Chapter at Terramar School was established to organize outstanding middle school students. He gre than just an honor roll, NJHS street with the school students of Scholarship, Leadership, Service, Ch

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As a part of their learning experience, students are provided the opportunity to visit places of interest in the community. Field trips are relevant to curriculum content being studied in the classroom. They are especially worthwhile endeavors for students and your support is essential. When your child's class is planning a field trip, a permission slip form will be sent home, giving full details as to the place the class will be visiting, the cost (if any), the times of departure and return, and the method of transportation.

High School math offered at Terramar follows the same academic expectations as set by DVUSD High School standards. Please contact the Terramar Algebra 1-2 teacher regarding semester grades, absences etc. for High School credit.

8. Students will be dismissed to the parent or adult indicated on their permission slip. Students need to be picked up as soon as the dance is over at the multipurpose room.

The Top 20 program is the adopted social emotional learning program at Terramar. Top 20 Training provides effective strategies and practices to develop potential, eliminate negativity, address challenges, and enhance the culture in schools, at home, and in the workplace through one-of-a-kind, live and on-line trainings, books, journals, and curriculum. <a href="https://top20training.com/">https://top20training.com/</a> Character education teaches universally accepted values and motivates youth to incorporate these values into their lives. These programs are endorsed by the Arizona Character Education Commission that was established by Governor Jane Dee Hull in 1999. The school community works together to help students understand these traits and to celebrate students who exhibit those traits. The school wide RTI-B program works in tandem with both curricula.

When students are experiencing difficulties in the classroom that are not addressed through strategies the teacher and parent have utilized, a MTSS meeting may be called. This team will be composed of a team of teachers who will use their expertise and experience to brainstorm strategies that will support student success in the classroom.

If you suspect your child (including preschoolers) has a physical, mental, or emotional disability, please confer with the Assistant Principal or the Intervention Specialist to discuss your concerns. Terramar School has a special services team to address student needs, develop interventions, and engage in pre-referral, evaluation and case management activities.

Students who qualify will be eligible for the SAGE program for reading and/or math. Detailed information on this program, including a booklet describing the program philosophy and curriculum, is available for review at the school office.

In order to protect the health and safety of all students, we ask that animals not be brought onto campus property. The exception will be if arrangements have been made through both the

Students may have only water or clear, non-sugar based beverages in the classroom. Energy drinks such as Red Bull, RockStar, or Monster are not allowed at school at any time, as these drinks pose a significant health risk to students.

All students will have at least a 30 minute lunch/recess time. Students are required to report to the cafeteria during their assigned lunch period and will be dismissed to class after they have had time to eat. Students will have a recess period either before or after their lunch time but will always be allowed to finish eating their lunch before going to recess or returning to class. Students are expected to maintain appropriate behavior as outlined in the Student Rights and Responsibilities portion of this Handbook.

(Ref. DVUSD Policy JICA)

Please note: For information regarding current face mask mandates, please visit <a href="https://www.dvusd.org/returntolearning">https://www.dvusd.org/returntolearning</a>.

Students should understand that they bring an electronic device on campus at their own risk. DVUSD assumes no liability for the loss, theft, or damage of any personally owned electronic device on campus. The use of personally owned electronic devices on campus will not be allowed to interfere with the learning process of any student or with the instructional process of a teacher while in the classroom or on campus. Any such interference will be considered a disruptive activity.

For most kids and teens, social media is an essential part of their lives. There are many good things about social media, but there are also many potential dangers. We encourage parents/guardians to get educated about social media, and to help their child make good choices when they post something online. For more information on ways to keep children safewhile using social media, please visit

www.commonsensemedia.org/privacy-and-internet-safety.

Ear bud/headphones cannot be left in the ears during

the school theydevices

Visit the Food & Nutrition webpage at dvusd.org/nutritioninformation for additional information on the following information:

Menus Wellness Policy and

Information

Nutrition Facts and Allergens Nutrition Education

Special Diet Smart Snacks and

Accommodations Fundraising

Due to DVUSDs participation in the USDA school meal programs, all households have the opportunity to apply for free or reduced price meals. Free and reduced-price meal applications, along with a parent letter and application instructions are distributed to students during the first week of school and can also be found online at www.EZMealApp.com or www.dvusd.org/mealassistalB

The Library Media Center provides books, reference materials and

- 3. Appropriate clothing including shorts or pants as the weather dictates. If dresses are worn it is suggested that shorts be worn underneath.
- 4. Jeans that are too baggy or too tight restricting movement are not permitted.

Teachers need to screen student requests to use the classroom telephone. Students are NOT to use the phones in the classrooms without adult permission.

inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

**Bullying:** Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that:

has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property, is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment, occurs when there is a real or perceived imbalance of power or strength, or may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to:

verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly, through another person or group, or through cyberbullying; exposure to social exclusion or ostracism, physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and damage to or theft of personal property.

**Cyberbullying:** Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing list, or other District-owned property, and by means of an individual's personal electronic media and equipment.

Harassment: Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

**Intimidation**: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or Revised 07/21/23

property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the self-old day when such acts result in a substantial physical, mental, or emotional bull of effect on the victim, while on school property, eschool buses, at school bus stops, or at school devents and activities, or when such act(s) interfere with the authority of the system to maintain order. All suspected violations of law will be rep

Students who believe they are expending believe their suspect another gradient is bullied should report their term to a suff member of the District. School personnel are to maintain priate control ality of the ported information.

Reprisal by any student directed and a student of loyee related to the reporting of a case or a suspense ase of bullying short be tolerated, and the individual(s) will be subject to esciplines set out in the cable District policies and administrative regulation

Students found to be bully hers will be disciplined up and including suspension or expulsion f

Rndwintgly submitting a report under this policy shall s

student

bullying

mental,

they are often used inappropriately and therefore may divert the attention of the bus driver. For students traveling to and from school events such as athletic games or band competitions, personal electronic devices are permitted since the students are supervised by at least one adult (i.e., coach) other than the bus driver during their time on the bus.

Students are required to ride their assigned bus to and from their assigned stop. If a student needs to ride another bus due to an emergency, parents must contact transportation.

- 5. Respond politely to directions from campus assistants, lunchroom staff, and supervisors.
- 6. Keep your feet on the floor and walk at all times.
- 7. Remain seated in assigned seating area unless dismissed by a staff member. If you need to get out of your seat, raise your hand.
- 8. Leave a clean space: please pick up litter and trays around you as you exit and deposit them in the appropriate location.
- 1. Remain in supervised area.
- 2. Engage in appropriate games and activities as per playground/recess rules.
- 3. Return equipment to appropriate locations.
- 4. Comply with signals to line up or go inside.
- 5. Respond politely to directions of campus assistants and supervisors.
- <sup>guo</sup>6. Refrain from throwing sand

If a Department of Child Safety worker

is other than the person in possession of the automobile, the owner will be notified that a search has taken place.

While a search of a specific student or the student's belongings by a sniffer dog is not permitted

\*Be on Time \*Do not interrupt learning \*Take care of property \*Treat others with respect \*Follow Direction s \*Treat others with respect \*Do not cut in line \*Take turns \*Listen and follow outlined playgroun d rules \*Treat others with respect

\*Give others privacy \*Walk quietly in the hallway \*Keep hands and feet to yourself

side of the hallway

Terramar School has established a site-based decision-making council, known as the Continuous Improvement Team (C.I.T.). The C.I.T. typically meets once a month to discuss school issues and goals. A "plan," known as the Continuous Improvement Plan (C.I.P.), was developed and is revisited annually. The primary responsibility of the C.I.T. is to monitor the implementation of the C.I.P. using research and school data to evaluate its effectiveness. The dates, location of the meeting, and an agenda are posted in the school office. The minutes of each are kept on file in the office and available to parents upon request. A complete, updated plan is available in the main office for check out.

The National PTA is the largest child advocacy organization in the United States and one of the largest volunteer organizations. Each local PTSA is linked through its membership and acceptance of the PTA objectives and policies to the National and State PTA. Terramar Academy of the Arts PTSA needs YOU to become a member, attend the meetings, and get involved. You now have an opportunity to bring the community closer together and share a role in the future of your children and our country. Visit this link for more information: <a href="http://www.terramarptsa.org/">http://www.terramarptsa.org/</a> Please keep watch for communications from PTSA during the school year.

Terramar has established fire and safety drill evacuation procedures to prepare our students and staff in the event of an emergency. The fire and safety drill procedures follow guidelines set by both the fire department and the school district. Fire and safety drills are practiced regularly during the school year. These drills include monthly fire drills and quarterly lockdown drills. It is important to practice these emergency procedures so that if an emergency were to occur, our students and staff would know how to proceed to safety in a safe and orderly manner.

During the course of the school year, your children may be involved in school with the course of the school year, your children may be involved in school with the course of the school year, your children may be involved in school with the course of the school year, your children may be involved in school year, your children may be involved in school year.

reasons before a volunteer begins to work. For the purposes of these guidelines and procedures, volunteers are defined as those people who donate time in schools or with students on a regular or recurring basis or serve as chaperones. Guest speakers or those who assist with a single event are not subject to these guidelines unless that single event falls into one of the fingerprint categories.

Volunteers may not bring other children to school while volunteering in a classroom, the office or on a field trip.

According to District Policy, GCL – Professional/Support Staff Schedules and Calendars - family members volunteering in employee work areas must meet the following criteria:

Deer Valley Unified School District (DVUSD) Volunteer Training

In accordance with the District Volunteer Handbook guidelines Over eighteen (18) years of age High School graduate Principal Approval

## All volunteers must:

Complete Basic Training

Complete, and update annually, a Volunteer Service Agreement to be kept on file at the school

Complete, and update annually, a Volunteer Registration Card to be kept on file at the school

Sign in when on campus and sign out when leaving

Wear an identification badge provided by the school

Volunteers with no familial connection to the school must also complete an application and provide references

Follow all school rules

While we welcome visitors and volunteers at Terramar, we have asked that visitors and volunteers not attempt to conference with the teachers during instructional periods. Please set up a date and time before or after school.

Please visit <u>dvusd.org//volunteering</u> for more information on volunteering on campus.