

August 2011

Dear Parents, Guardians and Friends,

Welcome to our Franklin Family and the new school year! Franklin School is a community of students, parents and support staff working collaboratively to create a safe, caring, supportive, innovative and academically challenging environment for your child. This community fosters individual growth and self-esteem while promoting respect, understanding and appreciation across cultures. We also like to have fun!

One of the goals of our program is to prepare students for a successful and rewarding future by developing both their academic and nonacademic skills. Therefore, we provide instruction in language arts, mathematics, science, social studies, fine arts, music, technology, and physical education. In addition, there are visitors (parents and other community members), assemblies, field trips and other enrichment activities that enhance and enrich our classroom instruction.

The staff, parents, and students of Franklin believe that our school is developed into five main areas. Instruction, Engagement, Enrichment, Intervention, and Innovation lead our instructional and financial decision to do what is right for kids! We are a true neighborhood school and continue to add programs for our site so we will become the community center as well as a school.

The exciting educational experience here at Franklin reflects the dynamic relationship between the students, parents and school staff, as well as the surrounding community. We are all partners for your child's success! Thank you for reading this Handbook carefully. We are going to have a wonderful year together!

With admiration and affection,
Casie Killgore
Principal

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Attendance and Enrollment

Absence/Tardiness

School starts promptly at 8:20 AM. When you child is absent or tardy, please call the Franklin School Attendance Office-963-4283 before 9:00 a.m. Leave a message that includes the date, your name and relationship to the student, the student's name and reason for the absence. Tardy students are to sign in at the administration office before going

to class. The school Attendance Registrar will attempt to contact parents of absent students if the absence or tardy is unreported. The Education Code states that students may be absent from school **only** for the following reasons: illness, medical appointments, bereavement, or mandatory court appearances. **All other absences are unexcused.** Prompt, consistent attendance is vital to a student's academic success. **WHEN YOU MISS SCHOOL, YOU MISS OUT!**

Permission to leave the campus

Students are to remain on campus from the time they arrive at school until they are dismissed to go home. If your child needs to leave early for any reason, an adult who is listed on the emergency card must sign out the student in our administration office.

Custody Issues

Our primary concern is the welfare of the students; consequently, the school does not allow access to children by non-custodial parents without prior arrangements. We ask parents to provide us with any and all legally binding information regarding custody agreements so that we may act equitably and within the law. The absence of such an agreement on file absolves the school from any action deemed in violation of a custody agreement.

Emergency Preparedness

Emergency Drills

Franklin School conducts periodic emergency/disaster drills. The school is equipped with emergency rations including water, food, blankets, and other necessary supplies. Using documented safety plans and procedures, we reenact actual emergency situations to keep us prepared. In most situations, the entire school will assemble on the playing field. ***In the event of a real emergency:*** All children will remain on the playing field with their teacher until a parent or other adult listed on the child's emergency card comes to pick them up. **It is very important to keep information on your child's emergency card up to date.**

Daily Schedule

Normal School Day Dia Escolar Normal	Monday – Friday/Lunes - Viernes	Grades/Grados
	8:20-1:25	K
	8:20-2:25	1-3
	8:20-2:45	4-6
Recess/Recreo	9:45-10:05	K
	10:10-10:30	1-3
	10:30-10:50	4-6
Lunch/Almuerzo	11:00-11:45	K
	11:50-12:35	1-3
	12:20-1:05	4-6

School Procedures and Policies

Partnership of Home and School

The partnership between teachers and parents is critical to the success of the educational process. The education of our children is a cooperative process involving the best efforts of parents, students, teachers, support staff and community. We believe strongly that parents who are actively involved in their child's education enhance the

likelihood that their child will succeed in school, particularly at the elementary school level. When we all participate, we build the best program possible, we keep informed, and we show our children that their education is important.

Parent Volunteer Requirement Guidelines

Because family involvement is vital to educational success, each Franklin School family commits 3 hours per month in one or more of the following capacities:

1. Serve on boards and committees, such as the SSC, ELAC, PTA, and other related committees.
2. Assist during the school day by working in the classroom, administration office, library or cafeteria; drive on field trips, correct papers, etc.
3. Share your skills and services at special events or at weekend projects: sewing, carpentry, painting, gardening, musicianship, childcare, etc.
4. Tailor your commitments to meet your family needs. Contact your child's teacher or the administration office with your ideas or options.

Working together, Franklin students, parents and teachers can create a supportive, innovative, well-balanced educational environment.

Please remember:

- Parents who volunteer in their child's classroom must pre-arrange times with the classroom teacher and keep in mind that the purpose of volunteering is to give assistance to the teachers, not to work with their own child, unless previously arranged. Also, parents, visitors, and helpers must keep information confidential that is learned while in the classroom and must refrain from judgments about children and/or teachers.
- We also encourage visits by resource people who can enhance our instructional program. If you have a special talent or skill to share, or know someone who does, please contact your child's teacher.

Parent Visits

In order to provide a secure school environment, it is important that we know who is on the campus at all times. **Therefore, all parents and other guests must first report to the main office or preschool lobby and sign in to receive a Visitor Pass.** Parents may request a classroom visit with prior arrangement through the classroom teacher or administration. Out of respect for the instructional program, please ensure that all cellular phones are turned off while visiting/volunteering in the classroom.

Visitors

All visitors, including parents, must report to the office to sign in and receive a Visitor Pass. In general, student visitors are NOT allowed.

School Pictures/Yearbook

Early in the school year, a professional photograph company visits Franklin and takes individual student photos; packets are available for purchase. At least one make-up day is scheduled. Mid-year, class photos are taken and also available for purchase. These individual and group photos are published, along with many other candid photographs documenting the school year, in the annual school **YEARBOOK**.

Library

The library is open to all grades for weekly scheduled class visits, during lunchtime and before and after school. It is equipped with a wide selection of books and magazines. Our librarian works closely with teachers to provide an outstanding literature program. (Parents are also encouraged to volunteer some time to the library as a way of earning school service hours.)

Library Books and Textbooks

Lost, damaged, or stolen library books and textbooks are the sole responsibility of the parents. Books not returned in a timely manner are the parents' responsibility to replace. Overdue or lost books may result in a student losing his/her library check-out privileges. At the end of the school year, school documents such as progress reports and diplomas may be withheld until all books checked out to the student are returned or replaced.

Student Council

The Student Council is comprised of representatives from grades 4, 5, and 6. This group of students elects officers each year and meets to plan and oversee important fun activities and community service projects for the student body.

Animals

In general, pets from home are not allowed in classrooms unless they are approved ahead of time by the teacher AND

are confined to a space such as a cage or aquarium. For the health and safety of everyone, we ask that when you drop off your child, **do not bring pets into the school, even if they are on a leash.**

Some classes may have small animals or fish in order to teach children how to care for pets and handle them safely. Please let us know if your child has an allergy that would exclude her or him from this kind of activity.

Class Parties and Special Treats

- ◆ You may want to provide treats for the class on your child's birthday or for special class parties. We encourage this type of sharing, but parents should notify teachers ahead of time to avoid too many treats on a given day.
- ◆ Celebrations at school should not be elaborate and be limited to the sharing of food and simple activities. Please arrange for special activities to take place at parties *outside* the school environment. **Invitations to parties may be distributed at school only if ALL students in the class are invited to attend. Otherwise, invitations must be mailed directly to the other children's homes.**

Personal Belongings

We make every effort to help your child keep track of his or her personal belongings, but many items look alike. Therefore, labeling makes all the difference! **Please clearly label all the belongings your child brings to school, especially all outerwear.** Children easily misplace coats, backpacks, tote bags, and lunch boxes, or mistake someone else's belongings for their own. Such incidents are potentially upsetting to a child, so we ask that parents take responsibility for their children's belongings at dismissal.

Note: Franklin School is not responsible for any misplaced, lost, or stolen personal belongings. There is a LOST AND FOUND area in the Auditorium.

Smoking

Franklin is a non-smoking school. **Smoking is prohibited at all times everywhere on the campus: the buildings, parking lots, playgrounds, and grounds.**

Parent Surveys

At the end of the school year, parents are asked to complete a written survey about all aspects of our programs. The results of these surveys are reviewed by the school officials and serve as important feedback for the school's continuous improvement process.

Internet Usage

Franklin is fortunate to have direct Internet access in every classroom and throughout other areas of the school. All students, staff, and parents are accountable at all times for proper use of the Internet and may be required to sign an agreement to that effect.

Photography and Filming of Students

There are many activities and accomplishments that take place which we feel are positive, newsworthy and of interest to the community. Franklin staff will, from time to time, use still photography or videography for the purpose of highlighting student achievements or chronicling classroom/school activities. Those images may be used in informational newsletters, school brochures and other printed materials published by the school. It is possible that those images might be used on school web sites. They may also be submitted to the news media for possible publication.

If, for any reason, you do not want your child's likeness to be used by Franklin or by the news media for the purpose of positive publicity about school activities or students achievement, please notify the school office immediately.

Student Placement

Placement of students in classes is the school's responsibility, and teachers are responsible for creating the class lists for the coming year. Their decisions are based upon a goal of achieving a balance of abilities, behavior, maturity, gender, ethnicity, and other factors. Parent input regarding their child's placement for the coming year should be made in writing to the child's teacher by May 15, **but it is important to understand that it is NOT possible to grant most requests.** Parents are notified during the summer of their child's teacher(s) and classroom.

Field Trips

Each time a field trip is taken, a student must have a signed permission slip in order to attend. When students are transported by volunteers in private vehicles, the drivers must have on file a current record of their insurance coverage of \$100,000-300,000. Forms are available in the office.

On-Site After School Care

Children should be picked up immediately after they are dismissed from class unless they are enrolled in one of the following on-site programs. Franklin School offers various after school care students in grades 1-6, Monday through Friday, 2:30-5:30 p.m. on regularly scheduled school days. Registration must be established through the program coordinator before a child may remain at school under the supervision of program personnel.

Neglect and Abuse of Children

The neglect and abuse of children can occur in families at any socioeconomic level. State law and our own concern for the welfare of each child require us to report suspected child abuse or neglect. If teachers know or have reason to believe that a child is being physically abused, sexually abused, or neglected, they are required by law to contact Santa Barbara County Child Protective Services. Typically, the law requires that the report include the child's name and address of the alleged perpetrator (if known), the extent of the injuries, and the name of the person reporting the suspected abuse or neglect.

Food Services

Our own talented and dedicated cafeteria staff serves breakfast and lunch, carefully prepared on-site, to students, teachers and parents. Vegetables from the garden, along with student, staff, and parent volunteer servers, make this cafeteria a very special place to share a meal with classmates and friends. It is our goal to lead the way in recycling and creating a *green* school environment as we compost almost all of our food daily.

Franklin School follows the Santa Barbara School District Wellness policy which does not allow any child and/or parent to bring unhealthy food or snacks to school. For example homemade sandwiches or salads must replace ought fast food items and carrots or fruit must replace cupcakes or cake. For more information, visit: www.sbsdk12.org.

Health Services

Medication at School

1. Bring the medication in the original container to the health office with your written permission and specific instructions, including doctor's orders for prescription medications.
2. All medications will be administered by the health assistant, school secretary or principal.
3. Students are NOT to have any medications in their possession during school, including asthma inhalers and similar items, unless approved by parent, doctor and school administration.

Immunization Records

All students must show proof of having received required immunizations before school entry is permitted. These records are checked and maintained by the Health Assistant. Students found to be out of compliance will be excluded until requirements are met.

Health Screenings

Students are periodically examined for vision and hearing. Parents are notified if any problem is detected. If you do not wish your child to be screened, please contact the Health Assistant.

Emergencies

In case of a serious injury or other health situation, 911 will be called. We will try to contact you immediately. PLEASE MAKE SURE YOU PROVIDE THE SCHOOL WITH UP-TO-DATE TELEPHONE NUMBERS WHERE YOU OR OTHER DESIGNATED ADULTS CAN BE REACHED IN AN EMERGENCY.

Procedures for Sick Children at School

1. If your child becomes sick at school, we will call you or a person that you have designated for emergencies. A staff member cares for your sick child until you or the designated person arrives. We monitor your child and keep your child as comfortable as possible. Parents or designated persons must pick up sick children as soon as possible.

2. Children should be symptom-free or on medications for twenty-four hours before returning to school. (Since playing outside enhances children's social skills and helps them learn to play cooperatively, in most cases we require a medical excuse for a child to stay indoors.)

Guidelines for Exclusion from School

Certain symptoms in children may suggest the presence of a communicable disease. Children who have the symptoms listed below should be excluded from school until:

1. A physician has certified that the symptoms are not associated with an infectious agent or that they are no longer a threat to the health of other children at school; or
2. The symptoms have substantially subsided.

Exclusion Symptoms

- ✓ FEVER- 100F or higher within the previous twenty-four hours.
- ✓ VOMITING- One or more times.
- ✓ RESPIRATORY SYMPTOMS- Difficult or rapid breathing or severe coughing, high-pitched, croup-like, or whooping sound after coughing.
- ✓ DIARRHEA
- ✓ SORE THROAT OR SWOLLEN NECK GLANDS
- ✓ SKIN PROBLEMS- Rashes and sores, especially if infected.
- ✓ PINK EYE (Conjunctivitis) - Watery, irritation and redness of the white part of the eye and/or the lining of the eyelids, and/or pus-like discharge. Pink Eye is extremely contagious. The child is contagious from the onset of signs and symptoms and while the eye is still red and/or draining. Signs of any symptoms must be "gone" for at least 24 hours before the child returns to school. Careful hand washing after contact with discharge from the eyes or articles soiled with the discharge is necessary. This must be treated with medication from a physician.
- ✓ HEAD LICE- If a student is sent home with head lice, he/she may not return to school until all the nits are removed from the scalp. Upon return to the school, the Health Assistant will check the student. If the school personnel detect lice, the student will be sent home in order to protect all other students from highly contagious head lice. Note: If a student is found to have lice, all the children in that classroom will be checked, and parents will be notified.

Academic Program

Philosophy

It is our goal to create an environment in which all children are successful in reaching their highest individual potential and level of academic excellence. This means that:

- Students have responsibility for their choices, actions and learning.
- Hands-on, authentic educational experiences that include real world situations.
- Allow for student choice to acknowledge the variety of ways in which students learn.
- Utilize specialists within the school community as resources in technology, music, art, science, GATE and special education.
- Support a collaborative staff that meets regularly to facilitate student-centered learning and assessment.
- Ensure a high level of teacher professionalism with appropriate budget, instructional materials and staff development.
- Encourage active parent involvement in the educational process at school and in the home.

Student Outcomes

In this environment, students will strive to possess the ability to:

- read, infer and interpret literature, poetry, newspaper, reference sources, texts, graphs and applications;
- communicate clearly in order to effectively transmit facts, ideas, emotions, and opinions using oral, written and visual language;
- discern mathematical relationships, reason logically, and use mathematical techniques effectively in practical applications;
- understand and apply the major strands of scientific thought, methods, facts, hypothesis and theories;
- use technology effectively to access, compose, and communicate information and ideas;
- express ideas and emotions through the use of visual and performing arts;
- work cooperatively and collaboratively with others.

Homework Policy

Homework helps build responsibility, self-discipline, and life-long learning habits. Time spent on homework directly influences the student's ability to achieve *and* meet district, state, and federal academic standards. It is our expectation that students, parents/guardians, and staff view homework as a routine and an important part of students' daily lives. We expect that parents will:

- Provide a regular study and/or reading time in a suitable setting with appropriate materials.
- Offer guidance/support but NOT do the assignment for the child.
- Seek a balance between homework time and the child's free time.
- Understand the objectives of the school curriculum and the relationship of the homework to these objectives.

Students are given opportunities to reinforce classroom learning at home. Homework should be relevant, planned, and individualized, as appropriate, in the following four areas:

1. **Practice**-This helps students master skills but should not be boring and repetitive. Whenever possible, students should apply skills that have been learned rather than simply completing a worksheet. (Students cannot apply what they do not understand.) Assignments are not always the same for every child and often involve choices; this encourages responsibility.
2. **Preparation**-This helps the students get ready for something that is coming up in the curriculum. It should be challenging and help students develop the motivation to learn the new material. In general, it should not be anything rote or unimaginative.
3. **Extension**-This type has students go above and beyond what was learned in class and is usually self initiated. Extension homework emphasizes production versus re-production.
4. **Creative**-These assignments challenge students to think critically and creatively. They problem solve and respond in a personal way to this type of homework.

Because we value family and leisure time, most homework is designed to take place four nights per normal week, Monday through Thursday, and not on weekends, holidays, or breaks.

General Guidelines for Amount of Time

Kindergarten- Grade 2	10-20 minutes per day*
Grade 3	20-30 minutes per day*
Grade 4	30-40 minutes per day or 120 minutes per week*
Grade 5	40-50 minutes per day or 140 minutes per week*
Grades 6	50-60 minutes per day or 160 minutes per week*

*Additional reading practice is also assigned and recorded in most classes.

IMPORTANT: Of course, some projects or assignments take more time than others, but parents should be able to tell if their child regularly spends too much or too little time on homework and contact the classroom teacher to discuss the situation.

Academic Honesty

- Students are held accountable to be fully prepared for quizzes, tests, and other assessments. Cheating is not allowed and results in a consequence such as loss of privileges, suspension, etc. Students are responsible for their own homework and other individual work.

Additional Educational Programs

Gifted and Talented Education (GATE)

The goal of the GATE program at Franklin is to incorporate the following skills and concepts into the regular classroom along with other opportunities that will enable the students to extend and enrich their learning:

Problem solving	Creativity	Self awareness	Choice
Career awareness	Leadership	Listening	Speaking
Written expression	Math	Fine arts	Cooperation
Presentation	Critical thinking	Love of learning	Research
Open-ended tasks	Study skills		

Our GATE program is offered to all third through sixth grade students that have qualified for the GATE program

through either testing or teacher referral. The program is designed to meet students' intellectual needs, motivate students to reach their highest potential, increase the application of critical thinking skills, and promote positive social-emotional skills. New activities and opportunities for GATE students are being developed in 2011-2012.

Comprehensive Physical Education

Each grade level has two scheduled P.E. sessions per week. A P.E. teacher and support staff instruct the students in a variety of sports, recreational activities, cardiovascular fitness, basic healthy living practices, and good sportsmanship skills. Once a week, grades 3-6 use of circuit gym which was awarded in 2010 by the CA Governors Council of Physical Fitness.

Art

ICAN foundation supports students with biweekly art lessons utilizing various methods and mediums that connect to the academic curriculum.

Science

Students enjoy biweekly Science Lab training that deepens their understanding of science standards and concepts.

Technology

Weekly, students spend a period of time in the computer lab with a specialist learning technology standards and digital media.

Music Program

Franklin's Music Program provides music history, theory, and singing on a weekly basis to all classes. In addition, our instrumental music classes and band provide opportunities for all children in grades 4-6 to learn how to play an instrument. Franklin also offers after school music for students who are dedicated to learning more. All of these groups of students perform at school activities and events, as well as in the community from time to time.

Support Services

Health Assistant

Our health office is open during regular school hours to provide first aid care for student illness or minor injuries. Please inform the school of any existing medical conditions of which we should be aware. If a child becomes ill at school, you or the person designated on the child's emergency card will be notified. The child must be signed out in the health office before leaving campus. The Health Assistant works closely with a SBSD registered nurse. In general, a doctor's note is required in order to excuse a student from P.E.

Adaptive P.E.

A trained instructor provides qualified students with physical/motor skills development during their regular classroom P.E. session.

Psychologist/Counselor

A school psychologist who is an employee of SBSD is on campus four days per week to provide special education services, including consultation with teachers and parents, special education needs assessments, individual and group counseling, and social skill building. The psychologist also works closely with the Student Study Team (SST) and Special Education Team.

Student Study Team

The Student Study Team (SST), which is comprised of teachers, staff and parents, meets weekly to assess and develop a plan for success for students who are experiencing difficulties in academic, social, or emotional areas. Students can be referred to the SST by their teachers or parents.

Resource Specialists

The Resource Specialists provide supplemental instruction to individuals and small groups of students who have been identified, through the Student Study Team and the Special Education Department, as needing extra academic support.

Speech Therapist

A speech specialist is on campus three days per week to provide students with supplemental support and instruction in the development and correction of speech patterns, disorders and language development. Referrals to the speech

therapist come through the Student Study Team (SST).

Early Intervention

The Early Intervention Program was started in the Fall of 2009. The purpose of the program was to give those students having some difficulty in reading and writing extra help during their early years of schooling. Research has shown that the earlier in a child's education the interventions are provided, the more benefits the students receive. The program provides individual/small group tutoring during regular school hours. The program has proven to be one of our most successful interventions in helping to achieve the goal of all children being able to read on grade level by the 3rd grade.

BEHAVIOR GUIDELINES

Our goal is to foster safe, comfortable and productive classroom and school environments, and to enable and encourage students to develop responsibility, healthy self-concepts, independence, and self-reliance. We expect Franklin students to be polite and cooperative, to play safely, and to attend seriously to their school work. Every Franklin student signs a contract stating that he/she will treat everyone with respect and kindness AND follow the school rules and dress code. This creates a positive learning environment. Honesty, respect, and compassion are expected at all times; and dishonest, cruel, disrespectful behavior is not accepted. Children must know what is expected of them and what they can expect at school. When students accept the following general guidelines as routine, they can focus on their most important task—**LEARNING**.

RULES OF CONDUCT

In order to safeguard the rights and well being of everyone, all students are expected to follow these rules. Staff members enforce the rules at school, and we ask that parents support these expectations both at home and at school.

RESPECT YOURSELF

- ❖ I will arrive on time and attend school every day that I am able.
- ❖ I will bring my materials and come ready to learn.
- ❖ I will follow the dress code.
- ❖ I will eat healthy snacks and leave candy, gum, and soda at home.
- ❖ I will remember rules of safety, especially wearing a helmet when riding a bicycle.
- ❖ I will be cooperative in class and contribute in a positive way to the classroom.
- ❖ I will only turn in school work that is my own; I will not copy the work of others. I will not cheat on tests, either by giving or receiving answers.
- ❖ I will use the computer and Internet responsibly.
- ❖ I agree to resolve my anger in a civilized way. I will keep my hands and feet to myself.

RESPECT OTHERS

- I will treat others with respect. I will speak courteously to teachers, staff, parents, visitors, and other students.
- ❖ I will not tease, name-call, swear, curse, or harass another individual.
- ❖ I will not use words or body language that is offensive to others.
- ❖ I will not fight, and I will not play fight.
- ❖ I will try to resolve a disagreement peacefully and ask an adult for help if needed.
- ❖ I will respect the learning environment by speaking quietly in the classroom and other areas of school. I will avoid creating problems for others and myself.
- ❖ I will walk and not run in the halls and blacktop.
- ❖ I will follow directions of all school personnel promptly and politely; I will not disrupt learning or teaching.
- ❖ I will not make degrading, racist, or humiliating jokes. I will not make unwelcome or offensive sexual remarks or gestures.
- ❖ I will leave electronic devices, skateboards, scooters, and roller blades at home.

RESPECT PROPERTY

- ❖ I will respect school property and not damage trees, landscaping, objects, buildings, or materials belonging to the school or others. I will throw garbage in a trashcan and NOT on school grounds.
- ❖ I will keep my hands to myself and respect the property of others.
- ❖ I will take care of my books and the classroom property.

NOT ALLOWED- Numerous items are NOT appropriate for school. Children should not bring toys, dolls, money, valuables, electronic games, or other items that are not essential to learning. Students may NEVER bring matches, toy guns, weapons, combat toys, or any object that could injure another person into the school. **Students are also forbidden from bringing to school items intended for sale or trade and may not conduct any personal business.**

Discipline Process

Few students at Franklin ever have serious discipline problems. However, to protect the rights of all students, it is important that families understand the consequences of misbehavior. **This process will include:**

1. **Time to Teach Informal Classroom Conference-** A staff member talks with the student to reach an agreement regarding the student's correction of inappropriate behavior. If the student's behavior does not improve, the student's behavior is documented and parents are contacted through a Student Conduct Report.
2. **Referral to Office-** If a teacher needs additional support with a child's misbehavior, the student is sent to an administrator. Depending on the severity of the problem, the parent may be asked to pick up the child for the remainder of the day. Physical aggression or a deliberate action that leads to an injury as well as the following serious violations is grounds for being sent home (suspended) immediately.

Serious Violations (All of these are subject to review of the Principal)

- **Threats or Threatening Behavior-** Threatening words and/or actions are taken seriously and seen as harmful to the well-being of others and the school.
- **Hurtful Behavior-** Cruel, hurtful words and/or behavior are taken very seriously and will not be tolerated. This includes hitting, punching, kicking, biting, slapping, pushing, pinching, tripping, spitting, etc.
- **Vandalism and Stealing-** Removing school or personal materials without permission is considered stealing. Willful destruction or abuse of private or school property is vandalism and is not tolerated.
- **Drugs and Alcohol-** The possession, use, sale, distribution, and/or purchase of alcohol, illegal drugs, prescription medication, cigarettes or any other substance related to the above (including matches, lighters or paraphernalia) are never allowed.
- **Weapons-** No weapon of any kind (real or fake), including knives, cap guns, and toy guns, is ever permitted on campus.
- **Gambling and Game Playing-** Video games, card games, dice, and gambling of any sort are prohibited on school grounds.
- **Disrespectful to Adults** – Rude comments, talking back, rolling of eyes, or defiance.

Disciplinary Consequences may include the following, depending on the severity of the violation: Conferences with teachers, administrators, and parents; after school detention; Saturday School; loss of privileges, or other negative consequences; isolation from special activities; suspension; recommendation for expulsion; police report, if necessary.

Student Dress Code

All student attire should be neat, clean and in good repair. We ask that parents:

- **Use School Uniform – No Jeans**
- **Purchase clothes for school that promote good citizenship and appropriate responses from others.**
- **Explain to their children that what may be acceptable in other environments may not be acceptable at school: “You’re not going to the beach. You’re not going to a fancy party. You’re going to school...to work and learn.”**

*Therefore, students may wear casual clothing, providing it is clean and modest. It must NOT make reference to alcohol, tobacco products, drugs, sex, violence, satanic symbols, anarchy, or illegal activity and **must not be revealing or attention-getting in any way.***

The following items are **NOT ACCEPTABLE** to wear at school:

- ❖ Crop tops and belly shirts (All shirts and tops must cover the belly and back areas!)

- ❖ Halters
- ❖ Spaghetti straps (Tank tops are okay as long as the strap is at least one inch wide.)
- ❖ See-through clothing
- ❖ Short-short skirts and shorts (Use the fingertips test; the length should be at least to the point where your fingertips touch when at your side.)
- ❖ Excessively **tight** or excessively **loose** clothing
- ❖ Makeup or wild hair color

REMEMBER:

1. Footwear should be safe. Students on any day should be able to run, jump, skip and play safely. Unsafe footwear for school includes platforms, flip flops and high heels.
2. Clothing and personal items such as binders and backpacks should be free from writing, pictures or insignia which is crude, violent or gang related.

We are so excited for the 2011-2012 School Year!



