

To: Board of Education

June 16-2020

Washington School

Handbook updates for FY 21

1. P. 10- Student Attire:
 - a. Changes in wording to state jacket needed at the discretion of the PE/recess supervisor
 - b. Clarification of appropriate hair. "No hairdos which draw negative attention from peers or creates a disruption to the educational process.
2. P.10- No Hats are to be worn in the building except on a special celebration day.
3. P. 10- Emergency Procedures:
 - a. If a parent cannot be reached by telephone or dojo adults whose name and number as provided by the parent at registration will be contacted to assist in locating family members to come get the child-
UPDATE YOUR EMERGENCY CONTACTS OFTEN!
4. P. 11- updated wording for where students not eating breakfast will wait for the bus each AM.
5. P. 13- Heath Services (Kindergarten)
 - a. Updated Kindergarten entrance requirements to include clarification on shot requirements (dates).
6. P. 15- Signing In- Signing Out
 - a. Students will be signed in and out at the back door, temperatures taken for all entering students. Parents will not come into the building to escort the child to the office, and adult will meet the parent at the door, and then escort the children to class.
 - b. Parents signing students out for an appointment will ring the buzzer (or call) upon arrival and the child will be escorted to meet them at the door.
7. P. 15- Visitors:
 - a. The policy of admittance to the building will be determined by guidance from the CDC and the Health Department was added to the end of the current Board Policy (8:30)
8. P. 15- Telephone Calls:
 - a. Clarification on time parents need to notify the office when they are changing the after school arrangements. 2:15 M, T, Th, F and by no later than 2:00 on Wed. to ensure that there is time to get the message to the classroom teacher and make the changes before bus departure.
9. P. 14- Attendance Policy:
 - a. The handbook currently remains as 24 hours fever free before return to school... an addendum will be added to the handbook at the beginning of school to clarify the district policy on return to school (hours and when Dr. note is required).
10. P. 19- Homeless Information:
 - a. A statement was added to notify parents of the state policy that students may be considered homeless if they meet the criteria outlined in board policy (stated) 6:140.
11. P. 20- Internet Use Policy:
 - a. This policy will be changed in any addendum that will be needed if we move to e-learning and devices (chromebooks & hotspots) are issued to students to use at home.
12. P. 20-21 Title I notification:
 - a. Names and signatures were updated to reflect the current educational teams at Washington School.
13. ** NOTE: An addendum will be created and shared with parents when more clear guidelines are given by the state for our return to school. There will be changes in the bus policy, sick procedures, isolation policy, requirements for returning to school, meals delivery, & recess and PE expectations/rules/requirements. Clear communication with parents will be key to student success and parental understanding of our dedication to keeping all students safe as well as protect their learning environment. ~Cheri Wysong