

**COLLINS -RIVERSIDE INTERMEDIATE SCHOOL
PARENT HANDBOOK
2022-2023**



CREATING

RESPONSIBLE, RESPECTFUL, RESILIENT,

INNOVATIVE

STUDENTS

3 THINGS WE NEED EVERY PARENT TO DO TODAY.

1. COMPLETE LUNCH APPLICATION -

GO ONLINE TO: myschoolapps.com. Scan code below



2. Complete infosnap online registration if you have not done so yet to update phone numbers and approved family members.



3. Join the PTO by going to myschoolbucks.com. The cost is \$10.00. If you would like to donate additional funds, please do so.



ENROLLMENT PROCEDURES AND REQUIREMENTS

In order to be enrolled at CRIS, parents should provide the following:

1. immunization certificate
2. official birth certificate
3. enrollment form
4. proof of legal residence
5. student's social security card (optional)



The legal guardian or legal custodial parent of the student must reside in the Riverside School district. A child of divorced parents must go to school in the district where the custodial parent lives. If you move out of the Riverside zone during the school year, your child must be withdrawn. Please see the Tuscaloosa County Student/Parent Information Guide for more details.

Student Arrival & Dismissal Procedures

ARRIVAL

Students should not arrive at school before 7:25 am. Car riders should be dropped off in a single file line in front of the school. These students should enter through the gym concessions entrance. Upon arrival, all students –whether bus riders or car riders –following picking up their breakfast, will report to their homerooms. All students should be in their classrooms no later than 8:00 am. **Students arriving after 8:05 a.m. are tardy and must report to the attendance clerk for a tardy slip.**

Arriving Early? Eating Breakfast? – Remember these rules!

- Students eating breakfast at school must come directly to the breakfast line as soon as they arrive to school.
- Car riders eating breakfast should arrive no later than 7:55 a.m. in order to eat in the diner.
- Students are expected to walk quietly and in an orderly manner to their classrooms upon leaving the cafeteria.





DISMISSAL

DISMISSAL PROCEDURES ARE IN PLACE TO ENSURE SAFETY FOR ALL STUDENTS.

*Students who are transported in cars should proceed to the front of the school near the gym porch once their name is called over the intercom . Each student will remain in their class until their name is called to load in their car. Students will be loaded in an organized manner by school personnel. All car riders will be required to have a CRIS CAR RIDER TAG. This is a safety precaution and an efficient process for calling students to the car line. Car rider dismissal begins at 2:55 p.m. and all car riders should be picked up no later than 3:30 p.m.

* Students who are not picked up by 3:30 pm will have a parent contact by the office staff. After repeated instances of a child not being picked up on time a meeting with the principal and social worker will follow.

* Students riding buses should proceed from their classrooms to the rear doors to load the buses.

* Students enrolled in the 21st Century After School program will be dismissed at 3:05 p.m. from classrooms directly and will report directly to their designated areas.

After School Program through Tuscaloosa One Place

We are delighted to be able to offer working parents an option for quality after-school care through our 21st Century After School program, which is directed by Beatrina Williams. It begins at the end of the school day and children must be picked up no later than 5:00 p.m. The After School program operates Monday - Thursday.

**See Mrs. Beatrina Williams for an After School Admission packet.
After school office hours are from 3:10 pm - 4:45 pm at (205) 342-2680.**

School Visitors

- School visitors must report to the front office.
- Sign-in and out with the secretary, Beatrina Williams, via the Raptor System on the computer.
- Wear their designated ID Badge.

Attendance

Absences

When a student returns to school after being absent, he/she must present a written statement from his/her parent/guardian or doctor with an explanation of the reason for the absence and the date of the absence(s). This excuse must be given to the teacher within two days in order to receive an excused absence. Only those absences as outlined in the Tuscaloosa County Schools Parent/Student Information Guide will be excused. After ten total absences (of any type), a student must have a doctor's excuse for the absence to be considered excused.

Students with **excused** absences may make up schoolwork. Please refer to the Tuscaloosa County School's Information Guide for details.

Tardiness

It is the duty of the parents or guardians of a child to make sure that the child is at school on time. Every child should be inside his/her classroom by 8:00 am. If a child arrives at or after 8:05 am, he/she is considered tardy and the child must report to the office for a tardy pass. Being prompt and on time is essential to giving your child the best start in his/her school day.

PROCEDURES FOR TARDIES IN 5th Grade

6th tardy per semester After School Detention or In-School Intervention (if available)

8th tardy per semester After School Detention or In-School Intervention (if available)

10th tardy per semester After School Detention or In-School Intervention (if available)

EACH ADDITIONAL TARDY PER SEMESTER PARENT CONFERENCE REQUIRED

PROCEDURES FOR TARDIES IN 6th Grade

4th tardyAfter School Detention

6th tardyAfter School Detention

8th tardyAfter School Detention

10th tardy and each additional tardyIn-School Intervention

Withdrawal of Students

If you are moving and are withdrawing your child from school, please call or contact the school office a few days prior to the withdrawal date. This will give ample time to complete the necessary paperwork, etc. Your cooperation is always greatly appreciated.

Bus Regulations

The students' safety while riding the bus is the school's main concern. For that reason, please note the consequences listed in the Tuscaloosa County Parent/Student Information Guide.



Medication

If medication must be administered at school, the office has medication forms that must be completed in order for the student to take the medication at school. The regulations for administering medication at school are:

1. Prescription drugs must have written permission from the parent or guardian of the student requesting the school initially comply with a doctor's order. If parents don't have a copy of the appropriate school medication forms, it will be sent home to be completed and returned. **The form must be signed by the doctor prescribing the medication.**
2. **Prescription medication must be brought to school by the parent or guardian in a container appropriately labeled by a pharmacy.**
3. Non-prescription drugs should have written permission, including time and dosage, and be in properly labeled bottles.

The medication can only be given by trained personnel. See the Tuscaloosa County Schools Parent/Student Information Guide for more information concerning medication. If your child becomes ill or is injured at school, we will make your child as comfortable as possible, and call you immediately. If you cannot be reached, we will attempt to contact the emergency numbers that you listed on the registration form.

Head Lice (Pediculosis)

Occasionally a child can get head lice. Head lice are passed from person to person by direct contact or on shared objects (combs, towels, headphones, etc.) It has nothing to do with cleanliness. Generally, teachers check all children in their classrooms each Monday for evidence of head lice (such as nits). If head lice are found in a child's head, the child is sent home until all viable nits are removed.

Mrs. **Stephens**, school nurse, has several pieces of information about head lice for parents who need more information.

While physicians can be helpful in assisting parents in the removal of head lice/nits, school officials will make the final decision regarding whether or not a child may return to school. **An adult must accompany the child for a re-check prior to the child's re-admittance to class. Re-checks are done in the mornings from 7:30 a.m. -8:00 a.m.**

Student absences are excused for the first occurrence of head lice (until the child is re-admitted to class). Additional occurrences are unexcused.

TESTING AT CRIS

i-Ready:

Multiple times during the school year, your child will be tested using (i-Ready). The information gleaned from i-Ready testing and progress monitoring is used to identify areas of weakness in individual students so that those areas can be addressed in subsequent instruction. Instruction is highly individualized and tailored to your child's specific needs. Children who come from homes where they are surrounded by printed material usually do better in reading than children who are not exposed to a print-rich environment. Anyone who finds reading difficult is seriously handicapped in the struggle for a successful place in the world. When home and school work together, your child's ability to read fluently and understand language increases dramatically. The result is a child who can explore printed texts that offer endless hours of adventure, enjoyment and learning about the world around them.



ACAP:

Our students participate in the ACAP. This statewide assessment measures a student's ability in the areas of Math and English Language Arts. 5th grade students are also tested in the areas of science. Test results are distributed in the fall of the following school year.

Reading instruction at CRIS targets four areas:

- Strengthening reading comprehension
- Continuously expanding all students' reading power and comprehension levels
- Increasing student vocabulary
- Intervening effectively with struggling readers

SCHOOL FINANCES

Please keep the following in mind as you make any financial transactions with the school:

- All fees can be paid on-line using Myschoolbucks.com.
- All checks written to the child nutrition program (CNP) should be for meals only. CNP personnel are not allowed to give change from checks to be used for other purposes.
- Checks which are deemed by your bank to be no good due to insufficient funds do not come back to us, but are sent directly to Envision Payment Solutions, a check collection agency. Please understand that we have no control over this. In addition to any fee your bank charges for NSF checks, Envision Payment Solutions also charges a fee. A bad \$4.00 check could end up costing over \$50!
- Any check written to the Child Nutrition Program, or the school must have the writer's full name, address (no P.O. Box), work and home phone numbers, and a driver's license number.
- Thank you for your understanding and if you have any questions about this, or any other financial matter, please contact the CRIS bookkeeper, Kim Allen (kwallen@tcss.net).

Going Home

Unless there are extenuating circumstances, please do not plan on checking your child out of school after 2:30 pm. Please don't check out a child early to avoid dismissal traffic.

A pattern of continuous Check-Outs Will be investigated.

TCSS policy on check-outs

PROCEDURES FOR CHECK-OUTS FOR 5TH GRADE

6th check-out per semester..... After Schoof Detention
8th check-out per semester..... After Schoof Detention
10th check-out per semester..... In-Schoof Intervention
Each Additional check-out.....Parent conference required

PROCEDURES FOR CHECK-OUTS IN 6TH GRADE PER SEMESTER

4th check-out.....After Schoof Detention
6th check-out.....After Schoof Detention
8th check-out.....After Schoof Detention
10th check-out and each additional check-out.....In-Schoof Intervention

PST INFORMATION

Students needing additional help academically or behaviorally may be referred to the Problem Solving Team (PST). The PST is a committee that is made up of classroom teachers, the **PST Chairperson**, the counselor, and the principal. The committee develops a plan which provides intervention strategies. After the plan is implemented, it is evaluated and further recommendations are made. If you have questions about this, please let us know.

SOCIAL MEDIA:

Collins Riverside Intermediate School is active on Facebook and Instagram. From time to time we post photos and videos of the exciting things our boys and girls are doing in class.

Let's make 2022-22023 the best school year ever at the Side'

RIVERSIDE WAY ALL DAY!