

Other Student Related Issues

Medication: Any student needing to have medication throughout the school day must have a medical release form completed by a doctor and parent or guardian. Medications are locked up and dispensed according to doctor's orders. This includes prescription and over the counter medications. Students are responsible for coming to the office at the correct time to take their medicine. If your student has special medical needs, please contact the school to discuss the details of your student's particular situation. Students are not permitted to share medication of any kind with other students. **Students who give medication to, or receive medication from, another student will be subject to disciplinary action, including possible recommendation for expulsion.** The Health Office does not keep any over-the-counter medication for general student use.

Independent Study Contract: These contracts are for students planning to miss regular instruction time due to an extended absence for a minimum of 5 school days. The Attendance Office will need at least one week advance notice (by parent/guardian note or telephone call) in order to collect assignments and necessary teacher signatures. The student will then pick up the contracts for a parent/guardian signature. Students are responsible for asking the teachers to sign the contracts and provide assignments. Before leaving on an extended absence, the student must return the contracts to the Attendance Office since state attendance auditors closely review independent study contracts and all steps must be followed completely.

Health Office: A Health Technician is present each day. Therefore, our office staff assumes the responsibilities of caring for ill and injured students. We are here for emergency care only. Should a student fall sick during the day, he/she must go home to recuperate, as our facilities are not adequate to provide proper care for long periods at of time. Any student injured during the school day is brought to our office, evaluated and provided with first aid measures. If the student is unable to return to school activities, it may be necessary to contact a parent to decide if the child should be seen by the family physician or be taken home to rest. When a student comes to the office, it is the student's responsibility to inform an adult in the office that he/she is present.

Delivering messages or personal items: Since it is our desire to maintain a learning environment that is uninterrupted, the Attendance Office does not take in items or deliver to students in non-emergency situations. Students are responsible for bringing everything with them at the start of the day. This includes homework, study materials, uniforms, and lunches. We appreciate your understanding that instructional time should not be interrupted.

Excused Absence for Student Observance of Religious Holidays: The student and/or parent have the responsibility to make arrangements with the classroom teacher for any make-up assignments. The classroom teacher will make every effort not to schedule tests during or on the school day following religious holidays and will provide make-up assignments or inform students of post-holiday tests prior to the holiday being observed. The student will be allowed two (2) days for each day of absence to make up assignments and/or tests if tests must be scheduled during the period of absence or on the day he/she returns to class. Additional time may be given at the classroom teacher's discretion. (BP 6154a)

Make-up Work: Students shall be given the opportunity to make up school work missed because of an excused absence or suspension and shall receive full credit if the work is turned in according to the school's established make-up schedule. (BP 6154a)

Homework: The Board believes homework is the responsibility of the student. It is the student's job to develop regular study habits and to do most assignments independently. The Board encourages all teachers to view the parent/guardian as a contributing resource and to structure homework assignments to involve the parent/guardian without diminishing the student's sense of responsibility. When assigning homework that involves interaction with parent/guardians, teachers should include instructions that show how parent/guardians can best help their children. To be effective, homework assignments should not place an undue burden on students and families. Homework should reinforce classroom learning objectives and be related to individual student needs and abilities. Homework can involve a variety of activities related to the established curriculum and does not need to be exclusively "paper and pencil." This can also include advance preparation for upcoming lessons.

(BP 6154 a)