

Redway School Parent Handbook 2008-2009

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Redway Family Resource Center

<p>Redway Elementary School Employees 2008-2009</p>

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Redway School

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Parent/Student Handbook

1. The Office

a. Hours—

Students are not to be on campus before 8:15 am, and they are to leave school as soon as they are dismissed. The office hours are from 7:30 to 4:00. Students should take care of office business before 8:30am and after 3:00pm. Students should have an office pass to be in the office at any other time for any reason.

b. Tardies

Students are to check in and out of school if they are late or are to leave early. Tardies are considered extended if they are over 30 minutes. Continual excessive tardies are considered truancy and will be reviewed by the School Attendance Review Board.

c. Emergency Information

The office keeps all emergency information on file. Please be sure to update any new information regarding your child—who is to pick him/her up; change of address or phone number; new allergies; medication changes; etc.

d. Insurances

The office has information about student accident insurance as well as Healthy Families Insurance. Please be sure to fill out the field trip permission form that states who your personal insurance carrier is. This will be kept by your child's teacher throughout the year.

e. Medications

- Medication Prescriptions: The school is not allowed to administer any prescription medication without written permission from both the parent and the doctor who prescribed it. Please ask your doctor to complete the form "Consent to Administer Medications in California Schools." This form is on file at all clinics or available from the school office.
- Over the Counter Medications: Pain relievers, cough drops, poison oak medication, etc. must be in the original packaging, have written permission and instructions from a parent attached, and be kept in the office.
- Please be sure to let the office know of any medication changes.

f. Phone Calls

Phone calls are for emergencies only. Please make after school arrangements and social plans with your child before school begins or after school is dismissed. Redway School phone lines get very busy and people have a difficult time getting through to the school. Your child will not be allowed to call you because of forgotten lunches or homework.

g. Schedules

Grades K-3

Class	8:30-10:00
Recess	10:00-10:15
Class	10:15-12:20
Lunch	12:20-1:00
Class	1:00-1:45
Recess	1:45-2:00
Class	2:00-2:40

Grades 3/4-5

Class	8:30-10:20
Recess	10:20-10:35
Class	10:35-12:40
Lunch	12:40-1:15
Class	12:35-2:45

Grades 5/6-7

Class	8:30-9:45
Recess	9:45-10:00
Class	10:00-12:00
Lunch	12:00-12:35
Class	12:35-2:50

CLASSY Wednesday's dismissal time—1:35 for all students

h. After School Procedures

A note is required if your child is to go someplace after school other than home or to his/her usual place. Otherwise, we will expect your child to ride his/her regular bus and get off at the regular bus stop or walk home as usual. No child will be allowed on a different bus without a note from home. Please try to avoid excessive phone calls requesting messages to your child during the school day. With the significant number of last minute calls, it is difficult to notify students of transportation changes in time.

All students must leave campus at the end of the day unless they are involved in an adult supervised activity immediately following school. Your child cannot “hang out” at school for an hour waiting for a team practice to begin.

i. Redway Afterschool Program (RAP)

The after-school program takes students daily from dismissal time until 6:00 pm., with homework help and many fun activities. Registration forms are available in the school office, room 12, and the Family Resource Center. For more information, please call 923-1147 or 223-5549.

j. Closed Campus

Redway School is a closed campus. Students are to come on campus and remain on campus until they are dismissed unless they have permission from the office to leave. Students may not go to the store once they arrive on campus in the morning or before getting on the afternoon bus for any reason.

2. Attendance

a. Getting to school

- i. Bus rules—District bus rules must be followed at all time. Riding the school bus is a privilege, not a requirement. The privilege may be revoked at any time, for any reason. Bus rules apply to both the bus and bus stops.
- ii. Vehicle Safety—Redway School parking lot is a one-way road. Please drive slowly while on school property, and watch carefully for students. Keep vehicles clear of bus parking areas and park only in designated areas.
- iii. Pedestrians—Please discuss with your child how to stay safe while walking to and from school. If possible, have your child walk with another student. No student should be on campus before 8:15.

b. Absences

Regular school attendance is a key part of a successful educational program. Any time your child is absent from school, we are required to verify the reason for the absence. After each absence, please send a note with your child or telephone the school stating the reason for his/her absence.

Excused absences include:

- Illness or medical/dental appointments
- Death of a family member
- Religious observances for a limited number of days
- Required court appearances for the student
- Serious, catastrophic, emergency family events
- School related absences due to co/extra-curricular activities.

All other absences are considered unexcused even with parent approval.

c. Extended Pupil Absences

If your child will be out of school more than two weeks but will be returning after the extended absence, please notify the school that your child will be returning. Otherwise, your child will be dropped from the attendance rolls and it might not be possible to place him/her in the same classroom upon return.

Because it is educationally important for your child to be in class every day, and because work done at home or on vacation cannot duplicate the valuable learning going on in the classroom, Redway School does not prepare Independent Study Contracts. If you know that your child will be absent for an extended period of time, you should discuss this with your child’s teacher to see how work can be caught up.

d. SARB

It is a California state law that your child attends school. The School Attendance Review Board helps families who are struggling to get their children to school everyday on time. After 4 unexcused absences or extended tardies, you may receive a warning letter from the school. After 8 unexcused absences or extended tardies, you may receive a second letter. At 12 combined extended tardies and unexcused absences, you will be referred to the SARB panel. The parents and the student will be required to attend the meeting.

e. Release of Children from School During the Day

If you need to pick up your child during the school day, please come to the office for a student release form. This form will be taken to the classroom teacher for a signature and then returned to the office. This form needs to be filled out even if your child will be returning later that day.

f. Request for Nonparticipation of Students in Specific Programs

You may request that your child not be required to participate in the following programs or activities by filing a written objection with the school office.

- Sex Education or Sexually Transmitted Disease Education—If courses in either of these areas are planned during the year at Redway School, you will receive prior notification and will have an opportunity to review related instructional materials. Your child may be excused from instruction in these areas due to religious beliefs or personal, moral convictions.
- Physical Examinations—Redway School offers vision screening, hearing screening, and dental examinations. If you object to any of these screenings, you must file a written objection and turn it into the office.

g. Getting Homework

When your child is absent, you may request his/her homework by contacting the teacher or the office. Please allow 24 hours before picking up the requested work in order to give the teacher time to prepare the necessary materials.

3. Breakfast and Lunch Programs

a. Prices

Redway School will continue to offer both a breakfast and lunch program this year. Breakfast will be available for \$2.50, and lunches may be purchased for \$3.25. Milk may be purchased for \$.50. Free or reduced meals are available to eligible families. Please contact the school if you have not received an application. We encourage all families to fill out the application—many families have been eligible and have not taken advantage of this service.

Redway School does not routinely allow meal charges. If your child forgets his/her lunch, or if you forget to give your child lunch money one day, we will allow your child to charge a lunch that day. However, we do expect the charge to be taken care of promptly. You may always prepay lunch charges in advance. The school will let you know when your prepayment amount has been used.

b. Policies

- Students may eat their breakfast in the cafeteria before school. Students may finish their breakfast in the classrooms if necessary.
- Food and drinks are not permitted on the playground unless a classroom teacher brings a class out for a special event.
- Any food delivered to a student during the day should be dropped off in the office before lunch.

4. Dress Code

School clothing and shoes should be appropriate for weather and compatible with P.E. instruction. Students wearing inappropriate clothing will be asked to take steps necessary to correct the unacceptable clothing. Continued violations of the dress code will be considered a defiance issue on the discipline grid.

- I. Shirts/Tops
 - All tops must have solid front and back
 - No tube tops
 - Backless shirts are not allowed
 - Tops with only a single shoulder strap are not allowed
 - No midriff or navel showing tops are allowed
 - Tops must not be “low cut”
 - Halter tops and spaghetti straps are allowed if they are not backless, cover the navel, and underwear does not show
 - Shirts must be worn at all times

- II. Shorts/Dresses/Pants
 - All underwear should be covered
 - All dresses and shorts must be decent (length should be approximately at the point there a student’s thumb meets the thigh when standing up straight)
 - Pants should fit properly so they don’t hang below the waist or drag on the ground

- III. No gang writing, illustration or other form of advertisement for sex, violence, alcohol, tobacco, or any controlled substance may be displayed. Language and illustrations on anything worn or brought to school must be elementary school appropriate.

- IV. Shoes with proper support will be worn during P.E. instruction. Sandals with straps that can easily break will not be allowed. Shoes with wheels (skate shoes) must have wheels removed while on school grounds.

- V. Hats and hoods are not to be worn during instructional times or assemblies.

The above guidelines apply to both the regular school day and before/after-school programs.

5. Campus

a. Playground

- When students arrive at school, bikes and/or scooters shall be walked directly to the bike rack from the edge of the school property. When students leave school, bikes and/or scooters shall be walked from the bike rack to the street. Skateboards, roller blades or skates shall not be used once students are at the edge of the school property. Bike helmets are a legal requirement.
- Always be in a place that is supervised and visible to staff. Play only in assigned playground areas and use equipment properly.
- Respect, obey, and follow directions given by all adults. It is expected that directions will be followed the first time they are given.
- Be considerate of others. This includes using appropriate language and gestures. There should be no littering or spitting. Do not talk back to any teacher, aide or parent on the school grounds.
- All games are open. Do not exclude anyone from playing any game.
- Physical or verbal abuse of people or property is not allowed. Students shall avoid inappropriate physical contact keeping hands, feet and other body parts to themselves.
- Overt public displays of affection such as holding hands, putting arms around others, hugging or kissing are inappropriate at the elementary school level and will not be allowed.
- No gum is allowed on campus at any time.
- Line up for class as soon as the bell rings. Extended play after the bell rings will result in a blue slip.

b. Cafeteria

- Always walk in the cafeteria.
- Speak quietly and limit loud noises.
- No trading or giving away of food.
- No throwing of any objects.
- Clean up immediate area before leaving.

c. Library/Computer Lab

- Students shall follow proper library procedures and act in a responsible manner while in the library. Talking will be kept to a minimum. Loitering and horseplay will not be allowed.
- There will be no food or drinks in the library or computer lab.
- Students may check out 2 books at a time. Lost or damaged books shall be paid for by the student.

d. Beautification

Many wonderful volunteers have put in a huge number of hours to make our campus look as nice as it does. Please help keep our campus clean and free of vandalism. Anyone who has any information about campus vandalism should let the school know immediately. If you are interested in helping with campus beautification, please let the office know. We'll be happy to put you to work!

e. Electronics

There should be no electronic devices on the Redway campus. This includes, but is not limited to, Gameboys (or electronic toys), tape/CD/DVD players, remote control toys, and cell phones. The school is not responsible for lost, broken, or stolen personal items.

f. Cell phones

If you request that your child carry a cell phone, please make sure he/she keeps it in a backpack turned off during the school day. School staff will confiscate all phones being used by students. Repeated use will be treated as a defiance issue.

g. Knives/Explosives

Knives and explosives are never allowed at school—even small knives or small popper fireworks. Bringing them will result in a suspension. If a child accidentally brings a knife or explosive to school, it should be turned into the teacher immediately to be retrieved by a parent. If one of these items are found in your child's possession, it will be assumed that he/she meant to bring it to school unless it is given up at the beginning of the day.

6. Educational Programs & Opportunities

a. Instructional Assistants—Because Redway School staff places a high priority on low student-to-adult ratio in the classrooms, each classroom has an instructional assistant for a minimum of 2 hours each day. These assistants can give supplementary services to identified students who have difficulty in reading/language arts and math.

b. Class Size Reduction—Our district has taken advantage of the State Class Size Reduction Legislation for grades K-3. This allows the primary classrooms to have a teacher/student ratio of no more than 20 to 1.

c. Textbooks and Materials

Textbooks used by Redway School are all California Standards Based, adopted and approved by the State Board of Education. There are enough textbooks for each child to have his or her own book to use in class.

The school supplies the students with most of the materials they will need throughout the year. It is always a good idea to have some extra pencils and erasers to send with your child. Most teachers send home a classroom supply list the first week of school. This may include such items as colored pencils, felt pens, a ream of copy paper or healthy snack items.

d. Fine Arts

Redway School offers music in all grades. The kindergarten and first grade students learn rhythm and songs. In second and third grades, the students will learn to play a precorder and begin to learn to read music. In the fourth grade, students will begin learning to play the violin. In fifth grade students will play recorders and learn

more complicated songs including rounds and harmony. Sixth and seventh grade students have the opportunity to take either band or chorus as an elective with the high school music teacher.

The 6th grade students have an opportunity to take drawing/painting classes throughout the year with a contracted artist. 5th grade classes will take poetry classes with a contracted poet. We are interested in broadening this fine arts program. If any parent is interested in teaching a grade level a series of classes in any art, please talk to the principal or your child's teacher.

e. Field Trips

Most classes try to take at least one field trip some time in the school year. Field trips enhance and extend the classroom learning experience. Parent volunteers are needed to assist for these special occasions. Teachers will make you aware of these opportunities to join your child. Younger siblings may not join the classroom on field trips.

Field trips are class funded. Be sure to ask your child's teacher how you can help raise the necessary funds for a classroom field trip.

f. Library/Computer Lab

Redway School has a welcoming and well-stocked library. New books and videos are being added on a regular basis. The library is used by both staff and students and is an excellent resource for classroom projects and research.

Students are encouraged to turn in home reading slips each month for a chance at a free book from the library at the monthly awards assembly. Talk to your child's teacher for more information.

The computer lab has a classroom set of computers. All students must have a parent-signed internet form on file to use the internet in either the classroom or the lab.

g. Homework/Home Reading Programs

All classes at Redway School give homework. You should plan for about 10 times your child's grade level for the amount of homework expected (for example: 4th graders should expect about 40 minutes of homework; 7th graders should expect about 70 minutes of homework. Some (or all) of this may be in the form of home reading. Your child should be in the habit of reading every night to ensure academic success.

h. Classroom Buddies

Many classrooms have "buddies." This is an older class buddying up with a younger class. The activities they may do together would include reading, writing, math, art, social skills, or field trips.

i. Student Study Team (SST)

The Student Study Team at Redway School meets once a month. Students are referred to the SST if they are struggling in school—either academically or socially. The student's strengths and areas of concern are discussed and a plan is made to address the areas of concern. The team includes the principal, the child's teacher, a resource teacher, and the SST coordinator along with the parent and, if appropriate, the student. Anyone, including a parent, can request an SST meeting.

j. Good Morning, Let's Read (GMLR)

Good Morning, Let's Read is a program for students struggling with decoding words and reading fluency. Students meet for 30 minutes twice a week with an adult and practice reading. There are no tests or written follow-up. . . just a wonderful opportunity for additional reading practice.

k. Special Education—Referrals for special education services are made through the Student Study Team.

- i. Resource Specialist—One special education resource specialist works at Redway School. This teacher helps students who have been identified with a learning disability and are not working at grade level. This teacher helps students with their specific needs.

- ii. Speech and Language—One Speech and Language teacher currently works at Redway School. This teacher helps students who do not have proper articulation according to their age level or they are below their age/grade level in language skills.
- iii. Special Day Class—Redway School currently has one Special Day class. This class is for students who cannot get all of the academic and social education they need in the regular education classroom.

l. GATE—The GATE (Gifted and Talented Education) program at Redway School currently includes students from grades 3 through 7. All 3rd grade students and new students can be tested for GATE. GATE is mostly an after school program. The GATE students are also involved in the Humboldt County GATE Academy.

m. Counseling

There will be a counselor on campus approximately 3 days each week. The counselor will be doing one-on-one counseling, friendship groups, 7th grade groups to prepare for high school, and whole class interventions. If you feel your child is going through a difficult period, please talk to either the counselor or the principal to find out about available counseling time.

n. Retention

Students who are not able to pass the grade level spring benchmark tests will need to be reviewed by the Retention/Promotion committee. It is in every child’s best interest to succeed at the present grade level before moving into the next level. Many students can move to the next grade level by successfully completing summer school. Other students need to have an additional year at the present grade level to feel that success. As difficult as it is for a child (or a parent) to have to repeat a grade, it is more difficult to keep bumping a child on without mastery of the material. School becomes a place of failure. If you or the teacher feel your child needs to be retained, please be sure to talk to your child positively about this decision.

7. Behavior and Discipline Policies

a. Philosophy of Student Discipline

Appropriate student behavior is always expected at Redway School. Your child’s teacher will be sending home a letter outlining specific classroom consequences and incentives. Please review this letter with your child. The entire school community works together to provide each student with a consistently safe, respectful and positive learning experience. Student behavior is the legal responsibility of a student’s parents.

- Each student has a right to learn and each teacher has a right to teach.
- Good student discipline is a critical part of an excellent educational program.
- Each student comes to school with unique characteristics, behavior styles and cultural experiences that shall be acknowledged.

b. Behavior Standards

Redway School Rules:

- Respect, obey and follow directions given by all adults.
- Play only in assigned playground areas and use all equipment properly.
- Physical or verbal abuse of people or property is not allowed.

c. Consequences

Because Redway School has a wide grade range of students, the expectations and consequences are not uniform but are more grade appropriate. In general, a student who has been given a warning and continues disruptive or inappropriate behavior will be given a blue slip. The student will serve a recess on the wall or the bench for the blue slip. The blue slip will then be sent home for a parent signature. Three blue slips in any 5 day period will result in an after school detention.

Students who repeatedly disrupt the classroom, cafeteria or playground will be given an after-school detention. After school detention notices will be sent home for a parent signature before the student serves the detention.

The student will be excused from detention in time to catch the late bus. Three after school detentions given for behavior in any 10 day period will result in a suspension for a day.

For more serious infractions, the behavior and consequences matrix for Southern Humboldt Unified School District will be used at Redway School. There is a matrix for grades K-6 and a different matrix for grades 7-12. See the District Handbook for a copy of these matrices.

h. Grounds for Suspension and/or Expulsion

Redway School will follow the California Education Code guidelines and the Southern Humboldt Unified School District guidelines when suspending a student or referring a student for expulsion.

SOUTHERN HUMBOLDT UNIFIED SCHOOL DISTRICT—Behavior Consequences Grades K-6

Goal: To help provide a safe, healthy, and productive learning environment for students and staff

INAPPROPRIATE BEHAVIORS	FIRST OCCURRENCE	SECOND OCCURRENCE	THIRD OCCURRENCE
<ul style="list-style-type: none"> ◇ Not respecting others ◇ Being in an unsupervised area ◇ Not following directions ◇ Playing in an unsafe way ◇ Destruction of property (under \$100) ◇ Disruptive behavior ◇ Inappropriate language, clothing, and/or gestures 	<ul style="list-style-type: none"> ● Time out, loss of free time, detention ● Community restitution ● Referral to teacher or conflict resolution counselor ● After school detention 	<ul style="list-style-type: none"> ● Additional detention(s) ● After school detention ● Community restitution ● Parent contact ● Re-entry behavior plan 	<ul style="list-style-type: none"> ● Additional detention(s) ● After school detention ● Parent conference ● Re-entry behavior plan ● Suspension ● Possible referral for expulsion
<ul style="list-style-type: none"> ◇ Possession or use of tobacco products ◇ Possession of drug paraphernalia ◇ Cheating ◇ Vandalism (over \$100) ◇ Stealing ◇ Any violation of Computer Use Agreement 	<ul style="list-style-type: none"> ● After school detention ● Community restitution ● Parent contact ● Re-entry behavior plan ● Restitution 	<ul style="list-style-type: none"> ● In-house suspension ● Alternative education setting (IDEA) ● Community restitution ● 1-3 day suspension ● Parent conference ● Re-entry behavior plan ● Financial restitution ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 5 day suspension ● Referral for expulsion
<ul style="list-style-type: none"> ◇ Harassment, including (4-6) sexual harassment ◇ Threatening or hurting anyone <p>⇒ Cumulative grades 4-6</p>	<ul style="list-style-type: none"> ● After school detention ● Community restitution ● 1-2 day suspension ● Parent contact ● Re-entry behavior plan 	<ul style="list-style-type: none"> ● In-house suspension ● Alternative education setting (IDEA) ● 1-3 day suspension ● Parent conference ● Re-entry behavior plan ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 5 day suspension ● Referral for expulsion
<ul style="list-style-type: none"> ◇ Fighting ◇ Robbery or extortion ◇ Receiving stolen property ◇ Possession or use of alcohol or other drugs <p>⇒ Cumulative grades 4-6</p>	<ul style="list-style-type: none"> ● 1-3 day suspension ● Notify sheriff, if appropriate ● Parent conference ● Re-entry behavior plan ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 2-4 day suspension ● Notify sheriff, if appropriate ● Parent conference ● Re-entry behavior plan ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 5 day suspension ● Notify sheriff, if appropriate ● Referral for expulsion
<ul style="list-style-type: none"> ◇ Possession of a knife, explosive or other dangerous object ◇ Assault & battery <p>⇒ Cumulative grades 4-6</p>	<ul style="list-style-type: none"> ● 2-3 day suspension ● Notify sheriff ● Parent conference ● Re-entry behavior plan ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 3-5 day suspension ● Notify sheriff ● Parent conference ● Re-entry behavior plan ● Possible referral for expulsion 	<ul style="list-style-type: none"> ● 5 day suspension ● Notify sheriff ● Referral for expulsion
<ul style="list-style-type: none"> ◇ Brandishing a knife ◇ Sale of controlled substance ◇ Possession of firearm ◇ Sexual assault 	<ul style="list-style-type: none"> ● 5 day suspension ● Notify sheriff ● Mandatory referral for expulsion 		

Suspensions for regular education students will be at home or in-school at staff discretion.

Special education students may be placed in an alternative educational setting, or suspended at-home or in-school.

Re-entry contract for more serious behavior problems should be signed by parents and include specific expectations and consequences, including referral for expulsion, if the contract is not followed.

Any combination of inappropriate behaviors resulting in 10 days of suspension will result in a referral for expulsion.

SOUTHERN HUMBOLDT UNIFIED SCHOOL DISTRICT—BEHAVIOR CONSEQUENCES GRADES 7-12

GOAL: To help provide a safe, healthy and productive learning environment for students and staff.

INAPPROPRIATE BEHAVIORS	FIRST OCCURRENCE	SECOND OCCURRENCE	THIRD OCCURRENCE
<ul style="list-style-type: none"> ◇ Not respecting others ◇ Insubordination ◇ Being in an unsupervised area ◇ Not following directions ◇ Disruptive or unsafe behaviors ◇ Destruction of property (under \$100) ◇ Inappropriate language, clothing and/or gestures 	<ul style="list-style-type: none"> • In-school suspension, detention or community restitution • Alternative education setting (IDEA) • Parent conference and re-entry behavior plan • Mediation intervention or counseling 	<ul style="list-style-type: none"> • 3-day suspension from school • Parent conference and re-entry behavior plan • Mediation intervention or counseling 	<ul style="list-style-type: none"> • 5-day suspension • Possible referral for expulsion
<ul style="list-style-type: none"> ◇ Possession or use of tobacco ◇ Possession of drug paraphernalia ◇ Cheating ◇ Vandalism (over \$100) ◇ Theft ◇ Any violation of Computer Use Agreement 	<ul style="list-style-type: none"> • In-school suspension, detention or community restitution • Referral to tobacco cessation or drug counseling program • Financial restitution • Parent conference 	<ul style="list-style-type: none"> • 3-day suspension • Parent conference and re-entry behavior plan , including restitution • Referral to tobacco cessation or drug counseling program • Possible referral for expulsion 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff, if appropriate • Referral for expulsion
<ul style="list-style-type: none"> ◇ Harassment, including sexual harassment ◇ Injurious or threatening conduct, including fighting <p>⇒ Cumulative grades 7–12</p>	<ul style="list-style-type: none"> • 3-day suspension • Notify sheriff, if appropriate • Parent conference and re-entry behavior plan • Anger management intervention 	<ul style="list-style-type: none"> • 4-day suspension • Notify sheriff, if appropriate • Parent conference and re-entry behavior plan • Anger management intervention • Possible referral for expulsion 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff, if appropriate • Referral for expulsion
<p>Possession of a knife, explosive, or other dangerous object</p> <p>⇒ Cumulative grades 7–12</p>	<ul style="list-style-type: none"> • 3-day suspension • Notify sheriff, if appropriate • Parent conference and re-entry behavior plan • Possible referral for expulsion 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff, if appropriate • Referral for expulsion 	
<ul style="list-style-type: none"> ◇ Robbery or extortion ◇ Receiving stolen property <p>⇒ Cumulative grades 7–12</p>	<ul style="list-style-type: none"> • 3-day suspension • Notify sheriff • Parent conference and re-entry behavior plan • Possible referral for expulsion 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff • Referral for expulsion 	
<p>Possession of or under influence of alcohol, other drugs</p> <p>⇒ Cumulative grades 7–8</p> <p>⇒ Cumulative grades 9–12</p>	<ul style="list-style-type: none"> • 3-day suspension • Notify sheriff, if appropriate • Parent conference and re-entry behavior plan • Referral to drug counseling 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff, if appropriate • Referral for expulsion 	
<p>Assault and/or battery</p> <p>Hate violence</p> <p>Terroristic threat</p> <p>⇒ Cumulative grades 7–12</p>	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff • Parent conference and re-entry behavior plan • Referral to counseling • Possible referral for expulsion • Mandatory referral for expulsion if victim was District employee. 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff • Referral for expulsion 	
<ul style="list-style-type: none"> ◇ Possessing, selling, or otherwise furnishing a firearm ◇ Brandishing a knife at someone ◇ Unlawfully selling a controlled substance ◇ Sexual assault 	<ul style="list-style-type: none"> • 5-day suspension • Notify sheriff • Mandatory referral for expulsion 		

Unless identified as in-school, suspensions for regular education students will be at home or in-school at staff discretion.

Special education students may be placed in an alternative educational setting or suspended at-home or in-school at staff discretion.

Re-entry contract for more serious behavior problems should specify behavior expectations and possible consequences, including referral to the School Board for expulsion hearing, if the contract is not followed.

Any combination of inappropriate behaviors resulting in 10 days of suspension will result in a referral for expulsion.

8. Visitors/Volunteers

Any visitor or volunteer who comes to school during school hours must sign in at the office BEFORE going to a classroom or the playground. To limit classroom disruptions and to maintain a safe environment here at school, we always need to know who is on campus. We would like parents waiting for students at the end of the day to wait in the bus loading area in front of the office to minimize hallway congestion.

a. Classroom

Most teachers are happy to have volunteers help in the classroom. Many teachers will send home volunteer request letters within the first few weeks of school. Please choose a time and day that works for both you and the teacher. It is a valuable message to your child that you feel his/her education is important when you volunteer in the classroom. Please leave siblings at home when you are here to volunteer. If you would prefer to volunteer your time outside of the classroom (office, library, computer lab, grounds), please talk to the office staff or the principal. Every parent is welcome!!

b. PTA

Redway School is fortunate to have a very active and supportive PTA. All parents are welcome to be a part of this important part of our school. The PTA helps raise necessary money for assemblies, field trips, the music program, and other programs in the school. The PTA meetings are the 2nd Wednesday of every month at 5:30 in the Redway Library.

c. Site Council

The Redway School Site Council is the advisory group governing the Redway School funds. It is responsible for helping plan, implement and evaluate programs. The council consists of parents, teachers, support staff, and the administrator who are elected to serve. All interested parents are invited to attend the monthly meetings which are the 4th Thursday of each month at 3:30 in the library.

9. Calendar

a. Back to School Night

Parents are invited early in the school year to come to their child's classroom to learn about the academic program planned for the year and the standards of achievement for that grade level. Parents will have an opportunity to examine the textbooks and other materials to be used in the classroom. The teachers will explain procedures, policies and opportunities. This is also an opportunity for parents to ask questions about homework expectations and home reading policies. This is an evening for parents, so if at all possible, please leave your children at home.

b. Science Fair/History Day

Each year, Redway School will host either a Science Fair or a History Day. Both of these county-wide programs are open to students from 3rd grade through 7th grade. Most teachers will require a project (either an experiment or a history research) but may not require entry into the competition. A Science Fair experiment teaches the students the scientific process from a project's purpose through the application. A History Day project not only teaches students about a specific topic, but gives them valuable research skills that they will use throughout their lives. Both of these programs give students important practice in public speaking when explaining their project to both peers and adults.

c. 100th Day

The primary classrooms celebrate the 100th day of school. This day usually lands in February. It is a wonderful way for students to understand the concept of 100. Be looking for classroom notices to find out how you can help with this celebration.

d. Volunteer Tea

Redway School is fortunate to have many dedicated and wonderful parents and community members helping make our school a great place to learn. In May, we recognize our volunteers at the Volunteer Tea.

e. Open House

Open House is held in the spring. Parents, students, family and friends are invited to visit the classrooms to view students' accomplishments. This is a wonderful opportunity to have your child "show off" a bit and share some of their hard work with you.

f. Parent Conferences

Parent Conferences are held at the end of both the first and second trimester. Parents and students have an opportunity to discuss with the teacher both academic and social progress in the classroom. These conferences also give parents an opportunity to better understand the expectations for their child and how they can help ensure success. All students will have a parent conference scheduled for the first trimester. Come with all of your questions. Any student who is struggling in any area will have a conference scheduled at the end of the second trimester. Parents may request a conference at ANY time throughout the year. Please be involved in your child's education. Your involvement is an important part of your child's success.

g. Other

There will be many other events held throughout the year (PTA Founders' Day, assemblies, etc.). Please read the flyers that come home to find out when these events will take place. Redway School PTA also puts out a monthly newsletter to inform parents of upcoming events.

10. Student Recognition

a. Birthday Club

Each month, students whose birthdays fall in that month will be invited to a special lunchtime celebration, "Pizza with the Principal".

b. Student of the Month

At the end of each month, a student (or two) from each classroom is recognized as Student of the Month. They are given a certificate for their outstanding qualities at the monthly awards assembly.

c. Perfect Attendance

Coming to school every day is an expectation, but it is not always possible when the cold and flu season hits. Redway School recognizes all students who have had perfect attendance. Each student who had perfect attendance for the previous month receives a special pencil from PTA. Their names are then put in a hat and a winner is drawn for a special prize. At the end of the year, all students who have had perfect attendance all year will receive an additional prize and a chance to be in the drawing for a \$100.00 gift certificate from Target.

d. Classroom Awards

Many classrooms have rewards as behavior incentives. Please talk to your child's teacher about how you might help with reward days.

e. End of the Year Awards

At the end of the year, there are many other student recognition awards for intermediate students. Academic awards are given to students who have worked hard all year long turning in all homework and classwork to the best of their ability. The Presidential Fitness award goes to students in the top 10% of the national ranking for physical fitness. The Most Inspirational Award goes to one student from each class.

11. Co-curricular Activities

Co-curricular activities are activities associated with the curriculum in a regular classroom. These activities may include but are not limited to:

- Educational field trips
- School assemblies

- Academic competitions
- 6th/7th grade band and chorus
- GATE activities
- ASB representatives.

Students are encouraged to participate in co-curricular activities providing they and their parents agree to and understand the eligibility requirements.

- All rules of student behavior apply to co-curricular activities. Poor behavior may prohibit students from participating in these activities. Participants carry responsibilities as representatives of their schools and communities.
- Students are required to attend school on the same day that an activity occurs for a minimum day, unless they have a legally excused absence.
- Students may not be prohibited from participating in co-curricular activities due to academic performance.
- Students who are prohibited from going on a co-curricular activity will be provided with an alternative assignment of equal educational value.

Students must travel to and from all activities on school-approved transportation unless they are released directly to their parents. In order for adults to be school approved to transport students who are not their child in a private vehicle an Automobile Use Permission Form, available at the office, must be completed with a copy of proof of insurance and a valid driver's license attached.

Students who are ineligible for any reason are not permitted to miss school due to road trips.

12. Dances

All students in grades 6 and 7 who have not earned a blue slip, a detention or a suspension two weeks prior to the dance may attend the Redway School Dances. One of the dances will include the 5th grade students who are eligible.

The dances begin at 7:00 and usually end at 9:00. The last dance of the year will go until 10:00. If a student decides that they would like to go home early, they will need to call to get a ride. Once you leave, you may not return. Students MUST be picked up by a guardian. No one will be allowed to walk home at the end of the dance. If a student is going home with someone who is not on their emergency card, they must have a signed note from a parent.

School appropriate clothing is expected at all dances. This includes no bare midriff or underwear showing. Remember—if you may not wear it to school, you may not wear it to a dance.

Students may invite a friend from a different school to attend the dance provided they are in the same grade levels. There will be a sign-up list in the office for dance visitors. The visitor's school must be included on the list to verify the child's behavior record. All visitor requests must be made at least 24 hours before the dance.

Parents are encouraged to help chaperone the dances. Food and drinks are supplied by parent volunteers.

13. Extra-Curricular Activities

Students are encouraged to try out for all extra-curricular activities providing they and their parents agree to and understand all eligibility requirements. These activities include but are not limited to:

- 7th Grade Girls' Volleyball
- 7th Grade Girls' Basketball
- 7th Grade Boys' Basketball
- Band Dinners
- Humboldt County Choral Festival

Extra-curricular activities are those programs that have all of the following characteristics:

- The program is supervised or financed by the school district.

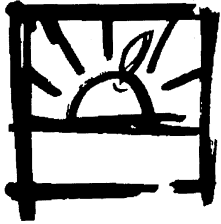
- Students participating in the program represent the school district.
- The program includes both preparation for performance and performance before an audience or spectators.
- The program is not part of the regular school curriculum, is not graded, does not offer credit and does not take place during classroom time.

All rules of student behavior also apply to extra-curricular activities. Becoming a representative of Redway School by being involved in an extra-curricular activity is an honor and a privilege. Both participants and spectators carry responsibilities as representatives of this school and this community. Students may be eliminated from the team due to inappropriate behavior.

Students must travel to and from all activities on school-approved transportation unless they are released directly to their parents. If traveling in an approved private vehicle, the student must return in the same vehicle with the same parent back from the event. In order for adults to be school approved to transport students who are not their child in a private vehicle, an Automobile Use Permission Form, available in the office, must be completed with a copy of proof of insurance and a valid driver's license attached.

All participants must maintain a "C" grade point average with no "F"s in any subject areas when grades are checked. Academic eligibility is determined at the end of each grading period and at progress report time. Students who fail to maintain academic eligibility for the period when grades are checked will be allowed to try out and practice, but may not participate in any game until the next grading check.

All students involved in extra-curricular activities must attend all practices and/or performances regardless of eligibility. However, student must be eligible in order to participate in performances and to miss school to go on road trips.



SOUTHERN HUMBOLDT FAMILY RESOURCE CENTER 923-1147

Seventh Grade Lunch: Seventh graders are welcome here Monday through Thursday. Occasionally we close for trainings or special meetings.

Pediatric clinic: The medical clinic will be held on the second WEDNESDAY each month with pediatricians from Eureka Pediatrics starting in October.

Counseling: We will again have a counselor from Redwoods Rural Health Center twice a week. This year Roy Davidson, Licensed Clinical Social Worker, will be here on MONDAYS and THURSDAYS. Parents, teachers and all staff can make referrals by contacting the FRC.

Parent Workshops begin in late September and are offered at no cost with childcare provided. Parents are welcome for one or all classes. Drop-ins are also welcome. These are usually held on TUESDAY mornings from 10 am – 12 noon.

The Southern Humboldt First 5 program is housed at the FRC again this year. Activities for children ages 0-5 and their families take place here and at six playgroups located in outlying communities.

Friendship and Support Groups: Small group activities for students focused on building self esteem will begin soon. These will be casual fun activities including journaling.

Community Dinners are a way for us to welcome families to our school and are nutritious opportunities to share a meal and develop friendships. We'll provide dinner for Spring Open House and possibly other Family Nights throughout the year. Volunteer helpers are welcome.

Nutrition Education: Harvest of the Month and Five-A-Day Power Play are classroom nutrition education programs that we are committed to supporting and expanding. We'll also be working on helping to understand and implement the District's new Wellness Policy.

English Classes for adults are held weekly with childcare provided. We now have a link to Humboldt Literacy Project tutors also.

Redway Afterschool Program –We'll be hiring new AmeriCorps members to help run this 5 day a week academic support and enrichment activity program.

Other things we do include:

- support for student and family study teams
- attendance interventions
- crisis support
- home visits and assistance with basic needs. We can help families fill out forms and connect to other resources in Southern Humboldt and Eureka