



Spring Branch Independent School District

Sherwood Elementary School

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Stefanie Spencer, Principal

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Dear Sherwood Families,

Welcome to the 2016-2017 school year! We are very much looking forward to the return of our Eagles! We are in store for a wonderful school year. Please review this listing of "Fingertip Facts" to help you get prepared for a new year!

The first day of school is Monday, August 22nd at 7:25 a.m. (*new start time for this school year- please note!*) There will be a **New Eagle Parent Orientation on August 18th at 6 p.m.** for parents of all new Eagles. Students will be receiving a postcard shortly from SWE noting who their teacher is and inviting them to our **Meet the Teacher event on Friday, August 19th from 1-2 p.m.** During that event, parents and students will have an opportunity to meet the teacher, visit the classroom, and buy our new Sherwood Eagle shirt!

Additionally, we will be hosting an **Eagle Enrichment Fair after Meet the Teacher on August 19th from 2-3 p.m.** to allow parents to sign up for after school care through the Clay Road YMCA, who will host an after school program on campus, and other enrichment courses- some tuition based and some that are not.

Fingertip Facts/Tips for the 2016-2017 School Year:

SWE Playground: Our fence pickets are installed! Be sure to check out the big playground see the wonderful art!

Sherwood Elementary/SBISD Facebook Page: Be sure to like our page so you can be informed!

Sherwood PTA Facebook Page: Interested in learning more about how to help SWE or in connecting parents? Here is how!

SWE Text Messaging Service: Stay informed of late breaking news and information by texting @sweparents to 832-497-1007.

SWE Electronic Newsletter: Sign up to receive the Eagle Express in your email inbox by texting EAGLEEXPRESS to 22828.

School Hours: School begins promptly at 7:25 a.m. and ends at 2:30 p.m. Students who arrive after 7:25 a.m. will be considered tardy. Office hours are from 7:00 a.m. to 3:30 p.m.

Cafeteria: All students will be allowed into the building at 7:00 a.m., but we strongly encourage that only those students eating breakfast come at that time. Students not eating breakfast should report directly to the cafeteria and have a book to read until their teacher comes to pick them up for class. **Do not drop off your children before 7:00 a.m. as there are no adults to supervise your children prior to that time.** Please send money or a check in a sealed envelope with your child's name on it if you are interested in having your child buy a school lunch. We encourage prepaying for a week or month at a time. Prepayments may be made on the first day of school. Credit cards are also accepted through <http://www.parentonline.net/>. Free and Reduced lunch applications will be sent home on the first day of school. These must be completed and returned each year. Please complete the form as soon as possible so we can expedite your application.

Clinic Information: To ensure the safety of all of our students, any medications that need to be administered at school must be brought to the school by a parent or guardian. Medication can not be sent to school with your child either on a bus or dropped off as a car rider. The parent must bring the medication in the original container to the nurse.

Inspiring minds. Shaping lives.

Scott R. Muri, Ed.D., Superintendent of Schools

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Transportation: A transportation tag will be put on your child for the first few days of school to include name, address, telephone number, grade, and how your child will be going home on a daily basis- walker, car rider, bus, YMCA, or another daycare. If you have moved over the summer, please call the front office prior to the start of school to let us know or send the new address with your child on the first day of school. This will assist us if the need to contact you arises. Please note that NO change in transportation phone calls will be accepted. If you must change how your child is going home during the school day, you must send a written note with your signature. Please provide these before 12:30 p.m. so we can properly inform your child's teacher. Please note that once the dismissal process begins at 2:15 p.m., we will not be able to release children to their parents. The spirit of this is to ensure an orderly and safe dismissal.

Bus Riders: To ensure the safety of our youngest bus riders, SBISD is implementing the following procedure. In addition to releasing our kindergarten and prekindergarten riders to their parent (or parent designee), we will now require a parent identification pass to pick up a child at our bus stops. The parent or designee **MUST** have this pass every day or the child will not be released. If the pass is not available, the child will be returned to the school and the parents can pick them up there. More information will follow this back to school letter from our Transportation Department.

Car Riders: All students who are going to be car riders for the 2016-2017 school year must be dropped off and picked up in the front circle drive, known as Parent Drive. **No** parents will be allowed to park in the front or side parking lot and walk up to the school to pick up their child in the car rider line. This line is solely for car riders. If you choose to have your child be a car rider, these are the procedures:

- There are two lanes for cars in our car rider line-up. Please pull to either the far right or far left within the lane to allow parents whose child has been loaded into their car to pull out and pass those waiting.
- We will be providing car rider signs for each child designated to be a car rider based on parent preferences. Each car will receive one complimentary sign; all those requested afterwards will be available for purchase for \$1.00. Please display this sign prominently in your car to allow the adults running car rider to see what is listed on the sign.
- As you exit our car rider line, you **must** make a right hand turn onto Chatterton.
- Refrain from cell phone (hands free or otherwise) while in the proximity of the school and remain fully engaged throughout the process to ensure the safety of adults and students.
- Students must be picked up in a timely manner.
- PLEASE be patient for the few weeks of school. Our line moves much more efficiently after all stakeholders (drivers, riders and helpers) acclimate to our systems. We want you to have a pleasant, safe experience.

Walkers: If you have a PK or Kindergarten student who does not have a sibling at Sherwood, please note that you will need to meet your student with a pass that will be provided to you, much like those given on our school buses. No PK/K students may walk home unescorted/unmet by their parents. Should the adult noted on our paperwork not be waiting at the gate of the complex, the child will be returned to school.

Dress Code: Sherwood Elementary has standardized dress for our students.

Pants: Solid navy or khaki twill pants, shorts, skirts, or jumpers. No denim, sweatpants, or stretch pants may be worn.

Shirts: Solid colored navy, light blue, white or red polo style. All shirts must have a collar- short or long sleeved. All shirts must be tucked in during the school day. Students are also allowed to wear their spirit shirts with uniform bottoms each day.

Belts: All pants and shorts must be worn with a belt.

Cold Weather Attire: Solid colored navy blue cardigan sweater or sweatshirt.

Shoes: Tennis shoes with socks appropriate for health fitness must be worn daily. This is a safety requirement.

Every Friday- Sherwood or College Spirit Shirt Day: Students may wear jeans only on Fridays if they are wearing a Sherwood or college spirit shirt. If your child does not wear either, they may not wear jeans.

Monday Eagle Folders: Every Monday, your child will bring home a Monday Eagle Folder from their homeroom teacher. Inside, you will find work your child has completed, information from the district and school, communication from your child's teacher regarding behavior and progress, and monthly calendars with exciting dates and news. Please watch for and review these folders weekly.

SWE Community In Schools Project Manager (CIS): Jenny Martinez, our long-time CIS person, has assumed another role that will help advance her career and work with families. While this is a huge loss to our school, we are elated to announce that Monica Jerez, our former LEP Assistant, has assumed this role. She is bilingual and working on a graduate degree in psychology so this role is well suited for her career path. Because she worked so well with staff, students and families last year, this is a great fit!

New SWE Eagle Parent Orientation: Just starting at SWE and have no idea where to drop off your child? Do you have questions about communication with the school, how to help your child or are interested in networking with other parents? Please join us for an Orientation at 6 p.m. on Thursday, August 18th. We will meet in the library, do a presentation and walk around the school and answer questions.

Sherwood PTA: Our fabulous Sherwood PTA has been hard at work planning back to school events for Sherwood Families! We would LOVE to have every Eagle parent join the PTA this year and/or get involved with SWE through volunteering or serving through the PTA. Membership is inexpensive and all of the funds go back to our PTA who does INCREDIBLE things for SWE. WE are so lucky to have them advocating for our students, staff and families! Please mark your calendars for the following:

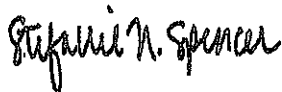
7:25 a.m. Monday, August 22nd: SWE PTA Back to School Parent Breakfast!

Join us in the library for some back to school fun!

During the 1st and 2nd Day of School: Parents are welcome to walk their child to the classroom on the first and second day of school. As we develop independence for all of our students, beginning Wednesday, August 24th, students must walk to the classroom by themselves with the assistance of teachers, staff and safety patrol. We appreciate your cooperation in helping your child become self-reliant.

We are very excited to get the new school year underway. If you have any questions or concerns, please do not hesitate to give us a call at 713-251-6900. Please watch our website for updates, as well.

Sincerely,



Stefanie Spencer
Principal