



Lowell Elementary

920 E. Broadway Rd.
Mesa, AZ 85204



Principal Genisha Wright

Office hours: 7:10 a.m.-3:00 p.m.
School hours: 7:30 a.m. - 2:00 p.m.
Early release every
Wednesday: 12:00 p.m.



Important phone Numbers

Main phone number (480-472-1400
Attendance: (480) 472-1445
Cafeteria: (480)472-1469
Health office: 480-472-1485
Library resource center: (480)472-1457
Registrar: (480-472-1481)
Fax: (480-472-1482)

Website: www.mpsaz.org/lowell

2021-2022 important dates

8/02	Meet the Teacher (4:30-6:00 p.m.)
8/03	First Day of School

Get involved

We offer several opportunities for families to be involved in their child's school. PTO meets each semester. Our School Improvement Advisory Council (SIAC) meets each month. Volunteer opportunities are also available through our family resource center. Many of our teachers encourage parent volunteers in the classroom.

Parking lot safety



Student safety is a top priority. Supervision is available between 7:10 a.m. and 2:10 p.m. (12:10 p.m. Wednesdays). Children are not to arrive before 7:10 a.m. Between 7:10 and 7:30 a.m., kindergarten students are to be in the front playground. All others are to be in the back playground.

- When dropping off by the curb, pull forward as far as possible.
- Let children out on the curbside only.
- Do not leave your vehicle unattended in the drop-off area.
- Leave as soon as possible to allow others the same opportunity.
- If you pull into a parking lot space, walk your child safely to the sidewalk.

Dress standards

We recognize that student dress and grooming practices are generally a personal choice. We also recognize the relationship between a student's choice of dress and school pride, self-esteem, and the achievement of curriculum goals and educational objectives.

Students are expected to dress in a way that promotes our mission. Parent cooperation is greatly appreciated. Please see the MPS student dress and grooming policy in this mailing. **Lowell School has a uniform dress code that is required for all students.**

Bicycle security

The school does not insure bicycles. We are not responsible for loss, theft or vandalism. The bike rack is located adjacent to the playground. Students should always lock their bikes. Students are not allowed to ride skates, Heelys or skateboards to school. Students must walk bikes and scooters.

Health office information

We are available to assist students with illness and injury-related problems. In addition to these primary services, we conduct health screenings, assist students and families with referrals for medical services, follow-ups, and act as a health education resource person for students and staff. The goal of Health Services is to remove barriers to the health and safety of students, enabling them to achieve their academic goals at school.

Emergency medical information



It's imperative that you notify the nurse if your child has a medical condition, such as diabetes, seizure disorder, asthma, heart disease, severe or life threatening allergies, or physical or mental disability.

This information should also be listed on your Required Mail-in Registration and Emergency Information Form.

Immunizations

Arizona law requires parents to ensure that schoolchildren are up to date on their immunizations. Documentary proof is required. Immunizations are available from your medical provider or community clinic.

Illnesses and emergencies

Sick children should stay home to rest, recover and minimize the spread of disease.



Students should not attend school if symptoms include fever, diarrhea, vomiting, severe sore throat or a draining wound. Students should be fever free without medication before returning to school. Parents

are notified and asked to pick up children who become ill at school

Student checkout

If your child needs to leave school due to illness or injury, we'll contact you. It's your responsibility to pick up your child as soon as possible.

Be sure your Required Registration and Emergency Information Form includes people you trust to transport and care for your child in your absence. A photo ID is required. Please notify the front office if emergency contact information changes.

Medication

If a child needs medication two or three times a day, it can be given at home. When a child needs to take medication during school hours, the following requirements must be met:

- Prescription and over-the-counter medication must be in the original container with current labeling and directions.
- The appropriate dosage as stated on the label, will be dispensed.
- The parent and physician must sign the "Consent for Giving Medication at School and Release of Information" form, for prescription and over-the-counter medication. The medication name, dosage, times and dates to be given must be stated on the form.
- All medication should be dropped off and picked up by a parent or other responsible adult.
- When filling prescriptions, ask your pharmacist to label two bottles, and bring one to the health office. This is especially helpful if liquids require refrigeration.
- The parent and physician must sign the Request for School Administration of Medication form for prescription and over-the-counter medication.
- Students may carry and self administer. prescribed emergency medication or inhaler if they are properly labeled and if parent has provided written consent to the school health office.



Medication that doesn't meet the requirements won't be dispensed. It will be locked in the health office until a parent verifies the medication and signs the consent form or takes the medication home.

Address, email, phone changes



It's very important to let us know if you have a new physical address, phone number or email address. Proof of residence must be provided i.e., utility bill lease/rental papers, etc. You can easily change your contact information online in

your My MPS Portal page, or you may contact the school directly.

- Are you living at a temporary address due to crisis?
- Is your residence of house uncertain?
- Do you lack a permanent physical address?

If any of these apply to you, please contact your child's school for information about the McKinney-Vento Act.

If you plan to move, let us know in advance. We'll prepare and forward the records you need for a smooth transition to a new school.

Information and Guidelines

For MPS policies, regulations, behavior guidelines and much more, you will receive the district's *Information and Guidelines* elementary student handbook when school begins.

Please read *Information and Guidelines*, and refer to it throughout the school year. It features a wealth of information your child needs to succeed.

Lost and found

It's a good idea to label personal possessions to help us locate the owner. If something goes missing, check lost and found. We donate unclaimed items to local charities from time to time.

Messages

Make sure your child has after-school instructions before leaving home each morning. Delivering messages disrupts teaching and learning. In addition, we can't guarantee messages will be relayed.



Online communication

The district makes communication between home and school easier than ever with online resources, such as My MPS parent portal.

Parents may access attendance and tardy records, parent and emergency contact information, student meal accounts, fee payments and tax-credit contributions. To initiate your MY MPS access, stop by the school office for your family's activation key.

Additional online resources include School Messenger phone calls, email alerts, text alerts, news feeds, Facebook, Twitter, the website, and school and community activity fliers. **Coming in August:** Online bus route information

Reporting absences

Notify the attendance office as soon as possible. Provide your child's name, grade, teacher's name and the reason for the absence. If your child's absence will be more than two days, contact the teacher to request homework.

Tax credits

You may donate to extracurricular student activities, classroom enrichment and character education online, or by mail or drop off.



Dollar-for-dollar state tax credits of up to \$400 are available for taxpayers filing jointly, and up to \$200 for those filing individually. Donations must be received or postmarked by April 15 to be eligible for tax credits this calendar year.

Visitors

If you'd like to visit your child's classroom, or drop off homework, lunch or money, check in at the office first. If you are on campus, go beyond the office, and are not wearing a visitor or volunteer badge, expect our staff to request that you go to the office and sign in. Please be patient with us if we have to ask for ID before we get to know you.



Volunteers

We welcome new and returning volunteers. Thank you for all you do. Be sure to check in at the office as soon as you arrive on campus, sign the volunteer guest book, and wear your name tag.

Students learn, as part of our security procedures, that adults wearing school volunteer badges are invited guests.