



The One Room Schoolhouse

Student Handbook 2021-2022

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Mission Statement

The One Room Schoolhouse exists to train, equip, and educate students to become productive members of society. The structure of our school is based on a Kindergarten through 6th grade learning continuum that will allow students to both excel and remediate at their own pace, thus creating an opportunity for each student to build upon their own personal strengths.

Goal

The One Room Schoolhouse seeks to guide students into becoming critical and independent thinkers and help develop an appreciation for life-long learning.

School Colors

Scarlet and Blue

Mascot

“Explorers”

Motto

“Question, Seek, Discover”

Academics

Philosophy - The One Room Schoolhouse (ORS) believes that learning occurs best through direct instruction, as well as, time for students to apply knowledge in an authentic learning environment. We utilize a standards-based/benchmarks continuum that allows for acceleration and remediation, as needed. Teacher-led instruction will occur for Reading, Writing, and Mathematics in small group settings. Student-led inquiry will allow for application of instruction in the core subjects, as well as, science and social studies development.

Integrity – ORS requires students to uphold the highest academic integrity. Cheating, plagiarism, or other unethical academic practices will not be tolerated, and disciplinary actions may be taken against the student as deemed necessary by the teachers.

Subjects – Core subjects (Reading, Writing, Mathematics, Science/Social Studies) will be taught on a daily basis. Electives will be taught as follows: Physical Education at 20 minutes every day; Music at 30 minutes 3 times a week; and Art at 30 minutes twice a week.

Accidents

ORS reserves the right to contact parents, and when necessary, emergency contacts, if a child is injured beyond basic first aid needs. If parents or emergency contacts cannot be reached, ORS may contact emergency services as deemed necessary.

Admission

ORS admits students based on student needs and enrollment numbers. If enrollment is full, a student will be added to a waiting list and contacted as space is available. Application, enrollment forms, birth certificates, and immunization records must be submitted to ORS in consideration for enrollment. If selected, the application fee and supply fee must be paid, as well as, a schedule set for school payments. Once enrolled, the student will be allowed to remain enrolled through grade 6, unless parents choose a different educational option, or ORS deems the student no longer matches our philosophy. ORS reserves the right to select students for enrollment that best work with our educational model. ORS does not discriminate based on gender, race, religion, or academic abilities.

Arrival/ Dismissal/ Latch Key Services

ORS school hours are 8:00 am – 3:00 p.m., Monday through Friday, following our school calendar dates. Students may arrive at 7:45 am, and must be picked up no later than 3:15 p.m. Students that need to stay later than 3:15 may use our latch key services until 4:00 p.m. at a rate of \$10 per day. If an occasional need arises for a delayed pick up, arrangements must be made with the school.

Attendance

Students are expected to be in school during regular school days. Illnesses must be reported to the school by 8:15 a.m. ORS asks that appointments or other excused absences be reported to the school a minimum of 24 hours in advance. ORS is obligated by law to report a student with more than 10 unexcused absences for truancy.

Bullying

ORS believes that true bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behavior that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening. Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behavior is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records). ORS believes that bullying is not a one-time incident of teasing or social isolating, but rather a repeated behavior. Bullying does not match our school philosophy and will not be tolerated. Students that are participating in bullying will be subject to disciplinary actions and possible expulsion.

Discipline Plan

ORS holds students to a high standard of behavior. However, we also understand that behavior is a form of communication. As a school, we will work diligently to help each student to manage and control their behaviors to be compliant with our school philosophy. If student behavior becomes intolerable (i.e., destruction of school or other student's property, physical violence to self or others, blatant disrespect, leaving school property, etc.), the following actions will be taken: 1st offense – parent contact and phone discussion with student over behavior. 2nd offense – parent contact and a meeting with teachers and student to develop a behavior plan. 3rd offense – 1 to 2 day suspension. 4th offense and beyond – extended suspensions, or possible expulsion from ORS.

Emergency Safety Plans

ORS trains students for emergencies such as fire, tornado, earthquake, and intruders. Monthly drills will be conducted September through May for fire drills, February through May for Tornado drills, yearly for earthquake and intruder drills.

Emergency School Closure and COVID Response

ORS seeks to remain open for direct education and instruction. ORS will contact parents if an emergency has occurred that will require school closure for the day. If attendance drops to 50% due to sicknesses (such as a covid or influenza outbreak), ORS will operate online through zoom classes for 1 week and resume school in person if deemed as safe.

Field Trips and Activities

ORS believes that authentic education occurs through hands-on activities. The school will be participating in various field trips throughout the school year. Parents will be required to pay any admission fees and a gas fee, when needed. Parents may accompany students on field trips, but other children (siblings or others) that are not ORS students, will not be allowed to attend. Field trips are not required. If students do not exhibit appropriate ORS behavior, or parents have an inability to fund the cost for the trip, a student may stay home from school for that day with an excused absence.

Head Lice

In order to maintain a healthy and safe school environment, any ORS student that has live head lice, or any head lice nits, will be sent home and not allowed to return until the hair is free of lice or nits. ORS retains the right to administer random head lice checks as needed.

Health and Wellness

Student health and wellness is of utmost importance to our school. If a student is running a fever of over 99.5 degrees, we ask that the student remain home until fever-free for a full 24 hours. ORS promotes good hygiene and students will be expected to frequently wash hands and use proper procedures for coughs and sneezes. Any medications that are needed during school hours must be administered by the parent. Emergency medical equipment, such as epi pens or inhalers, may be left with school administrators with appropriate documentation.

Homework

ORS maintains a philosophy that family time is very important. In an effort to allow parents to optimize the time in the evenings, we will not require homework. Reading together as a family is always encouraged, as well as, going over any work done at school, but there will be no assigned homework. However, students who refuse to work on classwork during the day, will be required to take that work home to complete that evening and return the next day to school. Incomplete work is viewed as intolerable behavior if not returned the following day and will then be subject to the discipline policy.

Illegal Activities

Any type of illegal activity will result in immediate parent contact and could possibly be reported to authorities as deemed necessary by ORS.

Lost and Damaged School Property

Though we understand that accidents happen, students will be held responsible and parents will be required to pay for any type of lost or damaged school property.

Lunch

School lunch will not be provided. Parents are required to send lunch daily with their child. A microwave will be available for reheating food, but please note that there will not be a refrigerator for storing lunches.

Make Up Work

Absences will require a student to complete make up work. If the absence is planned, any work missed can be requested in advance. If the absence is unplanned or emergency, work that is missed can be requested after the absence. Any work missed must be returned within 48 hours of the absence for it to be counted toward the student's grade. Make up work that is beyond the 48-hour time period could result in an incomplete on the missed assignments.

Medication Procedures

Our staff is Red Cross certified in first aid/CPR/AED, however, we do not have a trained nurse at our facility. Therefore, any non-emergency medication will require parent administration. This includes prescription and over-the-counter medications.

Notice of Non-Discrimination

The One Room Schoolhouse does not discriminate on the basis of sex, race, color, national origin, religion, handicap/disability, or age in its programs or activities. Any questions regarding the school's compliance with Title VI, Title IX, or Section 504, Americans with Disabilities Act, and the Age Discrimination Act may be directed to ORS administration at any time.

Parent-Teacher Conferences

ORS seeks to maintain positive and open discussions with parents on their student's progress. Using the avenue of in-person conversations, texts, phone calls, student presentations, and online portfolios of student progress, we expect to involve the parents with their child's learning. Though we will not hold official days of Parent-Teacher Conferences, ORS will gladly make arrangements for conferences as deemed necessary by the parents at a time most convenient for everyone involved.

Parties – Birthdays and Special Days

ORS understands the importance of birthdays for our students. Arrangements may be made with the school for special treats for these occasions. ORS also recognizes that holidays are a special part of our culture and traditions. The school will plan a school-wide party for the following holidays: Halloween, Thanksgiving, Christmas, Valentine's Day, and Easter.

Personal Electronic Devices (PED's) and Accessories

Personal electronic devices are not allowed at school. PED's will be confiscated and will only be returned to parents. Parents may contact the school by phone if they need to reach their child during school hours.

Playground rules and safety regulations

ORS believes the recess is important for our students' health and social well-being. Students are expected to follow code of conduct while playing during recess. Vulgar language, physical aggression towards others, or other types of inappropriate behavior will result in loss of recess time and may require parent contact. Students are expected to follow the safety rules of our playground:

- *Use equipment appropriately
- *Remain in recess area during recess time
- *Play fairly
- *Return all equipment to its appropriate place
- *Return to class promptly when recess is over

Report cards

Report cards will be given to parents at the end of each quarter.

School closing – bad weather

Parents will be notified by 6:30 a.m. if inclement weather requires school closure.

Student Dress Code

ORS understands the value of students being comfortable in their learning environment. We ask that students wear appropriate clothing to school. Pants or shorts and shirt are required for boys, and pants, shorts, skirts, or dresses are required for girls. We ask that girls wear a pair of shorts under skirts or dresses for added modesty. Shirts that promote drugs, alcohol, or vulgarities will not be allowed.

Student Safety

Schools are mandated reporters of any suspected abuse or neglect. ORS will report any suspected abuse or neglect to the DCF reporting number.

Toys

Unless directed by the school for a special event or day, toys are not allowed at school and will be confiscated and returned to parents.

Visitors

Visits are welcomed and allowed at ORS. We do ask that any visitor refrain from behavior that would not be conducive to the school atmosphere or interfere with the learning environment.

Volunteers

ORS welcomes volunteers. If a parent or other family member would like to volunteer and help the school, ORS asks that you make arrangements in advance so the school can be prepared for your help.

Weapons

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon at school, on the school property or at a school-sponsored event. This shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon. Having weapons or replica weapons of any kind is viewed as a very serious problem and will result in disciplinary action.

Kansas Concealed Carry Law prohibits carrying a concealed weapon into any elementary or secondary school building or structure used for student instruction or attendance.