

# WELCOME TO LAMPING ELEMENTARY SCHOOL!

Frank Lamping Elementary School is a high achieving school because the teachers, parents, and community all work together to provide the best education possible for our children. A key aspect to this partnership is parent volunteers. Teachers request the help of parent volunteers to prepare materials, work with students, complete projects, chaperone field trips, and help with class parties. If you would like to volunteer in your child's classroom, let your child's teacher know of your interest.

We are glad your child is here at Frank Lamping Elementary School. We intend to do our best to make each child feel safe, welcome, and excited about learning. We are proud of our educational program and have developed strategies so each child can achieve commensurate with his or her ability. As a result, our school has been ranked as one of the top schools in the Clark County School District and in the state of Nevada.

A big part of our success has been establishing, communicating and maintaining high expectations. Higher expectations bring higher achievement. We have established School-wide Expectations to build a safe, warm and inviting learning environment. They are:

- Follow directions the first time they are given
- Walk quietly through the halls
- Keep your hands, feet and other objects to yourself
- Show respect toward one another
- Do your best

We ask that parents demonstrate the importance of a good education by making school a priority, ensuring school assignments are completed accurately, volunteering in their child's classroom, and communicating with and supporting all teachers. If during the school year you have any questions or concerns, please contact your child's teacher or the school administration. We value your input!

The staff and I present this handbook as a way to summarize our educational goals and to inform you about the basic operations of the school. This handbook describes activities and procedures at the school and is based on regulations and policies of the Clark County School District (CCSD).

Please review this information with your child. Please read and use this document as a reference throughout the school year. If you have any questions, feel free to call us (799-1330) to schedule a conference or stop by for a visit. Upon entering the school, please remember to first stop by the office to sign in and receive a visitor's badge.

***Vision: To Welcome, Challenge, and Advance Every Child!***

# SCHOOL POLICIES

## **Arrival and Departure**

Students should not be on campus until 8:40 a.m. when playground supervision begins. (Playground gates will remain locked until 8:40 a.m.) The line up bell will ring at 8:55 a.m. At that time, students will line up in the designated area with their classmates. A tardy bell rings at 9:00 a.m. All students should be engaged in instruction at that time.

## **Attendance and Absences**

The Board of School Trustees and Nevada Revised Statutes require school attendance. It is the position of the Board that if a student is absent, no learning can take place. It is the parent's responsibility to see that regular attendance is maintained and that their child is on time. Families will be notified by an automated phone system each time their child is absent from school if the absence was not prearranged or excused by 12:00 noon that day. Families will be notified in writing after the sixth, tenth, and sixteenth absence. Upon the twentieth absence, a conference may be scheduled as an elementary student may be required to repeat the current grade if the total number of absences exceeds 20 for the school year. Please review the CCSD Attendance Policy for Elementary Schools that will be coming home on the first day of school.

## **Bike Riding** (Bicycles, Scooters, Skateboards, Rollerblades, Wheelies)

For those students who ride bicycles and scooters to school, a locked parking area is provided. All students must put their bikes/scooters in this location during the school day. Parents are asked to provide bike locks. The school is not responsible for any loss or damage to bikes/scooters. It is recommended that bike riding to school be limited to 3rd, 4th and 5th grade students. Bikes must be walked on school grounds. Skateboards, motorized scooters, rollerblades, and shoes with wheels built into the soles are not allowed on the school campus.

## **Cell Phones**

CCSD policy does allow students to carry cell phones for use beyond instructional hours. However, cell phones are not to be used, or even powered on, during the school day (8:40 a.m. - 3:11 p.m.). If you allow your child to carry a cell phone, it is to remain in his or her backpack during the school day. If a student's cell phone rings or is used (text messaging, phone calls, games, etc.) during the school day, it will be confiscated and returned to the parent during a parent, student, administrator conference.

## **Class Parties/Birthday Parties**

Students may bring treats for the entire class in recognition of their birthday. The treats will be distributed at lunch. Private birthday party invitations may not be distributed at school unless the entire class is invited. Room parents will work with the classroom teacher to organize up to 3 class parties each year. Other instruction-related events are at the discretion of the teacher. No colored punch is allowed in the school and clear juices/soft drinks are preferred.

## **Classroom Observations**

On occasion, parents request to observe their child in the classroom setting. We do allow classroom observations; however, we have established the following guidelines to limit disruptions to the classroom setting:

- Classroom observations must be scheduled with your child's classroom teacher at least one day in advance.
- Classroom observations will be limited to thirty minutes in length.
- The parent cannot disrupt the educational setting, i.e., talk to or distract the child or classroom teacher during instruction.
- Upon arrival, parents need to sign in at the front office and receive a visitor's badge. Once in the classroom, the teacher will show you where to be seated during the observation.
- If your presence or actions cause a distraction to the learning environment, the observation will be concluded. Any future observations will be scheduled at the discretion of the Principal.

After a classroom observation, any conversation with the teacher should be held when students are not present. We'd be happy to set up a conference time with you to provide the time and attention you deserve. Thank you for your cooperation.

## **Emergency Data**

The school office must have current home and emergency telephone numbers and current addresses. It is essential that we have this information in case of accident or illness. Please call or send a note to the office whenever this information changes. If we cannot reach you, we will use the emergency contact information you have provided.

## **Enrollment and/or Withdrawal**

Students must officially enroll through the school office before they can attend class. Proof of residency, updated health information and track request letter are required of all students each year.

If you are planning to withdraw your child, the office needs to be notified at least one week in advance in order to complete the required paperwork. Lost or missing textbooks, library books, and charges in the lunchroom must be paid for on or before the student's last day of school.

## **Homework**

Guidelines have been established for the assignment of homework. Students will have homework Monday through Thursday evenings. Students need to establish good study habits early in their careers, and homework is one area that grows increasingly demanding as students become older.

Careful consideration has been given by teachers as to the type and amount of work assigned. Students in grades K-2 should expect 30 minutes of homework each night, while the older students can expect to spend up to one hour on their homework. Parents can expect homework each evening and should question their child if they do not have any.

## **Lunch**

Students can either bring a sack lunch from home or purchase a hot lunch from Food Services. We realize from time to time there may be an emergency situation, so a drop-off table will be set up in the Multi-purpose Room. If you use this table, please be sure to label the lunch clearly with your child's name and room number and leave it on the table. Your child can pick up the lunch as they enter the Multi-purpose Room at their assigned lunch time.

## **Parental Concerns**

We want everyone to be pleased and satisfied with every aspect of the school operation. However, we know that on occasion you may have a concern. If the concern relates to your child, the first step is to contact your child's teacher. If after meeting with the teacher, your concern has not been resolved, you may call the school office to schedule a conference with an administrator. (A concern not related to your child should be brought to the attention of a building administrator.) If you are not satisfied after talking to the teacher and the principal, a Request for Review of Parent/Guardian Concern Form (CCF-660) may be obtained from the school office. This form is to be filled out and sent to the Education Center. A prompt response will be sent to you in writing.

## **Parent Volunteers**

School volunteers are encouraged and welcomed within our school environment. Throughout the year, we actively seek volunteers, provide training and orientation to Lamping policies and make sure everyone understands how the school operates. We have volunteers in the classrooms, on the playground, and in the office. As with all school visitors, the procedure for checking in at the office applies. A special register is kept on school volunteer attendance and as a method of determining who is on campus. It is very important that all volunteers model the same basic CCSD dress code as the staff and students. (Please see the Dress and Appearance section located on the bottom of page 10.)

## **Personal Belongings / Toys / Balls**

Items brought to school should be kept inside the child's backpack, a paper bag, or other container until needed in the classroom. Parents are urged to print names on items such as lunch bags/boxes, coats, sweaters, and backpacks.

Do not allow your child to bring toys, skateboards, rollerblades, balls smaller than six inches in diameter, or other items to school which are not part of the educational program. Toys and balls smaller than six inches in diameter, i.e., tennis balls, bouncy balls, etc., brought to school will be confiscated and returned at the end of the school year.

## **Principal Appointments**

We appreciate whenever parents are able to stop by and say hello. We also like to remain available for important matters that come up. As with any professional office, appointments scheduled in advance are very much appreciated and given first priority.

## **Progress Reports/Unsatisfactory Notices/Report Cards**

Parents can check their child's progress by simply logging onto PARENTLINK (click on the PARENTLINK logo on LampingElementary.com). Once on PARENTLINK, enter your Login ID and password, click on classes, and click on grades.

On or before Friday of the sixth week of each grading period, teachers are required to send notices of unsatisfactory progress to parents. Whenever a student's grade appears likely to drop two or more grades, or if the student appears likely to get an F for "failing" or N for "needs improvement" for that trimester, a notice of unsatisfactory progress is sent home.

Report cards are issued at the end of each twelve weeks.

## **School Hours**

Grades one through five and Full-day Kindergarten - 9:00 a.m. to 3:11 p.m.

AM Kindergarten - 9:00 to 11:30 a.m.

PM Kindergarten - 12:40 to 3:11 p.m.

## **Shoes:**

Students must wear shoes that stay securely on their feet at all times. Toes must be covered – socks must be worn with open toed shoes. Shoes with wheels built into the soles are not allowed on the school campus. On days students have P.E., they must wear shoes with flexible rubber soles, and the shoes must be able to stay on the child's foot when running or kicking (proper laces and/or velcro).

## **Student Tardy Procedure**

Students are expected to arrive promptly every day. When students arrive after 9:00 a.m. (or after 12:40 for PM Kindergarten), they must go to the office and receive a tardy slip before being admitted to class. Students picked up early from school will also be counted as tardy. The following procedure will be used each 12 weeks to address students who are consistently tardy:

1st Tardy-Warning

2nd Tardy-Warning

3rd Tardy-Citation

4th Tardy-Lunch Detention

5th Tardy-Lunch Detention and/or Required Parent Conference

## **Teachers' Lounge**

On occasion, we realize volunteers need to overflow into the teachers' lounge to complete a project. As a courtesy to teachers, we ask that children remain outside the room, and that parent volunteers leave the lounge for teacher use only during lunch. This policy has been developed as a courtesy to staff. Thank you!

## **Teacher/Parent Conferences**

You will be asked to attend a formal teacher-parent conference during the school year to discuss your child's progress. Other conferences may be requested by the teacher or parent as needed and a specific day and time will be scheduled. Please make every effort to attend conferences when they are scheduled. It is by working cooperatively that we can provide the best education for your child.

## **Textbooks**

Textbooks and other instructional supplies will be provided for your child for classroom use and sometimes for home use. As the materials are intended to be used each school year, any materials checked out to your child will need to be returned in the condition in which they were given. In the event that your child damages or loses a textbook or other instructional tool, the family will need to pay for the replacement of the item.

## **Visitors/Visiting Students**

*ALL VISITORS MUST REPORT TO THE OFFICE.* Individuals who wish to visit a classroom must make prior arrangements with the teacher or principal. Our responsibility for the safety of hundreds of students is taken very seriously. Children visiting your home from other areas are not allowed to attend class with your child(ren). Former students wishing to visit teachers may do so after 3:11 p.m.

# **STUDENT SERVICES**

## **Bus Transportation**

Students who live more than two miles from school are provided bus transportation by the Clark County School District. Transportation by school bus is a privilege that can be taken away when a student does not obey bus safety rules. For more information regarding bus routes, contact the Transportation Department at 799-8100.

## **Classroom Disruptions**

It is the intent of the staff to use instructional time to its fullest advantage, and we ask your cooperation in this effort. Messages, delivery of items, etc. to students who are in class will be limited to emergency situations only. Please make every effort to plan student appointments for after school. **Students will not be released from class from 3:00-3:11 p.m.**

## **Delivery of Messages to Students**

To ensure the safety of your child, we cannot take and deliver messages to your child over the phone. You must be present at the front counter and be able to show proper identification for us to tell your child to go home in a manner different from what you directed in the morning. The only exception to this would be to go to SafeKey since an adult with identification is required to pick a child up from SafeKey. Thank you for your cooperation.

## **Dismissal Procedures**

At 3:11 p.m., classroom teachers escort their class out of the building and onto the playground. Students going to SafeKey walk outside the building to the M.P. Room. The rest of the students should walk around the exterior of the school to meet their bus, parent, or to walk home. Staff members are assigned to be on duty around the exterior of the building until the school buses leave. Students and parents are encouraged to arrange a meeting location so students know exactly where to go after school. If a child has not been picked up within five minutes, they will be brought to the front office where an office staff member will attempt to call a family member. If a child has not been picked up by 3:30 p.m., they will be sent to SafeKey. **Please note:** Parents of children sent to SafeKey after 3:30 p.m. will be charged the drop-in rate of \$8.00 established by SafeKey.

## **Food Services**

The cost of breakfast is \$1.25, cash daily or advanced purchase. A variety of items such as milk, juice, sweet rolls, pancakes, french toast, and cereal are available. Breakfast is served beginning at 8:40 a.m. in the lunchroom. The cost of lunch is \$1.75, cash daily or advanced purchase. Milk is available for 25¢ (½ pint carton) for those students who bring their lunch. **Prices are subject to change.** Instead of using tickets for advanced purchases, students are credited for the amount of lunch purchases and these credits are marked off as the student uses them. Accurate records are maintained by our food service manager. This system minimizes the loss of money or lunch tickets. Additionally, students with credits can go through the fast card line while those paying cash will need to wait in line to pay. We suggest advance purchases on a monthly basis. Applications for free or reduced lunches are available from the lunchroom manager. A letter included in the packet will have details regarding criteria for qualifying.

A student who has forgotten his/her money will be served a complete lunch. He/she will be given a charge slip to take home. The charge slip states that a lunch has been charged and that the appropriate amount should be returned to the food service worker the next school day. Until the first charge has been paid, another charge cannot be made. Students with unpaid charges will be offered a cold tray and milk. If you have any questions regarding food services, please call 799-1330 (ext 4012) between 8:15 - 11:45 am.

### **Health Services/Medication**

Students who become ill at school should report to the Health Office. If the illness or injury is of such a nature that the student should go home, the parent will be notified. Students are not permitted to leave the school without a parent/guardian signing them out through the school office.

A student needing medication during school hours must have a completed Medication Release form which can be obtained from the Health Office personnel. The medication must have been prescribed by a licensed prescribing practitioner. ***No over-the-counter medication may be given without a prescription.***

### **Lost and Found**

Children are inclined to lose things. Please mark all items clearly with your child's name. This simple measure will help us to return lost items quickly. Students may claim lost items by checking the lost and found cart in the Multi-purpose room. Lost items such as money, purses, jewelry, and glasses can be claimed in the front office. Items are only stored for a brief duration and then given to a local charity.

### **Picking Up Children During School Hours**

Whenever it is necessary to pick up your child during school hours, please send a note to your child's teacher letting them know of the early release. All persons *must check in at the office* before picking up a child. We exercise extreme care when releasing children from our school. **Anyone picking up a student will be asked for identification.** Students out of the building for an hour and a half or more will be counted absent for half-day. Students out of the building for less than an hour and half will be counted as tardy. We encourage you to make appointments over track breaks or after school hours to avoid missing school. **Students will not be released from class from 3:00-3:11 p.m.**

### **Student Insurance**

Student accident insurance is currently being reviewed by the Clark County School Board of Trustees. As information comes forward from the School Board, it will be communicated through the Weekly Newsletter.

### **Student Records**

An active record of students' progress is kept at school. Students' school records are housed within the district after they graduate. Colleges they may attend, prospective employers, or even the students themselves may desire information from their school record. The major items found in the permanent records are: factual information (parents' name, date of birth, address); grades earned throughout their school years; attendance record; honors received; health records; academic progress. The Family Educational Rights and Privacy Act of 1974 provides parents access to records which are directly related to their child. It also provides parent(s) an opportunity to seek correction of records they believe to be inaccurate or misleading.

### **Telephone Use**

The school office is the center of all activities and is busy at all times. Students may use the phone only in cases of emergency. It must be used with discretion and with the permission of the office personnel. Your cooperation in guiding your child in this area is appreciated.

# **POSITIVE REINFORCEMENT / INCENTIVE PROGRAMS**

The Positive Reinforcement / Incentive Programs at Frank Lamping Elementary School have been established to encourage and motivate students and staff to do their very best. We feel students and staff members need to be recognized for their efforts and contributions to the school on a consistent basis. The following programs will be in place for the 2009-2010 school year.

## **Academic Honor Roll** (Grades 3-5)

The purpose of this honor roll is to recognize students for their outstanding academic achievement and to provide an incentive for students in Grades 3-5 to do their best. At the end of each trimester, classroom teachers in grades 3-5 will produce a list of students who have met the following criteria:

- A. Have earned all "A"s and "B"s with at least one A in Reading, Writing, Math, Science and Social Studies.
- B. No "Does Not Meet Standards" on page 1 of the report card under the headings of Reading, Writing, Math, Science and Social Studies.

At the end of each trimester, a letter will be generated for that trimester's Academic Honor Roll. Students on this Honor Roll will get to come to the office to select an award from the Lamping Treasure Chest.

## **Birthdays**

In order to recognize and honor students on their birthday, we have implemented the Lamping Birthday Celebration. On a child's birthday (or day close to his or her birthday), he/she will be given a "Happy Birthday" sticker in the morning by the classroom teacher. At this time, the class can sing Happy Birthday to the child. The child can then wear the sticker on his/her shirt. Throughout the day, as staff members see a child wearing a Birthday Sticker, they will recognize the child by wishing them "Happy Birthday."

Students may bring treats for the entire class in recognition of their birthday. The treats will be distributed at lunch. Private birthday party invitations may not be distributed at school unless the entire class is invited.

## **Citizenship Honor Roll** (Grades 1-5)

Student behavior and effort are important elements for success in school. Students will be recognized for their outstanding behavior and citizenship each trimester. At the end of each trimester, each classroom teacher will produce a list of students who meet the following criteria:

- A. Have earned and received "E"s in at least eight of the nine categories listed under "Successful Learner Behaviors."
- B. Have not been sent to the office for disciplinary reasons.
- C. Have not received an "N" in any of the specialist's class.

At the end of each trimester, a letter will be generated for that trimester's Citizenship Honor Roll. Students on this Honor Roll will get to come to the office to select an award from the Lamping Treasure Chest.

## **Golden Trash Can Award**

Students need to be responsible for maintaining the cleanliness of their classroom on a daily basis. When the custodians come into the room each night, the floor should be clear of debris, the chairs should be stacked, and the contents of the student desks should not spill on to the floor if the desk is bumped or moved. The custodial staff will select one classroom each week that is regularly clean and neat and award them the Golden Trash Can. The Golden Trash Can is an award and should not be used for trash as it will also contain a candy treat inside for the students and teacher to enjoy! The winning class of the Golden Trash Can will be announced during the Friday Morning Announcements.

## **Great American Award** (Fifth Grade)

During the fifth grade year, students learn about American History. Students are challenged to complete the Great American Award which includes the following six tasks:

1. Writing the Pledge of Allegiance
2. Recite the Preamble to the U.S. Constitution

3. Recite or sing the Star Spangled Banner
4. Recite the 50 states and capitals
5. Recite the names of our Presidents in the order in which they served
6. Recite the Gettysburg Address

Fifth grade students who complete all six tasks throughout the school year, receive a "Great American Award" plaque during the Fifth Grade Promotion Ceremony.

### **Lightning Bolt of the Week**

This program is designed to give teachers the opportunity to recognize students within their classroom for their positive contributions, improvement, outstanding effort, etc. Teachers will utilize their own criteria for selection, keeping in mind that the recognition is meant to reinforce appropriate behavior and conduct. Each teacher in grades 1, 2 & 3 will select one student to be recognized on their scheduled week. Due to larger class sizes, each teacher in kindergarten, fourth and fifth grade will select two children to be recognized on their scheduled week. Students will be recognized during the Friday morning announcements, and will be given a certificate, button, photograph, ice cream pass to the student store, and certificates from local businesses.

### **Lightning Strikes**

The purpose of the "Lightning Strike" slip(s) is to give staff an opportunity to quickly recognize a student when it is noticed that they have done something positive for someone else, or the school. Classroom teachers are not to give them to students within their own class, but are welcome to give them to any student not in their class when they notice a positive action or deed.

Students will have an opportunity every three weeks to redeem their "Lightning Strikes" for a prize. Lightning Strike Redemption will take place the day before a track goes out. The Redemption will take place during the lunch hour on the stage. Students need to bring their "Lightning Strikes" to the Redemption in bundles of five.

### **President's Award** (Fifth Grade)

Fifth grade students who receive straight A's throughout the fifth grade year and score 85% or higher on a nationally normed referenced test will receive a letter, certificate and lapel pin from the President of the United States. Students who qualify for this award will be recognized during the Fifth Grade Promotion Ceremony on the last day of the school year.

### **Principal's Award** (Fifth Grade)

Each fifth grade teacher nominates one child from their class for the Principal's Award to be given out during the Fifth Grade Promotion Ceremony on the last day of school. Teachers look for qualities such as honesty, responsibility, dedication, commitment, and loyalty. This student is someone who is always kind, helpful and respectful to others.

### **Student Attendance Incentive Program**

The Clark County School District has developed and implemented policies and regulations governing student attendance. One requirement of these attendance policies and regulation is the implementation of a school based Attendance Incentive Plan. The Attendance Incentive Plan for Lamping Elementary is three-fold:

- B. Each student who is present an entire school week, (not absent or tardy) will enter a drawing the following Monday for a Student Store Pass. Five passes will be given out for each lunch period.
- C. When a class has 100% attendance, the attendance clerk will enter that class into a drawing for an extra 15-minute recess attached to their lunch that Friday.
- D. For the first and second trimester, any child who has one or fewer absences and two or fewer tardies will receive a Lamping Lightning Bolt Card. This card will entitle the child to a free homework pass, a free treat at the Student Store, and allow them to sit where they want in the lunchroom for a week.

# **STUDENT DISCIPLINE PROGRAM**

**School Climate:** The development and maintenance of a positive school climate is a priority of the Lamping school staff. A positive school climate focuses on self-concept and encourages the staff and students to act in positive ways. It is believed that as students learn concepts and behaviors that make them happier, healthier, and more responsible, the school will then take on those same characteristics.

**Recognition Activities:** Each teacher will develop a classroom program to recognize and reward positive actions on a consistent basis. Students who demonstrate outstanding citizenship and academic achievement will be selected by their teachers as "Lightning Bolt of the Week." Other special recognition programs include Lightning Strikes, Honor Roll, positive notes home, Academic Achievement Awards, Citizenship Awards, and Accelerated Reader Awards.

## **Steps to Handle Misbehavior**

- LEVEL 1** The first step involved in correcting misbehavior is a discussion between the student and the teacher. Depending upon the severity, the teacher may decide to contact the parents and discuss the concern with them as well as the child.
- LEVEL 2** If the misbehavior continues after informal conferences, the teacher issues a Citation. The teacher will explain the Citation to the student; outlining what corrective action needs to be taken. The student signs the Citation, brings it home to be signed by the parent, and brings the signed copy back to the teacher. A citation is simply designed to serve as a means of communication between school and home, so parents can stay informed of their child's behavior at school.
- LEVEL 3** After three citations, or when the offense is severe, a Discipline Referral form will be completed and the student will be referred to a building administrator. Parents will be contacted by an administrator and the student will be assigned community service, lunch detention or a consequence related to the offense.
- LEVEL 4** Continued misbehavior will result in a Required Parent Conference (RPC) in which the student may not return to school until a conference has been held. At this conference, the parents, teacher, building administrator, and the student may complete a Student Commitment Form to improve his or her behavior.
- LEVEL 5** When the Required Parent Conference does not eliminate the problem, additional misbehavior will result in additional RPC's or suspension from school.

Exceptions to the above progression are serious offenses that include physical aggression, drugs, weapons, etc. They will begin at either Level 4 or above and may result in action(s) taken by the Clark County School Police Department.

## **Student Grooming**

The Clark County School District reserves the right to insist that dress and grooming of students are within the limits of generally accepted community standards. In accordance with the Clark County School District Regulation 5131 the school administration shall have the right to designate which types of dress, fashion, fads, or appearance disrupt or detract from the educational program and may be a potential safety hazard. The following guidelines are implemented at Lamping Elementary:

- Hair color which is not of normal range for natural hair colors is not permitted.
- Hair styling which distracts the educational environment (i.e., mohawks, full-head spikes) is not permitted.
- Any facial piercings and/or studded jewelry are not prohibited. Earrings are permitted.
- For safety of students, hair must be pulled back, or a hat worn during physical education class.

# FRANK LAMPING ELEMENTARY SCHOOL

## STANDARD STUDENT ATTIRE

The Clark County School District has changed the name of the Mandatory School Uniform Program to "Standard Student Attire." However, the requirements remain the same. The Standard Student Requirements for the 2009-2010 school year include:

<u>Males</u>	<u>Females</u>
Pants or shorts (no jeans) -Sized to fit	Pants or Shorts (no jeans) -Sized to fit
Shirts -Long or short-sleeved -Solid color or with school logo -With or without collar	Shirts / blouses -Long or short-sleeved -Solid color or with school logo -With or without collar
Sweat shirts / Sweat suits -Solid color or with school logo	Sweat shirts / Sweat suits -Solid color or with school logo
Sweaters (worn over approved shirts)	Sweaters (worn over approved shirts)
	Skirts or skorts (no jeans)
	Jumpers or dresses (no jeans)

**Basic solid colors** for the pants, shorts, skirts, skorts, dresses and/or jumpers will be navy blue, yellow/gold, or khaki. (In order to easily enforce the dress code, pants, shorts, skirts, etc., must be solid in color with no stripes.)

**Basic solid colors** for shirts, sweatshirts and blouses will be white, yellow/gold, or navy blue. (In order to easily enforce the dress code, shirts must be solid in color with no stripes, graphics, or logos other than the Lamping logo. Shirts with a ringed collar or trim along the edges are acceptable if they are one of the colors mentioned above.)

**CCSD Basic Guidelines:** In addition to the Standard Student Attire requirements, the Clark County School District also requires that all shorts, skirts and dresses be at least finger tip in length, be hemmed and without fraying. Shirt sleeves/straps must be at least three inches wide **covering the shoulder**. In addition, shirts/blouses must extend beyond the belt line so that no skin shows between the bottom of the shirt/blouse and the top of the pants/shorts/skirt (even when arms are raised above the head).

Assistance is available in providing uniform clothing to your child(ren). If you have any questions or concerns, please contact a school administrator at 799-1330.

You can order all garments listed above with the Lamping Logo from **Campus Club Uniforms**. Throughout the year, Campus Club will provide free delivery to the front office of Lamping Elementary School for any order placed over the phone or fax. To order by phone, call 360-0555 or to order by fax, dial 242-2595. Logo items are not required, however. Solid color shirts can be purchased at local stores like Target, K-Mart, Penny's, etc.

If a student is not dressed in a school uniform, they will first be reminded of our Standard Student Attire Policy and asked to comply the following day. The second time a child comes to school not dressed in a school uniform, the office will call home and ask for a parent to bring the proper clothing to school or offer to provide gently used clothing that the student can borrow, wash and bring back the next day. If a child continues to come to school not dressed in a school uniform, a conference will be held with the parent, student and school administration to resolve any problems or provide assistance as needed.

**A note to parent volunteers:** As adults, it is very important that we model the School-wide Expectations and dress code expected of staff and students. Parent volunteers are asked to follow the same CCSD Basic Guidelines listed above. Thank you for your cooperation.