



**Gildford Colony  
Elementary  
School**

**Parent-Student  
Handbook**

**2024-2025**

**PARENT/STUDENT HANDBOOK  
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## INTRODUCTION

This Parent-Student handbook is prepared as a guide to acquaint families and students with the policies and the routines of the school. If questions arise as it is read, please call either the school or the County Superintendent.

After reading the handbook, students and parents sign the form on the last page indicating that students and parents have read, understand the policies and guidelines, and agree to abide by them.

## DISTRICT GOALS

Board of Trustees for District #89 selected the following goals as a framework for its academic program:

1. Develop habits that will insure a high level of physical, mental and emotional health throughout each student's lifetime.
2. Develop a moral and ethical values system to serve as a basis for personal decision-making.
3. Develop basic fundamental skills that will enable each student to earn a livelihood, participate in the democratic process, and function as a member of a family, community and larger society.
4. Develop attitudes and competencies that will enable each to enjoy leisure time.
5. Develop attitudes and gain knowledge and understanding of our natural environment and the arts.

## ATTENDANCE

The 2024-25 school year starts August 21, 2024 and ends May 23, 2025. There are 180 instruction days and 7 pupil instruction related days. Students are expected to arrive on time on a regular and consistent basis.

**Holidays Observed:** The following official holidays will be observed:

Labor Day	September 2, 2024	New Year's Day	January 1, 2025
Thanksgiving	November 28, 2024	Memorial Day	May 26, 2025
Christmas	December 25, 2024		

**Vacation Days Observed:** Vacation days during the school year are:

Thanksgiving	November 27-29, 2024
Christmas	December 23-31, 2024-Jan. 1-3, 2025
Easter Break	April 18-21, 2025

**Parent/Teacher Conferences:** Parent/Teacher Conferences will be held. Each teacher will set schedules on November 1, 2024 for parents of his/her students using a posted sign-up sheet. A PIR Day will be used for this event.

**Staff Development Days:** The following staff development days are scheduled:

August 19-20, 2024	February 6, 2025
October 24-25, 2024	May 28, 2025

## ABSENCES AND RECORDING ATTENDANCE

**Reporting Absences:** When a student must be absent, it is necessary to notify the school before 9:00 a.m. on the day of the absence.

**Excused Absences:** Absences will be considered reasonable in cases of illness, bereavement, medical appointments which cannot be scheduled outside of the school day, family vacations (no more than five days per semester), and emergencies.

**Unexcused Absences:** Unexcused absences occur when a student does not have a legitimate reason for being absent. Students will not get credit for work missed during unexcused absences nor will teachers be required to provide make-up work. Unexcused absences will be a significant factor when making decisions concerning retention.

**Excessive Absences:** Excessive absences occur when a student is absent more than 10 days a semester. A recurrence of excessive absences during a school year will jeopardize the student's academic standing. Chronic absences will be

investigated by Administration and, if necessary, the services of the County Attorney. Excessive absences will be processed through these steps:

- **Step 1:** Teacher Warning
- **Step 2:** Gildford School Board Chairman (German Teacher) will counsel the student.
- **Step 3:** Parent and student will attend Gildford Colony School Board of Trustees Meeting to explain absences.

### **Attendance During On-Going Emergency**

During an on-going emergency requiring the use of remote learning, students will attend class using appropriate technology. In the event of remote learning, students will be required to check in at 8:30 each morning via e-mailing their teacher. E-mails time-marked after 8:35 am will be considered 'tardy' and e-mails time-marked after 9:00 am will be considered a half day absence. Students must submit evidence of work completed for the day in order to be considered present. The Board of Trustees will make final decisions on how to complete the remote learning schedule and approach.

### **Early Dismissal:**

Repeated early departures (more than 3 during a period of 9 weeks) are not acceptable and will be considered in the category of excessive absences.

### **Tardy:**

A student is considered tardy if not in their seat and prepared for instruction five minutes after the bell is rung: morning, recess, and noon and p.m. recess. A maximum of three tardies will be excused for each period for unavoidable circumstances. Each additional three tardies will be counted as a full-day absence and will be included in the absence total for the month.

## **TIME SCHEDULE**

Instruction will begin promptly at 8:30 a.m. for all classes. Half-time kindergarten students will be dismissed at lunch. Kindergarten students will be dismissed at 2 p.m. Primary grade (1-3) and intermediate-grade students (4-8) will be dismissed at 3:30 p.m. All students eat lunch between 11:30 and 12:15.

## **EARLY DISMISSAL**

Severe weather conditions, loss of electricity or water, or any other situation may arise that will affect student health or safety. Should this happen, it may become necessary to dismiss students early. Therefore, since many parents work, the school will use the "What's APP" application or will use the colony paging system to notify families of any schedule changes.

Staff is forbidden to release students to other individuals without parent permission. It is necessary to give the name or names of others who are designated by parents to pick up your child when you are not able to do so. Staff will not be able to leave the building until all students have left as their responsibility for students increases parents' responsibility in times of emergency to relieve them as quickly as possible.

## **TEXTBOOKS AND ELECTRONIC DEVICES**

Students will be supplied with books at the beginning of school. No deposit is required for any books issued, but students are responsible for keeping these books in the same condition as issued and returning them at the end of the year. The value of each book is determined by its condition when issued. Fines will be assessed according to loss or damage. Records will not be transferred if fines are outstanding.

At times students may be supplied with electronic devices such as laptop computers, tablets or technology boosting equipment to use at home. In order to issue a student a school-owned electronic device, parents and students must complete and sign paperwork assuming liability for such device and guaranteeing parent/student will follow school guidelines regarding appropriate use of technology and assume the cost of repairing and/or replacing damaged or missing devices and/or programming.

## HOMEWORK

Homework is assigned only when a student does not complete classroom assignments or when it may be necessary to reinforce a skill taught during the day. Homework is due when school begins the following morning.

In the event of illness, a student has one day per each day of absence to complete and turn in homework assignments.

If students will be absent for an extended period, they must complete all assignments as arranged with the classroom teacher.

## DRESS CODE

Students are expected to dress comfortably as a young student at all times that is appropriate to enhance the educational environment. Jeans, shirts tucked into pants, dresses, and tennis shoes or other proper footwear.

Students are not allowed to use cosmetics during school hours.

Appropriate warm clothing during winter months and rain gear during spring and fall include warm coats, hats, mittens, and overshoes. Students may remain indoors whenever the weather is below zero whether by actual degrees or by chill factor. Students without appropriate clothing may have to remain indoors or on deck during recesses. This may affect a student's general health as outdoor exercise and fresh air are both stimulating and physically energizing.

Students are required to wear shoes at all times because of laws governing fires and emergency evacuations of public buildings. When students wear snow boots, another pair of shoes must be available to wear in the classroom.

## STUDENT HEALTH

**Emergency Information:** In case of emergency, each student is required to have on file at the school a personal emergency information sheet. This sheet lists the names of a parent(s) or guardian, complete and up-to-date home address and phone number, and an address and home phone number of a friend or relative, physician's name and phone number, and medical alert information.

Students' permanent record must contain an up-to-date immunization report.

Kindergarten students or newly admitted students may not attend until this information is given to the school.

**Illness or Communicable Disease:** A sick child does not function well in the classroom. If your child has a fever, does not feel well, or is affected by a family crisis such as an accident or death, the student should not be in school.

**Illness at School or Injury:** *In case of an onset of illness or injury, school staff will temporarily provide care—**first aid only**.* If emergency medical treatment is necessary, parents will be immediately contacted. If parents cannot be reached, emergency number given for the student will be called. Emergency measures will be taken until other authorization is received.

**Medicine:** Prescription and non-prescription medicines may be given at school ONLY when accompanied by a physician's order/permission form. Forms are available at the school office. Medications must be in the original container, and parents must sign permission for your child to be administered medication at school. Please see Page 19 for Medication Permission form.

**Emergency Treatment Policy and Agreement:** If emergency treatment is required, and the parent/s or legal guardian cannot be reached immediately, your signature is required on the School Handbook Signature Page on page 19 empowers the school to exercise judgment to provide first aid and/or calling the physician/dentist indicated on the information form. In addition, if parents are not available to transport their student to a hospital emergency room, parent signature in the space provided on the Handbook signature page authorizes the transport of your child to a hospital emergency room. Your signature is not sufficient for the release of confidential information protected by federal law.

### **EMERGENCY DRILLS**

Fire, earthquake, intruder and tornado drills are conducted every semester. Detailed plans are posted inside the door of each classroom.

### **INTERNET POLICY – AGREEMENT**

The district provides all students with access to the Internet. However, there are certain restrictions and rules governing this accessibility. Failure to abide by these rules will restrict access or eliminate it through a case-by-case decision. Please review the following very carefully. Parent and student signatures on the sign-off page indicate understanding and acceptance of these rules:

- a) Acceptable Use – To support education and research
- b) Network Etiquette – be polite, use appropriate language
- c) Do not reveal personal information
- d) Vandalism or misuse is a major infraction of rules.
- e) Students will not be allowed to log on without teacher supervision
- f) Students may not access another student's work.
- g) Students are not allowed on social media sites or any inappropriate web sites.
- h) Students are not allowed to come in after school to use the Internet or computers.

### **SCHOOL BOARD MEETINGS**

School Board meetings are held the second (1<sup>st</sup>) Tuesday of every month. Meetings are held in the German School at 8 a.m.

Board meetings are open to the public and everyone is welcome to attend.

Agenda items are to be given to the District Clerk, 11 days prior to the Board of Trustees' Meeting.

### **COMPLAINT PROCEDURE**

If a parent has a complaint about classroom or playground practices, the procedure is as follows:

- a. Contact the classroom teacher and arrange for a conference
- b. Trustees have adopted policy #1700 Uniform Complaint Procedure. If directly speaking to the teacher does not give desired results, persons may proceed to file a complaint with the board according to policy #1700.

### **TELEPHONE AND CELL PHONE USE**

School telephones are primarily business phones and must be used as such. Parents should feel free to call the school anytime and messages will be delivered to the child or teacher. Please do not ask teachers or children to come to the phone during the time that school is in session, except in an emergency.

Unauthorized use of cell phones is grounds for confiscation of the device by school officials including classroom teachers. Confiscated devices will be returned to the parent or guardian. Repeated unauthorized use of such devices will result in disciplinary actions.

### **STUDENT BEHAVIOR**

One of the most important lessons education programs should convey is to teach self-discipline. While it does not appear as a subject, it underlies the whole educational structure.

If repeated efforts to solve a problem are unsuccessful, temporary exclusion from the school building, classes or special activities known as suspension may be necessary. Suspension has as its primary purpose the removal of a student from an untenable situation and to provide time for the student, parents and professional staff to reach a satisfactory solution to the problem. Suspension shall not exceed ten (10) consecutive days. Suspended students are isolated from other students, but under supervision or at-home suspension.

The following disciplinary steps will take place in a suspension:

- First Suspension: Parent will sign the suspension referral.
- Second Suspension: Board of Trustees Chair (German Teacher) will meet with the parents and student to have suspension note signed.
- Third Suspension: Parents and student will address the board with an explanation and present a corrective plan for their student.

One suspension equals one school day.

Only the School Board can expel students.

The following general rules apply to all behavior at school, on field trips, or on school provided transportation. Students should keep in mind these three behavior codes in their association with district staff or other students:

- a. *Safety:*                    *Is it safe?*
- b. *Courtesy:*                *Is it courteous? Does it respect the rights of others?*
- c. *Appropriate:*            *Is it appropriate? Does it maintain an environment conducive to learning?*

#### **STUDENT DISCIPLINE POLICY**

Any district employee has the authority to hold a pupil to strict accountability for disorderly conduct at school-related functions, on the way to or from school, on school grounds or transportation areas.

Each classroom teacher is free to establish classroom rules that are suitable for the grade and student composite. All classroom property including desks and lockers may be inspected by teachers at any time.

Following are general rules of conduct expected by School Board Members for the welfare of all students and staff:

**Major Offenses** include, but are not limited to:

- a. Hitting or physical abuse
- b. Throwing rocks, sticks, snowballs, etc.
- c. Defiance of authority including rude, caustic or sarcastic comments
- d. Swearing or abusive language
- e. Continuous disruptive behavior (talking out or being impolite)
- f. Stealing school property or stealing from other students or staff
- g. Destruction of school property
- h. Intimidation of other students or school personnel: Intimidation (bullying) is purposely causing another to feel timid or frightened.

Parents will be notified about Major Offenses with a written citation and a telephone call. Students will be allowed to return to school when parents have signed and returned the citation the. Three Major offenses will equal one Severe Offense. The student will be suspended the day of the third offense.

**Severe Offenses include**, but may not be limited to:

- a. Assault: A person commits assault if he or she causes bodily injury to another, makes physical contact of an insulting or provoking nature or causes reasonable apprehension of bodily injury to another.
- b. Possession of or threats involving weapons
- c. Possession or use of drugs, alcohol, or tobacco.

Severe Offenses will result in automatic expulsion with the expulsion in force through the end of the school year. Suspension will require a parent/student/teacher/administrator conference for re-admittance to the classroom. The conference will also include a contract and/or a behavior management plan

All Severe Offenses are illegal under Montana State or Federal law and may result in immediate notification of legal authorities.

### **PLAYGROUND RULES**

Students can get appropriate exercise and learn important social skills when playing in a safe and courteous manner. The rules are explained to students at the beginning of the year, and they are posted in the locker area.

Students play in a safe and courteous manner when the following rules are observed:

1. Respect the rights and feelings of others (name calling and teasing are not acceptable.)
2. All students must be included in games if they choose to play.
3. Swings:
  - a. Twisting or doubles not permitted
  - b. Underdogs not permitted
  - c. Sit on swings (no standing or kneeling)
  - d. Do not jump from swings.
4. Do not stand at the bottom of a slide
  - a. Do not jump from slides
  - b. One person at a time
5. Use jump ropes ONLY for jumping
6. Stay out of traffic areas and areas where vehicles are parked.
7. Wooden and metal bats and hardball are not allowed on the playground.
8. Knockdown and tackle games are too rough and disallowed.

### **HARASSMENT**

The District prohibits harassment or intimidation of its employees or students, whether committed by a co-worker, supervisor, contractor, volunteer, student or parent and finds such behavior just cause for disciplinary action.

### **DETENTION**

Detention period is a time when a student is assigned to stay after school for any infraction of classroom or general behavior guidelines. Students should fully understand that any teacher or aide in the school has the authority to correct misconduct and may assign detention to a student who is in violation of acceptable behavior codes.

Detention will not be assigned on the day of the infraction. Parents will be notified by phone or a note that is to be signed and returned each time detention is assigned to a student.

When or if a student has accumulated 15 detention hours, student will be suspended from school for a period of three days. A suspended student and parents will be asked to meet with the School Board prior to re-admittance.

Academic detention will be handled by the classroom teacher and will not lead to suspension.

### **DUE PROCESS**

All citizens are guaranteed due process by the Fourth Amendment to the Constitution of the United States and the Constitution of the State of Montana. Schools have a dual responsibility. Children must be educated about rights and responsibilities and they must be shown by words and actions that this system does work through the resolution of complaints.



## Uniform Complaint Procedure

1700

The board establishes this Uniform Complaint Procedure as a means to address complaints arising within the District. This Uniform Complaint Procedure is intended to be used for all complaints except those governed by a collective bargaining agreement.

The District requests all individuals to use this complaint procedure, when the individual believes the Board or its employees or agents have violated the individual's rights under: 1) Montana constitutional, statutory, or administrative law; 2) United States constitutional, statutory, or regulatory law; 3) Board policy.

The District will endeavor to respond to and resolve complaints without resorting to this formal complaint procedure and, when a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder will not be impaired by a person's pursuit of other remedies. Use of this complaint procedure does not extend any filing deadline related to pursuit of other remedies.

The Board has the authority to contract with an independent investigator at any time during the complaint procedure process. Within fifteen (15) calendar days of the Board's receipt of the independent investigator's report and recommendation, the Board will respond to the complaint and take such administrative steps as the Board deems appropriate and necessary.

### Level 1: Informal

Any individual with a complaint is first encouraged to discuss it with the teacher, with the objective of resolving the matter promptly and informally. An exception is that a complaint of sexual harassment should be discussed directly with the County Superintendent.

### Level 2: Board

When a complaint has not been or cannot be resolved at Level 1, an individual may file a signed and dated written complaint stating: 1) the nature of the complaint; 2) a description of the event or incident giving rise to the complaint, including any school personnel involved; and 3) the remedy or resolution requested. This written complaint must be filed within thirty (30) calendar days of the event or incident or from the date an individual could reasonably become aware of such event or incident.

Upon written appeal, the Board will consider the decision in Level 1. Upon receipt of written request for appeal, the Chair will place the appeal on the agenda of a regular or special Board meeting. The Board will report its decision on the appeal, in writing, to all parties, within thirty (30) calendar days of the Board meeting at which the Board considered the appeal. A decision of the Board is final, unless it is appealed pursuant to Montana law within the period provided by law.

### Level 3: County Superintendent

When a matter falls within the jurisdiction of a county superintendent of schools, the decision of the Board may be appealed to the county superintendent by filing a written appeal within (30) calendar days of the Board's decision, pursuant to Montana law.

## **SPECIAL EDUCATION**

Special education services are provided to students when it has been determined through testing that the student has a deficit that is preventing learning from taking place. This deficit may be physical, emotional or mental but must be diagnosed by one specially trained to administer special tests. The school district utilizes services of Bear Paw Cooperative to provide special education services.

Classroom teachers are the first to refer students for testing but parents must be contacted and consent obtained.

Parents can also refer their child for special tests.

Special Education regulations also provide parents with rights and the district or specialist with responsibilities. Parents have the right to:

- a) To review all records related to the referral for evaluation.
- b) Review procedures and instruments used in the evaluation.
- c) To refuse to permit the evaluation (in which case the local District can request a hearing.
- d) To be fully informed about the results of the evaluation.
- e) To get an independent evaluation either from another public agency with the fee determined by a sliding scale and the consent of the Superintendent of Public Instruction, or privately, at parents' expense.
- f) A student's placement or education status will not be changed without parents' knowledge and consent.
- g) Child Study Team or Individual Education Plan meetings may Be conducted only with parents present. Exception may be if the District has tried three times to set the time and place for the meeting at parents' convenience.
- h) All notices, letters, etc. must be in the language of the home or presented by an individual who can speak the language of the home.

#### MISCELLANEOUS

**Health Records:** Documentation of immunizations is required before a student may attend school. A list of required immunizations is available from the county health department. Section 20-5-403, Montana Codes Annotated allow parents to file for an exemption through legal process for medical and religious by completing specific forms prior to attendance. Montana immunization and health forms are required for all kindergarten students and all students transferring from schools outside of Montana. These records become a part of the student's permanent record.

**School Records:** A confidential cumulative record of your child's academic progress is maintained. The records are open only to parents and teachers involved in the education of each child.

**Notices:** Notices will be sent home with students or, depending upon the issue, mailed directly to the parents. Check in your student's book bags or whatever is used to carry lunches for such notices or corrected homework.

**Social Events:** Two social events are generally celebrated during the school year: Christmas, and Valentine's Day. Birthday celebrations may be held and may include treats provided by parents.

**Show and Tell:** Students may only bring inexpensive toys to school. Jackknives, squirt guns, or similar toys may **NOT** be brought to school at any time. Live animals may be brought for show & tell only if parents bring the pet and remain during show & tell and immediately take it home. Please check with the teacher before bringing live animals.

Books brought from home must have the student's or family's name written inside the cover to determine ownership. Expensive toys, i.e., iPads, computers, game boys, radios, video games, etc. may not be brought to school under any circumstances.

#### PARENTAL INVOLVEMENT

The team effort of educators and parents produces astonishing results. One of the District's major goals is to closely involve parents in the education program. Hopefully, arrangements can be made to provide a variety of programs designed to support the parenting role. Parents are encouraged to advise Board members or staff what programs are available that will provide the most valuable information and how these materials would best be disseminated.

#### LUNCH

Students will go to the Gildford Colony Kitchen for lunch at 11:30 and return to school by 12:15 p.m. During lunch, students may not return to the playground without an adult's supervision.

### FREE/REDUCED MEAL APPLICATION FORMS

All parents will be issued a free/reduced meal form on the first day of school. Even though the district does not provide a hot lunch program, this form is very important because it serves to document the level of financial support for telephone and internet services. The milk program is also provided through this program. This information is kept confidential. The only person to review the information is the County Superintendent. Please return forms to the classroom teacher in a sealed envelope. Parents who do not wish to provide requested information just need to return the form in the envelope provided.

### STUDENT GRADE REPORTS

Grades reports are issued four times each year after each nine-week instruction period. The first report will be issued within a week of the quarter ending. Parent/Teacher conferences will be held at the same time. Parents are encouraged to keep in close contact with the teacher. It is important to call the teacher to set up a conference time and to let each party know what time is convenient.

### LIBRARY INSTRUCTION AND COUNSELOR

Trustees have contracted with qualified staff to provide library instruction as well as counseling on a monthly basis. District staff will arrange work schedules for the school year.

### VOLUNTEERS

All parents are encouraged to visit classrooms and, if possible, serve as volunteers who may assist to provide extra instruction to students who may have difficulty grasping a taught skill. Parents who are skillful in using computers, have music or art talents, or have time to serve as field trip chaperones are an added bonus. However, it is important to let teachers know in advance about plans to volunteer. Together teachers and parents can work out a plan for shared time which will be advantageous to students and adults. In whatever way you choose to help, please know that your contribution to Gildford Colony School will be greatly appreciated.

### ILLNESS/COMMUNICABLE DISEASES

A child does not function well in a classroom, cannot participate in some activities, cannot be left without supervision, and may cause others to become ill. If your child has a fever, does not feel well or is affected by emotional trauma caused by an accident, family death, or other situations that prevents focusing on studies, you child should not be in school. Please call the school to explain the circumstances and arrange for school work to be sent home. Your cooperation will be greatly appreciated.

### MEDICATION POLICY

The administering of any medication is not the function of the Gildford Colony Elementary School.

**Non-Prescription Drugs:** As a basic rule, no students will be given any non-prescription medications by any staff members without the expressed written consent of the parents or legal guardians.

**Prescription Medication:** Special circumstances may require the school to support physicians and parents or legal guardians in the administration of prescribed medications. When such circumstances arise, the following guidelines will be adhered to:

1. A written authorization from the student's physician must be presented. This authorization must include: name of student, date, name of medication, time schedule for administration, dosage and possible side effects and a termination date, and only oral medication will be given.
2. A written authorization from the student's parents or legal guardian to give the medication and a release from all liability in connection with the administration of the medication, shall be signed by the Teacher-in-Charge and parents or legal guardians.
3. Medication should be delivered to the Teacher-in-Charge by the parents or legal guardians, please do not send with students.

4. The medications must be in the container from the pharmacy, with the name of the student, date, name of drug, dosage and the name of the physician. Medication will not be accepted in any other container.
5. A log or written record should be kept with the student's name, date, time, dosage given, and initials of person administering the medication.
6. The Teacher-in-Charge will be the usual one to give the medication.
7. All Medication will be kept in a locked drawer or cabinet that is easily accessible to the Teacher-in-Charge.
8. Medication checked into school may only be checked out by the parent or guardian that checked the medication in to the school/teacher. Any change in medication must have a physician's order.

#### **ASBESTOS NOTIFICATION**

Gildford Colony Elementary School Buildings do not contain any known harmful levels of asbestos materials in the Classroom Building, Resource Building or any out buildings used for storage. All materials used in any construction will be checked with suppliers to make sure no asbestos material is used. If you have any questions or want a copy of the management plan, please call the District Clerk.

#### **SCHOOL GROUNDS**

**School Grounds:** Once students are brought to the school they are not permitted to leave for any reason unless released by parent or school personnel.

#### **FIELD TRIPS**

Teachers must request using Gildford Colony vehicles for field trips.

Student behavior and dress codes is like that in the classroom. Females will be dressed appropriately in jeans, shirts or dresses depending upon the destination. Males may be dressed in jeans, shirts, or dress slacks. Depending upon the season, all students must have appropriate outer wear available.

Depending upon the length of the excursion, students may be permitted to bring snacks and drinks in the Gildford Colony vehicles with Colony and Board permission.

Teachers are expected to also ride in these vehicles to accompany their students.

In cases of long or overnight trips, students may bring pillows or blankets. Again, the Board must give final permission.

Parents when serving as volunteers are invited to accompany the teachers and their students. A Volunteer Sign-Up Sheet will be available to sign up for field trips. The list will be rotated by twos through the list to determine who will serve as chaperone/volunteers for each field trip.

**SCHOOL HANDBOOK SIGNATURE PAGE**

AFTER READING THIS HANDBOOK, PLEASE SIGN AND RETURN THIS PAGE TO THE CLASSROOM TEACHER.

WE HAVE READ AND FULLY UNDERSTAND THE POLICIES AND PROCEDURES PRESENTED IN THE SCHOOL'S HANDBOOK; WE UNDERSTAND EXPECTED BEHAVIORS AND RULES GOVERNING RIDING DISTRICT SCHOOL BUSES;

WE FURTHER AGREE TO ALLOW DISTRICT PERSONNEL TO PROVIDE FIRST AID TREATMENT, AND IF NECESSARY, CALL OUR PHYSICIAN, DENTIST OR AN AMBULANCE TO TRANSPORT OUR STUDENT TO THE NEAREST HOSPITAL.

All student signatures on this page indicate they understand acceptable use of school technology and that each student agrees to abide by school policy regarding internet and computer use.

PRINT NAME: PARENT OR GUARDIAN

\_\_\_\_\_SIGNATURE\_\_\_\_\_

\_\_\_\_\_SIGNATURE\_\_\_\_\_

STUDENTS:

\_\_\_\_\_SIGNATURE\_\_\_\_\_

DATE \_\_\_\_\_