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August 2024

Dear Parents Students and Community Members,

My name is Phil Garitson and I am honored to be the principal at Shaw Butte Elementary School. The previous 12 years, I have been the principal at Cholla Middle School. Prior to that, I was the principal at Ocotillo Elementary School. This is my 33rd year in the Washington Elementary School District and I'm TJ /TT3 1 Tf 0 Tc 0 Tw [(R)-3 (ai)-2 (s)-1 (e)4 (t)8 (h)-4 (e)4 (B)-3 (ar)-1 (.)10 (C)-3 (l)-2 (os)-1 (e)4 (t)-2 (h)-4 (e)4 (G)2 (ap.

Reporting Absences

Parents are to report the reason for their child's absence by calling our attendance clerk at 602-742-4202. When a child is absent and a message has not been received by 8:00 a.m., an outdial will be sent to the parent/guardian stating that their child is not at school.

Please refer to the district attendance/general and truancy intervention procedures.

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Anyone arriving after 7:30 a.m. to his or her

office. If a student becomes ill during the day and needs to be picked up, we will only release to individuals on the emergency contact list.

- x Individuals listed as emergency contacts will not be permitted to pick up students during the school day (unless contacted by school) without prior permission. Phone calls requesting someone be allowed to sign a student out of school will not be accepted. Proper ID is required of any adult signing out a student. To minimize disruption from class, no students will be released between 2:15 and 2:30 p.m., unless it is an emergency approved by administration.
- x It is important that emergency numbers are updated periodically. This also applies to changes in addresses and home phone numbers.
- x When the student returns school on the same day, he or she must be signed-through the office.
- x All parents/visitors MUST report to the office, show identification, sign in and receive a visitor's pass before entering the campus.

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Bullying can be reported to all staff members on campus. There is a bully reporting form available in the

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The following are examples of items not allowed at school:

- x Guns, knives or other dangerous items
- x Sports equipment
- x Cell phones (any device that mimics a phone), tablets, iPods, MP3 players, electronic games, CD players, smart watches (If these items are visible during the day, they will be taken and parents will have to pick item up in the office.)
- x Roller skates, rollerblades, Heelys
- x Pocket/wallet chains
- x Toy guns or knives or other simulated weapons
- x Lasers, laser pointers, shocking devices
- x Gum or candy (except for special events)
- x Explosive devices, matches and cigarette lighters
- x Electric Cigarettes or Vape Pens
- x Toys, unless authorized by the teacher
- x Spinners and fidget devices
- x Shaving cream
- x Inappropriate pictures

Parents/guardians will be contacted if such items are brought to school and disciplinary actions may result. The school does not take any responsibility for items brought to school.

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