



## Welcome to Deerfield

101 Lawrence Ave.  
(785) 832-5660

[www.usd497.org/Domain/10](http://www.usd497.org/Domain/10)

[Deerfield Facebook](#)  
[Deerfield PTO Facebook](#)

### School Hours

MTTF—8:00 a.m.—3:05 p.m.  
W—8:00 a.m.— 1:35 p.m.

### Office Staff

Joni Appleman, Principal  
Emily Wolcott, Admin. Asst.  
Amy Treat, Secretary  
Dianne Thomas, Nurse

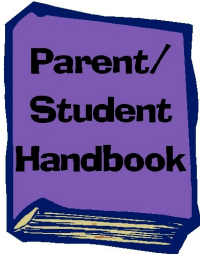
**About Deerfield:** Built in 1968, Deerfield has a current enrollment of approximately 500 students. Our school community has high academic expectations for all students. Deerfield is fortunate to have many involved parents including an active partnership with Hy-Vee on 6th Street. We have an excellent and dedicated staff devoted to providing high quality educational experience that stretch the minds of our students. Visit our school website [www.usd497.org/Domain/10](http://www.usd497.org/Domain/10) or scan the QR code with your smart phone.



### Summer Newsletter:

Parents will receive a summer newsletter via email the first week of August (or mail if there is no current email address). The summer newsletter will provide parents with information needed before school starts, such as beginning of the year events, supply lists, updated staff lists, school calendar etc...

**The mailing will include the traffic plan that we encourage you to become familiar with prior to the first day of school.** The Deerfield Handbook can be found on the Deerfield Website.



**Deerfield Handbook:** The Deerfield Handbook can be found on the Deerfield Website. We do not send hard copies of our handbook home to every student, but you may request a hard copy at the office.

**Traffic Plan:** Please become familiar with our traffic plan prior to the first day of school. This traffic plan can be found on our Deerfield Website in the "For Parents" tab.

### **Enrollment and Fee Payment:**

Enrollment is complete when you have entered or updated your child's information on PowerSchool and turned in all required paperwork and immunizations. Information about paying fees will be sent to you after school begins in the Fall.

### **Paying for meals:**

All students can participate in the breakfast program. Breakfast is served from 7:35am-7:50am each morning. In order for students to arrive to class on time, we stop serving breakfast promptly at 7:50 am. Breakfast is not served at our 7:50 bell rings. If your student will be eating breakfast at school you will need to pre-pay for meals. You have several ways to put money on your child's meal account:

- Mail a check (in any amount) to the school: Attn: Deerfield Food Service
- Send/or bring check or cash to the school on the first day of school (and any school day thereafter)
- Go to [www.usd497.org](http://www.usd497.org), click on the Student and Parent tab, click on the Food Service tab. Here you will find options for paying online.

You can find the [monthly meal](#) menu on our website.

### **Classroom assignments:**

Classroom assignments will be finalized and mailed to the parents the 1st week of August.

### **Entry into Building:**

Doors are unlocked at 7:35am for those eating breakfast only. Breakfast is served from 7:35am to 7:50am. Kindergarten through 3rd grade students who arrive to school before 7:50am and are not eating breakfast will assemble in the gym to listen to a story until the 7:50am bell rings. All 4th through 5th grade students who arrive to school before 7:50am and are not eating breakfast will assemble in the cafeteria until the 7:50am bell rings. All students will be dismissed to their room at 7:50am. Students arriving between 7:50 am-8:00 am may go straight to their classrooms. After 8:00am, all exterior doors are locked and students must enter the building through the front doors only.

**Secured Entry:** At 8:00 am all exterior doors to the building will be locked, except the front entrance. Those arriving after 8:00 will need to enter the building through the front doors. Parents who have walked their children to class are asked to exit the building promptly at 8:00 am. If arrangements have been made with the teacher to stay later than 8:00 am, visitors must come sign in at the office and get a visitor's sticker.

**Dismissal:**

MTRF –3:05pm, Wed. 1:35pm

Once school is dismissed, students are expected to be picked up immediately or start walking home unless they are enrolled in Boys and Girls Club.

**After School Program:** The Boys and Girls Club of Lawrence hosts an after school program at Deerfield. Childcare is provided from school dismissal until 6:00pm. Please call 423 3695 for enrollment information.



**BOYS & GIRLS CLUB**

**Absent Students:**

Please call the office at 832-5660 as soon as your child will be absent from school.

**Volunteering/Visiting the School:** All visitors must check in at the office and get a Deerfield identification sticker to wear while volunteering or visiting the school. Unless pre-arranged with the teacher, we ask that visitors not interrupt classrooms during school hours.

**Parent Teacher Organization (PTO):** The Deerfield PTO is very active and supports the school in many ways. Meetings are held once a month. This year they were scheduled for the 2nd Tuesday of each month from 7:00-8:00pm. Everyone is welcome to attend. There are many volunteer opportunities available. To see the complete list of volunteer opportunities, please refer to the Deerfield PTO information guide and/or the PTO page on the Deerfield website.

**School Parties:** Parents will be asked to contribute a dollar amount per child for school parties. Room Parent Coordinators and Room Parents plan school parties. Since we are a multi-section school we ask that room parents plan grade level parties together so that activities/treats are similar. There are three parties each year, one for Halloween, one for the winter holidays and one to celebrate Valentine's Day. Our district has a wellness plan that has been implemented in our school. We ask that parents strive to bring snacks and treats that are healthy.

**Birthdays– Please do not send birthday treats or party invitations to school**

Due to time constraints and the rising dietary needs of our students, we must insist that NO treats be brought to school for birthdays. The librarian encourages parents to donate a book to the Deerfield library in honor of their child's birthday. We ask that balloons or flowers not be delivered to the school, as they will not be delivered to classrooms. Invitations to student birthday parties should be distributed outside of the school day.



**WatchDOGS:** WatchDOGS (Dad of Great Students) are our father/father figure volunteers who devote a whole day volunteering in the school. They help provide safety and security. They assist in the classrooms and supervise lunch, recess, arrival and dismissal. There is a WatchDOGS Kick-off at the beginning of each year for new WatchDOGS dads to learn more about the program and sign up for volunteer days. Be sure to check out our WatchDOGS photos on the wall near the office.

**Health Questions and Concerns:** We have an excellent health team at Deerfield. If you have any questions or concerns about medications, paperwork for medications, immunizations or general health concerns, please feel free to contact the Health office at 832-5660.

**Music Programs:** Each grade level has one music program a year. Usually the kindergarten program is in the spring to give students more time to develop their music skills.

**Newsletters:**

A link to our school newsletter is emailed to parents once a month. The link to the most recent newsletter can be found on the homepage of our school website.

**Teacher Contact:** The easiest way to contact teachers is through e-mail. You can access teacher email addresses and phone numbers through the Deerfield website at [www.usd497.org/Domain/10](http://www.usd497.org/Domain/10) If you do not have Internet access, you can leave a written message for your teacher in the office or a phone message through the office at 832-5660.

**Communication:** Most school newsletters are emailed to parents. We try our best to email only on Thursdays. It is important that you keep your contact information current, so that you receive important school news. This would include your email address and phone numbers for yourself and emergency contacts.

**Parent Teacher Conferences Scheduling:** Your teacher will ask to meet with you at least three times a year, once at the beginning of the year, once in November and once in February. You are welcome to schedule additional times to meet with your child's teacher should you feel the need or have concerns.

**Meeting with the Principal:** If at any time you feel the need to meet with the principal, please call the front office to schedule a meeting. Scheduling a meeting will ensure the principal is available to meet with you.

# PowerSchool

PowerSchool is Lawrence Public Schools' NEW student database that will be in place Fall 2018. You can access your student's attendance, vaccination records and the message center online by logging into your child's PowerSchool account.

Directions for accessing your child's records through PowerSchool will be sent to you this summer or early fall.

## Fund Raising Efforts

We have many different ways we raise funds for our school. Here are just a few that you can help with:

- Hy-Vee Receipts (send us all your receipts)
- Box Tops (send us all of your Box Tops)
- Dillons Rewards (designate Deerfield)
- 1x a month Dine Out nights (posted in monthly newsletters)
- Office Depot (designate Deerfield)

**FUNDRAISER**

## REMIND 101

This year we are giving you the option of subscribing to **text message reminders** using Remind 101. These texts will only be sent for general reminders of upcoming events that you have already been informed about through our newsletter. For instance, school picture day will be announced in the newsletter weeks before the actual day. However, we may send out a text the night before as a gentle reminder. Since we know that not all parents will want text message reminders we will never use texting as the only mode of communication.

To join Text Message Reminders, send a text to **81010**

With the message: **@Deerfie**

**When you are asked to submit your name, please type in your first and last name and put your child/ren's name in parenthesis.**

**For example: Joni Appleman (Jenna)**

