



ROSAMOND ELEMENTARY

Helpful Info for Parents

SCHOOL HOURS

1 st – 6 th grade:	9:00 am – 3:35 pm (Monday-Thursday) 9:00 am – 1:00 pm (Friday)
AM Kindergarten:	9:00 am – 11:40 am (Monday-Thursday) 9:00 am – 10:50 pm (Friday)
PM Kindergarten:	12:55 am – 3:35 pm (Monday-Thursday) 11:10 am – 1:00 pm (Friday)

PICTURE ID is ALWAYS required during school hours. This applies to all parents as well as to Emergency Contacts. Anyone wanting to check out a student during school hours MUST be listed on Skyward with YES for pickup.

Every visitor, every time, needs to **SIGN IN AND OUT** on the visitor computer in the office if you are going anywhere in the building. **ALL VOLUNTEERS** helping in the classroom or going on field trips need to fill out a **VOLUNTEER APPLICATION FORM**, have it signed by the Principal and be fingerprinted at the District Office before they can volunteer. You only need to be fingerprinted once but the **CODE OF CONDUCT** form needs to be signed and turned in to the office every year.

Please call the office every time your student is going to be **ABSENT**. Our system calls every day to notify you of an unexcused absence.

You can only **CHECK OUT YOUR STUDENT** from the Main Office during hours. If you need to check your child out, plan a few extra minutes to come inside the school and show us your ID. **We cannot call the student down until we see your ID.**

ENROLLMENT

You enroll your child the first time you start school in Jordan School District.

REGISTRATION

You register every child in school, every year. It looks exactly the same as online enrollment, but it is a different process which allows you to review what you have on Skyward and make updates. Please complete Registration every year in August.

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Jordan School District Policy requires **FAMILY 1, GUARDIAN 1** to be the parent/guardian who must physically enroll/withdraw a student.

Only Family 1, Guardian 1 can make changes in Skyward student profiles. Make sure you mark YES or NO for custodial parent in Skyward. This helps us understand who has physical custody. A parent can be NO for Custodial and YES for pickup.

If you do not already have students active in Jordan School District, you will be sent a **LOGIN/PASSWORD** for Skyward in August.



Check out our website:
www.rosamond.jordandistrict.org