

Spring Hill Elementary School

Student – Parent Handbook

660 Lessig Avenue
Akron, Ohio 44312
www.springfieldspartans.org

Phone 330.798.1006
Fax 330.798.1166
Attendance Line 330.798.1016

SPRINGFIELD LOCAL SCHOOLS MISSION STATEMENT

Springfield Local Schools, in collaboration with our families and community, will inspire students to realize their full potential as critical thinkers and ethical leaders in today's global society, while ensuring a safe and respectful culture.

SPRINGFIELD LOCAL SCHOOLS VISION STATEMENT

Springfield Local Schools will recognize and promote the uniqueness of each individual as we increase his/her capacity to become an innovative, life-long learner.

Zero Tolerance

We will not permit any cruelty, harassment, excessive teasing, discrimination, violence, intimidation, possession of any dangerous weapon, or threats of any kind.

Student Arrival and Dismissal Procedure

8:20 Building opens for students who are being dropped off (students will go to the gym)

8:30 Building opens for students on busses, breakfast begins

8:45 Tardy bell, class work begins

3:10 End of student day

If **you are transporting** your son or daughter to school, please drop him/her off at Door K beginning at 8:20 a.m. Students **are not** permitted to walk between the buses or walk from the parking lot by themselves. After 8:45, you must park and come into the building with your son or daughter to sign him/her in.

Afternoon parent pick up begins at 3:00.

Everyday curb-side pickup: Driver will pull into the side parking lot and wait in the designated pick-up line(s) with the child's last name displayed. When your car reaches Door K, your child will be waiting to load. A teacher will dismiss the child to his/her car and he/she may only load into the back door on the passenger side of the car.

If your child arrives after the starting time, he/she will be marked tardy. Please park and bring your child to the office and sign him/her in. He/she will receive a late pass to take to class. Students are marked absent for the allotted amount of time they are not present while school is in session.

Early dismissal is discouraged. Even the last few minutes of the school day are devoted to instruction, important reminders and review of the daily lessons.

When it is **necessary** to take your child out of school early, a request to have the child excused from class early should be sent with the child the morning of the dismissal. The time and reason for leaving should be included. When possible, medical and

dental appointments should be made outside of school hours. Parents should also call to verify whether the child delivered the note.

Come directly to the office to pick up your child. An ID will be required to enter and pick-up your child. The secretary will notify the teacher to send your child to the office. **Please do not pick** the student up in the classroom. Please try not to schedule an early dismissal between 2:45 p.m. and the end of the day! If your child must leave early, please pick him/her up before 2:45 to avoid the hectic end of the day dismissal time. Photo ID will be required to release a child.

Attendance

Ohio law recognizes the importance of education and places the duty upon the parents and guardians to assure their child is attending school. We believe that good habits are developed early in life. We encourage you to make sure that your child is here every day.

Each time a student is absent from school or late to school STATE LAW requires that parents provide an acceptable excuse for the absence. **PARENTS MUST CALL THE SCHOOL ATTENDANCE LINE at 330-798-1016 by 9:00 a.m. for each day absent.** If no call is received we are required to call the student's home or the parent's work to confirm the absence. State law accepts the following as reasons for absences:

1. Personal illness
2. Death of a relative
3. Observation of a religious holiday
4. Critical illness in the family
5. Quarantine in the home
6. Or for a reason which the Principal deems justifiable

Students with a health condition that causes repeated absences are to provide the school office with an explanation of the condition from a registered physician. If there is a pattern of frequent absence for "illness", the parents will be required to provide a statement from a physician describing the health condition that is causing the frequent illness and the treatment that is being provided to rectify the condition.

Letters will be sent home in accordance with H. B. 410 if excessive and/or habitual absences occur. Please know that these letters that are sent home are a requirement and we do not get discretion on when and to whom they are sent to.

We do not participate in "Take Your Child to Work Day". We encourage you to do this during the summer months. In order for a student to obtain perfect attendance he/she must be present each day without any tardies or early dismissals.

Consumable Fee \$30

Please send this money as soon as possible. Consumable fees are used to help purchase reading materials, math workbooks, and paper products for your child. Please make checks payable to the school. All debts follow the child through high school. If your child receives free/reduced lunch, your family qualifies for this fee to be waived.

Costs (additional)

There are several opportunities for the students during the school year that cost additional money if you chose to allow them to participate. Examples are fall and spring pictures, yearbook, PTG special days, fundraisers, Scholastic book fair, some field trips, and other costs that may occur during the year.

Custody

1. Parents have an obligation to inform the school anytime the custody of a child changes.
2. The school needs a copy of court orders pertaining to your child's custody.
3. Non-custodial parents may request newsletters, report cards; etc... by sending in self-addressed stamped envelopes to the classroom teacher or by giving the teacher an email that would work for communication.

Email

Every teacher has an email that goes to a computer in each room. The email address is usually:
sp_ (teacher's last name) @springfieldspartans.org

Emergencies at School

The handling of emergencies is greatly facilitated by keeping on file a record of parents or other persons who may be contacted when such emergencies arise. Always keep your phone numbers updated in our online system, so we may keep your child's *Emergency Form* and *Emergency Medical Authorization* form up to date.

Field Trips

Field trips may be conducted throughout the school year and correlate with educational experiences students have in the classroom.

1. Parents will be asked to grant permission for Field Trip Authorization while filling out online forms. The teacher will send home additional information regarding the nature of the field trip and its purposes. Only those whose parents have completed the online forms will be permitted to participate.
2. The parents have the right to deny participation.
3. Parents asked to chaperone may not bring young children with them.
4. Only a certain number of chaperones may go on a field trip. Sometimes this is dictated to us by where we are taking the children.
5. There is a strict no smoking or vaping policy for chaperones.

Inside Recess

We stay inside for recess when the temperature or the wind chill is below 15 degrees, when it is raining or during a snowstorm.

Lice

Students who have live lice must be removed from school until he/she is treated with medicated shampoo and all nits have been removed. All students returning from home to school after leaving for lice must be checked at the **clinic** before going to class. Please do not send the child on the bus or drop him/her off.

Lost and Found

Lost and found items are put in the lost and found box. We encourage you to label your child's name on lunch boxes, sweaters, coats, and other apparel. The lost and found will be donated to charity every nine weeks.

Lunch and Breakfast

We serve a hot lunch every school day. We will send menus home monthly. The cost of lunch is \$3.00. The cost for breakfast is \$1.75. Lunch may be packed, and milk may be purchased for 50¢. You will need to deposit money into your child's account through our online system or by sending a check/money in an envelope with the child's name and room number labeled on it. Students are not permitted to have carbonated beverages in the cafeteria.

Lunch and Breakfast – Free and Reduced

Application forms will be sent home with all students at the beginning of the school year however parents may apply at any time during the year. Students may qualify for free/reduced lunch based on family income.

Immunization Law

Children who do not have evidence of proper immunization (updated shot record) will be excluded from school after 14 days. The medical assistant at the building will notify you if we need updated medical documentation of immunizations.

Medication

Doctor-prescribed **and** over the counter medication, which is necessary for the student to function, can be administered by school personnel when a *Medication Authorization/Permission Form*, signed by both the parent and the doctor is on file in the office. The parent must bring the medicine in its **original prescription bottle** along with the permission form to the school. Students are not permitted to transport the medication (prescription or nonprescription) on the school bus. Nonprescription drugs (Tylenol, etc.) may only be administered if a parental permission form has been completed and signed by the parent and doctor.

Health Services/Medication/Illness

The school has the services of a medical assistant on the premises five days per week, six hours a day. The medical assistant will handle any injuries that occur at school. When a child becomes ill during the school day, if need be, parents will be phoned. Parents will always be notified if the illness appears to be of a serious nature, or if an accident occurs. If a parent has any special directives or a child has special needs, please note them on the emergency form. **A current daytime emergency phone number must be on file in the office.**

Due to limited space, "ill" students may stay indoors from recess only if the following requirements are met:

1. A doctor's statement for periods longer than two (2) days. (The number of days to remain indoors must be specified by the attending physician.)
2. A parent may request in writing, two (2) days indoors, if the student is returning to school from an illness.

Office Information

An office information and emergency medical authorization form will need to be completed online immediately. On the online office form be sure to provide the school with a family member or friend we may contact in case we cannot reach you. If changes occur during the school year, please provide the new information online. Please provide telephone numbers, cell phone numbers and email addresses.

Records and Changes

In order for school records to be kept current and in the event it is necessary to contact parents for emergency purposes, please make the change through the online forms. When there is a change of address please change through online forms and bring proof of residency to the office. If you move out of the district during the school year, please inform us of the change and we will direct you to the open enrollment office to fill out the proper forms

Class Parties and Birthday Treats

We have three scheduled parties: Halloween, Christmas and Valentine's Day. Parents are welcome to send in a treat for a birthday. Please refrain from sending items that require refrigeration. We ask that you do not send suckers or gum as birthday treats for lunchtime. Please check with the teachers for treats needed for special diets. Because of student allergies and special diets, we ask that all snacks be prepackaged with ingredient label included.

Report Cards

Grade cards will be posted to Progress Book at the end of every nine weeks and sent home with the student. These reports will give you important information. They inform you where you may be able to help your child so that he/she will "stay on track" as they move through the school year. The report card is posted four times a year.

Safety

Bus, fire, tornado and lock down drills are held periodically in accordance with State Law. The staff talks about the reason for these drills with the children. We suggest you talk to your child about safety drills and procedures you may have at home.

Signing students in and out are of utmost importance. We need to know the whereabouts of each and every child.

Occasionally a parent thinks the sign in/sign out policy is a nuisance. We would like to caution parents that it may be a nuisance --- UNTIL a child is missing.

You can be a part of our safety force by observing unusual behavior at bus stops, parking lots, and other areas that are frequented by children. Springfield Police are very helpful in these types of situations

School Closing due to Weather

When school is closed due to weather or other emergency situations, the decision, when at all possible, will be made by 6:00 a.m. The following television and radio stations will be notified, TV: WKYC Channel 3, NEWS Channel 5, FOX 8, 19 NEWS, & WUAB 43, Radio: WAKR 1590, WONE 97.5, WQMX 94.9, WGAR 99.5, WNIR 100.1 An all-call will also come from the superintendent's office and it will be posted on the school website @ www.springfiledspartans.org

School Phone Numbers

The school phone number is	330-798-1006.
Fax	330-798-1166
Attendance Number	330-798-1016
Board Office	330-798-1111
Bus Garage	330-628-3851

Every teacher has a phone in his/her room with voicemail. You can leave a message with him/her at any time. The phone does not ring, interrupting class, during school hours.

Search and Seizure

Search of a student and his/her possessions may be conducted at any time the student is under the jurisdiction of the *Springfield Board of Education* and there is reasonable suspicion that the student is in violation of the law or schools rules. A search may also be conducted to protect the safety of others. All searches may be conducted with or without the student's or parent's consent. Lockers, desks and equipment storage areas are property of the school and may be searched at any time if there is reasonable suspicion the student has violated the law or school rules.

Our Requests

Please help us with these things:

1. Please write your **child's name** (first and last) on all gloves, caps, scarves, coats, lunch boxes and other personal possessions so they can be identified if lost.
2. Maintain regular attendance. Keep sick children home; send the well ones to school on time.
3. Advise your child of proper school clothing. Dress warmly in the cold months and modestly during warm weather.
4. Provide your child with the necessary pencils, paper, folders and supplies that will be needed.
5. Teach and urge your child to obey school bus and traffic safety rules.
6. Keep the teacher informed about changes you notice in your child. A cooperative effort between home and school usually solves minor problems, which may occur during the year.

Textbooks

All basic textbooks are provided to the students to use during the school year. Books should be kept clean and returned at the end of the year.

Toys

Students are **NOT permitted** to bring toys or any type of trading cards to school. Any student who chooses to bring these items to school may be asked to give them to a staff member until a parent comes in to retrieve the items.

Vacations

Parents are encouraged not to take their child out of school for vacations. When a family vacation must be scheduled during the school year, the student must complete a vacation slip and have it approved by the principal **PRIOR** to vacation in order for the absence to be excused. Excused absences for vacation are limited to five school days. Vacation slips may not be submitted after the vacation has already taken place.

Visits

Visitors, especially parents, are always welcome at our school. According to school policy and to properly monitor the safety of the students and staff, **all persons entering the school building must have an ID and first report to the office to sign in and get a visitor badge.** If you wish to confer with a member of the staff, you should call for an appointment prior to coming to the school, in order to prevent any inconvenience. **Teachers are not permitted to meet with parents when children are in the classroom.** You are permitted to eat at school with your child. If you are buying a school lunch, please call ahead to order.

STUDENT CODE OF CONDUCT

In accordance with the Ohio Revised Code (O.R.C.)3313.661 and its provisions as adopted by the Springfield Local Board, a violation of any of the following rules may result in disciplinary action,

detentions, suspension and/or expulsion from school. The length and type of suspension will be determined by the severity and frequency of the rule violations. Students suspended are not permitted to participate or attend extracurricular activities for the duration of the suspension. These rules apply to all Springfield Local Schools' functions.

1. DISRUPTION OF SCHOOL: A student shall not, by use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, cause the disruption or obstruction of any lawful mission, process, or function of the school.

2. DAMAGE, DEFACING, TRESPASSING, BREAKING AND ENTERING OR THEFT OF SCHOOL AND PRIVATE PROPERTY: A student shall not break and enter, cause or attempt to cause damage to property, or steal or attempt to steal property either on the school grounds or during a school activity, function or event off of school grounds. Students are encouraged not to bring anything of value to school that is not needed for learning. The school is not responsible for personal property. Students damaging school property will be financially responsible for repair/replacement of the property.

3. ASSAULT ON A SCHOOL EMPLOYEE: a). **Physical Assaulting a school Employee:** A student shall not cause or attempt to cause physical injury or behave in such a way as could reasonably cause physical injury to a school employee.

b). **Verbally Assaulting a school employee:** Any verbal or written statement, drawing or non-contact action and/or gesture that a staff member, student, or other person associated with the District feels to be a threat will be considered a verbal assault as will profanity directed toward a staff member. This will result in suspension. Each additional verbal assault will result in additional days of OSS.

4. ABUSE OF A STUDENT: a). **PHYSICAL ABUSE OF A STUDENT OR OTHER PERSON/S:** A student shall not do or attempt to do bodily injury to any person or behave in such a way as could be harmful to another person. This shall include inciting panic and/or encouraging others to fight or hit. Fighting will not be tolerated. b.) **VERBAL ABUSE/WRITTEN ABUSE:** A student shall not abuse any person verbally or in written form. Sexual harassment and use of racial or ethnic slurs is prohibited. Words like die, murder, kill, etc. used verbally or in written form is not permitted.

5. WEAPONS AND DANGEROUS INSTRUMENTS: A student shall not knowingly possess, handle, or transmit any object that can reasonably be considered a weapon. This applies to any firearm, any explosive, including fire crackers, any knife, any toy gun or weapon, lighters, and other dangerous objects of no reasonable use to a pupil at school. It may also include any toy that is presented as a real weapon or reacted to as a real weapon or an object converted from its original use to an object used to threaten or injure another. This includes, but is not limited to, chairs, padlocks, pens, pencils, jewelry (including chains), etc. Criminal charges may be filed for this violation. Possession of a weapon may subject a student to expulsion and possible permanent exclusion. Federal law requires that any student who brings a firearm on Students are prohibited from possessing hazardous objects, while on school property or at school functions.

6. TOBACCO/E.N.D.S. PRODUCTS/VAPES: Students are not permitted to possess, smoke, or use tobacco or E.N.D.S. products on the bus, in the buildings, or on the grounds immediately adjacent to the building. E.N.D.S. products (electronic nicotine delivery systems) are noncombustible tobacco

products that include: vapes, vaporizers, vape pens, hookah pens, electronic cigarettes and e-pipes. These regulations apply to all school activities. Students who are found possessing or using tobacco (smoking, chewing, electronic cigarette, and/or snuff) on school grounds will be given the following consequences:

1st offense: 3 days OSS

2nd Offense: 5 days OSS

3rd Offense: 10 days with an expulsion hearing with the Superintendent.

In addition, the item(s) will be confiscated and not returned

7. NARCOTICS, ALCOHOLIC BEVERAGES, DEPRESSANTS, STIMULANTS, AND

COUNTERFEIT DRUGS: A student shall not possess, use, transmit or consume any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant or counterfeit ('look alike') drug of any kind. The school has a "Drug Free" zone that extends 1000 feet beyond the school boundaries as well as to any school activity and transportation. This means that any activity: possession, sale, use, or distribution involving drugs, or paraphernalia, alcohol, fake drugs, steroids, inhalants, dab inhalants, dab/wax pen or look-alike drugs is prohibited. This includes non-alcoholic beers and wines, steroids, and the like. Any such activity will be reported to the local law enforcement officials. Many drug abuse offenses are also felonies. **Reasonable Certainty:** A finding of reasonable certainty will be reached upon the consideration of all of the circumstances and evidence of the incident.

The following actions will be taken when the appropriate administrator or other authorized person finds that there is ***reasonable certainty*** to believe that a student has been using or has been in possession of drugs/alcohol:

First Offense

A. the student will be suspended and immediately removed from the premises

B. the parents will be notified

C. 10-day suspension: An option for a reduced 5 day suspension if the student chooses an outside drug prevention/education class.

Second Offense

A. the student will be removed from the premises

B. a 10-day suspension

C. a parent call will be made

D. possible recommendation for expulsion.

The use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule.

Counterfeit controlled substance is defined in the following ways: a) Any drug or drug container or label that bears a trademark, trade name, or other identifying mark used without the owner of the rights to such a trademark's authorization.

b) Any unmarked or unlabeled substance that is represented to be a controlled substance that is manufactured, processed, packed or distributed by a person other than the person with the legal rights to manufacture, process, pack or distribute it.

c) Any substance that is not a controlled substance or is a different substance. d) Any substance other than a controlled substance because of its similarity in shape, size, color, or its marking, labeling,

packaging, distribution, or the price for which it is sold or offered for sale. e) Use of a drug authorized by a medical prescription not from a registered physician shall be considered a violation of this rule.

8. STUDENTS SHALL NOT GIVE FALSE INFORMATION/FALSE SAFETY REPORT TO SCHOOL PERSONNEL: Lying and/or False Reports from students which result in an investigation will have a consequence. (Under O.R.C. 2909.07) no person may move, deface, damage, destroy, or otherwise improperly tamper with any safety device or its covering. Safety devices are defined as fire alarms, fire extinguishers, fire hose, fire axe, any fire escape, emergency exit, or any other device, apparatus, or equipment intended for protecting or preventing the safety of persons or property. A false emergency alarm, a call to 911 or report endangers the safety forces that are responding, the citizens of the community and the persons in the building. Violations will be reported to the Police.

9. STUDENTS SHALL NOT LIGHT UNAUTHORIZED FIRES OR POSSESS DANGEROUS OR HAZARDOUS MATERIAL/EXPLOSIVES ON SCHOOL PROPERTY OR AT SCHOOL FUNCTIONS: Students are prohibited from possessing hazardous objects, while on school property or at school functions. Any student possessing a hazardous object (A hazardous material is any item or agent biological, chemical, radiological, and/or physical, which has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors) or explosives, fireworks, and chemical-reaction objects: such as smoke bombs, small firecrackers, and poppers are forbidden and dangerous. Violations will be reported to the police and may result in disciplinary consequences at the discretion of the administrator and consistent with Board of Education's policies and procedures.

10. BULLYING/HARASSMENT/MENACING/CYBERBULLYING: **Bullying:** Section 3313.666 of the O.R.C.: (B)(3) Any intentional written, verbal, graphic, physical act, or electronic communication (including social media) that a student or group of students exhibits toward another particular student more than once and the behavior both: 1. causes mental or physical harm to the other student; and 2. is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. **Menacing:** Section 2903.22 of the O.R.C.: No person shall knowingly cause another to believe that the offender will cause physical harm to the person or property of the other person, the other person's unborn, or a member of the other person's immediate family. **Cyberbullying:** Springfield High School & High School prohibits intimidation, bullying or "cyberbullying" of any student on school property, including all school buses/school transportation; and at school sponsored events. "Cyberbullying" involves the use of information and communication technologies such as email, cell phones, text messages, instant messaging, defamatory personal websites, Facebook or other social media accounts, to support deliberate, repeated, and hostile behavior by an individual or group that is intended to harm others. *To the extent permitted by the First Amendment, instances of cyber-bullying off school grounds that disrupt the school environment or interfere with the learning process will be considered violations of the Student Code of Conduct and appropriate consequences will be issued by the Administration.* Springfield Local Schools considers bullying of any sort to be a very serious concern, and those who report falsely will be issued consequences. *Students should report incidents of bullying, harassment, or intimidation to the principal, assistant principal, teachers, and/or counselors. Students have the opportunity to report incidents anonymously. All information reported will be confidential. Students may report incidents anonymously to the Safe School Helpline*
Web: www.safeschoolhelpline.com **Phone:** 800-418-6423 ext. 359 **Text:** 66746, type TIPS

Please refer to www.neola.com/springfieldsum-oh/ sections 5517 and 5517.01 for additional clarification on school policies.

SPRINGFIELD ELEMENTARY SCHOOLS'

DRESS CODE

Dress is an important factor of good discipline and mutual respect. A well-groomed, neatly dressed child usually presents a manner very pleasing and appropriate for school activities. At the elementary level, parent may need to ensure that children are washing thoroughly and wearing clean clothes each day. The following are some dress guidelines:

1. Students are expected to be clean and to dress in keeping with good taste. Excessive makeup is not acceptable.
2. Clothing should not restrict movement and should not present a safety hazard.
3. Clothing promoting alcoholic beverages, tobacco products, illegal chemicals, inappropriate and/or suggestive language, and violence will not be permitted.
4. The Board of Education has approved the wearing of shorts during warmer weather. Shorts of reasonable length (not more than 3 inches above the knee) and of good appearance (not excessively tight) may be worn.
5. See-through clothing, bare midriff, spandex, pajamas, and sleeveless tops when worn alone are not permitted.
6. Coats, jackets and hats are not to be worn inside the building.
7. Pants, slacks, jeans, shorts, etc. must be worn at the waist (no drooping).
8. Chains of any kind (example: wallet with chain) are not to be worn.
9. The enforcement of these rules shall be the mutual responsibility of the administration and the teachers. Students who come to school improperly dressed will call home to get proper clothing. Students who repeatedly (more than twice) violate the established standards may be removed under section 8 of the student code of conduct, until such time that both the student and his/her parents have assured the administration that the established standards will be followed.

Bus Rules

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. Requests to ride a different bus or requests to go home with a friend must be made in writing and signed by the principal or building secretary. Students will not be permitted to ride a different bus or get off at any bus stop other than their assigned stop without a note from each child's parent or guardian.

Students riding the bus must follow the requests of the driver. The driver will issue misconduct notifications to students for not complying with the rules listed below.

1. Pupils shall arrive at the bus stop before the bus is scheduled to arrive.
2. Behavior at the school bus stop must not threaten life, limb or property of any individual
3. Load and unload safely and properly.
4. Go directly to an available or assigned seat so that the bus may safely resume motion.
5. Remain seated keeping aisles and exits clear.
6. Observe classroom conduct and obey the driver promptly and respectfully.
7. Pupils may not use profane language.
8. Pupils may not eat or drink on the bus, gum chewing is not permitted.
9. Pupils may not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus.
11. Do not throw or pass objects on, from or into the bus.
12. Pupils may carry on the bus only objects that can be held on their laps.

13. Pupils must board the bus at their assigned bus stop.
14. Do not stick any part of the body out of the bus window.

Good behavior on the bus will help to insure the safety of all of our students

School Wide Rules

The primary purpose of a discipline plan is to ensure that each student's physical, social, mental, and emotional growth takes place in an environment conducive to learning. Our goal is to instill in each child a sense of self-discipline and responsibility for self and for the learning environment of others.

Expectation: Each student is responsible for his/her behavior. Each student can behave according to the established classroom and building rules. Listed below are some rules, which we expect all students to follow:

1. Students will be kind and considerate to others at all times.
2. Students will respect their own and other's property.
3. Students will keep their hands, feet and objects to themselves.
4. Students will respect all equipment and materials in the building, on the playground, and on the buses.
5. Chewing gum is not permitted at school.
6. Students will walk in the building in an appropriate manner at all times.
7. Students will follow all rules established by school personnel.

Student Rights and Responsibilities

Everyone has the right to enjoy a safe school environment.

Everyone has the right to learn.

Everyone has the responsibility to be polite and respectful.

Everyone has the responsibility to be honest.

Everyone has the responsibility to use time wisely.

Lunch Rules

1. Students will sit in their assigned areas.
2. All students will enter the cafeteria in a quiet and orderly manner.
3. Food may not be taken from the cafeteria, unless it is unopened food in a packed lunch.
4. Students are to remain in the gym until they are released and taken to the classroom or the playground.
5. Throwing or playing with food is not tolerated.
6. Students should not run, push or scuffle in the cafeteria.
7. The noise level should be at a minimum.
8. When food or paper is dropped on the floor, it should be picked up.
9. All students should strive for good eating habits and use their best manners.
10. Carbonated beverages are not permitted.
11. Students will only have one lunch charge at a time.

Recess/Playground Rules

Students are expected to go outside for recess when the weather permits. We will go outside if the temperature and wind chill are above 15 degrees and it is not raining or there is no snowstorm. Therefore parents need to remember to dress their child appropriately for the weather. When the grassy areas are covered with heavy amounts of snow students must wear boots or they must remain on the black top.

These rules are designed to insure the safety of everyone during recess.

1. Sit when swinging or on the slide
2. No pushing someone on the swing or jumping off the swing or slide
3. No playing on the steps or standing near the bottom of the slide
4. No walking or running up the slide
5. No throwing of rocks, mulch, sticks, or snow/snowballs
6. Never leave the fenced area while playing
7. No rough play, no pushing, kicking, no tackle sports or wrestling
8. All balls and playground equipment are to be returned by the student who took the item outside

***The Student Code of Conduct expectations also include any and all policies adopted by the school board, including those found on the District's website at:
<https://go.boarddocs.com/oh/sfls/Board.nsf/Public?open&id=policies>***