



September 25, 2023

Dear Cottonwood Families,

We hope you have a relaxing long weekend. Please review the following information on current school happenings and after school activities.

**Lunchroom Procedures:**

You may hear from your student(s) that there are a few new procedures in the lunchroom. This is part of our effort to teach appropriate behaviors when in a shared space, such as the lunchroom. Our effort is a result of a number of students not wanting to eat in the cafeteria due to the activity and noise level. We are hoping the new procedures will make the cafeteria a space where all students are safe, can socialize, and enjoy their lunch. Parents, please support our effort by talking to your student(s) about appropriate ROAR behavior in the lunchroom:

- Voices should never go above a level 2 (table talk).
- Students should remain in their seats, unless going to the restroom or purchasing a snack.
- All personal lunch waste should be cleaned up at the end of the lunch period.
- Students should remain quietly in their seats until lunchroom staff dismiss their table.
- All conversations end and attention is given to the lunchroom staff when students hear our Cougar Call...*"I say COUGAR, you say..." "PAW"*.

Thank you. We appreciate your help in this effort.

**October Count:**

This year's October Count days are, **September 28th, October 2nd and October 4th**. For those of you who haven't heard of October Count, it is a process through which the State of Colorado gathers data on the public schools across the state. The primary information provided to the State through this process is student attendance data. The information is used for a variety of purposes, one of which is school funding. The State provides schools \$8,000 for every student who is in school on count days. **Please help us obtain the needed funding for your student(s) by ensuring they are in school and on time for the count days, especially October 2nd.** If you have the ability to reschedule appointments or other conflicts it would be appreciated.



**Attendance Reminders:**

Absences/Late Arrivals - K - 5 parents should leave a message on the attendance line (720) 554-3295 by 7:50 AM if your student will be absent or late. Please refer to pages 9 -11 of the [Student Conduct and Discipline, Rights and Responsibilities](#) for the District's policy on student absences and excuses.

Tardy Arrivals - Although we understand that at times circumstances are unavoidable, we ask that parents do their best to have students arrive at school on-time. The school day entails a tight schedule for teachers and students so we need your help to reduce classroom interruptions. Please try to keep your student's unexcused late arrivals to under 10 occurrences over the course of the school year. Please reach out to the front office if there is a special circumstance we need to be aware of or can assist with.

Late Pick-Ups: Like tardy arrivals, we also track late pick-ups. After dismissal, teachers and staff continue their busy schedule. Again, we are asking for your help by assuring that your student(s) are picked up on time. If you have conflicts that regularly prevent you from picking up on time, you might want to coordinate with a friend/neighbor or look into after care. Cottonwood has a [Before & After School Program](#) and there are a number of private child care centers in the area that offer after care.

**From the Cottonwood Creek Nurse:**

When students go back-to-school we unfortunately start to see an increase in illnesses. To help stop the spread of germs, please remind your students about the need for proper handwashing, covering coughs/sneezes, and not sharing food or drinks during lunch and snack/recess. Additionally, you can refer to the attached guidance from the Colorado Department of Public Health to help you determine when your child is too sick for school.

**Items dropped off for Students:**

When dropping off items for students during the day (including lunches), please make sure they are labeled with their name and their teacher's name. Please note, items are delivered only once or twice during the school day, depending on staff availability. Therefore, if there are items your student absolutely needs at a specific time, it is best to remember to send it to school with your child in the morning. If you think your child can go without the item for the day, it might be a great teachable moment. Remember, we do have water cups in the front office for students who forget their water bottle and lunch is free this year:)



**Building Visitors:**

Just a reminder that all building visitors must come through the main entrance and obtain a security badge from the front office. Do not enter the building through the playground doors. For safety, we do not want students or staff to get used to visitors walking around the building without a badge.

**STEAM-A-Palooza VIII:**

The 8th annual [STEAM-A-PALOOZA](#) will take place on October 7th this year at the Cherry Creek Innovation Campus. Registration opens on Saturday September 23rd at 10:00 am.

**Specials:**

In an effort to provide parents information about what is happening during your student's specials time, the Specials Team will be publishing monthly updates that can be found at the following [LINK](#).

**After School Clubs/Activities:**

If your student is interested in after school activities, you can start by reviewing our [LIST](#) of both school sponsored and private clubs at Cottonwood. Please note that activities are added throughout the year, so we will do our best to keep the list up-to-date. Please note that all after-school clubs/activities, with the exception of kids club, exit through the front main entrance of the school at their specified dismissal time. When picking up, please wait by the front doors for your students.

**Future Bruins Night:**

5th grade parents, mark your calendar for this year's Future Bruins Night at Cherry Creek High School, Thursday November 16, 2023. The details of the event can be found [here](#).

Sincerely,

Drew Francis - Principal [Cottonwood Creek](#) Elementary School

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