

Tradition Lakes K-8

Student and Parent Policy Handbook

2026-2027



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Welcome to Tradition Lakes K-8!

We are pleased to welcome you to Tradition Lakes K-8 and look forward to opening our doors in August 2026!

Tradition Lakes K-8 will be defined by strong academics, clear expectations, and a commitment to student growth at every level. From kindergarten through eighth grade, our students will experience standards-driven instruction, structured learning environments, and meaningful opportunities to develop leadership, responsibility, and character. Our goal is to build a school community where students are both supported and challenged. With high expectations and consistent guidance, every child will succeed and grow confidently. Through strong relationships and intentional instruction, we will prepare our students for high school and beyond.

We encourage families to stay connected as we prepare for our inaugural year by visiting our website and following our social media platforms for important updates and announcements. Your partnership will play an essential role in shaping the traditions that define our school.

We look forward to welcoming our first students and building a foundation that will serve this community for years to come.

Tradition Begins Here!

About This Handbook

Please note that this handbook is designed to keep students and parents informed to policies and procedures followed at Tradition Lakes K-8. Please also visit our website and follow our official Facebook page (Tradition Lakes K-8).

About Tradition Lakes K-8

School Colors

The school colors are Crimson Red, White and Gray.

Mission Statement

At Tradition Lakes K–8, our mission is to create a school where **every student** is seen and heard, every family is valued, and every educator is empowered. We are committed to **academic excellence, emotional safety,** and a **culture of belonging** that **honors diversity, drives growth,** and **develops confident, capable learners.** This is an academic center where students rise, staff thrive, and the **entire community moves forward together.**

Vision Statement

Tradition Lakes K–8 envisions a thriving school community that serves as the HEART of Tradition where every child is prepared for academic success, lifelong leadership, and purpose. We are committed to fostering an environment where excellence is the standard, equity is lived, and leadership is cultivated in every student. Our students will leave Tradition Lakes K-8 grounded in knowledge, confident in their identity, and equipped to lead with integrity, confidence, and purpose because we've built the habits of excellence early.

Arrival and Dismissal for Students

9:00 a.m. – 9:25 a.m. Student drop-off. **Do not drop off students prior to 9:00 a.m.** There will be no supervision.

9:30 a.m. Students report to class

4:00 p.m. Dismissal begins

Students should arrive on school grounds no earlier than 9:00 a.m. since no adult supervision is available prior to that time, unless your child is enrolled in the before/after school care program. The Roar Academy is for enrolled students only.

We must have a written note from the parent if anyone other than the guardian picks up your child. The person designated to pick up your child must be listed on the emergency contact list. Students must have a written note from a parent if the student is going home a different way than usual. (ex. Regular bus rider to car line).

Attendance

Student/Parent Notification of Attendance Policy

Florida State Statute 1003.24. Each parent of a child within the compulsory attendance age is responsible for the child's school attendance as required by law. The absence of a student from school is prima facie evidence of a

violation of the section; however, criminal prosecution under this chapter may not be brought against the parent until the provisions of s.1003.26 have been complied with.

Every absence will be listed as unexcused until the school receives a note within 3 days that has been signed by the parent and contains the following information: student's name, date of absence(s), reason for the absences, and a daytime telephone number.

- Tardies/early pickups will be excused or unexcused. Excused tardies/early pickups must meet the same criteria as an excused absence and must have a parent note.
- Once a student in grades K-12 has accumulated 3 excused tardies or absences due to leaving school early for medical/dental appointments within a semester, the parent must provide documentation from a physician that the student had a medical/dental appointment for subsequent class absences or tardies to be excused.
- A student diagnosed with Autism Spectrum Disorder and who has an appointment, partial day or full day with a health care practitioner to receive generally recognized services such as applied behavioral analysis, speech therapy, and occupational therapy will have the absence excused when the school is provided appropriate documentation (see student progression plan for further information).
- Students who have accumulated more than 10 excused or 5 unexcused absences in a semester, must have vacation travel approved by the principal in advance for the absences to be excused.
- Missing the bus is excused if the bus is more than 5 minutes early or more than 15 minutes late, as confirmed by the school.

Physician Authorization Requirement - A note from a physician containing the dates of the absences for which excuse is sought and the reason for the absence is required in the following circumstances:

- Student has accumulated a total of 10 excused or 5 unexcused absences within a semester, subsequent absences of 3 or more consecutive days may not be excused unless documentation is received demonstrating that attendance was impractical or inadvisable on account of sickness or injury, attested to by a written statement of a physician.
- Student has accumulated a total of 15 excused absences or 8 unexcused absences within the school year, subsequent absences of 2 or more consecutive days will not be excused unless: (a) the parent has on file with the school a statement from a licensed physician documenting the student's chronic medical condition and a valid release allowing the school to communicate with the physician, and/or (b) documentation is received demonstrating that attendance was impractical or inadvisable on account of sickness or injury, attested to by a written statement of a physician.

Lack of attendance can result in court action-As required by law, truancy cases are filed in the Circuit Court in St. Lucie County. A Truancy Petition can be filed when a student has 5 unexcused absences in a calendar month or 10 unexcused absences in a 90-calendar day period. Truancy cases are official judicial cases. Penalties include, but are not limited to: 6 monetary fines, jail time, student being placed in a shelter, community service and loss of custody. Middle and high school truancy cases may be also referred to CINS/FINS for intervention.

You may view your child's records (including attendance) online through Skyward Family Access, which may be activated at your child's school. Please read the [District Student Progression Plan](#) for more information regarding the Attendance Policies in the Saint Lucie County School District.

We will continue to accept tardy and absence notes by email and/or paper copy. Please contact your child's teacher or Tradition Lakes K-8 attendance clerk at Danielle.noble@stlucieschools.org to report absences and/or tardies. For questions, please call (772)301-7905.

Attendance Requirements from Student Progression Plan:

Compulsory School Attendance & Declaration of Intent to Terminate School Enrollment (F.S. 1003.21)

Pursuant to Section (F.S. 1003.21), all children who are either six years of age or who will be six years old by February 1, or who are older than six years of age but who have not attained the age of 18 years, must attend school regularly during the entire school term. A student between 16 and 18 years of age is not subject to compulsory attendance if the student completes a formal declaration of intent to terminate school enrollment with the district school board. The declaration must acknowledge that terminating school enrollment is likely to reduce the student's earning potential and that the disenrollment will be reported to the Department of Safety and Motor Vehicles. The declaration of intent to terminate school enrollment must be signed by the student and the student's parent or legal guardian. The school must notify the parent or legal guardian of receipt of the student's declaration of intent to terminate school enrollment. A student who attains the age of 18 years during the school year is not subject to compulsory school attendance beyond the date upon which he or she attains that age.

Official Attendance

Official daily attendance is recorded: at the beginning of the day for elementary; at every period in middle school.

Enforcement of Attendance (F.S. 1003.26)

Parent is required to be contacted after each unexcused absence or absence which the reason is unknown.

Means of Parent Contact

- Contact can be by phone, auto call system, mail, and/or in-person by school representative.

Required Documentation

- Phone log noting date and time of call, official making call, family member contacted, and outcome of conversation.
- Mail – copy of dated notice or postal service return-receipt.
- Personal Contact – parent's signature on form(s)/letter.

Referrals to Student Services

- Refer prior to or upon the 10th unexcused absence in any 90-day period and after school efforts to resolve have not been successful. Schools will provide Student Services with documentation of efforts to resolve the truancy.

Project ROCK

Students suspended out-of-school who attend Project ROCK can be coded as R (Project ROCK) for the dates that the school confirms that the student attended the program. A day of attendance at Project Rock will not count as out-of-school suspension.

Attendance Codes, Excused Absences, Unexcused Absences (F.S.1003.26)

Attendance Codes

C – Clinic

E – Excused

G – Guidance

I – BIC (not an absence)

O – Out of School Suspension

R – Project ROCK (not an absence). Students suspended out of school who attend Project ROCK can be coded as R for the dates the program verifies.

S – School Activity/Field Trip (not an absence). In cases where there is a question about the validity of the activity, the Executive Director shall make the determination.

T – Excused Tardy

U - Unexcused Tardy

1 – Unexcused Tardy

2 – Absence due to excessive tardies (K-5 only)

Excused Absences - Absences are excused when an appropriate explanation is provided by the parent within 3 days of the student's return or by the parent's physician, when the physician authorization threshold has been reached. The emailed explanation must include the dates of the absences which are sought to be excused and the reason for the absence. (F.S. 1003.26)

- Illness of the student
- Major illness in the student's immediate family
- Medical appointment of the student
- Death of family member or friend
- Required court appearance
- Religious holiday of the student or student's family's faith
- Subpoena or forced absence by any law enforcement agency to fulfill civic duties; a copy of the subpoena or court summons is required
- Major disaster that justifies the absence that has been approved by the principal
- Head lice: maximum of 2 days per incident and a maximum of 2 incidents per semester
- Missing the school bus if the bus is more than 5 minutes early or more than 15 minutes late or is not able to make the route
- Other planned absences approved in advance by the principal.
- Vacation travel or family outing/activity where the student has accumulated fewer than 10 excused or 5 unexcused absences. The principal can excuse vacation travel that exceeds the threshold after considering the student's attendance history, academic performance, mastery of the curriculum, and reason for the travel. Absences for this reason cannot exceed 5-days annually. Schools have the authority to withdraw students whose absences for this reason exceed this provision using withdrawal for non-attendance procedures described herein.
- Physician Referral for Hospital/Homebound Services absences should be excused from the date the physician's referral for Hospital/Homebound is received. Should the student not be found eligible for

Hospital/Homebound services, absences occurring after the determination will be excused or unexcused based on the above policies.

- A student of an active duty military member may be excused from absences related to deployment activities as approved by the Principal.

Unexcused Absences – Unexcused absences are all failures to attend school other than those specifically excused by the principal or designees. (F.S. 1003.26)

- Truancy
- Vacation travel where the student has accumulated more than 10 excused or 5 unexcused absences within a semester and the travel has not been approved in advance by the principal. Absences for this reason cannot exceed 5 days annually and cannot be excused without advance written approval of the principal. Schools have the authority to withdraw students whose absences for this reason exceed this provision using withdrawal for non-attendance procedures described herein.
- Take Your Son or Daughter to Work Day
- Failure to provide an explanation of the absence to the school within 3 days of the student's return to school. Student Services staff can, after investigation, advise the school to excuse absence documentation received after the expiration of the 3-day period. Physician explanations received after the 3-day period will also authorize the school to excuse the absence(s).
- Failure to provide a Physician's Authorization when required missing the school bus if the bus is less than 5 minutes early or less than 15 minutes late.
- Immunization non-compliance.
- Non-Attendance due to head lice that exceeds two days per incident and/or exceeds 2 days per semester; students who return to school with lice or nits and who are sent home the same day or who remain in the office/clinic will not be counted as in-attendance and will have the absence unexcused.
- Out of school suspensions

Reporting Attendance Cases to Problem Solving Team (PST) /Attendance Committee (F.S. 1003.26)

When: Student has accumulated at least 5 unexcused absences, or absences for which the reasons are unknown, within a calendar month or 10 unexcused absences or absences for which the reasons are unknown, within 90 calendar days.

By Whom: Teacher or any school staff with knowledge of the student's attendance.

Required Participants: School Social Worker or contracted caseworker; school attendance officer; parent shall be invited and encouraged to attend in-person or virtually.

Purpose of Meeting: To determine if a pattern of non-attendance is developing or exists and to develop interventions which shall be implemented.

Interventions: Interventions may include, but are not limited to:

- frequent communication between school and family
- mentoring
- counseling
- evaluation for alternative education program
- attendance contracts
- agency referral(s)

- other interventions, including but not limited to a referral for CINS/FINS services

Referral to CINS/FINS (F.S. 984.12)

When students subject to compulsory attendance do not comply with attempts to enforce school attendance, the parent/guardian, superintendent or designee may refer the case to the case staffing committee pursuant to F.S. 984.12. A Child in Need of Services (CINS) is a child who has been found by the court to be a runaway, habitually truant, or ungovernable. School Staff will work with CINS/FINS staff and provide accurate attendance information according to school board policy.

Habitual Truants (F.S. 1003.27)

Each public school principal or the principal's designee shall notify the district school board of each minor student under its jurisdiction who accumulates 15 unexcused absences in a period of 90 calendar days. Each designee of the governing body of each private school, and each parent whose child is enrolled in a home education program, may provide the Department of Highway Safety and Motor Vehicles with the legal name, sex, date of birth, and social security number of each minor student under his or her jurisdiction who fails to satisfy relevant attendance requirements and who fails to otherwise satisfy the requirements of s. 322.091. The district school superintendent must provide the Department of Highway Safety and Motor Vehicles the legal name, sex, date of birth, and social security number of each minor student who has been reported under this paragraph and who fails to otherwise satisfy the requirements of s. 322.091. The Department of Highway Safety and Motor Vehicles may not issue a driver's license or learner's driver's license to, and shall suspend any previously issued driver's license or learner's driver's license of, any such minor student, pursuant to the provisions of s. 322.091.

Homebound/Hospitalized Students in the Homebound/Hospitalized Program are required to follow the same attendance policies contained herein:

- Parents of students who are confined to the home will provide the homebound teacher with a written explanation of the reason for absence (only needed for absence not related to the medical condition) within three (3) days of the absence.
- The teacher will forward the written explanation to the ESE District Office.
- Parents of students, who are receiving services in the Homebound/Hospitalized Program due to an intermittent illness, will provide written explanation of the reason for absence (only needed for absence not related to the medical condition) directly to the school of enrollment.

Tardy and Early Pick Up

Students are expected to attend school daily and to be on time. Poor attendance, persistent tardiness, or leaving early will hinder their school progress. Students in grades K-5 who are picked up from school prior to the end of the school day will be marked tardy; students in grades 6-8 who are picked up or leave school prior to the end of the day are absent for any classes missed. The tardy/absence will be excused if the parent provides written documentation that the need to leave school was for the same reason(s) that an absence from school would be excused. Students will not be released for early pick-up after 3:15 pm, or 1:15 pm on an early release day.

For all students in grades K -8, once the student has accumulated 3 excused tardies or absences due to leaving school early for medical/dental reasons within a semester, the parent must provide documentation from a physician that the student had a medical/dental appointment for subsequent class absences or tardies to be excused. The school principal or designee can approve an early pick-up or release beyond these limits after

taking into consideration the reason as well as the student's attendance history, both daily and by period, and the number of early releases.

Attendance and Behavior Requirements for Extracurricular Activities

Attendance and participation at sporting events, assemblies, performances, extracurricular activities, social functions, and any school event are privileges which require attendance at school for at least half of the school day of the event. If your child is home due to illness, he/she will not be permitted to attend any school-based function during or after school. Regular and timely attendance to class is necessary for good academic performance and to meet state statutory requirements for attendance. Repeated misbehavior and/or referrals may prevent your child from participating in extracurricular activities (e.g. intramural sports, clubs, etc.). Teachers will notify parents when there is a concern. Final decisions will be made by administration.

Balloons, Flowers & Other Gifts

Students and parents may not bring these items into the school. If these items are brought on campus, they will be held in the front office until the end of the day.

Before/After School Programs

The Roar Academy, our before and after care program, opens at 6:45 am and runs in the evening until 6pm. Families must sign up and pay prior to using the program. Families can choose from before care only, after care only or both before and after care. More information may be found on our school website under the resources page - [Tradition Lakes K-8](#).

Bicycles/Skateboards/Scooters

Students who ride bicycles/scooters to school are responsible for parking them in the bike rack. All bicycles should be securely locked. Tradition Lakes takes no responsibility for damaged or stolen bicycles, skateboards or scooters. Students are not to loiter in the bike rack area, in front of the school, or on the sidewalks. In the morning, students should report directly to their homeroom classroom hallway or to the auditoria, if they plan to eat breakfast. In the afternoon, students must not linger and must leave campus immediately. Students **MUST** walk their bikes and skateboards on/off campus. Students are not permitted to ride bicycles on the school grounds, bus loading areas, or in the parent pick-up area. Students are reminded when riding a bicycle, the law requires riders to wear a helmet at all times. Students who bring their skateboards to school should secure their skateboard in the front office. Skateboards may be picked up at the end of the school day.

Birthdays

To encourage time on task in the classroom, birthday celebrations may only take place during lunch in the cafeteria. Store-bought small cupcakes or cookies are the ideal snacks to provide as a birthday treat. Balloons, party favors, hats, etc. are not permitted. If you wish to hand out birthday party invitations at school, invitations must be given to the entire class.

Bus Transportation

Students may use bus transportation if they live two or more miles from school. Students must always abide by the rules of common courtesy and vehicular safety. Students may not eat, drink, smoke or use tobacco products on the school bus. Students may not bring any items on the school buses that are not allowed on school grounds.

All students are under the authority of the driver while being transported and must obey his/her requests. Students are to only ride the bus to which they are assigned. Students who fail to abide by bus rules may be suspended from the bus. Students may only ride their assigned bus.

Cafeteria

Cafeteria Breakfast begins at 9:00 a.m. Students eating breakfast should report to the cafeteria upon arrival and students may be served until 9:25 a.m.

Students eat lunch with their classes at their scheduled times. Please check with your child's teacher for the scheduled lunch time.

To help ensure a safe and orderly campus environment, parents wishing to join their child for lunch must receive prior administrative approval.

St. Lucie Public Schools Meal Charging Policy/Procedure

All St. Lucie Public Schools must adhere to the Meal Charging Policy set forth by USDA. All students who qualify for a free meal benefit will not be denied a meal even if there are meal charges on the account. Student accounts can accrue up to \$10.00 of charges for reimbursable meals only. Ala carte items are not permitted to be charged. No adults are permitted to charge.

- Students are allowed to charge up to \$10.00 for receiving a reimbursable meal. The students will be given the same school lunch that other students are receiving.
- Students that have accrued a negative balance will receive notification of charges through the district communication system, written notification and/or a phone call from the school. Parents will be encouraged to make payment through either our online prepayment system or through the cafeteria.
- Households will continue to receive notification of charges until charges are paid in full. Notifications through the district communication system will occur twice a week.
- Up to three courtesy meals will be offered to students who have maximized their charge limit. A courtesy meal consists of a cheese sandwich, vegetable, fruit and low-fat white milk. The school meals program will maintain a list of students receiving or refusing a courtesy meal.
- If a pattern of receiving a courtesy meal is evident, attempts will be made by the Child Nutrition Services Department to discuss the issue with the parent and encourage them to complete a free and reduced meal application. If the practice continues and the parents are unresponsive, the Child Nutrition Services Department will initiate a plan for Student Services to contact the household to complete meal application for the student and determine if the student is known to be needy.
- Any time there is an uncollected balance on a student's meal account, the student will be prevented from purchasing A la carte items.
- Any unpaid balance on a student's account will be carried over from year to year.
- The parent is responsible for the uncollected balance.

2026-2027 Meal Prices

Breakfast PreK-12: \$0.00

Full Paid Lunch PreK-5: \$2.50

Full Paid Lunch 6-12: \$2.75

Reduced Paid Lunch PreK-12: \$0.40

Adult Breakfast – \$4

Adult Lunch – \$5

We ask all parents to fill out a food service meal application form for the National School Lunch Program. This form must be filled out every year, even if you don't think you qualify. Federal funding is attached to our food service meal applications. If your child is eligible for free or reduced breakfast/lunch a new application must be submitted at the beginning of each school year or they lose their status. Our front office has meal applications, or you can apply online at www.stlucie.k12.fl.us. Under the Parents/Students tab, click on the Meal Application link. We appreciate your support of this important program.

Candy, Gum, and Soft Drinks

Gum is NOT allowed at school. Candy is allowed only as part of a packed school lunch and its inclusion is discouraged. Students are NOT allowed to sell candy anywhere on school grounds. Glass bottles are NOT permitted in school lunches. Food is not permitted to be eaten anywhere other than the lunchroom (even if it is given to you by a staff member). Outside lunch deliveries are NOT allowed for students.

Cellular Phones and Electronic Devices

The bill (Chapter 2023-36, L.O.F.) requires public schools to provide instruction for students in grades 6-12 on the social, emotional, and physical effects of social media. The bill requires the Department of Education to make social media safety instructional material available online and district school boards to notify parents of the material's availability. The bill specifies that district school boards must provide and adopt an Internet safety policy for student access to the Internet provided by the school district which:

- Limits access by students to only age-appropriate subject matter and materials.
- Protects the safety and security of students when using e-mail and other forms of direct electronic communication.
- Prohibits access to data or information, and other unlawful online activities, by students.
- Prevents access to websites, applications, or software that does not protect against the disclosure, use, or dissemination of students' personal information.

The bill requires each district school board to prohibit and prevent students from accessing social media platforms through the use of Internet access provided by the school district, except when expressly directed by a teacher solely for educational purposes.

The bill also requires each school district to prohibit the use of the TikTok platform or any successor platform on Internet access provided by the school district or as a platform to communicate or promote any district school or school activity. Additionally, the bill prohibits a student from using a wireless communication device during instruction time, except when directed by a teacher for educational purposes, and requires a teacher to designate an area for wireless communications devices during instructional time.

These provisions were approved by the Governor and took effect on July 1, 2023.

Continuing with the 2026-2027 school year, elementary and middle school students are not permitted to use a wireless communication device including cell phones during the school day. In accordance with new legislation recently signed into law, students may not use their cell phones or wireless communication devices at school throughout the entire school day including during lunch or class changes.

Allowable Exceptions: Students may only use their cell phone or wireless communication device during the school day for the following reasons;

- If authorized by a school administrator in the front office or clinic.
- If a physician licensed under Chapter 458 or Chapter 459 has certified in writing that it is necessary based on clinical reasoning or evidence or,
- In accordance with the student's Individual Education Plan or,
- The students 504 Plan under section 504 of the Rehabilitation Act of 1973. Please see the student Code of Conduct for additional information related to violating this policy.

Consequences of misuse

The policy governing possession/use of electronic devices will be as follows:

1st offense: The student will be given a verbal warning.

2nd offense: The electronic device will be taken, a referral written, and the student will be issued 1 day of BIC. In an effort to limit interruptions throughout the day, parents may pick up phones/electronic devices between 9:00-9:30 and 4:00-4:30 only.

Celebrations

Any parent, relative or volunteer participating in a classroom celebration should be cleared as a SLPS volunteer on the website <https://www.stlucie.k12.fl.us/our-district/volunteers/>. Volunteers are permitted to bring refreshments during an agreed upon time with the classroom teacher. Treats are for students in your child's classroom only and should be store-packaged (with visible ingredient list) and peanut and nut free.

Clinic

Students who become ill or need first aid will be sent to the clinic. Written parental consent, authorized by a physician, must be provided if you wish the clinic to dispense medication. You will be notified with a phone call if your child is sent to the clinic and the situation requires your immediate attention. ALL medications are to be kept in the health clinic. This includes prescription and non-prescription medications.

Self-Carry of Medications Allowances are made for students to self-carry and self-administer emergency medications for asthma, anaphylaxis, pancreatic insufficiency, and diabetes. Students are responsible for ensuring that these medications are kept safely and securely and out of reach of other students. These may be carried by a student if the student has a Physician Authorization for the medication which states the medication can be carried. The Physician Authorization must be completed and signed by the licensed healthcare provider and be on file in the health room. The parent's/guardian's responsibility includes having a current and completed Physician Authorization or Diabetes Medical Management Plan signed by the healthcare provider. It is the parent's/guardian's responsibility to make certain that the student's self-carry medications are not expired and that they bring them to school. The health paraprofessional should make a copy of the label on the self-carry inhaler box, ensuring the label expiration date is visible.

If a student has a fever (100-degree Fahrenheit or higher,) the parent will be called to take the student home per St. Lucie Public Schools Clinic Policy. Students may return to school when fever free for 24 hours without use of fever reducing medications (Tylenol, Motrin, etc).

Communication

Communication between school and home is essential to the success of every child and the school. Parents can

view their child's progress through Skyward. You must sign up for Skyward Family Access. Please visit the front office to register for access. You must have your current ID available to register.

To become updated on daily events at Tradition Lakes, please follow our Webpage and Facebook page.

Methods of Communication at Tradition Lakes K-8:

School Messenger is a phone notification service that quickly delivers large volumes of messages such as: early dismissal, upcoming events, and fundraisers.

St Lucie County website / Tradition Lakes K-8 website: <https://schools.stlucie.k12.fl.us/tl/>

Social Media: Facebook: www.facebook.com/TraditionLakesK8

Conferences – Parent/Teacher

Parent and teacher communication are an important part of the school year. Teachers frequently communicate information to parents concerning school assignments, upcoming activities, and student progress. Contacting the teacher may be through phone message at the front office or email contact. The school counselor is also available by appointment for group conferences as needed. Contact the school counselor to schedule conferences when more than one teacher is involved. If you need to cancel an appointment, please call the school office as soon as possible.

Discipline

Tradition Lakes K-8 supports the belief that school should be a place where teachers can teach, and students can learn. Maintaining an optimum environment for learning is dependent upon everyone in the school community. The intent of the Code of Conduct is to provide students with the greatest amount of freedom possible while commensurate with an effective teaching-learning environment. The Student Code of Conduct is prescribed in Section 1006.07, Florida Statutes and may be supplemented or supplanted by the policies and regulations of SLPS.

Student Code of Conduct

The School District's mission is to ensure all students graduate from safe and caring schools equipped with knowledge, skills and the desire to succeed. The Code of Student Conduct describes for students, parents, teachers and administrators conduct that violates expected student behavior and lists the potential consequences for those offenses. It also sets out the procedures that will be followed for student discipline. Each student, parent, teacher, and administrator are expected to have a basic understanding of the Code of Student Conduct. The Code of Student Conduct adopted by the School Board of St. Lucie County applies to students when the student is waiting for School District transportation at a designated stop, being transported to and from school on School District transportation, at school, or participating in a school-sponsored activity no matter where the activity is occurring. In addition, the student may be subject to the Code of Student Conduct for off-campus activities, regardless of the time or place where the conduct occurs, if the student's conduct is found to have a detrimental effect on the health, safety, and welfare of other students while at school. The Student Code of Conduct and Student Handbook will be reviewed by teachers during the first week of school. The Student Code of Conduct is available for all students on the SLPS website at:

<http://www.stlucie.k12.fl.us/departments/student-services/>.

Parents and students are responsible for reading and understanding the contents of the Student Code of Conduct. Contact the dean's department with any questions. Please note: All discipline rules will apply during After-School Programs' hours of operation. Please refer to the St Lucie Code of Conduct for additional information.

School-Wide Positive Behavior Support Expectations

ROAR

Respect everyone
Own your actions
Aim for excellence
Ready to learn

Dismissal

Dismissal will begin at 4pm.

- Bus students are dismissed in waves according to the time the bus arrives.
- Dismissal will only take place in the designated Parent Pick-up area.

Please do not ask your students to meet you anywhere other than the designated area. Parents picking up students must remain in their cars during dismissal in order to maintain a safe and orderly dismissal process. Parking and walking up to get your child is not permitted. For safety reasons, the Parent Pick-up Area is a "cell phone free" area. (Please note: Accommodations are provided for Pre-K students and those students with physical disabilities. These must be arranged through administration.)

Dismissal During the Day

For safety reasons, students must be checked out through the school office. The parent or guardian must come into the front office to sign the student out and provide proper identification, which must match the information on file. The office staff will call the student to the office. Students may not be released after 3:00 pm as the office staff will be busy with school dismissal. It is the responsibility of the parent to keep the school informed of who may pick up their student(s). Those who are not on your child's information card will not be able to pick up your child. If you would like to add additional people to your list, it must be done in writing. It is also imperative that you keep current phone numbers on emergency cards for emergency purposes.

Dismissal Changes

Should you need to change how your student goes home, you must do the following:

Send a written note with your child to be turned into the teacher. Ex. "My child will be a car rider instead of a bus rider on 8/23/26."

If you are unable to send a written note due to an emergency, we are not able to make changes over the phone. In such cases, you may email our front office clerk, MARIA.VARGASGARCIA@stlucieschools.org a change. If you want your child to go home with another child (via car or school bus), the parents of BOTH children must send a note about the arrangements. Both notes must be turned into an administrator for approval, as the transportation department needs to be contacted in cases with school buses. Please note

that not all bus changes are approved. An administrator must contact transportation for approval to confirm that the bus has room for additional students.



Tradition Lakes K-8 Dress Code 2026-2027 School Year

	Yes 😊	No 😞
Shirts	• Solid and plain collared polo shirt (short or long sleeved) in any color • Solid colored long sleeve shirt worn under collared shirt (when cold) • Tradition Lakes K-8 Spirit Shirt any day • Shirts can have small embellishment no larger than a quarter (manufacturers' emblems)	• Shirt with logo or writing other than Tradition Lakes K-8 logo, striped, print, or plaid shirts • T-Shirts (except school spirit shirts) • Long sleeve undershirts that are not solid color and plain • No midriff skin or visible undergarment
Shorts	• Solid color shorts worn at the waist • Shorts must be fingertip length	• Camouflage, plaid and other patterns • Cut-offs • Any shorts more than 3" above or below the knee • No spandex workout pants, leggings/tights (unless worn under an appropriate length dress/skirt)
Shoes/Socks	• Sneakers • Low heeled, closed-toed shoes with a back • If shoes have laces, the laces must be properly laced and tied • Solid color tights under skirt/dresses	• Shoes with wheels, lights, or sound • Flip flops, soft plastic shoes or sandals • Shoes with cleats • Crocs • Boots
Jackets	• Solid color open front hoodie, sweatshirt, jacket or sweater with zipper, buttons or snaps	• Sweatshirts/Jackets/Sweaters with writing, pictures, or logo designs • Shirt worn as a jacket or around the waist • Hoods may not be worn inside • Gloves and Beanies will be removed indoors
Pants	• Solid color uniform pants • Solid color jeans • Worn at waist • Solid color leggings and tights only if worn under a skirt or dress	• Fad, embroidered, faded, or jeans with designs • Frayed, holes, ripped pants/designs, or overly baggy • Gym shorts, sweatpants or pajama pants
Hair	• Well groomed • Natural colors only • Out of face • Non-distracting • Flat, solid colored head bands	• Fairy/glitter hair • Hairstyles and colors must not distract the learning environment
Dresses & Skirts	• Solid color skirts or jumpers • Solid and plain colored dresses with collars and sleeves • Dresses can have small embellishment no larger than a quarter (manufacturers' emblems)	• Dresses or skirts shorter than 3" inches above the knee • Logo, striped or plaid • Sleeveless or strapless dresses
Misc.	• Jewelry and nails must be non-distracting (nails may not exceed ½" total length) • Masks may be worn as needed but must be solid color and plain (no writing/pictures/logos) • Cell phones and all smart devices must be turned off and in backpacks (for all grade levels)	• Wearable smart devices • Tattoos/temporary tattoos • Artificial nails/acrylic nails • Toys • No piercings other than ears • No arm sleeves

Emergency Drills

We participate in monthly fire drills and periodically in other emergency drills. Some of these are announced to students before the drill while others are not. Please remind your child of the importance of learning our emergency procedures.

Family Access & SLPS' Parents/Students Website

Visit this link: <https://www.stlucie.k12.fl.us/parents-students> to access valuable resources such as: Parents Bill of Rights, Learning Resources, School Programs, and Skyward Family Access. Parents and students can use Skyward Family Access to monitor student grades, message with teachers and other school faculty members, and even view your teacher's assignment calendar for upcoming due dates. Skyward Family Access is a valuable tool to stay current in your child's academic life. Skyward can be accessed online and via a mobile app on your smartphone. We encourage all parents to register and utilize this valuable resource! Visit this link <https://www.stlucie.k12.fl.us/parents-students> to learn how to get registered. Additionally, the following parent required forms are available in the Skyward Family Access Portal in the Online Forms section:

Health Screening

Library Access

Authorization for Deviation from Legal Name

Code of Student Conduct Acknowledgment

Parent Acknowledgment

You will receive calls from the district asking you to complete these forms. Please do so as soon as possible.

Grading

Uniform Grading System

In grades K-2, the indicators are:

4 (Above Standard)

3 (At Standard)

2 (Approaching Standard)

1 (Below Standard)

0 (Not Attempted)

Students in grades 3-12 will be awarded letter grades to indicate student progress.

Grade	Percent Grade	Point Average	Definition
A	90-100	4	Outstanding progress
B	80-89	3	Above average progress
C	70-79	2	Average progress
D	60-69	1	Lowest acceptable progress
F	0-59	0	Failure
I	0	0	Incomplete

*A student who receives an incomplete has to complete the work within the guidelines of the make-up work policy contained herein. (See Make-up Work Section) If the student does not make up all work by the designated period of time then for any missing work a grade of Zero will be entered by the teacher and the final

grade will be calculated. NOTE: the “I” will calculate as a Zero on the report card until the “I” is replaced with a grade. At that time, an adjusted GPA will be calculated for the student.

Calculation of Middle School Grades Full Year

1st 9 weeks = 40% 3rd 9 weeks = 40%

2nd 9 weeks = 40% 4th 9 weeks = 40% Semester 1 / Semester 2 Only

Semester exam = 20% Semester exam = 20% 1st 9 weeks = 40%

Total First Semester Total Second Semester 2nd 9 weeks = 40%

Grade = 100% Grade = 100% Semester exam = 20%

In courses with State End-Of-Course Exams, the grading algorithm will change in alignment with F.S. 1008.22:

Full Year

1st 9 weeks = 35 %

2nd 9 weeks = 35%

Comprehensive State End-of-Course Exam = 30%

Total First Semester Grade = 100% *

3rd 9 Weeks = 35%

4th 9 Weeks = 35%

Comprehensive State End-Of-Course Exam = 30%

Total Second Semester Grade = 100%

Semester 1 / Semester 2 Only

1st 9 weeks = 35 %

2nd 9 weeks = 35%

Comprehensive State End-of-Course Exam = 30%

* No credit or grade will be earned in the first semester in courses with End-of-Course State Exams until scores are received and applied for 30% of the grade.

Guidance - School Counseling Services

Tradition Lakes K-8 employs full-time certified school counselors. Counselors consistently monitor and enhance academic

progress and achievement. They advocate for educational and career planning and strive to remove barriers to learning.

School counselors are qualified to address the developmental needs of all students through a comprehensive school

counseling program targeting the academic, career and social-emotional development of all students. School counselors

are available by email or by appointment to discuss student issues with parents/guardians.

Health Screenings

In accordance with Florida Statute 381.0056, St. Lucie Public School Schools, in cooperation with the St. Lucie County Health Department, will conduct health screening activities for selected student groups during the school year. The screenings will include:

- Height/weight, which will include Body Mass Index (BMI) calculation for Grades 1, 3, & 6
- Vision and hearing screenings for Grades K, 1, 3, and 6
- Scoliosis screenings for Grade 6

Parents will be informed, in writing, if their child fails to meet any of the screening standards and are encouraged to seek further professional assistance. If a parent DOES NOT want their child to participate in school health screenings, they must NOTIFY THE SCHOOL IN WRITING AND INCLUDE THE CHILD'S NAME AND GRADE. In addition to these screening activities, students will receive first aid and care in the event he/she is injured or becomes ill while in school.

Homeless Education (McKinney-Vento Act)

If you lost your housing due to foreclosure and now live doubled-up with family or friends; in a shelter, motel, vehicle, camping ground, or temporary trailer; on the street; or in another type of temporary or inadequate housing, your child(ren) may be able to receive help through a federal law called the McKinney-Vento Act. Additional information is available in the front office or through our middle school counselor, our school's liaison.

Honor Roll/Awards/Special Recognition

Principal's Honor Roll

- All A's, and all S's in conduct

Tradition Lakes Honor Roll

- All A's and B's, and no more than one P and no N's in conduct.

Insurance

Your child will be provided the safest of school environments. However, an injury can result from an accident and Saint Lucie Public Schools does not assume liability in these instances. We encourage parents to enroll their child in the Student Accidental Insurance Program available through the school. Paperwork is sent home the first week of school.

Lost and Found

All articles lost on the bus or at school will be turned into the Lost and Found area, located in the cafeteria. Please label all coats, lunch boxes, and other personal items. All items remaining after the last day of school will be donated to a charity.

Pledge of Allegiance

The Florida Legislature in the 1987 session enacted legislation requiring the Pledge of Allegiance to the flag be recited at the beginning of the day in every public elementary and secondary school in the state. According to

the Pledge of Allegiance Act of 2007, a written request of a parent/guardian is necessary for a student to be exempt.

Positive Behavior Interventions & Supports (P.B.I.S.)

To maintain a well-disciplined school, all members of the school staff, along with cooperative and supportive parents, must be concerned with consistent enforcement of disciplinary guidelines. School discipline is a learning process guiding students into patterns of desirable conduct. This establishes a school environment where students can receive an education commensurate with the expectations of society. Tradition Lakes will continue to implement the Positive Behavioral Intervention and Supports (PBIS) Program. PBIS is an approach for assisting school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum that enhances academic and social behavior outcomes for all students. PBIS supports the success of ALL students.

Procedural Safeguards for Students with Disabilities

This documentation is available on the Saint Lucie Public Schools website. Go to the homepage then to the Exceptional Student Education Department, click on the Exceptional Student Education Policies & Procedures link. The link can be found on the district Exceptional Student Education page - [Exceptional Student Education - St Lucie Public Schools](#).

Progress Reports

Parents can monitor their child's progress through Skyward Family Access system. Please see main office staff to obtain

your password and login.

PTO

Perhaps the single best way to make this happen is to join the PTO, which has traditionally stood for 'Parent Teacher Organization'. As its name implies, the PTO is concerned primarily with connecting teachers and parents so that they can better discuss the nature of their child's education, the benefits and challenges facing the school district, and how volunteer efforts, or any level of involvement, might benefit all stakeholders in a dramatic, dynamic way. Tradition Lakes K8's PTO sponsors family events as well as fundraising opportunities throughout the school year that support the School Improvement Plan. Parents/guardians will be notified of upcoming events throughout the school year in the monthly newsletter or on their Facebook page. Any parent is welcome to join PTO by contacting the main office. All parents/guardians are invited to attend monthly PTO meetings.

School Advisory Council (SAC)

School Advisory Councils (SAC) have been established in Florida public schools as a component of the decision-making process for school improvement and accountability at the school level. SAC's primary mission is to assist the Principal in the preparation and evaluation of the School Improvement Plan and the school budget. Because each public school is unique and has its own community setting, resources, challenges, and most importantly, a student population unlike any other, the people best suited to decide what will be effective in helping our students learn are the people closest to each school: the principal, faculty and staff, parents,

students, local businesspeople, and community members. These “stakeholders” are represented on your advisory council. Meetings are held monthly, and all stakeholders are invited to attend and listen to the discussions, and welcome to join by contacting the main office.

School Day & Office Hours

The school office is open Monday through Friday 8:30am - 4:30pm. Early dismissal days, as designated by St. Lucie Public Schools dismiss two hours earlier. The early dismissal office hours are 8:30 - 3:00 PM.

School Improvement Plan (SIP)

The School Improvement Plan is a state-mandated document written annually by the School Advisory Council, with input from all concerned stakeholders, and approved by the school’s Advisory Board. The SIP outlines strategic goals and objectives aimed at improving many varied aspects of Tradition Lakes K-8. All staff members and parents are invited to attend SAC meetings to offer input for this important document. Tradition Lakes’s K-8 SIP is available for viewing online.

Student Placement and Schedule Changes

We take extreme care in how we place students from year to year and make decisions that are best for our Tiger’s academic success. We recognize that families sometimes have requests for teachers, and we cannot make any promises to honor those requests. We also do not subscribe to schedule changes without due process through our guidance department. We are solution based and will seek to rectify any issues first between students and students as well as students and adults prior to considering a change to a schedule. Often a change is more complex and intrusive to the student’s overall schedule than it might appear, and we would like to maintain consistency for the benefit of our Tigers as much as possible. In the event there is a question, please reach out to your child’s school counselor by calling the front office or sending an email.

Student Progression Plan

Tradition Lakes K-8 School will follow the St. Lucie Public Schools Student Progression Plan. The plan clearly defines state and district grade-level proficiencies, grading criteria, and promotion and retention criteria. Please refer to this document (available online) for more information.

Textbooks & Laptops

Adopted textbooks shall be issued free to students. The full purchase price shall be collected for any lost, destroyed, or damaged textbooks. Laptops may be issued to students. Students will be charged for any damaged textbooks/laptops. Damaged textbook charges are decided at the discretion of the administration.

Third Grade Promotion Requirements

The state of Florida has a mandatory retention for third grade students who score a Level I on the state FAST English Language Arts assessment unless they qualify for a Good Cause exemption.

Good Cause Exemptions:

1. The student is a Limited Proficient (LEP) student who has less than two years of instruction in an English for Speakers of Other Languages (ESOL) program.

2. The Individual Education Plan (IEP) indicates that participation in the statewide assessment program is not appropriate for the student.
3. The student has demonstrated an acceptable level of performance on an alternative standardized reading assessment approved by the State Board of Education (SAT-9 or SAT-10)
4. The student demonstrates through portfolio, that he or she is reading on grade level as evidenced by demonstration of mastery of the ELA Florida Standards equal to at least a Level 2 or the identified state level for performance on the state ELA assessment.
5. The student participated in the state assessment and has an IEP or Section 504 plan that reflects the student has received intensive remediation as required by Florida law for more than two years but still demonstrates a deficiency in reading and has been retained once in either kindergarten, first, second or third grade.
6. The student has received intensive remediation in reading as required by Florida Law for two or more years, but still demonstrates a deficiency in reading and has been previously retained in either kindergarten, first, second or third grade for a total of two years.

Retained students must be provided intensive interventions in reading to ameliorate the student's specific reading deficiency, as identified by a valid and reliable diagnostic assessment. The intensive intervention must include effective instructional strategies, participation in summer reading camp, appropriate teaching methodologies necessary to assist those students in becoming successful readers, able to read at or above grade level as indicated by the score on the state ELA assessment or SAT-10 and able to be promoted to the next grade.

Intensive Interventions may include:

- a minimum of 90 minutes of daily, uninterrupted, scientifically based reading instruction
 - small group instruction
 - reduced teacher-student ratio
 - more frequent progress monitoring
 - tutoring or mentoring
 - extended school day, week or year
 - summer reading camps
- State law requires that teachers of retained third grade students meet "highly effective" criteria. The Board will make every attempt to comply with State statute in the employment of instructional personnel for the retained third grade students.

Toys, Electronic Devices, Games and Playing Cards

These items, and any other items that may prove to be a distraction to the educational process, are not allowed during instructional time. This includes fidget spinners and cubes. If students bring these items to school and they are lost or stolen, the school is NOT responsible for replacement.

Valuables

Parents/guardians are urged to see that students do not wear valuable jewelry or bring large amounts of money to school. School staff will take due care to help guard against loss of personal belongings but will not bear responsibility for any loss.

Visitors

To continually improve the safety and security of your children, St. Lucie Public Schools uses a system called RAPTOR to check visitors in the front office. All campus visitors, including parents and alumni, will need to provide their driver's license or military ID to the front desk for the duration of your visit. The Raptor system accesses a national database, preventing anyone who should not be on our campus from gaining access. No one will be on campus without a picture ID badge printed by the Raptor system. Upon leaving campus, visitors must check out through the front office.

Volunteers

School volunteers may work with students individually, in classrooms, chaperone field trips, and help perform clerical duties once a security check has been cleared. A parent or grandparent may not volunteer in their child's class. An application must be completed and processed two weeks before any volunteer work may begin, according to the Jessica Lunsford Act (Section 1012.465, Florida Statute). If you are interested in serving as a school volunteer, please follow this link: [Volunteers - St Lucie Public Schools](#) to complete your online volunteer application. If you have any questions, please contact the school and the volunteer coordinator will be glad to assist you. Volunteer applications are managed online. There is a \$75 fee plus \$6 per year for the volunteers.

Appendix

Family Educational Rights & Privacy: <https://stlucie.k12.fl.us/policies/#ferpa>

Title IX: <https://stlucie.k12.fl.us/policies/#titleix>

Notice of Non-Discrimination: <https://stlucie.k12.fl.us/policies/#nondiscrimination>

Bullying/Harassment: <https://stlucie.k12.fl.us/policies/b#tiullying>

Code of Conduct: <https://stlucie.k12.fl.us/policies/codeofconduct.pdf>

Additional Policies: <https://stlucie.k12.fl.us/policies/>