

# 2023-2024 Brompton Family Handbook



## **Student School Hours**

8:15 a.m. – 3:15 p.m. Monday, Tuesday,  
Wednesday, Thursday

8:15 a.m. – 1:15 p.m. Friday

11:35 a.m. Early Release Days (see web calendar)

## **School Contact Information**

Office Hours: 7:00 a.m. -3:30 p.m.

Phone: (262) 359-2191

Fax: (262) 359-2194

Address: 8518 – 22<sup>nd</sup> Avenue, Kenosha, WI 53143

**Our mission:**

to foster curiosity, cultivate character, encourage independence, develop leadership, and nurture a love of learning.

**The Brompton School's vision:**

To develop compassionate leaders through project-based learning and civic involvement.

**We will:**

- Lead by example
- Support the instructional strengths of each student
- Provide community civic leadership opportunities

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# 2023-2024 Brompton School Staff

Principal	Mrs. Greil	<a href="mailto:ggreil@kUSD.edu">ggreil@kUSD.edu</a>	262-359-2191
Office Staff	Mrs. Pringle	<a href="mailto:aprangle@kUSD.edu">aprangle@kUSD.edu</a>	262-359-2191
Office Staff	Mrs. Milkie	<a href="mailto:mmilkie@kUSD.edu">mmilkie@kUSD.edu</a>	262-359-7197
Instr. Coach	Mrs. Spaulding	<a href="mailto:aspauldi@kUSD.edu">aspauldi@kUSD.edu</a>	262-359-5897
Kindergarten	Mrs. Ziemba	<a href="mailto:sziemba@kUSD.edu">sziemba@kUSD.edu</a>	262-359-5829
Grade One	Mrs. Williams	<a href="mailto:ecwillia@kUSD.edu">ecwillia@kUSD.edu</a>	262-359-5828
Grade Two	Mrs. Belsky	<a href="mailto:kbelsky@kUSD.edu">kbelsky@kUSD.edu</a>	262-359-5827
Grade Three	Mrs. McNeely	<a href="mailto:lmcneely@kUSD.edu">lmcneely@kUSD.edu</a>	262-359-5825
Grade Four	Ms. Loehr	<a href="mailto:aloehr@kUSD.edu">aloehr@kUSD.edu</a>	262-359-5824
Grade Five	Mrs. Labatore	<a href="mailto:llabator@kUSD.edu">llabator@kUSD.edu</a>	262-359-5823
MS ELA	Mrs. Konicki	<a href="mailto:apauldi@kUSD.edu">apauldi@kUSD.edu</a>	262-359-5817
MS Social Studies	Mr. Gallo	<a href="mailto:mgallo@kUSD.edu">mgallo@kUSD.edu</a>	262-359-5818
MS Math	Mrs. Wallace	<a href="mailto:kwallace@kUSD.edu">kwallace@kUSD.edu</a>	262-359-5821
MS Science	Mrs. Hack	<a href="mailto:nhack@kUSD.edu">nhack@kUSD.edu</a>	262-359-5819
Interventionist	Mrs. Neuens	<a href="mailto:kneuens@kUSD.edu">kneuens@kUSD.edu</a>	262-359-5816
Interventionist	Mrs. Bornhuetter	<a href="mailto:dbornhue@kUSD.edu">dbornhue@kUSD.edu</a>	262-359-2191
P.E and Health	Mrs. Battle	<a href="mailto:kbattle@kUSD.edu">kbattle@kUSD.edu</a>	262-359-5811
Music	Ms. Barone	<a href="mailto:abarone@kUSD.edu">abarone@kUSD.edu</a>	262-359-2190
Art	Mrs. Konicki	<a href="mailto:akonicki@kUSD.edu">akonicki@kUSD.edu</a>	262-359-2191
School Nurse	Ms. Runyan	<a href="mailto:drunyan@kUSD.edu">drunyan@kUSD.edu</a>	262-948-9142
Special Education	Mrs. Ellsworth	<a href="mailto:cellswor@kUSD.edu">cellswor@kUSD.edu</a>	262-359-2191
Psychologist	Ms. Holtzman	<a href="mailto:choltzma@kUSD.edu">choltzma@kUSD.edu</a>	262-359-2191
Counselor	Mrs. Meehan	<a href="mailto:mmeehan@kUSD.edu">mmeehan@kUSD.edu</a>	262-359-7198
ESL	Mrs. Jacobson	<a href="mailto:jjacobso@kUSD.edu">jjacobso@kUSD.edu</a>	262-359-2861
Child Care	Mrs. Milkie	<a href="mailto:bromptonchildcare@gmail.com">bromptonchildcare@gmail.com</a>	262-359-7197

# 2023-2024 School Calendar

Friday Dismissal 1:15pm

<b>August 29</b>	(Tuesday) Open House
<b>September 5</b>	(Thursday) First day of school
<b>October 13</b>	(Friday) Professional In- service NO SCHOOL
<b>October 25</b>	(Wednesday) Conferences 4 p.m. - 7 p.m. Normal Full Day
<b>October 26</b>	(Thursday) Conferences 1 p.m. - 7 p.m. Student Dismissal 11:35 a.m.
<b>October 27</b>	(Friday) Morning Conferences NO SCHOOL
<b>November 3</b>	(Friday) Staff Workday NO SCHOOL
<b>November 22 - 24</b>	(Wednesday- Friday) Thanksgiving Recess
<b>December 15</b>	(Friday) Professional In-service NO SCHOOL
<b>December 21- January 2</b>	Winter Recess District Closed NO SCHOOL
<b>January 15</b>	(Monday) Martin Luther King, Jr. Day NO SCHOOL
<b>January 19</b>	(Friday) Staff Workday NO SCHOOL
<b>February 2</b>	(Friday) Staff Workday NO SCHOOL
<b>February 16</b>	(Friday) Professional Learning NO SCHOOL
<b>February 28</b>	(Wednesday) Conferences 4:00 p.m.– 7:00 p.m. Normal Full Day
<b>February 29</b>	(Thursday) Conferences 1:00 p.m. - 7:00 p.m. Student Dismissal 11:35 a.m.
<b>March 1</b>	(Friday) Morning Conferences NO SCHOOL
<b>March 15</b>	(Friday) Professional In-service NO SCHOOL
<b>March 28</b>	(Thursday) Staff Workday NO SCHOOL
<b>March 29 – April 5</b>	Spring Recess District Closed NO SCHOOL
<b>May 24</b>	(Friday) 11:35 a.m. dismissal for staff and students
<b>May 27</b>	(Monday) Memorial Day NO SCHOOL
<b>June 12</b>	(Thursday) 1:15 p.m. dismissal/last day of school for students
<b>June 13</b>	(Friday) Staff Workday NO SCHOOL

## **Parent Participation**

Parental involvement in the educational process is an essential component to student success. A close parent-teacher relationship is encouraged at Brompton. For the benefit of our students, we believe that a positive and mutually supportive parent-teacher relationship must be maintained. Please consult with your student's teachers to establish the most effective form of communication.

Parents who are active in their child's school make a positive impact in their child's educational progress. At The Brompton School, our parents place a high priority on their child's education. No matter how busy they are, our parents make time for their children and their children's school. Our parents have made a strong commitment to their child's education and school through signing the Parent Contract (attached for reference).

In addition to parent involvement with student learning, our parents are highly active in many capacities. We have a Governance Board and a parent organization, the Brompton Community Partnership (BCP). Both have ways in which parents can become involved. Parent involvement in extracurricular activities of the school adds a sense of community to our children's educational experience. Parents are expected to take an active role in the activities of the school.

## **Brompton Community Partnership**

The parent organization, The Brompton Community Partnership (BCP), is a very active parent run organization. The mission of the BCP is “to support educational opportunities, nurture social experiences for students and to foster a sense of community spirit and pride among the students, parents and teachers of The Brompton School.”

The 2023-2024 BCP Board Members are the following:

President: Kara Easton 847-445-4272	<a href="mailto:karanicole76@yahoo.com">karanicole76@yahoo.com</a>
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Vice President: Allison Bell	<a href="mailto:bella53140@gmail.com">bella53140@gmail.com</a>
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Secretary: Jill Derwae	<a href="mailto:Jill.derwae@gmail.com">Jill.derwae@gmail.com</a>
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Treasurer: Michelle Kloet 847-924-3587	<a href="mailto:dougkloet@att.net">dougkloet@att.net</a>
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Social Chair: Val Shike 847-826-8602	<a href="mailto:valerieshike@gmail.com">valerieshike@gmail.com</a>
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Fundraising Chair:

BCP parent meetings are held bi-monthly at the school. The BCP holds meetings that all families are expected to attend. The meetings provide a format for informing parents of school events and activities and for gathering parental ideas and suggestions concerning school related issues



# **The Governance Board**

The Governance Board is composed of parents, community members and teachers. Members are appointed for three year terms and are eligible for reappointment or re-election according to the approved bylaws and articles of incorporation. Mrs. Suzanne Loewen serves as the Principal of The Brompton School and is a non-voting member of the Governance Board. As agreed upon in our KUSD Charter, she coordinates the daily operations of the school. She is responsible to the KUSD School Board for meeting the terms of the Charter as well as for financial accountability, overseeing academic programs, handling student discipline, overseeing clerical procedures and correspondence, assessment and evaluation of programs. She meets with District Administrators and reports to the District School Board on behalf of the Brompton School.

2023-2024 Governance Board is as follows:

Annie Fredriksson      Board President

Jolene Schneider      Vice President

Dottie Maccanelli      Secretary

Michael Easton

Cheryl Kothe

Kelly Reeser

Jennifer Matera

Angela Konicki

(Non-voting member) Gina Greil – Brompton School Principal

# **The Brompton School Policies and Procedures 2023-2024**

## **Brompton Arrival Procedures**

- Students can arrive beginning at 7:55 a.m. for breakfast.
- Breakfast is available for all students from 7:55 a.m. -8:10 a.m.
- Families should use the drive through lane on the north side of the building (85th Street)
- Parents should not exit their vehicle.
- Students may begin exiting their vehicle when staff members are visible on the sidewalk.
- Students should be dropped off only at the sidewalk.
- All students will proceed directly into the cafeteria and will remain in the cafeteria until 8:10a.m.
- At 8:10 a.m. students will move to their classrooms.
- Instructional time will begin at 8:15a.m.
- Students arriving after 8:15 a.m. should be dropped off at door 16.

## **Brompton Dismissal Procedures**

- Please display your family name placard in your car window.
- All K-8 students will exit the building at door 17 when their family name is called.
- Students should enter the passenger side of the vehicle.
- For safety reasons and a timely pick-up, drivers should not exit their vehicle. Staff will assist as needed.
- All students who are not picked up by 3:30 p.m. will be directed to aftercare.

## **AM Office Access**

Please ring the bell by Door 16 to communicate with the office staff.  
The Brompton office will be open daily at 7:00 a.m.

### **Assignment Notebooks**

Students in grades 2 (second semester) through grade 8 are required to use an assignment notebook. The assignment notebook is distributed at the beginning of the school year. The assignment notebook is used as a valuable communication tool. Your child will use the notebook on a daily basis to enter all of their assignments. The teacher will put all assignments on the assignment chart for students to copy into their notebooks.

Parents are asked to sign the notebook each night after checking to make sure that all of the assignments are completed. Your signature indicates that you have looked at the finished work and that it is completed to your standards and expectations. Please feel free to use the parent area of the notebook to communicate with your child's teacher. Teachers review and sign the assignment notebook on a daily basis. Their signature indicates that assignments have been correctly entered.

### **Attendance**

If your child will miss school, call the school office by 8:30 a.m. to inform the school of the reason for your child's absence. When you call, you will be asked to provide the secretary with specific information about your child's illness. Your child will be considered truant until we hear from you.

If your child is sick and you would like his/her homework at the end of the day, please tell us when you call in the morning. Your child's teacher will have the work waiting in the office at the end of the day, or will send it home with another child if you so request.

### **Tardy**

If you are late, please accompany your child to Door 16, ring the bell and communicate through the speaker with office personnel. Your child will need a hall pass to be admitted to class.

If your child arrives after 8:30 a.m. and you have not called the office to order a hot lunch, her/she will need to bring a cold lunch because our school's hot lunch order will be placed by that time.

### **Before school breakfast**

Breakfast will be provided in the cafeteria free of charge from 7:55 a.m. to 8:10 a.m. Children wishing to participate in the before school breakfast program will enter the building normally, proceed to the cafeteria and stop at the hot lunch window. Students who will not be getting breakfast will move to their designated table.

### **Birthday Treats**

Your child is welcome to bring a treat for their classmates and teacher on their special day. District policy prohibits homemade food to be served at school functions. Food to be shared needs to be prepackaged and store bought. If applicable, you will receive a note about food allergies of students in the class. It would be very thoughtful to avoid these foods so that every child in the class can celebrate with your child.

When sending treats to school we ask that you send simple treats. We ask that the treat be easy to distribute and consume; such as cookies, cupcakes or brownies. Birthday treats will be served by the teacher and birthday child during morning snack time for K-5. Middle school students are invited to bring a birthday treat to share with their classmates as well.

Please do not have balloons, flowers and other surprise deliveries made at school, as it is most disruptive to the classroom-learning environment. If such a delivery is made, it will be given to the child after school.

### **Cell Phones**

At Brompton, all student cell phones are to be placed in lockers before entering the classroom at 8:15 a.m. and are not to be removed from lockers until dismissal at the end of the day. Students with cell phones in their personal possession during the school day will have their cell phones taken. The phones will be placed in the school safe. A parent will be notified of the violation and will be instructed to pick up the cell phone from the office personnel.

- The first time a student is seen with their cell phone out, they will be asked to bring it to the office and a discussion will be had with the principal. The parent/guardian will be notified via email.
- The second offense will result in the student being asked to bring their cell phone to the office and the

teacher will write a referral. A parent/guardian will be notified via email.

- The third offense will result in the student being asked to bring their cell phone to the office, a referral will be written, a lunch detention will be issued and the parent/guardian will be called to pick up the cell.

### **Earbuds**

We also ask that students have corded earbuds rather than wireless earbuds while at school. Our Chromebook's and wireless capabilities do not support these devices and if needed we have corded earbuds to use. We have classroom sets for teachers to sign out and will now offer singles for students to purchase (\$2 in the main office). The same procedure for wireless earbuds applies (above).

We understand that smart watches are becoming more popular and we will continue to allow students to wear them as long as they are not playing games and/or texting on them. We will follow the same procedure above if we see this behavior.

### **Character Education**

The Four Brompton Pillars which guide our Character Education are the following: Virtue, Knowledge, Wisdom and Service. The Brompton School staff will be implementing The Leader in Me program.

### **Class Parties**

There are 2 classroom parties scheduled during the school year: Winter Break and Valentine's Day. The room-parents and the classroom teachers will plan the party.

Kindergarten celebrations to recognize seasonal events are held throughout the year, usually once per month.

### **Before Care**

Parents utilizing the Before and Aftercare programs will use Door 17. Parents will utilize the doorbell by Door 17 to drop off their child(ren). A member of the Before Care staff will meet parents and children at the door and the parent will sign in their children. Childcare is kept in the cafeteria area. See Childcare packet for additional information.

## **Contacting a Teacher**

Your child's teacher is committed to working in partnership with you for the welfare of your child. If at any time you want to talk to your child's teacher, you can do so in a number of ways. Write a message in your child's assignment notebook (grades 2-8), call the school office and ask that the teacher call you, email the teacher.

Teachers are not available for unscheduled meetings before the start of the school day. Teachers are busy preparing for the day before school and are busy with all of the children once school has started. If there is information that your child's teacher should know before the start of the day, please communicate with the school office to have that information passed on to your child's teacher. Teachers will gladly meet with you whenever you have a question or concern, with a pre-set time. This way you will be insured the teacher will have enough time reserved for you. Teachers can be contacted through their KUSD email at any time.

## **Discipline Policy**

Staff will handle non-critical behaviors, while the office and administration will handle critical behaviors. The following documents will help guide you through our disciplinary process. Students' social emotional well being should always be considered when addressing problem behaviors.

1. Observe a problem behavior
  - a. Is the behavior critical?
  - b. If yes, contact the office immediately.
  - c. If not, follow the next steps if the behavior continues.
2. First incident: Redirect and reteach.
3. Second incident: Refocus and conference with the teacher in the classroom.
4. Third incident: Refocus in the buddy room for the teacher-determined time period and complete the refocus sheet. The teacher will phone the parents and ask the parent to talk with the student.
5. Fourth incident: Removal from classroom.
  - a. Office staff will remove students from the classroom.
  - b. Administration determines consequence.

- c. Student conference with principal, parent contact, progressive discipline, document in Infinite Campus, follow up with the teacher.

### **Critical Behaviors**

- Disrespecting adults by continually refusing to follow directions
- Possession of alcohol or drugs
- Fighting
- Physical or sexual assault of a staff member
- Threat: bomb, gun, violence, vandalism
- Harassment or hate as defined by KUSD policies
- Weapon possession
- Misuse of technology use policy

Any other behavior will be handled first with the classroom teacher.

## The Brompton School Behavior Referral - Kenosha Unified School District

Student Name:	Date of Incident:	Time:
Grade:	Teacher making referral:	Room where incident occurred

**Interventions Performed Prior to Critical Behavior: (Check all that apply)**

☐ **Refocus** (student returns when ready – no discussion)

☐ **2<sup>nd</sup> Refocus** (student returns when teacher determines readiness)

☐ **Assigned to Buddy Room** (Name of Buddy Room Teacher: \_\_\_\_\_) – Teacher MUST contact parent

☐ **Parent Contacted?** (Mandatory after being sent to Buddy Room - Let parent know that next issue will be critical and will result with this referral being submitted to the principal.)

Or ☐ **Critical Behavior!** (The behavior is one that requires immediate attention! Call the office and request that the student is picked up. Behavior will be addressed by the principal or designee.)

**PLEASE DESCRIBE THE BEHAVIOR WARRANTING THIS REFERRAL: (Be Specific!!!!!!!!!!)**

**Office Use Only: (will be completed by principal or designee) DISPOSITION:**

<input type="checkbox"/> Parent notified: Message left/spoke with _____ <input type="checkbox"/> Conference held with student/teacher/parent <input type="checkbox"/> Referred to school counselor <input type="checkbox"/> Child returned to class? Y N      Time? _____	<input type="checkbox"/> Assigned lunch detention <input type="checkbox"/> Assigned in-school suspension Date to be served _____ <input type="checkbox"/> Assigned Out of School Suspension Days out of school _____ Date return _____
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**Administrator/Designee:** \_\_\_\_\_ **Date** \_\_\_\_\_



**Emergencies**

In the case of severe student illness or emergency, professional emergency care will be utilized and parents or an emergency contact will be notified.

**Fees/Supplies**

Students are expected to bring supplies over the course of the first three days of school. Open House will be held on August 29th between 5:00 p.m. - 6:30 p.m. virtually. Per district directive, KUSD student fees are assessed at the beginning of the school year. Parents are to complete their online registration and pay fees through Infinite Campus prior to Open House. This is done annually to update contact information.

**Field Trips**

All students participate in class single-day field trips. Field trips are directly related to the classroom curriculum. You will receive information and the necessary forms from your child's teacher. Covid safety plans will be completed and communicated to families when information about the trip is shared with parents.

If parent volunteers are allowed to chaperone, we will strive to ensure that all parent volunteers are given the chance to accompany their child on one of the trips. Parents who are unable to accompany their child's class on a trip after making a commitment to do so may not ask another parent to chaperone. The teacher will handle all chaperone arrangements. Chaperones are to give the students under their care undivided attention. Chaperones will be given information about their responsibilities as a chaperone from classroom teachers. Cell phones, texting, etc. is prohibited while parents are acting as chaperones.

## **Grading**

The Brompton School follows the grading scale as established by the KUSD School Board for students in grades 6-8. Students in Grades K-5 receive a standards based report card without letter grades. The grading scale adopted beginning with the 2004-2005 school year is as follows:

A+ = 98-100%	A = 93-97%	A- = 90-92%	B+ = 86-89%
B = 83-85%	B- = 80-82%	C+ = 76-79%	C = 73-75%
C- = 70-72%	D+ = 66-69%	D = 63-65%	D- = 60-62%
F = 0-59%			

## **Moving Up Celebrations**

The Grade Eight moving up activities are planned by the Governance Board and the Brompton Community Partnership Executive Board in cooperation with the 8th grade homeroom teacher.

## **Homework**

Students in grades 1 through 8 receive assignments each school day. Students are to complete homework and return it to school the following day unless otherwise directed by the teacher. Missing assignment notices will be sent home for all late/missing assignments.

Homework missed because of an absence is due in a number of days equal to the absence. For example, if your child is absent two days, the work is due two days from the day of return. Missed tests are rescheduled.

Please be sure to look in your child's folder each day for notes and other communication. Your child's teacher will set up and share their schedule for sending home completed and corrected assignments. Please ask your child's teacher about their schedule for sending home completed work if you are unaware of the schedule.

## **Lost and Found**

The school's lost and found container is located on the cafeteria stage. If you think your child may have lost something, contact the school office to have office personnel check the lost and found.

## **Lunch**

Our lunch/recess schedule is:

<b>Grade</b>	<b>Time for lunch</b>	<b>Time for recess</b>
Kindergarten - 5th Grade	Monday through Thursday 11:35 - 12:05 Friday 10:50 - 11:15	Monday through Thursday 12:05 - 12:35 Friday 11:15 - 11:40
6th Grade - 8th Grade	Monday through Thursday 1:00 - 1:30 Friday 11:50 - 12:20	If time permits during the lunch period, students can use the remaining time to go outside.

## **Student Lunch Behavior Expectations**

- Walking
- Stay seated in your chair
- Leave the table only once to throw away trash.
- Leave the cafeteria to use the bathroom with permission only
- Obey the lunch Supervisor and Helpers
- Do not save a place at the table
- Raise your hand if you need help
- Clean your space
- Inside voices
- Eat your lunch only, no sharing of food

**Visiting at Lunch - Parents may join their students for lunch outside (weather permitting).**

1. Please call 24 hours in advance to reserve a spot. There will be 12 spots available daily.
2. Each family member attending needs to have a background check on file.
3. Check in at the office upon entering the school at door 16.
4. You will be able to use the outdoor picnic tables or bring a blanket to sit on the grass.

## **Recess (K-5)**

Students have a 30 min. morning recess break following lunch. All students are expected to participate in recess. If a child is too sick to participate in recess, he/she is too sick to attend school. A written doctor's note is required to excuse children from recess.

## **Medications**

Authorized school employees, in accordance with the policy, rules, and Wisconsin statutes will administer medication and prescribed drugs that need to be given to students.

Authorized school employees may administer drugs which may be lawfully sold over the counter without a prescription to a student, in compliance with the written instructions of the student's parents or guardian. Requests and written instructions must be provided on the approved KUSD form.

Authorized school employees may administer a prescription drug to a student in compliance with the written directions of a physician if the student's parents or guardian consent in writing on the appropriate form. All such medication must be in the original prescription container/bottle. For the safety of all our children, medication must be delivered to the school by a parent/guardian.

A copy of all written directions by a physician and written consent by a parent or guardian shall be filed in the school office and shall be renewed annually.

## **Parking Lot**

Parents and visitors park in the west parking area in designated spaces only. If you find the lots too busy, please park along 85<sup>th</sup> Street. Parents are to park in the areas indicated at all times, including before and after school, during lunch, and for quick stops at the school. Please see the attached aerial map of the school and parking areas for specific parking instructions.

## **Parent Conferences**

Attendance at Parent Conferences is required in the Fall and by request in the Spring.

## **Report Cards and Mid-Term Reports**

Report cards are issued at the end of each quarter. Report cards may be given to the parents at the time of parent conferences in October and February if they are available. Report cards are sent home for the second quarter and mailed home in the fourth quarter. Middle School report cards are mailed home every quarter. K-8 students will all have their report cards mailed home after the last day of school in June. The grading period will end at 12:00 p.m. on the last day of school in June. Brompton uses the district report card and marking system as required by Board Policy.

Report card grades indicate level of mastery and the effort put forth to attain academic goals. While all assignments, activities and class participation are an important part of the learning process, report cards are intended to indicate academic achievement. Generally, academic achievement is measured through testing. The effort grade provides information about the quality of the student's attempt to complete assignments and complete grades.

Mid-term (progress) reports are informational in nature and are not used as part of the grade average. Mid-term reports are given to students at the midpoint of each quarter. They are provided to ensure that parents are informed of their child's progress. If you have questions or concerns about your child's school progress, please feel free to contact the teacher at any time.

## **Returning Family School Registration**

Returning family registration is held during the months of December and/or January for currently enrolled students. Open registration takes place during the month of January. Registration information is sent home with currently enrolled students. Siblings who hope to attend Brompton the following year should apply during returning Open registration.

Siblings of current students are accepted before open registration takes place with the following conditions:

- There is/will be a vacancy in the grade requested.
- Signed parent contract and uniform policy is on file
- All registration forms are completed and verified in the school office before the end of open registration.

## **Safety Procedures**

Students and staff participate in monthly fire drills and all students receive monthly fire safety instruction. We participate in the annual state tornado emergency practice and have a crisis/emergency plan in place. The Brompton School doors are locked during school hours, controlling entrance into the building.

All school volunteers and chaperones (parents and others) must complete a KUSD background check and be approved before working with our students.

## **School Books and School Materials**

Each student is expected to treat school and leased space with care and respect. Students will be held liable for deliberate or carelessly caused damage to property and materials including desks, chairs, computers, art equipment, etc.

All students will be issued a school purchased laptop and power cord. Students who bring home their laptop every evening and return them to school the next day are expected to bring them to school fully charged. Students are expected to follow the district policies on computer usage and online communication.

## **School Directory**

Each year the BCP compiles a school Directory. Families find the directory most helpful. It contains class lists and contact information for Brompton families. The BCP sends information and forms for your voluntary participation. Contact information for Brompton families is not distributed from the school office.

## **School Pictures**

School pictures are taken each year. Students will wear school uniforms on the Fall school picture day September 27th, 2023. Students will be able to wear casual dress for the Spring picture day. Spring picture is March 14th.

## **School Supplies**

Please ensure that your child has all needed supplies throughout the entire school year. Crayons, pencils, glue, markers and other consumable items must be replaced often. Ask your child about the need

for new school supplies. You may be requested by your child's classroom teacher to bring additional classroom supplies during the school year. Supply lists are located on the school's website.

### **School Uniform**

All students in Kindergarten through eight are required to wear the school uniform as outlined in the uniform policy (attached to this handbook for reference). Uniforms should be ordered through Lands' End. P.E. shoes must be kept at school at all times. Students in grades 4 through 8 wear the school gym uniform for P.E.

### **Snacks**

Morning snack time is scheduled by each teacher. Please send one nutritious snack such as a granola bar, fruit, or yogurt. Please do not send candy, potato chips, nacho chips, etc.

### **Student Behavior Expectations and Discipline Policy**

All students have the right to receive instruction in a safe and orderly environment. Student conduct that interferes with the learning or safety of others will not be tolerated. The classroom teacher or lunchroom supervisor will handle discipline problems. If a child's behavior does not improve, the teacher will inform the principal. Every effort will be made to resolve problems in cooperation with the student and family.

The school-wide discipline plan follows a step system that allows for student self-improvement and provides steps to ensure parents are aware of potential or serious discipline problems. All discipline expectations and decisions will be applied age appropriately.

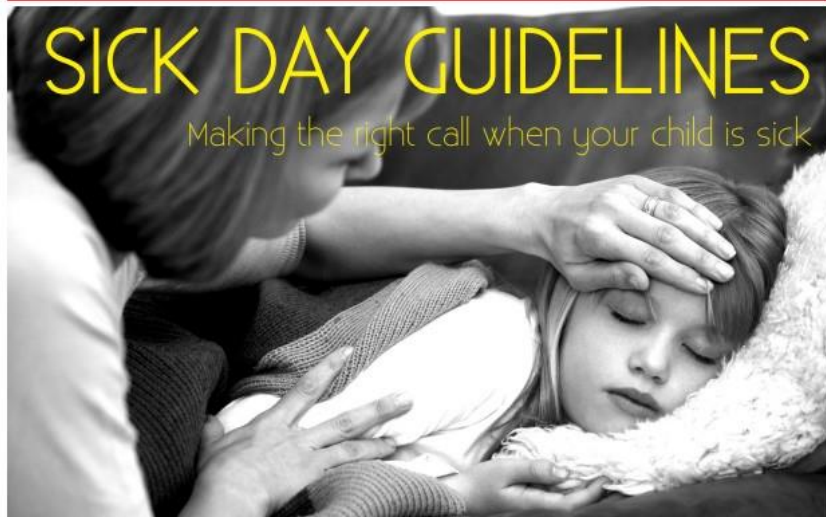
### **Student Fees**

The KUSD Board sets the fee structure. The KUSD elementary fee for 2023-2024 school year is \$44 per child. The middle school base fee is \$72.00. Fees should be paid in Infinite Campus through the online registration process. Checks can be made payable to the Brompton School. These fees are required in order for the school to operate appropriately.

## Student Illness

# SICK DAY GUIDELINES

Making the right call when your child is sick



should I keep my child home or send him/her to school?

School guidelines advise a child stay home if he/she:

- Has a fever of 100 degrees or higher
- Has been vomiting or has diarrhea
- Has very red, irritated eye(s)
- Has a rash not evaluated by a medical provider
- Has head lice or nits
- Has symptoms that keep him/her from participating in school, such as:
  - Deep or uncontrollable cough and sneezing
  - Severe pain from ear ache, stomach ache, body aches or headache

WI state law (118.15) states that a child may not be excused for more than 10 days in a school year.

## 24-hour rule:

**Fever (100 degrees or higher):**

Keep your child home until his/her fever has been gone without medicine for 24 hours.

**Vomiting or diarrhea:**

Keep your child home for 24 hours after the last time he/she vomited or had diarrhea and is eating a normal diet.

**Antibiotics:**

Keep your child home at least 24 hours after the first dose of antibiotic.

We often have many ill children and adults coming to school, and each one is passing their sickness to others.

Please help others from becoming ill by keeping your child home while they are sick.

For more information, please contact the school nurse.



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# KUSD COVID GUIDELINES

## OVERVIEW

KUSD will continue to practice mitigation strategies to the greatest extent possible as outlined below, in addition to increasing strategies should we experience an increase in illness throughout our schools:

- Encouraging regular hand-washing for 20 seconds or more
- Providing hand sanitizer and encouraging individuals to use it when entering/exiting classrooms and shared spaces (e.g. gym, library, office, etc.)
- Covering coughs and sneezes
- Cleaning and disinfecting frequently touched surfaces
- Optional masking for all students and staff
- Offering asynchronous virtual learning options via Kenosha eSchool. Learn more at [www.kusd.edu/eschool](http://www.kusd.edu/eschool)
- Following food service procedures put forth by the Wisconsin Department of Public Instruction and U.S. Department of Agriculture
- KUSD will monitor staff absences and if they reach a level that has the potential to compromise the safety or fidelity of the learning environment will address this on a case-by-case basis.

## SICK GUIDELINES

Staff and students who are sick must stay home until they are fever-free; without the use of medication; has not vomited or had diarrhea; or has been on antibiotics for at least 24 hours **and** their symptoms have improved. Doing so will help keep our school communities healthy and safe.

The district reserves the right to send students and staff who are displaying signs of illness outside of their usual baseline (e.g. vomiting, diarrhea, coughing, headache, sore throat, runny nose, etc.) home to prevent the spread of any and all illnesses (e.g. COVID, flu, pink eye, etc.). The district does not require COVID testing.

If a student or staff member notifies the school that they took a COVID test and are positive, they must:

- isolate for 5 days from the date of symptom onset or date of positive test if asymptomatic (no symptoms), AND
- symptoms have improved, AND
- they are fever-free for 24 hours without the use of medication.

Students and staff returning from isolation must wear a mask for 5 days. Staff who are absent three or more consecutive days must provide their supervisor a copy of their positive COVID test results or a doctor's note as required in the Employee Handbook.

## **Weather Information/School Closings**

In the case of severe winter weather, check the District website for information or listen to the following stations: WLIP, WGTD-FM, WRKZ, WTMJ, or WKZN-FM. Cable Channel 20 may also be a reference. In the event school is closed, the radio stations will be notified prior to 5:30 a.m. and appropriate announcements will be made. You may also sign up at [www.kusd.edu](http://www.kusd.edu) to receive text and email alerts as well.

## **Inclement Weather during School Hours**

During indoor recess, students are supervised as during outdoor recess. Rain, mist, snow, icy playground surfaces and temperature or wind chill below 10 degrees Fahrenheit are considered inclement weather conditions at Brompton.

## **Vision and Hearing Screening**

Vision and Hearing Screenings are conducted by KUSD in cooperation with the Kenosha County Division of Health. Vision and hearing screenings are given to students in the following grades:

- Vision Screening, Grade K, 2, 5 (children wearing glasses not screened)
- Hearing Screening, Grades K-3 plus referrals at all other grades.

Any parent wishing to have their child excluded from any or all of the screening programs may do so by sending a note to the school office.

## **Visiting the School**

Parents are always welcome at The Brompton School. However, you must stop by the school office upon your arrival. If you wish to visit your child's classroom, please contact the teacher to make arrangements for your visit. We are always happy to have you here. If you bring forgotten items after school starts, i.e., lunch, books, gym clothes, band instruments, please drop them off in the office and the office personnel will take them to the classroom.



## Brompton School Uniform Policy

The Brompton School expects students to wear the school uniform every day throughout the year unless specified otherwise. Students are expected to wear the uniform in the following manner:

- Wearing the school uniform (not spirit wear) Monday through Thursday. This includes the fleece or sweaters to be worn Monday through Thursday.
- Friday is spirit wear day. Students can wear casual bottoms with a Brompton spirit-wear t-shirt or sweatshirt. Tops must have the Brompton name, logo or design on them. Weeks with no Friday classes will not have a spirit wear day unless specified otherwise.
- All items are expected to be worn appropriately throughout the day.
- All items should be in good condition, no holes, rips or tears.

### Elementary Uniforms

Item	Girls	Boys
Tops*	<ul style="list-style-type: none"> <li>• Green solid polo shirt long or short sleeve with Brompton monogram (Lands End)</li> <li>• Navy blue fine gauge sweater (Lands End)</li> <li>• Green uniform V-neck cardigan sweater with Brompton monogram (Lands End)</li> <li>• Green uniform fleece with Brompton monogram (Lands End)</li> <li>• White Oxford-style blouse</li> <li>• White turtleneck</li> </ul>	<ul style="list-style-type: none"> <li>• Green solid polo shirt long or short sleeve with Brompton monogram (Lands End)</li> <li>• White Oxford-style uniform shirt, long or short sleeve (any brand)</li> <li>• Green uniform V-neck cardigan sweater with Brompton monogram (Lands End)</li> <li>• Green uniform sweater vest with Brompton monogram (Lands End)</li> <li>• Green uniform fleece with Brompton monogram (Lands End)</li> </ul>
Bottoms*	<ul style="list-style-type: none"> <li>• Navy blue chino style dress/uniform pants (any brand)</li> <li>• Khaki chino style shorts (any brand)-worn September, October, May, and June only</li> </ul>	<ul style="list-style-type: none"> <li>• Navy blue chino style dress/uniform pants (any brand)</li> <li>• Khaki chino style shorts (any brand)-worn September, October, May, and June only</li> </ul>
Dresses	<ul style="list-style-type: none"> <li>• Navy blue polo dress with Brompton monogram (Lands End)</li> <li>• Plaid uniform jumper at or below the knee (Lands End)</li> <li>• Plaid skort (Lands End) Navy, Khaki</li> </ul>	
Socks/Tights	<ul style="list-style-type: none"> <li>• Navy blue, black, hunter green, or white</li> </ul>	<ul style="list-style-type: none"> <li>• Navy blue, black, hunter green, or white</li> </ul>
Shoes	<ul style="list-style-type: none"> <li>• Black or brown shoes (dress, athletic, casual shoes, sandals with a strap, ankle boots) No crocs or backless shoes, no heels over 1 inch</li> <li>• Gym shoes with non-marking soles that are to be left at school</li> </ul>	<ul style="list-style-type: none"> <li>• Black or brown shoes (dress, athletic, casual shoes, sandals with a strap, ankle boots) No crocs or backless shoes, no heels over 1 inch</li> <li>• Gym shoes with non-marking soles that are to be left at school</li> </ul>
Accessories	<ul style="list-style-type: none"> <li>• Black or brown dress belt (Grades 2-5)</li> <li>• Bike shorts for under dresses when worn without tights or leggings</li> <li>• Plaid headband (Lands End)</li> </ul>	<ul style="list-style-type: none"> <li>• Black or brown dress belt (Grades 2-5)</li> <li>• Plaid tie (Lands End)</li> <li>• Jewelry/watch should be simple and in moderation</li> </ul>

### \*Physical Education for 4th and 5th Grade boys and girls

- Gym clothes should be worn all day on the day of the class's assigned PE class.
- Uniform for boys and girls

- Green uniform T-shirt with Brompton monogram (Lands End)
- Green uniform fleece with Brompton monogram (Lands End)
- Green uniform shorts (Lands End)
- Green uniform sweatpants (Lands End)
- Gym shoes are to be left at school



### Uniform Policy Contract 2023-2024

I will ensure my child attends school in the approved school uniform, as indicated in this policy. Interpretations of this policy will be addressed on a case by case basis. Please refer to the Brompton behavior policy for violation consequences.

Print Student Name: \_\_\_\_\_ Grade (2023-2024): \_\_\_\_\_

Print Student Name: \_\_\_\_\_ Grade (2023-2024): \_\_\_\_\_

Print Student Name: \_\_\_\_\_ Grade (2023-2024): \_\_\_\_\_

Print Student Name: \_\_\_\_\_ Grade (2023-2024): \_\_\_\_\_

Print Student Name: \_\_\_\_\_ Grade (2023-2024): \_\_\_\_\_

Print (Parent/Guardian Name) \_\_\_\_\_ Date \_\_\_\_\_

Signature (Parent/Guardian) \_\_\_\_\_ Date \_\_\_\_\_

\*Uniforms from Land's End or through the uniform resale program if available