

# **WADE KING ELEMENTARY SCHOOL**

## **FAMILY HANDBOOK**

### **2020-21**

**UPDATED JANUARY 6, 2021**



### **VISION**

Wade King Elementary School aims to develop knowledgeable, skilled, compassionate, principled, and action-oriented young people through a rigorous program of inquiry. King students become internationally minded individuals who help create a better world.

### **MISSION**

Wade King Elementary is a learning community of adults and children, offering the International Baccalaureate Primary Years Program. Building upon the understanding of their own cultures, community members acquire a second language (Chinese) and gain a deeper understanding and respect for other cultures and global interactions. Learners apply and use their skills and knowledge through six transdisciplinary themes, or approaches to teaching and take meaningful action based on their new learning.

### **MOTTO**

*“Developing children who will change the world.”*

# COVID-19 SAFETY AGREEMENT FOR FAMILIES

## DAILY HEALTH ATTESTATION

*Families are responsible for screening their child DAILY at home daily for symptoms.*

Children can **not** come to school if they have any of the following symptoms:

- ◆ Fever (100.4° F or higher) or chills
- ◆ Cough, shortness of breath or difficulty breathing
- ◆ Sore throat, nasal congestion or runny nose
- ◆ Recent loss of taste or smell
- ◆ Muscle or body aches
- ◆ Headache
- ◆ Nausea, vomiting or diarrhea
- ◆ Unusual fatigue

Children can **not** come to school if the answer is “yes” to any of these questions:

- ◆ Within the past 14 days, have you had contact with anyone that you know had COVID-19? Contact is being 6 feet or closer for more than 15 minutes with a person or having direct contact from a person with COVID-19 (for example, being coughed or sneezed on).
- ◆ Have you had a positive COVID-19 test for active virus in the past 10 days?
- ◆ Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

It is important to know that anyone can get tested, at no cost, through the Whatcom County Health Department [Mobile COVID-19 Testing Program](#).

If your child exhibits symptoms during the day, you will be called to pick him/her up from school as soon as possible. Our staff will help you know what steps need to happen before your child can return to school.

**You can help by talking to your child about telling their teacher, or another adult at school, if they are not feeling well. We'll take great care of them!**

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### Wearing Masks

**Children should wear a clean mask to school.** You might have your child choose an extra mask to put in his/her backpack in case they want to change masks during the school day. We do have extra masks at school if your child needs one. Neck gators or buffs do not provide as much protection as a mask so we are asking students and staff to wear masks. *Remember to label your child's masks with your their name.*

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### Contingency Plans

**Please make contingency plans for possible school closures and/or if your child is sent home with signs of illness.** To return to school after exhibiting symptoms, students and staff will either have to provide proof of a negative COVID-19 test OR stay home for at least 10 calendar days after symptom onset. If a staff member or student has a positive COVID-19 test result, we will work with the Whatcom County Health Department to determine when they can safely return to school. You will also be notified if your child is identified as a close contact to someone who tests positive for COVID-19 and what steps to take.

# ARRIVAL

To ensure the safety of all students and staff, families **MUST** check their child for symptoms of COVID-19 each day before letting their child get on the school bus or dropping them off at school. Parents may drop off their child(ren) between 7:45am-8:00am. School staff will be in front of the building to greet your child and help them go to their classroom, where their teacher will be waiting. *As of November 2nd*, a staff person will take your child's temperature within a few minutes of arrival. Teachers will support students in putting their things away and washing their hands for at least 20 seconds.

If your child arrives at school after our staff have gone inside, you will need to ring the doorbell to the left of the front doors. This will alert our office staff, who will come greet you and your child and help your child go to his/her classroom. *As of November 2nd*, family members and visitors will not be able to come inside our school building.

# ATTENDANCE

If your child will be absent from school or arriving late, please call Wade King Elementary at 360-647-6840 ext. #1 or e-mail our office staff at:

[KIN.Attendance@BellinghamSchools.org](mailto:KIN.Attendance@BellinghamSchools.org)

If your child will be picked up early, it is helpful to send a note or email their teacher so we can have him/her ready to leave when you arrive. Ring the doorbell on the front door of the school and an office staff member will come meet you and help you connect with your child.

No child shall be removed from any school classroom, building, grounds, or building function except by a parent having legal custody, a legal guardian, or a person designated in writing by the parent. This person may be asked to show ID and a written note from the parent(s) stating it is approved for the student to go home with a designated adult.

We recognize that family travel can be an opportunity for learning. If your child is going to miss school for family travel, his/her absence must be pre-approved by our Assistant Principal, Greg Holmgren. Pre-approval is needed to be sure your child will not miss a significant number of school days during the school year and to be sure that he/she is able to maintain his/her academic growth. You can call Greg Holmgren at 676-6470 ext. 2460 or email [gregory.holmgren@bellingshamschools.org](mailto:gregory.holmgren@bellingshamschools.org)

# AFTER SCHOOL PLAN CHANGES

If your child's go-home plan will be different on a given day, please send a note to school with your child (*to give to their teacher*) or call the school office no later than 11:30 a.m. Our office staff will pass on the message to your child's classroom teacher. *If you email or leave a phone message during the school day, your teacher may not see it until it is too late.*

# **BREAKFAST, LUNCH... & WEEKLY FOOD BOXES**

*As of November 2nd*, students who are learning in person at Wade King Elementary School are all eligible for a free breakfast and free lunch. *This is a change in our National School Lunch Program due to COVID-19.* You can access our breakfast and lunch menu on the Bellingham School District web site at <https://bellingshamschools.org/families/school-day-information/school-menus/>

*As of November 2nd, 2020*, students ate breakfast and lunch in the cafeteria. *In 2021*, as more students return to in-person learning, it is likely that some classes will eat breakfast and lunch in their classrooms. We have worked with the Whatcom County Health Dept and are learning from other schools that have had students eating in their classrooms and are confident we can mitigate the risk of COVID-19 transmission with student's eating in their classrooms.

ALL students will be offered a free school breakfast. Students may also bring a snack from home or choose not to eat during this time. At lunch time, ALL students can have a free school lunch or bring a lunch from home. Your child's health and safety is very important to us so we will not be able to offer the same breakfast and lunch choices or the self-serve vegetable bar that we have had in the past due to COVID-19.

ALL FAMILIES with children ages 0-18 are encouraged to pick up a weekly meal box at one of several school locations between 4:00-5:30pm every Wednesday. *Wade King is one of those locations!* Each food box is designed to be breakfast and lunch for a child for the week. You will find a 'for scratch' meal, made by our Central Kitchen, in the meal box.

***If your child has a nut or food allergy, please let your child's teacher AND the office staff know. We work closely with you to ensure your child's safety.***

## **BUILDING SCHEDULE FOR IN-PERSON LEARNING**

*All students will learn remotely on Wednesdays.*

Student Arrival	7:45-8:00 a.m.
School Starts	8:00 a.m.
Dismissal	1:30 p.m.

*As of November 2nd*, breakfast, recess, and lunch times are staggered so there are only two classes in the cafeteria or on the playground at the same time. As much as we can, we will continue to keep classroom cohorts separate from each other.

## **BUS PASSES**

Bus passes are available for students who need to ride a different bus or get off at a different bus stop on their regular route. *It is important to know that guest bus passes may not be available, like they have been in the past, in order to maintain social-distancing on our school buses.* You may call our school office to find out whether or not a bus pass would be available to your child.

## **CLOTHING**

Clothing worn to school is at the discretion of the family, however, it is important to know that children will be outside, even in the cold and rain. *Inside recesses are only held when the weather is extreme.* Please be sure your child is wearing clothing (or layers) that will ensure their comfort. As the weather gets colder, coats, hats, and gloves are important. If your child is likely to get wet or is uncomfortable in wet clothes, it is helpful to put a change of clothes in his/her backpack. Appropriate footwear is needed for all students during P.E. and recess. Tennis shoes are recommended. *Please label your child's clothing with his/her name!*

If your child is in need of clothing, our counselor Mrs. Wakefield can help! Give her a call at 360-676-6470 ext. 2420 or email her at [jaymie.wakefield@bellingshamschools.org](mailto:jaymie.wakefield@bellingshamschools.org)

## **DISMISSAL & PICK-UP**

Student safety is our primary focus during dismissal. We are hoping to implement a new pick-up system early in 2021 that will make it easy for you to pick-up your child and maintain physical distancing.

*Until then...* If you are picking up your child, you have two choices. One is to stay in the pick-up loop and continue pulling forward. When you near the front of the school, our staff will help your child get into your car. Your other choice is to park your car in the parking lot and walk up to the front of the school to meet your child. *Please do not park and get out of your car in the car pick-up lane.* This slows down the process and creates safety hazards. We will have your child wait to get into your car until you are near the front of the school.

Here are some important things to remember:

- ◆ Leave space between yourself and others while picking up your child.
- ◆ Wear a mask!
- ◆ Always walk on the sidewalk.
- ◆ Yield for the school busses.
- ◆ Follow the directions of the parking attendant.
- ◆ If you want to get out of your car, please park in the school parking lot or at the fire station lot and walk on the sidewalk to the school.
- ◆ Pick up your child on the sidewalk near front entrance to school. Please don't ask children to cross the car pick-up lanes.
- ◆ Please leave pets at home or in your car.

***Thank you for your patience!***

## **CELEBRATIONS**

At Wade King, we value the traditions and celebrations that are important to each family. Our daily classroom meetings give students opportunities to share things that are happening in their own families, and to learn about the families of their classmates. Within our classroom communities, there will be several celebrations of learning during the year. These reading, writing, and units of inquiry celebrations give students an opportunity to celebrate the learning they have done.

We know birthdays are important to many young children. On your child's birthday, his/her teacher will facilitate special things in their classroom... if your child wants us to. We always take our lead from kids! *For the health and safety of all students, families are not able to bring food to share with classmates.* If your child wanted to bring something to celebrate his/her birthday, we recommend donating a book of their choice to our their classroom library or our school library. Our librarians have special 'Birthday Donation' stickers to put on the inside cover of the book.

What you won't see are traditional holiday parties or celebrations because they elevate some holidays over others, and at Wade King, we want ALL students and families to feel welcome.

## **COUNSELING**

Our school counselor, Jaymie Wakefield, supports Wade King students and families in many ways. The purpose of our counseling program is to promote a safe and inclusive learning community in which the students become knowledgeable, skilled, compassionate, principled, and action-oriented young people. To accomplish this, our school counseling program provides guidance lessons in classrooms, prevention education, small group learning, and student-centered interventions that help students become their best self within our learning community. Mrs. Wakefield has a [virtual counseling office](#) you are encouraged to visit with resources for students and families. You can also contact her at 360-676-6470 ext. 2420 or email her at [jaymie.wakefield@bellingshamschools.org](mailto:jaymie.wakefield@bellingshamschools.org).

## **EMERGENCY DRILLS**

In order to ensure the safety of our staff and students, we will have fire, earthquake, and lockdown drills throughout the year. When carrying out emergency drills, we always prioritize the social-emotional well-being of our children. If you have questions about these drills, please contact Principal, [Stephanie Johnson](#), or Assistant Principal, [Greg Holmgren](#).

## **FAMILY –SCHOOL COLLABORATION**

The school closure in the spring of 2020 gave leaders from across our district the opportunity to re-envision many of the things that we 'have always done.' One of the things we inquired into was our relationships with families. We committed to a system-wide shift from family engagement TO true family-school collaboration. The fall of 2020 brought a dramatic increase to the time our staff spent collaborating with families to support children. As we move into the winter and spring, and more students return to in-person learning, we are committed to continuing strong teacher-family collaboration, but the meeting times will decrease in frequency a bit.



# HARASSMENT – INTIMIDATION – BULLYING

The physical, social, and emotional safety of Wade King students is incredibly important to our staff. We strive to develop students who have an understanding of what it means to be safe, caring, and principled and to promote a culture of kindness within our school community. In addition to teaching self-awareness, social awareness, responsible decision-making, self-management skills, and relationship skills to all students, our School Counselor, Jaymie Wakefield, also teaches a series of lessons on harassment, intimidation, and bullying to our 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders. Not all unexpected behaviors fall under the description of harassment, intimidation or bullying. However, when these behaviors do occur, they can be especially harmful so we spend time as a learning community talking about preventing, recognizing, and responding appropriately when they do occur. Students and families are encouraged to connect with our School Counselor, [Jaymie Wakefield](#); Principal, [Stephanie Johnson](#); and/or our Assistant Principal, [Greg Holmgren](#), any time they have questions about potential harassment, intimidation, and/or bullying.

When students are learning at school, they can also use a Reporting Mailbox outside the counseling office. Students are encouraged to report bullying and can choose to do so anonymously. Finally, you can also find info about harassment, intimidation, and bullying on our [school website](#).

## Bullying Report

**Ask Yourself These Questions:**

<input type="checkbox"/> Has this happened more than 2 times?	
<input type="checkbox"/> Are the same people involved?	
<input type="checkbox"/> Did it happen on purpose?	
<input type="checkbox"/> Did it hurt someone's body or feelings?	

**If these are all true, please REPORT!**

# HOME LEARNING

In the fall of 2015, the Wade King staff conducted a comprehensive inquiry into homework. As a result of that process, we shifted away from assigning homework to sharing opportunities for home learning with families. And now, due to COVID-19 School Closures, many of our students are learning at home all day long.

## HOME LEARNING AND READING AT HOME?

Research tell us that children should be reading at home every day and that is one of the life-long learning habits we want to develop in Wade King students. **The time a child spends reading and talking about books at his/her independent reading level matters!** Reading regularly is part of a literate life, and provides avenues to endless learning and discovery. **Teachers will continue to encourage regular reading outside of school, and teachers will communicate to families what can be expected of readers at different developmental levels.** But like skills-based homework, one size does not fit all when it comes to reading. Teachers will communicate options that you can consider as you support your developing readers so that you as parents can determine how best to encourage reading at home. Remember that continuing to read to your child, after he/she is able to read on their own, or giving your child opportunities to listen to audio books, is incredibly beneficial in developing his/her love of reading and knowledge of the world.

If your child needs books, we have a solution for you! If your child is learning in person at school, he/she will be able to put books on hold (with the support of their teacher and our librarian Mrs. Hunter) and those books will be delivered to their classroom for him/her to take home. If your child is learning from home, he/she can also put books on hold and pick them up on Wednesday from 4:00-6:00pm or stop by the school between 9:00am-3:30pm. *If those times don't work for your family, call our office at (360) 647-6840 and we can make another arrangement.* Mrs. Hunter is also a great resource if you aren't sure what kind of book you would like. Email her for suggestions at kind of book you would like. Email her for suggestions at [Julie.Hunter@bellingshamschools.org](mailto:Julie.Hunter@bellingshamschools.org).

“The more you **read**  
the more **things** you know.  
The more that you **learn**  
the more **places** you'll go.”  
-Dr. Seuss



## **ILLNESSES & INJURIES**

*ALL staff are trained to be screening for symptoms of COVID-19 ALL the time.* Students who are exhibiting any symptom of COVID-19 will go to our Screening Room. In the Screening Room, our office staff and our school nurse, Alyssa Johnson, will further assess the child and follow Whatcom County Health Department guidelines to determine whether or not the child has to go home. Students will stay in the Screening Room until they are picked up. Depending on their symptoms, they may need to stay home for several days or until they have a negative COVID-19 test.

If your child is injured at school, our office staff and/or nurse will administer first aid where the injury happened OR in our Health Room. Parents will be notified if their child has a condition that is serious or warrants their attention. If parents cannot be reached, we will call the emergency numbers you provided. If we are unable to reach you and the emergency is a serious one, we will call 911.

*Please assist us by keeping your child's emergency numbers updated.* It is very important that the information you provide us is always current. If you change your phone number, address, doctor, emergency contacts, place of employment, etc., please inform us immediately OR change it in [Skylert](#).

## **LOST & FOUND**

**Please put your child's name in masks, coats, sweatshirts, backpacks, lunchboxes, etc.**

Articles of clothing or coats found on the school grounds are placed on the 'Lost But Not Yet Found' rack in the first floor hallway. Small "found" items are kept in the office. The school is not responsible for personal property. If your child has lost something, encourage him/her to check this rack for their lost items. Items not claimed in a timely manner will be donated to a local charity.

## **MASKS**

As students begin coming to school, our staff will be teaching them why wearing a mask is important and will help students build their stamina so they are able to wear a mask all day. The expectation is that ALL staff and students who are medically able to wear masks, wear them ALL the time. There will be designated places, that allow for significant social distancing, for students to take off their mask for quick break. If your child needs a mask, we can provide one! *It would be helpful to put an extra mask (labeled with your child's name) in his/her backpack in case your child wants to change masks during the day.*

## MEDICATION AT SCHOOL

If your child requires staff administered prescription or over-the-counter (OTC) medication during the school day, parents/guardians must return the completed district medication authorization form to school with written authorization and directions from a licensed healthcare provider. Parents may provide written permission for some OTC self-administered medications in consult with the school nurse. Students may self-administer OTC sunscreen with a parent or guardian signed medication authorization form. Medications must be in an original labeled container and only the parent may bring medications to designated school personnel. Please do not send medication to school with your child. Medication authorization forms are available at school or on the Wade King and Bellingham Public Schools website. For further information refer to policy and procedure 3146: Medication at School. If you have questions about administering medications at school, please contact our school nurse, Alyssa Johnson, at [Alyssa.Johnson@bellingshamschools.org](mailto:Alyssa.Johnson@bellingshamschools.org).

## PARENT-TEACHER ASSOCIATION (PTA)

Our PTA is an amazing group of moms, dads, and even grandparents of Wade King students. They do many things all year long to support our students, teachers, and families. They typically meet monthly to plan to plan upcoming events. Attending PTA meetings is also a great way to connect with other families and find out what's happening within our school community. Please consider [joining](#) our PTA this year! Simply joining PTA is one way to show your support. You can visit their website at <http://www.wadekingpta.org/> OR follow the [Wade King PTA Facebook Page](#) to stay connected.

## SAFETY

Maintaining health and safety of our students, staff, and families has been the #1 priority of our school district since the COVID-19 Pandemic started in March of 2020.

### In order to keep our Wade King community safe...

- ◆ As staff return to working in the building, they participate in Health & Safety training.
- ◆ Staff and students will not come to school if they have potential symptoms of COVID-19.
- ◆ If your child becomes ill during the day, you will be called and will need to pick your child as soon as possible. Students who are feeling sick will **not** be allowed to rest at school for the remainder of the day.
- ◆ ALL students and staff will wear **masks** while at school, practice **social distancing**, and **wash their hands often** (for at least 20 seconds) to minimize the risk of COVID-19.
- ◆ Students stay with their classroom cohort and cohorts are kept separate throughout the day.
- ◆ Traffic patterns within the building have changed to ensure physical distancing.

## **SCHOOL MEETINGS ON FRIDAYS**

Historically, our whole school community came together on Fridays for a schoolwide morning meeting. Just like the classroom meetings that happen daily in each of our in-person and virtual classrooms, our school meetings are an opportunity to learn and have fun together.

Due to COVID-19, we are unable to come together in person for weekly School Meetings, so we publish “News for Kids” every Friday. This publication includes announcements, movement, fun, learning, and a mindful moment. It would be a great thing for your family to do together.

## **SEESAW**

Communication between home and school is incredibly important to our staff. Seesaw is a platform for our teachers to provide activities for your child to work on when they are away from their teacher. Our teachers are doing their best to provide feedback to your student on the work he/she does. Seesaw also has a message feature that allows families to communicate privately with their child’s teacher.

Hana Anderson, our Educational Technology Coach, and Julie Hunter, our Library Media Specialist, have made several [‘How To’ videos](#) and [written directions](#) to support families in learning how to navigate Seesaw and other technology tools. You can find these on our school web page.

## **SKYLERT**

Skylert is a communication service that is used by Bellingham Public Schools to stay in touch with families. This service helps our school district office and school office send announcements, school newsletters and district news via email, phone or text. It is important to keep your contact preferences up to date! You will periodically receive messages from the school district and Wade King Elementary. If you need support accessing [Skylert](#), don’t hesitate to contact our school office at 360-647-6840.

## **SCHOOLWIDE BEHAVIOR EXPECTATIONS**

We believe that each of our students has the right to expect the best possible education at Wade King Elementary School. With this right comes the responsibility to respect the rights of others and contribute to a positive learning culture within our school community.

Over the past two years, our entire staff has done a great deal of learning about Positive Discipline through a Seattle based organization, Sound Discipline. That learning guides the work that we do with students all day, every day.

We have school-wide behavior expectations, and involve children in identifying what it means to be safe, principled, and caring in all areas of our school, on buses, and on field trips. These expectations are taught, modeled, and reinforced by our entire staff. We also intentionally teach and develop our students' social skills so that each of them can be their best self. We also use the Caring School Community curriculum to support our teaching of social skills, along with Kelso's Choices and the Zones of Regulation. Daily classroom meetings are a part of every Wade King classroom and problem solving meetings are used to empower students to solve many of the problems that arise.

We know students will do well when they can. When students need reminders to follow school expectations, staff members do so in a positive, consistent manner. When necessary, a student may be separated from the problem, by taking a break in another location in the classroom, another classroom, or in an alternate space . This gives the student an opportunity to regulate his/her emotions and then think through the problem with one of our staff members. When staff or students do or say something that impacts another person in a negative way, we use Restorative Practices to understand the perspective of others and support the individual in making repair to restore relationships. As a staff, we also believe that problem solving is a learning opportunity. If we support your child in solving a significant problem, we will always contact you via phone or email so that we can work together as a team to support your child in learning from his/her mistakes and in making good choices.

The chart on the next page gives you examples of our Wade King Behavior Expectations. During the first weeks of school, students and teachers spend time considering specific ways students can demonstrate that they are safe, principled and caring in various locations and situations.

*Making mistakes is ok...  
they are learning opportunities!*

	Being SAFE means...	Being PRINCIPLED means...	Being CARING means...
Hallways & Stairs	<ul style="list-style-type: none"> <li>walking at all times.</li> <li>keeping your hands and feet to yourself.</li> <li>walking on the right so other classes can pass</li> <li>classes stay in line on the stairs</li> </ul>	<ul style="list-style-type: none"> <li>going directly where you need to be.</li> <li>using a level 1 voice so others can continue to learn.</li> <li>waiting your turn and not pushing by others.</li> <li>helping to keep the hallways clean.</li> <li>staying focused when working in the hallways.</li> </ul>	<ul style="list-style-type: none"> <li>walking carefully around artwork and projects.</li> <li>walking carefully around groups that are collaborating and working.</li> </ul>
Playground	<ul style="list-style-type: none"> <li>using Kelso's Choices to solve small problems; ask an adult if there is a big problem.</li> <li>doing the proper activity in the designated zone</li> <li>making safe choices</li> <li>gentle touches on the shoulders and arms; no rough physical play.</li> <li>checking-in with the playground supervisor if you need to use the restroom or go to the office.</li> </ul>	<ul style="list-style-type: none"> <li>playing by the rules of the game.</li> <li>use equipment only for its intended purpose.</li> <li>STOP &amp; THINK at the bell or whistle.</li> <li>putting away recess equipment after using it.</li> <li>being a role model.</li> <li>when an adult asks for your attention, responding quickly and listening respectfully.</li> </ul>	<ul style="list-style-type: none"> <li>being inclusive – all are welcome.</li> <li>inviting others to play with you.</li> <li>respecting the 'recycle' line and encouraging others while you wait for your turn.</li> <li>using kind words.</li> </ul>
Cafeteria	<ul style="list-style-type: none"> <li>sitting while eating.</li> <li>always walking.</li> <li>eating only your own food.</li> <li>keeping your hands and feet to yourself.</li> <li>having one foot on the ground at all times.</li> <li>checking ingredients carefully if you're sitting at the nut-free tables</li> </ul>	<ul style="list-style-type: none"> <li>waiting your turn without pushing.</li> <li>using a level 2 voice.</li> <li>cleaning up after yourself.</li> <li>waiting to be excused.</li> <li>taking the time to recycle.</li> <li>responding quickly and respectfully when an adult asks for your attention.</li> </ul>	<ul style="list-style-type: none"> <li>being inclusive by allowing others to sit by you.</li> <li>using kind words like please and thank you.</li> <li>having respectful conversations.</li> </ul>
Bathrooms	<ul style="list-style-type: none"> <li>giving others privacy.</li> <li>cleaning up small messes yourself.</li> <li>telling an adult about large messes.</li> </ul>	<ul style="list-style-type: none"> <li>waiting your turn .</li> <li>using a level 1 voice.</li> <li>locking the door for privacy.</li> <li>using 1-2 squirts of soap.</li> <li>using 1-2 paper towels.</li> <li>throwing used paper towels in the compost bin.</li> </ul>	<ul style="list-style-type: none"> <li>walking straight to the bathroom and then straight back to class.</li> <li>reporting unsafe conditions immediately to an adult.</li> <li>reporting unexpected things immediately to an adult.</li> </ul>
Dismissal	<ul style="list-style-type: none"> <li>being a role model for others.</li> <li>using kind words: please, thank you, excuse me.</li> <li>having respectful conversations.</li> </ul>	<ul style="list-style-type: none"> <li>staying on the pavement.</li> <li>treating the natural environment and school property with respect.</li> </ul>	<ul style="list-style-type: none"> <li>walking at all times.</li> <li>keeping your hands and feet to yourself.</li> <li>waiting for the bus behind the yellow line.</li> <li>waiting for your ride next to your teacher or by the orange cones with a dismissal supervisor.</li> <li>waiting with a calm body.</li> </ul>
Bus	<ul style="list-style-type: none"> <li>using kind words like please and thank you.</li> <li>having respectful conversations.</li> <li>being inclusive by allowing others to sit with you.</li> </ul>	<ul style="list-style-type: none"> <li>being a role model.</li> <li>responding quickly and listening respectfully when an adult asks for your attention.</li> </ul>	<ul style="list-style-type: none"> <li>standing behind the yellow line while you are waiting to board.</li> <li>keeping your hands and feet to yourself.</li> <li>keeping your bottom and your back on the seat.</li> </ul>

***Students at Wade King listen and follow directions from every adult in the school. Everyone at Wade King, students and adults, use caring and respectful words when speaking***

## **SKYWARD FAMILY ACCESS**

Skyward Family Access is a web-based program that is accessible to families from any Internet connection. With Skyward Family Access, families have the opportunity to:

- view attendance records, health and behavior information.
- access state and district test score data.
- access student's academic history (*middle and high school only*).
- see high school transcripts, graduation requirements and educational milestones (*high school only*).

The Skyward student information system called Skylert, is connected to School Messenger, the parent notification system we use to send you school news and important emergency alerts via email, text, and phone. You can set up your preferences in [Skylert](#) which enables you to receive notification and messages from Bellingham Public Schools and your child's school. You have control over which notifications to receive and how you would like to receive them simply by editing your preferences. Skylert is accessed via Skyward Family Access on the school district website: [bellingshamschools.org/skylert](http://bellingshamschools.org/skylert). You will find step by step instructions here. If you need support setting up your Skyward Family Access account, please contact the school office at 647-6840.

## **TOYS AT SCHOOL**

With the support of our PTA, we have many activities for students to engage in during recess and our classrooms have lots of materials for students to use during free choice work times. As a result, students are not able to bring toys (or fidgets) to school unless they have made arrangements with their classroom teacher ahead of time and in that case, those items must stay in the classroom.

# TRANSPORTATION

Bus transportation is provided by the school district for children who live more than a mile from school or for those who do not have a safe walking route.

New this year, all bus riders must fill out an [online registration](#) BEFORE they can begin riding the bus. It will typically take 1-2 days to process your child's registration.

You can find your child's [bus route information](#) on the Bellingham School District web site. Bus times can fluctuate early in the year so it is wise to periodically check for changes.

If your child expects to ride a different bus or get off the bus at a different stop, *a parent must call or send a note to the office*. We will give your child a bus pass that he/she can give to the bus driver. **Please note that due to COVID-19, we may not be able to issue a bus pass if we can not keep social distancing on the bus.**

Students who ride the bus have what is affectionately known as a 'Hamster Pass'. This is a microchipped plastic card which students use to board the bus and to get off the bus. Students simply wave the card over the electronic sensor located on the bus and they are 'logged in' as a bus rider for the day. They scan themselves as they get off the bus as well. This allows our transportation department to determine if a child rode a particular bus that day which is helpful and cuts down on time tracking down students if they do not show up at home as expected. This GPS system, which went into effect last year, is another step in ensuring student safety. *This year, we have paused on our use of Hamster Passes to prioritize students using hand sanitizer to clean their hands as they board their bus.*

# VOLUNTEERS

*As of Nov 2nd*, our traditional on-site volunteer program is currently on hold in order to minimize the number of adults in our school building. We are examining other ways to use our wonderful volunteers or as our instructional model changes, so please check back for future potential online volunteer opportunities. *Thank you!*

Volunteers provide invaluable support in delivering on The Bellingham Promise to empower every child to discover and develop a passion for learning and be ready for the widest range of educational and vocational options. When we are able to have volunteers back in our school building, all volunteers must complete an application process that includes a background check.

# VISITORS

*As of Nov 2nd*, visitors and volunteers will not be allowed in the school building due to our safety protocols during COVID-19. If you wish to set up a virtual conference with a staff member or the principal, please call the school office at 306-647-6840.

# **WINTER WEATHER & EMERGENCY INFORMATION**

Severe weather or other emergencies may cause changes to the school day. When this happens, schools may need to close, start late or dismiss early. Plan in advance for such emergencies. Please ensure that your contact information is up to date in Skylert so that you receive updates! Go to [bellingshamschools.org/skylert](http://bellingshamschools.org/skylert) and follow the prompts to edit your personal contact information.

We understand that decisions about school schedules and bus route changes have an impact on our families. We appreciate your patience during these situations. While we know that our students and families are best served when we are open, our main concern is the safety of our students and staff.

Typically, decisions regarding schedule changes are made in the early morning before school. This allows for the most current weather information to factor into the decision. This information is communicated immediately, generally before 6 a.m.

In severe weather or an emergency situation:

- Check the website: [bellingshamschools.org](http://bellingshamschools.org)
- Call 676-6400 for a recorded message
- Tune to broadcast media, including:
  - KGMI Radio 790 AM and 96.5 FM
  - KAFE Radio 104.1 FM
  - KOMO-TV Ch. 4
  - KING-TV Ch. 5
  - KIRO-TV Ch. 7

Make sure your communications preferences and contact information are current in Skyward. You must opt-in for early AM notification by phone or text. If your e-mail address is in Skyward Family Access, you will automatically receive an email. Go to [Skylert](#) for directions on how to manage your preferences for school and district communications.



## **WHAT IS THE INTERNATIONAL BACCALAUREATE ORGANIZATION OR IBO?**

The International Baccalaureate Organization was founded in Geneva, Switzerland in 1968 as a non-profit educational foundation. Its original purpose was to facilitate the international mobility of students preparing for university by providing schools with a curriculum and diploma recognized by universities around the world. Since then its mission has expanded, and now seeks to provide students of all ages with a truly international education – an education that encourages an understanding and appreciation of other cultures, languages and points of view. IBO today works with more than 4,949 schools in over 151 countries to develop and offer four challenging programs to over 1,250,000 students aged 3-19 years. Within the Bellingham School District, five elementary schools are authorized IB schools (Wade King, Northern Heights, Carl Cozier, Alderwood, and Birchwood).

## **WHAT IS THE IB PRIMARY YEARS PROGRAM OR PYP?**

The International Baccalaureate Primary Years Program is designed for students in grades K-5. The curriculum framework provides for the development of the whole child. The PYP is a uniquely international program focusing on the total growth of the developing child, encompassing intellectual, social, physical, emotional, and cultural needs.

The PYP provides a shared curriculum for primary schools throughout the world that includes the district standards as well as state and national standards. The skills for each discipline are directly taught through inquiry. In addition, the PYP provides the students with an international perspective that relates their world in Washington and the U.S. to the larger global community.

Reflection is ongoing within the PYP, both at the organizational level and school level. As part of its ongoing reflection, the International Baccalaureate Primary Years Program recently completed a formal study of its program and is in the process of sharing several enhancements with PYP schools worldwide. Wade King staff is beginning to learn about these enhancements and will be implementing them during the next two years. Our staff is excited about these enhancements as they will strengthen our program.

# WHAT IS THE IB LEARNER PROFILE?

The aim of all IB programs is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet help to create a better and more peaceful world.

## AS IB LEARNERS WE STRIVE TO BE:

### **Inquirers**

We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.

### **Knowledgeable**

We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.

### **Thinkers**

We use critical and creative thinking skills to analyze and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.

### **Communicators**

We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.

### **Principled**

We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.

### **Open-Minded**

We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from the experience.

### **Caring**

We show empathy, compassion, and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.

### **Risk-Takers**

We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.

### **Balanced**

We understand the importance of balancing different aspects of our lives – intellectual, physical, and emotional – to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.

### **Reflective**

We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

# WHAT MAKES THE IB PRIMARY YEARS PROGRAM UNIQUE?

## TRANSDISCIPLINARY THEMES OR APPROACHES TO TEACHING

At the heart of the PYP is a commitment to inquiry as a vehicle for learning. Below are the six organizing themes, or **Approaches to Teaching** in the Program of Inquiry (or POI). Teachers use the Washington State standards to develop units of inquiry that expand our standards to include a broad global perspective.

Who We Are

How We Express Ourselves

Where We Are In Place & Time

How The World Works

How We Organize Ourselves

Sharing the Planet

## KEY CONCEPTS

Teachers and students use these **7 Key Concepts** to structure inquiry across their school day.

**Form:** What is it like?

**Connection:** What is its relationship to other things?

**Function:** How does it work?

**Causation:** How is it changing?

**Perspective:** What are the points of view?

**Change:** How is it changing over time?

**Responsibility:** What are my roles and obligations?

# HOW DOES THE IB PROGRAM BENEFIT STUDENTS?

## AGENCY



One of the PYP enhancements that our staff is most excited about, is the emphasis on agency. When students have agency, they have voice, choice, and ownership of learning. They are partnering with their teacher to set learning goals and plan ways to meet their goals. At Wade King we want our learning community to support student agency, with our students to be actively involved in their learning.

## APPROACHES TO LEARNING

Our students develop and apply a set of **Approaches to Learning**. These skills are valuable, not only in the units of inquiry, but also for any teaching and learning that goes on within the classroom, and in life outside the school. The Approaches to Learning are:

Thinking Skills

Social Skills

Research Skills

Self-Management Skills

Communication Skills

As a result, students acquire and learn to apply knowledge, skills, and attitudes to perform well across a spectrum of challenges – from academics to arts and culture, from athletics to citizenship. The results, documented throughout the world are:

- motivated, happy learners,
- students who have learned how to learn,
- learners who can apply critical analysis skills,
- children who take risks to seek deeper understanding of concepts with a global significance, and
- students that are involved in responsible action and social service.

*Learn more about the International Baccalaureate*

*Primary Years Program on our school website at [wadeking.bellinghamschools.org](http://wadeking.bellinghamschools.org) or on the I.B. website at <https://www.ibo.org/programmes/primary-years-programme/>*