

Policies

Disrespect to Adults: Frequent or flagrant willful disobedience and defiance of proper authority is not permitted. Such action may be grounds for suspension.

Language: Vulgar or inappropriate language and hand gestures will not be tolerated at Cleveland Elementary.

Respect for Property: Students should respect and care for school property and the property of others.

Weapons: It is the policy of Cleveland Elementary and the Emery County School District that students are not to be in possession of weapons at school. This includes toys and those created by students.

Recess: Students should be outside at recess times unless directed otherwise. Therefore, students should wear clothing appropriate for the weather. They should return to their classes and be prepared to work no later than five minutes after recess ends.

Electronic Devices: Such devices include cell phones, CD and DVD players, Gameboys, iPod's, MP3 players, two-way radios, video broadcasting devices, pagers, etc. A student may possess an electronic communication device at school, provided that during school hours the electronic communication device remains off and must be concealed. If the device is turned on, the student will be informed of policy violation and will be subject to school discipline which could include confiscation of the electronic communication device.

Toys: Toys are a distraction to learning in the classroom. They should be left at home.

Dress: Students should wear modest clothing. Closed-toe shoes are also recommended because of playground surfaces and physical education activities.

Student Discipline: The Emery County School District Policy states the following: "Any imposed discipline should be built around the principles of firmness, fairness, and consistency in an atmosphere of caring. Efforts shall be made to apply the least restrictive alternative that appears reasonably sufficient to resolve the problem."

Most of the discipline at Cleveland Elementary will be at the classroom level under the direction of teachers. Discipline requiring students to be sent home or suspended will be referred to the principal.

SNAP Child Access Routing Plan: All busses unload and load at the curb in front of the school on 100 West. We have painted a loading and unloading zone there. Parents should unload students on the north side of school on Main Street (SR155). A crossing guard will help the children cross the street safely. If children are picked up after school, they are to meet parents on the north side of the school. A crossing guard will help children cross the street safely. **Children should only cross the street with the crossing guard at the marked location. Children should not unload in front of the school between 7:15 and 7:35 A.M., between 10:15 and 10:30 A.M., or after school from 2:00 to 2:15.** These times are bus loading and unloading times. Also, parents, please do not park in front of the school during these times. This plan is for your children's safety. Your cooperation is greatly appreciated.

Special Pupil Services: Each student with a disability, age 3 through 21, in Emery District, who has not graduated from high school with a regular high school diploma, receives a free and appropriate public education that includes special education and related services, as specified on the Individual Education Program (IEP) designed to meet the student's unique needs and to prepare them for employment and independent living.

Related services are support services that an IEP team determines are required to assist a student with a disability to benefit from special education. These services may include transportation, speech-language pathology, physical and occupational therapy, orientation and mobility services, etc.

Hearing screening tests are given annually to all district preschool, kindergarten, and first grade students as well as any students referred for this testing by their teacher or parent.

If you feel that your student could benefit from Special Education or related services, contact the Principal or the Resource Teacher.

Cleveland Elementary Handbook

Home of the Mustangs



**Rights
Responsibility
Respect
Recognition**

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Rights, Responsibility,

Respect, Recognition

Introduction

The purpose of this handbook is to inform you of the mission, vision, beliefs, and policies of Cleveland Elementary.

Mission

The mission of Cleveland Elementary and the Emery County School District is to provide a comprehensive education that will prepare students to take a proactive and responsible role in an ever-changing world. To accomplish this we must create a positive learning environment where students feel safe and happy while they learn.

Vision

Education is a collaborative effort of home, community, and school. Students experience success on a daily basis and excel in performance through applying knowledge to real life situations. Schools are student-centered, guided by educators who possess excellent leadership and education skills. Education expands beyond the classroom walls through the use of technology, and the curriculum meets the highest standards of an ever-changing world.

Beliefs

- WE BELIEVE education is a life-long process.
- WE BELIEVE in high expectations for all students.
- WE BELIEVE all people have worth and should be valued and respected.
- WE BELIEVE education should prepare students to be productive citizens.
- WE BELIEVE all students have the right to an appropriate education in a safe and orderly environment.
- WE BELIEVE each person is responsible for his/her own actions and attitudes.

- WE BELIEVE effective discipline is essential to a positive school climate.
- WE BELIEVE all students can achieve their potential given sufficient time and motivation.
- WE BELIEVE education is a shared responsibility of staff, student, family, and community.
- WE BELIEVE that learning today provides leadership for tomorrow.

Policies

At Cleveland Elementary we will focus on four words beginning with the letter “R”: **Rights, Responsibility, Respect, and Recognition.** Every student at Cleveland Elementary has a *right* to learn in a safe environment. Every student has the *responsibility* to *respect* the rights and property of others, do his/her best, and allow other students to do the same. As students do this, they will be *recognized* for their good citizenship. The school policies that follow reflect our mission, vision, beliefs, and the four “R” words discussed.

Attendance: “Regular school attendance is required by Utah State Law, but more importantly, it should be remembered that learning is an on-going process with each concept solidly attached to those that precede and those that follow. Therefore, to ensure that concepts and skills are consistently learned, regular school attendance is a must, and we encourage that children not be allowed to stay home unless they are ill.”

Absence from school for six or more days, or portions of a school day during one term, not including school-excused absences, shall be considered as excessive absence under this policy. The following procedure will be followed to assist in avoiding excessive absences on the part of students:

- 1) On the fourth (4th) absence the student’s parent(s) will be notified by mail or administrative phone call that their child has reached 4 of the 6 excessive absences that are allowed each quarter and ask for their assistance in improving their student’s attendance.
- 2) On the sixth (6th) absence, the student’s parent(s) will be notified by certified mail or administrative

phone call of the problem and of a meeting to be held to discuss the problem.

- 3) In the meeting, a review of the attendance will take place and determine whether there are extenuating circumstances that have contributed to the student’s absences. If the principal/designee determines that no extenuating circumstances exist the principal/designee has the option of: (a) requiring all future absences during the term to be cleared by a doctor’s excuse only; or (b) require all future absences to be cleared by the principal/designee prior to the absence.

Fighting: Fighting will not be tolerated. If a student is involved in a fight, parents will be notified and a conference including at least one parent, the student involved, and the principal will be held. Subsequent offences will result in the student being sent home for the remainder of the day, and the student will be suspended for at least one day. There should be no play fighting; it leads to the real thing.

Physical Harm: If a student intentionally causes physical harm to another student, he/she will be sent home and suspended for at least one day. Consequences will increase with repeated offenses.

Sexual Harassment, Possession of Pornography, Indecent Exposure:

These will not be tolerated. If students are involved in any of these activities on school property, parents will be notified and students will be suspended from school.

Bullying: Bullying has three main characteristics: (1) It causes harm to a person (2) There is an unfair match (3) It is repeated. Bullying is prohibited and will be dealt with in accordance with the Bullying Policy of Cleveland Elementary.