
Lone Peak Elementary

Family Handbook

2022-2023



Where students come first and college and career readiness begins.

Lone Peak Elementary

11515 High Mesa Drive, Sandy Utah 84092
Phone: (801) 826-8650 -- Fax (801) 826-8651

<https://lonepeak.canyonsdistrict.org/>

Current versions of the handbook will be updated on our school website.

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Principal's Welcome

Dear Lone Peak Family,

Welcome to Lone Peak Elementary! We are excited to begin another great year at our school. We believe that our students will achieve great success as we work together with you. We have an amazing staff ready to engage your children in order to build the skills necessary to meet their goals.

Communication with you is a critical part of your child's education. We know that highly informed parents and guardians are able to become more involved in the learning process with their children. We will stay in close communication with you in several ways.

This family handbook contains important information about the school. Please refer to this document for questions. Each teacher will send weekly or bi-weekly communication informing you of curriculum, activities, and notes of interest. Our school website is updated frequently. Please visit us at <https://lonepeak.canyonsdistrict.org/> Feel free to contact me with any questions or concerns you might have. We look forward to building a great partnership with you to provide a nurturing and exciting school climate for your child.

Lone Peak Students experience a wide variety of learning experiences. Our teachers work closely together to design relevant and engaging instruction. Lone Peak also hosts additional programs to enrich your child's experience, including recognition programs, Brain Boosters, and a Dual Immersion Program with the target language of Mandarin Chinese.

On behalf of the faculty and staff at Lone Peak Elementary, I welcome you to the 2022-2023 school year. We look forward to an incredible year with your family! Thank you for your support.

Sincerely,

Tracy Stacy, Principal
tracy.stacy@canyonsdistrict.org

CSD Mission

“Every student who attends Canyons School District will graduate college- and career-ready.”

Lone Peak Mission

At Lone Peak, we believe it is necessary to meet each individual student's needs to establish a firm foundation and love of learning necessary for life, college and career readiness. We achieve this by: focusing on input from our students and community, offering diverse learning opportunities, and putting the student first.

Lone Peak Achievement Goals

The Lone Peak staff recognizes that each student comes to school with unique strengths and challenges. As the staff provides instruction and experiences focused on those specific needs, students will work towards making individual and significant progress. Lone Peak faculty and the School Community Council have defined our current academic goals to support our mission, which can be found on the SCC page of the Lone Peak website.

Daily Schedules

Student arrival should be prior to the **first bell at 8:55** (PM K 12:50 M-Th/11:50 Fridays).

The tardy bell rings/school starts at **9:00** (PM K 12:55 M-Th/11:55 Fridays).

Supervision is only provided 15 minutes before and after school.

Breakfast Drop-Off: 8:30-8:50 M-F Breakfast is between 8:30-8:50 a.m.

Drop-Off: 8:40-8:55 M-F (PM K 12:35-12:50 M-Th/11:35-11:50 Fridays)

Pick-Up: 3:30-3:45 M-Th/1:50-2:05 Fridays (AM K 11:35-11:50 M-Th/10:55-11:10 Fridays)

Ten minutes after the dismissal bell, all students not picked up will be brought to the office.

Parents/guardians are then required to park and pick up students from the office.

Monday-Thursday

Grade	Class Time	Recess	Lunch/ Recess
AM Kindergarten	9:00 am-11:35 am	10:20 am-10:35 am	
PM Kindergarten	12:55 pm-3:30 pm	2:15 pm-2:30 pm	
Supplemental Kindergarten	9:00 am-3:30 pm	10:05 am-10:20 am 2:00 pm-2:15 pm	11:25 am-12:05 pm
1st	9:00 am-3:30 pm	10:55 am-11:10 am	12:25 pm-1:05 pm
2nd	9:00 am-3:30 pm	10:15 am-10:30 am	12:05 pm-12:45 pm
3rd	9:00 am-3:30 pm	1:40 pm-1:55 pm	11:45 am – 12:25 pm
4th	9:00 am-3:30 pm	1:55 pm-2:10 pm	11:25 am-12:05 pm
5th	9:00 am-3:30 pm	11:10 am-11:25 am	12:45 pm-1:25 pm

Friday

Grade	Class Time	Recess	Lunch/ Recess
AM Kindergarten	9:00 am-10:55 am	No Recess	
PM Kindergarten	11:55 am-1:50 pm	No Recess	
Supplemental Kindergarten	9:00 am-1:50 pm	10:05 am-10:20 am	11:25 am-12:05 pm
1st	9:00 am-1:50 pm	10:55 am-11:10 am	12:25 pm-1:05 pm
2nd	9:00 am-1:50 pm	10:15 am-10:30 am	12:05 pm-12:45 pm
3rd	9:00 am-1:50 pm	10:40 am-10:55 AM	11:45 am – 12:25 pm
4th	9:00 am-1:50 pm	No Recess	11:25 am-12:05 pm
5th	9:00 am-1:50 pm	11:10 am-11:25 am	12:45 pm-1:25 pm

The ABCs of Lone Peak

Attendance

Regular attendance is key to success in school. Lone Peak Elementary follows Utah Compulsory Education Law that states attendance is required for all students. Attendance is recorded in Skyward. Below is the process for excusing absences and notification of chronic absenteeism.

Attendance Line
801-826-8650, Option 1

Attendance must be excused through the office. **Notifications to teachers only will not be excused.** The office must have attendance entered into Skyward by **10:00** or the system will call home at 10:30. We do our best to check and enter messages by 10:00, but if we are unable, we will have all attendance entered by the end of the school day.

Absence - Full-Day or Half-Day (3.25 hours M-Th/2.5 hours on Fridays)

- Bereavement
- Court
- Educational Leave (Vacation)
 - Educational Leave Form filled out in the office prior to leaving
 - 10 educational leave days allowed per school year
- Family Event
- Guardian Excused - Parent call within 1 week of absence
- Health Care Provider - Doctor's note provided within 1 week of absence
- Mental Health
- Religious
- Unexcused - No parent call within 1 week of absence

Tardy - 9:00-9:15 (PM K 12:55-1:10 M-Th/11:55-12:10 Fridays)

A student is tardy if not in class when the tardy bell rings during the first 15 minutes of school. Once the tardy bell rings, students need to get a tardy slip from the office. If they do not, they will be marked absent. Parents do **not** need to come in or call during this time.

Way Late - After 9:15 WITHOUT parent or call (PM K after 1:10 M-Th/after 12:10 Fridays)

A student is way late if checking in after the first 15 minutes of school **WITHOUT** a parent or call. A phone call will go home at 10:30 to notify parents that the student was not in school and it will count as a full-day, unexcused absence if the parent does not call in to excuse it within one week.

Check-In - After 9:15 WITH parent or call (PM K after 1:10 M-Th/after 12:10 Fridays)

A check-in is after the first 15 minutes of school **WITH** a parent or call.

Check-Out

A check-out is any time a student is checked out during school hours. Please limit check-outs to exceptional circumstances and try to schedule appointments outside of school time.

Parents/emergency contacts may call when they are **5-10 minutes away** and the office will call the student down to wait in the office. Parents/emergency contacts are required to come

in to the office to check out a student and **photo ID is required if office staff does not recognize you.**

Make-Up Work

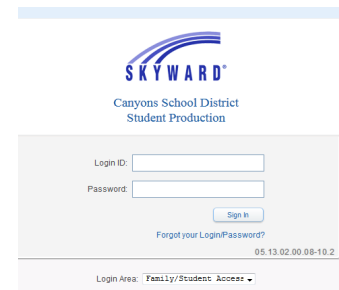
If you are concerned about your student missing classwork when he or she is absent (other than vacation leave process), please email the teacher. Allow teachers at least 24 hours to respond to the make-up work request. Same-day requests are usually not possible as teachers are engaged in instruction.

Release Time

If a student misses school at the same time every week, parents should consider release time. Fill out the form online at releases.canyonsdistrict.org. Release time does not count against attendance. Parents do not need to call or come in once approved.

Skyward – How to check attendance

- Go to <https://skyward.canyonsdistrict.org/> and select "Family Access"
- Enter your username and password
 - You can select "Forgot your Login/Password?" for help



Chronic absenteeism, missing **10% or more**, of the school year (including excused and unexcused absences) has a significant negative effect on student achievement and may put a student at academic risk.

Chronic Absenteeism Letters

1. **First Inquiry Letter: 5** or more absences
2. **Second Inquiry Letter (Conference with Principal): 10** or more absences
3. **Interventions with school team**
4. If issues are not resolved, possible **Certified Notification and Referral to the District**

Tips for Supporting Regular School Attendance

- Set expectations early in the school year for your child to come to school every day and be consistent in enforcing them
- Support your child in keeping a regular bedtime and establishing a morning routine.
- Whenever possible, plan vacations and dental and doctor visits for when school is not in session.
- Develop back-up plans for transportation; call on a family member, neighbor, or another parent.
- Talk to your teachers or school counselors if your child feels anxious about going to school.

Before and After School Programs

Community Education offers a variety of after school programs at Lone Peak. Information can be found at <https://www.canyonsdistrict.org/community-education/>

In addition, we offer a before and after school program run by Champions. Information on this program can be found at <https://www.discoverchampions.com/>.

Since these programs are not taught by Lone Peak staff, all questions should be directed to Community Education or Champions staff.

Behavior Plan

Peak Elementary is an amazing place to be. As part of the Lone Peak Family, students are expected to be caring and respectful of themselves, each other, the staff, the school and its property. Please review the Lone Peak Expectations above with your child and let them know that YOU expect them to follow the expectations.

Bully Prevention

In alignment with our commitment to empower students to build their own success, Lone Peak teaches skills and strategies to recognize, prevent, and deal with bullying.

- ❖ Conflict Resolution – Students are taught a process to solve problems with their peers. This includes speaking with respect, being truthful in determining facts, and finding a solution.
- ❖ What is bullying? When someone hurts or frightens someone intentionally, and they keep doing it - even when you tell them to stop or show them that you're upset. Students will be able to identify when a behavior is a mistake, mean, or bullying.
- ❖ Eagles are UPSTANDERS not Bystanders – Bystanders watch bullying without taking action. Upstanders are students who speak up and take action out of empathy and respect.
- ❖ Action Steps – Don't give bullies your power. Stop, walk, talk.

Students are expected to report bullying to teachers and/or staff immediately, so that incidents can be investigated. Parents are asked to encourage their children to report incidents immediately to school personnel. Faculty and staff work in conjunction with parents to help students learn appropriate behaviors in alignment with district guidelines and policies

Classroom Expectations

Classroom rules will vary among teachers, but all classroom expectations will be aligned with the Lone Peak Expectations.

Positive Reinforcement/School Store

- Each teacher has a plan for providing positive reinforcement in the classroom when students adhere to expectations. All staff members utilize PBIS (Positive Behavior Interventions and Supports) Rewards points to students based on positive behaviors.
- Students can accumulate PBIS Rewards points to use in the classroom or in the school store, which we call the Flight Deck. The Flight Deck will contain prizes and activities for students to choose from when they are ready to spend their points.
- Teachers will engage in teaching interactions outlined in the school management plan to support students who do not follow expectations.

Reinforcement Booster Days

As needed throughout the year, the school will hold booster weeks to remind students of our school-wide behavioral expectations. A note with information, including activity, expectations, and/or contests will be sent home ahead of time.

Behavior Expectations

	Hallway	Arrival	Cafeteria	Evacuation Drills	Bathroom	Assembly	Playground	Dismissal
Respect	*Quiet Voices *Hands to Self	*Follow adult and grass guard directions	*Use kind words and good manners	*Walk quietly to area	*Remember to use a quiet voice *Give others privacy	*Participate appropriately	* Include others	*Follow adult and grass guard directions
Responsibility	*Stay with your teacher and class	*Arrive on time	*Clean up your area	*Line up and remain with class	*Be quick and clean	*Upon Attention Signal 1. Eyes on the speaker 2. Mouth is quiet 3. Ears are listening 4. Hands are free 5. Body is still	*Show good sportsmanship	*Go quickly to your destination
Safety	*Walk with your eyes forward	*Go quickly to class	*Remember to walk	*Stand in line quietly to hear directions	*Wash your hands	*Sit on your pockets with your hands in your own space	*Use equipment as it is intended to be used.	*Remember to walk

Birthdays

You are welcome to send your student to school with small, non-edible items for birthdays, such as pencils, erasers, stickers, etc. If any items brought are not appropriate, the school or teacher will not hand them out.

Balloons should not be brought into classrooms.

Birthday invitations should only be brought to school if the whole class or whole gender of one class is invited.

- Student directories will be available for purchase shortly after school starts for this purpose.
- A limited number of school directories from last year are available to purchase in the office for \$2 exact cash or check. If you need a new student's information before directories have been received this year, you may contact the office to see if they can give out that information.

Brain Boosters

All students will participate in five Brain Booster activities weekly, taught by trained instructional technicians, while teachers attend professional/planning meetings.

- **Art** – Students learn about art foundations, emphasizing multiple art mediums and expression of meaning through art.
- **Library/Media** – Strengthens literacy skills, including using resources, understanding texts, and exploring genres.
- **Playworks/PE** – Provides inclusive, consciously cooperative approach to introducing sports and physical activities, while teaching valuable skills, like teamwork and conflict resolution.
- **STEM** – Provides student opportunities to learn through science, technology, engineering and mathematics.
- **Theatre** – Students learn about skills related to theatre, including improvisation, stage management, script writing, performing and technical skills.

All Day K	AM/PM K	1 st Grade	2 nd Grade	3 rd Grade	4 th Grade	5 th Grade
T,W,TH	W	T, TH	T, TH	W, TH	T, W	T, TH

Canyons Board of Education

Many important decisions that affect our school are made at the district level. The Canyons Board of Education meets monthly and parents/guardians are encouraged to attend. Up-to-date information can be found at: <http://www.canyonsdistrict.org/board-members>.

Communication

Communication is critical for a successful year at Lone Peak Elementary. Here are some ways to keep up-to-date on what is going on here at school.

Cell Phones/Smart Watches

Student cell phones and smart watches should be turned OFF or in school mode during school hours. Students should notify the teacher when they are sick or if they need to contact their parents for exceptional circumstances. Parents should communicate with the school rather than text or call their students during school hours. During school hours, we are responsible for all students' safety. We need to be kept informed and follow policies to keep students safe.

Contact Information

During back-to-school registration, you verify that student directory contact information for your student may be shared. Please select no to opt out. Make sure your contact information is updated in Skyward and that you have at least two local emergency contacts. Please call the office to change your address.

Delivering Items and Messages

Classroom instruction time is protected and interruptions cause disruptions to learning. If you need to get items to your student, you can drop them off at the office and we will deliver them to classrooms.

If you need to get a message to your student, you can call the office and we will take down the message. All messages are called into classrooms 10 minutes before school ends so that students do not forget. If the message is critical before school ends, we will walk a note to the teacher.

Office Telephone Use

Office telephone use will be permitted for students who need to contact a parent due to exceptional circumstances with a note from the teacher or for illness when the teacher marks to call home. Phones should not be used to make transportation changes or play dates. Student directories will be available for purchase shortly after school starts for this purpose.

Parent Square App

Parent Square is a district-wide app that allows all schools to utilize the same platform for communication with parents. You will be given instructions to sign up during back-to-school registration. You can also download the app directly from the Google or Apple stores. Make sure to register using the email address in Skyward. If you choose to allow texts, this will ensure quick communication between yourself and the people within the school.

Planners/Folders

Some classes send home a planner/folder with important dates and documents that might include: homework, classroom newsletter, notices of school-related meetings, field trip permission slips, and information about school holidays or events. Make sure to check your student's backpack daily.

Principal Meetings

If you have an urgent issue that needs to be addressed immediately, please call the front office for assistance. You may reach Ms. Stacy by phone or email at tracy.stacy@canyonsdistrict.org. In addition, if you would like to meet with Ms. Stacy, please call or email to schedule an appointment time. **Please address any concerns with the classroom teacher prior to reaching out to the principal.**

School Newsletters

Once a month, you will receive an email from Ms. Stacy. It will inform you of the great things happening at Lone Peak Elementary, as well as important updates of activities and events. If your email changes, please log into Skyward and update your contact information so you can continue to get the monthly messages.

School Website

The Lone Peak website is an excellent source for everything you need to know about our school. Visit the website regularly to get up-to-date information about Lone Peak, calendars, PTA, School Community Council, interactive student websites, and curriculum resources. It is highly recommended that parents/guardians bookmark the website and check it weekly. Check it out at lonepeak.canyonsdistrict.org.

Social Media

Follow us on social media!

[Facebook](#)@lonepeakeagles

[Instagram](#)@lonepeakeagles

[Twitter](#)@LonePeakEagles

Teacher Communication

Lone Peak faculty check their emails daily. While it is not always possible to respond immediately to emails, teachers do their best to respond within **24 hours**. Teachers are unable to accept phone calls during instructional time, but will check messages at the end of the day. Teacher email addresses can be found on the Lone Peak website under Faculty.

Teacher Meetings

The faculty at Lone Peak is always open to input and encourages you to schedule an appointment with the teacher whenever you have ideas or concerns. Although teachers are not available to have conversations during school hours, they are eager to address parent/guardian concerns and questions before they become problems. **At all times**, parents need to enter through the office, complete the electronic check-in, and visibly wear the volunteer or visitor sticker. **No one will be allowed into classrooms without a confirmed appointment or invitation to an event. No exceptions.**

Teacher Newsletters

Each teacher will send a weekly or bi-weekly notice to parents/guardians via email, blog, website or paper. This communication will inform you of academic objectives, special activities, and other important classroom news.

Transportation Changes

If parents need to make any transportation changes, they need to call the office at least 20 minutes before school is out. Make sure you have a **clear** communication plan with your students about any transportation changes and pick-up/drop-off locations.

Drop-Off and Pick-Up Procedures

Lone Peak Elementary School student drop-off and pick-up is a very busy time. As a result, we are outlining the procedures for you to ensure the safety of our students.



All students will enter through the main doors at arrival.

Students who are eating breakfast may be dropped off beginning at **8:30 a.m.** Only students who are eating will be allowed in the cafeteria. Once students are done eating, they will be dismissed to class.

All other students may be dropped off beginning at **8:40 a.m.**

Busy Time

We know that student drop-off and pick-up can be very stressful. We ask that you be patient with each other as well as with the teachers and staff who are helping to monitor for student safety. Aggressive behavior directed towards each other or teachers sets a negative example for our students. Remaining calm ensures that we can move you through this busy time safely and efficiently.

Drop-Off / Pick-Up in Front of School

To ensure student safety and bus access, the parking lot is closed to all entry with the exception of staff, substitutes, and volunteers between 8:40 and 8:55 or as soon as the last bus arrives. It also closes between 3:30 and 3:40 Monday through Thursday and 1:50 and 2:00 on Fridays. As soon as the last bus leaves, the lot will open up to parents. **There is no parking in the bus lane during school hours.**

If you are dropping off a student in front of the school (2220 E), please make sure that you pull all the way forward, against the curb, quickly let your child out and then move carefully on. Please remember not to park your car along the west side of 2220 E or the south side of High Mesa Drive. The street is very narrow and this will help us to create a natural traffic flow. In addition, when you pull to the curb, please make sure you have pulled over as far as you can. Please do not pull up to the stop sign to let students out. This compromises their safety. Finally, please do not U-turn in the intersection. This is very unsafe for our students and crossing guards.

Drop-Off / Pick-Up in Back of School

In the back of the school there is also a drop-off/ pick-up zone. Students may be dropped off by pulling over to the curb in any place from the corner to the zone. Again, remember not to park either on the street or in the drop-off zone. If you are in the drop-off zone, the inside lane is **the only lane for drop-off**. The outside lane is for movement in and out of the zone. Letting children out in the outside lane places student safety in jeopardy.

Bicycles, Skateboards, and Scooters

Students may ride bikes, skateboards, and scooters to school; however, the school is not responsible for lost or stolen equipment. Students must dismount and walk once on school grounds. A fenced bike rack is provided for students. Heelies are not allowed at school.

Safe Walking Routes Map

Walking students and students whose parents have assumed responsibility by dropping them elsewhere should always cross streets at the crosswalk and immediately enter school grounds. [Safe Walking Routes](#)

Emergency Closure Day

In the event of severe weather or emergency closure, the district decision to close the school will be announced through media, Parent Square, and the district webpage. School will then revert to a virtual learning day for that day only unless otherwise announced.

Food and Drink

Food and drink may only be brought for classroom parties and must be store-bought and individually wrapped. If a grade has snack time, food may be sent for your student only. If you are visiting your student in the cafeteria, you may bring food or drink for your student only.

Fundraisers and Partnerships

Canyons District Policy allows the PTA and the school to do two fundraisers each year. Our Fundraisers are the annual Fun Run and Spring Book Fair. Funds raised support various Lone Peak programs throughout the year. In addition to these fundraisers, we are also grateful for the partnerships which we have with local businesses in the community.

Fun Run

The PTA's annual fundraiser is the school-wide Fun Run. Students will bring home information about the Fun Run in the fall. Then we will host a school-wide run day. The money raised in this effort helps us to create many engaging activities throughout the year.

Partnerships

We are grateful for local businesses that support our school. If you or someone you know is able to donate money, time, or services, please contact the Canyons Foundation at 801-826-5171.

Health

Chronic or Serious Conditions

Diabetes, epilepsy, asthma, life-threatening allergies to food or other substances (anaphylaxis), and other serious medical conditions must be noted during back-to-school registration. This information is important for the safety of your child, and may require a School Health Care Plan and/or 504 Plan. You are encouraged to also email tracy.stacy@canyonsdistrict.org to ensure that we have the proper plan in place.

Illness Exclusions

Before sending your child to school, be sure that s/he is well enough to be in school. [Inclusion/Exclusion Health Guidelines](#) can be found on the Lone Peak website.

Illness at School

If a child becomes ill at school, teachers will send them to the office with a sick note to either rest or call home based on the symptoms. If teachers have indicated for the office to call home, every effort will be made to contact the parents/guardians, who should be available to check the child out at the office and take her/him home. It is very distressing for school personnel and the sick child when the school is not able to contact a person responsible for the child. Please keep emergency information and health information updated in Skyward. We can usually only keep students in the health room up to 30 minutes if we are not able to get in touch with any of the contacts.

Medication

Canyons District requires that elementary school students may **not** carry any medications and schools can only administer medications (**including over-the-counter medications, medicated lip balm/lotions and cough drops**) through the process below:

1. The student's parent or legal guardian submits a [Canyons Medication Authorization Form](#), every school year, which can be found on the Canyons website, Lone Peak website, or in the office. The form must be filled out and signed by the child's physician and parent/guardian.
2. The medication must be brought to the **office** (not teacher) by a parent/guardian in the original container and must not be expired.
3. The only medications that students can self-carry, as long as they have the [Canyons Medication Authorization Form](#) and guidelines above in place are: diabetic supplies, inhalers, and epi-pens.

Sensitive Conditions

In recent years, we have seen inversions, fires and other factors affect our outdoor air quality. There is concern about the effects of poor air quality on children's health and their ability to breathe easily. Please make sure Skyward registration is updated and your classroom teacher or the principal is aware if your child has a condition that puts them in the sensitive group, so that we can make sure they stay inside on sensitive air quality days. Sensitive children may include those with significant or poorly controlled asthma, cystic fibrosis, chronic lung disease, congenital heart disease, compromised immune systems, or other respiratory problems.

For further information on air quality, please visit: air.utah.gov for hourly PM2.5 levels and for air quality guidance for schools.

Injury

If your child is injured seriously at school, we will contact you immediately. If we cannot reach you, we will use the emergency contact information you have provided. If we cannot reach you or your emergency contacts, we are authorized to seek medical help for your child, and may call 911 for support.

District policy requires that all head injuries be monitored for 30 minutes, documented, and a parent/guardian notified.

Lost and Found

Please write your student's name on ALL clothing and accessories with a permanent marker. Students are encouraged to be personally responsible for their possessions. Students should check the lost and found area in the cafeteria. Lost and found for small items (rings, watches, etc.) is in the office. At regular intervals throughout the year, all unclaimed items are donated to charity.

Meals

Breakfast

Breakfast is from **8:30-8:50 a.m.** Students who are eating breakfast may be dropped off beginning at **8:30 a.m.** Students not eating breakfast may be dropped off beginning at **8:40 a.m.** Only students who are eating will be allowed in the cafeteria. Once students are done eating, they will be dismissed to class.

Lunch

Students in supplemental kindergarten and grades 1-5 have lunch and lunch recess every day. Lunch schedules can be found on the Lone Peak website.

Menus

Breakfast and lunch menus can be found online at:

<https://canyonsdistrict.nutrislice.com/menu/lone-peak-elementary>. You can also find the menus on the Lone Peak website's [homepage](#) menu icon. We will send home a paper calendar with the month's menu and events at the end of each month. **Please be aware that menu items may change based on availability.**

Payment

Breakfast and lunch money payments will now be made **exclusively online** through [Skyward Family Access](#). Visit the Lone Peak website for steps to set up payments.

The cost for **student breakfast is \$1.00** and **student lunch is \$2.00**. Any visitors to the cafeteria who want to eat school meals will have to pay with either **exact** cash or check as there is no way to make change. **Adult meal cost is \$3.75.**

Families can submit free and reduced-price meal applications online through Skyward Family Access during back-to-school registration or they can obtain paper applications at the school.

Moving

If you anticipate a move to another school or district, please inform the office as soon as possible so that we may assist with making the transition as smooth as possible for your child.

Orchestra

4th and 5th grade students have the opportunity to participate in a before-school music program. There is a district fee involved for participation and instrument rental. Waivers are also available. More information will be provided at the start of the school year.

Playworks Junior Coach

The Playworks program teaches students skills and strategies for safe and inclusive play. Students in 4th and 5th grade may apply to be a Junior Coach to support the Playworks program. All Jr. Coaches serve as role models on the playground and help other students enjoy recess in a positive manner.

Principal's Pride

At Lone Peak, we believe there are core traits that help students be successful. Each month, we honor students who are exhibiting those traits by nominating one student per classroom to receive the reward. At the end of most months, we hold a school-wide assembly to honor those students in front of their peers and families. If your student is nominated, you will receive an invitation from your child's teacher to join us at the assembly. There will be photo opportunities.

PTA

*Your membership pledge of **just \$6** isn't a commitment to serve on the PTA Board or work on a committee. It's a commitment to a partnership in your student's education. The PTA provides many opportunities for our students to expand the classroom experience. Memberships can be purchased from the PTA page on the Lone Peak website.*

PTA-Supported Programs

Art Show
Book Fair
Carnival
Chinese New Year
Classroom Parties
College Week
Emergency Preparedness
Field Trips
Fun Run Fundraiser
Junior Achievement
NOVA
Principal's Pride
Red Ribbon Week
Reflections
Special Events
Service Projects
Teacher Appreciation Week
Volunteer Coordination
White Ribbon Week
Much, Much More

If you have questions or comments for the PTA, please contact our PTA President, Allison Timothy, at atimothy0402@gmail.com

Recess Inside/Outside Days

Air Quality

We follow Utah air quality index guidelines based on PM 2.5 levels to determine if recess will be outside or inside. If your student has a sensitive condition, please see the "Illness" section of this handbook for direction.

For further information on air quality, please visit: air.utah.gov for hourly PM2.5 levels and for air quality guidance for schools.

Appropriate Clothing and Footwear

Student dress should always reflect the weather conditions. If appropriate attire cannot be attained by the family, please speak with the principal for help. Students will be sent to recess on outside days unless they have a doctor's note.

Weather

The district has set a guideline of 22 degrees Fahrenheit as the lowest temperature to keep students outside. For extreme conditions, the principal or designee will use their best judgment. Unless weather is severe, we will usually send students outside, so appropriate clothing and footwear is important.

Safety Drills

Schools in Canyons District are required to perform monthly safety drills. These drills help us practice routines and procedures for emergencies but are done in such a way as to prevent additional stress to students. Information will be sent home monthly about the drills practiced.

School Community Council

The School Community Council consists of elected parents/guardians of students who attend the school, elected school employees, and the principal. All parents/guardians of students attending Lone Peak are encouraged to participate. The council prepares a plan that identifies the school's greatest academic need(s). Plans are submitted on the Utah LAND Trust website. Local school boards approve the plans for implementation the following school year. The council receives an annual dividend from the permanent State School Fund every July to implement the school's approved plan during the next school year. More information about Lone Peak's School Community Council can be found at:

<https://lonepeak.canyonsdistrict.org/school-community-council/>

SOS (Students of Service)

Students in 5th grade can volunteer to be "Students of Service," or SOS. Each teacher rotates duties weekly. The SOS duties include bus sign holders, front office door holders, locking and unlocking the bike rack, morning helpers in lower grades, and putting up the school's US flag. These students are selected on their ability to be responsible students and set positive examples for their classmates.

Technology

Lone Peak is lucky to be 1:1 with technology. Each student will have a Chromebook or iPad assigned to them during the school year. This technology must stay at school. Students will be taught expectations about the use of the technology. Parents must complete the acceptable use agreement at back-to-school registration for their student to have access. Safety is monitored through the use of a filter. Searches which are deemed inappropriate for students

will be blocked and flagged as problematic. The teacher will reach out to you if we find such a search on your child's device. Students will be responsible to pay for damage to technology.

Textbooks and Library Books

Students are responsible for all textbooks and library books issued to them during the school year. All lost or damaged books must be paid for. All money collected is recorded by the administrative assistant and is paid to the proper fund for replacement purposes. If a lost book is found, money paid will be refunded.

Transportation

Bus Eligibility

Use the bus eligibility locator at <http://edulog.canyonsdistrict.org/livewq/webquery/> to see if your student is eligible to ride a bus. Make sure to **select the grade** for accurate information. If eligible, stop locations and times will be listed. Use the Program "EDAY" for Friday schedules.

Students in grades 1-5 whose addresses are eligible do not need to sign up for the bus. Simply show up 5-10 minutes early to your assigned stop.

Kindergarten students who move in after the school year has started need to notify the office if they will be riding the bus. **If there is ever a change to Transportation, always confirm the change with the office or the teacher.**

Assigned Bus/Stop

Students may only ride on their assigned bus and stop.

Space-Available Permits

Students who live inside Lone Peak boundaries but are not eligible for a bus may apply for a space available permit at <https://buspermits.canyonsdistrict.org/#/start>.

Students on Permit

Students who live outside Lone Peak boundaries may not ride a bus to or from school.

For any bus issues, please call Transportation Dispatch at 801-826-5252.

Volunteers and Visitors

Parents/Guardians are encouraged to become involved at Lone Peak Elementary. The time donated by our community greatly enriches the educational program at our school. There are many opportunities for parents/guardians to join this dynamic community. Contact your child's teacher for classroom volunteer opportunities.

In order to account for everyone in the building at all times, Canyons District Policy requires all volunteers and visitors to check in at the office. You will complete the electronic check-in when you enter the building.

Volunteers and visitors will not be allowed into classrooms without a confirmed appointment or invitation to an event. No exceptions. Teachers should notify the office daily of expected volunteers or visitors.

Volunteers Are:

Adults working directly with students. This includes:

- *Volunteering in a classroom*
- *PTA/school events*
- *Field trips*
- *Career Day*
- *Classroom Parties*
- Volunteers should visit <http://foundation.canyonsdistrict.org/index.php/home/volunteer> to complete a volunteer application **every school year**. Volunteer hours will be totaled and sent to the district office and Utah PTA.
- Volunteers are required to check in at the office, complete the electronic check-in, and visibly wear the volunteer sticker.
- Teachers will determine volunteer tasks and times that are needed in their classrooms. We welcome patrons who are able to assist with these needs. If you are unable to help out during the desired times, there may be tasks that can be completed at home and returned to school.
- While volunteering at school, you might hear or see things that should not be shared with other parents or discussed in the presence of students. When working with students and teachers, you have a responsibility to keep information **confidential**.
- The faculty lounge is a place of relaxation for the teachers and staff. To respect their privacy, we ask all visitors to avoid this area during lunchtime from **11:25 a.m.-1:25 p.m.**
- While volunteering at school, we ask you to model respectful conduct for our students.
- Volunteers must always be in the line of sight of a staff member and will be restricted to the area where they are volunteering.

Thank you for volunteering at our school!

Visitors Are:

- *Adults dining in the cafeteria*
 - Food or drink may only be brought for your student.
 - If you want to purchase a school meal, you will need to bring exact cash or check as the cafeteria has no way to make change. Adult meals are \$3.75.
- *Parents with a confirmed appointment with the teacher before or after school*
- *Adults only observing an event, with an invitation, not working directly with students (Principal's Pride, Halloween Parade, Egg Drop, 5th Grade Promotion, etc.)*
 - ***In the case of mass events like these, visitors will not be required to complete the electronic check-in, but they must still check in through the office, always be in the line of sight of a staff member, and will be restricted to the area of the event.***
- This does **not** include class parties. Only approved volunteers can come to class parties.
- Visitors are required to check in at the office, complete the electronic check-in, and visibly wear the visitor sticker.
- Visitors must always be in the line of sight of a staff member and will be restricted to the area of the event.

Thank you for taking the time to read through the Lone Peak Family Handbook! If you have any questions, concerns, or feedback, please contact Ms. Stacy at tracy.stacy@canyonsdistrict.org.