Flora Vista Elementary School

Four-Time California Distinguished School Honoree
California Civic Learning Award of Excellence Honoree

Flora Vista Family Handbook

2026-2027

Please review and discuss the contents of this handbook as a family. By registering and attending, you are agreeing to the policies and procedures in the Parent & Student Handbook.
Thank you, and we look forward to a successful school year!

1690 Wandering Road Encinitas, CA 92024
(760) 944-4329
Fax (760) 944-4385

https://floravista.eusd.net/
https://www.floravistapta.org/

Flora Vista/EUSD Procedures and Guidelines

Absences/Illness/Attendance

Each absence must be verified daily, so please email/call our office at attendance.FV@eusd.net or **760-944-4329** (both available 24/7) with *your child's name, teacher's name, and reason for absence (please be specific regarding any illness symptoms).* We understand there are times when students will be absent due to illness or emergencies, but students who miss school do lose valuable classroom instruction, so please try to schedule appointments after school and vacations when school is out. (School calendars can be found HERE.)

Other important info:

- Late Arrivals can be disruptive to instruction, so please try your best to be on time.
- Early Pick-Up: Students picked up early must be signed out in the office, ***by an adult listed on the child's emergency contacts***. Phone verification is not sufficient to release a child to any other adult.
- Excused Absences: *It is extremely important that your child stays home if they are ill.* A child's absence is excused if it is due to illness, a medical appointment, a family funeral, or a religious holiday. (CA Ed Code does require all other absences to be noted as unexcused, except in the event of contracts, below.)
- Independent Study Contracts: If your child is going to be absent for five days or longer for a reason other than illness, please contact Jessica Williams in the front office at least TEN days prior to the absence.

Back-to-School Night (August 10 for Kindergarten; August 20 for 1st-6th grades)

Back-to-School Night is an opportunity for you to meet your child's teacher. You will receive information regarding grade level standards, expectations, curriculum, and instruction. Should you wish to speak with the teacher regarding your child specifically, a separate conference may be scheduled.

Bicycles/eBikes/Skateboards

These may not be ridden on school grounds at any time; they ***must be walked to/from Wandering Road***. Students who do not walk bikes, wear helmets, or follow staff directions will lose the privilege of keeping a bike, eBike, scooter, or skateboard on campus. A bicycle safety and permit process will be in place again this school year. Students will be required to attend a bike safety training (an assembly will be scheduled for Flora Vista students to attend during school hours) and apply for a permit through the EUSD website. Bike tags will then be provided by the school office. With the surge in popularity of eBikes, we want to share this helpful video produced by the City of Encinitas.

Birthdays

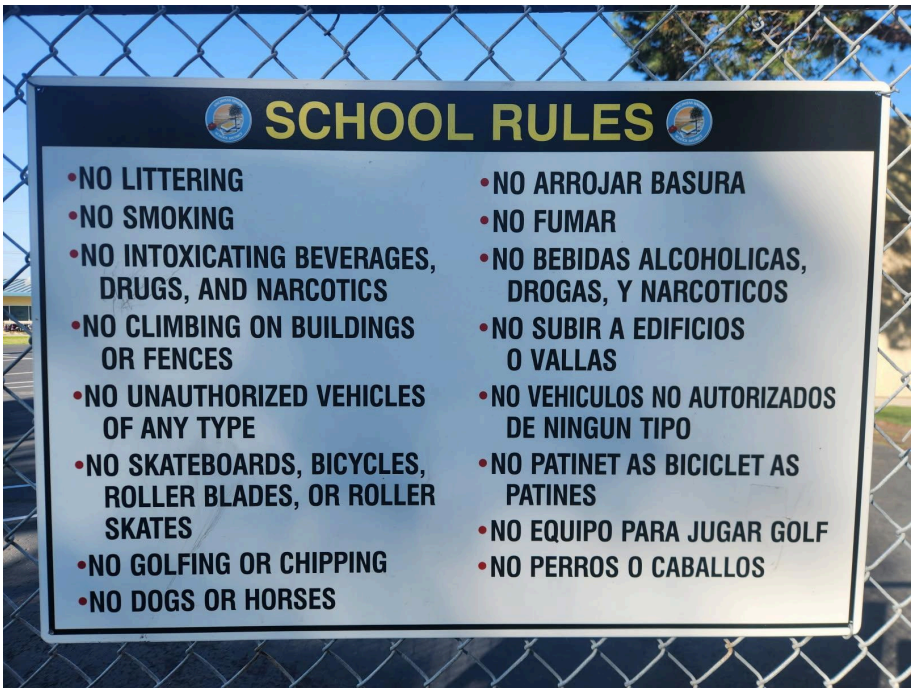
EUSD's Wellness Policy encourages healthy celebrations. Please do not bring food items to school for birthday celebrations. Check with your child's teacher to learn about how students are celebrated on their birthdays.

Cell Phones and Smart Watches

EUSD Board Policy allows students to wear/use smart watches and cell phones before & after school ONLY. Devices may only be used/viewed by the student it belongs to during these times. Smart watches and cell phones must be ***turned off*** and kept in backpacks during the school day or left at home. Inappropriate use of devices or noncompliance with cell phone or smart watch policies may result in the device being held in the office until the student's parent picks it up. EUSD is not responsible for lost/stolen personal devices. Teachers may have a system to store devices in class during the day.

Childcare, AM/PM On-Campus
Before & after school care is available through the Right at School program on the Flora Vista campus. The program is available from 6:30-8:00am, and from the end of school to 6:00 p.m.

Closed Campus: Flora Vista is a closed campus everyday with the exception of drop-off and pick-up. Any individuals or groups that would like to access campus for recreational or event purposes must obtain a permit from the District. Please observe the posted school rules pictured below at all times while on school property.



Discipline Policy
Flora Vista is committed to preparing students to be college, career, and world ready. Necessary to that preparation is the development of a set of World-Ready skills, including **Self-Regulation** and **Responsibility**. In order to meet these expectations, students are expected to meet the following ***Guiding Principles***:

Be prepared to learn.
Show courtesy and respect for others.
Show pride in community.
Support the learning process.

1. ***Be prepared to learn*** by…
   a. Arriving at school between 7:45 A.M. and 8:00 A.M. (with all materials needed for the day).
   b. Being ready to learn when instruction begins.

2. ***Show courtesy and respect for others*** by…
   a. Demonstrating respect and care for others at all times (no bullying/teasing/harassing or inappropriate/unwelcome physical touch); especially requires consideration of others during assemblies/performances/presentations.
   b. Following directions of all adults the first time in a respectful manner.

c. Following the official rules for all games (such as handball, soccer, basketball, etc.), including using agreed-upon problem-solving techniques when disagreements arise.
d. Using appropriate language and behavior.

3. ***Show pride in community*** by . . .
   a. Using school property responsibly, as well as the property of others (only using with permission).
   b. Eating snacks in designated areas, not on the playground. (No gum/candy.)
   c. Eating lunch only at the lunch tables (or inside on rainy days), not on the playground.
   d. Keeping our campus clean and safe.

4. ***Support the learning process*** of each student and class in our school community by . . .
   a. Demonstrating a spirit of cooperation.
   b. Modeling behavior that demonstrates classroom & school expectations and procedures.
   c. Walking quietly through the buildings at all times.

Reward systems are in place for making positive choices, and a system of progressive consequences exists. A student may move through a series of interventions and/or consequences over time, depending on effectiveness of previous interventions. A school's goal is not to simply punish a child who does not follow expectations; it is our responsibility to focus on modifying behavior by teaching and working with the child, as well as implementing consequences that will effect a change in future behavior. Since every incident and circumstance is unique, a student may enter the steps below at *any* level and steps may be repeated. NOTE: Discipline is part of a student's *confidential record*.

Consequences:

A Classroom Behavior Plan is implemented in each class, reviewed by each teacher with parents & students.
Step 1: Classroom consequences may include: student reflection, restorative practices, warning, time-out, phone call home, letter to parents, parent conference, detention, and/or suspension from class.
Step 2: Student may meet with Principal (habitual behavior concerns, severe disruptions, or harmful actions). Consequences may include those from Step 1, in addition to: Conference with the principal, time-out in office, parent meeting with principal, in-school or formal school suspension.

Mandatory Suspension/Expulsions:

Students violating the following regulations may be suspended for five days and could face possible expulsion from school: Possession of a dangerous object (e.g., gun or knife, real OR toy); Unlawful possession or sale of a controlled substance (e.g. drugs, tobacco, or alcohol); Causing serious injury w/ intent; Robbery or extortion.

Sexual Harassment:

Sexual harassment of *any* kind is NOT tolerated. The definition is based on how the victim is made to feel.

Dogs

Dogs must remain on the Wandering Road sidewalk, as per Board policy and posted signage. **Dogs are not allowed on walkways/areas in front of the school or on campus at any time**. Any dog on school grounds must be certified as a service animal and must be wearing their vest at all times. A non-service dog may be brought for a lesson/instructional purpose, and every student within the class will be notified in advance.

Dress Code

The Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. Students shall not wear clothing that presents a health or safety hazard or causes a substantial disruption to the educational program. The following guidelines shall apply:

- Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive, or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.
-Clothes shall be sufficient to conceal undergarments.
-Appropriate shoes must be worn at all times. (Flip-flops, backless shoes, or sandals are not safe for school.)
-Makeup must not interfere with the learning process/environment.

The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size. It shall not discriminate against students based on hair texture and protective hairstyles, and students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

Drop-off and Pick-up Procedures, Messages for Students

Please do not drop-off students before the gates open at 7:45 a.m., as there is no supervision before that time. Remember that students should enter and exit cars in the drop-off lane closest to the curb. We want to ensure that students are not walking in between cars to access or exit vehicles in the second passing lane closer to the parking lot. Please pull all the way forward and support your passengers in being ready to enter or exit the vehicle in a manner that supports the flow of traffic. Students getting breakfast may enter the office beginning at 7:40am. Inform your child where he/she/they will be picked up each day, and make arrangements for after-school plans before your child comes to school. Phone calls to a classroom interrupt learning, so any non-emergency messages will be placed in teachers' boxes or emailed to the teacher. *We cannot guarantee the child or teacher will receive messages/voicemails before the end of the day.*

Emergency Preparedness

Please make certain the office has a current phone number for you AND at least two other adults who can pick up your child in an emergency. **No child can be released to an adult who is not listed in the child's Emergency Contacts.** In the event of a major crisis/disaster, students may be required to remain under the supervision of the school until a parent or emergency contact adult can pick up a student. See HERE for what parents should do in the event of an emergency. Flora Vista's emergency plan is frequently reviewed and updated, with public input every fall. Monthly disaster drills are held to familiarize our students with the different procedures and to allow staff members to practice their roles on crisis teams.

Field Trips

Students participating in field trips must have a permission slip on file. Parent drivers are required to provide a completed driver form and proof of licensing and registration, adequate insurance coverage, and a safe driving record prior to each field trip. Forms will be provided by the office or teachers.

Forgotten Items

Please talk with your child to let them know that IF something is ever forgotten at home (lunch, bottle, etc.), students can check in the office at recess or lunch to see if it was brought in. To protect instructional time and to encourage students to be responsible for their belongings, classes will not be interrupted to deliver items.

Home Reading & Homework
Reading each night is crucial for ALL students, and families should plan on setting aside some time nightly. As per EUSD Board Policy, homework shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding.

Library & Classroom Texts, Curriculum Resources: Students visit the library weekly, and our Library Media Aide helps students with check-out and book selection. We ask that you remind your child to take care of the books and to return them on time. If a child loses a book they will be charged the replacement cost.
As part of our district efforts, we work to diversify instructional materials to best meet students' needs. Throughout the school year we will read books, view media, and use supplemental curriculum resources that ensure all students see themselves represented and have opportunities to learn about other perspectives. The state of California requires that our instructional materials accurately portray the cultural and racial diversity of our society.

Instructional Material Opt-out
Based on the June 27 Supreme Court opinion on Mahmoud v. Taylor, parents will be provided notifications and given an opportunity to opt out of material specifically identified by parents as substantially interfering with the religious development, belief, and/ or practice of their child/children. For example, Mahmoud specifically dealt with LGBTQ+ content. Your child's teacher will provide advance notice of any materials with potential religious-based impact that will be used in class. Parents will have the opportunity to opt their child out of the specific content they identify as substantially interfering with their specific religious belief, custom and/or practice. Any child opted out will be provided an alternative assignment in a different location during the lesson without negative ramifications.

Lost and Found
We encourage you to write your child's first and last name on everything brought to school. All items not claimed at the end of each trimester are donated to charitable organizations.

Breakfast & Lunch Program
Health & Wellness is a major focus for the Encinitas Union School District, and our school lunch program has been nationally recognized. Free breakfast and lunch are again available for ALL students this year. Fresh fruits and vegetables grown at the EUSD Farm Lab are brought to our salad bars daily. Students should also bring a healthy snack from home to eat during recess.

Medication at School
We recognize that at times it is necessary for students to take medication at school. **Only medication prescribed by a physician can be administered at school by office personnel.** All medication needs to be brought to the school office, in the original container specifying the physician's name, name of the medication, pharmacy that dispensed the medication, and the amount of medication to be taken. Additionally, a form must be completed by the physician, signed by the parent, and kept on file in the office before any medication can be administered. Students are not to self-administer medication or carry any medication with them during the day. All medication requests must be renewed each school year if continuation of medication is necessary.

Parent Conferences
Parent-Teacher conferences are scheduled in October and in March. The purpose of these conferences is to inform parents of their child's specific strengths and needs as well as to develop a plan for academic and/or behavioral success. ***Students are dismissed early at 12:45 P.M. every day during both conference weeks.***

Parent/Teacher Association (PTA)
The Flora Vista PTA is an active, welcoming, integral part of our school program. Parents are encouraged to contact our PTA President or any Board Member to inquire about ways to get involved!

Parking Lot Safety: (Map/flow notes HERE)
Morning drop-off:

- ***PLEASE PULL FORWARD***, ***and stay in your vehicle***. ***Stopping near the K gate causes traffic to back up and creates hazards for cars & pedestrians.***

Afternoon pick-up:

- Please pull forward, and *stay in your car to wait for your child*. As other cars move forward, move forward slowly. If you are concerned with being blocked in, please instead find a place to park and walk in, or come after the initial pick-up congestion passes.

Report Cards, Curriculum & Instruction
Report cards are issued two times each year: in January and on the last day of school in June. Report cards at all grade levels contain grades/scores determined by student proficiency on state content standards. Click HERE for information about the report cards and HERE to learn more about what students are learning!

School Schedule

Students may arrive and enter gates	7:45 a.m.
School day begins	8:00 a.m.
School day ends	2:20 p.m. (12:45pm Fridays)

All students have a 15-minute recess and a 40-minute lunch break.

School Site Council (SSC)
The SSC is an advisory council that helps to determine the annual school plan and categorical budgets. The SSC meets 5-6 times yearly at Flora Vista and/or Zoom, and consists of the principal, staff, and parents. Parent representatives are elected to fill vacancies each year, and meetings are open to community members.

Sixth Grade Camp
The San Diego County Department of Education hosts Sixth Grade Camp for all EUSD 6th grade students at the Cuyamaca Outdoor School. The cost of the camp is paid by families. Further information will be provided.

Student Support: The MTSS Process (Multi-Tiered System of Support)
Please see our helpful MTSS page HERE to learn all about how the MTSS supports all students in FV, in the area of academic progress, behavior, and social-emotional needs. Please reach out to your classroom teacher if there is ever a question or concern about your child's progress.

Standardized Testing
Students in grades 3-6 are administered the California Assessment of Student Performance and Progress (CAASPP). Fifth grade students also take the The California Science Test (CAST), based on the California Next Generation Science Standards (NGSS). Ed Code does allow parents/guardians to exempt a student from any or all testing through a written request, and parents will receive information about each test in early spring. CAASPP testing does provide valuable information about your child's achievement of standards, and Flora Vista's testing window is spread over up to two weeks to minimize the impact of testing on any given day.

Supplies and Materials
Thanks to our families' generous support of the PTA, Flora Vista is able to provide essential school supplies for each student. If there are any specialty items needed in class, teachers will share that information with parents.

Toys
Any articles that distract from the learning environment are not to be brought to school. These items include, but are not limited to, toys, trading cards, electronic games and/or devices, and sports equipment. Teachers may make exceptions for certain items on special occasions. Any toys brought to school for use in the after school program must remain in the student's backpack during school hours. EUSD is not responsible for personal items brought to school.

Volunteers & Visitors on Campus
Our school welcomes parents/caregivers and interested community members! Your involvement is critical for students' success, and there are MANY opportunities to become involved at Flora Vista, either through your child's teacher, or the PTA. *As a volunteer, please make sure you are ensuring privacy and confidentiality.*
*Volunteers must attend an orientation/training on Friday, August 21st at 8am or Monday, August 24th at 8am and sign the Code of Conduct Form. Alternatively, an online training will be available at the end of August and will be linked in the PTA Newsletter. Classroom visitors and volunteers must have a pre-arranged time with the teacher. For supervision and safety reasons, volunteers are expected to make alternate plans for the care of siblings. They are not able to accompany you in your volunteer capacity or on field trips. **All visitors, including parents and volunteers, must check in and out in the office and are required to scan their Driver's License in our visitor management database system.**

Walking to School: Student Safety
We encourage you and your child to determine the safest route to and from school, to take the same route each day, and to walk with a friend. Remind your child never to accept rides from strangers and to only cross streets in designated crosswalks.