

**RESPECT**  
*for others*

**RESPONSIBILITY**  
*for ourselves*

**LOYALTY**

*to our school and community*

**JI WATSON ELEMENTARY**  
*Policies and Procedures*  
**2023-2024**

# Arrive on Time

- 1<sup>st</sup> Bell – 7:40
- Breakfast ends at 7:40. No one will be allowed to enter the café after 7:40.
- Instruction begins – 7:45
- If you arrive after 7:45, you **MUST** sign your student in at the appropriate office.

Students who arrive on a late bus will be allowed to eat breakfast in the café.

# Car Drop-Off

- Students in K-5<sup>th</sup> grades will be dropped off in the coned area by the oak tree.
- Students in Head-start/Pre-K will be dropped off and signed-in in the horseshoe drive in the front of the school.
- Please be sure to follow the route suggested by the Town of Iowa to avoid any confusion or accidents.
- Upon arrival at the drop-off area, students should be unbuckled, have all items in hand, and be ready to exit the vehicle when an adult opens the door.
- Parents are **NOT** to park and walk their students into school or exit their vehicles at any time while in the car drop-off line.



# Bus Riders

- Parents will be notified by the bus driver assigned to your route.
- Students should know their bus number before the first day of school.
- Please notify your student's teacher as to the correct bus number for your child.
- Students are to follow the rules and procedures of the bus driver at all times.

# Walkers

- Students must arrive by 7:40 to not be considered tardy. After this time, parents will be notified, and the student will have to be signed in before going to class.
- Students are to walk to and from school on the sidewalks and must cross the streets with a crossing guard.
- Students who walk home with a parent in the afternoons will be picked up from the NW door to the gym by the sidewalk.
- Students are not allowed to trespass on private property at any time.
- These policies are also for students who ride a bike to and from school.
- The bike racks will also now be located by the NW gym door.

# Dismissal

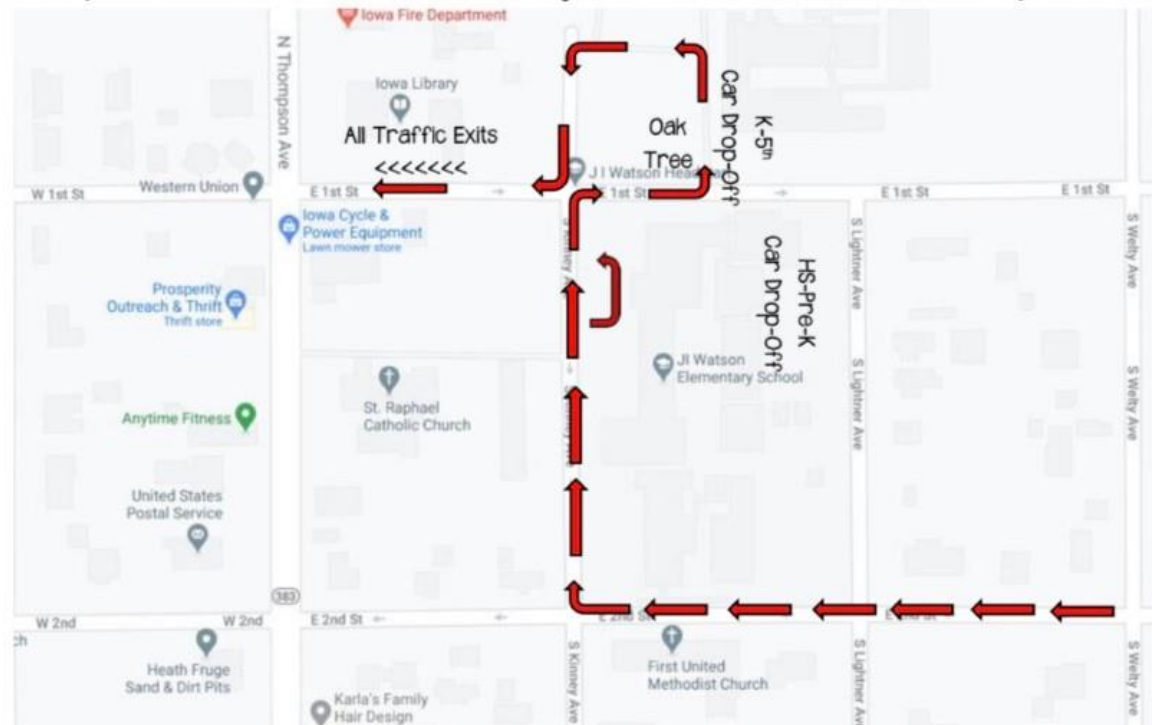
- 3:00– Car riders and walkers are dismissed to the café.  
3:05– 1<sup>st</sup> bus riders are dismissed to the bus.  
3:10– late bus riders are dismissed to the gym.
- Students will remain in their locations until either their name or bus number is called.
- Students are not allowed to walk alone to the parking lot to a parked vehicle.
- Students who are car riders **MUST** be picked up in the appropriate line.
- Students should know how they get home in the afternoons. If there is a change, please notify the office **AND** your child's teacher about this change before 2:00

1. E. First St., between S. Kinney Ave. and S. Lightner Ave., at the breezeway will remain closed to thru traffic during school days/hours.
2. Please follow the recommended path when dropping off or picking up students:
  - Go west on E. 2<sup>nd</sup> St.
  - Go north on S. Kinney Ave.
  - HS/Pre-K drop off will continue to be at the circle drive.
  - K-5<sup>th</sup> will continue to go the same way around the oak tree.
  - All traffic will Exit west on E. First St. towards N Thompson.
3. The following streets will be converted to two-way traffic by the City of Iowa:
  - E. First St
  - S. Kinney Ave
  - E. Second St.

We are asking that only J.I. Watson staff come up E. 1<sup>st</sup> Street off N. Thompson in the mornings/afternoons to the parking lot. All car drop off/pick up vehicles should be going down 2<sup>nd</sup> Street > S. Kinney Ave. > E. 1<sup>st</sup> Street at the 4-way Stop. Staff will have signs on their dashboards.

**All streets around school will now be 2-way traffic.**

Please be patient as we make these changes to eliminate the backed-up traffic on Thompson.



**4-WAY**



**AHEAD**

Some of the intersections will now be

**4-way stops.**





# Patience Please

Please be patient with our car drop-off and pick-up during the first week of school.

During this time, it may take a little longer because procedures and routines are new to everyone.

Thank you so much.

# Uniform Policy

For the complete CPSB uniform policy, please visit [www.cpsb.org](http://www.cpsb.org) (Our District tab, Policies tab, Student Code of Conduct, pg. 12-13)

Students may wear:

- JI Watson spirit shirts bought online from Southern Custom Prints or district approved polos any day of the week.
- Blue jeans (no holes, rips, or tears) or district approved bottoms any day of the week.
- **NO HOODIES WILL BE ALLOWED ON CAMPUS AT ANY TIME.**
- Outerwear to be worn in the buildings must be district approved or sweatshirts/jackets purchased online from Southern Custom Prints.
- Large coats or jackets may be of any color and school appropriate. These will not be allowed to be worn inside the buildings/classrooms.
- Students **MUST** wear socks. Sandals and flip flops are **NOT** allowed in elementary.
- Please see the next slide for a more detailed description of our outerwear uniform policy.



# Outerwear Policy

- Outerwear to be worn **IN THE BUILDINGS** must be district approved or sweatshirts/jackets purchased online from Southern Custom Prints.
- Outerwear is to remain unzipped while in the buildings and can be the following **SOLID** colors: navy blue, hunter green, white, khaki, gray, black or purple.
- **NO PATTERNS OR DESIGNS.**
- Large coats or jackets may be any color and school appropriate. These **WILL NOT BE ALLOWED** to be worn inside the buildings/classrooms and should only be worn to school in extreme, cold weather.
- **HOODIES** (pullover sweatshirts with a hood attached that do not zip or button) **ARE NOT ALLOWED ON CAMPUS, ANY DAY OF THE WEEK (INCLUDING FREE DRESS FRIDAY).**



# Uniform Non-Compliance Policy

If a student comes to school in attire that is not district approved:

1<sup>st</sup> Occurrence – Reminder letter is sent home to be signed and an appropriate item will be found from the donation closet for the student to wear for the day.

2<sup>nd</sup> Occurrence – A phone call will be made to a parent and an appropriate uniform item must be brought to school for the student to wear.

\*\*If a student continues to wear items that are not school/district approved, additional consequences will be implemented.\*\*

# PBIS REWARDS

*Positive Behavior Incentive System*

Rewards for positive and outstanding behavior can be earned in several ways:

- Classroom rewards
- Weekly school-wide rewards
- Nine-week school wide rewards
  - Yearly rewards



# Important Information

- Please be sure to read, sign, and return all forms and policy booklets to your child's teacher as soon as possible.
- Use the QR codes to pay class fees.