



STUDENT-PARENT HANDBOOK

A supplement to the
NISD Elementary Student-Parent Handbook



Elrod Elementary School

8885 Heath Circle Drive

San Antonio, TX 78250

Phone: 210-397-1800

NORTHSIDE INDEPENDENT SCHOOL DISTRICT

Dear Elrod Families,

Welcome to the 2022-2023 school year! As we begin this school year, we are excited to build on the foundation of positive energy already established. We value the strong partnership between home and school and thank you for entrusting us with your child. We will continue to strive for excellence in instruction and an atmosphere that nurtures curiosity and creativity. Please know we consider it a privilege to serve your children, as well, as a responsibility that we do not take lightly.

This campus handbook is a supplement to the NISD Elementary Student-Parent Handbook. Please take a few minutes to read each item, paying particular attention to the section on Arrival/Dismissal and Controlled Access. These updated routines and procedures are to help provide the safest environment for our children.

As we move into the new school year, please know that every member of our Elrod staff is deeply committed to making this a happy and productive year for your child! Thank you for your gracious support. It's going to be a fabulous year!

Sincerely,

Belinda Flores & Jo Ann Armenta

Principal & Associate Principal

School Hours

Our instructional day **begins at 7:45 a.m. and ends at 3:00 p.m.**

School office hours are 7:00 a.m.-3:45 p.m. Monday-Friday.

Staff begin morning duty at 7:00 am, please do not drop students before this time.

Morning Arrival Procedures

● Early Morning Drop off & Breakfast Start Time- 7:00 am

- Students may be dropped off **no earlier** than 7:00 am at the back or front loop.
- Parents are more than welcome to enjoy breakfast with their child during this time. If you are walking your child in for breakfast, you will be required to enter the front security lobby to check in with office staff. Be prepared to present your driver's license or approved state-issued ID. Visitors will receive a visitor's badge that must be worn at all times in full view of staff members.
- Students eating with their parent/guardian must sit at the designated parent table.
- Parents who wish to walk their child to their designated waiting areas must wait until 7:15 when the rest of our staff begin their morning duties.
- Students who do not wish to eat breakfast will sit at a designated area until 7:15. After 7:15 they will be released to walk to their morning waiting area.

Morning Drop Off Procedures- 7:15-7:40 am

- Parents/Guardians may drive through the front or back loop to drop off their child. Students may go eat breakfast during this time or report to their designated areas.
- Bus students will be dropped off at the back loop and will enter through cafeteria doors.
- Pre-K, ALE & BMC classes will wait for their teacher in the cafeteria.
- Kindergarten, 1st & 2nd grade students will report to the gym.
- 3rd, 4th, & 5th grade students will report to the 4th/5th grade hallway.
- Parents/Guardians who wish to walk their child to their designated waiting area must check in at the front office. Be prepared to present your driver's license or approved state-issued ID. Visitors will receive a visitor's badge that must be worn at all times in full view of staff members on their shirt/jacket.
- When our bell rings, parents/guardians need to exit the building through the main entrance and turn in their visitor's badge to our office staff on your way out. Children arriving after 7:45 a.m. are considered tardy. A parent dropping off a child after 7:45 will need to accompany the child to the front security window and obtain a tardy slip to admit the child to class. **At 7:45 a.m. morning announcements begin and class starts promptly afterwards. To ensure the safety of all children and prevent disruption of the learning environment, parents are not able to enter the campus after 7:45 a.m. to walk their child to class.** If needed, office personnel will walk tardy students to class.

● Dismissal Procedures

- Dismissal is at 3:00 pm
- Bus riders will be loaded onto the bus at the back loop.
- Walkers will be led by designated staff members to the crosswalk area at Coral Springs and by Silent Sunrise.
- Our front loop drive is our designated pick-up for Pre-K, Kinder, 1st & 2nd grade students along with their older siblings.
- Our back loop drive is our designated pick-up location for our 3rd, 4th, 5th, BMC and ALE classes along with daycare students.
- **Parents/Guardians are highly encouraged to use our driving lanes for pick-up rather than getting down.** Children will be escorted to your vehicle by staff. To help with loading children quickly, please have your green dashboard sign ready to show staff members indicating your child's name, teacher and grade level.
- Our priority will be to load our students into their cars. Parents walking up will need to wait in line for your child to be brought to you.

Parking Lot and Vehicle Safety

- Handicap Spaces- please keep our handicap parking spots open for our families who have a handicap parking plate or placard.
- Do not park in our front & back loop drive-thru area and leave your car unattended as this creates a safety hazard and unnecessary congestion.
- If you are dropping off your child through our drive-thru, have your child exit the vehicle on the right hand side along the sidewalk so that they are not in the line of traffic.
- Use designated crosswalks when using our parking lot if you are getting down from your car.

- **Early Pick Up (No early pick-ups after 2:30 p.m.)**

Early pick-up is discouraged and considered a “partial day absence” under the state compulsory attendance laws. Under the rare circumstance that your child must leave before 3:00 p.m., the parent must come to the office to have the student released from class. Students will only be released to individuals listed in our computer system and proper identification will be required. For the safety of all children, we will not release students to individuals who are not listed as emergency contacts in our system and or individuals who do not have proper ID. It is therefore important for parents to update emergency contacts as changes occur. You may contact our front office at 210-397-1800 to update contacts. Updates are done yearly in the spring during data verification for the next school year.

- **Early Notification of Dismissal Changes**

Please notify your child’s teacher of any changes to your child’s dismissal plan in writing well in advance. Our goal is to ensure every child gets home safely, and having a **consistent dismissal plan** and **communicating any changes to that plan well in advance** helps us ensure children are at the correct end-of-day location.

If the teacher has not received notification from a parent/guardian regarding a dismissal change, the child will be sent home according to the plan on file with the classroom teacher.

Please do not ask your child to verbally deliver a message regarding dismissal. Keep in mind that children sometimes forget to give the teacher a written note, teachers may not see an e-mail or hear a phone message until after school is dismissed at 3:00 p.m. There may also be a substitute teacher without access to the teacher’s e-mail. The earlier you provide notification, the more confident you can be that your child will be dismissed according to your directions. **Same-day changes should be communicated by calling the office at 210-397-1800 NO LATER THAN 2:00.**

Emergency Changes

If there is an emergency that requires a last-minute change of your child’s dismissal plan, please speak with a member of the office staff by calling (210) 397-1800. We will be vigilant in getting the message to your child and his/her teacher as quickly as possible. We do ask that you please reserve last minute phone calls for **emergencies only**. With over 350 students, messages can quickly accumulate at the end of the school day with limited time to disseminate, risking the chance of a message not being delivered before students have already been dismissed.

Thank you for your cooperation in helping us ensure students arrive and depart safely each day!

Attendance

Parents are required by Texas Compulsory Attendance Law to ensure their child(ren) are in school the full day of instruction (7:45 a.m.-3:00 p.m.) every day of the school year.

Children who are absent are missed by their teachers and friends. Absenteeism unavoidably affects the quality of a student's work, interferes with normal instructional procedures in the classroom, and places additional demands on the teacher to provide remedial assistance. It negatively impacts the child who is absent as well as other students in the class.

When a child is absent or tardy from school, the parent or guardian should send a note to the school explaining the reason for the absence upon the child's return to school. **Excuse notes for absences should be submitted within three (3) days of absences.** All notes must include:

- The date of the note
- The name of the child
- The date of the absence
- The specific reason for the absence
- The parent's signature



An absence may be excused when there is acceptable cause such as personal illness, death in the family, or family emergency. **Vacations are not an acceptable cause for an excused absence from school.** When a student's absence for personal illness exceeds three consecutive days, a statement from a physician or health clinic verifying the illness or other condition should be provided. Failure to provide any note within 3 days will result in an unexcused absence. If a student is absent without valid excuse 3 or more days in a four week period, the district will issue an attendance warning notice and develop an individualized attendance plan.

An Attendance Committee made up of teachers, the counselor, the attendance secretary, and an administrator has been established to review attendance concerns. It is our desire to work with families to address any attendance concerns at the campus level. Ongoing attendance issues will be referred by the committee to an attendance officer who will determine if judicial action is appropriate. Judicial action for a Class C misdemeanor offense is considered appropriate if there has been violation of the Compulsory Attendance Law.

Excused Absences With a Note

Examples of excused absences:

- Personal illness
- Death in the family
- Family emergency
- Any unusual or extenuating circumstance acceptable to the principal or her designee.

You may review your child's attendance record at any time by logging onto the Northside website at <https://www.nisd.net/parents> and our Parent Hub. Please note that all absences are initially entered as Unexcused (UA). If the classroom teacher receives a note providing an acceptable reason for the absence to be excused within 3 days of the child's absence, the attendance secretary will change it to Excused (E).

For further information, please reference the NISD Student-Parent Handbook. If you have any questions, please feel free to contact your child's teacher or the school office. We thank you for making every effort to ensure your child gets the most from his/her education by being in school all day every day.

Air Quality Alert

Northside Independent School District has developed a plan to respond to high concentrations of ground-level ozone when reported in the Bexar County Area. There are generally more **Orange Alert Days** (August, April, and May) and rarely **Red Alert Days** (which are most hazardous). Based on the ozone warning level, certain strenuous outdoor activities, such as physical education, recess, or Field Day, may be adapted for some or all students. An outdoor field trip that is scheduled on an **Orange Alert Day** may be subject to cancellation.

Birthdays

No day is more special than the one on which your child arrived! Birthdays can be recognized in the classroom, and parents are welcome to send easy-to-serve treats such as cupcakes or cookies (store-bought) to be shared **in the classroom the last 15 minutes of the instructional day**. Parents are not permitted to come to the class during this time. The delivery of balloons and/or flowers to students is not permitted. Please let your child's teacher know if you do not want your child to participate in birthday recognitions.

Cell Phones/Mobile Devices

Cell phones are to be turned off and kept in students' backpacks while at school. Students not complying with this policy may have the cell phone confiscated and secured until a parent picks it up.

Classroom Parties

Elementary schools may have three parties per school year. Our parties are scheduled for December 17 (holiday season/last day before winter break), April 27 (Fiesta), and June 2 (last day of school). Party refreshments are permitted on these occasions.

Communication from School

The school newsletter, classroom newsletters, and other important communication will be sent electronically through School Messenger and your classroom teacher's Seesaw account. Families who need or prefer a hard copy will be able to obtain one upon request.

Controlled Access & Raptor Sign In

For the safety of our children, all parents, visitors and volunteers visiting Elrod before school and during the instructional day must register at the front security window located just inside the main doors using the Raptor Visitor Tracking System. **Photo ID is required** to be presented upon arrival. It will be scanned by our office staff, and upon clearance, a photo badge will be generated that must be worn while on campus and turned in upon exiting the campus.

Entrance and exit is ONLY through the front doors adjacent to the main office. All other doors are locked during the school day and are not to be used.

Doors will remain locked after school hours. Office staff will be available until 3:45 p.m. After 3:45, entrance may only be granted when prearranged with a staff member.

Controlled Access & Community Groups

Community groups using our facilities after the front office closes must make advance arrangements through the office with our custodial staff to gain entrance. Guidelines will be provided as reservations are made. Scouts and homeowners may make direct arrangements with the school by contacting Darcene Bowers, Principal's Secretary/Bookkeeper. All other groups are required to obtain a Facility Usage Contract through Northside by contacting the district representative at 210-397-8533.

Discipline

One of the most important requirements of an effective learning environment is appropriate behavior of each student. We believe each child has the right to learn in an environment that is free from disruptions and/or the threat of harm from other students. Our staff will reinforce the pillars of character, The six pillars are:



Trustworthiness,

Respect, Responsibility, Fairness, Caring and Citizenship. Each of the six character traits are used within our CHARACTER COUNTS! program to help instill a positive school climate for students and a “culture of kindness,” making our school a safe environment for students to learn. We believe that these core values help our students develop leadership skills and teach them to become responsible for their conduct and the consequences that are the result of their choices.

It is our commitment to keep our parents informed of their child’s behavior. Teachers utilize multiple means of communication methods such as telephone calls, Seesaw messages, conferences, email, and progress reports. Student behavior is documented and sent home with the emphasis being a positive one. Positive feedback will be provided and infractions noted to keep parents informed. Continuation of inappropriate behavior that is disruptive to other students’ learning and/or threatens the well-being of others may necessitate the student being removed from the classroom for a visit to the office, In-School-Suspension (I.S.S.) or off campus suspension until either the student is ready to follow school rules or other consequences are determined. While on the school grounds, fighting is unacceptable regardless of who initiated it and all participants will be subject to disciplinary consequences.

Our priority, in regard to discipline, is to ensure the safety of each and every student. We take our responsibility of teaching your child and providing a happy, safe learning environment very seriously. At Elrod students are taught to SOAR and work together to create a class Treatment Agreement.



At Elrod Elementary, we can...

	Classroom	Restrooms	Cafeteria	Hallways	Discovery Time	Playground	Assemblies
S tay safe		<ul style="list-style-type: none"> Report problems to an adult. 	<ul style="list-style-type: none"> Stay seated Hands & feet to yourself Quiet walking feet 	<ul style="list-style-type: none"> Walk in a single file line along 3rd tile Observe personal space Keep hands and feet to self 	<ul style="list-style-type: none"> Use materials & equipment properly Report unsafe incidents to an adult 	<ul style="list-style-type: none"> Use equipment appropriately Report problems to adults Leave unknown things on the ground 	<ul style="list-style-type: none"> Stay seated Hands & feet to yourself Report problems to adults
O wn behavior		<ul style="list-style-type: none"> Clean up after yourself Respect property & others Do your business and leave 	<ul style="list-style-type: none"> Clean up after yourself Get your utensils and napkin Use table manners 	<ul style="list-style-type: none"> Save talking for designated areas Follow directions 	<ul style="list-style-type: none"> Take turns Take care of the things you use Listen to speaker 	<ul style="list-style-type: none"> Take turns Return equipment Use kind words 	<ul style="list-style-type: none"> Listen to speaker Use kind words Respect property & others
A ccept Responsibility		<ul style="list-style-type: none"> 2 squirts of soap Wash hands Make sure toilet flushes 	<ul style="list-style-type: none"> Raise your hand for help Know your lunch number Ask to be excused 	<ul style="list-style-type: none"> Go directly to your destination Be a positive role model 	<ul style="list-style-type: none"> Fully participate Quiet in/quiet out Use appropriate language 	<ul style="list-style-type: none"> Line up for the whistle Line up quickly Follow game rules 	<ul style="list-style-type: none"> Fully participate Raise your hand to speak
R espond Respectfully		<ul style="list-style-type: none"> Appropriate voice level Respect personal space Use kind words 	<ul style="list-style-type: none"> Use inside voice Respect others space Be polite to staff and peers 	<ul style="list-style-type: none"> Respect artwork and other displays Be polite to staff and peers 	<ul style="list-style-type: none"> Follow adult directions Respect personal space 	<ul style="list-style-type: none"> Include others Follow adult directions 	<ul style="list-style-type: none"> Use positive statements Appropriate voice level Respect personal space Follow adult directions

Dress Code

The NISD Board of Trustees approved revisions to the District's dress code policies for the 2022-2023 school year. The new policy allows for the wearing of shorts by all students (Pre-K -12) as long as the shorts are mid-thigh length or longer. As with the previous policy, the final determination of acceptable dress and grooming rests with the campus principal or his/her designee. [Guidelines for the new dress and grooming policy.](#)

A few items to emphasize from this policy are:

- All pants to be worn at the waist (no "sagging"). Tight fitting pants (e.g. tights, spandex, bicycle pants, etc.) are also prohibited. Frays or holes above the knees are prohibited.
- Any clothes that are suggestive or cause distraction will not be permitted. Specifically, oversized clothing, tank tops, muscle shirts, halter/crop tops, spaghetti straps, exposed backs or midriffs.
- Tennis shoes are the preferred shoe at school for safety reasons. Flip flops are popular but expose the foot to many dangers. While wearing flip flops, children often trip while running, so this type of shoe is not recommended to use during P.E.

Educational Programs

All students participate in the following programs:

- *Art & Music
- *Physical Education
- *STEM
- *Integrated Library Services
- *Guidance taught by a Certified Counselor

Other programs and services available for qualifying students:

- *Individual and Small Group Counseling
- *Gifted and Talented
- *Speech/Language Development
- *Pre-Kindergarten
- *Special Education

E-Mail

E-mail is an extremely useful tool for communication. Used efficiently, it can promote improved home/school communication. The following guidelines for staff and families are provided to help ensure e-mail enhances our ability to work together for our children:

- Use email to communicate general information or questions (i.e., attendance, scheduling, special events, deadlines, brief comments/questions).
- In-depth conversations or dialogue regarding a child are best held in person. Conferences should be scheduled to ensure full attention can be given to the discussion.
- Email topics should be in regard to the parent's child and not include other children.
- Do not expect immediate turnaround. During instructional time, teachers are focused on the children and therefore cannot read and respond to email as quickly as it arrives in the Inbox. E-mail may be read before school, after school, or during a teacher's conference time, but please keep in mind that teachers may also have duty or meetings at those times. We recognize that parents also have many other priorities beyond e-mail and may not be able to respond immediately.
- Emergency messages requiring immediate attention (such as an emergency change in a child's dismissal plan) should be called in to the office to better ensure the information is transferred in a timely manner.
- The lack of nonverbal cues and feedback make emails easy to misinterpret. If needed, seek clarity through a phone call or face-to-face interaction.
- Allow at least 24 hours for a response. Staff members and parents alike may receive a great many messages each day, yet have many other responsibilities. It may also take time for the email recipient to gather sources and thoughts to provide a considerate response.

Emergency Information

It is very important that we always have a number where we can reach you in case of an emergency. Please keep the office updated with any change of cellular numbers or telephone numbers at home or work. If you do not have a phone, we need the name of someone who can contact you.

Lunch With Your Child

Parents who come to have lunch with their child, must sign in at the front office to receive a visitor's badge. Only parents and documented guardians may have lunch with their child and are required to sit at our designated parent table. Please go directly to the cafeteria to meet your child. Students are not allowed to invite a friend to sit with them and parents may not sit with their child's class. Once you have had lunch, you are asked to exit through the front entrance and turn in your visitor's badge. We do not allow for parents to walk their child back to class or to walk through our hallways during school hours unless you are accompanied by an Elrod staff member.



Field Experiences

Field trips for educational purposes are an important part of the instructional program. They are used as a teaching extension directly related to the content of the grade level or subject area. Teachers may ask parents to chaperone small groups of students. Chaperones are required to apply for a criminal background check and be cleared before serving as a chaperone. Parents may NOT pick up their children from the field trip site. All students must return to school and be dismissed as usual. Parents may not take siblings on field trips. **A permission slip must be signed and returned by a parent** before a child may attend a field trip. If there is no permission slip signed, the child will not attend the field trip. You may click [here](#) to the volunteer background check form.

Research shows that field experiences enhance student learning, and we appreciate your membership and support of PTA which funds these important opportunities.

Food at School

Elementary schools are required to follow nutrition rules established by the Texas Department of Agriculture. Parents may choose the food items sent to school for their own child, but may not send food or purchase food for other students. Please be aware that some students may experience food allergies, so it is important that children not share food at school. Students are also prohibited from selling food fundraising items to students during the school day or extended school day. Birthdays will be recognized in the classroom, and parents are welcome to send or deliver easy-to-serve treats such as cupcakes or cookies (preferably store-bought) to be shared in the classroom **the last 15 minutes of the instructional day**. Please inform your child's teacher if your child has an allergy that would impact him/her participating in birthday treats.

Free/Reduced Lunch Forms

Forms are mailed to everyone who registers by early August. Those who register late or did not receive a mailing may pick up a form in the school office or request that your child bring one home to you. If you apply for this, please fill out the form carefully and completely so that there will be no delay.

Health Appointments

It is recommended that health appointments be made after school releases at 3:00 p.m. However, if a student is absent for **part** of the school day due to an appointment with a healthcare professional, **a note from the health care professional must be provided** to the office upon the child's return, and the partial absence will not be documented as a tardy or absence. If a student is absent for the entire day due to an appointment with a healthcare professional who provides a note, it will count as an Excused Absence.

Homework

Children will receive homework assignments relevant to coursework. Parents are asked to help their child by providing the time, place and encouragement needed to complete assignments. Please talk with your child's teacher if the work is challenging your child to the point of frustration or extensive time is needed.

Honor Roll Recognition

- **All A Honor Roll** is for students in Grades 3-5 with all A's.
- **A/B Honor Roll** is for students in Grades 3-5 having all A's and B's with at least one A. • Per district policy, students with N's or U's on the report card do not qualify for Honor Roll.
- **Outstanding Citizenship** is for students who have earned all E's in Citizenship.
- **Perfect Attendance** is awarded to students at the end of each quarterly grading period who have not exceeded one tardy or one partial day absence during the grading period that is not categorized as a documented appointment with a health care professional. Perfect attendance is awarded to students at the end of the year who have not been absent. **In order to receive Perfect Attendance at the end of the year, students may have no more than 4 tardies or 4 partial day absences** during the year that are not categorized as a documented appointment with a healthcare professional.

Invitations

Invitations to private celebrations may be passed out at school only if every child in the classroom receives one or if every girl in a classroom receives an invitation to a girl's party and every boy in the classroom receives an invitation to a boy's party.

Lost and Found

Parents are strongly encouraged to write the child's last name in all jackets, sweaters, hats, gloves, etc. **Misplaced items are very easy to return if labeled.** Have your child check the Lost & Found periodically for missing items. Leftover clothing will be donated to a local charity twice per school year.

Meals

Students may purchase a breakfast or lunch in the cafeteria. Parents may write a check or pay cash at the campus (sorry, no debit/credit cards) to be deposited in your child's account. Parents may also pay by debit/credit card at the [NISD Child Nutrition](#) website. Purchases will be deducted each time your child eats in the cafeteria. Students will be allowed a maximum of \$5.00 in meal charges. After a student account has accrued this limit, a Meal Deal at breakfast and lunch will be offered at no charge with a designated menu entree, side items and choice of milk. If you need to reach our cafeteria manager, Liz Villalobos, please call the cafeteria office at (210) 397-1835. If there is a consistent need for restrictions to be placed on your child's account (for example, you do not want your child to purchase snacks/desserts), simply contact the cafeteria manager and this can be annotated in your child's account.

Medications

All medication should be taken directly to the school office by the parent. Medication (both prescription and over-the-counter) can only be administered with a physician's order and a parent note. No medications are allowed in the classroom (including over-the-counter items such as cough drops, Tylenol, etc.), nor may students administer their own medication. If it is necessary to send medication via the child, please call in advance to alert the school nurse. Parents are responsible until it is delivered to the clinic. Leftover medication must be picked up by the parents as students may take home only empty containers.

Parent-Teacher Conferences

Parent-Teacher Conferences are encouraged throughout the school year and are to be pre-arranged at the request of the parent or the teacher. **All parents will be invited to their first conference during the month of October.** If you need to have a parent conference sooner please contact your child's teacher. Building a positive partnership between home and school is a priority. Please trust that our teachers sincerely care about each child and want to work with you to ensure your child's success.

Please note that teachers cannot stop instruction or traveling with the class during arrival or dismissal time to discuss an individual student. Teachers often arrive early to get materials ready and mentally prepare for the day. Please respect this time and do not "pop in" for an informal conference. If there is an immediate need, please call or email to set up a conference at a mutually agreeable time when you can talk in private with no distractions.

Grades Via HAC (Home Access Center)

NISD's [Parent Hub](#) allows parents to view information regarding their child's grades and attendance at any time throughout the school year. It also allows parents to sign up for School Messenger voice messages from the campus as well as cafeteria account information and payments

Parent-Student Handbook

It is important for you to read the online handbook carefully as it contains the policies and procedures for all NISD elementary campuses. <http://www.nisd.net/schools/handbooks/>

Pets at School

Please do not bring pets to the campus. Service dogs are permitted.

PTA: Goal 100%

We encourage each parent and extended family members to support our PTA by becoming a member of the Elrod Elementary School PTA. There is no obligation to volunteer, but there are many opportunities for those enthusiastic to support our children!

Safety Drills

Periodically we practice drills for fire, severe weather and security. If you are on our campus during one of these drills, please follow the staff lead and participate appropriately.

Safety Patrols

Our Safety Patrol Team is composed of fifth grade students and is one of several opportunities our students will have to serve as school leaders. Requirements include excellent citizenship, positive work habits, passing grades and reliability. Please help your child recognize the patrols as leaders on our campus, serving to help arrival and dismissal flow smoothly.

School Colors and Mascot

Our school colors are blue and gold. We are the Elrod Eagles. Spirit Day will be celebrated each Monday. Students and staff are encouraged to wear their Elrod spirit shirts and colors to show school spirit!

Teacher Assignments

Some changes in initial placement may be necessary during the first few days of school. It can be difficult to predict students who move in or out of our attendance area, but staffing must be based on actual enrollment in order to not overspend taxpayer dollars. It is not unusual for enrollment to change in the first days and weeks of school. If actual enrollment does not match staffing, class numbers may need to be adjusted. Should your child's classroom assignment need to be changed, you will be promptly notified. We thank you for your patience and support throughout this process.

Toys/Weapons

Toys may not be brought to school unless the teacher sends home a note requesting items for an instructional activity or reward time. Weapons of any kind or items associated with weapons may not be brought to school for any reason. Prohibited items include fireworks, toy guns, water guns, pocket knives, toy knives, boy scout knives, etc. Students who bring make-believe or real weapons are subject to consequences, potentially severe, as outlined in the Northside ISD Elementary Student-Parent Handbook.



Transportation

NISD bus transportation is provided for some students. If your child is a bus rider and their mode of transportation will differ on a given day, please ensure you send a note and verify the teacher has received it. Each time you change modes of transportation, you must inform the teacher in writing to help us ensure accuracy in how your child is dismissed. If no note is sent, the child will be sent home on the school bus. Phone calls to change transportation will only be allowed for emergencies.

Students who are not eligible for bus transportation may not ride the bus with the exception of field trips. Please read the section on NISD transportation in your District Handbook for more information on bus rules and safety.

Visitor Name Tags/Safety

We always want you to feel welcome to visit the school. All visitors must sign in at the office and get a name tag. Please understand and cooperate with staff should they stop you in the building if you are not wearing a Raptor badge. Please also remember to exit through the main doors after returning your visitor badge. If at any time you have information regarding real or perceived threat to students' safety, please contact the District's 24 hour anonymous tip line: (210) 397-SAFE. Northside Police will follow all leads. Thank you for our continued partnership in assuring our school is a safe and vibrant learning community.

Volunteers

Elrod staff members welcome and appreciate enthusiastic volunteers. We invite you to assist teachers and PTA by signing up for various volunteering opportunities that occur during the school year. All volunteers must submit and pass a background check before volunteering with students. This includes tutoring, mentoring, small group work and field trips. Go to the [Volunteer Background Check link](#) to complete the short form. Be sure to select Elrod as your campus. Please call the school to verify that you have cleared the background check.

Web Sites

Visit our school website at <https://www.nisd.net/elrod>

Follow us on Twitter @NISD and @NISDElrod.

<http://www.nisd.net/schools/handbooks/>

Thank you for your continued support!