

Thomas H. Dudley Elementary School Student Handbook

Failure is Not an Option



2250 Berwick Street
Camden, NJ 08105

Mrs. Maxine L. Campbell, Principal

Don't Quit

When things go wrong as they sometimes will,
When the road you're trudging seems all up hill

When funds are low and the debts are high
And you want to smile, but you have to sigh

When care is pressing you down a bit,
Rest, if you must: but don't you quit.

Life is queer with its twists and turns,
As every one of us sometimes learns.

And many a failure turns about,
When he might have won, had he stuck it out,

Don't give up though the pace seems slow
You may succeed with another blow.

Success is failure turned inside out-
The silver tint of the clouds of doubt

And you can never tell how close you are,
It may be near, when it seems so far:

So stick to the fight when you're hardest hit-
It's when things seem worst that you must NOT QUIT.

Anonymous

Welcome

Welcome to Thomas H. Dudley Elementary School. You will find our principal, teachers and our entire support staff ready to help you to be successful in your development and growth toward adulthood. Our entire school is committed to helping you to be the very best person possible.

Pledge

The students of Thomas H. Dudley Elementary School promise to do our best. We promise to make the most of the educational opportunities provided for us, in order to use our abilities and talents to our fullest potential.

Code of Conduct

In order to provide an atmosphere conducive to the teaching/learning process, where students respect the rights and property of others and that will guarantee the safety of students, faculty, staff and visitors, we find it practical to set some general rules for all students to follow. Therefore, all students are expected to:

1. Attend school daily and arrive on time.
2. Be courteous and respectful
3. Be responsible for your actions.
4. Be prepared for class and stay on task.
5. Wear school uniforms.
6. Use common sense and good judgment.
7. Keep hand and feet to yourself at all times.
8. Cross at corners on the way to and from school.
9. Leave all toys and /or non-school items at home. This includes all hand held electronic games.

School Telephone Numbers

Main Office: 856-365-0636

Nurse's Office: 856-

Guidance Office: 856-

Community School Coordinator: 856-

Emergency School Closing Number: 614

Lunchtime Guidelines

Students will:

1. Stay in your seat at your assigned table.
2. Talk quietly with your neighbor.
3. Raise your hand and wait for directions if you have a question.
4. Bring juice, sports drinks, water, etc. in plastic bottles or boxes only
(No soda, No Glass bottles, No cans)
5. Clean up your area when lunch is over.

Medication

All medications will be dispensed by the school nurse. Students are not permitted to have any medication in their possession during the school day. This includes all over-the-counter drugs such as aspirin, cold medicine, Motrin, etc.

Student Peer Mediation

Student Peer Mediation is conducted by the Guidance Office. Students will be encouraged to solve their conflicts/disputes without violence through the Student Peer Mediation Process. Any student who has a problem with another can request a mediation session by contacting their classroom teacher or Guidance Counselor.

Daily Schedule

Breakfast	7:45 a.m. – 8:15 a.m.
First Lunch	10:56 a.m. – 11:51 a.m.
Second Lunch	11:42 a.m. – 12:37 p.m.
Dismissal	2:55 p.m.

Daily Bell Schedule

Grade Pre-K to 6 and Special Areas	
Homeroom	8:25 a.m. – 8:37 a.m.
Period 1	8:38 a.m. – 9:23 a.m.
Period 2	9:24 a.m. – 10:09 a.m.
Period 3	10:10 a.m. – 10:55 a.m.
Period 4	10:56 a.m. – 11:41 a.m.
Period 5	11:42 a.m. – 12:37 p.m.
Period 6	12:38 p.m. – 1:23 p.m.
Period 7	1:24 p.m. – 2:09 p.m.
Period 8	2:10 p.m. – 2:55 p.m.

Half Day Schedule

When school is dismissed at 1:00 p.m., classes will follow Periods 1, 2, 3,4,5,6 and 7 unless otherwise directed.

Homeroom	8:25 a.m. – 8:37 a.m.
Period 1	8:38 a.m. – 9:13 a.m.
Period 2	9:14 a.m. – 9:49 a.m.
Period 3	9:50 a.m. – 10:25 a.m.
Period 4 1 st Lunch	10:26 a.m. - 11:01 a.m.
Period 5 2 nd Lunch	11:02 a.m. – 11:37 a.m.
Period 6	11:38 a.m. – 12:13 p.m.
Period 7	12:14 p.m. – 12:49 p.m.
Prepare for dismissal	12:50 p.m. – 1:00 p.m.

Dress Code

Thomas H. Dudley Elementary School is a uniform school. Students generally conduct themselves in a manner similar to the way in which they dress and groom. Any type of dress or grooming which is disruptive will not be permitted. The following are examples of unacceptable attire for students during school hours.

1. Any type of dress which is disruptive and/or offensive will not be permitted in school.
2. No tight fitting clothing
3. No flip flops or slippers
4. No halter tops, tube tops or midriff tops for girls and no sleeveless undershirts for boys.
5. All pants and slacks must be worn on the waist with a belt. (Pants can not be worn off the waist.).
6. T-shirts with offensive language and/or inappropriate pictures or gestures are not permitted.
7. Hats, bandannas, skull caps, wave caps are not to be worn in school.
8. Sunglasses unless used for medical purposes should not be worn in school.
9. Excessive jewelry will not be permitted in school.
10. All skirts and shorts should be worn at knee length.

Bus Regulations

The Camden City Board of Education provides upon request of the parent at the beginning of each school year, bus service for Special Education students who live outside of the Dudley area. In order to provide for a safe ride for all students the following rules must be followed when riding the buses:

ALL STUDENTS MUST:

1. Remain seated (in assigned seat) at all times
2. No fighting, arguing or engaging in any loud/boisterous/disrespectful conduct
3. Never throw anything while on the bus, or out of the bus window
4. Never place anything or any body parts out of the window
5. Always follow All safety rules/directions given by bus driver and or bus aide

Because of the seriousness of this matter, students who do not follow the rules and regulations will be penalized as follows:

First Offense	1 week suspension from bus
Second Offense	1 month suspension from bus
Third Offense	Suspended from bus fro remainder of school year

NO WARINGS WILL BE GIVEN

Gym Regulation

ALL students are expected to wear proper gym attire, which includes:

*sneakers and socks (this does not include shoes with rubber soles)

*shorts or sweat pants

*T-shirt or sweat shirts

Proper gym attire is required for the safety and comfort of all children. In addition, students should not bring any valuables, such as money or jewelry, to gym class. The School Code of Conduct will apply to all gym classes, and a list of safety guidelines will be posted in the gym. To be excused from gym class, students must obtain an excuse from the school nurse, which needs to be followed up with a doctor's note.

Homework Time Allotment

<u>Grade</u>	<u>Minimum</u>	<u>Maximum</u>
1 st	10 minutes	15 minutes (Daily except Friday)
2 nd	10 minutes	20 minutes (Daily except Friday)
3 rd	20 minutes	30 minutes (Daily except Friday)
4 th	30 minutes	30 minutes (Daily with Friday at discretion of teacher)
5 th	30 minutes	90 minutes (Daily with Friday at discretion of teacher)
6 th	30 minutes	90 minutes (Daily with Friday at discretion of teacher)

Independent Reading Times

<u>Grade</u>	<u>Minutes</u>
K	10
1 st	10
2 nd	15
3 rd	20
4 th	30
5 th	35
6 th	35

School Board Members

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School Central Office Administration

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Reuben F. Mills, Deputy Superintendent
Andrea Gonzalez Kirwin, Assistant Superintendent Elementary
Thurselle Treece, Assistant Superintendent Secondary
Linnell N. Wright, Assistant Superintendent Support Services
David Shafter, School Business Administrator/Board Secretary