



The Evans School

Developing Character to Last a Lifetime

2026 - 2027 Handbook

EVANS CALENDAR

We hope you will arrange family trips around the Evans calendar so that your child will not miss classes and programs. On the occasions when your vacations do not coincide with our calendar, it is necessary to communicate with your child's academic teachers so that assignments are completed.

If possible, please use Friday afternoons for appointments and extra curricular activities rather than requesting that your child be excused from school.

Our special programs and plays are significant to The Evans Experience !

We hope you will support your children by attending. Please notify your child's homeroom teacher as soon as possible if your child is unable to participate.

HOURS

School begins promptly at 8:30 every morning.

Regular Dismissal ~ Monday - Thursday

3:00 3:10 3:20

Early Dismissal ~ Fridays & Other Designated Days

12:20 12:30 12:40

ARRIVAL & DISMISSAL

Students should arrive at school between 8:00 and 8:20.

Students should know who is taking them home each day. If there is a change in how your child is going home, please notify your child's homeroom teacher. Parents must send permission in writing when anyone other than a parent picks up. Arrangements for going home with friends should be made the day before.

Since cars often speed around the La Jolla Scenic corner, we ask that you cross at the traffic light if you are walking your child across the street.

TARDINESS

Students should be on time; if children arrive at school after 8:30, they must come to the front door and ring the bell.

TRAFFIC SAFETY

Parents should enter and exit the driveway SLOWLY WITH EXTREME CAUTION. Parents should pull their cars up to the end of the driveway and ***STAY*** in their cars. ***DO NOT LEAVE YOUR CAR UNATTENDED*** unless it is parked in a parking slot or on the street. Do not leave children unattended in cars.

Please do not turn left when entering or exiting the driveway during busy times.

PARKING

*Parents may park in our parking lot. If there are no spaces available, parents should park on the street, preferably La Jolla Scenic or Cardeno Drive. **Do not park on Campina Place (the cul-de-sac immediately south of the school driveway).** Please be sure that your car is not blocking a neighbor's driveway at any time.*

Frequently, All Hallows Church allows Evans parents to use their parking lot for Evans activities. We will notify you when this is possible, and we strongly urge you to take advantage of this opportunity whenever it is available. We thank you in advance for your cooperation.

HEALTH

All students are expected to be in good health while attending school. If students have coughs, colds, sore throats, stomach aches, or contagious illnesses, they need to stay at home. Please do not send your child to school until he/she has been free of fever or other contagious symptoms for 24 hours. Students who are ill or injured at school will be sent home.

SAFETY

All students, as responsible citizens, must abide by our safety rules at Evans.

Do not make threatening remarks regarding violence.

Do not use matches or flammables at any time.

Do not bring sharp or dangerous objects to school.

Do not run inside or on hard-surface areas.

Do not throw anything unless given permission.

Children are not to be on the playground or in a classroom without

staff supervision.

Keep all four legs of the chair on the floor; tipping back can cause a bad fall.

Never leave the campus without permission.

FOOD

Morning Snack

Students should bring a healthy snack to eat mid-morning. Suggested snacks include fruit, vegetables, and high protein foods.

Lunches

Lunches should be ready to eat; there is no microwave available.

Candy, carbonated and/or caffeine drinks are not to be brought to school. *Gum is NOT permitted on campus at any time.*

BIRTHDAYS

If you wish to bring goodies for your child's birthday, please check with the homeroom teacher the day before so that a time will be scheduled.

Invitations for parties & events should not be handed out at school unless all boys or all girls, or the entire class is invited. Departures for the parties/events should not be from the school unless all class members are invited. Because Kindness is a primary goal, it is essential that we have everyone's cooperation.

PREPARATION FOR THE DAY

It is beneficial for students come to school "set for the day"..... backpacks with binder and completed homework assignments, mid-morning snack, and lunch. Assignments which need to be printed should be printed at home. Students will be encouraged to be responsible about packing up their materials before they leave school.

LOST & FOUND

Books and clothing items should be clearly marked with your child's name.

Our Lost & Found basket is outside near the Upper School restrooms.

MONEY

Students should not bring money to school unless it is for an Evans outreach project. Sales or trades conducted between children are not allowed.

ELECTRONIC DEVICES

Students are not allowed to use electronic devices (ipads, phones, smart watches, computers) on campus unless they are given permission by an Evans staff member. Devices should be left at home, but if necessary to bring to school they must remain in students' backpacks while on campus.

OUTREACH PROJECTS

All classes will participate in outreach projects during the school year. If students bring in monetary donations, they are encouraged to earn the money themselves.

CONTACTING STAFF MEMBERS

*If you have any questions or concerns in the evening, please contact Miss Gale.
Cell ~ 858-229-6510 e-mail ~ galebaer@evansschool.org*

CONFERENCES

Lower School has a scheduled fall and spring parent/teacher conference. Additionally teachers will request a conference with parents if they feel it would be beneficial to the child's progress. Parents may request a conference whenever they wish. Please call the office or email your child's teacher if you wish to schedule a conference.

TUTORING

Evans staff members are available for students who wish to have extra help with academic subjects, test preparation, and organizational skills. Evans tutors communicate with our teachers on a daily basis to ensure students are receiving the necessary help. This service is not included in the annual tuition fee. Parents interested in having additional help for their child should contact Mrs. Augustine or Miss Gale.

HOMEWORK

Students are expected to complete homework carefully and punctually. Daily and weekend assignments will provide opportunities for students to reinforce skills through practice, as well as to develop effective study and organizational skills.

The following schedule suggests the maximum amount of time to be spent on routine homework. If a student is consistently unable to complete assignments in the allotted time, the student or parent should contact the subject teacher.

Maximum Time For Homework Assignments

First Grade ~ 30 minutes daily **Second Grade** ~ 40 minutes daily

Third Grade

English	20 minutes
Math	20 minutes
Reading	20 minutes

Fourth Grade

English	15 minutes
Math	15 minutes
Reading	20 minutes
Science	15 minutes
History	15 minutes
Spanish	15 minutes

Fifth Grade

English	15 minutes
Math	20 minutes
Reading	20 minutes
Science	15 minutes
History	15 minutes
Spanish	15 minutes

Leaders

English	20 minutes
Math	20 minutes
Reading	20 minutes
Science	20 minutes
History	15 minutes
Spanish	15 minutes

Most assignments are designed so that students can complete them independently. Exceptions when a parent's help may be necessary include the following: oral reading, learning math facts, quizzing for tests, and helping children memorize parts for drama productions.

MAKE-UP WORK

Students who are absent from class are expected to make up assignments. It is the student's responsibility to get the assignments from a classmate or teacher and complete them promptly. Books and assignments for absentees will be gathered and left on the office bench at the end of the school day. Parents may also call the office to request that work be sent home with another child.

STUDY HALL

A 15 minute period is scheduled most afternoons (during the school day for Grades 4 - 6. Students are encouraged to make use of this opportunity to get extra help from their teachers and begin homework assignments.

WAYS TO HELP YOUR CHILD DEVELOP GOOD STUDY HABITS

Schedule specific time to do homework, and provide a quiet place.

Discourage distractions, and eliminate television.

Help children budget time.

Check to see that assignments are completed neatly and carefully.

Consistently monitor time spent on iphones, ipads, and computers.

EVANS DRESS CODE

**Indicates Optional Items*

Our Regular Uniform is typically worn Monday - Thursday.

Boys' Regular Junior Kindergarten & Kindergarten Uniform

Navy shorts, or trousers with red shirt

Navy belt (if shorts have belt loops)

White socks with navy or white tennis shoes

Girls' Regular Junior Kindergarten & Kindergarten Uniform

Navy jumper, shorts, or slacks with red shirt

White socks with navy or white tennis shoes or blue & white or black & white saddle shoes

Boys' Regular Uniform for Grades 1 - 6

Navy shorts or navy twill trousers with navy belt

Powder blue Evans tennis shirt

Plain white socks with plain navy or plain white tennis shoes with white laces

**Brown or navy Docksidors, white and/or navy tennis shoes*

Girls' Regular Uniform for Grades 1 - 3

Pinstripe sailor dress with dickey and tie

White socks with blue & white or black & white saddle or tennis shoes

Plain white or plain navy Keds or tennis shoes with white laces

**Navy uniform twill slacks with Evans polo shirt for cold days only*

EVANS DRESS CODE

Girls' Regular Uniform for Grades 4 - 6

Evans navy plaid skirt or skort with navy polo

Plain white or plain navy Keds or tennis shoes with white laces

**Navy uniform twill slacks with Evans polo shirt for cold days only*

Our Dress Uniform is worn on Fridays & Special Occasions.

Junior Kindergarten & Kindergarten Boys' Dress Uniform

Evans navy sailor shirt with navy shorts or slacks

White socks, navy or white tennis shoes or saddle shoes or brown loafers

Boys' Dress Uniform For Grades 1 - 6

Dark grey trousers - white or sand trousers for special occasions in spring

Blue & white striped shirt (short or long sleeves)

Evans tie and belt

Navy, black, or grey socks, brown or black loafers

Girls' Dress Uniform for JK - 3

Navy sailor dress with dickey & tie

*White socks and saddle shoes or *black, navy, or white flat closed-toe shoes*

Girls' Dress Uniform for 4 - 6

Navy skirt or skort

White middie blouse with navy tie and cardigan with logo

*White socks and saddle shoes or *black, navy, or white flat closed-toe shoes*

Optional Uniform Items for All Students

**Evans navy pullover sweater*

**Evans navy or red fleece jacket*

**Evans red sweatshirt*

**Evans Spirit Shop Items*

Sports Uniform for Grades 1 - 6

Navy shorts (not bike shorts) & Evans T shirt

White or navy tennis shoes with white socks

**Evans navy sweatshirt and sweatpants*

Students dress and appearance must be neat and clean

All items must be clearly marked with your child's first initial and last name.

Only uniform or Evans Spirit Shop sweater and fleece jackets are acceptable.

Navy sweatpants are for sports only.

Dyed hair and extreme haircuts are NOT allowed.

Boys' hair must have traditional short haircuts.

Girls' long hair should be pulled back with ribbon or barrette.

Hair ribbons should be red, white, or blue.

No tattoos, body piercing, and no colored nail polish

No earrings for boys - no dangling earrings for girls

No smart watches, no necklaces, or bracelets

Girls' sailor dresses must have dickeys and ties.

Dress length should be no shorter than the top of the knee

Shoes must be clean and laces need to be tied. Black tennis shoes are not allowed.

Boys' shirts must be tucked in except during sports.

Shabby or outgrown uniforms need to be replaced, regardless of the time of year.

EVANS CODE OF CITIZENSHIP

Keeping our Evans Family safe and developing good citizenship are our # 1 Goals. This is best accomplished when parents and staff are in accord with our Evans 21 Values.

Kindness & Integrity Are Key. All students will be expected to express Integrity and show Kindness and Respect to our students and staff at all times.

We expect students to come to school with a positive, cooperative attitude ... ready to give their BEST in all areas. Children who are uncooperative will be sent home.

Bullying, physical harm, or threatening written and/or verbal comments to injure oneself, someone else, or someone else's property are serious. These could result in suspension or expulsion from school. This also applies to postings on social media.

OUR EVANS 21 VALUES

Evans standards of citizenship are based on the banner qualities which are displayed in our library. Our primary goal is for Evans students to express these values in their daily life.

ACCOUNTABILITY

Admit when you make a mistake ~ Don't make excuses or blame others for your mistakes.

ATTITUDE

*Show enthusiasm ~ Don't complain ~ Challenge yourself to do better ~
Be cheerful and wear a smile ~ Encourage others ~ Don't ask, "Do I have to?" ~
Be prepared to learn new things ~ Don't argue ~ Participate in all school activities. ~
Be positive in speech and action.*

COMPASSION

Be patient. ~ Think beyond yourself and be willing to help others.

COURAGE

*Stand up for someone if another child is picking on him/her.
Choose to do the right thing even if others don't.*

COURTESY

*Be polite with everyone at all times ~ Be attentive, listen, and watch the leader ~
Use "please", "thank you", "excuse me", "I'm sorry" ~ Hold doors, acknowledge
visitors with a greeting, eye contact, and a smile ~ Do not talk or raise your hand
when someone is speaking ~ Be patient when supplies are being passed out ~
Do not walk between two people who are talking ~ Mind your own business ~
Keep your hands and feet to yourself ~ Don't talk with your mouth full ~
Use appropriate "table conversation" ~ Do not throw or play with your food
In other words ... USE GOOD MANNERS !*

EFFORT

*Do your best at all times ~ Challenge your limits ~ Ask questions when
you don't understand.*

GRATITUDE

*Be appreciative of what you have rather than wishing for more. ~ Say "Thank You"
to your teachers as you leave class. '*

HONESTY

Tell the truth ~ Tell the teacher right away if you have not completed your homework ~ Follow the rules ~ Don't exaggerate ~ Keep your eyes on your own paper ~ Do your own work ~ Behave properly even if no one is watching ~ Don't borrow others' things without permission ~ Choose even teams ~ Be honest when making calls on the sports field ~ Go out when you are tagged. ~ Answer questions directly and completely.

HUMILITY

Be gracious when receiving a compliment. ~ Look for opportunities to compliment others on their successes. ~ Avoid asking people about their scores and grades. ~ Don't brag about your strengths/talents.

INITIATIVE

Look for ways to be helpful ~ Set a good example ~ Make good use of your time ~ Pick up Lost & Found items ~ Offer to help ~ Help put chairs, materials, and sports equipment away ~ Throw trash away even if it is not yours.

INTEGRITY

Be honest in everything you do.

KINDNESS

***Follow The Golden Rule at all times** ~ Compliment others and never make fun of anyone ~ Apologize if you hurt someone's feelings ~ Don't write notes or draw pictures of people ~ Include everyone who wants to participate ~ Never whisper or roll your eyes ~ Do not save places - Be willing to sit with anyone ~ Stop playing when someone is injured and offer to help ~ Be considerate of our custodian by helping to keep all areas of our school clean ~ Do not gossip ~ Give an encouraging word and smile to someone who needs it.*

Bullying, in any form, is not allowed at Evans !

LOYALTY

Be and do your best for Evans ~ Always speak positively of your family, friends, teachers, and school ~ Sing school and patriotic songs with sincere enthusiasm ~ Wear your uniform with pride ~ Cheer for your team regardless of the score.

PATRIOTISM

Stand at attention with your eyes on the flag when saying "The Pledge of Allegiance".

PERSEVERANCE

Don't give up because something is difficult ~ Complete assignments and projects ~ Be willing to practice.

RESPECT

Treat everyone with respect ~ Use clean language at all times ~ Make eye contact with the leader ~ Don't talk during songs or speeches ~ Bow your head and stand or sit quietly during prayers and pledge ~ Refrain from writing on tables, books, walls, etc. ~ Do not break pencils, rulers, or supplies ~ Help keep the restrooms tidy at all times ~ Cooperate with leaders ~ Stop playing right away when the whistle blows or someone is injured.

RESPONSIBILITY

Be someone others can depend on. ~ Follow the rules at all times.

REVERENCE

Exhibit respectful behavior during programs and assemblies.

SINCERITY

Behave in the same way with all people at all times ~ Be sincere and truthful with your compliments and apologies ~ Sing and pray from your heart.

SPORTSMANSHIP

Be a good loser and a good winner ~ Honor the coach's calls without arguing ~ Don't brag or show off ~ Cheer for the other team ~ Don't complain or pout ~ Accept compliments modestly ~ Congratulate winners ~ Don't tattle ~ Enjoy the game for the sport of it.

UNSELFISHNESS

Don't insist on being first to recite, first in line, or first to receive materials ~ Participate willingly ~ Be helpful with younger children ~ When treats are passed, take the closest, not the largest ~ Share materials, equipment, positions, roles.

EVANS PRAYER GROUPS

We encourage Evans mothers and students to attend our prayer groups in our Library.

<i>Wednesday ~ 8:00 - 8:15</i>	<i>Children Seeking God (CSG)</i>	<i>JK - Grade 2</i>
<i>Wednesday ~ 8:15 - 8:30</i>	<i>Children Seeking God (CSG)</i>	<i>Grades 3 - 6</i>
<i>Wednesday ~ 8:30 - 9:00</i>	<i>Evans Moms in Prayer (EMP)</i>	

Evans families are invited to place prayer requests in the Moms-in-Prayer box in the office.

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### ***Our Evans Pledge***

*I promise myself today  
To feel, to think, to speak, and to act,  
Only in accord with those things  
Which are good, and true,  
and beautiful.*

### ***Our Evans Prayer***

*Dear Lord, I ask of You today  
That only kind things may I say.  
Help me to keep in sight  
The ways I know are right  
I'll try to follow You today.*