



Wedgewood Elementary
4000 Friendswood Link Rd., Friendswood, TX 77546
281-284-5700
Mascot: Timberwolves
School Colors: Red and Blue
Office Hours: 7:45 a.m. – 3:45 p.m.
School Hours: 7:55 a.m. – 3:15 p.m.

The Wedgewood Way!

Office Staff

- Buffie Johnson – Principal
- Audrey Boriack– Asst. Principal
- Toni Davis – Counselor
- Janine Davis – Secretary
- Gina Provenzano – Data Specialist
- Salta Bonnett – Clerical Aide
- Shelley Ellis – Nurse

The School Day

- Doors will open and adult supervision will begin at 7:45 a.m.
- Due to safety reasons, please do not drop off students before 7:45 a.m.
- The school day begins at 8:05 a.m. with announcements. Academics start promptly at 8:10am.
- Dismissal begins at 3:15 p.m.

Safety

- All doors to the building are locked at all times.
- Any non-religious head coverings (including but not limited to hats, caps, headbands and hoodies) are not allowed on campus during school hours.
- Trench coats or oversized jackets are not allowed on campus during school hours
- All visitors must enter through the secured entrance and report to the front office to sign in with their valid Driver's License to pick up a visitor's badge. No visitors will be admitted without a valid proof of identification.
- The student handbook regarding all district policies can be accessed on the district website www.ccisd.net.

Arrival Procedures

- ALL CARS use the drive located in front of the school. Form a SINGLE LINE along the curb. As cars leave, pull your car up as far as possible (to the last brick pillar).
- Staff members and Wolves on Patrol will be waiting along the sidewalk in the front to assist students being dropped off.
- Do not drop a student off in the large staff parking lot at any time. The large parking lot in the morning is reserved ONLY for day care providers, school buses, and for children who require special assistance.
- If you are going to walk your child into the building, please park in the designated visitor parking spaces.

Dismissal Procedures

- Dismissal starts at 3:15 p.m.
- **Car rider pick-up is in the large STAFF parking lot.**
- **The front drive is reserved ONLY for daycare and school buses.**
- **Smoking is NOT permitted on campus grounds including the car rider line.**

Car Riders

- Cell phone use while driving through the car ride line is prohibited.
- The car-rider line will start by the gym doors and snake through the parking lot.
- All car riders will be given a **GREEN** car rider plaque which should be hung from the car mirror when picking up students. (You will receive 2 – additional \$5)
- If a car does not have a plaque, no student will be put in the car. The driver will be asked to report to the front office for identification verification.
- **Last year's red plaques are no longer valid.**

- Pull your car up to the farthest cone for your student to be loaded in your car. Staff and Wolves on Patrol will be stationed by each cone to assist students.
- Please leave your **GREEN** plaque displayed until your student is loaded in your vehicle.

Walkers

- *Any person picking up K-2nd grade walkers must have a green sign given to you at the beginning of the school year.*
- **Kindergarten** is dismissed from the double glass doors to the far right closest to the sidewalk.
- **1st and 2nd graders** are dismissed out the double glass doors to the right of the front door of the school.
- **3rd through 5th** will be brought out the front doors and can meet you in the front of the school.

Picking Up Students During School Hours

We encourage your child to be present all day every day, however we understand there are exceptions.

- During school hours, students must be signed out through the office even on party/special event days.
- Valid identification with a picture is required of anyone picking up a student.
- Please remember that the person picking up your child must be listed on the child's emergency contact list as a person allowed to pick up. Please be sure that your student's contact list is up to date and correct for each school year. You will be required to verify and correct your student's information before the beginning of each school year.
- **No student can be checked out after 2:45 p.m.**
- All changes in transportation must be submitted in writing to your child's teacher with a parent/guardian signature no later than 2:30 p.m. each day. If the note is being emailed as an attachment, the note (with a signature) must be emailed to the homeroom teacher and grade-level chair prior to 2:30 p.m.

Student Absence

- If your child is absent from school one or more days, please send a note with him/her when they return to school or within three days of the absence.
- The note must contain the following information: full name of student as it appears on their birth certificate, date(s) of absence, reason for absence, and parent/guardian signature.
- Per CCISD guidelines illness of the child or death in the family is considered an excused absence.
- A doctor's note is only required if the student is absent more than five consecutive days.
- State law requires that we have paper documentation on file for each student's absence. Emails cannot be accepted.

Tardies

- Any student not in the classroom by 8:10 a.m. will need to go to the office to get a pass before proceeding to class. They will be marked tardy by the office. This includes most rainy days. On rainy days, please make every effort to leave your house earlier than you usually do.

Cafeteria

- Breakfast is available daily in the cafeteria from 7:45 to 8:10 a.m. The cost for students is \$1.25.
- Lunch times are scheduled by class with the first classes beginning at 10:30 a.m. and the last classes finishing around 1:30 p.m.
- School lunches cost \$2.35 per day with milk. Milk is \$0.75. Visitor lunches may be purchased for \$3.50.
- If a child forgets their lunch or money, they will be allowed to call their parents to bring them money before their lunch starts.
- Students will no longer be able to have an outstanding balance over \$1. A child who is out of money will be given a cheese sandwich and milk. We highly encourage you to pay into your child's lunch account for any number of days you wish to purchase. You can access and manage your student's account by downloading the School Café app to your phone or device.
- The lunch menu is available online at www.ccisd.net - Child Nutrition.
- Free and reduced lunch prices are available to children whose families qualify for financial assistance by completing online application at www.schoolcafe.com or ccisd.net - Child Nutrition. ***Parents must re-apply for free and reduced lunch application as it does NOT automatically roll over.***

Visitors

- All visitors must enter through the secured entrance and report to the front office to sign in with their valid Driver's License to pick up a visitor's badge. No visitors will be admitted without a valid proof of identification.
- Anyone not wearing a badge will be escorted back to the office. This policy is meant to help us maintain a safe environment for your children.
- If you are visiting for lunch, please eat lunch with your students only in the Wedgewood Café located in the Great Hall. Visitors are not allowed to eat in the cafeteria or outside.
- To visit for lunch, you must be listed on the child's lunch attendee list or be an emergency contact.
- All visits to the classroom must be approved prior to the visit by an administrator.
- Visitor parking is located on the far side of the front parking lot. This prevents visitors from getting blocked in by buses, delivery trucks and district maintenance vehicles.
- **Never park along the curb painted red as this is a fire zone and you will be ticketed by the City of Friendswood. Please remember the City of Friendswood prohibits the use of handheld cellular devices in all school zones. This also includes the parking lots before and after school.**

Volunteers

- If you are interested in volunteering, you must first go to www.ccisd.net - Community and complete the volunteer application. The district will complete a background check before granting volunteer status to those who apply.
- Contact PTA Volunteer Coordinator Rachel Palomares at 832 455-4424 or rpcma20@yahoo.com
- Once approved, you are eligible to support teacher/staff members as a volunteer: in the classroom as requested by the teacher, chaperone field trips, and class parties.

Watch D.O.G.S.

- Wedgewood Elementary participates in WATCH D.O.G.S. (Dads Of Great Students) an innovative father involvement, educational initiative of the National Center for Fathering. Watch D.O.G.S. are fathers, grandfathers, uncles, and other father-figures who volunteer for at least one day each year. Our Watch D.O.G.S. launch event will be on September 20th at 6:00 p.m. in the Wedgewood cafeteria. If you have any questions about the program please contact Toni Davis, school counselor at 281-284-5714.

Tutoring

- The purpose of a tutorial session is to provide additional instruction to assist students who have not mastered TEKS currently being taught. Students who have not mastered the TEKS (or are currently failing) should be given priority during scheduled tutoring times.
- Tutorials serve as an instructional reinforcement for students needing assistance.
- Teachers will offer at least two tutorial sessions per week to provide assistance to students. Some students will receive mandatory tutorials within the school day.
- After the first progress report, parents will be notified and records maintained by teachers that a student attended the required tutorial instruction. It is vital that your child attend regularly and promptly if invited by the teacher.

Support Wedgewood

Here are several ways you can help Wedgewood raise money to support school programs.

- Link your Kroger card to the Community Rewards "Wedgewood", the organization number is 83281. If you already have Wedgewood as your organization, after August 1, each year edit your account by searching Wedgewood select and submit. It does not take away your rewards.
- Link your Remarkable card Randalls/Safeway/Albertsons to their community program "Wedgewood", the organization number is 4399. It does not take away from your rewards and you can link up to 3 non-profit organizations.
- Save your BOXTOPS and send them to school.

School Store

- The PTA operates the Wedgewood school store from 7:50 a.m. to 8:10 a.m. on Tuesday and Thursday mornings.
- Items for sale include Wedgewood shirts, pencils, pens, erasers, stickers and specialized brag tags.
- Cash or checks made out to Wedgewood Elementary PTA are accepted.
- PTA questions can be directed to Kelly Orsag, President at kellydentonorsag@yahoo.com.

Last Few Things

- To keep you informed on what is happening at Wedgewood, every Sunday night you will receive a call-out with the upcoming week's important events and reminders.
- Please join the Wedgewood Elementary and Wedgewood Elementary PTA Facebook pages for additional updates and information.
- Please check your students backpack daily for important information from the teachers and respond quickly if they have made a request.
- Wedgewood is very proud of our community Spark Park. Please feel free to visit after school and weekends.

**We look forward to working with you this year, and remember...
there is no place like Wedgewood.**