

Family Orientation Supplement, 2027–28

The first ten days at Weatherly Ridge: dates, forms, deadlines, and the office that answers each question

SCHOOL YEAR Wednesday, August 25, 2027 – Thursday, June 8, 2028	GRADES SERVED K–5 · 612 students · 29 homerooms	PRINCIPAL Marcus T. Ferland	ASSISTANT PRINCIPAL Renata Ocampo
OFFICE MANAGER Delia Braithwaite	FAMILY ENGAGEMENT LIAISON Soraya Belkacem	SCHOOL COUNSELOR Joel Amsden	SCHOOL NURSE Yvette Corrigan, RN

How to use this document: This supplement adds Weatherly Ridge dates, owners, and deadlines to the district-wide HCUSD Family Handbook, 2027–28 edition. Where a number in this supplement differs from the district handbook, the district handbook governs and the difference should be reported to the main office so the next version is corrected.

1. ORIENTATION CALENDAR — AUGUST 17 THROUGH SEPTEMBER 10, 2027					
DATE	WHAT HAPPENS	TIME	WHERE	WHO IT IS FOR	WHAT YOU BRING OR DO
Tue Aug 17	Class placement posted in the family portal	4:00 p.m.	HCUSD Connect › Student › Placement	All families	Sign in and confirm the teacher name reads correctly
Wed Aug 18	Annual notice packet released; directory-information choice opens	8:00 a.m.	HCUSD Connect › Forms	One parent or guardian per student	Read Sections 9 and 10 before choosing
Thu Aug 19	Kindergarten staggered-start letter mailed	Mailed	U.S. mail to the address on file	Kindergarten families only	Watch for your child's assigned start day
Mon Aug 23	Popsicles on the Playground meet-and-greet	5:30–7:00 p.m.	Blacktop and north playground	Families, students, all staff	Nothing — drop in at any point
Tue Aug 24	Classroom visit and supply drop-off, grades 1–5	3:30–5:00 p.m.	Assigned classroom	Students with one adult	Labeled supplies; grade-level list on page 4
Tue Aug 24	Bus route confirmation calls begin	Rolling	Automated call and text	Bus riders only	Confirm the stop and time; call 1-888-555-0155 with corrections
Wed Aug 25	First day of school — full day for grades 1–5	7:50 a.m.–2:55 p.m.	Main campus	Grades 1–5	Arrival plan decided at home before you leave
Wed Aug 25	Kindergarten staggered start, group A	8:15–11:30 a.m.	Rooms K-1 through K-4	Kindergarten group A only	Assigned start letter
Thu Aug 26	Kindergarten staggered start, group B	8:15–11:30 a.m.	Rooms K-1 through K-4	Kindergarten group B only	Assigned start letter
Fri Aug 27	Kindergarten first full day — all groups	7:50 a.m.–2:55 p.m.	Main campus	All kindergarten	Lunch account funded or meal form filed
Wed Sep 1	First early-release Wednesday of the year	Dismissal 1:25 p.m.	Main campus	All grades	Confirm your Wednesday pickup plan in advance
Thu Sep 2	Back to School Night, grades K–2	6:00–7:15 p.m.	Cafetorium, then classrooms	Adults; child care in the library	Written questions for the teacher
Tue Sep 7	Back to School Night, grades 3–5	6:00–7:15 p.m.	Cafetorium, then classrooms	Adults; child care in the library	Written questions for the teacher
Fri Sep 10	Ten-day enrollment audit closes	4:00 p.m.	Main office	Families with outstanding forms	Any item still marked incomplete in the portal

Kindergarten families receive one of two staggered start days by letter on August 19. Both groups attend a full day beginning Friday, August 27. Staggered start days are not absences and do not appear on the attendance record.

2. DAILY SCHEDULE

BELL OR EVENT	MON, TUE, THU, FRI	WEDNESDAY	NOTE
Supervision begins on the blacktop	7:50 a.m.	7:50 a.m.	No adult on duty before this time
Breakfast service in the cafetorium	7:50–8:05 a.m.	7:50–8:05 a.m.	Last tray at 8:03 a.m.
First bell — students walk to class	8:05 a.m.	8:05 a.m.	Doors 2 and 5 only
Instruction begins — tardy bell	8:15 a.m.	8:15 a.m.	Arrivals after this sign in at the office
Grades K–2 lunch and recess	11:10–11:55 a.m.	11:10–11:40 a.m.	Shortened on Wednesdays
Grades 3–5 lunch and recess	11:55 a.m.–12:40 p.m.	11:40 a.m.–12:10 p.m.	Shortened on Wednesdays
Dismissal bell	2:55 p.m.	1:25 p.m.	Wednesday is an early-release day all year
Car line closes; remaining students to the office	3:15 p.m.	1:45 p.m.	Late-pickup log started at this time
Ridge Club after-school program	3:00–6:00 p.m.	1:30–6:00 p.m.	Separate registration and fee
Office closes	4:00 p.m.	4:00 p.m.	Voicemail checked the next school day

Students are marked tardy after 8:15 a.m. and must be signed in by an adult at the office. There is no adult supervision on campus before 7:50 a.m.

3. REPORTING AN ABSENCE OR A LATE ARRIVAL

1. Call the attendance line at 1-888-555-0141 before 9:00 a.m. on each day of the absence. The line records messages 24 hours a day.
2. State the student's first and last name, the teacher's name, the date, and the reason. A message without a reason is logged as unexcused until a reason is given.
3. An unexplained absence generates an automated call and text to contacts 1 and 2 at 9:45 a.m. The call does not replace your report.
4. A reason may be submitted up to 3 school days after the absence. After that the record stays as it stands.
5. Five or more absences in a quarter generate a letter from the assistant principal and an offer to meet. Ten or more generate a district attendance review.

Medical, dental, religious observance, bereavement, and court appearances are excused with a report. Family travel is recorded as unexcused unless an independent study contract is approved at least 5 school days in advance.

4. FORMS AND CONFIRMATIONS DUE IN THE FIRST TEN DAYS

ITEM	WHERE IT IS COMPLETED	DUE	OFFICE THAT RECEIVES IT	WHAT HAPPENS IF IT IS LATE
Emergency contact and authorized-pickup list	HCUSD Connect › Forms › Contacts	Fri Aug 20	Main office — D. Braithwaite	Blocks dismissal changes if incomplete
Annual notice acknowledgment	HCUSD Connect › Forms › Notices	Fri Sep 3	Main office	Acknowledgment only; it is not a consent
Directory-information choice	HCUSD Connect › Forms › Directory	Friday, September 17, 2027	District records office	No response is recorded as no restriction
Health history and medication authorization	HCUSD Connect › Health, plus a prescriber signature	Wed Aug 25	Health office — Y. Corrigan, RN	No medication is given without it
Meal benefit application (optional, annual)	meals.hcUSD.example	Fri Oct 1	Nutrition services — R. Achebe	Prior-year status carries to Oct 1 only
Transportation rider confirmation	HCUSD Connect › Transportation	Fri Aug 20	Transportation — P. Sethuraman	Required for a seat to be held
Device use agreement, grades 3–5	HCUSD Connect › Forms › Technology	Fri Sep 3	Library media center	Device stays at school until signed
Photo and classroom-media preference	HCUSD Connect › Forms › Media	Friday, September 17, 2027	Main office	Separate from the directory choice
Volunteer clearance application	volunteer.hcUSD.example	10 business days before serving	District student services — H. Oyelowo	Processing takes 7–10 business days

The portal shows each item as Not started, Submitted, or Complete. Submitted means the office has the item but has not finished reviewing it. Call the office listed in column four rather than resubmitting a form that already shows Submitted.

5. ANNUAL NOTICE OF RIGHTS AND THE DIRECTORY-INFORMATION CHOICE

The annual notice packet released on August 18 explains how to inspect and review your child's education records, how to ask that a record be corrected, when written consent is required before information is disclosed, and where a complaint may be filed. Acknowledging the packet in the portal records that you received it. It does not give consent to anything.

Separately, the district designates certain categories as directory information, which may be released without consent unless you restrict them. The table below lists the categories the district has designated for 2027–28 and the routine uses at this school. Your written restriction is due by **Friday, September 17, 2027** and stays in effect for the whole school year.

CATEGORY	DESIGNATED AS DIRECTORY INFORMATION	ROUTINE USE AT WEATHERLY RIDGE
Student name	Yes	Yearbook, honor roll program, concert and play programs
Grade level	Yes	Yearbook, class lists posted at Back to School Night
Participation in recognized activities	Yes	Program listings and the school newsletter
Weight and height of athletic team members	Not designated at the elementary level	—
Dates of attendance	Yes	Enrollment verification for a requesting party
Awards and honors received	Yes	Recognition assemblies and the newsletter
Photograph	Yes	Yearbook and school-produced newsletters only
Home address, telephone, email	No — never treated as directory information	—
Student identification number	No — never treated as directory information	—

Deadline effect: A restriction filed after Friday, September 17, 2027 is applied going forward but cannot be applied to material already sent to print, including the yearbook and the fall concert program. File early if you are undecided; a restriction can be lifted in writing at any time.

The photo and classroom-media preference is a separate form. Restricting directory information does not by itself remove a child from a classroom photo posted to the family portal, and restricting classroom media does not by itself restrict directory information.

6. WHO TO CONTACT FIRST

IF YOUR QUESTION IS ABOUT...	START HERE	HOW TO REACH THEM	RESPONSE WITHIN	IF IT IS STILL OPEN, GO TO
My child's reading or math progress	Classroom teacher	Portal message or note in the folder	2 school days	Assistant principal, R. Ocampo, 1-888-555-0143
A conflict between students	Classroom teacher	Phone call to the office for a callback	1 school day	School counselor, J. Amsden, 1-888-555-0144
Today's absence or late arrival	Attendance line	1-888-555-0141, before 9:00 a.m.	Same day	Office manager, D. Braithwaite, 1-888-555-0140
A change to how my child goes home	Main office	1-888-555-0140 before 2:00 p.m.	Same day	Assistant principal — see procedure WRE-OPS-204
A bus stop, route, or bus behavior	District transportation	1-888-555-0155	1 school day	Director of transportation, P. Sethuraman
Medication, allergy, or a health plan	Health office	1-888-555-0145	Same day	District nurse coordinator, 1-888-555-0121
Meal balance, menu, or allergy substitution	Nutrition services	1-888-555-0135	2 school days	Director of nutrition services, R. Achebe
Special education or a 504 plan	Case manager named in the plan	Portal message	3 school days	Director of student services, H. Oyelowo, 1-888-555-0120
Enrollment, address change, or records	Main office	1-888-555-0140	3 school days	District records office, 1-888-555-0108
Something already raised twice with no answer	Principal	1-888-555-0142	3 school days	Deputy superintendent of operations, 1-888-555-0104
A closure, delay, or early dismissal	Recorded weather line	1-888-555-0199	Recording updated by 5:15 a.m.	District communications, 1-888-555-0110

Response windows are measured in school days and start when the message is received, not when it is sent. Messages that arrive after 4:00 p.m. are treated as received the next school day. The classroom teacher is the first contact for anything about learning; starting at the principal's office usually routes back to the teacher and adds a day.

7. HOW THE SCHOOL CONTACTS YOU

MESSAGE	CHANNEL	SENT BY	WHEN	WHO RECEIVES IT
Weekly Ridge Report newsletter	Email and portal post	Principal's office	Every Sunday, 6:00 p.m.	All families
Classroom weekly update	Portal post	Classroom teacher	Every Friday by 4:00 p.m.	Families in that class
Attendance notification	Automated call and text	Attendance office	9:45 a.m. on the day of an unexplained absence	Contacts 1 and 2
Progress alert between report cards	Portal message	Classroom teacher	Within 5 school days of the concern	Families of that student
Health office contact	Phone call	School nurse	At the time of the visit if a call is needed	Contacts in order until someone answers
Schedule or operations change	HCUSD Connect alert	Principal's office	As soon as it is decided	All families
Delay, closure, or early dismissal	Call, text, email, website, radio	District communications	By 5:15 a.m. for morning decisions	All families district-wide
Building emergency	Call and text, then a follow-up message	District communications with the site administrator	Within 30 minutes of the building being secured	All families at the affected school

Do not block these numbers: Automated calls come from 1-888-555-0100 and texts from short code 40412. Save both. A STOP reply at any point unsubscribes you from every district text, including closures; reply START to the same short code to restore them.

Update phone numbers and email addresses yourself in the portal. The office cannot change contact information over the phone, because that record also controls who may pick up your child.

8. MEALS, HEALTH OFFICE, AND MEDICATION

- Breakfast is served 7:50–8:05 a.m. Lunch is by grade band; see Section 2.
- Balances are viewed and funded in the portal. A negative balance never changes what a student is served.
- The meal benefit application is annual. Prior-year status carries only through October 1, and a food allergy substitution needs a prescriber signature each year.
- No medication, including over-the-counter medication, is given without a current authorization signed by both the prescriber and a parent.
- Medication is delivered to the health office by an adult in the original labeled container. Students do not carry medication, with the exception of an inhaler or epinephrine covered by a self-carry authorization.
- A student sent home from the health office is released only to a person on the authorized-pickup list who can present photo identification.

9. VOLUNTEERING, VISITING, AND DEVICES

- Every volunteer completes clearance at volunteer.hcusd.example. Processing takes 7–10 business days, so apply at least two weeks before the date you want to serve.
- Clearance is valid for two school years and transfers to any school in the district.
- All visitors sign in at the front desk, present photo identification, and wear a badge. Doors other than the front entrance stay locked all day.
- Grades 3–5 are assigned a school device that stays on campus until the device use agreement is signed.
- Damage is billed at the posted repair schedule: \$35 screen, \$20 charger, \$95 chassis. A fee is waived on request when it would create a hardship.

10. SCHEDULE EXCEPTIONS ALREADY ON THE CALENDAR

DATE	WHAT CHANGES	BELL SCHEDULE THAT DAY	TRANSPORTATION	NOTICE YOU WILL RECEIVE
Every Wednesday	Early release for staff collaboration	Dismissal 1:25 p.m.	Buses run 90 minutes early	Standing item in the weekly newsletter
Thu Sep 30 – Fri Oct 1	Fall conference days	Dismissal 11:45 a.m. both days	Buses run at the conference time	Portal alert two weeks ahead
Fri Feb 4	Staff development day	No school for students	No service	Printed year calendar and portal alert
Thu Jun 8	Last day of school	Dismissal 1:25 p.m.	Buses run 90 minutes early	Portal alert in the last week of May

Unscheduled changes — a delay, a closure, or an early dismissal — follow the district decision matrix AR-6114-M.

Fictional specimen. Hollis Creek Unified School District, Weatherly Ridge Elementary School, and every person, phone number, address, route number, document number, date, enrollment figure, and approval record shown here are invented. Calendar dates, bell times, form names, response windows, and directory-information categories shown here do not state the requirements of any statute, regulation, or real school handbook. Nothing here is an official policy, administrative regulation, operating procedure, notice of rights, or legal advice, and it must not be used for any real school, district, student, or family.