

Macario **GARCIA** Elementary School
9550 Aldine Westfield Road
Houston, Texas 77093



Rebecca Mir, PRINCIPAL
Sherry Amos, ASST. PRINCIPAL

Pone: (713) 696-2900
Fax: (713) 696-2904

WELCOME TO GARCIA!

We are a uniform school, Monday through Friday. We wear navy blue bottoms and red or white tops. Our school hours are from 7:45 - 3:15 p.m. Monday, Tuesday, Thursday and Friday. Our hours on Wednesday are from 7:45 - 1:00 p.m. Please be on time to pick up your students.

Tardy Policy

Our school day starts at 7:55 a.m. and students arriving after 7:46 a.m. are considered tardy and must have a tardy pass to be admitted to their classroom.

Students receiving four tardy passes within a nine week grading cycle will equal one unexcused absence for the nine weeks. Students pulled out four times within a nine week grading cycle will prohibit a student from a field lesson or extracurricular classroom or grade level activity.

Attendance Policy

Texas Education Compulsory Attendance Law states school age children must attend school every day that school is in session. Attendance at Garcia Elementary is taken at 9:55 a.m. daily.

If a student is absent, an excuse for the absence must be stated in writing and signed by the parent or guardian of the student. Excuses must be returned when the student returns to school. Failure to do so will result in an unexcused absence.

If a student returns to school after 9:55 a.m. with a verification form from the doctor or dentist's office, then the student will not be considered absent for that day.

Early Release

Students leaving school early are required to bring a written excuse to the teacher in the morning. Homework assignments, notices or school information may be missed should your student leave without prior notice.

PLEASE SIGN AND RETURN TO SCHOOL – YOUR SIGNED COPY FOR YOUR RECORDS WILL BE SENT HOME.

I have read and understand the above requirements for GARCIA Elementary school-wide discipline plan regarding attendance and late arrivals of my child.

Student Name	Parent/Guardian Signature	Date

Macario **GARCIA** Elementary School
9550 Aldine Westfield Road
Houston, Texas 77093



Rebecca Mir, PRINCIPAL
Sherry Amos, ASST. PRINCIPAL

Phone: (713) 696-2900
Fax: (713) 696-2904

DRESS CODE POLICY

The GARCIA Elementary Dress Code Committee, in accordance with the policy of the Houston Independent School District, has adopted a dress code that incorporates basic principles of good grooming and safety. In addition to requiring that the students be clean and safe, the code is intended to promote a positive self-image and good conduct by eliminating any disruptions of the normal educational process.

1. A school uniform is required of all students **Monday through Friday**.
2. All clothing must be clean.
3. If a student requires special dress for medical reasons, the school nurse of the principal must be notified.
4. Hair must be clean and well groomed.
5. Not all hats, caps and headgear should be worn in the school building or during school hours.
6. All safety measures as would apply to clothing or lack of clothing are to be observed, for example, excessive, dangling jewelry that interferes with instruction is not allowed.
7. Students are required to wear socks with closed-toe, flat shoes.
8. Clothing should cover the students' body from the shoulder to the knees. Shirts, dresses and shorts must come to the student's knees.
9. Any garment or personal item bearing offensive language or graphics, such as those promoting alcohol, illegal drugs, or gangs, which attracts undue attention is neither acceptable nor allowable.
10. No make-up or purses are allowed.

The school reserves the right to ask the student to change if an item of clothing causes disruption to the educational process.

Parent Signature

Date

Macario **GARCIA** Elementary School
9550 Aldine Westfield Road
Houston, Texas 77093



Rebecca Mir, PRINCIPAL
Sherry Amos, ASST. PRINCIPAL

Pone: (713) 696-2900
Fax: (713) 696-2904

SCHOOL/PARENT/STUDENT COMPACT AGREEMENT

Name of Student: _____ Grade: _____

School Pledge

In an effort to help all students achieve the State's high academic standards, a strong partnership will be built between GARCIA Elementary and the families it serves based on the following agreement:

We, the entire staff of GARCIA Elementary, pledge to help parents participate in the education of their children by:

- Providing educational activities/programs that are appropriate for your child
- Planning parent/teacher conferences more often to discuss students' progress
- Providing opportunities for parents and children to work together
- Providing frequent progress reports to the parent
- Enforcing the school rules and district policy as stated in the HISD Code of conduct

We further pledge that all information will be provided in both English and Spanish.

Signature: Rebecca Mir, PRINCIPAL

Parent Pledge

As the parent of a child attending GARCIA Elementary School, I pledge to accept the responsibility for supporting my child's learning by:

- Bringing my child to school on time every day unless she/he is ill
- Seeing that my child has completed homework and school assignments
- Supporting the school rules and district policy s stated in the HISD Code of Conduct
- Supervising my child's TV and video game time
- Asking my child daily about his/her activities at school
- Communication regularly with my child's teacher(s)
- Providing current emergency telephone numbers in case of accident or illness

I further pledge to attend at least one meeting and/or workshop during the year, participate in school activities, and volunteer my time at the school as often as I can.

Signature: _____
PARENT or LEGAL GUARDIAN

Student Pledge

As a student of GARCIA Elementary School, I pledge to accept responsibility for my learning by doing the following:

- Doing my best
- Asking for help when I do not understand something
- Following school rules and district policy as stated in the HISD Code of Conduct
- Respecting my administrators, teachers and peers
- Arriving to school on time
- Completing homework and school assignments

I further pledge to display good character and to understand that the administrators, teachers, and staff are available to help me whenever I need assistance.

Signature: _____
STUDENT

Macario **GARCIA** Elementary School
9550 Aldine Westfield Road
Houston, Texas 77093

Rebecca Mir, PRINCIPAL
Sherry Amos, ASST. PRINCIPAL



Pone: (713) 696-2900
Fax: (713) 696-2904

PICK-UP CARD

Student's Name/*Nombre del estudiante* _____
Teacher _____ Grade _____

Adults over 18 that are allowed to pick up this student with proper identification. This includes parents with custodial rights.

Solamente personas mayores de 18 años pueden recoger al estudiante demostrando una identificación. Estos requisitos incluyendo padres con custodia del estudiante.

1. _____
Name (Nombre) _____ Relation (parentesco) _____ Name of the people the child
knows (nick name)/Apodo _____

Telephone number/ Numero de telefono _____ I.D. # _____

2. _____
Name (Nombre) _____ Relation (parentesco) _____ Name of the people the child
knows (nick name)/Apodo _____

Telephone number/ Numero de telefono _____ I.D. # _____

3. _____
Name (Nombre) _____ Relation (parentesco) _____ Name of the people the child
knows (nick name)/Apodo _____

Telephone number/ Numero de telefono _____ I.D. # _____

4. _____
Name (Nombre) _____ Relation (parentesco) _____ Name of the people the child
knows (nick name)/Apodo _____

Telephone nnumber/ Numero de telefono _____ I.D. # _____

5. _____
Name (Nombre) _____ Relation (parentesco) _____ Name of the people the child
knows (nick name)/Apodo _____

Telephone number/ Numero de telefono _____ I.D. # _____