School Website Examples and Explanations

At minimum, each Hamilton County school website needs to include these items and they should be easy to find:

- Principal name
- Principal email
- School Address
- School Phone number
- Grades taught
- Supply lists for each grade level
- Student Handbook
- Dress Code Policies
- School hours
- School fees
- My PaymentPlus and Online Registration
- The school’s Learning Community
- The district logo

When looking at your webpage, you want to have useful information but it is most important to be current. Think about how often an item you are considering adding to the site would need to be updated and who would check it and update it regularly.

Home Page
This page should include grade levels taught at the school and a brief introduction to the school.

WELCOME
It’s a new school year at Some Elementary School and what better way to welcome back our students and staff than to unveil our brand-new website for the community!

Some Elementary is a high-performing school dedicated to the success of ALL Learners! We have an enrollment of about 400 from Pre-k to 5th grade. We have teachers and staff that have a love of children and a willingness to make a difference in their lives.

At Some Elementary School, we are committed to excellence!
Note: When you include something like the beginning of the school year message you find in this welcome to make a note to return and change the information once you get into the school year. Keeping “It’s a new school year” too deep into the year will give the impression to a visitor we are welcoming that they may not find an up-to-date website.

About Us Page
The main about us page should include: school address, principal name and email, contact information and school hours.

We want this information easily accessible to parents/guardians. All the information on the about us page should also be found in the “For Parents” section as well.

Under about us, school history and other useful information can be listed under other tabs. Any additional information should be placed on a different tab under about us.
Note: It would be advisable to include the information about Dress Code on the site instead of referring to the Handbook. Linking to the information in a Handbook online could work. Also, if you included the full information about Dress Code, it may be too long to include in this section.

For elementary schools, try to incorporate a place for the teachers by grade level or teams.

For middle and high school, try to incorporate a place for teachers by subject or teams.

### Grade Level Teams

<table>
<thead>
<tr>
<th>Grade Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-K</td>
</tr>
<tr>
<td>Kindergarten</td>
</tr>
<tr>
<td>1st Grade</td>
</tr>
<tr>
<td>2nd Grade</td>
</tr>
<tr>
<td>3rd Grade</td>
</tr>
<tr>
<td>4th Grade</td>
</tr>
<tr>
<td>5th Grade</td>
</tr>
</tbody>
</table>

Mrs. Boles
Mrs. Cox, Assistant
Mrs. Jennings
Mrs. Rock, Assistant

### For Parents

This page should have the same information as the about us page when you first click on it. We want the main information that parents should know on this page. Under “For Parents,” make sure there are separate tabs for supply lists, student handbook, dress policies, and other information. Any external links should be placed under a tab called external links. Also school hours should be explain as to what time students are tardy and what time students need to be picked up, etc.

Include information on how a parent can sign-up for access to the PowerSchool Parent Portal. Include information that will be needed from the school to set-up the account and connect to their child and the person parents can contact at the school for the information or with questions about PowerSchool.
For Parents

Central High School / For Parents

<table>
<thead>
<tr>
<th>School Hours</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Take In Time:</td>
<td>7:20 AM</td>
</tr>
<tr>
<td>Dismissal Time:</td>
<td>2:20 PM</td>
</tr>
<tr>
<td>Main Telephone Line:</td>
<td>(423) 344-1447</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Finley King</td>
</tr>
<tr>
<td>344-1447</td>
</tr>
<tr>
<td>Email</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>After School Care</th>
</tr>
</thead>
<tbody>
<tr>
<td>After school care is not provided.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Additional Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students who arrive after 7:30am will be required to be signed in by a parent.</td>
</tr>
</tbody>
</table>

For Students
At the elementary level, this page can include educational materials parents can use to help their student, or just a message to the students. All external links included on web pages must be evaluated and monitored for appropriate educational content. The following disclaimer should appear on every web page that contains external links: "Neither School nor Hamilton County Schools is responsible for questionable or controversial content that may be found through links external to this site."

Websites for Kids

Children need to be supervised while using the internet. These web sites are educational but some have advertisements and some have links to other sites that may not be appropriate for elementary students.

http://besstshepherd.tn.hcs.schoollinsites.com/?
PageName=TeacherPage&Page=2&StaffID=232301&iSection=Teachers&CorrespondingID=232301
For Students

Dear Students,

You are the most important people at Thrasher. The whole reason Thrasher exists is because of you. Every teacher, cafeteria worker, administrator, and custodian is here for one reason: you.

We enjoy working hard to make Thrasher the best place for you. Thrasher is a special place, and you make it that way. You are kind, friendly, hard-working, creative, athletic, readers, writers, and thinkers. You do your best with your school work, with your friends, and with the choices you make.

Thank you!

At the middle and high school level, this page should include the student handbook, dress code policies, attendance policies, lunch information, etc.

Students
Teacher Pages

These pages should include a picture and a brief biography of each teacher, best method to reach you and the times you are available for parents to contact you with questions or concerns, the class schedule. Teacher websites should be kept up to date. Think about how often something you are considering adding to the site would need to be updated.

Courtney Baker

Hello My Name Is...

Courtney Baker

Hello! I am a first grade teacher at Battle Academy. I am starting my 14th year of teaching and have been at Battle for 11 of those years. I have taught kindergarten, first, and second grades throughout my career. I have a Masters of Education from UTC and I am Nationally Board Certified. I received my undergraduate in Early Childhood Education from Iowa State University.

I am married with three children. My oldest just turned 8 and is going into 3rd grade and my youngest are 4 year old twins. I was born and raised in Iowa and moved to Chattanooga after I married my husband. I absolutely love my job! I love first grade and I LOVE teaching at Battle Academy.