



VIRGINIA PALMER PARENT/STUDENT HANDBOOK

2023-2024

Abstract

Important school information for Virginia Palmer parents and students.

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Sun Valley, NV

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Non-Discrimination Statement: The Washoe County School District is committed to nondiscrimination on the basis of race, color, national origin or ethnic group identification, marital status, ancestry, sex, sexual orientation, gender identity or expression, genetic information, religion, age, mental or physical disability, military or veteran's status in educational programs or activities, and employment as required by applicable federal and state laws and regulations. No District employee, including, without limitation, administrators, faculty, or other staff members, nor students shall engage in acts of bullying, harassment, or discrimination on the premises of any public school, school-sponsored event, or school bus in the District. Prohibited behaviors include cyber-bullying, sexual harassment, hazing, intimidation and retaliation.

Disclaimer: This document contains references to Board Policies and other documents pertaining to the rules and regulations of the Washoe County School District. The District reserves the right to revise any of these documents during the course of the school year. For the current version of any of these documents, please check the District's website at www.washoeschools.net/Policy.

WCSD Safe and Respectful Learning Environment Policy:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5700_Policy-SRLE-v6_FINAL.pdf

WCSD Student Bullying and Harassment Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5701-Reg-Student_Bullying-v4.2_FINAL.pdf

WCSD Gender Identity Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5161_Reg-Gender_Identify-v2.pdf

WCSD Homework Policy:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5300-Policy-Activities-v2_Final.pdf

WCSD Plagiarism & Cheating Prohibited Policy:

- https://www.wcsdpolicy.net/pdf_files/6642%20AP%20-%20Plagiarism%20and%20Cheating%20v3.pdf

WCSD Use of Personal Electronic Devices by Students Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5810%20Reg%20-%20Cell%20Phones%20v1.1.pdf

WCSD Responsible Use and Internet Safety Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7211-Reg-RUA_Internet_Safety-v4.pdf

WCSD Student E-Mail Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5007-Reg-Student_Email-v3_FINAL.pdf

WCSD Service Animals Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7521-Reg-Service_Animals-v5.pdf

WCSD Transportation of Students Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/7501_Reg-Transport_of_Students-v9.1_Final.pdf

WCSD Student Records & Information Policy:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5000_Policy-Student_Records-v3_Final.pdf

WCSD Volunteer Screening & Background Checks Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1501_Reg-Volunteers-v1.pdf

WCSD Protocols for Visitors to District Property Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/1506-Reg-Visitors-v3.pdf

WCSD Student Uniforms Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5106%20Reg%20-%20Student%20Uniforms-Adoption%20Guidelines_School%20Site%20Policy_v5_FINAL.pdf

WCSD Student Dress Code Policy (when we have free dress days):

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5102_Reg-Dress_Code-v1.1.pdf

WCSD Student Behavior Policy:

- [Student Behavior Manual](#) (new link coming soon)
- https://www.wcsdpolicy.net/pdf_files/board_policy/5100_Policy-Student_Behavior-v7_Final.pdf

WCSD Student Attendance:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5400_Policy-Student_Attendance_v5_Final.pdf

WCSD Release of Students During School Hours:

- https://www.wcsdpolicy.net/pdf_files/5146%20Reg%20-%20Release%20of%20Students.pdf

Daily Schedule
School Day 9:00 am until 3:00 pm

Bell Schedule 2023-2024	
8:55 a.m.	School Begins
9:00 a.m.	Tardy Bell & Breakfast
11:30 – 12:10 p.m.	Lunch & recess K & 1st
12:00 - 12:40 p.m.	Lunch & recess 2 nd & 3rd
12:30 – 1:10 p.m.	Lunch & recess 4 th & 5 th
3:00 p.m.	School Dismissed

Early Release Wednesday's 2023-2024	
8:55 a.m.	School Begins
9:00 a.m.	Tardy Bell & Breakfast
11:30 – 12:10 p.m.	Lunch & recess K & 1st
12:00 - 12:40 p.m.	Lunch & recess 2 nd & 3rd
12:30 – 1:10 p.m.	Lunch & recess 4 th & 5 th
2:15 p.m.	School Dismissed

Two – Hour Delay Bell Schedule 2023-2024	
10:55 a.m.	School Begins
11:00 a.m.	Tardy Bell & No Breakfast
11:30 – 12:10 p.m.	Lunch & recess K & 1st
12:00 - 12:40 p.m.	Lunch & recess 2 nd & 3rd
12:30 – 1:10 p.m.	Lunch & recess 4 th & 5 th
3:00 p.m.	School Dismissed

Early Release 12:50 Bell Schedule 2023-2024	
8:55 a.m.	School Begins
9:00 a.m.	Tardy Bell & Breakfast
11:30 – 12:10 p.m.	Lunch & recess K & 1st
12:00 - 12:40 p.m.	Lunch & recess 2 nd & 3rd
12:30 – 12:50.	Lunch 4 th & 5 th
12:50 p.m.	School Dismissed

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Virginia Palmer Staff as of 7/7/23

Principal:

Courtney Lean

Assistant Principal:

Jamie Schocko

Counselor:

Rachel Salcido

Communities in School:

Austin McKenzie

Office:

Tania Estrada

Sandra Reyes

Clinic:

Nurse:

Clinical Aide: Angela Benjilali

Custodian:

Martin Chavez

TBD

Parminder Purewal

Computer Lab:

Reyonna Crouch

**Family and Community
Engagement (FACE)**

Nidia Gonzalez

Kitchen:

Peggy Leone

Jamie Marsh

Library:

Anita O'Mealy

Music:**GATE:**

ELL Teachers:

Jennifer Andrew

Carissa Hoover

School Psychologist:

Corrie Hyatt

Special Education:

Kelly Cruz

Sera Pears

Speech:

Katie Lopez

Teacher Aides:

TBD

Strategies Teacher Aides:

Kashawn Amjad

Nazia Akhtar

Pre-Kindergarten:

Teresa Hagerty

Maria Rachel

Strategies:

Cristin Zion

Linnea Wolters

Kindergarten:

Simone Chambers-Walker

Emma Perkins

Gail Seavey

First Grade:

Lucy Castillo

Mary LaCombe

Tara Wise

Chris Smith

Second Grade:

Patty Harders

Abby Hutchison

Lindsay Trail

Stacey Saulsgiver

Third Grade:

Leah Gray

Sydne Huck

Jason Walker

Fourth Grade:

Kelly Cochran

Keli Evans

Lani Xander

Fifth Grade:

Kimberly Davidson

Anita Lyons


Attendance Policy:

The Nevada Revised Statutes 392.122 is the basis for the WCSD Attendance Policy and Procedure. NRS 392.122 states that the Board of Trustees shall establish a minimum attendance requirement for promotion to the next grade or earning credit.

For a complete WCSD Attendance Manual, please visit:

https://www.wcsdpolicy.net/pdf_files/board_policy/5400_Policy-Student_Attendance_v5_Final.pdf

Absences:	<ul style="list-style-type: none">• If your child is sick, please call the school at 775-674-4400.• If your child has been sick (vomit or fever) in the 24 hours prior to school beginning, please do not send him/her.
Make-Up Work:	<ul style="list-style-type: none">• Please complete the make-up work if your child has missed a school for any reason.• Students will have the number of days they missed plus one extra day to complete the work.• It is the student's responsibility to request Instruction Related Activities or Concepts Missed which are missed, exams, quizzes, or concepts learned on the day of absence.• These activities or concepts must be requested ON THE DAY the student misses any part of the class or ON THE DAY the student returns to class after absence.• It is the student's responsibility to abide by the school/teacher's procedures on how to request this work.
Late Arrivals:	<ul style="list-style-type: none">• Students who arrive late to school must report to the office for a pass to get into class. Please make every effort to have your student here on time.
Leaving Early:	<ul style="list-style-type: none">• If you need to pick-up your child before the end of the school day please be prepared to show ID.• Please make sure your name is included in the IC panel.• WCSD Policy on Leaving Early: https://www.wcsdpolicy.net/pdf_files/5146%20Reg%20-%20Release%20of%20Students.pdf

 Palmer PBIS Matrix-PAWS							
PANTHERS will:	CLASSROOM	HALLWAY	RESTROOM	CAFETERIA	ASSEMBLY	PLAYGROUND	BUS
ACT RESPECTFUL & RESPONSIBLE	<ul style="list-style-type: none">★ Follow classroom rules★ Show empathy★ Be honest★ Demonstrate integrity★ Respect other students' comments opinions and ideas★ Be on time★ Be prepared★ Finish work★ Identify emotions★ Do your best work★ Wear uniform	<ul style="list-style-type: none">★ Use red level voices★ Respect other students' comments, opinions, and ideas.★ Walk with your class in a line if you are all going together	<ul style="list-style-type: none">★ Flush★ Make sure it is clean★ Get adult assistance if needed★ Respect other students' comments, opinions, and ideas.	<ul style="list-style-type: none">★ Eat★ Clean up after yourself★ Help others clean up★ Use inside/yellow level voices★ Wait to be excused★ Respect other students' comments, opinions, and ideas.	<ul style="list-style-type: none">★ Active listening★ Sit on pockets★ Understand and demonstrate personal responsibility★ Sit quietly★ Use appropriate responses★ Wait to be excused★ Use communication and social skills to positively interact with others	<ul style="list-style-type: none">★ Line up when the bell/whistle rings★ Demonstrate the ability to prevent, manage, and resolve interpersonal conflicts in constructive ways★ Use appropriate language★ Use nice words★ Maintain accountable behavior	<ul style="list-style-type: none">★ Follow the bus rules★ Sit in seat★ Listen to the bus driver★ Be kind to others★ Respect other students' comments, opinions, and ideas.★ Wear your uniform★ Yellow level voice
WORK	<ul style="list-style-type: none">★ Have all materials★ Demonstrate personal responsibility★ Work as a team★ Turn in your best work.	<ul style="list-style-type: none">★ Use proper routes to and from destinations	<ul style="list-style-type: none">★ Return to class quickly★ Get adult assistance if needed	<ul style="list-style-type: none">★ Eat	<ul style="list-style-type: none">★ Active Listening★ Demonstrate Personal Responsibility	<ul style="list-style-type: none">★	<ul style="list-style-type: none">★ Be at the bus stop on time
SAFETY FIRST	<ul style="list-style-type: none">★ Pay attention★ Walk★ Use kind words★ Use supplies correctly	<ul style="list-style-type: none">★ Walk★ Respect other students' comments, opinions, and ideas.	<ul style="list-style-type: none">★ Wash★ Report messes★ One person at a time	<ul style="list-style-type: none">★ Walk★ Raise hands for assistance★ Self to self	<ul style="list-style-type: none">★ Walk★ Raise hand for assistance★ Self to self	<ul style="list-style-type: none">★ Walk to the playground★ Follow playground rules★ Stay on the playground side of the red line	<ul style="list-style-type: none">★ Sit on pockets★ Listen to the driver★ Use a yellow level voice★ Face forward★ Follow loading and unloading rules

Virginia Palmer Playground Rules

Please see the following rules that have been created for student safety in addition to our school-wide behavioral expectations:

1. Students are to stay on the playground, past the red lines, and inside the fenced area, at all times of the day.
2. Food is to be enjoyed in the lunchroom or classroom during breakfast. Food should not be consumed outside.
3. Exit all equipment correctly, and use it correctly, including sports balls.
4. Use two finger touches, to play tag.
5. Keep hands, feet, and object to self at all times.
6. Swings:
 - Sit on your bottom
 - Face the playground
 - Swing front to back

WCSD Student Behavior Policy:

https://www.wcsdpolicy.net/pdf_files/board_policy/5100_Policy-Student_Behavior-v7_Final.pdf

Delayed Start:

It is possible to have a two-hour delayed start due to inclement weather. A delayed start schedule will be announced when the district determines the roads are too hazardous. The delay will allow road crews to clear the roads and highways during or following a snowstorm.

Delayed starts are announced by calls to your home via Connect Ed, on your local radio or television news broadcasts beginning as early as 5:00 a.m. Once announced, all Washoe County Schools (K-12) will begin two hours later than usual. Dismissal at each school will remain the same. It is not necessary to call the school for verification. Whatever the TV or radio announces is what every school in the district follows.

In the event of a delayed start we will not serve breakfast. School buses will run two hours later than usual, and the morning program will be cancelled. All before school activities will also be cancelled including parent conferences, IEP meetings, tutoring, or any other activities. Students can arrive at school at 10:40, but not any earlier.

Nutrition Services:

- Breakfast is served in the classroom daily from 8:55-9:10
- Lunch is served daily at the times specified for the grade level. Every student is served lunch.
- Dinner is served daily at 3:00pm, except for Early Release Wednesday when it will be served at 2:15pm. All children ages 1-18 can enjoy dinner in the lunchroom. Students will enter for dinner through the playground door.
- <https://www.washoeschools.net/Domain/69>

Telephones:

- The use of the telephone by students will be restricted to emergency calls.
- Personal cell phones are to be in the student's backpack and in the off position.
- Cell phones are not permitted outside on the playground.
- If a student takes the cell phone out it will be confiscated and returned at the end of the day for the 1st offence.
- 2nd offence it will be taken and turned into the office. Parents will need to get the cell phones if they are in the office.
- https://www.wcsdpolicy.net/pdf_files/5810%20Reg%20-%20Cell%20Phones%20v1.pdf

Personal Belongings:

- All students are responsible for instruments, books, equipment of other items they bring on campus.
- Cell phones are to be off and in the student's backpack while on campus.
- Toys brought to the school are up to the grade level teachers on what they will allow.

Library Services:

- The school library is a valuable resource. Books are your child's responsibility to keep safe. Please remind your child to return the books when they are due. Parents and students are responsible if a book gets lost or damaged.

Boys & Girls Club:

- Boys and Girls Club Program utilized the Palmer facility for the Before School Program.
- Boys and Girls Club is not affiliated with the Washoe County School District.
- WCSD and the Washoe County Board of Trustees neither endorse or sponsor the organization.
- The distribution of this information is provided as a service to our school community.

Team Up

- Team-Up is focused on student academics.
- Students will engage in after school tutoring and enrichment activities
- Tutoring will occur from 3:30-4:30. Enrichment activities will occur from 4:30-5:30
- Students should be picked up by 6:00pm.

Enrollment:

Items needed to enroll a student at Virginia Palmer:

New to District and/or incoming Kindergarteners

1. Birth Certificate
2. Shot record – originals
3. Proof of Residence – Utility bill or rental agreement
4. Parent ID

Coming from Washoe County School

1. Proof of Residence – Utility bill or rental agreement
2. Parent ID

Withdrawal of your student(s):

In order to withdrawal a student from Virginia Palmer it is required that the parent or guardian sign a withdrawal form. The form is located at the office.

Health:

Should your child become ill or get hurt at school, a clinical aide or nurse will attend to the child's immediate needs. The school will make every attempt to contact you to pick them up. Please do not send your child if he/she has the following symptoms:

- Vomited or had diarrhea in the last 24 hours.
- Has a fever of 100.4 or higher.
- Obvious severe cold symptoms (severe congestion, cough, or sore throat).
- Eyes that itch, burn, are bloodshot, or draining (these can be symptoms of conjunctivitis or pink eye which is very contagious).
- If a child has been diagnosed with an illness that requires antibiotics, the child may return to school after being treated for **24** hours.
- Please make sure all emergency phone numbers and information are up to date.

Medication:

- If it becomes necessary for a student to take any form of medication at school, a Consent and Request form

(HS75-320A) signed by the parent/guardian and physician must be presented to the clinic. The request may be written on a physician's prescription pad and must be accompanied by a written request from the parent/guardian. All medication must be sent in prescription bottles which are clearly labeled with the appropriate directions for administering the drug. All medications will be kept in and dispensed through the clinic. No medication of any kind is to be in the student's possession without consent from the school nurse.

- <https://www.washoeschools.net/Page/2895>

Immunization Policy:

All Students entering Washoe County School District from another school district must be in compliance with Nevada State Law NRS 392.435. It states that the students be immunized for Diphtheria, Pertussis, Measles, Mumps, Rubella, Polio, Varicella, Hepatitis A & B. Beginning July 1, 2018 parental history of chickenpox disease will not be accepted as proof of immunity.

Parent/ Guardian or student must present to the school, upon enrollment, an immunization record stamped or signed by their physician or health care provider.

Copies of records are acceptable.

THERE IS NO GRACE PERIOD.

<https://www.washoeschools.net/Page/2890>

Religious/Medical/Medial Exemptions:

Any parent desiring an exemption from the immunization policy for religious or medical reasons must submit a letter to the WCSD Board of Trustees at the time of enrollment. The students may be enrolled immediately pending the Board's decision. The school will be notified of the decision. Children in Transition CIT students will not be excluded for lack of immunizations.

Emergency/Crisis Procedures:

We have developed a plan at Virginia Palmer that enables us to provide the best protection for our students and staff. We have monthly practice drills in an effort to make our actions automatic in the event of a real emergency situation. In order to keep our students safe and secure. It is imperative that families strictly adhere to the following:

In case of a school emergency, DO NOT call the school phone. It is imperative that we have our lines open for out-bound communication. If there is a major crisis, you will be notified by the school,

T. V. /radio or Connect-Ed. **It is very important that we have current phone number so that we can reach you in the case of emergency**

- In the case of a **major** emergency, where it is necessary to evacuate students from the school, NO ONE will be allowed to take students from the school. It is mandatory that we account for all students. Students may be evacuated to a safe location by school district buses.
- Only PARENTS or INDIVIDUALS you have listed on your emergency contact information would be able to pick students up from our new evacuation location.
- Do not come to school if you hear of an emergency until you hear from the school that it is safe. Private vehicles and extra people may block the passage of emergency vehicles or impede the safety of the students.

Emergency data: It is the responsibility of the parent to furnish emergency information including home, work and third contact numbers as well as current home address. This information is vital should we need to contact you due to illness or an accident at the school. Please inform the office in writing immediately should any change occur.

Field Trips:

Field trips are scheduled by individual teachers to enhance the required curriculum for that grade level. We reserve the right to keep students that chronically misbehave at school from attending field trips. These decisions are at the discretion of the classroom teacher, Principal, or Assistant Principal. Students who are not allowed to participate in field trips because of behavioral issues will be supervised in another classroom for the duration of the field trip. **(Remember, you need to turn in volunteer form 3 weeks in advance if you want to chaperone.)**

Lost and Found:

A lost and found bin is located just inside the front doors. Parents may check it at any time. It is always a good idea to mark your child's clothing for easy identification. Students are discouraged from bringing toys, games, or any valuables as we are not responsible for lost items. The items in the Lost and Found are donated to charitable organizations at the end of year quarter.

Report Cards:

Your child will receive a report card four times per year. Although there are two parent/ teacher conference scheduled per year, you are encouraged to contact the teacher with any concerns. Please feel free to involve the Family & Community Engagement Liaison (FACE) if you have any problems communicating with your child's teacher. Certificates are awarded to students with report cards each quarter.

Family and Community Engagement or FACE:

Virginia Palmer provides assistance to parents of children served by the school in understanding topics such as the following,

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the State's proficiency level targets,
- the school's curriculum,
- how to monitor their child's progress, and
- how to work with educators and school leadership.

Nidia Gonzalez is the current FACE at Palmer and can be reached at the main school phone number.

School Pictures:

School pictures are taken by Bell Photography. Virginia Palmer picture days can be found on the school calendar, which is also located on the school website.

Special Occasions Food Days (Student Wellness Policy):

Per Nevada Department of Education and the Washoe County School District Student Wellness policy, families are not allowed to bring or provide any food to students other than their own child. Although, the WCSD Student Wellness Policy does state expectations can be made for special occasions. These days are listed on the Virginia Palmer Website and School Calendar. Food days are typically on Fridays twice a month. Please work with your child's teacher to ensure adherence to the Wellness Policy.

<https://www.washoeschools.net/Domain/652>

Student Drop-Off & Pick-Up:

Gates:

- Gates are locked at all times from bell to bell
- Drop-off – Gates are open until 9:00 am. Please enter and exit through the gates.
- Pick-up – Gates opened at 3:00 pm. Parents and students must exit through the gates and avoid passing through the hallways unless there is a need.
- Other Washoe County School District students are asked to make arrangements to pick up siblings/ relatives outside the gates or in front of the school.
- If your child is going to the daycare next door they will meet on the map in the back playground.

Kiss & Drop:

- We will use the staff parking lot for Kiss & Drop.
- The parking lots will be used for Kiss and Drop from 8:45-8:55 am and from 3:00-3:15 pm each school day.
- Please pull into the parking lot and stop by the yellow/red curb.
- Please pull all the way forward.
- Parking spots are for Palmer Staff only.
- Students will enter through the gates and go to the assigned playground.
 - Front playground is for primary students

- Back playground is for intermediate students

Buses:

- Buses will be the only vehicles allowed through the gates near the playground.
- Students will exit the bus and go straight to the playground, beyond the red lines so a duty teacher can see them.

Single Point of Entry:

- During official school hours (9:00 am – 3:00 pm) everyone must enter Virginia Palmer through the main entrance.
- If a visitor needs entry during official school hours, they will have to sign-in and sign-out with the office and identification will be verified.

Leaving the school:

- Palmer students must use the marked crosswalks when coming and leaving school.
- Students and families should stay on the sidewalk all the way until they reach a crosswalk.

Student of the Month:

Each month of the school year teachers will select one student that has highly demonstrated both positive behavior and proper social/emotional skills of the month.

- Students receive a certificate and recognition by staff and peers.
- Each month we will select students who are Growing & Glowing in academics or social skills.

Uniforms:

WCSD Student Uniforms Policy:

- https://www.wcsdpolicy.net/pdf_files/administrative_regulations/5106-Reg-Uniforms-v4.pdf

Virginia Palmer began implementing a mandatory Standard Student Attire (School Uniform) policy

In order to implement a mandatory Standard Student Attire policy, a school must have followed the guidelines of WCSD Policy and Regulation 5105. Under the policy and regulation, at least 10% of the ballots given to the families that make up the population of the student body must be returned, and 51% of the votes returned must agree to implement the Standard Student Attire policy. Both Policy and Regulation 5105 were followed and families of Virginia Palmer (School Uniform) policy.

A parent/guardian may apply for their child to be exempt from the Standard Student Attire policy in the following two instances:

- When the parent/guardian can demonstrate a bona fide religious objection to wearing the Standard Student Attire;
- When wearing Standard Student Attire is inappropriate due to a verified medical condition.

I encourage you to review and discuss the Standard Student Attire requirements below with your child. All Standard Student Attire violations will result in disciplinary action in alignment with Regulation 5105 and the school-based progressive discipline plan.

Virginia Palmer Elementary School Site-Based Student Uniform Policy

General:

- The following student uniform policy shall be in effect for school years 2023-2024 unless changes are directed by the Superintendent in accordance with Board Policy.
- All provisions of the Washoe County School District's student dress code, as documented in the Parent/Student Handbook and/or any posted rules of this school, shall remain in effect.

Description of the Uniform:

- The approved uniform shirt is a gray or purple polo shirt.
 - The uniform shirt may be plain or have the approved school logo on it. Non-approved school logos are not permitted on the uniform top, whether or not the logo is related to the school or a school activity.
 - T-shirts of any color may be worn under the approved uniform top.

Sweatshirts and Sweaters:

- Sweatshirts/sweaters are not part of the student uniform, are considered outerwear, and shall comply with the student dress code. The lapel of the uniform polo shirt must be visible over the collar of the sweatshirt/sweater.

Bottoms:

- Approved bottoms are defined as jeans, slacks, sweat pants, shorts, leggings/jeggings, skirts, and skorts and must be majority black or khaki (light tan or brown). No other colors shall be allowed.

Outerwear: Jackets, coats, and sweatshirts are considered outerwear and are permitted over the uniform in accordance with the school's dress code.

Misc:

- Other items of clothing such as shoes, socks, belts, hats, ties, and accessories shall comply with the dress code.
- All students enrolled at Virginia Palmer Elementary School shall be in compliance with the provisions of this site-based student uniform policy, as well as the school dress code during the school day. The only exception to this policy shall exist with the permission of the principal during a free day, spirit day, or similar events. Free days shall apply to all students. No content-based exceptions shall be allowed.

Sale of Uniforms / Financial Assistance.

- Short-sleeved polo shirts with the school logo may be purchased from the Kate's Logos
- Non-logo'd gray or purple polo shirts, and other clothing options, may be purchased at any retail location.
- Any family in need of financial assistance with the purchase of the school shirts should contact the office for information or to make arrangements.

Under Regulation 5105, "the school logo may only include the school name and/or school mascot. No other names or symbols related to school athletic teams, school clubs/activities, charitable organizations, or similar groups/organizations should be on the clothing."

- Uniforms can be purchased from Kate's Logos. (Kate's Logos is not affiliated with the Washoe County School District and the Washoe County School District and the Board of Trustees neither endorses nor sponsors the organization. The distribution of this information is provided as a service to our school community.)

School Volunteers:

- Parents and extended family members are welcomed as volunteers at Virginia Palmer. For the safety of all children, WCSD has a volunteer screening policy which requires that all volunteers complete a School Volunteer Application with a picture ID check (driver's license, passport, etc.) and submit to a background check. Some volunteer opportunities, such as regular volunteers, overnight chaperones, and volunteer coaches, also require fingerprinting. Applications are available in the school office or on the WCSD webpage at <https://www.washoeschools.net/Domain/91>. Most volunteers may begin volunteering 3 weeks after the volunteer application has been turned in to the school office, unless otherwise notified, and is good for a twelve (12) month period.
- Volunteers assist with school activities under the supervision and direction of school personnel. Volunteers shall abide by district and school policies and practices. Additionally, volunteers are directed to check in with the office each time they visit and wear the volunteer identification. We expect our volunteers to practice confidentiality when working with staff members and students.

WCDS Volunteer Screening & Background Checks Policy:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5000_Policy-Student_Records-v3_Final.pdf

WCSD Protocols for Visitors to District Property Policy:

- https://www.wcsdpolicy.net/pdf_files/board_policy/5000_Policy-Student_Records-v3_Final.pdf