

# Valley View Elementary School



Home of the Voyagers  
2011-2012  
Parent/Student Handbook

## Valley View School

2011-2012 Student Parent Handbook

6515 W. Illinois Route 120, McHenry, IL 60050

Phone: (815) 385-0640 Fax: (815) 363-5022 Email: [woffice@d15.org](mailto:woffice@d15.org)

TRANSPORTATION (815) 385-6622

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### DISTRICT VISION

McHenry Elementary School District 15 is a child-centered community that values connections between people and learning in an environment fostered by mutual respect.

### MISSION STATEMENT

The mission of Valley View School is to prepare our students for the changing world by ensuring that each student develop to his or her fullest potential and become a responsible member of society by providing quality academic and social opportunities while encouraging each student to develop respect for self and others.

### WE BELIEVE:

- That every person has worth.
  - In the value of individual uniqueness.
  - That each individual has the right to develop his or her own potential.
  - That quality education is essential to the community.
  - That education is a shared responsibility of schools, families, students and community.
  - In the value of the work ethic.
  - That recreation and play are essential to a full life.
  - That education is a life-long process.
  - That every student deserves a safe and secure place to learn.
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### EMERGENCY SCHOOL CLOSING INFORMATION

Voice Mail 344-7140

We recommend listening to 105.5 starting at 5:30 a.m.

WMAQ-AM 670 WBBM-AM 780 WBBM-FM 96 WXET-FM 105.5 WLEY 107.9

WGN 720 WAIT-AM 850 WUSN-FM 99 WFLD/TV CHANNEL 32 WOJO 105.1

Any time during the school year, when there is any change in important information pertaining to your child, such as: name, address, home or work telephone numbers, or emergency contact people, parents are asked to contact our school office (385-0640). **School personnel will only release a student to an adult that is listed on the emergency information sheet, and that adult must report to the office with ID to sign-out the student.**

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**McHenry Elementary School District 15  
2011-2012 School Calendar**

<b>August 11, 2011</b>	<b>First Day for Teachers—Teacher Institute Day</b>
August 12, 2011	Teacher Institute Day
August 15, 2011	Half Day- <b>First Day for Students 11:55 Dismissal</b>
August 15 & 16, 2011	Kindergarten Visitation Days— <b>NO SCHOOL KINDERGARTEN</b>
<b>August 17, 2011</b>	<b>First Day of Kindergarten Attendance</b>
September 2, 2011	Teacher Institute Day- <b>NO SCHOOL</b>
September 5, 2011	Labor Day— <b>NO SCHOOL</b>
September 14, 2011	Mid-Quarter Reports
October 10, 2011	Columbus Day— <b>NO SCHOOL</b>
October 14, 2011	End of First Quarter
<b>October 21, 2011</b>	<b>Report Cards Go Home</b>
October 26, 2011	Kindergarten Parent-Teacher Conferences 8:30am-3:30pm
	<b>NO SCHOOL KINDERGARTEN</b>
October 27, 2011	Parent-Teacher Conferences 1:30pm-9pm— <b>NO SCHOOL</b>
October 28, 2011	Parent Teacher Conferences 8:30am-3:30pm— <b>NO SCHOOL</b>
November 3, 2011	<b>Early Release Day-School Improvement Activities 2:10 Dismissal</b>
<b>November 18, 2011</b>	<b>Mid-Quarter Reports</b>
November 23, 24 & 25, 2011	Thanksgiving— <b>NO SCHOOL</b>
December 21-January 3, 2012	Winter Recess— <b>NO SCHOOL</b>
<b>January 4, 2012</b>	<b>Classes Resume</b>
<b>January 6, 2012</b>	<b>End of Second Quarter</b>
<b>January 13, 2012</b>	<b>Report Cards Go Home</b>
January 13, 2012	<b>Early Release Day School Improvement Activities 2:10 Dismissal</b>
January 16, 2012	Martin Luther King Jr. Day— <b>NO SCHOOL</b>
February 3, 2012	Mid-Quarter Reports
February 9, 2012	<b>Early Release Day School Improvement Activities 2:10 Dismissal</b>
February 20, 2012	Presidents' Day— <b>NO SCHOOL</b>
<b>February 21, 2012</b>	<b>K-8 Parent-Teacher Conferences 8:30pm-3:30pm—NO SCHOOL</b>
<b>February 22, 2012</b>	<b>KINDERGARTEN ONLY Parent-Teacher Conferences</b>
	8:30am-3:30pm— <b>NO SCHOOL KINDERGARTEN</b>
March 9, 2012	End of Third Quarter
March 16, 2012	Report Cards Go Home
<b>March 19–March 22, 2012</b>	<b>Kindergarten Screening and Registration</b>
March 23-March 30, 2012	Spring Recess— <b>NO SCHOOL</b>
<b>April 2, 2012</b>	<b>Classes Resume</b>
<b>April 6, 2012</b>	<b>DAY OF NONATTENDANCE</b>
April 12, 2012	<b>Early Release Day-School Improvement Activities 2:10 Dismissal</b>
<b>April 20, 2012</b>	<b>Mid-Quarter Reports</b>
May 4, 2012	Half-Day Attendance for Students <b>11:55 Dismissal</b>
	Half-Day Teacher Institute
	<b>No AM or PM Kindergarten Classes</b>
May 21, 2012	Last Day of School Kindergarten (if no snow days are used)
May 22, 2012	Last Day of Attendance (if no snow days are used) <b>10:20 Dismissal</b>

## IMPORTANT SCHOOL EVENTS

### *Open House from 5:00 ~ 7:00 pm*

Thursday, August 11, 2011

### *Music Concert Dates*

Thursday November 10, 2011	3 <sup>rd</sup> Grade Music Program @ 7pm in Gym
Tuesday December 6, 2011	5 <sup>th</sup> Grade Music Program @ 7pm in Gym
Wednesday February 8, 2012	2 <sup>nd</sup> Grade Music Program @ 7pm in Gym
Wednesday March 14, 2012	1 <sup>st</sup> Grade Music Program @ 7 pm in Gym
Thursday April 19, 2012	4 <sup>th</sup> Grade Music Program @ 7 pm in Gym

### *PTO Meetings @ 9:30-10:30 am in Teachers Workroom*

Tuesday August 9, 2011	Tuesday January 10, 2012
Tuesday September 6, 2011	Tuesday February 7, 2012
Tuesday October 4, 2011	Tuesday March 6, 2012
Tuesday November 8, 2011	Tuesday April 3, 2012
Tuesday December 6, 2011	Tuesday May 1, 2012

### *PTO Events*

Thursday September 1	Just For Fun Roller Rink~ Family Fun Evening
Friday September 9	Corn Roast 5-7pm
Thursday October 20	Book Fair & Fall Social 5-7pm
Saturday November 12	Steak Fry @ the VFW (Date Night ~Parents Only)
Friday February 24	Funfest
Tuesday/Wednesday April 3&4	Spring Book Fair 5-7pm

Added and/or changed events and functions will be printed in the Valley View newsletter and/or in the monthly PTO newsletter.

### *2011-2012 PTO Board Members:*

President:	Kristie Glenn
Vice-President:	Stefanie Wachter
Treasurer:	Kathy Zakrocky
Secretary:	Jenny Lucas

## VALLEY VIEW FACULTY AND STAFF

### Administration

Mrs. Cohn, Principal  
Mrs. Elswick, Asst. Principal

### Office Staff

Mrs. Gwizdala, Secretary  
Mrs. Smith, Secretary  
Mrs. Gavers, Nurse

### Kindergarten

Mrs. Chwalisz, AM/PM  
Mrs. Eichmann, AM/PM  
Ms. Obara, Bilingual PM

### First Grade

Ms. Leitner  
Mrs. Pozzi  
Mrs. Tomlinson  
Ms. Wroblewski  
Mrs. Rhodes, bilingual

### Second Grade

Ms. Diedrich  
Ms. Hare  
Ms. Lyons  
Ms. Warner  
Mr. Hernandez, bilingual

### Third Grade

Mrs. Brown  
Ms. Grenda  
Mrs. Shelton  
Mrs. Werle  
Mr. Diaz, bilingual

### Fourth Grade

Mr. Freund  
Mr. Glosson  
Mr. Harrison  
Mrs. Noonan  
Mr. Balmaseda, 4/5 bilingual

### Fifth Grade

Mrs. Folliard  
Mrs. Jordan  
Mr. Mitchell  
Mrs. Rodgers

Specials

Mrs. Greben, Music  
Mr. Lotz, PE  
Mrs. Kallieris, Technology  
Miss Sollors, Learning Center  
Mrs. Wagner, Art

LD Resource

Mrs. Bertram  
Mrs. Leicht  
Mrs. Stanek

Pupil Personnel Services

Mrs. Alsot, Speech  
Miss Angsten, Speech  
Mrs. Block, Psychologist  
Mrs. Galas, ESL  
Mrs. Hettermann, Social Worker  
Mrs. McMahon, Occupational Therapist  
Mrs. Steinberg, Physical Therapist  
Mrs. Westfall, Speech

Custodians

Mr. Morales  
Mr. Taillon  
Mr. Wohler

Kitchen Staff

Marcie Hienz  
Patricia Schultz

LD Instructional

Miss Duddles  
Mrs. Green  
Mrs. Natoli

Reading Specialist

Mrs. Bellairs  
Mrs. Heisler  
Ms. Meechan

Teaching Assistants

Miss Bradley  
Miss Chiappetta  
Mrs. Chutka  
Miss Dalton  
Mrs. Hernandez, Translator  
Mrs. Fitzl  
Ms. Leber  
Ms. O'Brien  
Ms. Peters  
Mrs. Potter  
Mrs. Siebert  
Ms. Wolf  
Mrs. Wyszynski

## VALLEY VIEW BUILDING SCHEDULE

8:45 AM	Teachers in the Building
9:00 AM	Teachers in the Classroom
9:00 AM	First Whistle
9:10 AM	Classes Start
11:10 AM – 12:10 PM	2 <sup>nd</sup> Grade Lunch & Recess
11:40 AM – 12:40 PM	3 <sup>rd</sup> Grade Lunch & Recess
12:10 PM – 1:10 PM	1 <sup>st</sup> Grade Lunch & Recess
12:40 PM – 1:40 PM	4 <sup>th</sup> Grade Lunch & Recess
1:10 PM – 2:10 PM	5 <sup>th</sup> Grade Lunch & Recess
3:50 PM	Student Dismissal

## ATTENDANCE

### School Hours

Daily Office Hours 8:30 am-4:30 pm

Kindergarten

AM: 9:10 am-12:00 pm

PM: 1:00 pm-3:50 pm

1<sup>st</sup> - 5<sup>th</sup> Grade

9:10 am -3:50 pm

### Before School

Busses arrive at Valley View beginning at 8:45 AM. Students are released off the bus and report directly to the playground. Playground supervisors begin lining up students at 9:00. The tardy bell rings at 9:10. If a student is driven to school, please arrive **NO EARLIER** than 8:45 AM. There is no proper supervision for students prior to 8:45 AM. Parents are urged to arrange for supervision in the neighborhood if an earlier time is required for drop off.

### After School

Our end of day pick-up procedure is for the safety of all children. We have approximately 14 buses and as many as 50 cars coming and going in our parking lot and driveway at the end of the day. We dismiss over 600 children within a 15-minute period of time. It is our job to make sure unauthorized people do not pick up any child. We are also responsible to make sure all 600 children are on the correct bus and arrive home without injury. **This is an extraordinary task for us to accomplish and we appreciate your help and cooperation!!**

- If you are picking up your child at the end of the day and have an appointment, please make sure you give yourself plenty of time.....it takes five to ten minutes for a child to be dismissed to your custody.
- Please send a note with your child in the morning by 10:00 a.m. if you will be picking him/her up. Students who are being picked up will be dismissed as a group before any busses are called.
- Please park your car in a designated parking space and come into the office, announce your arrival, and sign your child out. (Do not park in the front circle drive at the end of the day, this lane is reserved for busses only.....if you come to school mid-day, you are welcome to park in the front).
- If you are picking up your child earlier than 3:50, your child will be called to report to the office for pick up. Parents are to wait in the front hallway for their child. We ask that you **DO NOT** go to the classroom to pick up your child. If you need to speak with the teacher, please wait until 4:00 when all students are dismissed and the teacher is available to speak with you.
- Parents must escort their child to their parked car. No child is allowed to walk through the parking lot without a parent.
- Please help us to avoid unnecessary confusion at dismissal time. Make sure your child understands whether they will be picked up or they are to ride the bus. It is very upsetting to children if they think they are being picked up, but a parent is not present at the end of the day. If a child does not have a note, the busses are being called, and there is not a parent present, he/she will be put on the bus even if the child thinks they will be picked up.
- If someone other than a parent will be picking up your child, we **MUST** have approval from you either in writing or a telephone call to the front office.

## REPORTING A STUDENT ABSENCE

Please phone daily absences in to the school office as soon as possible after 8:30 A.M.

When a student is absent a parent or guardian must call the school office before 10:30 a.m. to report their child's absence. If the school office has not been contacted by 10:30 a.m., school personnel will be calling the parent or guardian at home or work to confirm the absence of that student for the day. If we do not hear from you, we are required by law to call you to verify the whereabouts of your child. The Illinois law states that a school fulfills its obligation if the notification of an absence has been attempted by telephoning the numbers provided by the parent/guardian whether or not there is any answer at such telephone numbers. For the safety of the child, please make sure that you provide the school with a telephone number or numbers where you can be contacted. Valid causes for absence include illness, observance of a religious holiday, death in immediate family, family emergency, situations beyond the student's control as determined by the Building Principal or such other circumstances that cause reasonable concern to the parent/guardian for the student's safety and health.

## TARDY

If you bring a child to school after school begins (9:10), please make sure he/she checks in at the school office. If your child is late to school 40 minutes or more they will be on record as having a half day absence not just a tardy. If you will be picking up your child 40 minutes or more before the end of the school day they will also be on record as having a half day absence.

## TRUANCY

The school district expects parents or guardians to make reasonable efforts to ensure the regular attendance of their children, consistent with Section 26-1 of the Illinois School Code.

Absenteeism and tardiness are considered excessive when they significantly interfere with a student's performance or social development. A student is considered to be "truant" when absent for a school day or portion thereof without valid cause.

A student is considered a "chronic truant" when absent for 10% or more of the previous 180 regular attendance days without valid cause. Chronic truants will be referred to the McHenry County Regional Superintendent's Office in accordance with current procedures established by the McHenry County Truant Officer.

A "truant minor" is a child to whom supportive services, including prevention, diagnostic, intervention and remedial services, alternative programs and other school and community resources have been provided and have failed to result in cessation of chronic truancy or have been offered and refused.

**The services offered to truants and/or chronic truants may include the following:**

1. Student conferences
2. Letter and/or telephone calls to parents.
3. Parent conferences
4. Changes in class schedule
5. Home visits (by a Social Worker)
6. Appropriate special education staffings and/or placements
7. Behavior / attendance contracts
8. Alternative education
9. Referral to local social service

## HOMEWORK POLICY

- District #15 encourages regular school attendance. The instructional scope and sequence of the academic year is carefully planned. Absence, for any reason, is a learning hardship on a student.
- Absences due to illness and other unavoidable reasons are, of course, facts of life. Our policy for excused absences is to help the child cope with these emergencies by providing homework activities which the child can reasonably complete independently while absent. Further, children returning to school from excused absences will be given reasonable compensatory help with learning activities missed.
- Avoidable or unexcused absences generally carry a no "make-up" privileges and may adversely affect a student's grades. A family vacation, however, will be treated as an excused absence if the of modest duration, infrequent in occurrence and approved in advance by the principal.

**If homework is requested for daily absences, please notify the school office before 10:30am. Homework may be picked up at the end of the school day in the office.** Please remember that specific regulations will differ according to the age and grade of your child. It may not be possible to make up all work that is missed.

## BUS RIDING RULES AND PROCEDURES

Bus Transportation is provided for all students who live more than 1 ½ miles from school. Each student must ride only the bus which he/she is assigned. If there is a difficulty with the bus assignment, please call the Transportation Office at 815-385-6622. If a student moves during the school year, notification must be made to the Transportation Department. It is the primary goal of the McHenry Consolidated School District 15 Transportation Department to transport students as safely as possible. It is for the reason that a number of regulations are necessary for school bus riders. The following rules must always be followed while riding the school bus.

### Bus Rules:

1. Observe safety procedures at all times
2. Treat the school bus and other people's property with respect
3. Refrain from fighting, pushing, or other harmful behavior
4. Maintain school appropriate behavior
5. Follow all bus route assignment rules
6. Refrain from using or possessing any illegal substances
7. Refrain from eating, drinking, or littering on the bus
8. Show respect to other students and adults
9. Use school appropriate language
10. Follow bus driver's directions at all times

### School Bus Incident Reports:

Riding a bus to and from school is a privilege awarded to our children. However, the safety of these children is an issue that dictates the necessity for rules to be enforced. Bus drivers have the right to make reasonable regulations to insure the well being and safety of their passengers. The driver will complete and sign a School Bus Incident Report explaining an incident. The Principal will notify the parents either by telephone or mail regarding the disciplinary action taken.

**1<sup>st</sup> Offense:** Parent contacted by either sending home a bus conduct report and/or a phone call to the parent.

**2<sup>nd</sup> Offense:** Parent contacted; student consequence; and notification that the 3<sup>rd</sup> such report could possibly result in a suspension.

**3<sup>rd</sup> Offense:** Possible bus suspension. After three reports, an automatic bus suspension for 3 days may be enforced.

Possible discipline actions for minor incidents may include the following:

- assigned seat for a specific period of time
- lunch time and/or recess detention

Continual problems caused by a student could result in a 3 day, 5 day, 10 day or permanent suspension.

Please note: The following offenses will result in a definite bus suspension:

- Smoking, possession of lighter or matches.
- Alcohol/Drugs - possession, use or under the influence.
- Fireworks set off on bus or any weapon that could cause danger to others.
- Willful vandalism or destruction of property.
- Throwing objects out of the window while bus is enroute.

## CAFETERIA

### General Information

A hot lunch is available every day, or you can bring a lunch from home and buy milk. Daily tickets, weekly tickets are purchased before school in the cafeteria.

#### COST

Students Hot Lunch	\$2.25	Breakfast	\$1.00
Adults Hot Lunch	\$2.50	Reduced Breakfast	\$.30
Reduced Lunch	\$.40	Milk	\$.40
Ice Cream	\$.65		

#### CAFETERIA/RECESS SCHEDULE

Grade 1	12:10 - 1:10
Grade 2	11:10 - 12:10
Grade 3	11:40 - 12:40
Grade 4	12:40 - 1:40
Grade 5	1:10 - 2:10

### Cafeteria Rules and Procedures:

- In the cafeteria, we expect good manners to be used in line and at the lunch table.
- Teachers will accompany the class to the cafeteria.
- Students take seats at assigned table. Lunchroom supervisor will dismiss students to line up for lunch.
- Once a student is seated, he/she may not get up without permission from the lunch room supervisor.
- Students are to avoid loud talking, yelling, excessive noise and inappropriate language.
- Throwing of food, pushing, and excessive noise will not be tolerated.
- All students must clean up after themselves.
- Trash and garbage must be placed in the garbage cans when finished eating.

- Students will be dismissed from the cafeteria by the lunch room supervisor.
- Lunch boxes are to be placed in the class box before going outside.

## PLAYGROUND

### Playground Rules and Procedures:

1. Respect all members of our school
2. Play in designated areas
3. Follow playground equipment safety guidelines
4. Keep hands and feet to yourself
5. Use proper language at all times
6. Use equipment for play that is issued by the school.
  - Power Rangers, G.I. Joe toys, toy weapons, skateboards, in-line skates, skates, healies, electronic equipment, including not limited to gameboy, DS, cell phones, & IPODs are considered inappropriate for school.

## GENERAL SCHOOL DISCIPLINE

The entire staff of Valley View School is committed to maintaining high standards of proper behavior and courtesy. Proper respect for one self, other people and property will be reinforced on a daily basis. We consider the following as a common courtesy of students, educators and parents.

RESPECTING OURSELVES AND OTHERS  
BEING RESPONSIBLE FOR OUR BEHAVIOR  
SHARING AND COMMUNICATING WITH EACH OTHER  
DOING OUR BEST WORK  
MAINTAINING A SAFE AND CLEAN ENVIRONMENT

Valley View's approach to discipline focuses on helping children make good decisions. We want to build a climate of trust and responsibility where students can learn and teachers can teach. This climate is essential to produce the quality of education expected for our children at Valley View.

### Expectations:

- We expect all students to report to class on time with proper class supplies.
- We expect students to dress in a neat, clean and appropriate manner as not to disrupt/interfere with school purposes.
- We expect students to walk in the halls and to talk quietly when moving about the building.
- We expect students to show respect to peers, staff and building.
- There is no teasing, swearing, or putting down others either verbally or nonverbally.

- Students are asked to keep their hands, feet, book bags and other objects to themselves.
- Students must not be involved in any fighting, including “play” fighting with other student

## DISCIPLINE SUMMARY

It is the obligation of school officials and teachers to maintain an orderly atmosphere in which all students can learn. This handbook is not intended to create a contractual relationship with the students; rather, it is intended to describe the school, its current practices, procedures, rules and regulations for Code of Conduct.

It is impossible for a Student-Parent Handbook to list all possible incidents and infractions. Therefore, school officials reserve the right to apply reasonable penalties such as: Time -Outs, Conferences, Recess Detention, In-School Suspension, Out-of-School Suspension, for any student who engages in behavior that is disruptive to the educational process or potentially harmful to persons or property whether or not such behavior and/or penalty contained in the Student-Parent Handbook.

Rules may be changed or added by school administration after the printing of this handbook. Any changes or additions will be published in the school newsletter.

## GENERAL INFORMATION

### Drug and Alcohol Abuse Referral

Principals will refer students who abuse the use of drugs, alcohol and/or other controlled substances to agencies who provide counseling on the problems. Principals will provide appropriate information to parents or guardians of students asking or assistance on student abuse of illegal drugs and/or alcohol.

### Prohibition or the Possession, use or influence of Illegal Drugs and Controlled Substances

All persons are forbidden to possess, use or be under the influence of any illegal drug or controlled substance while on District #15 property or in its facilities. School authorities will enforce this policy by calling the police to remove from the school premises all adults or youths who do not quickly remove themselves following a warning to do so by the appropriate school authority. District #15 students are forbidden to possess, use or be under the influence of any illegal drug or controlled substance at any function at any location which is under the control, sponsorship or endorsement of District #15.

Fees/Fee Waivers:

McHenry Elementary School District 15 has a policy that will waive all student registration fees under certain circumstances. Parent(s)/guardian(s) of students who are eligible for Free or Reduced Lunch, Aid to Dependent Children and those who are experiencing other hardships are asked to complete a Fee Waiver Form to determine their eligibility to have all registration fees waived. Fee Waiver Forms are available during the annual registration and in the school offices throughout the school year.

Student Fees:

Kindergarten Fee      Tech. Fee \$6.50 + \$51.00=    \$57.50  
Grades 1-5 Fee        Tech. Fee \$12.75 + \$77.00=    \$89.75

Transportation Pay-Rider Fee (K-8)

One Student	\$106.25
Two Students	\$127.50
Three or more students	\$148.75

Visitors

Volunteers are always welcome to assist in classrooms or other areas of the school. Please contact your child's teacher or the school office if you are interested in helping the children at Valley View.

Security and Safety Procedures

- All entrances into Valley View will be **locked** and remain locked throughout the school day. Please enter Valley View from the front entrance. Visitors will be buzzed into the building.
- All visitors must **sign in** at the school office upon entering Valley View, and **sign out** in the school office when leaving. When leaving Valley View, please secure the exits behind you.
- Visitors must obtain a **Visitor Badge** at the School Office.

## HEALTH SERVICES.

The primary goal of Health Services is to provide a healthy and safe environment in order to ensure an optimal learning environment for all students. This goal is achieved by compliance with state and local regulations, as well as District 15 policy. The responsibility of the parent/guardian in achieving this goal will be to provide all grade level requirements and special health condition information to the Health Office. If a student is sent to school, we are assuming that they are healthy enough to be in school. It is the judgment of the Health Office personnel once the student is at school to determine if they are healthy enough to remain in school; however, phone calls are **not** made home on every student that presents in the Health Office. If the determination is made to make a phone call, it is the responsibility of the parent to be sure that the Health Office has all current phone numbers available for home, work, cell, etc.

- Students suspected of having a rash of an unknown origin will be sent home. The student will not be readmitted to school without a note from a health care provider; i.e., physician, physician assistant, or nurse practitioner, stating whether or not the rash is contagious and when the student is permitted to return to school.
- Students with head lice or nits will be excluded from school until evidence of the lice and/or nits are gone from their heads.
- Students who present with suspected pinkeye will be sent home if there is evidence of tearing or purulent discharge.
- Students with a fever of 100 degrees Fahrenheit or higher will be sent home; **they must be fever-free and symptom free for 24 hours before returning to school.**

Physicals and Immunization Policy. All students entering kindergarten and sixth grade must have a current physical examination. A physical examination is current if it is within one year prior to the first day of school. Any student entering District 15 from out of state must have a current physical examination regardless of the grade level **if** they have not had a physical examination within the past year. Students transferring into the District during the school year have thirty days from the time records are received to meet these requirements.

Requirements for current immunizations are the same as those required by the Illinois Department of Health. Students who do not have a current physical examination and/or immunizations will be excluded from school. In addition, the following are required by the State of Illinois:

- Dental Exam – required for students entering kindergarten, second, and sixth grades.
- Vision Exam – required for students entering kindergarten performed by licensed optometrist or ophthalmologist.

**Vision and Hearing Screenings.** Vision and Hearing screenings are mandated on an annual basis for the following students:

- Vision – pre-school, kindergarten, 2<sup>nd</sup>, and 8<sup>th</sup> grades, along with new students and special education students.
- Hearing – pre-school, kindergarten, 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grades, along with new students and special education students.

Vision and hearing screenings are performed by a certified vision and hearing technician. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the previous twelve months and that evaluation is on file at the school. If a vision or hearing examination report is not on file at the school for your child, your child in the mandated age/grade/group will be screened.

### **Lice**

Students who have an active infestation of head lice will be referred to their parents/guardians. Education materials and treatment information will be distributed by the school nurse.

**Physical Education and Recess Restrictions.** A note from a physician is required to restrict a student from physical education classes or recess.

**Medication Policy.** It is the belief of the Board of Education and District 15 staff that medication should be administered in the home. However, under certain circumstances, it is in the best educational and health interest of the child to take prescribed medications during the school day. In such cases, the medicine must be prescribed by a physician, and a Request for the Administration of Medication form, completed and signed by both the physician and the parent/guardian, must be on file in the Health Office of the school. The Request for the Administration of Medication form is available in the school office, as well as on the district website at [www.d15.org](http://www.d15.org). The prescribed medication **must** be brought to the school by the parent/guardian (or other responsible adult designated by the parent/guardian) in a container properly labeled with the directions for administration, along with the name of the physician.

The student is responsible for reporting to the Health Office to take the prescribed medication. The parent/guardian must assume the responsibility for informing the school of any change in the child's health or change in medication. District 15 retains the discretion to reject requests for the administration of prescribed medication for students. While careful precautions are always taken to properly administer prescribed medication, District 15 or its employees will not be responsible for errors in administering medication.

School personnel are NOT allowed to administer over-the-counter medication, such as aspirin, Tylenol, Robitussin, etc., without written orders by the physician, completed on a Request for Administration of Medication form. Under no circumstances, should any medicine be sent to school with your child as the possibility exists that it could be unknowingly taken by another child. Board of Education Policy on student medication is Policy 7:270 Administering Medication to Students and is available in the school office.

Please refer to the District 15 website, [www.d15.org](http://www.d15.org), under "Health Services" for available health forms. Please contact the Health Office of your school with any further questions.

# VALLEY VIEW SCHOOL SONG

Dear Valley View,

We pledge our allegiance to you.

Our vow forever,

Is to work and play and sing our songs together.

Here's to our school

Valley View!

So long and high may we rule!

Forever more you will find us,

True to dear Valley View.

Valley View!

# Valley View STAR Song

## We are Valley View Stars

1<sup>st</sup> Grade

(Sung to the tune of "Take me out to the Ball Game")

We are Valley View Stars  
Somos Estudiantes Estrellas

S - Stands for Safety  
T - Take Responsibility  
and  
A - A - Attitude  
R - Show Respect

Cuz we're STARS! STARS! Valley View Stars and we shine so bright!

Repeat:

We are Valley View Stars  
Somos Estudiantes Estrellas

S - Stands for Safety  
T - Take Responsibility  
and  
A - A - Attitude  
R - Show Respect

Cuz we're STARS! STARS! Valley View Stars and we shine so bright!

At the end everyone yells:

Valley View!  
Valley View Can!  
Who Can, We Can  
Valley View Can!