

Chicopee Woods Elementary School

Parent & Student Handbook



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Motto

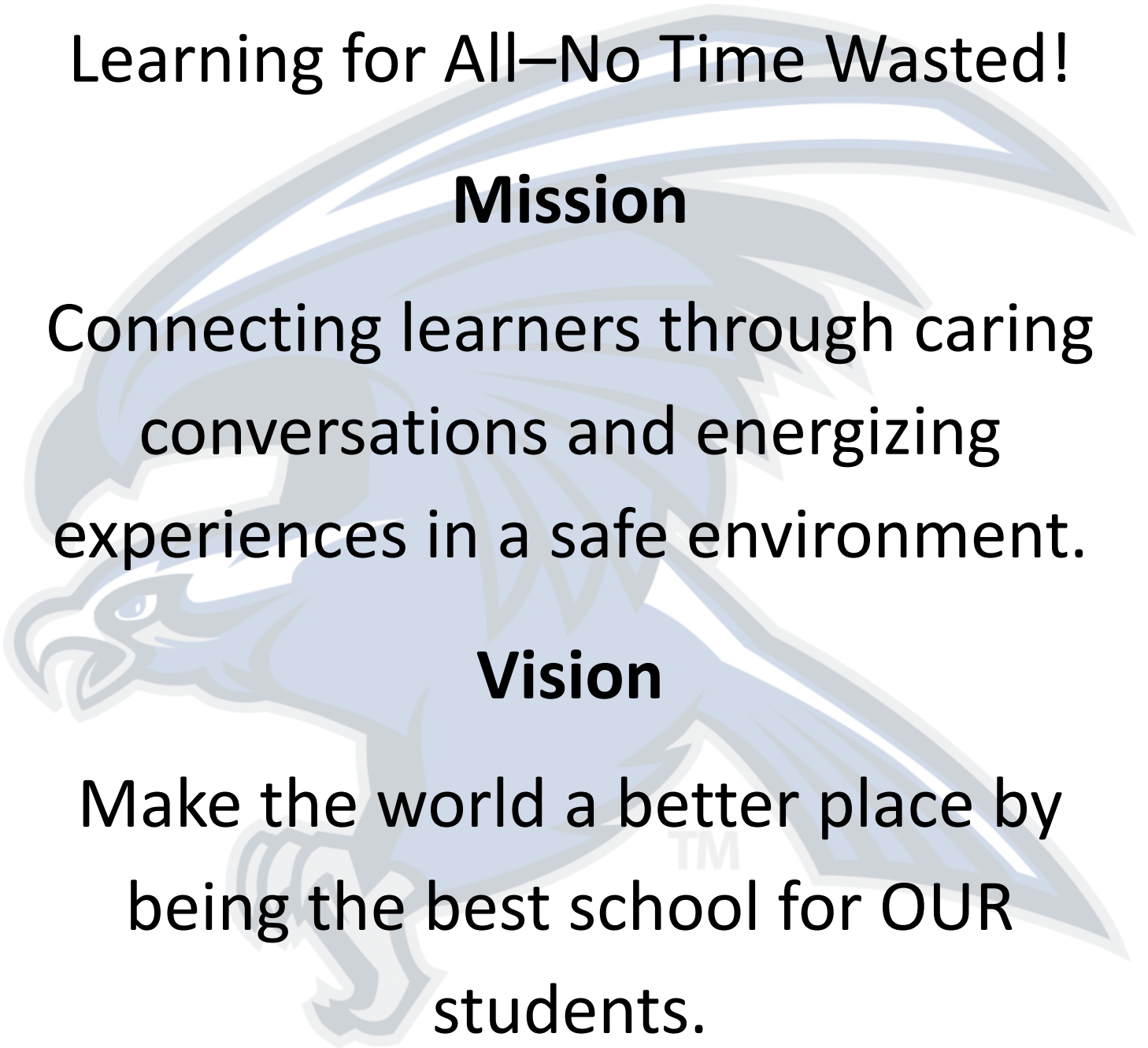
Learning for All—No Time Wasted!

Mission

Connecting learners through caring conversations and energizing experiences in a safe environment.

Vision

Make the world a better place by being the best school for OUR students.



2026-2027 DATES TO REMEMBER

Student Holidays & Breaks

Students do not attend school on the days below:

July 4, 2026 – Holiday

September 7, 2026 – Labor Day

October 12-14, 2026 – Fall Break

November 23–27, 2026 – Thanksgiving Break

December 21, 2026 – January 4, 2027 – Winter Break

January 18, 2027 – MLK Holiday

February 15-16, 2027 – Student Holiday / Teacher Workday

March 19, 2027 – Student Holiday / Teacher Workday

April 5–9, 2027 – Spring Break

May 27-28, 2027 – Post-planning (students do not attend)

First & Last Day of School

First Day of School: Friday, August 7, 2026

Last Day of School: Wednesday, May 26, 2027

Open House

Wednesday, August 5, 2026 — 3:00–6:00 PM

Title I Parent Events: 2026-2027

Back to the Basics Workshops

September 1, 2026 (Grades 3-5) • 6:00 PM

September 3, 2026 (Grades K-2) • 6:00 PM

Annual Title I Meeting

October 22, 2026 • 8:00 AM & 6:00 PM

Trunk-or-Treat Community Event

October 22, 2026 • 5:00-7:00 PM

Soccer with Santa Community Event

December 5, 2026 • 10:00 AM - 12:00 PM

Student-Led Conferences

February 16, 2027

- Grades K & 4 • 9:00 AM
- Grades 1 & 3 • 11:00 AM
- Grades 2 & 5 • 1:00 PM

Georgia Milestones Parent Info Night

March 11, 2027 • 6:00 PM

Block Party Community Event

March 18, 2027 • 5:00-7:00 PM

Title I Input Meeting

April 22, 2027 • 8:00 AM & 6:00 PM

INSTRUCTIONAL HOURS / GENERAL INFORMATION

School Hours: 7:45 AM – 2:20 PM

- Exterior doors remain locked during the school day.
 - Car rider drop-off is at the gym from 7:15–7:40 AM. After 7:40 AM, students must be walked into the front office.
 - Students are tardy after 7:45 AM.
 - Early check-outs occur through the front office and must be done before 1:45 PM.
 - Students checking out after 11:00 AM are counted present.
 - Transportation changes must be made before 1:45 PM each day.
 - Car rider dismissal: 2:20–2:45 PM
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ATTENDANCE

Academic success depends on consistent attendance.

To be counted on-time present:

- Students must be in class by 7:45 AM.

Absences:

- A parent-written excuse or email must be submitted within 5 days of the student's return.
- Students must check in before 11:00 AM to be counted present.
- Additional documentation may be required for frequent absences.
- Keep children home if they have a fever or have not been fever-free for 24 hours without medication.

Excused absences include:

- Illnesses
- Family emergencies
- Medical appointments
- School-authorized activities
- Religious holidays
- Hazardous conditions
- Military deployment-related events

Excessive Absences:

- 5 unexcused: Teacher contacts parent
 - 10 unexcused: Letter sent home
 - 11+ unexcused: Referral to school social worker
 - 15+ unexcused: Possible home visit/referral
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CODE OF CONDUCT

- All students receive the Hall County School District Code of Conduct at the beginning of the year. Parents must review and sign acknowledging receipt.
 - At CWES, students are expected to be:
 - Responsible, Respectful Learners.
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COMMUNICATION

- Teachers communicate using newsletters, phone calls, emails, messages, and conferences.
 - Phone messages will be returned within 24–48 hours.
 - Keep contact information updated with the school.
 - Parents should create/update Parent Portal annually.
 - Communication will be sent weekly through Parent Square.
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DRESS CODE

- Tennis shoes required for PE.
- No halter tops, midriff tops, or spaghetti straps.
- Hats only on designated hat days.
- No inappropriate images or sayings.
- Shorts/skirts must be fingertip length or longer.
- Undergarments should not be visible.
- Hair color should not disrupt learning.

Administration has discretion regarding appropriate attire.

FERPA

- Parents have the right to inspect educational records, request amendments, and consent to disclosures of personally identifiable information (with some exceptions).
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HOMEWORK GUIDELINES

- Students should read every night.
 - If assigned, homework follows these guidelines:
 - K–1st: 15–20 minutes
 - 2nd–3rd: 25–30 minutes
 - 4th–5th: 30–50 minutes
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LOST AND FOUND

- Label all personal belongings (jackets, water bottles, etc.). Items left at year's end will be donated.
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LUNCH VISITORS

- No outside restaurant food.
 - Limited to two adults per student; one must be a parent/guardian.
 - Eating area is outside the cafeteria at picnic tables.
 - No other students may join your lunch visit.
 - Photos/videos of other students are prohibited.
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MEALS

- No outside fast food.
 - Free & Reduced Meal Applications: <https://foodservices.hallco.org>
 - Qualifying may reduce fees for testing and scholarships.
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MEDICATION

- All medication must be in original packaging and accompanied by a signed Medication Permission Form.
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PARENT–TEACHER CONFERENCES

- At least one conference is held yearly; additional conferences available by request.

PARENT LIAISON

- Parents should check in through the office before meeting with the Parent Liaison.
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PARTIES & SNACKS

- Two classroom parties permitted (winter & end-of-year).
 - Birthday snacks must be store-bought and pre-packaged.
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PERSONAL ELECTRONIC DEVICES

Student Cell Phones & Smart Watches

- Student cell phones and smart watches should be turned off and stored in his/her bookbag while at school and on the bus.
 - It is preferred that students leave all personal electronics at home.
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RECESS

- Students receive a 30-minute daily unstructured recess.
 - Recess may be withheld only in rare cases for behavior; families will be notified if it becomes frequent.
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VISITORS & VOLUNTEERS

- All visitors must sign in with ID and wear a visitor badge.
 - School welcomes volunteers throughout the year; volunteers must complete the required modules.
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ASBESTOS NOTICE

- The district's AHERA Management Plan is available upon request from the Hall County Facilities Department (770-534-1291).
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Artificial Intelligence (AI) Guidelines

The Hall County School District recognizes Artificial Intelligence (AI), when integrated thoughtfully and responsibly, has the potential to transform the educational landscape by making learning more efficient, effective, and engaging for all students. Please refer to

<https://www.hallco.org/web/hcsd-ai-guidelines/> for more information regarding HCSD Guidelines.

HCSD PERSONAL DEVICE POLICY



PERSONAL ELECTRONIC DEVICE POLICY

DEVICES AWAY • MINDS ENGAGED

The Hall County Board of Education is committed to fostering a learning environment that is free from unnecessary distractions and conducive to academic success. Limiting the use of personal electronic devices during the instructional day helps minimize disruptions, promote engagement, increase meaningful interactions, and support focused learning experiences.



WHAT YOU NEED TO KNOW



Cell Phones



Smartwatches



Meta-Glasses



Earbuds/Headphones



Tablets, E-readers & Other Devices



Gaming Devices

GRADES K-8

NO PERSONAL ELECTRONIC DEVICES DURING SCHOOL HOURS.



includes any device with wireless communication, internet access, messaging, video recording, gaming, social media access, or data transmission.

GRADES 9-12

DEVICES MAY BE USED ONLY DURING CLASS TRANSITIONS AND LUNCH PERIODS.



Transitions



Lunch Periods

Instructional time begins with the first class bell and ends with the dismissal bell from the final class. This includes all classes, assemblies, and other school-related instructional activities.

PROHIBITIONS & PROTECTIONS

APPLIES TO ALL ACTIVITIES



This policy applies to all school-sponsored activities that occur during the school day, including field trips, athletic events, and extracurricular activities.

VIOLATIONS



Students in violation of this policy will be subject to disciplinary action as outlined in the Hall County School District Student Code of Conduct.

EXCEPTIONS



Students with an approved Individualized Education Plan (IEP), Section 504 Plan, or medical plan that requires the use of a personal electronic device may use such devices as necessary to fulfill the requirements of that plan. Parents/guardians should contact the school office for clarification.

NOT RESPONSIBLE



The Hall County School District is not responsible or liable for the theft, loss, or damage of personal electronic devices.

ACCEPTABLE USE



All users must agree and sign the Hall County School District's Acceptable Use Agreement to access district technology resources and facilities.