

Western Heights Elementary  
Student Handbook  
2020-2021



1100 Elizabeth Street  
Westlake, Louisiana 70669  
Phone: 337-217-4930 Fax: 337-217-4931  
<https://www.cpsb.org/westernheights>

# Welcome!

Dear Parents,

Welcome to the 2020-2021 school year at Western Heights Elementary. Our students' safety and wellbeing are our top priorities. The faculty and staff are committed to providing your child with a quality education based on academic excellence while at the same time striving to meet his or her individual needs. Close working relationships among teachers, parents, administration, and students are essential in providing the best possible instructional program. We would like to encourage your continued support and cooperation in helping to make this year a positive learning experience for your child.

To ensure proper communications this handbook is utilized as an ongoing means of communication between teacher and parent. It is our belief that parents, and students should be knowledgeable of the policies and procedures at Western Heights Elementary. The Calcasieu Parish School Board and the Louisiana Department of Education set forth many of these policies. Please read and discuss the information in this handbook with your child, then sign and return the Parent/Student Acknowledgement Sheet to your child's teacher. If you have any questions or concerns, please do not hesitate to call.

By working together, we can ensure that your child has a very successful school year.

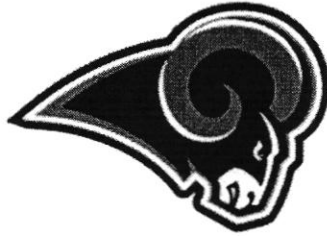
Sincerely,

**Sonia Lockhart**

Principal

# 2020-2021 COVID Protocols

- All students must wear face mask.
- Students will be able to bring disposable or refillable water bottles. Water fountains will not be used.
- If a student has a temperature  $>99.8$ , parents must pick up the student from school immediately.
  - Students will be in static classrooms.
  - Lunch and breakfast will be in classrooms.
- Students that ride a bus to school will have their temperatures taken upon arrival. If a student has a temperature, their parents/guardians will be contacted. Students must be picked up immediately.
- We will sanitize classrooms and restrooms several times a day.
- Hand sanitizing stations are being provided in every classroom.
  - Students will wash their hands often.
- Reminders about safety procedures are being placed throughout the school, as reminders.
- Safety measures are being taken for social distancing in classrooms and throughout the school.
  - All staff members will wear a face mask.
    - No visitors will be allowed.
- Everyone entering the school must wear a face mask and sanitize their hands.
- Each student will receive a washable face mask. Please write their name on it in sharpie.



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**Most teachers may be contacted via e-mail.  
(first name. last name@cpsb.org)**