



Home of the Soaring Eagles
2017-2018

School Colors: Red and White
Our Mascot: Eagle

Address: 50 Chukar Rd.; Warm Springs, OR 97761

Office: (541)-553-1128

Fax: (541) 553-6321

<http://jcsd.k12.or.us/schools/wsk>

Warm Springs Student-Family Handbook

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Student Safety: Safety procedures include active supervision by school staff, safe behavior in all the different areas of school, teaching and practicing safe behavior.

Student safety in relationship to unauthorized adults:

- Volunteers must go through a background check procedure. Volunteers must sign-in and wear a volunteer badge or a visitor sticker if the person is a short-term volunteer.
- When visitors arrive, they report to the office, sign in and get a visitor sticker. Staff and volunteers will refer adults to the office if they are in the school or on the playground without visitor stickers, volunteer badges, or school district badges.
- Calls for changes in pick-up must be received by 1:30 pm in order to ensure the safety of all students.

Warm Springs Daily Schedule

8:10am—Buses arrive

8:15am—School Starts

3:25pm—Students Dismissed

3:30pm—Buses Depart

Access to the Building and Grounds After School

Students should go straight home after school each day unless they stay for a scheduled activity. Students may come back to school to play at 5:30 p.m. when the school grounds are available for public access. Family’s are responsible for supervision at this time and on weekends.

Office Procedures

Office Hours

The school office hours are from 7:30 a.m. to 4:00 p.m. daily.

Contact Information

Staff names and positions: Posted on the website (www.jcsd.k12.or.us/schools/ws)

Address: 50 Chukar Rd., Warm Springs, OR 97761

Office phone: 541-553-1128

Fax: 541-553-6321

Website: <http://www.jcsd.k12.or.us/schools/wsk8>



School Attendance

Absences

Regular attendance is critical to successful learning in school. Call **541-553-1128** when your child is absent from school. Give your name, your child's name, teacher's name, date of absence, and reason. This number is accessible 24 hours per day.

Appointments: Regular attendance is vital to student success; please schedule your child's doctor or dentist appointments outside the school day. ***Please schedule your family outings and vacations for non-school days as well.***

Participating in PE

If your child cannot participate in PE because of a physical problem, please notify the office in writing.

If this is to extend over a prolonged period of time, five or more days, please obtain a written explanation from your doctor.

Student's grade 6, 7 and 8 are required to wear a designated uniform for PE classes. The PE uniform is considered part of the equipment for class (like paper, pencil).

Please refer to Physical Education Expectations.

Visiting/Volunteer School

Visitor's Badge and Volunteer Check-In

District policy and state law requires that visitors stop by the office, sign in, and get a visitor's badge. All district employees must wear badges as well. Also, you must check out when you leave the school. The district requires a background check for any volunteers who have contact with students. See the school website for "Volunteering at Warm Springs," for more information about volunteer background checks.

Student Visitations

Children who are not Warm Springs K-8 Academy students may not visit the school.

Scheduling a Classroom Visit

Comment [DLD1]: Are we including 6th grade?

Visiting classrooms: Visiting classrooms must be prearranged with the teacher 24 hours in advance.

School Lunch Program



Please visit the district website for additional information *Meal Information*

<http://www.jcsd.k12.or.us/Familys>.

Student Health Information—

Student Illness/Injuries

School staff does not diagnose injury or illness, and if there is any sign of injury or illness, Family's will be contacted. In extreme emergencies, an ambulance will be called.

Medication for Students

- Schools are not allowed to administer medication to students unless the Family has completed a medication form, available in our office. This applies to both prescription and over the counter medications.
- Prescribed medications must be in an official container labeled with: student's name, dosage, time of administration, prescription number, physician's name and phone number, pharmacy name and phone number. Nonprescription medications (such as cough drops) must also be in the original container.
- All medications must be brought to school by the Family/guardian and the medication must be kept in the office.
- The school nurse works with families to design a Health Plans. Please contact the school office if you believe your child might need a health plan.

Student Transportation *Students may arrive at school at 8:05am*

Parking Lot Traffic.

Students are dropped off by family/guardian at the main entrance in the front of the school and bus loading area is for buses only.



Bus Expectations

Refer to the Jefferson County Rights and Responsibilities Handbook

<http://www.jcsd.k12.or.us/district/rights-and-responsibilities-handbook>

Bus Schedule Problems

Please call the District Transportation Office at 541-475-3536.



School Bus Incident Report (Bus Citation)

Riding the school bus is a privilege. Those not following the bus safety rules may receive a bus citation from the driver. The purpose of this form is to inform the family and principal of a need for help in solving a problem usually involving an action that jeopardizes the safety and well-being of other students.

A student who receives a bus citation may not be able to ride the bus until the student returns the signed form. Signatures of the family and principal are required. Consequences for bus problems often include assigned

seats. A student's ongoing or extreme failure to conduct one's self in a safe manner on the bus may result in an extended period of suspension from the bus.

Bus Stops

The bus stop location is under the jurisdiction of the school district, so students are expected to behave according to the same rules as for on the bus and at school. Students should arrive approximately five minutes before the bus arrival time.

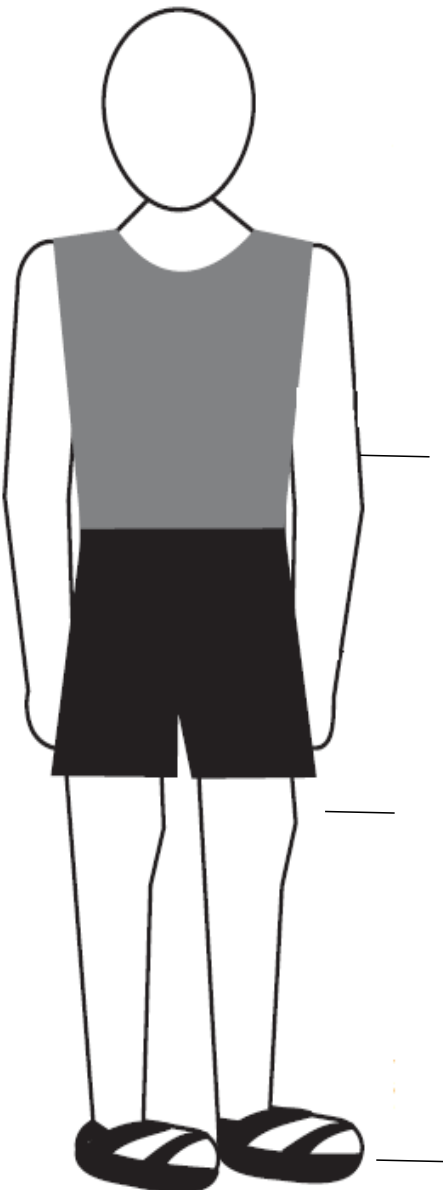
Taking a Different Bus

- Note or phone call from family member
- Note with the date; destination address, contact information and phone number.
- Office staff assigns bus pass
- We ask that the main office receive bus changes before 1:30pm .

Student Dress

“Appropriate” is the key word for school clothes: Please see the Jefferson County School District Rights and Responsibilities Handbook pg. 23.

1. No hoods, hats TBD.



Torso: Clothing must cover stomachs, backs, shoulders, chests and undergarments. Tank tops require 1 ½ inch strap.

Legs: Shorts, skirts and dresses must be longer than mid-thigh. Undergarments must be covered.

Student Dress

In order to facilitate learning for all students, WSK8 requires that students dress and appearance follow health and safety standards and not cause disruption to the learning environment. Students who do not follow these guidelines will be asked to change their clothing, cover up, or go home if necessary.

Other Guidelines

- Clothing that promotes drugs, alcohol, tobacco, violence, is sexually suggestive, or displays inappropriate pictures or writing is prohibited.
- Any clothing or jewelry worn in a manner identified as gang-related is prohibited.
- Jewelry that can pose safety hazards is prohibited.



Discipline Rationale

The purpose of the WSK8 discipline policy is to help all students be academically and *Responsible*. For example, being safe means no swearing, no defiance and treating others with respect, being responsible means attending all classes and arriving on time. A student who violates the WSK8 rules of conduct on campus will be subject to disciplinary action. In addition, off-campus behaviors may also be subject to disciplinary action in certain circumstances. A student has due process rights and can appeal the discipline decisions of staff and administrators. Administration reserves the right to deviate from the behavior consequence matrix depending on the severity of the incident.

Feet: Footwear must be worn at all times appropriate to the activity. Strapless shoes, slippers and high heels are discouraged for safety reasons.

, help students learn self-discipline, fit into 3 categories – *Safe, Respectful* and harassment, being respectful means

Bullying Our goal at Warm Springs K-8 Academy is to provide each student with a safe learning environment.

Anti-Bully Contract

Bullying or harassing behaviors will not be tolerated at Warm Springs K-8 Academy. Our goal is to provide each student with a safe learning environment. Please read our Anti-Bullying Contract; it clearly defines the responsibility of students and families of WSK8 with bullying in mind.

Bullying is defined as intentionally aggressive behavior that can take many forms (verbal, physical, social/relational/emotional, or cyber bullying—or any combination of these); it involves an imbalance of power, and it is often repeated over time. **At WSK8, bullying will not be tolerated.** Bullying can consist of one child bullying another, a group of children ganging up against one lone child, or one group of kids targeting another group. Common behaviors attributed to bullying include put-downs, name calling, racial slurs, rumors, gossip, verbal threats, menacing, harassment, intimidation, social isolation or exclusion and physical assaults.

Oregon State Law (ORS 339.351-339.364) prohibits bullying that takes place on or immediately near the school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop. It also applies to “cyberbullying” or the use of any electronic communication device to harass, intimidate, or bully. The Jefferson County School District has a policy on harassment and bullying that is clearly outlined in the Student Rights and Responsibility Handbook. If a student is found to be harassing or bullying another student, appropriate disciplinary action will be taken against the harasser.

Student’s Responsibility

Everyone has the right to feel physically and emotionally safe at school. As a member of our school’s community I will do everything I can personally to create and preserve a physically and emotionally safe environment.

Student expectations:



- Treat other students with kindness and respect
- Not engage in verbal, relational, physical bullying or cyberbullying
- Be aware of and follow the school’s anti-bullying policies and procedures
- Support students who have been victimized by bullies
- Speak out against verbal, relational, and physical bullying and cyber bullying
- Notify a family member, teacher, school counselor or administrator when bullying does occur
- Be a good role model for other student

Family Responsibility:

- Report any concerns to students teacher or school administrator
- Talk with your student about the student expectation.

Electronic Devices/Cell Phones

Cameras or cell phones with recording devices are **NOT** allowed in restrooms or locker rooms. Pictures taken in either of these areas are subject to disciplinary action. Cameras or cell phones with recording devices used during any misbehavior action (recording fights) students are subject to disciplinary action.

To maintain the best educational setting, CD players, I-Pods/MP3 players (including headphones), cell phones, recorders, DVD players, personal gaming devices, digital and film cameras (except those used for approved school activities) are **not allowed to be on, used or in plain view during school hours (8:10 am – 3:25 pm), including passing times and lunch.** If you bring one of these items to school, it will be confiscated by staff if in plain view (which means the student has it out and/or it is being used in a manner that disrupts the educational process). On occasion, the office staff may grant permission for a student to use his/her cell phone to call home from the office. If a cell phone goes off during a class, the teacher will confiscate the item, and the student may be referred for disciplinary action. Any electronic device or cell phone confiscated from a student will be released to his/her family or guardian. Unauthorized or inappropriate pictures, writings, or electronic media taken or shown at school may be subject to disciplinary action.

WARNING: PLEASE DO NOT BRING VALUABLES TO SCHOOL;
BRING TO SCHOOL AT YOUR OWN RISK.

Academic Information

Reporting Student Progress (Report Cards)

Student progress reporting is the result of daily evaluation of each student. Progress reports will be sent home at the 4th week and end of each quarter. The Jefferson County School District has an online family access for PowerSchool grades 5-8. Please see the secretary at the school or create an account online at <https://jcsd.509j.net/public/home.html>.

General Information

Animals

Due to student and staff allergies animals (this includes fish, insects or reptiles) will **not** be allowed at WSK8; unless a certified and trained service dog.

Before/After School Clubs and Activities

Athletics: Please contact the main office or school website for athletic information.

Fall—Football, Volleyball and Cross Country

Winter—Basketball (Boys November to Winter Break; Girls January to February), Wrestling

Spring--Track

Before or After School Activities: Contact the main office or the school website for current after school activities.

Communication with the School

- Your first line of communication is your child's teacher. You may also call before or after school or email: **first initial lastname@509j.net**
- Check the school's website: www.jcsd.k12.or.us/schools/wsk8
- WSK8 Facebook
- Call or stop in the office with your questions 541-553-1128.

Lost and Found

Lost items are displayed in the lost and found area. Please have your child check there for missing items, or stop by the school to check for your child's missing clothing, large quantities of jackets, bags, and other items accumulate. Valuables will be kept in the office. Please check with office personnel about valuables.

Toys and Other Valuables

Please leave these items at home:

- Toys and games, including stuffed animals and card collections
- Flashlights and laser lights/pointers
- iPods, radios, cameras, and hand-held electronic games
- Golf balls, hard baseballs, "bouncy" balls, and other balls that we do not use at school
- Money not needed for lunch, book fair, or other school-related reason

If students need to bring an item for a teacher-approved reason, the item must stay in the student's backpack until needed. Rationale: Toys distract learning; misplacement or breakage of toys upsets children, which take attention away from learning. If these items are brought to school, they will be kept in the office until a family member can pick them up.