



12100 Crewe Street
Norwalk, CA 90650
(562) 868-7741

Parent Newsletter  Back to School Edition

August 2023

Dr. Lorena Martinez-Vargas - Principal

Mrs. Yvette Bermudez - Secretary

Welcome to the 2023-2024 school year! We are going to have a wonderful school year. Together we will ensure that Paddison is a safe, nurturing, and high achieving school. Go Panthers!

Paddison's Motto: Good, Better, Best! Never let it rest, until your good is better and your better is best!

PADDISON ELEMENTARY SCHOOL INFORMATION

Please review the information carefully so as to maximize our school to home communication. After reading the information, keep it in a safe place for future reference.

ATTENDANCE

Please maximize your child's overall success by helping them arrive at school every day on time.

ABSENCES

- Report the absence with a phone call
- Send a note

If your child is sick, call (562) 868-7741 on the day of the absence before 9:00a.m. to report the absence and please submit a note regarding the absence when your child returns.

PLEASE NOTE:

If a child is sick, stays home, and returns to school with a parent note, the absence is marked as an "I" for Illness-- an "I" is an unexcused absence.

If a child is sick, taken to the doctor, and returns to school with a doctor's note, the absence is marked with a "M" for Medical--a "M" is an excused absence.

Children's absences are marked "U" for Unexcused when we do not receive a verbal or written notice regarding the absence and/or the absence is not excused. Unexcused absences include, but are not limited to, going out of town, going on vacation, family emergencies, childcare problems, birthday celebrations, and trips to theme parks.

ABOLISH CHRONIC TRUANCY

Little Lake City School District participates in the Los Angeles County District Attorney's Abolish Chronic Truancy (ACT) Program. Students with 10 Unexcused Absences in a semester, 15 absences in a calendar year or 9 Tardies will be referred to the ACT Program. **Parents will be sent informational attendance**

letters at 3, 5, and 10 absences. You will also receive communication from the principal. Please help your child arrive at school on time every day.

SCHOOL ARRIVAL

The cafeteria opens for breakfast at 7:45a.m. School supervision begins when the cafeteria opens. At 7:45a.m., students not eating breakfast enter the cafeteria and proceed to the patio area to line up.

CLOSED CAMPUS

Paddison is a closed campus. Students enter campus through the cafeteria/multi-purpose room (MPR). Parents and other adults/visitors must check in and sign-in at the main office.

DISMISSAL

TK, Kinder, 1st, 2nd and 3rd graders are dismissed at 2:30p.m. Fourth and 5th graders are dismissed at 3:05p.m. Children are to leave campus immediately upon being dismissed. Students may not wait in front of the school or around campus after school waiting for a sibling, relative, or friend. Please make childcare and transportation arrangements so that your child is safe before and after school. Students who are not picked-up on time are escorted to the office and calls will be made to contact a parent/guardian. A parent, guardian, or someone designated on the emergency card must sign the student out of the office. **Please make sure that your emergency card information is accurate.**



1:30 DISMISSAL WEDNESDAYS

ALL students are dismissed at 1:30p.m. EVERY Wednesday. Please make childcare and transportation arrangements for early dismissal Wednesdays. Early dismissal Wednesdays may be a convenient time for you to schedule medical and dental appointments, after 1:30p.m.

TARDIES

Students are expected to arrive at 8:00a.m. The first bell rings at 8:10a.m. Students proceed to their classrooms at that time. The second bell rings at 8:15 a.m. at which time cafeteria door closes and instruction begins. Students are tardy/late if they arrive at school after the second bell rings at 8:15a.m. Tardy students must enter through the main office. The tardy will be logged. They will be marked "T" for tardy. If a student is 30 minutes late, it is marked as an "X". Three (3) X's equal one absence.

INDEPENDENT STUDIES

The Governing Board authorizes independent studies as an alternative to being in school when there is a family emergency such as a family needing to leave the country for a short period of time. The parent and the student must sign an Independent Study contract no less than five (5) days prior to the absence. The minimum period of time for any independent study option shall be five (5) consecutive school days. The student is given the required work and must return it on the agreed upon date. It gives the student opportunity to get credit for the work he/she would have missed during the absence. If you need to discuss Independent Studies, please see the principal.

PICK UP AND DROP OFF

Please help us to keep all our children safe and please model positive behavior when picking up and dropping off children at school. If you are driving, please:

- Park your car and walk your child to safety
- Use the crosswalk
- Respect the crossing guard

Please:

- **Stay out of the yellow bus zone**
- **Only stop/park where it is safe**
- Stay out of driveways

The City of Norwalk's Public Safety and the Norwalk Sheriff's Department patrol the neighborhood and they will cite illegal parking and other illegal activity.

CLASSROOM ASSIGNMENTS

Your child's current teacher is subject to change based on enrollment figures and staffing needs. If changes are necessary, we will make changes with as few disruptions as possible. If a change is necessary, we will be in contact with you as soon as possible.

PARENT REQUESTS FOR CLASSROOM CHANGES MAY BE CONSIDERED AFTER THE FIRST TWO WEEKS OF SCHOOL ARE COMPLETE.

BREAKFAST

Our cafeteria provides breakfast at 7:45a.m. Second Chance Breakfast is available during your child's recess.

LUNCH

Students who bring their own lunch from home may purchase milk or juice from the cafeteria. Please have your child bring their lunch with them in the morning. **If your child has a food allergy, please bring a doctor's note to our cafeteria manager that indicates the food your child cannot eat.**

HOMEWORK GUIDELINES

Homework is a review of material students have learned in class. Please encourage your children to do their homework independently. Most children will finish the homework within the timeframe provided below.

Grade	Approximate Time
K-1	30 Minutes
2-3	30 Minutes
4-5	45 Minutes

Please have your child read at home and talk to your child about what they read to foster comprehension skills. If you have questions or problems, please contact your child's teacher.

REPORT CARDS/PROGRESS REPORTS

There are 3 trimesters in one school year at Paddison. Report cards are issued 3 times a school year, once each trimester. If you have any questions or require additional information about your child's progress, please contact your child's teacher. Progress reports are sent home for all student in the fall. During the second trimester, progress reports are only given to student not making academic progress, students considered academically "at risk".



TRIMESTER AWARDS

We enjoy celebrating our students' achievements each trimester. As a staff, we set criteria for Trimester Awards. We recognize academic improvement, high levels of achievements, positive citizenship, and perfect attendance. Please see your child's teacher for more detailed information regarding awards.

POSITIVE BEHAVIOR

Paddison is a PBIS (Positive Behavior Interventions and Supports) school. We use PBIS strategies. We expect all children and adults to meet school-wide behavior expectations. We teach and review behavior expectations, promote rewards and define consequences with all students. The school-wide behavior policy establishes order and structure for all. We expect everybody at Paddison to be Safe, Responsible, and Respectful.

HOME-SCHOOL COMMUNICATION

Please make sure that we have your correct phone number. Somunication includes phone calls, pre-recorded messages, emails, monthly newsletters from the classroom and from the principal, notes from teachers, parent-teacher conferences, conferences by appointment, informal conferences, and our school website.

PARENT INVOLVEMENT

There are many opportunities for parents/guardians to participate in their child's education. Please attend events scheduled throughout the school year such as Back to School Night, Conferences, Open House, and fundraising events. Join School Site Council (SSC), English Language Advisory Council (ELAC), and a Parent-Teacher Organization (PTO). Each of these groups meet regularly.

VOLUNTEERS

We encourage all parents and community members to share their talents and their time with our staff and students as volunteers. Please communicate with your child's teacher and/or Mrs. Bermudez in the main office for more information.

NO BIRTHDAY TREATS OR GOODY BAGS AT SCHOOL

To promote safety, healthy eating, prevent reactions to food allergies, food (including pizza) and sweet treats (including cake, cupcakes, ice cream, and candy) are not allowed. Please do not

bring goody bags for the teacher to distribute.

While it is not necessary, you may consider celebrating with pencils, stickers, and other non-edible treats donated to your child's classroom.

JACKETS, SWEATERS, COATS

Please mark all of your child's belongings. Many, many jackets, sweaters and coats are lost each year.

CELL PHONE POLICY

It is not recommended that student bring a cell phone to school. If a cell phone is brought to school, the cell phone must be turned off during the school day and the cell phone must be placed inside of the backpack while the student is on campus.

TELEPHONE USE IN THE MAIN OFFICE

The telephone in the office is only to be used by students in an emergency. Students will not be permitted to call parents for forgotten homework, books, lunch money, or rides at the end of the school day, or on rainy days, etc. Have a rainy day plan established with your child before it rains.

DRESS CODE

Uniforms are encourage, not required, at Paddison. Uniforms guidelines include navy blue or khaki bottoms (uniform pants, blue jeans, knee-length shorts, skirts, and/or skorts) and collared tops (polo shirts in white, light blue, navy blue, or red). Tennis shoes or rubber soled shoes and socks must be worn at all times. Please make sure that your child's shoes are safe—**no Crocs**, no sandals, jelly, or opened shoes. Natural colored hair. Hats are not permitted unless a student has cashed in Pawesome Cards for "Wear a Hat to School" Pass. Themed Spirit Days take place throughout the year.

NO DOGS, SKATEBOARDS, or BICYCLES

Dogs, skateboards, or bicycles are not allowed on campus. Dogs, skateboards, and bicycles must remain with their owners on Crewe Street. Students who ride skateboards, bicycles, or scooters to school must wear a helmet. Skateboards, bicycles, or scooters may not be stored/kept/parked at school.

STUDENT SAFETY

Students should only bring to school items necessary for their school day. All toys, collections, distracting items and dangerous items or substances must be left at home. Students that have the teachers' permission to bring something in to "share" should



put the item inside a labeled box or bag. No animals are permitted on campus. Any student found to be in possession of a weapon, dangerous object, or dangerous substance on campus will face consequences.

CONFLICT RESOLUTION

In order to teach students how to solve problems wisely and to provide a safe school environment, we will convene conflict resolution sessions when there is a conflict amongst students. Fighting is not tolerated. Students who fight at school or to/from school will have consequences. Play fighting at school is not acceptable behavior. Play fighting often leads to real fights. Please remind your children to refrain from play fighting.

MEDICATION AT SCHOOL

With written physician's orders, we will assist your child in taking medication during school hours. This requirement, pursuant to California Health and Safety Code 27225(b), also applies to over the counter medication such as aspirin, Tylenol, and cough drops, etc. Medications must be brought to school by a parent or an adult designated by the parent. The medication must be in a prescription bottle marked with the student's name, the name of the medication, time to be given, dose to be given, and method to be given. Please communicate with the Health Clerk if you have questions.

EMERGENCY CONTACT

Upon registration, you provide emergency contact information. If contact information changes, please notify the main office so that we can update the information. Updated information is vital in case of an emergency.

RELEASING STUDENTS

Students are released ONLY to adults listed on the student's emergency card. We do not accept over the phone authorizations to release a child to someone who is not listed on the card.

CUSTODY ISSUES

If custody issues or restraining orders affect your child, please make sure we have a copy of court orders to honor custody and restraining order issues. Please keep us updated on all legal orders.

PREPARING FOR EMERGENCIES

Paddison students and staff will prepare for three types of emergencies: 1) Fire Drill; 2) Earthquake Drill; and 3) Lockdown/Campus Intruder Drill. If you

happen to be on campus during an emergency drill, follow directions. The drills are our way of adhering to mandates and keeping your child safe at all times.

MESSAGES

Many of our teachers communicate with parents using Class Dojo, Remind or email. Those are the most effective ways to communicate with your child's teacher. To leave a message for a Paddison staff member, please call the office. A note will be placed in the person's mailbox so that he/she can respond to you in a timely manner. We do not interrupt instruction to deliver messages.

PERMITS TO ATTEND PADDISON

Permit options:

Intradistrict: You live within the LLCSD area but your resident school is another LLCSD school.

Interdistrict: You do not live within the LLCSD area. You reside in the area of another district.

Permit approval is conditional. Attendance, tardiness, grades, and parent participation are monitored.

CONCERNS

Our goal is to establish and maintain a home-school partnership that benefits all of our students. If you have questions or concerns please do not hesitate to seek more information. Communication is the key! First, communicate with your child's teacher. To continue the conversation, communicate with the principal; call Dr. Martinez-Vargas by email at: LMartinez-Vargas@LLCSD.NET or by phone at (562) 868-7741.

As Always, Go Panthers!

--Dr. Martinez-Vargas

