

Rural Hall ES Family Handbook

25-26

**Rural Hall Elementary School
2025 -2026
FAMILY HANDBOOK**



**275 College Street
Rural Hall, NC 27045
Office -336-703-6789
Fax - 336-701-6596
Christie Brown, Principal**

Greetings Rural Hall Students and Parents!

It's a New Day, New Beginning! Your summer break has come to an end and we are excited to have you back at school. Welcome to the 2025 -2026 School Year at Rural Hall Elementary School! Our mission is to provide students with a high quality education, while supporting with love and empowering all students to reach their full potential. We are committed to education of all students and hope that all parents/guardians will assist us in this journey.

This school year is packed with exciting and fun learning experiences. I encourage each family to commit themselves to the overall education of your student. We have a number of ways for you to stay connected this year through phone, email, website, DOJO, social media, or simply coming into the school. Please stay "plugged in." Together, we can make the growth needed to be successful academically and socially.

I encourage all parents to commit to volunteering at our school. All parents that wish to volunteer at school are required to sign up to be a volunteer online each school year. This is also required of all parents/guardians that wish to go on field trips with their students.

Please make sure to read our school's family handbook in its entirety as this provides valuable information to families on our expectations of students and families. If at any time you have questions or concerns regarding our school or expectations, please feel free to contact us in the front office.

I look forward to an amazing school year!

Christie Brown

Principal, RHES

Rural Hall Mission

Rural Hall Elementary School is dedicated to equitable instruction in a safe environment to build relationships among students, families, and the community.

Rural Hall Vision

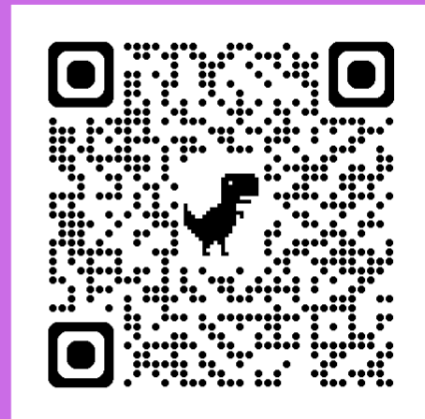
To accomplish our mission, we will focus on building relationships that will encourage growth and confidence within students which promotes success.

ClassDojo

Rural Hall Elementary uses Class Dojo to keep you informed about what's going on within the classroom/school. Please download the Class Dojo app and follow the prompts. Your teacher will send you an email invitation & provide you with the class code.



Visit [Classdojo.com](https://www.classdojo.com)



Sign up

Now!

**Stay informed about
what's going on at
Rural Hall ES!**

School Hours

7:25 Doors open: Students having breakfast will report directly to the cafeteria, then to class.

7:55: School day begins

2:00 Final time to check students out or change mode of transportation

2:20: Dismissal begins



Students must be in their classrooms before the tardy bell rings at 7:55 a.m. Students eating breakfast at school or those arriving early may enter the building beginning at 7:25 a.m. If a student arrives after 7:55, the student must go directly to the office and sign in.

Tardy Students

Students must be in their classrooms before the tardy bell rings at 7:55 a.m. Students who arrive after 7:55 need to be escorted to the door by a parent before being allowed in the school. They will then report to the office for a tardy slip.

Instruction begins promptly at 7:55. Excessive lates will result in a letter from the principal. Students who arrive late miss important teacher instructions and disrupt the class. We want everyone to have a good start each day.

Arrival/Dismissal

PreK students & their siblings' car rider area is located in the employee parking lot at the second grade doorway that faces Rural Hall-Germanton Rd.

The Kindergarten through 5th grade Car Rider line is located in the back parking area between the ball field and the new building. **Car riders will NOT be permitted to be dropped off out front. They must enter through the back in the car rider line.**

Dismissal will start at 2:20 p.m. All students must be picked up by 2:55 p.m. **The front of the building is only used for parents of walkers, parents of students with special needs, and early dismissals (before 2 pm).** Please do not arrive before 1:30 to wait in the car line. This is a safety hazard due to children playing around the blacktop area. Parents are to loop around the parking area to drop off students. Staying in cars is required when picking up students after school. You must have an office issued car tag when you enter the car rider line. Your child will be called to the car line by the number on the car tag.

Dismissal Reminder:

After 2:55, you will need to come to the office to pick up your child. If you are late, a childcare fee of \$10 per student will be charged based on Board of Education Policy 3250.2.

Remember...a student must be in attendance half the day to be counted present. We recommend you pick up your child prior to 2:00 pm. If it is after 2:00 pm, families will need to wait until 2:55.

Parents who drop off/pick up their children must wait in the car in the rider line. No visitors are permitted to wait under the breezeway, outside the classroom doors, or in the lobby by the office. Please make sure you always display your car rider tag. This will ensure a smooth dismissal process. If you do not have your car rider tag you must pick up your student(s) in the office after 2:50. You will be required to provide your ID. With your cooperation, together we can keep our school a safe and wonderful place to learn. **If students are car riders, they will NOT be permitted to be dropped off out front. They must enter through the back in the car rider line.**

All families will be provided with one car rider tag. Extra car rider tags are available for purchase in the office.

Early Departure

Students must be checked out before 2:00 pm. If you need to change your student's mode of transportation, you must write a letter or contact the front office prior to 2:00 pm. Teachers will no longer take that information over Class Dojo.

Any student who needs to leave early must be signed-out in the office by a parent, guardian, or parent designated adult. If a child must leave during the day, the parent must be sure to:

- Write a note telling what time and **who** will be picking the student up if different from the parent.
- The child gives the note to the teacher.
- The parent(s) come to the office to pick up the student. The office calls the classroom when the parent arrives.

Attendance at school must be at least half the day to be counted present. Leaving before or arriving after 11:10 a.m. counts as an absence. If students are checked out early, this does count against them if it is unexcused, just as a tardy would. Tardies and Early Leaves count the same as they both

reduce the time in the classroom. Any student who needs to leave school early must be signed out by a parent, guardian, or person(s) authorized on the child's approved pick-up list on file in the office. This adult must provide a valid ID to check the child out. We recommend you pick up your child prior to 2:00 pm. If it is after 2:00 pm, families will need to wait until 2:50 pm to pick up.

As a reminder, ALL STUDENTS CHECKED OUT EARLY WILL RECEIVE AN "EARLY LEAVE" for the day and it will COUNT AS A TARDY when it comes to attendance laws. Please remember to ask doctors for an excuse from school to have the early leave excused.

Visiting Our School

Our school staff strives to establish and maintain an inviting environment where parents and visitors are welcome. Our current safety plan exists to keep students and staff safe. The doors of our building are locked at ALL times. In order to access the building, push the button on the monitoring system at the front entrance. This will alert the office staff to request your reason for entrance into the building. The office can then unlock the door for access. Parents and visitors must sign in and obtain a visitor's pass at the main office. Classroom visitations are balanced with the need to provide uninterrupted instructional time; therefore, limited access to classrooms may exist. **Requests for classroom observations should be coordinated with the classroom teacher(s) and scheduled by the principal or appropriate designee.** Visitors desiring school tours should contact the school office to schedule a convenient time.

Tobacco-Free School Campus

School board policy prohibits the use of all tobacco products on any school property. This includes the parking lots and ball fields. Please make sure that you are not smoking during arrival and dismissal or while waiting in the car rider line.

Weapons on School Property

The possession of a weapon on public school property is a violation of state law and school board [policy 5131](#).

Rural Hall Schoolwide Expectations

What are student responsibilities at school?

At RHES, students are expected to exhibit respectful, responsible, and safe behavior at all times whether they are in the building and on school grounds; at a bus stop, on the school bus, or in other school provided transportation; at school sponsored or related activities on/off campus; and through the use of technology or an electronic device that is owned, leased, or used by the school district or school.

Students exhibiting expected behavior earn verbal praise, red tickets and/or DOJO points. In addition, teachers have classroom incentives in place to motivate students. Assemblies, rewards, and prizes at the bulldog store are given throughout the school year to praise students for showing and growing with their behavior expectations.

If students are having difficulty exhibiting schoolwide expectations, their teacher will follow the procedures outlined in the WSFCS Code of Character, Conduct, and Support Plan.

RHES Students Are...

	Respectful	Responsible	Safe
Classroom	- Use kind words - Work cooperatively - Follow voice level guidelines	- Follow adult directions - Come to school, on time, everyday, ready to learn - Focus on your work	- Keep hands, body parts, and objects in yourself - Use classroom equipment and supplies appropriately - Report concerns to an adult
Hallway	- Follow voice level guidelines - Greets others with a silent wave - Keep hands, body parts, and objects in yourself	- Follow adult directions - Use walking feet - Go directly to your destination	- Walk on right side, facing forward - Single file line when walking with others - Stop at designated stop signs
Cafeteria	- Use manners - Use kind words - Follow voice level guidelines	- Follow adult directions - Pick up all food items while in line - Clean up your area, throw trash away when directed	- Eat your food only - Remain seated at all times with legs under the table - Raise your hand for assistance - Report concerns to an adult
Bathroom	- Respect privacy of others - One person per stall/urinal - Follow voice level guidelines	- Use bathroom in a timely manner and return to class promptly - Go, clean yourself, flush, wash, leave	- Use facilities appropriately - Use your own bathroom stall/urinal - Exit the bathroom when finished
Playground	- Invite others to play - Help a classmate in need - Share playground equipment - Demonstrate good sportsmanship	- Follow adult directions - Stay in assigned area - Play by the rules	- Use equipment appropriately - Keep hands, body parts, and objects in yourself - Report concerns to an adult
Bus	- Follow voice level guidelines - Use kind words	- Remain seated at all times - Keep all your materials in your backpack - Follow adult directions	- Keep hands, body parts, and objects in yourself - Get off at your assigned stop - Go straight home - Report concerns to the driver

Code of Charter, Conduct, and Support

As a parent, you are a vital partner with RHES and we expect to work together when your child is facing a behavioral challenge and/or exhibiting unskilled behavior. If a student is struggling with following our schoolwide expectations at RHES, they will receive accountable consequences. Our staff will implement an intervention protocol that matches the individual student's emotional and behavioral needs.

Our staff will document your child's behavior in the Educator Handbook and contact you by phone. They will do their best to address behavior in the classroom. However, if a student disrupts the learning environment and requires additional support and/or removal from the classroom, they will receive an office referral and visit to the "Peace Palace" for a reset. The goal is to minimize loss of instructional time and increase restorative responses in the classroom. Once deescalated, students will return back to their classroom. If a student is unable to accept the help, feedback, correction, or consequences they will remain in the Peace Palace until dismissal.

If behavior persists and/or increases in intensity and/or frequency, the school administrator will determine an appropriate disciplinary response based on the age, developmental stage, and the level of the behavior. If the behavior warrants a suspension from school, they must have a re-entry conference before returning to school. At RHES re-entry conferences are mandatory meetings held, in person with the school team to discuss a plan of action and smooth transition back into the classroom.

As a necessary first step, parents/guardians please encourage your child to ask for help because this promotes self advocacy. Secondly, if your child is facing a challenge that they cannot resolve, please contact your child's teacher. Lastly, If the matter persists and is not resolved, reach out to an administrator.

Attendance

School attendance is essential to the growth of students academically and socially. Students with good attendance generally achieve higher levels of learning than those with poor attendance. [AR 5110 Attendance](#)

School Administrators are required by law to notify parents when absences/tardies accumulate. Parents will receive letters when attendance is unexcused. Please contact the office to correct any incorrect absences. Please realize that parents are responsible for writing a note or presenting a doctor's excuse to excuse the absence. Failure to do this is a violation of NC Statute 115-166 and will result in the absence being filed as unexcused.

Absences

When returning to school, a student must immediately give the teacher a written excuse or doctor's note that includes the child's full name, date(s), parent's name and reason for the absence. Valid reasons for excused absences are:

- Illness or injury
- Quarantine
- Death in the immediate family
- Medical or dental appointments (note from doctor's office is required)
- Court or administrative proceedings
- Religious observance
- Educational opportunity, with prior approval
- Absence related to deployment activities

North Carolina G.S. 115C-378 requires that “the parent, guardian, or custodian of a child shall notify the school of the reason for each known absence of the child, in accordance with the local school policy.”

Unexcused Absence (examples)

- Vacations
- Visiting relatives
- Missing the school bus
- Business Trips
- Oversleeping
- Traffic

Educational Leave

According to School Board policy [AR 5110](#), advance permission must be obtained by the principal to excuse an absence for educational purposes. This form should be submitted to the principal no later than 10 days prior to the educational opportunity. This form can be printed and emailed or sent via the office to the principal.

AR 5110 (Educational Opportunity): When it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity, such as travel. Approval for such an absence must be granted prior to the absence. This would include but is not limited to a student serving as a

legislative page or a governor's page. The Prior Approval Form must be completed by the parent/caretaker/legal guardian 10 days in advance and submitted to the Principal in order for absences to be excused. An educational opportunity should not exceed 5 days per semester or ten days per school year.

Make-up Work

All students having absences are expected to make up the work they missed. It is the responsibility of the student and/or parent to request the make-up work. **The number of days allowed for completion shall be equal to the number of days the student was absent.** Requests for assignments that are to be picked up for a sick student should be made to the teacher by 7:45 a.m. Please pick up after school to give teachers time to gather materials.

Telephone

Students are allowed to use the school telephone only in case of emergency, such as sickness, and not for forgotten homework or for matters that can wait until after school.

Address/Phone Number Changes

The office must be notified of changes in address or phone numbers. The ability to contact parents during the school day is essential. With a permanent address change, the office must have written verification of the change.

Student Accident Insurance Online Enrollment

Go to www.k12specialmarkets.com. For information on plans available, click on "Coverage Details" at top of the page. If you would like to enroll, click on "Enroll Now" and follow the instructions.

School Dress Code

Students are expected to adhere to standards of dress and appearance that are compatible with an effective learning environment when attending school. Examples of prohibited dress or appearance include but are not limited to:



- Clothing that contains
 - ✓ advertisements for tobacco, alcohol, or drugs
 - ✓ pictures or graphics of nudity
 - ✓ words that are profane, lewd, vulgar, or indecent
- Halter or bare midriff tops
- Spaghetti straps or tank tops (straps must be as wide as a dollar bill)
- Bare feet
- Short shorts or skirts (shorts/skirts must be no shorter than finger-tips length when arms are held to the side)
- Pants, slacks, or jeans that sag below the waist
- Hats, caps, sunglasses, or bandanas
- Underwear showing or worn as outerwear
- Any symbols, styles, or attire frequently associated with gangs.

Tennis shoes or other athletic shoes should be worn on days when students have P.E. All other shoes should strap to students' feet as we are required to have 30 minutes of physical education daily.

Lost and Found

Parents are asked to label their child's belongings to help prevent loss. When an item is found that is labeled, the office will return it to the child's classroom. When items are not labeled, they can be found in the lost and found room by the office. Children should be encouraged to look for lost items early. At the end of each month, all lost and found items are donated to charity.

Wireless Communication Devices

WSFCS has adopted a new policy regarding the use of cell phones and wireless devices, [Board of Education Policy #1111](#). Students are not allowed to use, display, or have visible, any wireless communication devices during the instructional day. Administrators may permit use for personal needs, such as health or assistive technology. Teachers and administrators may allow use for instructional purposes if supervised and tied to a legitimate educational function.

Medications/Health

The office should be notified of any special health needs (i.e. diabetes, epilepsy, etc.) of students. Only prescription drugs can be given at school, if the medicine is in the bottle from the pharmacy and

doctor's directions are on the bottle. An Authorization for Medication Administration in School form (HS-10) must be completed by the doctor each year and kept on file at school when medication is to be given. The responsibilities of the parent/guardian are:

1. To place the medication in the labeled bottle from the pharmacy that indicates the child's name, the name of the medication, the unit of dosage to be given, and how it is to be administered. (It is recommended that the parent ask the pharmacist to provide two properly labeled containers – one for home and one for school.)
2. To provide a written request for the administration of the medication on the form provided by the school system.

The school wishes to assist with the health needs of all children and requests parental cooperation in dealing with medicines. No cough drops or medicines should be sent to school with a child.

Children cannot stay in school if they have a fever of 100.4 degrees or above, nausea, vomiting, diarrhea, or any undiagnosed rash. If a child leaves school for a fever of 100.4 degrees or higher they will not be able to return to school until they have been fever free for up to 24 hours without the use of fever reducing medication. If a child leaves school for vomiting, they cannot return to school for 24 hours after the last episode.

Minimal treatment is given to students with minor injuries when an accident occurs in school. The parents or guardians are always notified by the school when medical care may be indicated for an injury or illness, provided a correct telephone number is listed with the school.

Cafeteria

All meals, breakfast and lunch, are free to students this year. Students must know their student numbers when going through the cafeteria line. Visitors will be permitted to eat lunch with their child only. Visitors must sign in at the main office.

Parties

Grade parents are asked to provide refreshments at certain holidays. Birthday parties are not permitted at Rural Hall Elementary School. Having such parties can disrupt the learning of students for several days throughout the school year and be hurtful to those students that are unable to have them. Please remember that no food for groups (pizza, hamburgers, cakes, cupcakes, etc.) can be brought to school to be served to the class to celebrate a birthday.

Snacks

We have many varied schedules at Rural Hall. Some teachers choose a brief time for snacks, while others may not need a snack time. All snack decisions are at the discretion of the teacher.

Safety Drills

Throughout the school year we will conduct safety drills. This includes; fire drills, inclement weather drills, holds, secures, evacuation, and lockdown drills. These drills help students and staff practice our emergency plans in case of an actual emergency.

Safety Patrol



As an additional safety measure for our school, Safety Patrols will perform duties to assist in keeping our students safe. Rising fifth grade students are recommended by past and present teachers to serve on the Safety Patrol. These student leaders assist the school staff, monitor student behavior and movement in the halls, and help provide a safe atmosphere within the school.

Honor Roll

Students who show academic success during each nine weeks will be recognized as being honor roll students. Students in grades K-2nd will be recognized for having grades 3's and 4's and students in grades 3rd-5th will be recognized for having all A's and B's on their report cards.

Student Council

The purpose of the student council is to give students an opportunity to develop leadership skills by organizing and carrying out school activities and service projects. In addition to the planning of events that contribute to school spirit and community welfare, the student council is the voice of the student body. Students in grades 3rd-5th will participate in an election to vote for a president, vice present and various council members.

The Bulldog GO Notebook

The letters GO stand for **G**et **O**rganized. Every student will have a Bulldog GO Notebook. This notebook is designed to help students be organized and to have constant communication between

each student's home and school. All Bulldog GO Notebooks contain items such as: a homework folder, a Tuesday folder, and calendars to ensure the success of all students. Students are responsible for this notebook daily.

Report Card Dates for the 2025-2026 School Year

Marking Period	Progress Reports	Report Cards	
Marking Period 1	09/10	10/22	
Marking Period 2	11/19	1/14	
Marking Period 3	02/11	03/25	
Marking Period 4	4/22	06/3	

The final report card is to be mailed within a week after the last day of school.

Transportation Changes

If regular transportation plans change, you must send in a note with your child to the teacher stating what changes are needed. The note must include the date, teacher's name, and child's full name. If a note is not received, the student will be required to leave school in the usual way. Please anticipate and plan for these changes so the required note can be sent to the teacher. If an unexpected change is needed, you must contact the school office by 2 pm so that the teacher can be notified. Any requests made after 2 pm will not be approved and the student must use their regular transportation that day.

Buses

If your child rides the bus he/she needs to be at the bus stop a few minutes before the bus is scheduled to arrive. Students need to wait in a safe location. Students should walk around the front of the stop arm to cross the street. Pre-K through 1st grade students will not be allowed to leave the bus without an escort. Escorts should be a parent or older sibling in the 4th grade or higher. If no adult/escort is available at the bus stop the child will be taken to the nearest magnet school and the parents will be contacted to pick up from that school. After repeated violations of policy 3541, student's bus privileges will be revoked. Please download the Edulog Bus Portal app to track bus location.



Students are expected to follow the schoolwide expectations while riding the bus. Respectful, responsible, and safe behavior is expected at all times. Students will participate in an orientation and have an opportunity to practice what is expected of them.

Any behavior that does not meet expectations will be addressed as per the [Code of Character and Student Conduct](#).

Edulog Bus Portal App

If your child rides the bus, please download the [Edulog Bus Portal](#) application from your phone's app store for free. This will allow you to track your child's bus in real time in the AM and PM. You will need to enter your child's student number and date of birth.

Early Dismissals Due to Weather Conditions



Announcements regarding school closings are broadcast on the T.V. and are posted on the school system website at <http://wsfcs.k12.nc.us>. When schools will close early due to weather conditions, the following guidelines apply:

- Students are dismissed at the announced closing times.
- In the event of inclement weather, all YMCA students will remain on campus and will notify parents of any changes.
- All after-school events are canceled.

YMCA Before and After School Program



The YMCA of Northwest North Carolina partners with Rural Hall ES to offer both before and after school care onsite. Visit their [website](#) for information on hours, cost and registration.

Volunteers

We encourage volunteering at Rural Hall Elementary School. Every person who would like to volunteer (**including participating on field trips**) must complete an online form to register (see below). If you have already registered, you can also click "Register Now" so you can retrieve a forgotten password or check your status. After completing and submitting the application, you will receive an auto-generated email. You will receive another email once you've been cleared to volunteer. Please allow up to 7 days. [Volunteer Registration](#)

- **Here are five good reasons to volunteer:**
 - Your children will benefit. Even if you are not in their classroom, your children will know you are at school. They will feel important and they will know you think learning is important.
 - You will get to know your child's teacher. That makes it easier to ask for help when your child needs it.
 - The school will benefit. Whatever you volunteer to do, you are freeing school staff to spend more time with kids. That leads to better learning.
 - Volunteering is easy. Rural Hall offers training to volunteers. There are volunteer jobs that can be done at home, at night, or on weekends. Every parent can get involved.
 - Volunteering is fun. You meet parents in your neighborhood. You may learn new skills. You get a good feeling from knowing you have done something important.

Volunteer Suggestions for Working Parents

- Teachers are appreciative of any contribution of your time. Even a small project can be a big help. There are many things you can do to help that do not require you to be at school during the working day.
 - Join the PTA and attend all meetings.
 - Be a grade parent. You can help by sending class treats for parties, providing tissues or other items, and by letting the Rural Hall staff know that you appreciate them.
 - Participate in our major fundraising events.
 - Join a PTA committee. A lot of the work is done after regular working hours..
 - Be a Workroom Warrior! Help teachers get prepared for students by copying or laminating items.
 - Volunteer to help with the school grounds and participate on non-working days by maintaining the gardens and grounds.
 - Have lunch with your child.

- Share your profession or special talent with a class. Share your ideas.
- The Rural Hall Staff is also a part of the working sector. Therefore, we are well aware that your first obligations are home and work. We are appreciative of any contribution of your time and talent.
- Interested? Call the school at 336-703-6789 to see how you might help.

Civility Policy : Parents/ Guardians / Visitors

Policy 1170 2015-16 SPH Civility I. **Conduct of parents, other visitors, and district employees.** It is the intent of the Winston-Salem/Forsyth County Board of Education to promote mutual respect, civility, and orderly conduct between and among employees, volunteers, parents, and the public. It is not the intent of the Board of Education to deprive any person of freedom of expression. The intent of this policy is to maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for teachers, students, administrators, staff, parents, and other members of the community. In the interest of presenting teachers and other employees as positive role models, the Board of Education encourages positive communication and discourages volatile, hostile, threatening, profane, or aggressive communications or actions.

Should the civility policy be violated, you could receive a warning letter stating that you are in violation of the policy. If the conduct continues, your access to our school campus could be restricted to times when administrators are present with the person violating the policy.

At Rural Hall Elementary School, all parents and guardians are expected to conduct themselves in a manner that is supportive of a positive school environment. All students, staff, and parents should ensure that communication is respectful at all times. This includes all interactions including phone conversations, conferences, email, and messages through other communication systems. If difficulties arise, please contact your child's teacher so that you can resolve the issue. If you are unable to come to an understanding, please contact Mrs. Brown (Principal) or Mrs. Anderson (Assistant Principal) so that we can assist you. It is important to understand that our intent is to help our students be successful.

Principal Contact:

Christie Brown

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336-703-6789

Assistant Principal Contact:

Aesha Anderson

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336-703-6789