

Bonny View Bobcats

Parent/Student Handbook 2019 - 2020



Bobcats make tracks through the learning process!

5080 Bidwell Rd. Redding, CA 96001

530 – 225-0030

Fax 530 – 225-0034

bonnyview.reddingschools.net

Our school community is Safe, Respectful, and Responsible

Our Vision

The Bonny View community actively commits to provide engaging learning opportunities for students to reach their academic, emotional, and social potential.

We hold the expectation that every student achieves or exceeds grade level academic standards.

We will encourage and support parents to take an active role in their children's education.

We will establish and maintain community partnerships.

We will provide a safe, respectful, and responsible school environment.

We will celebrate student success.

It is imperative that you read our handbook with your child as it contains important information about school activities, procedures, and rules.

Thank you

August 2019

Dear Students and Parents,

Welcome to Bonny View School, home of the Bobcats, and the 2019 - 2020 school year. The Bonny View School community is proud of their accomplishments in establishing, maintaining, and providing excellent educational opportunities. The dedicated Bonny View staff is committed to providing the optimum learning environment for each and every student. Our educational program is consistent with California State Standards. The students' safety, academic, social, emotional and physical needs are our priorities. Bonny View School embraces the vision of the Redding School District, ~~which includes providing a quality education and programs that enrich a child's life.~~

By working together in a partnership; staff, parents, students, and the community can assure that each student reaches his or her potential and acquires the necessary skills and tools to be successful in an ever changing world. **Educational research identifies a direct correlation between student success and home support.**

This handbook is designed to provide you with general information regarding Bony View School. It is important that you read the handbook to gain first-hand knowledge of the rules and procedures of the school. The rules listed are based upon safety, responsibility, and respect for the rights of all people within the school setting, and the California State Education Code.

If you have any questions or comments, please feel free to contact me. I welcome open communication to ensure the success of all students. You may contact me by making an appointment with the office manager or phone me directly at **225-0030**.

I look forward to supporting each student in a successful school year.

Sincerely,

Rellie Dunham

Kellie Dunham, Principal

SCHOOL HOURS

It is important for students to be on campus and ready to go to class by 7:40. If your child needs to eat breakfast at school, please have them at school at 7:15 am.

Regular Days (139)

Grades TK -K	Begin: 7:40 a.m. End: 1:44 p.m.
Grades 1-5	Begin: 7:40 a.m. End: 1:45 p.m.

Collaboration Minimum Days (35)

Grades TK - K	Begin: 7:40 a.m. End: 12:44 p.m.
Grades 1 - 2	Begin: 7:40 a.m. End: 12:45 p.m.
Grades 3-5	Begin: 7:40 a.m. End: 12:50 p.m.

Minimum Days for Parent Conferences and Last Day of School (6)

Grades TK - K	Begin: 7:40 a.m. End: 12:21 p.m.
Grades 1 - 2	Begin: 7:40 a.m. End: 12:25 p.m.
Grades 3-5	Begin: 7:40 a.m. End: 12:30 p.m.

REGULAR SCHOOL DAYS: PARENTS WHO DRIVE THEIR CHILDREN TO AND FROM SCHOOL MUST PICK THEM UP IMMEDIATELY WHEN SCHOOL IS DISMISSED.

MINIMUM DAYS: ALL STUDENTS MUST BE PICKED UP ON MINIMUM DAYS AT THE EARLY RELEASE TIME UNLESS THEY ARE ALREADY SIGNED-UP FOR THE AFTER SCHOOL PROGRAM.

AFTER SCHOOL

The program is designed for Transitional kindergarten through 5th grade students. It includes; snack time; homework assistance; enrichment clubs and free choice time. The children take

part in various activities such as the arts, music, sports, quiet/study time and special events. The program runs through the school year every day.

Time: School dismissal until 6:00 p.m.

There are 3 After School program closures during the school year for staff

Development: Friday, Sept. 13, 2019; Friday, Jan. 31, 2020, and Friday, March 27, 2020

Cost: Based on income

Alternative funding is available.

For more information please contact **Maureen Beaton**; Bonny View School 225-0050 (Front Office) between the hours of 9:00 - 6:00 pm.

GETTING TO AND FROM SCHOOL

Walkers:

Children who walk to school are instructed to go directly from home to school in the morning and directly from school to home in the afternoon unless participating in our afterschool program. They may stop at the store *only with written parental permission*. Students *may not* use the school office phone to make arrangements to play at another child's house after school. These arrangements must be made at home.

CHILDREN ARE TO OBEY ALL SAFETY PRECAUTIONS

Children are to walk on the left shoulder of the road facing the traffic, use crosswalks, and walk at all times.

Bikers:

With parent permission children may ride their bicycles to school. We ask that bicycles ridden to school be licensed and locked at the bike racks provided. A helmet is required to leave campus on a bike. Bicycles ridden to school will be at the owner's risk. The school cannot assume responsibility for loss or damage to bicycles while at school or going to and from school. *It is strongly recommended that only children in 3rd grade or above be permitted to ride bikes to school.*

California law requires children to wear a bicycle helmet while riding their bikes. Students without helmets will not be allowed to ride their bike home.

Bus Riders:

Many of our students travel to and from school by bus. Bus schedules are posted at school and also in the [Record Searchlight](#) the week before school starts. If you have questions about a bus stop, please feel free to call the school office. If during the year your student needs to get off at a different bus stop, the bus driver *must have written parental permission which has been stamped and signed by office personnel.*

All kindergarten students must have a parent/guardian present at bus stop for drop off.

Bus Stops:

Students should arrive at their bus stop no more than 5 minutes before the scheduled arrival of the bus. They must respect the property of the homeowners near the bus stop or risk losing bus riding privileges.

By Car:

Absolutely NO parking in the bus loop; Red means NO parking, Yellow means NO parking; loading and unloading only. If you need to exit your car for any reason while dropping off your student or picking them up, please park in the parking lot.

Your child's safety is of utmost importance. A child's safety habits are evident as he or she goes to and from school.

- ✓ Start for school early enough to be on time without rushing.
- ✓ Refuse to enter strange automobiles.
- ✓ Proceed directly to school or home before beginning to play.
- ✓ Remain on the school grounds the entire day.
- ✓ Refuse to leave the school with any person until they have signed out in the office and notified their classroom teacher or yard duty supervisor.

Crosswalks are plainly marked on the street at the end of the block. Please instruct your child to use them and to obey the patrol members at all times. Manzanita School has an established Safe Schools Plan on file in the school office.

<p>BEFORE AND AFTER SCHOOL</p> <p>The law states that the school as well as the parent shares in the responsibility for a student's conduct to and from school. The same good behavior which is expected from students at school is expected from them as they travel back and forth to campus.</p>	<p><u>No student should</u> <u>arrive prior to 7:15</u> <u>a.m. unless required by</u> <u>our bus schedule.</u></p>
<p>Before School Childcare</p> <p>There is no before school childcare. Students participating in our cafeteria breakfast may be on campus in the cafeteria at 7:15 a.m. Playgrounds will be supervised at 7:15a.m.</p>	

EMERGENCY Closure

The decision to cancel school for the day because of severe weather conditions is usually made by 6:30 a.m., and it is announced on the local radio stations as a public service. Our school office will also send out an automated message through School Messenger.

Absences

A child who has been absent from school must present upon return, a note signed by his/her parent, or the parent may call the office.

Voicemail is available for your convenience before and after school hours to report attendance. The note/call must state the reason for absence, and in the case of illness, the nature of illness. School records require this information. A doctor's note is always appreciated for medical related absences.

REMEMBER;
PLEASE SEND A NOTE OR CALL
THE OFFICE IF YOUR CHILD HAS BEEN ABSENT
225-0050

Regular attendance is important in order for your student to succeed.



Excessive absences and/or tardiness can result in letters to the parent reminding him or her of the legal obligations. Excused absences are still an absence. (Education Code Section 48260)

TARDY POLICY

It is our goal that your child has the opportunity to receive a proper education. In order to do this, your child must arrive at school on time each day, and remain in school until dismissal. Classes begin promptly at 7:40 am. Please have your child on campus prior to this time. Please limit picking your children up early. Leaving early is considered a tardy.
(ED CODE 48260)

TRUANCY BILL (SB 102)

Any pupil subject to compulsory full-time education or to compulsory continuing education who is absent from school without valid excuse three full days in one school year; or is tardy for more than any 30 minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

TRANSFERS

Parents who are moving must notify the school of the date the child is leaving. The final report card is given to the child on the last day of the school year. If a child is leaving shortly before the close of school, he/she must give the office a mailing address so that the report card may be sent.

HOME AND HOSPITAL TEACHING

In accordance with regulations of the California Department of Education, a home and hospital teacher will be provided for pupils who are unable to attend school for a lengthy period of time. If a home and hospital teacher is needed, contact the school office for more information.

Independent Study

If your child is going to be out of school for five or more days, please contact the school office at least one week prior to the absences so your child can be placed on independent study. The child's teacher will provide school work to complete while the student is away from school.

Registration for Kindergarten/Transitional Kindergarten

Children will be admitted to kindergarten if they will be five years of age on or before September 1, of the current school year. Their birth date for registration must be verified by a certified birth certificate. Children entering Kindergarten must complete an oral health assessment completed by a licensed dental health professional.

Kindergarten Roundup is held during the month of March to encourage early registration. For more information about Transitional Kindergarten please contact the school office.

First Grade Physical: First grade students must have a completed report of health signed by a licensed health examiner for school entry.

Report of School Progress

Kindergarten to 5th Grade: Pupil progress will be reported three times a year; November, March, and June. A report card will be issued at those times. A parent-teacher conference to discuss your child's progress will be scheduled in the fall. Teachers may contact parents all through the year to discuss concerns or to praise a student's progress.

We encourage parents to request conferences any time you have a question or concern.

Instructional Support Services

Students with special needs will be provided assistance in identified areas. Qualified personnel in the school district and the county provide such services in the following areas: district psychologist, language/speech/hearing specialist, special day class teacher, gifted and talented education, Title I, nurse, and school improvement program. The principal, teacher, and parents work together through conferencing as part of the referral process to access these services. Descriptions of each service are as follows:

District Psychologist

Provides assessment of referred students in order to determine placement in special programs, including speech, resource specialist program, and special day class, serves as a member of the Student Study Team (SST), CORE Team, and the Individualized Education Plan (IEP) Team. She/he supervises and monitors the implementation of special education programs, provides parent and teacher consultation about such programs, and leads student social skills groups.

Language/Speech/Hearing Specialist

Provides a regularly scheduled pull-out program for children with identified speech and hearing problems, serves as a resource for classroom teachers and as a member of the IEP Team and CORE Team when appropriate.

Resource Specialist

Serves as a member of the school Student Study Team and CORE Team in order to provide appropriate assistance and services for students. Provides on a regular basis in-class and pull-out programs for learning handicapped students. Maintain communication with parents and classroom teachers in order to provide a coordinated curriculum. Serves as the Case Carrier of IEP for identified students in order to see that necessary services are in place.

School Improvement Program

The Single Plan for Student Achievement is available at each of the district's elementary schools. The purpose of the Site Council is to develop the Single Plan for Student Achievement. The Bonny View Site Council is composed of the principal, three teachers, two classified employees, and five parents of children attending the school. The Council's meetings are five times during the school year. The Site Council is continually reevaluating and supporting the implementation of needed services.

Health Services

The Redding School District Nurse is on campus to do State mandated dental, vision, and hearing tests. If she discovers a deficiency, she will send a notice home or call. Bonny View School has a health clerk on campus during a portion of the school day. Office staff will take temperatures only and notify you if your child needs to go home.

Medication

If your child needs medication at school, a licensed physician must complete a **REQUEST FOR MEDICATION TO BE TAKEN DURING SCHOOL HOURS** form. These forms are available in the office. All medication MUST be in the original prescription container and placed in the school office, where it will be kept in a locked cupboard.

ABSOLUTELY **NO** OVER the counter medication will be dispensed without the above mentioned form signed by your doctor.

First Aid

First aid, defined as the immediate temporary care given in case of accident or sudden illness, will be given when necessary. First aid will be rendered by anyone qualified to do so.

In case of an accident requiring the services of a doctor, every attempt will be made to contact the parent or guardian before the child is taken to the hospital. For this reason, we request that parents immediately inform us of a change in address or telephone number.

CONTROL OF DISEASES

You can help to maintain a high standard for health in our school if you will observe the following rules:

<u>Disease</u>	<u>Maximum Incubation Period</u>	<u>Exclusion</u>
Chicken Pox	21 days	7 days until all crusts are gone
German Measles	21 days	7 days until all crusts are gone
Mumps	26 days	10 days or until all swelling is gone
Red Measles	14 days	7 days
Whooping Cough	21 days	3 weeks or until paroxysms are over
Conjunctivitis (Pink Eye)	Until eyes are clear	Until eyes are clear
Impetigo and Ringworm	Child may attend school if sores are kept covered and under a doctor's treatment	
Head Lice	Child must be excluded from school until treatment is complete and he/she is symptom free (including all eggs removed from the hair).	

Common Cold

Child should remain at home until most of the sneezing and coughing is over and the fever has subsided. Please make sure he/she has tissue or handkerchief when he/she returns.

Identification and Treatment of Pediculosis (head lice):

Anyone can get head lice, but they are most common on young school-age children. Personal cleanliness does not prevent a person from getting head lice.

If your child scratches his/her head frequently or if you hear of head lice occurring on frequent visitors to your home or on close friends of your child, inspect your child's head for:

Nits on the hair: These look like tiny oval objects glued to the side of the hair shafts. Their length is less than ½ the diameter of the head of a pin.

Lice among the hair: Lice and nits are most likely to be found near the scalp where the hair is thickest, usually behind the ears and around the nape of the neck.

If head lice have been detected, your child must be excluded from school until treatment is complete and he/she is symptom free (including all eggs removed from the hair).

Several non prescription treatments are on the market to eliminate head lice and their eggs. They can be purchased at your local drugstore. There are also treatments available which require a prescription if necessary.

Most prescriptions require retreatment of infested persons again in 7-10 days. Removing eggs from the hair can be accomplished either by using a special fine tooth comb or by picking out the eggs by hand.

All persons in the household should also be examined for the presence of head lice. If lice or eggs are detected, all infested person should undergo treatment with the anti-lice shampoo.

School Lunches/Breakfast

Bonny View School's cafeteria serves nutritious meals on a daily basis. Students may purchase breakfast and/or lunch which includes milk.

All students are able to eat free, both breakfast and lunch.

Students should use good table manners, be courteous and keep their area clean to help make the cafeteria a pleasant place for everyone to enjoy meals.

Please refrain from sending candy or soda to school with your child.

School Related Activities:

SCHOOL SPIRIT

Bonny View's mascot is the Bobcat and our school color is blue. Every Friday is Bobcat Pride day. Students and staff show school pride and spirit by wearing the school color. School shirts and sweatshirts will be available for purchase sometime during the school year. Watch for the information to come home.

Field Trips

Field trips are part of the educational program of the school, and are under the supervision of the classroom teacher. Buses will be used for transportation. Permission slips will be sent home to be signed. Students will not be permitted to go on field trips without a SIGNED permission slip. Students will not be allowed to use the phone to obtain permission. Please contact your child's teacher if you are interested in chaperoning field trips. Students are expected to ride the school bus to and from school day field trips. Parents must notify the school at least one week in advance to obtain written and district approved permission to transport their child from a field trip. The principal reserves the right to withhold field trip attendance from students due to unsafe or disrespectful behavior.

LIBRARY

Bonny View School is continually improving and enhancing its library. If you would like to help out in this area, please leave your name with the librarian. All grades are scheduled to use the library weekly. Please be aware when your child checks out a library book and help him/her to return it on time.

Technology/Chromebook Use:

All students, TK – 5th grade have access to web based curriculum and the use of the internet. Classroom teachers and school staff monitor the use and safety of students when they are "online". Students in grades 4 and 5 are issued Google Chrome Books as part of their grade level curriculum. Please make sure that you and your child have read, understand, and have signed the user agreement concerning ChromeBooks on our home page: reddingschools.net/11-device-agreement/

STUDENT PICTURES

There is a potential for your child to be mentioned or to have a photo or video included in news coverage or in school publicity. If you **do not** wish your child to be included in pictures or videos by news media or school personnel, be sure to mark the non- release form that comes in your first day packet.

LUNCH AND PLAYGROUND SUPERVISION

Children will be adequately supervised by teachers or aides during eating periods and recess.

Utilize the Monday Weekly folders.

All school notes will be set home the first day of each week, (Usually Monday) in a Bobcat folder. Parents are asked to read the materials and return the folder to their classroom teacher each week.

Additional folders may be purchased in the office for \$1.00.

- ✓ Read carefully all school correspondence which is sent to you.
- ✓ Stop by the school office and sign in before entering a classroom.
- ✓ Make an appointment when you wish to talk with the principal or teacher. School routines during the day are interrupted as little as possible.
- ✓ Send all absence notes, permission slips and lunch money promptly.
- ✓ Help your child to be prompt, courteous and responsible for his obligations.

Homework:

The Board of Trustees believes that homework serves many important purposes. The administration and certificated staff shall design homework plans and assignments so that through their homework, students can reinforce academic skills taught in school and learn how to conduct research effectively, develop ideas creatively and become life-long learners.

The Board believes that 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 teachers at all grade levels to use the parent/guardian as a contributing resource and to structure homework assignments so as to involve the parent/guardian without diminishing the student's sense of responsibility. When assigning homework which involves interaction with parents/guardians, teachers should include instructions which show how parents/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.

The Superintendent shall ensure that each school site develops an effective homework plan in accordance with Board policy and administrative regulation.

YOU CAN MAKE A DIFFERENCE!

BONNY VIEW PARENT CLUB

The Bonny View Parent Club meets monthly. Meeting notices are sent home announcing the meeting time, place, and topic. We encourage all parents to get involved.

The Parent Club sponsors various school activities such as Fall Carnival, Jog-a-thon, and many other events.

PARENT VOLUNTEERS

How can you help? Parent volunteers enjoy making vital contributions to their school's total educational program. Classroom volunteers reinforce important concepts by offering individual attention to students. You can make a difference in a young person's life by volunteering a few hours. Please call the school at 225-0030. All volunteers are asked to sign in at the school office.

Everyone Has Some Responsibility

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We, at Bonny View School, believe that quality education is a product of educational responsibilities being met by the learner, the parent, and the school.

The School's Responsibilities

- To teach district grade level performance standards.
- To address the individual needs of the student.
- To communicate homework and classroom expectations.
- To provide a safe, positive, and healthy learning environment.
- To assist with and encourage parental involvement.
- To create a welcoming environment for our school community.
- To provide ongoing feedback to students about their progress.

There will be a significant adult actively involved in every student's life to support a child's intellectual, physical, emotional, social and character education and development.



The Parent's Responsibilities

- ✓ To send my child to school with physical needs met, prepared to work and dressed according to the school' dress code.
- ✓ To provide a quiet study time at home and require my child to complete assignments.
- ✓ To review and respond to all school communications.
- ✓ To support the school/district homework, discipline and attendance policies.
- ✓ To attend school events, volunteer in the classroom or other appropriate activities.
- ✓ To keep current with my child's progress. To recognize and reward success; and correct with kindness.
- ✓ To encourage my child to read every day.
- ✓ To support and participate in the child's discipline and behavior modification.

The Learner's Responsibilities

1. Treat everyone with respect, consideration, and courtesy.
2. Respect school property and the property of others.
3. Be responsible for your safety and the safety of others.
4. Be responsible for your actions and choices.
5. Conduct yourself with school purpose at all times.
6. Come to school ready to learn
7. Ask, when in doubt.

Additional School Policies and Procedures:

Personal and Non-Education items at School

Items such as music players, radios, handheld games, sports equipment, toys, collections, pets, etc. may not be brought to school unless prior permission is obtained from the teacher. The school is not responsible for any such items brought to school even if given to staff for safekeeping. Any animals, for which permission has been granted, must be in an appropriate safe cage.

Use of Lasers, Penal Code #417.27 this amended law makes it illegal for a person under the age of 17 to purchase a laser pointer unless accompanied to a business by a parent or guardian. In addition, it is forbidden for a student to possess such a laser pointer at an elementary or secondary school site unless the purpose is for appropriate school-related usage. Violation of this law is an infraction punishable by a fine or community service.

CELL PHONE POLICY

We understand that cell phones are an important communication tool between you and your child and we honor your desire to be in touch with your child during the school day. If your child needs to contact you during the school day, arrangements can be made to call from the office.

Cell phones that are seen or heard during the school day or in the Afterschool Program will be taken to the office where the parents must pick them up. We appreciate your understanding and support in this effort to provide the best learning environment for your child.

Clothing for School

Your child will take part in many activities during a school day. He/she may get his/her clothes soiled. Be sure to buy clothing that is durable, washable, and simple enough that a small child can put it on alone. Costly jackets, sweaters and coats are often left in the school room or on the school yard. If you label your child's belongings with his/her name they can be returned to him/her. Keep in mind that your child will be participating in physical activity on a daily basis and will require them to be in clothes/shoes appropriate for running and playing games outside.

Clothes must be appropriate for school. They must be sanitary and not bear words or designs which are offensive to the purpose of good citizenship (No alcohol or tobacco, foul language or illustrations)

- Sandals and open toed shoes are not recommended.
- All shoes must have a back strap.
- Students are not permitted to wear hats or hoods inside buildings.
- Clothing cannot be seen through, revealing, or of the type for bathing or swimming.
- No tank tops are allowed.
- Specifically prohibited are outfits which show bare shoulders, sides, stomachs, or backs.

- Shorts and skirts must be fingertip length when arms are stretched down by the sides. the inseam should be at least 2" in length.

The school administrator or designee decides the appropriateness of any clothing in question.

LOST AND FOUND

It is most important that all sweaters, jackets, lunch boxes, etc., be clearly marked with the child's name. The name in permanent ink or laundry marker on a tape sewn into the back neckline is a good way to do this. Lost and found items are located in the school cafeteria. Unclaimed lost and found items will be donated to charity prior to school breaks.

School Property

The school will supply all books, paper and other necessary school needs at no cost to the child. In return, children will be required to give particular care to books, desks, and all other school property. We require students and their parents to reimburse for any lost textbooks, library books, or school materials.

School Office Rules/Students out of Class

Each student coming to the office must have a hall pass from a teacher or playground supervisor. The supervisor must give a student a pass when the student is out of the room at all times.

1. Only students having business in the office will be allowed in the office.
2. A student may use the school phone only in emergency situations or when he/she has written permission from his/her teacher. Students must submit permission slips to office personnel and obtain their permission before using the telephone. This rule is in effect before, during and after school.

Transportation (Bus) Policy:

- We believe all students can behave appropriately and safely while riding the bus.
- A student's behavior may not interfere with the driver's ability to do his/her job or prevent other students from being transported safely.
- We believe all students should be at the bus stop five minutes before scheduled time.

The students shall follow all directions of the driver.

- ✓ **Students shall board the bus in an orderly manner, take a seat, and shall not change seats while the bus is moving.**
- ✓ **Students shall keep all parts of the body inside the bus and keep the aisle and exits clear.**
- ✓ **Students shall not fight, push, throw objects, or participate in loud or unruly conduct on the bus.**
- ✓ **State law requires that students who must cross the roadway shall be escorted by the bus driver in front of the bus.**

- ✓ **Students shall not get off the bus at a stop other than their regular bus stop without a written request from their parent(s), and that has been verified by the school.**
- ✓ **Students shall not eat or drink on the bus, and shall not bring harmful objects such as glass, knives, etc., or animals onto the bus.**

All transportation rules are in effect when students are transported during school related field trips.

Consequences for Failing to Follow the Bus Rules

(Severe Infractions could mean bypassing some of the following steps.)

Parents shall be sent a copy of the bus rules each year, and the following procedures will be observed if pupils fail to follow the above rules:

- First Citation Note home to parents from driver-must be signed and returned
 - Second Citation Notice of Unsatisfactory Conduct- formal warning from the school and the transportation department.
 - Third Citation Two (2) day bus suspension
 - Fourth Citation Five (5) day bus suspension
 - Fifth Citation 30 day bus suspension and a mandatory meeting at the school before getting back on the bus. A School Administrator must attend this meeting.
 - Sixth Citation Removal from the bus for the remainder of the school year, including field trips.
- See School Board Policy 3541.35

RULES AND CONSEQUENCES

We support and encourage a positive attitude toward our school. We are proud of our students and support these guidelines to ensure that this positive attitude will continue to grow and that our school will be safe for all.

Classroom Expectations

Each teacher will establish procedures and rules with students and post them in the classroom. Copies of classroom rules and procedures will be provided to parents during Back to School Night.

Progressive discipline will occur in all but the most extreme cases. Progressive discipline is a process of accurate record keeping and incremental consequences. Teachers are to establish a discipline plan and inform the parent about it. A referral and record keeping system will ensure that progressive discipline occurs. Students who misbehave will not be allowed to jeopardize or interfere with another child’s education.

Bonny View School - BEST Behavior Expectations

	Safety	Respect	Responsibility
Hallways & Sidewalks	Walk Allow others to pass	Use quiet voices	Keep hands, feet, & objects to self.

	<p>Keep clear of the painted door safety areas</p> <p>Use appropriate and designated hallways</p>		<p>Stay on sidewalk</p>
Cafeteria	<p>Keep all food to self.</p> <p>Sit with bottom on bench and facing table</p> <p>Walk in Cafeteria</p> <p>Finish eating before leaving</p>	<p>Allow anyone to sit next to you</p> <p>Use quiet voices</p> <p>Raise hand to be excused</p>	<p>Gather trash then raise hand and wait to be excused</p> <p>Get all items when first going through the line</p>
Bathrooms	<p>Keep feet on floor</p> <p>Keep water in sink</p> <p>Use the bathroom for a bathroom and the playground for playing.</p>	<p>Knock on stall door</p> <p>Give people privacy</p> <p>Use quiet voices</p>	<p>Use bathroom appropriately</p> <p>Flush toilet after use</p> <p>Return to room right away</p> <p>Get permission before leaving class.</p>
Playground	<p>Walk to lines</p> <p>Be aware of games around you.</p> <p>Keep hands/ feet to self</p> <p>Use equipment appropriately</p> <p>Walk in walking zone</p>	<p>Use words to solve problems</p> <p>Be a good sport</p> <p>Help others</p> <p>Use kind words</p>	<p>Get a drink of water and use bathroom at beginning of recess.</p> <p>Use school rules</p> <p>Balls that start at a game, stay at that game.</p> <p>Eat snacks in designated area and clean up</p> <p>Keep all food to self</p>
Line up areas	<p>Do not block front of doors</p> <p>Stay in line</p> <p>Keep hands and feet to self</p> <p>Walk to lines</p>	<p>Wait in line patiently</p> <p>Pick up litter</p>	<p>Use kind words and actions</p> <p>Stay in your spot in line</p>
All Common Areas (including school office, classrooms and	<p>Keep hands, feet and objects to self</p> <p>Get adult help for accidents and spills</p> <p>Use all equipment and</p>	<p>Use kind words and actions</p> <p>Clean up after yourself</p>	<p>Be honest and remind others to follow school rules</p> <p>Take care of</p>

library)	materials appropriately	Follow adult directions Use an inside voice Please remove hats & hoods inside	your personal belongings and school materials Must have office pass
Pick- Up Area	Stay off ramps and handrails Parents are to walk across the pick-up lane to pick up students if parked in parking lot Stay behind the sidewalk until parent picks you up	Wait Patiently Keep hands and feet to self	Sit on benches or on edge of sidewalk by ramp Stand on sidewalks Watch for your ride Use sidewalks
Bus	Place your back against seats Keep hands/ feet and objects to self	Use inside voices	Stay in seat Save food/ drinks for school or home

Code of Conduct

EDUCATION CODE REGARDING SUSPENSION/EXPULSION

Below is a summary of Education Code violations which are cause for suspension from school. **A student may be suspended from Manzanita School** and may also be subject to placement or expulsion for a violation of the code:

Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, or school officials.

Caused, attempted to cause, or threatened to cause physical injury to another person.

Caused or attempted to cause damage to school property or private property.
Stole or attempted to steal school property or private property.

Possessed or used tobacco.

Committed an obscene act or engaged in habitual profanity or vulgarity.

A student shall be suspended from Manzanita School and may also be subject to placement or expulsion for the following violations:

- Unlawfully offered, arranged, or negotiated to sell any controlled substance.
- Had unlawful possession or unlawfully offered, arranged or negotiated to sell any drug paraphernalia.
- Possessed, sold or furnished a firearm, knife, explosive or other dangerous object.
- Unlawfully possessed, used, sold or otherwise furnished or been under the influence of any controlled substance.
- Committed robbery or extortion.
- Knowingly received stolen school property or private property.
- Committed sexual harassment as defined in Education Code 212.5

Sexual Harassment, Bullying and Cyberbullying:

The governing board prohibits unlawful sexual harassment of any student. Any student who engages in the sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. The Redding School District Board of Trustees encourages students or their parents to immediately report incidents of sexual harassment to a teacher or principal.

Prohibited sexual harassment includes, but is not limited to; unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. (Education Code 212.5)

Whenever a student is suspended from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities otherwise willfully defied valid staff authority, a teacher of the class from which the student was suspended, may require a student's parent/guardian to attend a portion of a school day in that class. After completing a classroom visit, and before leaving school premises, a parent/guardian also shall meet with the principal or designee. (EC48900.1)

Bullying is unwanted, aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and involves repetition or potential repetition of a deliberate act.

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.

Examples of the types of conduct that may constitute bullying and are prohibited by the district include, but are not limited to:

1. Physical bullying that inflicts harm upon a person's body or possessions, such as hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's possessions, or making cruel or rude hand gestures
2. Verbal bullying that includes saying or writing hurtful things, such as teasing, name-calling, inappropriate sexual comments, taunting, or threats to cause harm

3. Social/relational bullying that harms a person's reputation or relationships, such as leaving a person out of an activity on purpose, influencing others not to be friends with someone, spreading rumors, or embarrassing someone in public
4. Cyberbullying, such as sending demeaning or hateful text messages or emails, sending rumors by email or by posting on social networking sites, or posting embarrassing photos, videos, web site, or fake profiles

(Board Policy 5131)

Parent Complaint Procedure

Parents or guardians of pupils have the right to file a complaint against a school district employee or other person that they suspect has engaged in abuse of a child at a school site.

To file a complaint, the parent or guardian must file a formal report with the local child protective agency. This may be done by telephone, in person, or in writing. Further information is available in the office.

A complaint may also be filed with the appropriate local school district or county office of education; however, school districts and county offices of education do not investigate child abuse complaints.

REDDING SCHOOL DISTRICT

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Robert Adams, - Superintendent

