

Bruceton School Parent/Student Handbook



**Sharing, Caring, Learning,
Realizing the Best in All**

2016-2017

Bruceton School Directory

PO Box 141

70 Morgantown Street

Bruceton Mills, WV 26525

<http://www.brucetonschool.org>

Bruceton School Phone: 304-379-2593

Bruceton School Fax: 304-379-4079

Susan Moran	Secretary	Ext. 101
Theresa Hall	Secretary	Ext.
Ms. Belinda Moss	Principal	Ext. 103
Mr. Ian Harned	Asst. Principal	Ext. 104
Darla Moyers	Technology Integration	Ext. 105
Tammy Savage	Nurse	Ext. 106
Claire Vellente	Counselor	Ext. 108
Ann Livengood	Cafeteria Manager	Ext. 109
Dave Cox	Band Director	Ext. 113

Bruceton Core Beliefs

The success of our students depends on a partnership made of students, teachers, families, and community.

Each student can learn and will have an equal opportunity to do so.

The school environment must be safe, secure, and supportive.

Education should promote positive self-esteem.

Preston County Schools Directory

300 Preston Drive

Kingwood, WV 26537

www.prestoncountyschools.com

Preston County Schools Phone: 304-329-0580

Preston County Schools Fax: 304-329-0720

Stephen Wotring	Superintendent	Ext. 222
Craig Schmidl	Asst. Superintendent	Ext. 217
Carol Riley	Attendance Coordinator	Ext. 236
Katrina Kerstetter	Chief Financial Officer	Ext. 224
Jana Miller	Special Education Coordinator	Ext. 220
Michelle Berry	Curriculum Director	Ext. 222
Dylan Beitz	Coordinator of Food Service	Ext. 234
Tony Harris	Coordinator of Transportation	304-329-2524
Brad Martin	Technology Director	Ext. 225
Ange Varner	Federal Programs	Ext. 223

All Preston County Board of Education Policies are available on-line @

www.prestoncountyschools.com

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USDA is an equal opportunity provider and employer.

2016-2017 Master Schedule

	7:23-7:40	7:40-8:19	8:22-9:01	9:04-9:43	9:46-10:25	10:28-11:07	11:10-11:49	11:52-12:22	12:25-1:04	1:07-1:46	1:49-2:28
	LINKS 5-8	First	Second	Third	Fourth	Fifth	Sixth	Lunch	Seventh	Eighth	Ninth
Brewer		Algebra		8		8			7		PLAN
Martin		7		6		6			7		PLAN
Flynn		8		7		8			PLAN	8	
French		7		6		7			PLAN	6	
McKeever		7	6	8	8	7	7		8	6	PLAN
Bolinger		6	7	8	8	7	7		6	8	PLAN
Cox		4th	BAND 6	5 th Band	PLAN	MUSIC 6	LUNCH	DUTY	MUSIC 8	MUSIC 7	BAND 7, 8
Kinsley		PLAN	2 ND	7	1 ST	3 RD	LUNCH	DUTY	MUSIC 8	K	CHORUS 6, 7, 8
Jenkins		PE 8	PE 6	7	7	8	6		PLAN	8	PE 6
Doerr		4th	2 ND	5th	1 ST	3 RD	PLAN		7	K	LIFE FITNESS
Thorne		4th	2 ND	PLAN	1 ST	3 RD	8		6	K	ART ELECTIVE
Cummings		6	SPANISH 8	5th	SPANISH 7	PLAN					
Stump		Elective 6	PLAN	SS 6	Science 6	MATH 6	MATH 6		ELA 6	ELA 6	ELECTIVE
MUSHO		Grade 7 Self-Contain ELA	Grade 7 Self-Contain ELA	ELA 6 FRENCH	ELA 6 FRENCH	Math 6 STUMP	Math 6 STUMP		PLAN	ELA 8 Flynn	ELA 8 Flynn
KOHLMEYER		Math 7 Martin	Math 7 Martin	ELA 7 Flynn	ELA 7 Flynn	Math 8 Brewer	Math 8 Brewer		Grade 7 Self-Contain Math	Grade 7 Self-Contain Math	PLAN

Student Drop Off: Students not riding the school bus may arrive at school on a day that there is a two-hour delay between 9:05 A.M. and 9:20 A.M. Arrival after 9:30 will result in the student being tardy.

Bus Duty: Students will report to their homerooms upon arrival to school. Middle School Students will report to the cafeteria.

**** Students arriving after 10:00 A.M. or leaving prior to 2:00 P.M. on a two-hour delay will be counted as ½ day absent.**

Unified School Improvement Structure

WVDE & Bruceton School in a Global 21 Partnership

Caring Sharing Learning -Realizing the Best in All

We believe that the success of students depends on a partnership made of students, teachers, families, and community. We believe education should promote positive self-esteem. We believe each student can learn and should have equal opportunity to do so. We believe the school environment must be safe, secure, and supportive.

Our Mission

Bruceton School will provide students the opportunity and guidance to become life-long learners and valuable members of society.

Local School Improvement Council
School Leadership Team
Curriculum Team

Math Curriculum Team	RLA Curriculum Team	PK-2 Curriculum Team
Positive Behavior Support Team	Garden Project Team	Safety Team
Technology Team	Leadership Team	SAT Team/504
Health/Wellness Team		

Bruceton School Handbook 2016-2017

Section One: Academics

Cheating:

Cheating is any form of academic dishonesty. It includes but is not limited to copying another student's work turning in work that is not approved by the student using any form of assistance during an exam or assignment that is not approved by the teacher and plagiarizing (using an external source of information without proper documentation or presenting information as a student's work that is copied from an external source). Cheating is a violation of both the school and county discipline policy.

Grading Scale:

93-100= A Excellent

75-84= C Average

0-64= Failure

85-92 = B Above Average

65-74= D Below Average

Homework:

Policy Statement: The administration and staff of Bruceton School believe that homework is essential to student learning. Homework helps to establish positive study habits, develops initiative, and allows for the development of time management skills in students.

Purposes for Homework:

1. Provides practice for the reinforcement of learned skills.
2. Provides review of previously learned concepts.
3. Provides preparation for future learning and assessment.
4. Provides extended learning and/or long-term learning.

Honor Roll:

The Honor Roll is a special recognition of those students who demonstrate above-average academic achievement in Grades 6, 7, and 8. The Honor Roll is announced at the end of every grading period.

Principal's Honor Roll: 3.8 or Higher Regular Honor Roll: 3.5 – 3.79

Report Cards:

Report Cards are issued at the end of each 10 week grading period. Students in grades 3-8 will receive a standard report card that will be issued to the student on the scheduled dates. The final report card of the year will be presented to the student on the last day of school. Parents and students can check grades at any time by logging into their LiveGrades account.

Students in grades K-3 will receive a standards based report card indicating levels of mastery for specific standards. A copy of the report card will be provided to parents at the end of each 10-week period.

Section Two: Athletics/Band

Athletic/Marching Band Eligibility:

6th, 7th, and 8th grade students must meet the eligibility requirements of the West Virginia Secondary Schools Activities Commission (WVSSAC) in order to participate on a school sanctioned athletic team or in marching band. THE WVSSAC requires that a student must maintain a 2.0 GPA in order to participate on a

sports team on in marching band. Athletic/Marching Band eligibility for all activities is calculated by using the GPA of the second semester average in June of the previous school year. Eligibility for spring activities is calculated by using the GPA of the first semester average in January of the current school year. If a student's GPA falls below the requirement during the course of the season/activity, the student will be declared ineligible and will be dismissed from the activity in which the student is a participant.

Section Three: Attendance

The single most important factor in a student's academic success is regular school attendance. Most subjects are taught in sequence requiring the understanding of each concept in the order of presentation. Persistent absenteeism (truancy) creates a genuine hardship for the student and seriously handicaps the student's academic growth.

Excused Reasons for Absence from School:

Bruceton School allows the following excused absence reasons as defined by Preston County Schools Policy 11-12-9.

1. Medical and or dental appointment which cannot be scheduled outside the school day when the absence is verified in writing by the physician or dentist.
2. Illness of the student verified by parent/guardian not to exceed three consecutive or five total days per semester. Verification by a physician will be required if absences exceed three consecutive days. In the event of a major outbreak of a particular illness such as the flu occurring within the school population the Superintendent may exercise his/her emergency powers and issue a county-wide waiver of the required physician's verification of absences extending beyond three days.
3. Illness or injury in the family when student absence is verified as essential by a physician.
4. Illness of the infant child of an enrolled student who is the child's primary caretaker not to exceed five days per semester. Verification must be from a physician, student's parent/guardian or student 18 years of age or older.
5. Calamity, such as fire in the home, flood, or family emergency upon approval by the school principal.
6. Death in the family-limit three days for each occurrence except in extraordinary circumstances. "Family" is defined as mother, father, brother, sister, grandmother, grandfather, aunt, uncle, brother-in-law, brother's children sister-in-law, sister's children student's children, or any person living in the same household.
7. Leaves of educational value i.e. family educational trips. 4-H educational activities serving as a Page, etc. Parents must complete an Education Leave form request 10 days prior to the leave. The leave may not exceed five days, and there must be verification of implementation of the education plan upon the student's return. A leave that extends more than five days requires County Board of Education approval.
8. School approved extracurricular activities.
9. Legal obligation with verification.

10. Failure of bus to run or extremely hazardous conditions-The County Transportation Office will verify that the bus did not run.
11. Observance of religious holidays.
12. Handicapped students' absences should be addressed in accordance with SBP 2419, Regulation for the Education of Students with Exceptionalities.

Absences occurring for reasons not provided in policy will be unexcused, including out-of-school suspensions.

Home/Hospital Instruction:

A student with an illness or injury verified by a health care provider that requires absence from school beyond three weeks may be provided home/hospital instruction pursuant to Preston County Board of Education Policy 3-30. A written statement must be received that includes the specific reason the student must remain home or in the hospital and the criteria or conditions under which the student can return and the expected date of such return. A written statement by a licensed physician or other licensed health care provider must be resubmitted every six months' temporary home/hospital instruction to continue.

Make-Up Work:

Students not in attendance for regular classroom instruction for any reason shall be provided opportunity to make up any missed class work. Elementary students will be assigned make-up work upon returning to school. Students in grades 6-12 must obtain a makeup contract for make-up work from the office and present the contract to each teacher for make-up assignments. The student shall be allowed the number of days absent plus one day to complete the make-up work. Teachers may grant an extension to a student if the request is based upon justifiable reasons. Failure to complete the work assigned by the teacher will result in the student receiving a zero as the grade for the make-up work in that class.

Reporting:

After 3 unexcused absences the assistant principal will notify the parent to schedule a Student Assistance Team meeting. If the student accumulates five unexcused absences an Attendance Plan of Action will be formed with the parent and student and the Coordinator of Attendance for Preston County Schools will be notified. If a student accrues 10 unexcused absences, a referral will be made to the Coordinator of Attendance for Preston County Schools.

Partial Day Absence:

Students arriving at Bruceton School more than 45 minutes after the start of the instructional day will be charged with a 1/2-day absence. Students who leave more than 45 minutes prior to the end of the instructional day will be charged with 1/2-day absence. This absence will be excused provided the parent/guardian provides a written note for the reason of the absence and the excuse meets the guidelines established within policy.

If a student has an appointment within the school day, written notification should be received from the physician or dentist with whom the appointment is made.

If a student becomes ill during the school day, the student must report to the school nurse for evaluation. The school nurse will call a parent/guardian if the student needs to leave school. If the student is having difficulty, the student should report to a staff member for assistance. **Students may not use cell phones to call parents/guardians to come to school to pick them up.** If the student is ill the nurse must sign the release for the student. Otherwise, the absence will be deemed unexcused.

Participation in Athletic Events or School Activities:

If a student misses ANY part of the school day UNEXCUSED, the student WILL NOT be eligible to participate in any curricular, extra-curricular, or co-curricular school event on that day. This includes sporting events and sporting practices.

~Changes may be made to this policy pending state policy changes.

Section Four: Daily Operations

Acceptable Use Policy-Bruceton School:

Students are required to follow local school, county, and state guidelines for acceptable use of technology during the time of their school enrollment. The Acceptable Use Policy form is usually signed only once by a student and parent and stays on file as long as the student is in the school system.

Admissions: Preschool-Grade 8

Pre-Kindergarten: Students must be four years old on or before September 1 of the school year in which they are enrolling. Students with special needs may qualify for earlier entrance. Parents should contact the school and talk with the Family Resource Coordinator in securing enrollment information.

Kindergarten: Students must be five years old on or before September 1 of the school year in which they wish to enroll. Students whose birthdays fall between September 2 and September 15 inclusive of that same year may request testing for early entrance. Requests must be made to the Superintendent of Preston County Schools. Ages of students must be verified by an official birth certificate from the Bureau of Vital Statistics of the state in which the child was born. Immunization records must be complete and presented prior to enrollment verification.

Grades 1-8: Students transferring from another school should provide the mailing address, telephone number, and fax number of the school from which they are transferring. Parents must present a certified birth certificate, immunization records, and a social security card upon enrollment.

After School Activities:

A student may not stay after school for any reason without written permission by a parent/guardian. A student may never stay after school to "hang out". Each student must be supervised by an adult in a designated area. Additionally, a student may never leave the school campus while waiting for a bus or parent/guardian to pick them up.

Arrival to School:

Students arriving on a school bus should enter the school immediately upon arrival and report to his/her assigned homeroom. Parents/Guardians and other adults delivering students should not arrive prior to 7:05 a.m. These drivers should enter the upper parking lot. Drivers should then proceed carefully through the parking lot. Drivers should bring their vehicle to a complete stop, allow the children to exit promptly, and then move on so that the flow of traffic remains fluid. Students arriving after 7:30 a.m. must be signed into the office and will be marked as tardy. Students arriving after 8:30 a.m. will be charged with 1/2-day absence.

Assemblies:

Assemblies and special programs are planned periodically to provide motivational speakers, enrichment activities, and cultural experiences for students. Students are expected to demonstrate proper conduct and manners during these programs. Students will observe the following guidelines during an assembly/special program:

1. Students will travel to the assembly/program location in a quiet, respectful manner.
2. Students will enter the location quietly and be seated promptly where directed.
3. Students will behave politely and respectfully toward the speaker/guest.
4. Students will return to class locations in a quiet respectful manner.

Change of Address:

It is important that every student maintain a current address and phone contact in the school office. Parents/guardians should update the school secretary anytime there are changes. We need both physical and mailing addresses on file.

Dismissal:

Students who leave the building prior to 2:28 p.m. will be charged with a 1/2 day's absence.

Students will be dismissed to their buses beginning at 2:28 p.m. Students should immediately board their buses and be seated. Students who are not riding a bus will be dismissed to the music room.

Parents/Guardians who are picking up students should pull into the lower parking lot at 2:40 p.m.

Field Trips:

A curricular field trip is an extension of classroom learning. It provides an opportunity for students to receive instruction in required core standards that compliments classroom instruction. Students are expected to attend all curricular field trips. Parents/guardians will receive notification of all field trips.

Hours of Operation:

Office Hours: 7:00 a.m. – 4:00 p.m. Instructional Hours: 7:30 a.m.-2:28 p.m.

Playground Hours: 4:00 p.m. until Dusk with adult supervision

Walking Track Hours: Open to adults/students until dusk. Students should be supervised by adults.

Lost and Found:

Each year the school amasses a large number of items that have been submitted that remained unclaimed. Students are reminded to periodically check the items on the lost and found rack. Items that are not claimed are taken to Goodwill periodically throughout the year. Please notify your child's homeroom teacher if your child has a missing item. It is suggested that coats, jackets, lunchboxes etc. are marked with the student's name.

Nutrition Programs:

Breakfast and lunch are served daily in the school cafeteria. Menus are prepared and posted on the school website.

Breakfast/Lunch Prices:

Student Breakfast:	\$1.25	\$0.30 (Reduced Price Meals)
Student Lunch:	\$1.45	\$0.40 (Reduced Price Meals)
Adult Breakfast:	\$2.90	
Adult Lunch:	\$3.85	
Extra Milk:	\$0.35	* Extra milk cannot be charged.

Free and Reduced Lunch: Students may qualify for free/reduced priced breakfast and lunch. The application form for free/reduced priced meals is provided on the school website. Parents should complete the application no later than September 1 of the current school year. If the application is approved the student's status will be retroactive from the beginning of the school year. Applications done after the cutoff date will be effective from date of approval only. A new form can be submitted anytime throughout the year when family income or circumstances change.

Meal Payment: Preston County Schools will continue the pre-paid breakfast/lunch program. Please send payments on Mondays only. There is an option to pay online. You may learn more about this by visiting the Preston County Schools website. If a student has not prepaid for his/her breakfast or lunch, then he/she will not be provided with a meal.

Visitors:

All visitors (Parents/Guardians/Others) are asked to enter the building through the main entrance located in upper parking lot. Please bring identification.

Students may not bring friends to school with them to visit for the day. Former students may not visit during instructional hours and only with permission from administration during non-instructional hours.

Web Page:

Visit Bruceton School at <http://www.brucetonschool.org>. The school web page contains current information such as the school calendar of events, breakfast and lunch menus, recent school activities, announcements, and classroom information. Teachers, parents and students have access to LIVEGRADES. Teachers post grades and classroom announcements to this website. To get your account information you can contact your child's teacher or Darla Moyers, our technology integration specialist at darla.moyers@k12.wv.us

Section Five: Discipline

Authority of School Personnel:

The teacher shall stand in place of the parent/guardian in exercising authority over the school and control of all students enrolled in the school from the time they arrive at school until they have left the school grounds. The bus driver in charge of the school bus shall exercise authority and control over the students while they are in transit to and from the school.

Level 1 Offenses	Interventions and Consequences
Cheating, Deceit, Disruptive/Disrespectful Conduct, Failure to Serve Detention, Falsifying identity, Inappropriate Appearance, Inappropriate Display of Affection, Inappropriate Language, Possession of Inappropriate Personal Property, Skipping Class, Tardiness	Administrator/student conference or reprimand, Administrator and teacher-parent/guardian conference, academic sanctions, counseling referrals, daily/weekly progress reports, behavioral contracts, change in student's schedule, school service assignment, confiscation of inappropriate items, revocation of privileges restitution/restoration, detention, denial of participation in class and/or school activities, exclusion from the classroom, weekend detention, in-school suspension.
Level 2 Offenses	Interventions and Consequences
Gang related activity, Habitual Violation of School Rules and Policies, Insubordination, Leaving School Without Permission, Physical Fight without Injury, Possession of Imitation Weapon, Possession of Knife not meeting Dangerous Weapon Definition (WV Code 61-7-2), Profane Language/Obscene Gesture/Indecent Act toward an employee or student, Technology Misuse.	Administrator/student conference or reprimand, Administrator and teacher-parent/guardian conference, Referral to support staff, counseling referrals, daily/weekly progress reports, behavioral contracts, change ins student's schedule, school service assignment, confiscation of inappropriate items, revocation of privileges. restitution/restoration, detention, denial of participation in class and/or school activities, exclusion from the classroom, weekend detention, in-school suspension, out-of-school suspension, Placement in Alternative Education Program, expulsion.
Level 3 Offenses	Intervention and Consequences
Battery against a student, Defacing School Property/Vandalism, False Fire Alarm, Fraud/forgery, Gambling, Hazing, Larceny, Sexual Misconduct, Threat of Injury or Assault against an employee or student, trespassing, possession, use, distribution or	Administrator/student conference or reprimand, Administrator and teacher-parent/guardian conference, Referral to support staff, counseling referrals, Notification to Health and Human Services, daily/weekly progress reports, behavioral contracts, change in student's schedule, school service

sale, Inhalant Abuse, Possession/Use of a Substance Containing Tobacco and/or Nicotine.	assignment, confiscation of inappropriate items, revocation of privileges. restitution/restoration, detention, denial of participation in class and/or school activities, exclusion from the classroom, weekend detention, in-school suspension, out-of-school suspension, Placement in Alternative Education Program, expulsion.
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- Level 3 behaviors are criminal offenses and therefore warrant formal law enforcement intervention which may result in issuance of a criminal citation, ticket, or summons, filing a delinquency petition, referral to a probation officer or arrest.

Level 4 Offenses	Interventions and Consequences
Battery against a school employee Felony, Illegal Substance Related Behaviors, Possession and/or Use of Dangerous Weapon	Out-of-School Suspension, Expulsion, Law Enforcement Intervention (as in Level 3)

Dress Code:

Students are expected to dress appropriately for school and for all school-related/sponsored activities.

1. Shorts/skirts must reach the tip of the index finger when a student is standing with arms straight down at the sides.
2. Tops should not show undergarments. Sleeveless shirts that are cut out under the arms straight down at the sides.
3. Clothing that is overly revealing in any way may not be worn, this may include yoga pants and other extremely tight fitting outfits. Undergarments should not be visible. Cleavage should not be visible. See-through clothing is not appropriate. With the addition of spaghetti string tops and skinny strap tank tops for male and female.
4. Hats, bandanas, sun glasses, etc. may not be worn indoors. Hoods on sweatshirts are considered hats.
5. Clothing that depicts violence, obscenities, gang membership, terrorism, sexual suggestions, alcohol, drugs, tobacco, or profane language is not acceptable.
6. Chains in excess of 12 inches and spiked jewelry are not acceptable.
7. Excessively baggy clothing or clothing that hangs so loosely that undergarment is exposed is unacceptable.

8. Jeans that have holes above the knees may not be worn unless leggings, etc. are worn under them.
9. Any clothing that distracts from the educational process may be deemed inappropriate.

Administration will make the final determination if there is any question about the inappropriateness of student apparel.

Cell Phones and other electronic devices:

All cell phones and electronic devices are to be turned off and put away upon entering Bruceton School. If cell phones and other electronic devices are visible and/or heard they will be confiscated and given to the administrator and disciplinary measures will be applied. Parents/Guardians should refrain from calling or texting your student during the school day.

Backpacks cinch bags, purses, etc.

Gym packs, backpacks, cinch sacks, purses and other similar bags are not to be used other than to transport needed materials to and from school. These items are to be stored in the student's locker during the school day. Small purses are permitted as long as they fit and remain in the binder/trapper keeper.

Section Six: School Support Organizations/Services

Academic Boosters

The Bruceton School Academic Booster organization is highly involved in the improvement of our school. Meetings are held on the second Tuesday of each month. Parents are urged to become part of this organization and to attend the monthly meetings.

Band Boosters:

The Bruceton School Band Boosters is comprised of parents of students in grades 5-8 who are part of the band program at Bruceton School. Meetings are held monthly. All band parents are encouraged to participate. Please contact the band director for more information.

Local School Improvement Council:

The Local School Improvement Council is mandated by WVDE Policy. This council consists of three parent representatives three teachers, two service personnel representatives' one business representative, one community representative, and one student. The purpose of the council is to provide input in regard to local school policies and regulations. The membership of this group is published each school year. The group welcomes parent and community input. Meeting dates and times are posted on the school website. All meetings are open to the public.

The Local School Improvement Council presents the Bruceton School Strategic Plan to the Preston County Board of Education each year for approval. The LSIC makes recommendations for program changes at the local school level to the county and state boards of education.

Parent Volunteers:

Bruceton School considers parent volunteers to be one of the school's most valuable resources. Parents are encouraged to help with classroom activities, programs, and curricular trips throughout the year. Parents should contact the teacher if interested in serving as a volunteer.

Partners in Education:

Bruceton School is in Partnership with the Clear Mountain Bank, Digital Connections, Inc., Mill Stone and Insurance Center to better serve the needs of students, staff, and parents.

Section Seven: Student Support Services/Activities

Guidance services:

A guidance counselor is on staff Monday, Tuesday, Thursday, and Friday each week. The counselor will assist students with educational planning, career preparation, testing information, special classes, and general assistance with school, home, and social concerns.

Lice Check

Lice Policy is currently under review and will be voted on at the October 24, 2016 Board of Education Meeting. When the policy is released it will be added to our handbook

Medication at School:

If a student needs to take a daily medication during school hours, a medication release must be completed and signed before any medication may be dispersed to a student. NO medication of any type can be given to a student unless a standing order is in place with the school nurse. All medications must meet the following requirements:

1. Must be in the original container.
2. Must carry a label with the student's name, drug identity, dosage instructions, doctor's name and prescription date.
3. Must be accompanied by a note giving the student's name, dosage amount, specific dosage times, and other instructions as necessary. The note must be signed and dated by a doctor.
4. Must contain no more than one week of medication at a time.
5. Must be distributed only by designated school personnel.

Nurse:

The school nurse is located in the office complex. When a student is ill or injured at school the following procedure is used.

1. In a non-emergency, the student should report first to the classroom teacher and then to the school nurse.
2. In an emergency, the student should report to the nearest adult/administrator/nurse as quickly as possible.

In either case, emergency or non-emergency, the school nurse or administrator will determine the proper course of action, notify the parent/guardian as needed, and monitor the student as needed.

STUDENTS ARE NOT TO CALL PARENTS ON THEIR CELL PHONES WITHOUT REPORTING TO THE SCHOOL NURSE OR ADMINISTRATION. THE NURSE WILL DETERMINE IF THE STUDENT NEEDS TO LEAVE THE BUILDING AND WILL NOTIFY PARENTS AS NEEDED. A STUDENT WHO MAKES ARRANGEMENTS OUTSIDE OF THE NURSE OR ADMINISTRATION WILL RECEIVE AN UNEXCUSED ABSENCE FOR THE TIME MISSED.

Student Assistance Team (SAT):

The Student Assistance Team is mandated by BOE Policy 3-12. This team consists of grade level staff members who meet regularly to provide assistance to any student who demonstrates difficulty in the areas of academics, attendance, conduct, hearing, vision, social/emotional, etc. The SAT recommends and implements interventions within the regular educational program and/or refers students for multi-disciplinary evaluation when necessary.

BUS NOTES and PICK UPS

Under the advisement of the Preston County Board of Education and Superintendent Steve Wotring, Bruceton School is implementing a new policy regarding dismissal. **We will only accept written communications for bus notes/pickups. No phone calls to change those arrangements during the school day will be accepted.**

There have been several incidents in the past that have brought safety concerns for our students. These incidents have led us to implement this policy.

Please understand this is for the safety of your child. Thank you for your cooperation in this matter.

Please do not block entrances to local businesses during student pick-ups or sporting events.

Bruceton School Dance Policy: Effective 2015-2016 School Year

1. Dances are restricted to Bruceton School students in grades 6-8. At the sponsor's discretion students may be allowed to complete a guest form to get approval for outside guests at Spring Formal only.
2. Students attending school dances are to conduct themselves in a manner suitable for a school event. Displays of affection that are not appropriate for public will not be tolerated. Students choosing to behave inappropriately will be excluded for future dances at the discretion of the sponsor.

3. All chaperones (staff, parents, etc.) have authority over all students attending the event. Students must willingly comply with the requests of those individuals.

4. In order to attend school dances each student must meet the following criteria: student must attend school the day of the dance, students cannot have any external or internal suspensions during the period beginning with the day after the last dance leading to the current dance.

5. All students must remain in the building at the close of the event. Parents/Guardians must pick up students at the door. This is to ensure supervision and safety of all students.

The sponsor will have a list of names of all students that will not be able to attend the dance at the end of the school day on which the event is scheduled. That list can be checked if students feel they may not be eligible to attend an event. School dances are sponsored by staff and are chaperoned by staff and/or parents.