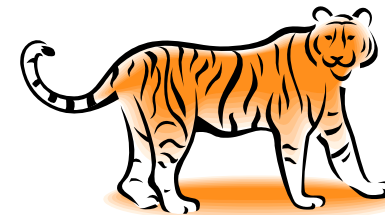


## SCHOOL HOURS

- 8:20 🕒 Doors Open & Breakfast available
- 8:40 🕒 Morning Announcements
- 8:45 🕒 Instruction begins
- 10:00 🕒 Attendance taken
- 3:45 🕒 Dismissal

# TIPPS ELEMENTARY

5611 Queenston , Houston, Tx 77084  
 Phone: 281-345-3350 Fax: 281-345-3355  
 School Colors: Black & Gold



## FOOD SERVICE

### Lunch Schedule

10:30-11:00 Kindergarten      11:05-11:35 1st Grade  
 11:45-12:15 2nd Grade      12:20-12:50 3rd Grade  
 1:00-1:30 4th Grade      1:25-1:55 5th Grade

### Cafeteria Visits

Please check in with the front office. Your driver's license will be scanned and you will receive a personalized name tag. There is a special place in the cafeteria for lunch visitors to sit, and we ask that you do not invite other children to sit with you or bring food for other children.

### Meal Prices

#### Breakfast

\$ .95 Students \$ 1.20 Adults/Visitors \$ .20 reduced

#### Lunch

\$1.65 Students \$2.15 Adults/Visitors \$ .40 reduced

#### A la carte

35¢ milk    35¢ ice cream    25¢ cookies      35¢ juice  
 60¢ fruit    50¢ pickle      50¢ bottled water

### Nutrition Guidelines

To encourage good health, the Texas Department of Agriculture prohibits the any school from providing foods of minimal nutritional value (FMNV) during the school day anywhere on school property. The exception to this policy is for the day(s) designated for school wide parties.

### School wide Parties

Food and other items for school wide parties are provided through the PTO and are limited to Tipps students. No other food may be brought in. Younger siblings who are not school age may attend parties but must be closely monitored. School age siblings, including middle school and high school, may not attend class parties.

## WHO DO I CALL FOR HELP?

CONTACT		Phone Number
First Contact	Homeroom Teacher	281-345-3350
Counselor	Ms. Pickett	281-345-3371
Librarian	Mrs. Lane	281-345-3362
Nurse	Mrs. Keating	281-345-3354
Registrar	Mrs. Gonzalez	281-345-3352
Cafeteria Manager	Mrs. Brookshire	281-345-3353
Diagnostician	Mrs. Sutton	281-345-3357
Speech Pathologists	Ms. Jolla & Ms. Nguyen	281-345-3356
Assistant Principal Life Skills 2 <sup>nd</sup> 4 <sup>th</sup> 5 <sup>th</sup>	Mrs. Goree	281-345-3379
Assistant Principal PPCD, PreK, K 1 <sup>st</sup> 3 <sup>rd</sup>	Mrs. Lehnert	281-345-3380
School Secretary	Mrs. Woodward	281-345-3373
Principal	Ms. Redd	281-345-3373

### STUDENT BIRTHDAYS

- Student birthdays are acknowledged at school during the morning announcements.
- Cakes, cupcakes, favors, flowers, balloons, etc., for birthdays or other special occasions are not permitted.
- To avoid hurt feelings, birthday invitations to personal parties are allowed to be given out at school only if they are being given to every child in the class.

## COMMUNICATION

**Classroom Visits** Parent(s) and/or legal guardians may make an appointment with the teacher and/or the assistant principal. Please limit visits to 20 to 30 minutes.

**Transportation Changes** to your child's after school transportation must be in writing and received before 3:00 p.m.

**Early Departure** Please send a note and include your phone number. A phone call will be placed to you for verification. To avoid the end of day traffic, students leaving early should be picked up before 3:15 p.m.

**Change of Address or Phone Number** In case of an emergency, it is important that we are able to contact you. Please send a note with your child when you change your phone number or address.

## MEDICATION POLICY

- ➔ Medications will be given to students when necessary only upon receiving a written request with specific instructions from the parent or guardian.
- ➔ All medicine, including cough drops, must be brought to the clinic in the original container clearly labeled with the content, the student's name, and directions for time and dosage.
- ➔ All medication must be brought to the clinic by the parent or guardian.
- ➔ When the period for administering the medication has expired, only the parent or guardian may pick up the medication from school.