2026-2027

# Parent & Student Handbook

## Sky Country Elementary School

5520 Lucretia Avenue
Jurupa Valley, CA 92509

(951) 360-2816

Office Hours: 8:00 a.m. – 4:00 p.m.

**Traci Payo**
Principal

JURUPA UNIFIED SCHOOL DISTRICT

LEARNING WITHOUT LIMITS

Welcome!

This handbook is designed to provide you with the information you will need for a positive and successful year at Sky Country School. Your responsibility is to read each page and to understand the information that it contains.

Hopefully this handbook will answer all your questions. If you do have any questions regarding any rules or policies, please feel free to discuss them with your child's teacher or with me.

The staff joins me in wishing you and your child the best for the 2026-2027 school year. Here at Sky Country we S.O.A.R. to success!

Sincerely,

Traci Payo, Principal

ParentSquare

Sign up for Sky Country Messages:
www.parentsquare.com/signin

@skycountryJUSD

@skycountry_jusd

# Sky Country Elementary Bell Schedule

| 2026-2027 Regular Day Bell Schedule | | |
|---|---|---|
| 8:15-8:40 AM | Campus opens - Breakfast offered daily before school | |
| 8:40 AM | Warning Bell - Front Gate Closes - Students must enter through the office | |
| 8:45 AM | School Begins | |
| 10:15-10:30 AM | TK/Kinder Group A, 4th, 5th & 6th Grade Recess | |
| 10:30-10:45 AM | TK/Kinder Group B, 1st, 2nd & 3rd Grade Recess | |
| Lunch | Recess | |
| 11:30-11:50 PM | 11:50-12:15 PM | 1st & 2nd Grade |
| 11:55-12:15 PM | 12:15-12:40 PM | 3rd & 4th Grade |
| 12:20-12:40 PM | 12:40-1:05 PM | 5th & 6th Grade |
| 12:45-1:07 PM | 1:07-1:30 PM | TK & Kinder Group A |
| 1:07-1:30 PM | 12:45-1:07 PM | TK & Kinder Group B |
| 3:05 PM | | Dismissal |

| 2026-2027 Minimum Day Bell Schedule | | |
|---|---|---|
| 8:15-8:40 AM | Campus opens - Breakfast offered daily before school | |
| 8:40 AM | Warning Bell - Front Gate Closes - Students must enter through the office | |
| 8:45 AM | School Begins | |
| 10:20-10:30 AM | TK/Kinder Group A, 4th, 5th & 6th Grade Recess | |
| 10:30-10:40 AM | TK/Kinder Group B, 1st, 2nd & 3rd Grade Recess | |
| Lunch | Recess | |
| 11:40-12:00 PM | 12:00-12:18 PM | 1st & 2nd Grade |
| 12:00-12:20 PM | 12:20-12:38 PM | 3rd & 4th Grade |
| 12:20-12:40 PM | 12:40-12:58 PM | 5th & 6th Grade |
| 12:40-1:00 PM | 1:00-1:18 PM | TK & Kinder Group A |
| 12:58-1:18 PM | 12:40-12:58 PM | TK & Kinder Group B |
| 1:25 PM | | Dismissal |

# General School Information A-Z

## ACADEMICS

**Student Progress**

The initial student progress report is made in October, at which time the Student/Parent/Teacher Conferences are held at each school site. The first report card is given to parents at that time. Subsequent reports are made in February, and May. However, you are encouraged to make inquiries as to your child's progress whenever you have a concern by talking to your child's teacher or making an appointment to come see him or her. Grades are reported by trimester, every 12 weeks.

**Q Parent Connection/ Emergency Information**

Having access to Parent Connect is required. This is the online platform you will use to update your "Emergency Card" and contact information (Annual Information Update- AIU). This online platform is utilized to track, monitor and report student attendance, behavior and academic progress. You may also view your student's current grades/progress on Parent Connect. You must have an email to access this account. Please reach out to the front office if you need help accessing Parent Connect or need to request your PIN. Student Connect allows students to view and monitor their own progress. **Students will only be released to those adults who are listed on the emergency card. Please bring proper identification.** Please notify the office of any change in address, home, work, or emergency phone numbers.

**Homework**

Homework impacts a student's performance. Research shows that the time spent on homework directly affects one's achievement. Completing homework supports student skill development and academic growth. Please have your student bring homework on the day specified by the teacher. If your student is struggling with homework, reach out to the classroom teacher for support.

## ACADEMIC HONESTY

To ensure the integrity of Sky Country's educational program, a strict policy of academic honesty is enforced school wide.
Students will be expected to:
1. Do their own academic work, unless authorized to work in groups.
2. Avoid plagiarism (copying another person's work or author's writing and claiming it as yours).
3. Adhere to classroom academic standards when testing.

Failure to adhere to the above standards may result in the loss of credit for an assignment and/or the lowering of an academic grade.

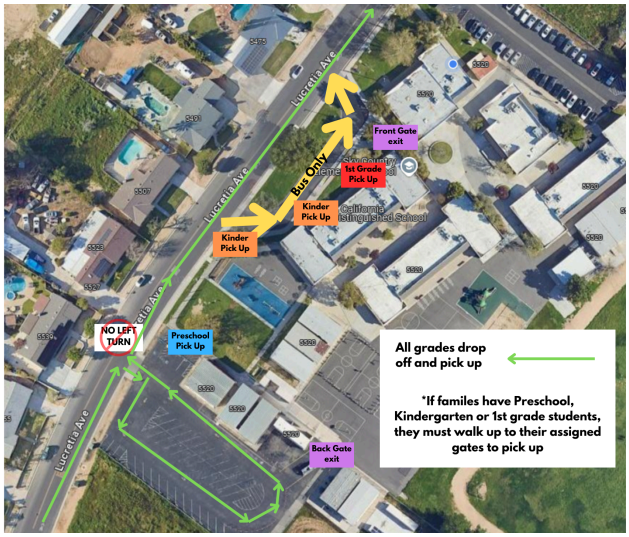
## AFTER SCHOOL

When school is over, students are to leave the campus immediately, except for students who are participating in after-school programs, clubs, activities, or detention. Students who ride buses are to report directly to the bus loading area. Students are expected to go straight home. Students are to go home first and then make arrangements with their parents regarding visiting friends. Students may not return to school grounds in the evening unless accompanied by an adult for a school function and must observe all JUSD regulations posted at each gate.

Sky Country hosts the Think Together Program, providing after school care, homework help and enrichment activities. For more information about the program or enrollment, please reach out to Elizabeth Santana, elizabeth.santana@thinktogether.org pick up a flier at our office.

## ARRIVAL/DISMISSAL TIME

Students may not enter campus before 8:15 a.m. since there is no supervision before that time. Parents will be issued a warning if their child is on campus prior to 8:15 a.m.
TK-6 School instruction begins at 8:45 a.m. (The warning bell is at 8:40 a.m.)
Dismissal for TK -6th grade students is at 3:05 p.m.




**Wednesday Minimum Days**

Minimum days begin on Wednesday, August 19, 2026 and continue every Wednesday through May 26, 2026. Minimum day times will be as follows: 8:45 a.m. -1:25 p.m.

- **Walkers:** Students who walk are to go directly to and from home and school. They are not to stop at stores, restaurants, friend's houses, etc.
- **Car Pick Up:** Parents who pick up children by car and prefer to remain in their vehicles must use the pick up/drop off loop at the back parking lot.
- **Park and Walk:** Parents who choose to pick up or drop off from the dismissal gates must park and exit their vehicle. For safety, please be vigilant for children crossing at the crosswalks.
- The front parking lot is parking for staff only.
- Students may not leave campus after school to purchase items being sold by campus. This is a safety issue. Students are to remain on campus in the pick-up area until parent/guardian arrives. Please do not send your children with money to purchase these items after school.
- Students must be escorted by an adult across any traffic areas. This includes within the parking lots. Parent/Guardian is to walk up to the curb/waiting area and the student will be released.

- Do not use the area designated BUS LOADING AREA to park/load/unload (Board Policy 1318.1).

**Please be mindful of traffic safety laws around a school. It is essential to follow all laws to ensure the safety of our children. Always avoid making U-turns in front of the school, and crossing the double yellow lines, as this can create dangerous situations for pedestrians or cause unnecessary car accidents. Additionally, do not allow children to enter the street to get into vehicles, as walking between cars puts them at risk of not being seen by other drivers. Furthermore, please do not block or use our neighbors driveways as your personal parking area. The bus loop is only for our buses, local daycares, and parents with a pass.** Thank you for your cooperation and understanding. Child safety is our number one priority.

## ATTENDANCE

According to state law, your child's daily attendance is required each day that he/she is physically able. Parents or guardians are responsible for their child's attendance at school. The only valid reasons for absence from school are:
(a) An illness or an injury.
(b) A medical, dental, optometry or chiropractic appointment.
(c) A quarantine of the home by a county or city health official.
(d) Attendance at funeral services for a member of the immediate family.
(e) Other personal reasons including an appearance in court, observance of a holiday or ceremony of his or her religion, attendance at religious retreats.
Other absences are considered unexcused or truant and cause a disruption to your child's academic program. Students will be assigned Saturday School for unexcused absences and truancies.

**Notification of Absence**

All absences are to be reported and verified through the school office. Please call the school office at 951-360-2816 or send a written note with the date of absence, your child's name, reason for absence, and parent signature. All absences must be cleared within three days of the absence.
If your family must take its vacation during the regular instructional time, you may have your child placed on an Independent Study Contract to avoid the absence being classified as "unexcused" or "truant." You must notify the office or teacher at least 2 weeks before the start of the absence or the principal will not accept the contract. All independent contracts must be approved by the principal. Independent Study is limited to 15 days per school year.

**Excessive Absences**

If a student is absent excessively, or absent without a valid excuse more than three (3) days or tardy in excess of 30 minutes on each of three days within the school year, he or she is classified as truant as stated in the California Education Code, Section 48260. Parents will be notified and disciplinary action for students will be taken. Continuing truancy may result in referral to the School Attendance Review Board (SARB). Please be aware of the compulsory attendance laws to avoid any problems.

**Late Arrival**

If your child arrives past the start time of 8:45 am, **you must bring your child into the office and sign a tardy slip**. Students cannot come onto campus late without a parent or guardian. Being tardy is a disruption to the learning process. Students who are tardy will receive a consequence as dictated by our discipline plan. The first 2 tardies a warning will be issued. The third tardy, a phone call will be made. The fourth tardy, the student will be assigned to an after-school detention. Repeated tardies will require a parent conference (SART meeting). If a tardy is due to a doctor, dentist, counselor or court appointment, a note from their office will be required or it will reflect as an unexcused tardy. Students with unexcused tardies of 30 minutes or more are considered truant.

**Early Dismissal**

**Please note that students will not be called up to the office for early pick up during the last 15 minutes of the day.** If you arrive at 2:50 or later (1:10 or later on Wednesdays), parents will be asked to wait for the bell. We ask that you schedule all doctor, dental, medical appointments after school hours or on Wednesday afternoons to avoid having to check students out early. Thank you in advance for your assistance with this.
If your child needs to leave early, please be mindful of his or her lunch time. If it is during lunch they will not be able to go to the classroom to get his or her things and will have to get them when he or she returns to school. If your child is sick and needs to go home, our office staff will not interrupt the classroom to grab his or her things. The student can get them when he or she returns to school. Remember to bring your government issued ID with you when checking your child out of school.

## AWARDS CEREMONIES

**Student of the Month**

Special recognition will be given to individual students based on teacher selection. Ceremonies will be held monthly.

**Trimester Awards**

Trimester awards will be given out on top of the Student of the Month teacher awards.

**Principal's Honor Roll** - Students excelling throughout the curriculum and receiving all 4's on their report card.
**Academic Excellence** - Students excelled throughout the curriculum and received all 3's and 4's on their report card.
**Rising Star** - Students who have met grade level standards receiving all 3's on their report card.
**Perfect Attendance** - Students who have no tardies, no absences, and no early dismissals. Make up days with Saturday School will not count towards this award. Students must have 100% in attendance, all day.
**Excellent Attendance** - Students who have 97% or better in attendance. No more than 2 excused absences or tardies per trimester. Students may make up days with Saturday School.

**End of the Year Awards**
Trimester Awards will be given at the end of of the school year in addition with the following awards:

**Perfect All Year Attendance** - Students who have no tardies, no absences, and no early dismissals for the entire school year. Make up days with Saturday School will not count towards this award. Students must have 100% in attendance, all day.
**100 Mile Club Recognition** - Students are recognized for miles run during the school year.
**6th Grade Awards** - Special awards will be given. Criteria and awards selection TBD.

## BEHAVIOR

**Positive Behavior Intervention and Support (PBIS) Defined**
PBIS is best described as an organizing structure rather than a program. Schools who implement PBIS make an intentional decision to restructure all learning environments *for the purpose of equipping students for behavioral success in school and in life.* This is accomplished through direct instruction of agreed upon behavioral standards which are taught, acknowledged, and corrected by all staff within a safe and welcoming school culture.

### Sky Country Elementary School Expectations

| | Safety | Ownership | Achievement | Respect |
|---|---|---|---|---|
| Schoolwide | Follow all area expectations. Keep hands, feet, and objects to yourself. Listen and follow instructions from all staff. Walk at all times unless on the field. | Attend and be on time every day. Patiently wait your turn in line. Throw away trash in cans provided even if it was left by others. | Be prepared with required materials. Complete all work as assigned. Work hard, try your best, and never give up. | Use quiet voices. Follow dress code. Use kind words and actions. Treat school property with respect. Have positive attitudes. |
| Outside | Be aware of your surroundings. Stay in line facing forward unless directed by an adult. Stay off of stage and away from planters. | Go directly to your exit area or get to your after-school program promptly. Mind your own business. All food and drink stay in eating areas. | Bring and take home all required materials. | Stop, look, and listen when spoken to by all staff. |
| Inside | Keep an inside voice at all times. Push in your chair. Stay seated and use seating appropriately. You must have a pass to visit somewhere on campus. | Ask for help when needed. State your purpose politely. All food and drink stay in eating areas. | Use materials appropriately. Listen carefully to speakers. | Use appropriate volume when responding, clapping, and cheering. Remove hats, hoods, beanies during assemblies. |
| Playground | Report bullying, vandalism or injuries. Avoid play fighting. Stay in designated play areas. | Take care of and return all playground equipment. Freeze and exit equipment when the bell rings. | Be a good sport. Follow the rules of the games. | Include, help, and encourage others. |
| Chromebooks | Be gentle and take care of your Chromebook. Be a good Digital Citizen. | Charge Chromebooks. Report any problems. | Use Chromebooks for educational purposes only. | Use your assigned Chromebook only. Respect others' right to privacy. |
| Restrooms | Use restrooms appropriately. Keep water in sinks and off the floor. | Put toilet paper in the toilet. Flush the toilet. Wash hands with soap and water. | Go to the bathroom appropriately. Use an appropriate amount of soap and towels. Leave when finished. | Give others their privacy. Do not talk, hang out, bang on walls or cause damage. |
| Library | Use seating appropriately. Walk at all times. | Sit and read once you have chosen your book. Return books on time. | Use a ruler to mark the book's place. | Take good care of all books. |

**Key Elements of PBIS**
Evidence-based features of PBIS include:
• Commitment to prevention and intervention
• Emphasis on strong administrative leadership to build effective systems and practices
• Universally defined expectations/skills which are taught
• Acknowledgment and correction of prosocial behaviors
• Provision of fair and consistent consequences
• On-going collection and review of data for decision- making purposes
• Continuum of behavioral interventions – multi-tiered supports

**Definitions of Common Terms:**

**Discipline-** Discipline means ***to instruct, to train in accordance with the rules, an activity or exercise to improve a skill.*** Equipping students for behavioral and social success is a school-wide responsibility, which requires the commitment and efforts of all adults — not just a select few are perceived as "disciplinarians."

**Consequences-** A consequence is ***the relation of a result to its cause***. It is also important to understand that "consequences" and "interventions" do not mean the same thing.

**Intervention-** Behavior interventions are ***specific actions taken for the purpose of changing the behavior of either an individual or a group of people.***

**"Bullying"**means severe or pervasive physical or verbal conduct (student-to-student), including communications in writing or by electronic act (texting, Internet, etc.), and including sexual harassment, hate violence, or harassment, threats or intimidation, that has, or can be reasonably predicted to have, the effect of one or more of the following: (A)placing a reasonable pupil in fear of harm to person or property; (B) causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health; (C) causing a reasonable pupil to experience substantial detrimental interference with his/her academic performance; or (D) causing a reasonable pupil to experience a substantial interference with his/her ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r)).

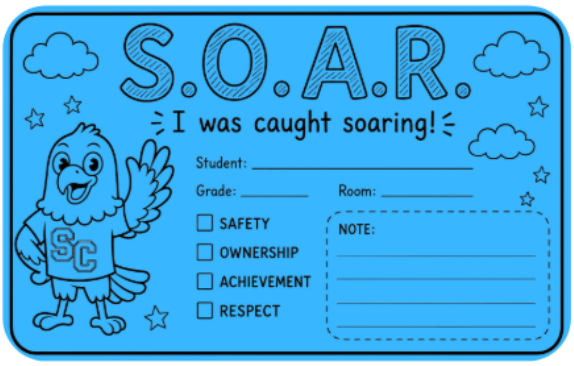
**SOAR Expectations**

We teach students to follow SOAR expectations throughout the campus. SOAR is an acronym for Safety, Ownership, Achievement and Respect Others. We have established specific expectations for each area of campus. These expectations are taught by staff, and visible reminders are posted throughout the school for reference.




**SOAR Tickets**

Students who are caught demonstrating SOAR behavior can earn SOAR tickets which they can redeem for prizes and fun events.

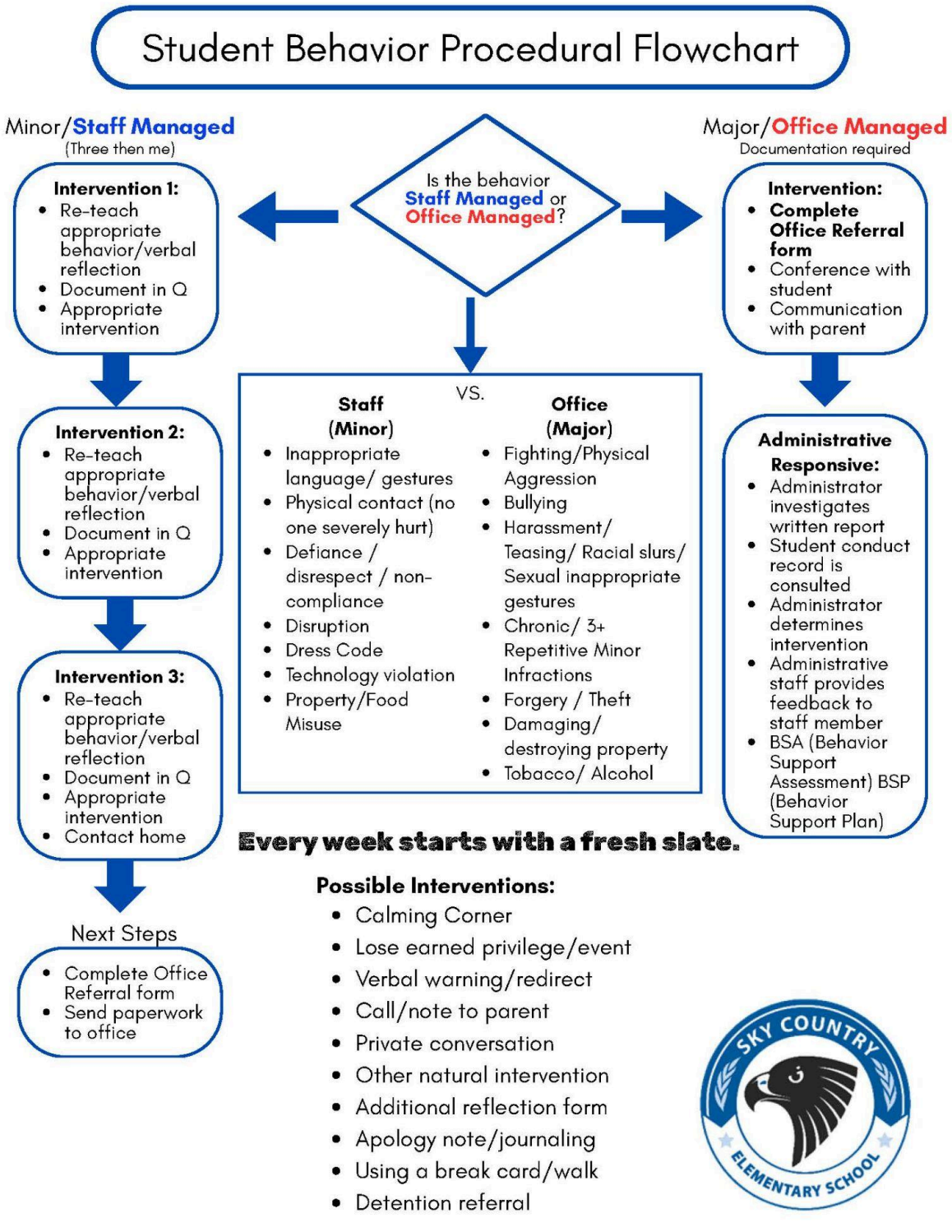


**Consequences**

Consequences for violating school expectations follow a progressive discipline model which begins with reteaching and warnings and moves to more severe disciplinary measures when behaviors continue. Because discipline is a shared responsibility between students, staff, and parents, emphasis is placed on informing all those involved of the student's behavior. This assists both parents and staff in ensuring that students are learning the appropriate behavior skills. Teachers, at their discretion, will attempt to correct misbehavior through warnings, positive reinforcements, and other techniques. When those are not successful, or when it is appropriate, alternative actions will be taken.

**Severe Behavior**

If a student exhibits severe misbehavior such as fighting with meaningful intent to harm, open defiance or vulgarity, etc., step by step consequences may be waived and more severe discipline will prevail, including a referral to administration. Sexual harassment is illegal and will not be tolerated. Students violating sexual harassment rules will be disciplined, which may include suspension from school.



## BEHAVIOR EXPECTATIONS

**In the Classroom**

- Be prompt to class
- Be prepared for class. Bring pencils, erasers, books, three-ringed binder and any other classroom materials needed as appropriate per grade level.
- Follow directions. Each teacher will establish academic and behavior expectations for his/her classroom.
- Be courteous. Use appropriate language. "Put-downs", name-calling, profanity, vulgarity, and threats are unacceptable.
- Students are expected to complete and turn in all assignments on time. If a student is absent he/she must make arrangements to make up missed work.
- Students need a hall pass from their teacher (or support staff) to be out of class.
- If students need assistance or help, they should be sure to see their teachers.

**During Lunch**

- Students must line up to get their food. Remember that it's first come, first served. Saving places or crowding is not allowed.
- Students are to eat their lunch and snacks in the designated areas.
- Good behavior and table manners are expected. Be courteous to staff.
- Students may bring their lunch or receive a school lunch.
- Students must keep their eating areas clean and dispose of their trash.
- When dismissed, do not disturb classes in session.

**Throughout Campus**

- Students must keep their feet on the paved walkways. Do not climb any railings, cut corners in hallways, or cross through the grass or planters.
- The school has a "hands-off" rule. **No fighting, pushing, chasing, horse play, or play fighting.**
- Skateboards, electronic devices, toys, cards, cameras, cell phones, laser pointers, or other expensive items and playthings are not allowed at school. Jurupa Unified School District, Sky Country Elementary, and staff are not responsible for personal items brought to school or a school activity and are confiscated, lost, stolen, or damaged.
- Do not bring or possess **dangerous objects** of any kind going to, coming from, or at school.
- Do not deface or damage any school or private property.
- Put litter and trash in the trash cans.
- Stay in authorized areas.

**Playground Expectations**

| SAFETY | OWNERSHIP | ACHIEVEMENT | RESPECT |
|---|---|---|---|
| ● Walk at all times unless on the field.<br>● Report bullying, vandalism or injuries.<br>● Avoid play fighting.<br>● Stay in designated play areas.<br>● You must have a pass to leave the play areas. | ● Take care of and return all playground equipment.<br>● Freeze and exit equipment when the bell rings.<br>● Throw away trash in cans provided even if it was left by others.<br>● All food and drink stay in eating areas. | ● Be a good sport.<br>● Follow the rules of the games. | ● Stop, look, and listen when spoken to by all staff.<br>● Include, help, and encourage others. |

## BICYCLES/SKATEBOARDS/SCOOTERS

Students in grades 4th-6th are permitted to ride bicycles to school. Students are not permitted to ride their bicycles on school grounds; therefore they must walk them as soon as they arrive on campus. Bicycles must be parked and locked in the bike rack as soon as the student arrives on campus. Every effort is made to safeguard the student's bicycle while it is parked at school, but as with other personal property, the school cannot assume responsibility for theft or damage. State law requires that children wear helmets while riding on public streets, therefore students who do not wear a helmet will not be allowed to leave with their bicycle. SKATEBOARDS AND/OR SCOOTERS ARE NOT PERMITTED AT SCHOOL.

## CELL PHONES/ELECTRONIC DEVICES

Cell phones, smart watches, and other electronic signaling devices must be turned off and inside backpacks before students enter campus and remain in backpacks until the students exit campus at the end of the day. Headphones, earbuds, and airpods are only allowed for instructional purposes with teacher permission and when paired with a student chromebook. Students may not use cell phones, smart watches, other electronic signaling devices, headphones, earbuds, or airpods during the Think Together program. If students use cell phones or electronic devices at school during instructional hours, they will be confiscated. Parents MUST come to school to pick up the device. JUSD and Sky Country Elementary staff will not be responsible for personal items which are confiscated, lost, stolen or damaged.

## COMPUTERS/CHROMEBOOKS

Sky Country Elementary has a 1:1 device program providing Chromebooks for educational use to students in Grades K-6. Students in grades 2-6 will be allowed to take the devices to & from school to support extended opportunities for learning. Students are responsible for good behavior on the school computer & network just as they are in a classroom or school hallway. Communications on the network are often public in nature; therefore, general school rules for acceptable behavior and communications apply. Students are responsible for adhering to the rules and internet use guidelines outlined in the JUSD Acceptable Use Policy. The following are not permitted:

- Sending or displaying offensive messages or pictures or attempting to access inappropriate material.
- Harassing, insulting, or attacking others.
- Damaging computers, computer systems, or networks.
- Violating copyright laws.
- Using another's password.
- Trespassing in another's folder, work, or files.
- Employing the network for commercial purposes.

Violations may result in a loss of access as well as other disciplinary action.
**Chromebook/Device Insurance may be purchased. Visit our insurance option here.**

## COMMUNICATION

We make communication a top priority and invite you to partner with us as we grow stronger together. Please utilize the following resources to stay informed of all things happening at Sky Country Elementary.
Skyhawk News! - posted every Sunday night at 5:00 pm on Parent Connect
Sky Country's Website
Sky Country's Facebook
Sky Country's Instagram
Q Communication/ Parent Square - Essential Sky Country updates and reminders will be sent to you through the phone and email information provided at registration
Sky Country's marquee: Located in front of our school

We will also strive to send out paper flyers when possible, home with students.

## COMMUNITY SCHOOLS

Sky Country Elementary is a community school. A community school embraces a "whole child" philosophy, focusing on the academic, social, and emotional well-being of each student through the curriculum and available programs both at the school and in the community. These schools collaborate with external agencies to meet the diverse needs of their students. Moreover, community schools operate on four key pillars: Integrated Student Supports, Family and Community Engagement, Collaborative Leadership and Practices for Educators and Administrators, and Extended Learning Time and Opportunities. At Sky Country, we host parent workshops, reading nights, friendship groups, and our Teacher on Special Assignment teaches culturally relevant classes. Sky Country also partners with Jurupa Valley High School students for tutoring services. Mira Loma Middle School students have also given back to our community by reading to our younger students. Mira Loma Middle School, Jurupa Valley High School and Sky Country are part of the same feeder pattern, therefore connections among our students are a valuable part of community schools. Please check fliers, the marquee, or website for specific days and times.

## COUNSELING SERVICES

Teachers and parents may refer students for counseling. A mental health therapist assigned to the school provides counseling services to students through our PICO department. Additional counseling information and referral service can be obtained by calling 686-HELP (crisis advice, health care, child abuse, rape, alcoholism, or drug abuse).

## CURRICULUM AND INSTRUCTION

We are dedicated to providing an excellent education in a safe environment at SCE. We have established high academic standards and expectations for students. Our instructional program and curriculum are designed for academic excellence and are fully diverse and enriched to challenge all students.
**Resource Specialist Program:** SCE provides a comprehensive education and pupil services program. Our students with special needs are fully included in school life through inclusion and extra instructional support through our Resource Specialist Program (RSP).
**English Language Learners:** Certificated teachers provide English Learners (EL) students basic skills and instruction as well as English Language Development (ELD).
**Programs for the Gifted:** Gifted and Talented Education (G.A.T.E.) program is designed for those students with special academic talents and students who have consistently demonstrated high academic achievement in the classroom.

## DISASTER PLAN

In case of an emergency our top priority will be your children. Safe and orderly dismissal is a crucial element in ensuring the safety of each of our students. Because it will be necessary for staff members to know the location of every child, the following safety procedures will be enforced in the event of a disaster:

- Sky Country's gates will be locked.
- There will be a student checkout center at gate 1, located at the front of the school. All students will be checked out to parents through this gate.
- Classes will be gathered on the field.
- Parents and other people not assisting in our emergency efforts will not be allowed on campus.
- Students will be checked out to those listed on their emergency cards only (unless circumstances warrant alternate safe

placement).
- Notations will be made as to who picked up each child and at what time.
- Patience will be necessary as this process may be slow. Please remember that we are striving to provide safe dismissal for all students.

Your cooperation is asked in any emergency. The school will retain your child until you or an adult listed on the emergency contacts is able to come get him/her. These actions should be shared with everyone you listed on the Emergency contacts list so they are familiar with our procedures. For this reason, it is imperative that you keep all information on your child's Emergency Contact list up-to-date at all times. Your child will be released only to those listed on Parent Connect. When circumstances warrant, it is in the best interest of your child to place him/her in an alternate place of safety.

## DISASTER PLAN DRILLS

**Fire:** At the sound of the fire alarm, students follow the evacuation route directed by their teacher.
**Earthquake:** Everyone on campus should drop to the floor beneath a desk, chair, table or bench with her/his back to the windows. If no cover is near, get close to a bearing wall. If in a hall, drop away from free standing cupboards and face away from movable walls. Cover the back of your head and neck with a coat, sweater, notebook or your hands. Wait for further signals and/or instructions *(Board Policies 6410 & 6411)*.
**Lockdown:** An announcement will be made in the event that something happens in the community or neighborhood of the school that may be/is dangerous to students or staff. Staff will immediately clear the hallways. Staff and students will remain in classrooms with doors locked, until an all clear is given.

## DRESS CODE

Clothing and appearance need to be appropriate for the weather, neat, and clean in appearance. Students should wear clothing that allows for their participation in physical education and recess.
All clothing should fit appropriately, and no undergarments should be seen. Shirts must have a 2 inch or more sleeve and need to fully cover midriffs. Shorts need to be of appropriate length. All shoes must be closed-toe and have a secure strap or backing around the heel. Open-toed shoes, backless sandals, flip-flops, steel-toed shoes, and boots are not permitted. No facial makeup, artificial or acrylic nails.
Students in violation of the dress code will receive a warning and parents will be notified. Students will be required to change or wear attire provided by the school. Repeat violators will receive consequences according to the school assertive discipline plan as appropriate for defiance of school rules.

PLEASE REFER TO THE DISTRICT PARENT GUIDE FOR A FULL COPY OF THE DRESS CODE

## EMERGENCY CARD INFORMATION

Emergency information should be completed online through the Annual Information Update (AIU) on Parent Connect For login information, please contact the office. **Students will only be released to those adults who are listed on the emergency card. Please bring proper identification.**
Please notify the office of any change in address, home, work, or emergency phone numbers. If a student is moving, notify the office. Phone call or written note from parents or guardian. *(Board Policy 5125.4 & 5125.5).*

## HEALTH SERVICES

The nurse's office is located in the office building. Students are responsible for notifying the teacher and/or activity supervisor immediately if an injury occurs. A student who feels ill or wishes to discuss a health problem with the school nurse or health clerk should ask for a health referral from the classroom teacher or supervising adult. Students may not use their cell phone to call home directly.
If a child has a head injury, parents or guardians will be encouraged to pick up their child for further monitoring/health evaluation.
In case of serious injury/illness, parents are contacted for referral to their family physician. Parents are requested to notify the school nurse about serious health concerns. Please be sure to share important health concerns when completing the AIU through ParentConnect.

**Immunizations**
All students shall meet the requirements of all sections of the Health and Safety Code governing immunizations and will not be admitted until medical records indicating compliance with the requirements are submitted or unless an exemption has been requested (Board Policy 5112).

**Medication Policy**
Any medication required to be given during school hours must be turned into the office. Students on medication are required to have a doctor sign an authorization form. These forms are available in the school office.
The procedure is as follows:
1. The parent brings the medication to the school office in the labeled bottle for the student.
2. Supply of medication should be just enough for administration to the student while at school.
3. If a student is on continuous medication, request that the pharmacy label two bottles, one for use at home and one for school use.
4. The student may be assisted by a school nurse or the nurses' designee.

All medication, including inhalers, must be housed in the main office and the administration of such be supervised by school personnel. Students may not have any drugs or medications with them during the school day.
If a child has a contagious disease such as chicken pox or measles, please notify the school immediately so that steps can be taken to prevent epidemics. The child may be readmitted to school only if the contagious period of the disease has passed.

**Pediculosis (Head Lice)**
Please check your child's head periodically for lice and nits (dandruff-like specks that do not fall off). An early sign of head lice is excessive itching. If your child is found to have head lice at school, you will be contacted and will be given a copy of the brochure "A Parent's Guide to Head Lice". We ask that you please treat your child accordingly if they are infected to help prevent the spread of head lice at school.

## INSTRUMENTAL MUSIC

Instruction in the woodwind, brass, and percussion instrument families are offered to fifth and sixth grade students. Recorders are provided to all fourth grade students.

## LIBRARY

The library is open for use during the school day. During class and lunchtime, students must have a pass to enter. Students are expected to pay for damaged or lost books and/or materials (including Chromebooks) they check out of the library. Students are required to return the same textbooks they were issued. It is the responsibility of each student to keep their checked out items from the library protected and in good condition. If any textbook or library issued item is lost or damaged, the student will be expected to pay for replacement or repair.
Textbooks & Chromebooks (grades 2-6) issued to students will be required to be returned when the student checks out of school and/or at the end of the school year. Library books are required on the due date. If a book/Chromebook is not turned in or paid for, no grades will be posted, and the student will not be allowed to participate in activities until the matter is settled. If a student leaves Sky Country to attend another school, current records may not be forwarded. This policy applies to textbooks, library books, instruments, and all other school materials and fees owed to the school.

## LOST AND FOUND

The school is not liable for lost or stolen articles. Items found should be brought to the main office immediately. To prevent items from getting lost, please label your child's sweaters, jackets, and lunch pails. Items that are not claimed by the end of each trimester are given to charitable organizations. Lost and found items are displayed in the quad every Wednesday before and after school for families to look through. Please check regularly for any missing belongings. Unclaimed items will be donated on the 2nd and 4th Wednesday of each month.

## MINIMUM DAYS

**Weekly**
Minimum days begin on Wednesday, August 20, 2025 and continue every Wednesday through May 27, 2026. Dismissal is at 1:25 pm for all grade levels.

**District Minimum Days**
Friday, October 23, 2026
Friday, February 19, 2027
Friday, May 21, 2027
Friday, May 28, 2027

## NUTRITION SERVICES

Breakfast and lunch are available daily and free of charge to all students at Sky Country Elementary School for the 2026-2027 school year. Students must grab all items to receive a school lunch. There will be a share-table for any unopened, uneaten food.

| SAFETY | OWNERSHIP | ACHIEVEMENT | RESPECT |
|---|---|---|---|
| • Keep hands, feet, and objects to yourself.<br>• Listen and follow instructions from all staff.<br>• Stay seated and use seating appropriately. | • Patiently wait your turn in line.<br>• Throw away trash in cans provided even if it was left by others.<br>• Mind your own business.<br>• All food and drink stay in eating areas. | • Hold your food tray with 2 hands.<br>• Focus on eating your food to finish in a timely manner. | • Stop, look, and listen when spoken to by all staff.<br>• Use quiet voices.<br>• Use kind words and actions. |

**Treats (Birthdays, Parties, etc.)**
Contact the classroom teacher in advance before bringing in treats for the class. Only prepackaged food is allowed on campus for celebrations and events. Celebrations are at the discretion of the classroom teacher. If permitted, they will be reserved for the last part of the school day in order to minimize interruptions to instruction.

**Food and Drink Policy**
All food and beverages brought from home must follow California nutrition guidelines. Acceptable drinks include water, milk, and 100% fruit juice. Soda, energy drinks, and excessively sugary beverages are not allowed. Food should be provided in snack-sized portions, appropriate for your child's needs. To ensure the safety of all children, especially those with allergies, food sharing is strictly prohibited.

## OFFICE

The school phone number is **(951) 360-2816**. The school office hours are from 8:00 a.m. to 4:00 p.m. Office personnel will take messages for teachers. Teachers are unable to come to the phone when class is in session. Calling the school office to leave messages for children at school is not a safe practice. It is difficult to verify identification of the person calling, whether it is a parent, a non-custodial parent, or a stranger. Please allow 24 hours for a response.

If your child forgets an item at home (water bottle, lunch, chromebook, band instrument, project, etc.), please make sure to message his or her teacher to let them know that you are bringing it to school to leave in the office. Our office staff will email the teacher for the student to pick it up at his or her earliest convenience. **Teachers might not see the message until the end of the day so it is not guaranteed that your child will get the item.**

Students are not allowed to call home for missing items.

We do not accept any money drop-offs.

## PARENT INVOLVEMENT

***English Learner Advisory Committee (ELAC)***

Schools that have more than twenty students who are identified as having limited proficiency in English are required by California State Law to establish a School English Learner Advisory Committee to allow parents to assist the professional staff in planning a program to better serve those students. Members will attend four meetings per school year. All parents are welcome to these meetings.

**Parent Conferences**

Teachers schedule parent conferences during two days in October. The report card and your child's progress are discussed during this time. Parents may contact the teacher(s) at any point throughout the year to schedule a conference

**Parent Education**

Parent workshops are held throughout the year by the school staff and consultants. Please check fliers, the marquee, or website for specific days and times.

**Parent Volunteer Program**

Please contact your child's teacher, or call the school office, if you wish to volunteer at school or in the classroom.

Fingerprinted and Tuberculosis (TB) clearances are required for volunteers that are:

- Assisting in the classroom or other school activities regularly or for more than four (4) hours per week.
- Volunteering on a field trip to supervise students without the supervision of JUSD certificated staff.
- Serving as an overnight chaperone.
- Escorting students from one location to another on campus.

How to apply:

1. Submit an application on the JUSD website or by clicking here.
2. Wait for your request to be approved by the principal.
3. Once approved, complete all requirements listed in the approval email you will receive.
4. Email all required documents listed in the approval email to: JUSD_volunteers@jusd.k12.ca.us
5. You will receive an email once you are cleared to volunteer.

If you have any questions, please contact the Human Resources Department at 951-360-4124.

All visitors and volunteers must provide valid ID and check in at the school office prior to going into classrooms or any other areas of campus such as the library or cafeteria. This policy helps to safeguard our children and avoids disruption of the learning process. All volunteers must submit an online application. Links to the application are shared on the main district page and all school websites.

When visiting the school, you must wear a visitor's name badge which will be printed through the RAPTOR system. When visiting campus or checking out a student you must present your ID in the office to be scanned through RAPTOR. If you are on campus during school hours and do not have a visitor's badge on, you should expect to be stopped by an employee and asked to go to the main office. We are dedicated to protecting your child from unauthorized visitors on campus and ask parents and relatives to strictly adhere to these procedures.

Younger children will not be allowed on campus during school hours when visiting classrooms, please make arrangements ahead of time. They may, however, attend school-wide awards assemblies and events held in the cafeteria or quad.

All Preschool volunteers must meet these requirements unless they are a relative of a child in the program and are not used to replace or supplement staff in providing direct care to children (Health and Safety Code 1596.871 (b)).

**Title I School Site Council (SSC)**

The School Site Council meets six times a year to advise the staff on educational decision-making. It is composed of elected parents and staff members. Parents are invited to serve as SSC members, this is a 2-year commitment and interest forms will be sent out at the beginning of the school year.

## SPECIAL DRESS DAYS

- Mondays- Skyhawk Pride! Wear your Sky Country shirt or colors.
- Wednesdays - 100 Mile Club Shirt
- Fridays - College Shirt

## STUDENT AMBASSADORS

The Sky Country Ambassador program is an organization in which student representatives can help with the functions of the school. Student Ambassadors promote leadership and initiative. Representatives must comply with the eligibility requirements by maintaining grades of 3s or 4s, not having excessive absences, tardies, or discipline problems during the school year. Students can be removed from Student Ambassadors if they do not maintain the eligibility requirements.

## TITLE 1

Title 1 provides supplemental funds to be used to narrow the educational gap between academic performances of At-Risk students. These funds provide for materials and services to assist identified students who need extra support to be successful in school.

## VISITORS/VOLUNTEERS TO CAMPUS

For your child's protection and safety Sky Country is a closed campus. Any adult who visits the campus is required to sign in at the office with identification and wear a visitor's badge. No middle or high school students are allowed on campus unless accompanied by a parent. Students are encouraged to be friendly and courteous to visitors who may be touring the school.

Parents or guardians of students attending Sky Country are encouraged to visit the school. Parents who wish to meet with teachers should arrange for an appointment before or after school with their child's teacher upon arrival at school, all visitors and volunteers must sign in at the office to be issued a campus pass.

Please refer to the JUSD 2025-2026 Parent Guide for a full copy of the Jurupa Unified School District's full policies.
https://jurupausd.org/our-district/ps/Admin/Pages/Documents-and-Forms.aspx