

2024-2025
Student Handbook



SIOUX CENTRAL COMMUNITY SCHOOL HANDBOOK

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JURISDICTIONAL STATEMENT

This handbook and school district policies, rules and regulations are in effect while students are on school grounds, school district property or on property within the jurisdiction of the school district; while on school-owned and/or school-operated buses

or vehicles or chartered buses; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district or involves students or staff. School district policies, rules and regulations are in effect 12 months a year. A violation of a school district policy, rule or regulation may result in disciplinary action and may affect a student's eligibility to participate in extracurricular activities whether the violation occurred while school was in session or while school was not in session.

Students are expected to comply with and abide by the school district's policies, rules and regulations. Students who fail to abide by the school district's policies, rules and regulations may be disciplined for conduct which disrupts or interferes with the education program; conduct which disrupts the orderly and efficient operation of the school district or school activity; conduct which disrupts the rights of other students to obtain their education or to participate in school activities; or conduct which interrupts the maintenance of a disciplined atmosphere. Disciplinary measures include, but are not limited to, removal from the classroom, detention, suspension, probation and expulsion. Discipline can also include prohibition from participating in extracurricular activities, including athletics. The discipline imposed is based upon the facts and circumstances surrounding the incident and the student's record.

'Sioux Central will provide opportunities for each student to develop academically, emotionally, and socially into a competent and responsible citizen.'

The school reserves and retains the right to modify, eliminate, or establish school district policies, rules and regulations as circumstances warrant, including those contained in the handbook. Parents are expected to know the contents of the handbook and to cover it with their students so they can comply with it. Students or parents with questions or concerns may contact the school for information about the current enforcement of the policies, rules or regulations of the school district.

ADDRESS: Sioux Central Community School District
4440 U.S. Highway 71
Sioux Rapids, IA 50585

LINK TO MAP: [Sioux Central Schools Location](#)

Phone: 712-283-2571

FAX: 712-283-2285

EMERGENCY RADIO STATIONS

Storm Lake Stations	Spencer Stations
KAYL 101.7 FM	KICD 107.7 FM
KAYL 990 AM	KICD 1240 AM
	KEMB 100.1 FM

EMERGENCY SCHOOL CLOSING

If it becomes necessary to close school because of extremely adverse weather or other unforeseen emergencies, the information is broadcast on radio stations KICD, KAYL and KEMB. Weather announcements are called in as early as 6:00 a.m.

If the weather is ever questionable, please listen to the radio for announcements concerning early dismissal of school. Sioux Central has also set up “Emergency Text Alerts”, which will allow parents/students to register on-line for instant messages to cell phones or emails when school is delayed, canceled or dismissed early. Sign up here: https://docs.google.com/forms/d/e/1FAIpQLSdABVx5mHFxGGJuF2Z1wFe_hM4zsO9-29SIXi6wHBNE5-Cw/viewform The school webpage also has closing information listed within minutes of the decision. IT IS THE PARENTS’ RESPONSIBILITY TO TUNE TO THE RADIO WHENEVER WEATHER IS THREATENING.

This link will take you to the school’s homepage: <https://www.siouxcentral.org/>

STAT TEAM (Student/Teacher Assistance Team)

Our goal at Sioux Central is that every student meets the goals of the educational program, reach their full potential and develop a feeling of self-worth. There may be times when students need help in reaching these goals. The purpose of this team, which comprises selected AEA personnel and Sioux Central educators, is to work together with parents, faculty, and administration, in order to provide the best possible education for our students. Parents, students, and teachers may ask for this help. If a student is having difficulties with his/her schoolwork, we urge referral to the team.

ANIMALS ON SCHOOL PROPERTY

Animals may be brought onto school property or into the school building only with prior permission of the school principal. Because of the potential danger to students and the school’s liability for damage, limited access to animals is permitted in classrooms. Proper safety precautions (cages, leashes, or muzzles) need to be arranged in order to

show the animals in classes. Under no circumstances will animals prone to violence be allowed in the school or on school property.

SCHOOL COUNSELING PROGRAM

The mission of the Sioux Central comprehensive school counseling program is to ensure all students acquire competencies needed in academic, career, and personal/social development to allow them to be productive and responsible citizens. The components of the comprehensive school counseling program are: School Counseling Core Curriculum (instruction, group activities), Responsive Services (counseling, crisis response), Individual Planning (advisement), and System Support (referrals, consultation, and collaboration). The school counselors are available for conferences with students and parents. Sioux Central has contracted with a licensed therapist to provide therapy, based on referral or parent request. Contact the counseling office for more information regarding this.

EDUCATIONAL EQUITY

It is the policy of the Sioux Central Community School not to discriminate on the basis of sex, race, national origin, creed, age, marital status, color, religion, sexual orientation, gender identity, socioeconomic status or disability in its educational programs, activities or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments, and Section 504 of the Federal Rehabilitation Act of 1973.

It is also the policy of this district that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles and lifestyles open to both men and women. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of sex, race, ethnicity, religion and disability. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic society.

Inquiries regarding compliance with Title IX, Title VI, or Section 504 may be directed to the Educational Compliance Officers, Kim Anderson or Wendy Wildeman, 4440 U.S. Highway 71, Sioux Rapids, IA 50585; phone 712-283-2571, Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, MO, or Director of Civil Rights Commission, Des Moines, IA

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Sioux Central School District has adopted a policy designed to assure parents and students the full implementation, protection and enjoyment of their rights under the

Family Educational Rights and Privacy Act of 1994. A copy of the school district's policy is available for review in the office of the principal.

The law requires the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

The school district has designated the following information as directory information: student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational institution attended by the student. You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student, provided that you notify the school district in writing.

STUDENT RECORDS ACCESS

The Sioux Central School Board recognizes the importance of maintaining student records and preserving confidentiality. A student's parents may access the student's educational records. Only authorized certified personnel, the student, authorized government officials from the U. S. Comptroller General, the Secretary of Health, Education and Welfare, the Assistant Secretary for Education and State Education Department, and appropriate authorities in a health or safety emergency may access educational records without the approval or the notification of the student's parents. Parents may not access records of a student who has reached the age of majority or who is attending a post-secondary educational institution without the student's permission.

It shall be the responsibility of the principal, as custodian of the current students' records, to approve requests for access to current student records. It shall be the responsibility of the superintendent, as custodian of former students' records, to approve requests for access to records of students no longer attending school.

Students' educational records may be accessed during the regular business hours of the school district. If copies of documents are requested, a fee for such copying may be charged.

Students' directory information is released without parental permission unless the parent asks the school district not to release it. Any student over the age of eighteen or parent not wanting this information released to the public must make an objection in writing by September 1st of each year to the principal. Directory information includes: Name; Date and Place of Birth; Major field of study; Participation in officially recognized activities and sports; Weight and Height of members of athletic teams; Dates of

attendance; Degrees and awards received; The most recent previous school or institution attended by the student; photograph and likeness and other similar information.

GRIEVANCE PROCEDURE

Any employee or student of the Sioux Central School District shall have the right to file a formal complaint alleging non-compliance with regulations outlined in Title VI of the 1964 Civil Rights Act*, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973.

*Not required by Federal Law but recommended as good administrative policy.

LEVEL ONE-PRINCIPAL OR IMMEDIATE SUPERVISOR (Informal/optional-may be bypassed by the grievant)

Any employee or student with a grievance of discrimination on the basis of sex, race, national origin or disability may first discuss it with his/her immediate supervisor or principal to resolve the matter informally. A student with a complaint of discrimination on the basis of sex, race, national origin or disability may discuss it with his/her teacher, counselor, or administrator.

LEVEL TWO-TITLE VI, TITLE IX AND SECTION 504 COMPLIANCE

If the grievance is not resolved at level one and the employee or student wishes to pursue the grievance the employee or student may formalize it by filing a complaint in writing on a compliance violation form, which may be obtained from the Compliance Officer. The complaint shall state the nature of the grievance and the remedy requested. The filing of the formal, written complaint at level two must be within 15 working or school days from the date of the event giving rise to the grievance or from the date the grievant could reasonably become aware of such occurrence. The grievant may request that a meeting concerning the complaint be held with the Compliance Officer. A minor student may be accompanied at that meeting by a parent or guardian. The Compliance Officer shall investigate the complaint and attempt to resolve it. A written report from the Compliance Officer regarding action taken will be sent within 15 working days after receipt of the complaint.

LEVEL THREE-SUPERINTENDENT

If the complaint is not resolved at level two, the grievant may proceed to level three by presenting a written appeal to the superintendent within ten working days after the grievant receives the report from the Compliance Officer. The grievant may request a meeting with the superintendent. The superintendent or his/her designee has the option of meeting with the grievant to discuss the appeal. The superintendent or his/her

designee within ten working days or school days will render a decision after receipt of the written appeal.

This procedure in no way denies the right of the grievant to file formal complaints with the Iowa Civil Rights Commissions, other agencies available for mediation or rectification of affirmative action grievances, or to seek private counsel for complaints alleging discrimination.

Kevin Wood, Superintendent
4440 U.S. Hwy 71
Sioux Rapids, IA 50585
712-283-2571

STUDENT ABUSE

Students are notified of their right to report student abuse by school employees as allowed under 280.17 of the code. If a student feels school employees have abused him/her physically or sexually, he/she can report it to investigators. The primary level one investigators are the guidance counselors responsible for the appropriate grade level. The alternate investigator would then be the counselor that is not in charge of your grade area if you feel uncomfortable with your immediate investigator.

SEXUAL HARASSMENT

Sexual harassment may include unwelcome sexual advance, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Harassment on the basis of race, color, religion, national origin, sex, disability, age, or marital status includes conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble persons.

Harassment and abuse are violations of school district policies, rules and regulations and, in some cases, may also be a violation of criminal or other laws. The school district has the authority to report students violating this rule to law enforcement officials.

CHARGING ABUSE OF STUDENT BY SCHOOL EMPLOYEE

Inquiries regarding compliance with Title IX, Title VI, or section 504 may be directed to one of the following:

Supt. Kevin Wood 4440 US Hwy 71 Sioux Rapids, IA 50585	Director of Region VI Office of Civil Rights Department of Education Kansa City, MO	Dir. Of Civil Rights Commission Des Moines, IA
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SCHOOL TESTING AND EVALUATION

Sioux Central uses on-going assessment to monitor student academic progress and improve instruction. ISASP (Iowa Statewide Assessment of Student Progress) is given to students in 3rd through 11th grade once a year. Several other assessments are used throughout the year to continue to monitor progress. Some assessments are specific to grade level, while others are specific to content area. Results of the assessments are shared with parents/guardians by various methods. Parent/guardians are encouraged to contact the school counselors with questions about assessments and results.

CHILD CUSTODY

In most cases, when parents are divorced, both parents continue to have equal rights where their child is concerned. If you have a court order that limits the rights of one parent in matters such as custody or visitation, please provide the school with a copy of this document. Unless it is on file with us, we must provide equal rights to both parents.

OPEN ENROLLMENT

Iowa's open enrollment law allows students residing in one school district to request transfer to another school district upon the parent's request. Students interested in open enrolling in/out of the school district must contact the superintendent for information and forms. Forms are due by March 1st each year in order to be considered.

TRANSFER OF STUDENT RECORDS

The school district automatically transfers a student's records to a new school district upon receipt of a written request for the student's records. Parents notified that the student's records have been sent, are given an opportunity to view the student's records that were sent and a right to a hearing to challenge the content. Parental consent is not necessary to forward a student's records to a student's new school district or for the school district to request them from a student's previous school district. When a new student transfers into the school district, the student's records are requested from the previous district.

SCHOOL RETENTION POLICY

The district, based on research, does not support retention except in extreme circumstances; however, students who are in grades 7-8 who fail a course must successfully complete an intercession before advancing to the next grade level.

HUMAN GROWTH AND DEVELOPMENT

The school district provides students with instruction in human growth and development. Parents may review the curriculum prior to its use and have their child

excused from this instruction. Parents should contact the principal if they wish to review the curriculum or to excuse their child from human growth and development instruction.

BREAKFAST AND LUNCH PROGRAM

A breakfast and lunch program is available for students who wish to participate. Parents are asked to deposit money in a family meal account at registration. When the account goes below \$5.00 per student/staff member listed on the family account, a reminder letter is sent home asking the parents to make another deposit. If a family's account has a negative balance for more than \$50, the school will help make arrangements with the family.

Students bringing their own lunch may purchase milk at school with the money coming out of the family lunch account. POP IS NOT to be sent with sack lunches. Students are expected to use appropriate table manners. Inappropriate dining room behavior may result in the lunch-time detentions.

A milk break is offered to kindergarten students. This cost is also taken from the family meal account. Afternoon milk is not covered under the free/reduced lunch program. Parents whose students are served by the free/reduced lunch program will need to deposit money to pay for afternoon milk.

The free and reduced program does not cover extra milk or any seconds taken by students. Parents need to deposit money in the family account to cover these costs.

FOOD & DRINK

No food or drink will be allowed outside the commons area, except for special occasions approved by teacher. Food and drink can be brought into the school until 8:00 am and brought only to the commons area, as long as the students are cleaning up after themselves. WATER ONLY can be carried in the classrooms and hallways, unless used inappropriately. If students are caught with food or drink in undesignated areas, staff has the right to confiscate this. Coffee cart items may be brought to first hour classes in the high school only. Honor Study Hall students are allowed food and beverage in the library cafe area and the commons.

DELIVERIES TO STUDENTS

Birthday or other special occasion deliveries that are made at school for a student will be held in the office until the end of the school day. A notice will be posted on the board outside the main office to inform students of any such deliveries.

EMERGENCY FORMS

At the beginning of each school year, parents must update emergency cards or file a new emergency form in the case of a new student. This will provide the emergency

telephone number of the parents as well as alternate persons to contact in the event the school is unable to locate the parents. It is imperative that these numbers are for individuals who live locally. Also to be included are doctor and dentist name and number, allergies, medications and any other medical information that would be helpful for the school to know. Parents must notify the school if the information on the emergency card changes during the school year.

INSURANCE

Each student will have the opportunity to purchase school time insurance. This is not connected with the school and no one is required to take it. If the student at the middle school and high school level plans to participate in any boys' or girls' athletics or school activities, you may purchase the school time insurance or the special football insurance. If parents'/guardians' regular insurance covers football players, parents must sign the waiver slip, assuring that other insurance is provided.

TELEPHONE CALLS

To contact staff, it is best to contact via email or you may also leave a message with one of the secretaries. If parents/guardians need to talk to a teacher, please call before 8:15 a.m. or after 3:30 p.m. If a message is left, the teacher will return the call as soon as possible.

Under no circumstances, is a student to use the telephones in the office without first gaining permission from a secretary or principal. The school phones are for official school business. Students should not call home for the following reasons, including but not limited to: permission to go home with another student, to check on staying for ball practice or scouts, to request that items left at home be brought to school. Students and families must plan ahead!

COMPUTER AND INTERNET USE

The Internet is a collaboration of private, public, educational, governmental, and industrial sponsored networks whose operators cooperate to maintain the network infrastructure. Individual student accounts and electronic mail addresses will be issued to students in grades 6-12. Students will be expected to abide by the following network etiquette including, but not limited to:

1. The use of the network is a privilege and may be taken away for violation of board policy* or regulations.
2. Students will respect all copyright, license agreements and will cite all quotes, references, and sources.

3. Students will apply the same privacy, ethical, and educational considerations utilized in other forms of communication.
4. Students will be allowed to use the Internet only after signing handbook agreement and Internet permission slip.
5. Students will not use the Internet services at school for monetary transactions or business related purposes.

*Board Policy will be posted on the school website; anyone who would like a copy may do so by calling the school at (712) 283-2571.

Link to board policy: [Technology and Internet Acceptable Use policy](#)

LOST AND FOUND

There will be a lost and found box by the main office area, maintenance room, and on the elementary book shelves. Any item left lying in the halls, gym, playground, etc. will be placed in the appropriate box. The school is not responsible for finding the owners of unmarked items. If a student has lost something, the boxes should be checked to see if it is there. All items not claimed by the end of each quarter will be donated or discarded.

EMERGENCY DRILLS

Emergency drills for fire, weather and other disasters will be conducted periodically throughout the school year. These give students and staff the opportunity to become familiar with all signs and room instructions and practice safe evacuation procedures.

FUNDRAISING

All fundraising must be pre-approved by administration at least 2 weeks in advance.

K-12 ATTENDANCE POLICY

BEFORE AND AFTER SCHOOL HOURS

School hours are 8:20 a.m. to 3:30 p.m. for the elementary and high school students, and from 8:10-3:30 for students in grades 6, 7 and 8. Students should not arrive at school until after 8:00 a.m. unless they need to be at school earlier for a scheduled activity. Students are to leave the building whenever school is dismissed, unless participating under the direct supervision of a sponsor of an extracurricular activity, a student-teacher conference or approval by the principal. Unsupervised students that are staying to work, must stay in the commons area. Students who drive their own cars must leave the parking lot by 3:35, or will have to wait until all buses leave.

Sioux Central Attendance Policy and Guidelines

Definitions:

1. A student is considered “**absent**” if they are not in school. The school will no longer make a determination of “excused” or “unexcused” absences.
2. A student is "**chronically absent**" if they are absent from school for more than ten percent of the days or hours to date in the grading period established by a public school.
3. A student is “**truant**” if they are a child of compulsory attendance age (unless excused, pursuant to law) and have been absent from school, *for any reason*, for at least twenty percent of the days or hours to date in the grading period.
4. A student is “**tardy**” after arriving late for school or arriving late for a class period. Every 5 tardies equals an absence. Tardiness extends up to 8:45 A.M. for the school day extends 15 minutes into the start of a class period. Beyond that it will be considered an absence.
5. A “**school engagement or mediation meeting**” is a meeting between (1) the child, (2) the child's parent, guardian, or legal or actual custodian, if the child is not an emancipated minor, and (3) a school official. During the school engagement meeting, the participants shall create and sign an agreement that shall be known as an absenteeism prevention plan. Each participant signing the absenteeism prevention plan shall receive a copy of the plan. The absenteeism prevention plan shall identify the causes of the child's absences and the future responsibilities of each participant related to the child's attendance. A school official shall monitor the participants' compliance with the terms of the absenteeism prevention plan. The school official shall contact the participants at least once each week during the remainder of the school calendar to monitor the performance of the participants under the plan. During the school engagement meeting, the participants may initiate referrals to any services or counseling that the participants believe may be appropriate under the circumstances to improve the child's attendance. If the participants in the school engagement meeting fail to enter into an absenteeism prevention plan, or if the child or the child's parent, guardian, or legal or actual custodian violates a term of the absenteeism prevention plan or fails to participate in the school engagement meeting, the county attorney may initiate a criminal proceeding.
6. The “**school attendance team**” is a group of individuals (admin, teachers, support staff) who look at individual students who are chronically absent and work to ensure their needs are met using all available resources and continue to monitor what is happening overall for all students and student sub-groups at a school site and how we can communicate the importance of attendance to the entire school community. This group will have continued communication with families and the county attorney.

The policy or rules adopted by the board of directors of a public school district pursuant to paragraph "a" must not apply to any child: a) Who has completed the requirements for graduation in a public school district or has obtained a high school equivalency diploma under chapter 259A; b) Who is excused for sufficient reason by any court of record or judge; c) While attending religious services or receiving religious instructions; d) Who is unable to attend school due to legitimate medical reasons; e) Who has an individualized education program that affects the child's attendance; f) Who has a plan under section 504 of the federal Rehabilitation Act, 29 U.S.C. §794, that affects the child's attendance.

Policies/Procedures

Students not present at school will be considered absent. **An absence is an absence. There will no longer be excused or unexcused absences.** However, to ensure that children are accounted for, Sioux Central Community School District requests that you still promptly notify the school when you know that your child will not be present.

Absences:

Unplanned Absence (illness, family emergency, etc): Parents are to notify the office by 9:00 A.M. on the day of an unplanned absence by calling (712) 283-2571. If notification is not received by 9:00 A.M. an attempt will be made to reach parents by phone. For our records, we will require a doctor's note after three consecutive days and/or 10 total absences related to illness.

Planned Absence (family vacation, medical appointment, funeral, etc): Parents are to notify the school at least one day in advance).

Absences without parent/guardian permission will result in disciplinary action.

Tardies:

Five tardies to class will equal one absence. Tardiness extends up to 8:45 A.M in the morning and extends 15 minutes into the start of a class period. Beyond that it will be considered an absence. If a child receives 10 tardies within a grading period, the attendance team will contact the family to create a plan for getting the child to school on time.

Chronic Absenteeism Process:

The following process will be used to address attendance concerns beginning when the number of absences meets or exceeds 5% of the total number attendance days to date per semester (after September 16).

Examples:

40 School Days in Session to date:

4 Absences=10%

6 Absences=15%

8 Absences=20%

5% – School Attendance Team makes contact with the family regarding the student’s absences.

10% - [Letter](#) is mailed to the home explaining the attendance procedures and concerns with the child missing so much school. A notice will also be sent to the Buena Vista County Attorney’s Office.

15% - School Attendance Team will make a visit to the home to discuss our concerns, listen to the parents’ concerns, and complete an [Attendance Success Plan](#).

20% - The County Attorney’s Office will be notified and there will be a request for a mediation. Mediations occur during Buena Vista County’s business hours at the Buena Vista County Courthouse in Storm Lake, Iowa. Failure to attend the mediation shall result in potential criminal or civil penalties.

For families who participate in mediation, they can expect to have continued follow-up to ensure substantial compliance with the mediation agreement. Failure to substantially comply with the mediation agreement shall result in potential criminal or civil penalties.

Possible Consequences of Absenteeism:

- # of days/percentage for school athletics
- Referral to DOT for loss of school permit
- Loss of credit
- Criminal penalties for parents

****Open enrollment-** If a pupil participating in open enrollment is truant as defined in *section 299.8*, the board of directors of the receiving district may prohibit the pupil from remaining enrolled in the receiving district, and from enrolling in the receiving district in the future, after providing notice and an opportunity to be heard to the pupil’s parent or guardian.

*****Attendance records from previous school will follow a student if he/she transfers into Sioux Central, and policies will apply.**

Notice of School Attendance

Student Name: XXXXX

Date:

Dear Parent/Guardian:

The purpose of this letter is to inform you that the Sioux Central Community School is concerned about the number of absences XXXXX has at this point of the school year. Missing school can affect a student's progress toward learning key skills and disrupt their education. Research also shows that getting into the habit of daily attendance is more important than ever, as it creates a solid foundation for any future opportunities your child pursues. Furthermore, it is important that you understand that as a parent/guardian, you have a legal duty to ensure that your children receive a full-time education.

As communicated in our school handbook, whenever a child's number of absences (or combination of tardies) reaches the 10% absence mark notification is made to the parents/guardians. As of the XXth day of school our records show that your child has XX absences and has been recorded tardy XX time, meaning XXXXX has missed XX% of the school days thus far.

If attendance continues to be a concern and your child's absenteeism rate reaches 15%, you can expect that the Sioux Central Community School will be in contact to schedule a home visit to create an Attendance Success Plan. At a 20% absenteeism rate, the Sioux Central Community School is required by law to notify the Buena Vista County Attorney's Office, who may seek criminal or civil penalties.

If you have any concerns with this letter, questions regarding the process, or are requesting earlier intervention, please contact the school at 712-283-2571. Thank you in advance for your attention to this matter.

Sincerely,

Administrative Team

CC: Buena Vista County Attorney's Office

ATTENDANCE SUCCESS PLAN

Student's Name: _____ **Grade:** _____

Date: _____

Absences to Date: _____ **School Days to Date:** _____ **Rate of Absenteeism:** _____

Background Information:

What are the barriers to your child attending school?

What resources would be helpful to your family to ensure your child attends school?

Comments:

Possible Strategies To Reach My Child's Attendance Goals

- I will talk to my child about how going to school every day will help my child.
- I will make sure my child is in bed by _____ p.m. and the alarm clock is set for _____ a.m.
- I will find a relative, friend, or neighbor who can take my child to and from school if I can't.
- I will help set up medical and dental appointments for weekdays after school whenever possible.
- If my child has a slight stomach ache, headache, or allergies, doesn't have a fever over 100 degrees, or has not vomited in the past 24 hours, I will send my child to school. I will call the school or health provider for advice if my child is complaining regularly.
- If my child cannot avoid missing school, I will contact the school (712-283-2571) to let them know and contact the teacher for tips and resources to keep my child learning.
- Other ideas to assist the child in getting to school:

Parent/Guardian Signature: _____ Date:

Printed Name: _____ Phone:

Address:

School Signature: _____

Date: _____

_____ Reviewed and provided the Sioux Central Community School Attendance Policy

_____ Reviewed and provided the Sioux Central Community School Calendar

PROCEDURE TO FOLLOW FOR MAKE-UP WORK

Schoolwork missed due to any absence must be completed to the satisfaction of each teacher whose class or classes were missed.

1. When an absence was not anticipated, all schoolwork must be made up within the number of school days that are double those of the absence. (i.e.: three days absence must be made up in six school days). Absences of more than five days must be made up as arranged with each teacher and/or administration for extenuating circumstances.
2. Students who do not make up their work within the allowable time will lose credit for that requirement.
3. Students shall receive full credit for schoolwork made up within the aforementioned time frame due to excused absences.
4. Students are expected to take any tests and/or turn in any assignments after being absent if they were in school the day the test and/or assignments were announced to the class.

ATTENDANCE-ENCOURAGEMENT

An incentive for attendance is given for high school only. Please see section on [Semester Tests](#) in the High School section.

LEAVING SCHOOL DURING THE DAY

Middle and high school students needing to leave during the day must present a note to the principal or secretary personally upon arriving at school to receive a pass. At the time of leaving, students must sign out on the sheet provided in the office. FAILURE TO DO EITHER OF THESE STEPS MAY RESULT IN SATURDAY SCHOOL AND THE LOSS OF PRIVILEGES LIKE HONOR STUDY HALL AND OPEN CAMPUS.

TARDINESS

Tardiness to school or unexcused tardies to classes are part of a student's records. Middle and High School Students are given tardies and absences on an individual class basis.

Middle School and High School Students

Unexcused Tardies to School and to Class

Students who arrive at school or a class late without a valid reason will be subject to the following penalties and offenses begin accumulating with each new semester.

- First offense-no penalty (written record)
- Second offense-no penalty (written record)
- Third offense, plus any more-one half hour detention each
- 5 tardies also equals an absence and will apply to our attendance policy

BEHAVIOR AND DISCIPLINE

For students not meeting classroom expectations, the following procedures will apply:

1. The behavior interventionist and/or success center support will be contacted to work with the student.
2. If behavior continues, the student will be sent to the principal.
3. A conference will be held with the principal, student and/or teacher/parent to determine what's taking place.
4. Re-occurrence of similar incidents by the same student may result in being removed from the class or activity.

PROCEDURAL DUE PROCESS

Procedural due process shall be followed in all suspension actions and shall include:

1. A written or oral statement of charges against the student
2. An informal hearing where the administrator explains the evidence and the student is given opportunity to explain behavior and to complete a written plan to correct behavior
3. Above procedures occur before suspension, unless student poses a continuing danger to persons/property or an ongoing threat of disrupting the academic process. In such cases, the necessary notice and hearing shall follow as soon as possible.

INITIATIONS, HAZING, BULLYING OR HARASSMENT

Harassment, bullying and abuse are violations of school district policies, rules and regulations and, in some cases, may also be a violation of criminal or other laws. The school district has the authority to report students violating this rule to law enforcement officials.

The Iowa Department of Education defines bullying as :

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

In order to be considered bullying, the behavior must be aggressive and include:

- *An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.*
- *Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.*

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. – 2014 US Department of Education office of Safe Schools

Students who feel that they have been harassed or bullied should:

- Communicate to the harasser or bully that the student expects the behavior to stop, if the student is comfortable doing so. If the student needs assistance communicating with the harasser or bully, the student should ask a teacher, counselor or principal to help.

- If the harassment or bullying does not stop, or the student does not feel comfortable confronting the harasser or bully, the student should:
 - tell a teacher, counselor or principal;
 - and write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including;
 - what, when and where it happened;
 - who was involved;
 - exactly what was said or what the harasser or bully did;
 - witnesses to the harassment or bullying;
 - what the student said or did, either at the time or later;
 - how the student felt; and
 - how the harasser or bully responded.

Sexual harassment may include unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature. Harassment or bullying on the basis of age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status or familial status includes conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble persons when:

- places the student in reasonable fear of harm to the student's person or property;
- has a substantially detrimental effect on the student's physical or mental health;
- has the effect of substantially interfering with the student's academic performance; or
- has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Sexual harassment includes, but is not limited to:

- verbal, physical or written harassment or abuse;
- pressure for sexual activity;
- repeated remarks to a person with sexual or demeaning implications; and

- suggesting or demanding sexual involvement, accompanied by implied or explicit threats.

Harassment or bullying based upon factors other than sex includes, but is not limited to:

- verbal, physical, or written harassment or abuse;
- repeated remarks of a demeaning nature;
- implied or explicit threats concerning one's grades, job, etc.; and
- demeaning jokes, stories or activities.

GOOD CONDUCT POLICY:

Any student whose habits and/or conduct (both in and out of school during the school year or the summer months) are such as to make him/her unworthy to represent this school may be declared ineligible for any extracurricular activity until the school administrator reinstates the student. Extra-curricular activities consist of all activities outside of the regularly scheduled academic courses and include athletics, vocal music, band, drama, speech, cheerleading. The following are examples of unacceptable conduct for which a student shall be declared ineligible for participation in interscholastic competition or any activity where the student appears before the public. If:

- A student admits guilt, attends the Juvenile Court Diversion Program, or is found guilty of using alcoholic beverages, tobacco, or other dangerous controlled substances. Age is no defense to a violation involving the purchase, possession, or use of tobacco. The use of any type of electronic cigarette falls in this category.
- A student is sanctioned for a serious breach of discipline under provisions of the Student Handbook, Discipline Policy, Administrative rules of the District, School Board Policies, or Iowa Criminal Code
- It is determined if a student has engaged in any conduct which makes him/her unworthy to represent the school, he/she shall be declared ineligible for participation in interscholastic competition or any activity where the student appears before the public.

Ineligibility shall be administered according to the following schedule:

FIRST OFFENSE: The student will be declared ineligible for the next three scheduled interscholastic events or activity dates in which he/she appears before the public. A conference will be scheduled with the student's parents/guardians, the student and the principal or his/her designee at which 20 hours of school defined work restitution will be scheduled. The 20-hour period must be satisfactorily completed within a three-week period. The missing of events carries over to the next activity or next school year. Not

reporting an incident to the superintendent, principal or athletic director within three days of receiving a written charge, complaint or citation, which violates the discipline policies, is in violation of the eligibility policy and will result in the next higher penalty. If a student pleads not guilty, and is later found guilty, he/she also moves to the next highest penalty. If a student comes forward and admits guilt within 3 days, school defined work restitution will be dropped to 10 hours.

SECOND OFFENSE: The student will be declared ineligible for the next six scheduled interscholastic events or activities (dates) in which he/she appears before the public. A conference will be scheduled with the student's parents/guardians, the student and the principal or his/her designee and the Board at which time 40 hours of school defined work restitution will be scheduled. The 40-hour period must be satisfactorily completed within a three-week period. If the school defined work restitution is not completed within the time frame as stated, the student will be ineligible for all activities for 18 calendar weeks. Grace period: if a student does not violate the policy for a year from the date of the second violation, the student would be back on step two for the next violation.

THIRD OFFENSE: For the third offense in any one grace period, the penalty shall be the loss of the privilege of participation in any extracurricular or co-curricular activity where the student appears before the public for a period of one calendar year from the date when the suspension is put into effect. A student may, after working with the At Risk coordinator for a period of six months, petition in writing to have his/her eligibility reviewed for reinstatement to the principal and Board of Education. Consideration for reinstatement to eligibility shall be based on the student's good conduct in and out of school, school attendance, scholastic performance and completion of any assistance programs. Students reinstated will be placed on probation for 12 months with the conditions of the probation stated in writing. The cost of any assistance or rehabilitation programs shall be the responsibility of the student and parents/guardians.

If this ineligibility to participate cannot be completed during the season in which the ineligibility occurred, it shall be carried over to the next season in which the student regularly competes.

If two seasons are needed to complete the ineligibility requirements, the student will be expected to complete, in full, both seasons. The period of ineligibility shall begin on the date that the suspension is put into effect.

Coaches and activity directors may set additional requirements for participation that will be presented to the participating students prior to the beginning of the activities or programs.

SPECIAL PROVISIONS:

1. Each day of actual competition will count as one event when completing the period of ineligibility; performances would not include scrimmages. One performance per day counts for eligibility. A person is eligible the day after completion of ineligibility.
2. The student must participate in all practices while ineligible, unless the period of ineligibility is one year.
3. Mid to late season suspensions: if the number of events a student is ineligible to participate in exceeds the number of those remaining in the current season, the ineligibility will carry over into the next season or activity in which the student regularly competes.
4. Violations accumulate during the student's high school career.
5. Any student, declared ineligible under their prior school district's good conduct rule, and then without having completed the full period ineligibility at that school transfers to Sioux Central Schools, will not be eligible for interscholastic competition of Sioux Central Schools, until the full period of ineligibility has been completed. Once that time period of ineligibility has been completed, the student is then immediately eligible for interscholastic competition at Sioux Central Schools as far as any good conduct rule is concerned.
6. More information on Good Conduct Policy [here](#).

“SCHOLARSHIP RULE”

The Iowa High School Athletic Association has mandated the following policy: Students in grades 9-12 must pass all classes and make adequate progress toward graduation to remain eligible. If not passing all classes at the end of the semester, the student will be ineligible for 30 calendar days in the interscholastic event in which the student is a bona fide contestant.

The IHSAA allows the local school boards to set the policy for the other grading periods.

1. Grades will be checked at the 9 week intervals.
2. Any failing grades or a student not making adequate progress in a class will be referred to the STAT team. Students in this category will then have the possibility of working with the Student Centered Coach for 4 weeks at least two times per week. Grades would then be checked at mid-term time to see if they are making adequate progress by the STAT team. If progress is not being made, students will stay in the program for the rest of the 9 week period to remain eligible. Any

students not attending their required help sessions during the week could lose their eligibility for their next scheduled event.

3. All classes that count for credit fall under this policy. Any student that receives an "I" for incomplete, will be given an ample amount of time to complete their work depending upon the situation of the student.

CHEATING

Students who are caught copying homework will be required to repeat the assignment and "0" credit will be given. When cheating on a test, the student will be required to retake the test and may receive partial credit.

SUSPENSION

The Board of Education authorizes the superintendent or principal to suspend from school, whenever in their judgment the interest of the school demands it, any student guilty of gross misdemeanors or persistent disobedience. The first dismissal will require a conference between the parents and the superintendent or principal. The Board of Education may determine whether a student can return to school or be expelled if behaviors persist.

APPEAL PROCEDURES

If a student feels a situation has been handled improperly, they may appeal to the next higher level of authority: teacher, principal, superintendent, or Board of Education.

STUDENT BEHAVIOR AT ALL SCHOOL EVENTS

Students who attend a school-sponsored event of any kind must conduct themselves in a proper manner. If any student's behavior becomes inappropriate, the administration will ask the student to sit with his/her parents, if present, or be asked to leave the event. It is recommended that students in grades K-5 sit with their parents. No running around will be allowed and they should only leave the gym during half-time or between games.

DANCES

Middle school and high school dances can be held for the student body when the dance has been approved through the principal's office at least one week prior to the dance. Students who leave a dance are not allowed to re-enter. School district policies, rules and regulations apply to students as well as non-students at school dances. Students and non-students who violate policies will be asked to leave with the possibility of notification of authorities.

CONDUCT ON BUSES

Students are expected to follow the Rebel Expectations of Safety, Caring, Respect, and Responsibility while riding school buses. Riding a school bus is intended to be a safe and sociable experience for the student. It is of utmost importance that the student obeys the rules of conduct on buses. Failure to abide by these regulations may result in the student being denied the privilege of riding the bus for a period of time. It is then the responsibility of the parents to transport the student to and from school. Each bus driver is responsible for the safety of his/her students and will issue bus conduct reports.

The Sioux Central Community School District Board of Education has authorized the use of video cameras on school district buses. The video cameras will be used to monitor student behavior, to maintain order on the school buses, and to promote and maintain a safe environment. Students and parents are hereby notified that the contents of the videotapes are confidential student records and will be retained with other student records. Videotapes will only be retained if necessary for use in a student disciplinary proceeding or other matters as determined necessary by the administration. Parents may request to view videotapes of their child if the tapes are used in a disciplinary proceeding involving their child. **Riding the bus is a privilege.** The administration has the right to adjust the discipline, depending on the incident's severity. Failure to follow these rules will result in one or more of the following disciplinary actions:

Bus Consequences:

- **First offense:** Verbal warning/a written notice to parents.
- **Second offense:** Written warning. Principal's discretion (clean bus, lunch detentions, after school detention)
- **Third offense:** One day suspension from the bus
- **Fourth offense:** Three day suspension from the bus
- **Further offenses:** Administrative discretion and a possible referral to the school board.

Permission to ride another bus – To ride another bus other than his/her assigned bus, the student must bring written permission from the parent/guardian to be given to the bus driver.

SEARCH & SEIZURE

School authorities may, without a search warrant, search a student, student lockers, desks, work areas, backpacks, or student automobiles based on a reasonable suspicion under the circumstances and in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety

and welfare of students and school personnel. School authorities may also seize any illegal, unauthorized, or contraband materials discovered in the search that may be grounds for reporting to local law enforcement authorities.

GUN POLICY

Weapons and other dangerous objects brought to school are a threat to the health and safety of students and employees. Weapons or other dangerous objects will be taken from a student according to district policy 502.8. Parents will be notified of the incident and the student will be subject to Sioux Central discipline code up to and including suspension or expulsion depending on the age of the child and the seriousness of the offense. Refer to the Positive Behavior Support plan.

HEALTH EVALUATIONS

Students in Preschool and sixth grade are screened for hearing difficulties by the AEA. Also included in hearing screenings are students in special education classes, any new students, and any student with known losses. Students in grades one, three and five are screened for vision difficulties with the remainder of the elementary screened as time permits. Height and weight screening is conducted for kindergarten through fifth grades. Students are automatically screened unless the parents/guardians submit a note asking that the student be excused. If any findings warrant a follow-up by your doctor you will be notified.

IMMUNIZATIONS

Prior to starting school or when transferring into the school district, students must present an approved Iowa Department of Public Health immunization certificate signed by a health care provider stating that the student has received the immunizations required by law. Students without the proper certificate are not allowed to attend school until they receive the immunizations or the student makes arrangements with the principal. Only for specific medical or religious purposes are students exempted from the immunization requirements. Parents who have questions should contact the office.

State Health Requirements to enter Kindergarten

Immunizations MUST be current:

- 5 DPT...1>4 years of age if born on or after Sept. 15th, 2003
- 4 POLIO...1>4 years of age if born after Sept. 15th, 2003
- 2 MMR...1>1 year old, second dose no less than 28 days after the first dose.
- 3 HEPATITIS B immunizations required if born on or after July 1, 1994
- 2 VARICELLA (Chicken Pox) – 2 doses received >12 months of age if born on or after September 15 2003; or 1 dose received >12 months of age if born on or

after Sept. 15, 1997 but before Sept. 15 2003 - unless reliable history of natural disease

- 1 TDAP Booster and 1 meningococcal A before entering 7th grade
- Entering 12th grade the 2nd meningococcal A or at least 1 after the age of 16.

DENTAL SCREENING REQUIREMENT FOR SCHOOL ENROLLMENT

Children enrolling for the first time in an Iowa Kindergarten or high school are required to have a dental screening.

Elementary

- Applies to Kindergarten
- Screening must occur no earlier than the age of 3 but no later than four months after enrollment
- Screening can only be performed by: dentists, dental hygienists, physicians, nurses, physician assistants, or nurse practitioner

High School

- Applies to 9th grade
- Screening must occur within previous year of enrollment and no later than 4 months after enrollment
- Screening can only be performed by dentist or dental hygienists

COMMUNICABLE AND INFECTIOUS DISEASES

Students who have an infectious or communicable disease are allowed to attend school as long as they are able to do so and their presence does not pose an unreasonable risk of harm to themselves or does not create a substantial risk of illness or transmission to other students or employees. If there is a question about whether a student should continue to attend classes, the student shall not attend class or participate in school activities without their personal physician's approval. Please use the standards below as a guideline for when to keep your child home from school. Signs of a communicable disease:

1. An undiagnosed rash or sore
2. Red or inflamed eyes
3. Fever of 100° F, or more
4. Continuous coughing
5. Vomiting or diarrhea
6. Persistent headache, earache or other discomfort

Everyone will need to fill out a health history for new students and update a health history either online or by paper copy.

SCHOOL NURSE'S OFFICE

The school nurse's responsibilities include health promotion and prevention of illness. The following guidelines are to assure proper use of the school nurse's office in order that the required screenings and teaching can be completed:

1. Accidents – At teacher's discretion at any time during school nurse hours.
2. Illness – Students who complain of illness will be sent to the nurse to be assessed per homeroom teacher discretion. Students are NOT to be sent to the school nurse for clinic use.
3. Medications - More and more frequently, school personnel are asked to administer various kinds of medications to students. Due to our concern over liability, administrative procedures will be strictly adhered to. Guidelines are as follows:
 - A. High school and middle school students living at home will be allowed to carry a single day's amount of medication with them. This must be kept on their person or with their belongings at all times. This does not include controlled substances such as Ritalin & narcotic medications (codeine).
 - B. Over-the-counter medications will not be administered to elementary children at school unless there is a consent by parent.
 - C. A medication form must be completed by the parents and turned in to the nurse before medication is given. This form can be found on [page 60](#) of this handbook.
 - D. Physician prescribed medication must be in a pharmacy container labeled with the student's name, doctor's name, drug name, and administration instructions. Medication brought to school that is not in the original container and/or without a permission slip will not be given.
 - E. Parents will be responsible for ensuring that a proper supply of medication is in the hands of the school authorities. Controlled substance Schedule II drugs (i.e. Ritalin, Adderall, Dexedrine) need to be delivered by the parent/guardian directly to school personnel.
 - F. Parents will indicate to the school whether to destroy the medication or return it home.
 - G. Inhalers may be kept in the classrooms or lockers, as a student needs to keep these close at hand. It is the parent's responsibility to ensure that the child knows how to use the inhaler correctly. The school nurse must have a copy of the student's Asthma Action Plan.

LICE POLICY

The Sioux Central Community School District uses the Public Health guidelines regarding head lice to form the school's policy. If a child is found to have head lice, their parents will be notified. They may wait to go home until the end of the day upon the nurse's discretion. Treatment is mandatory in order for the student to return to school. Upon return to school, the treated student may be rechecked.

The school nurse may check other at risk students. This may include but is not limited to:

- students sharing coat cubicles with infected students
- students sitting closest to infected students
- students involved in a "sleepover" at the infected student's house
- entire class

Parents are asked to inform the school if they discover their child has head lice. This is very helpful in controlling the spread of lice. The best way to stop infection is for people to learn how to check their child's hair for lice.

HYGIENE

In order to maintain optimal health in our classrooms, it is very important that each student maintain adequate hygiene. This includes cleanliness of body, hair, clothing, and proper clean attire. Adequate hygiene is imperative to assure a positive health environment to all of our students, as students share coat cubicles, headsets, seats, etc.

If students come to school in dirty clothes, poor hygiene (which includes dirty skin, clothes, body odor), the school nurse and/or admin will assess and may call parents/guardians to set up a plan.

SECONDARY STUDENT POLICIES

PROTECTIVE GOGGLES

The State Law of Iowa requires that students in laboratories while experiments or demonstrations are being conducted and in industrial arts classes while machines or tools are in use, must wear protective goggles.

DRESS CODE

Student dress and grooming are the concern of individual students and their family, provided that student dress is appropriate for school setting. This does not mean the student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or

a school function, or otherwise discriminated against, so long as their dress and appearance meet the guidelines set forth below. When students do wear clothing that is not appropriate for the school setting they will be referred to the administration. Students will respectfully be told that their clothing is inappropriate and they need to change.

Student Dress Code Expectations

- Clothing is not allowed that does not provide adequate coverage of your body
- Articles of clothing with alcohol and/or tobacco references, suggestive gang affiliation, offensive language, or double meaning of a sexual or offensive nature, or anything that criticizes others based on race, color, religion, national origin, gender, sexual orientation or disability may not be worn.
- Hats and hoods are not to be worn in school during the school day

Administrative note: Please note that it is the responsibility of the student and parent that the student follows the guidelines of this policy. When questions arise regarding the interpretation of this policy, the school shall make the final determination regarding the appropriateness of student dress.

LOCKERS AND PADLOCKS

Each student in the middle school and high school will be assigned a locker to keep his/her books and personal belongings. Each student will be expected to be a good housekeeper and keep the locker clean and in order. Padlocks are available for physical education and athletic lockers; students are to remain in the locker assigned.

A student's locker can be searched whenever an administrator or teacher has a reasonable and specific suspicion that a criminal offense or a school district policy, rule or regulation bearing on school order has been violated and the administrator or teacher has a reasonable belief that the search will produce evidence of the violation. Items in violation of school district policies, rules, or regulations found in student lockers are confiscated. Illegal items may be given to law enforcement officials.

The administration reserves the right to examine lockers periodically for inventory checks for library and other school materials either lost or misplaced but not returned.

Do not leave money or other valuables in lockers.

MISSING SCHEDULED ACTIVITY TRANSPORTATION

In the middle school and high school levels, if a participant misses the scheduled means of transportation, they are to contact administration in person preferably, or by phone, for an alternate means of transportation. Administration will determine the means of transportation. This may be transportation furnished by Administration, by parents or

guardians, or some other means. If personal contact or phone contact cannot be made, a note from home may be accepted.

STUDENT PUBLICATIONS

School-sponsored publications provide a way for students to learn reading, writing, and responsible journalism. The printed materials should not encourage the breaking of laws, cause defamation of persons, or contain obscenity. All publications must identify the author and/or editor and publisher.

Administrators shall review student publications and enforce the standards outlined above; however, it is not the duty of administrators to “censor” materials in any way except on the basis of those standards only. In order to protect students’ rights, administrative review of materials must be done quickly within a specific length of time and students must be informed of the appeal procedure in case they disagree with an administrative judgment.

Non-school-sponsored publications are subject to the same standards listed. The administration may prohibit the distribution of such publications, unless the students submit a copy for administrative review. The principal may designate the time, place and manner of distribution for all student publications, school-sponsored or otherwise.

Students who wish to post or distribute materials, posters, etc. must receive permission from the appropriate teacher or administrator.

ADVISOR/ADVISEE PROGRAM

Each student in middle school and high school will be assigned an advisor that they will meet with for a specified time each week. Middle school students will start their day at 8:10 with advisory, and high school students will meet on Thursdays for a 30 minute time period in the afternoon. Our goal of this advisory time is for the students to make connections with an adult staff member and strengthen their relationships with other students as well.

HALL PASSES

Students must have permission to be in the hallway during the class period.

DAILY ANNOUNCEMENTS AND BULLETIN BOARDS

In the middle school and high school levels, a bulletin is prepared each day to keep all students and teachers up to date around the school. Students/Parents may access the bulletin through PowerSchool and on the TV in the commons area. It is the students’ responsibility to become familiar with the information contained in the announcements. Announcements to be included on the daily bulletin must be turned into the office by 8:20 a.m. Teachers read the announcements daily at the beginning of 3rd period.

ITEMS NOT TO BRING TO SCHOOL

Students are not to bring any items that might be disruptive or that are potentially dangerous to themselves or others. This might include but is not limited to such things as knives, matches, toy guns, water guns, skates, skateboards, hard balls, baseball bats, etc. If these items are found at school, they will be turned in to the principal. The school will not be responsible for such items. Any laser pointers that are brought and used at school will be confiscated. Students who use any laser pointers during any extra-curricular events will be dismissed from the contest, and subject to the ruling of administration about attending any further events. Students in need of “fidgets” must have confirmed prescription from a doctor and prior approval from principal or case manager before bringing them to school or it will be confiscated. It also may only be used at appropriate times.

CELL PHONES

Cell phones will be placed in an electronic collection area when students enter the classroom. Failure of the student to place his/her cell phone in the appropriate receptacle could result in the phone being confiscated by the teacher. If confiscated, the phone will be turned into the office. The procedure below will be used if the student does not follow guidelines. Any student refusing to turn over his/her cell phone to a teacher when asked will be considered insubordinate and disciplinary procedures will follow.

High school students are allowed to have their cell phone on their person during the school day and are allowed to check their cell phones during transition/passing time in the hallway. Middle School students are allowed to have their cell phone during passing time but not allowed at lunch. It is not an excuse to be tardy to class. High school/Middle School students will be allowed to use their cell phones during their lunch period, but we encourage students not to have them out while eating. Cell phones must be on silent during the school day. **The school is not responsible for valuables that are lost or stolen.**

1st offense- Cell phone held in the office until the end of the day.

2nd offense- Cell phone kept in office but parent must pick up. If the parent doesn't pick up the phone, the student can pick the phone up the following morning.

3rd offense- Cell phone kept in office but parent must pick up. Student loses school cell phone privileges for 10 day. Cell phone remains at home or is turned into the office each day.

BELL SYSTEM

In the middle school and high school level a bell rings to end class and three minutes later another one rings to start the next class. Students have three minutes to go from one class to the next. Students are not dismissed from class on the bell, but by the teacher in charge. The use of the restrooms should be between classes. There should be no need to check out during the class period.

PHYSICAL EDUCATION

The physical education program is co-educational and is as important a subject as any other. The State of Iowa has passed new legislation that states: all students in grades 7-12 must have 120 minutes of physical education each week. Students that are involved in activities can receive a waiver, but all other students that are involved in lifetime PE and not in activities will have to attend an additional period of physical education class weekly.

At the middle and high school levels the following apply:

1. Students will have weight lifting (high school only) three times a week, and the students in lifetime PE not in activities will meet three times a week as well. Students in lifetime sports class that are involved in activities will meet just twice.
2. Class routine – Change clothes and go to designated areas for attendance, announcements and warm-ups, activity and showers.
3. Students will be excused from physical education only by seeing the principal ahead of time and presenting a note from home to be excused for that one particular day or by presenting a doctor's excuse. If excused from physical education, students are to be in study hall or the classroom unless the physical education teacher has them remain in class. If students have a medical excuse from their doctor, they are still expected to attend class and participate in whatever activities they can.
4. No other teacher can excuse you from physical education unless the principal has been consulted and agrees.
5. Locks are available for gym lockers-ask for them. Students should use their locked gym lockers to store valuables during PE time.
6. Gym shoes, which are not used as street shoes, need to be brought to school for use in PE classes.
7. Students who "forget" their PE clothes more than 10 times for the semester will automatically fail the semester.

REPORT CARDS AND REPORTS TO PARENTS

For middle school & high school, special reports will be sent to parents at the mid-point of each nine-week period. These special reports are to inform parents if students are failing or having difficulty in a class or to indicate to parents if the student is doing an excellent job. It is hoped that parents will contact the school so arrangements can be made to work with teachers to hopefully solve the difficulties. Parents do not have to wait for the mid-term reports to come out, as the school has invested in an on-line service called "PowerSchool". This allows parents to check their student's grades and attendance on a daily basis. Parents may check with the student for their ID number or call the office if you have any problems with this service. The grade "I" will be given to indicate the work is incomplete for some reason. Incompletes not removed by the end of the semester will automatically be declared an F unless special provisions have been made for an extension of the make-up period. It is the responsibility of the student to arrange all make-up work.

Report cards will be issued following each nine-week period. The grading scale is as follows:

A 93-100%	C+ 77-79%	D- 60-62%
A- 90-92%	C 73-76%	F 0-59%
B+ 87-89%	C- 70-72%	I Incomplete
B 83-86%	D+ 67-69%	P or F [Pass/Fail]
B- 80-82%	D 63-66%	

Music, Band, Art, and PE use letter grades.

Parent-Teacher conferences will be held at the end of the first nine-week and the third nine-week period. Report cards may be picked up at this time.

FIELD TRIPS

Students may be taken on various field trips during the school year. Field trips are an extension of the school curriculum and are very worthwhile. Parents/guardians will be notified of any field trips that involve leaving the school district. The students will be supervised during any field trip they may take and will be expected to follow the guidelines set down before this trip commences. If you do not want your child to

participate in these field trip experiences, please call the principal and he/she will make the necessary arrangements for your child to remain at school.

CREDIT RECOVERY PROGRAM

The Sioux Central Schools has provided an alternative way to receive your education with the "Credit Recovery Program". This classroom has been established to allow students to be part time to earn a few credits, or full time in the program and receive all credits in the credit recovery room. All students attending the credit recovery program have the opportunity to participate in all programs that Sioux Central has to offer. This simply states that all extra-curricular activities and every class that Sioux Central offers is available to students in the credit recovery program. If you would like more information about the Credit Recovery Program, please contact Administration or look online for the Credit Recovery Handbook.

MIDDLE SCHOOL ONLY

ATTENDANCE-CITIZENSHIP EFFORT

PBIS is a positive reinforcement program used K-12. We are working to make students at Sioux Central productive citizens in our communities and will work with all students to work towards the [Iowa Core 21st Century Employability Skills Rubric](#). Students will be rewarded when they are doing the right thing. Our discipline policy will address those who are not doing the appropriate things in middle school.

The number one goal in education is learning, so we have set up an FDA policy to support students and ensure they get all the material needed to prepare for high school.

FDA – FAILURE TO DO ASSIGNMENT

In order to be eligible to participate in activities at Sioux Central Middle School, students must meet all qualifications set up by the appropriate organizations. In addition, the faculty of the Sioux Central Middle School requires completion of all assignments. Failure to complete an assignment will result in an FDA.

FDA's will result from:

1. Failure to hand in your assignments when they are due.
2. Failure to have your assignment completely finished

Students who receive an FDA in any given class will need to have the assignment done and turned in by the end of that class period. Each student is allowed three FDA's per week. When a student receives a fourth, or failing two classes, the following will happen:

1. The student is not eligible to participate in extra-curricular activities for one week. Band and chorus do not count as extra-curricular at this time, as they are part of the students' curriculum.
2. A letter will be sent to parents explaining what has happened and why.

*Regular POWER HOURS will be randomly announced in middle school to provide positive reinforcement for those who have done all their work and to offer opportunities for assistance for those who are struggling to get things completed.

EXPLORATORY AREAS

Students in grades sixth, seventh and eighth begin exploring new areas prior to entering high school in a nine week (6th), six week (7th) and four week (8th) class format.

Here are some possible options depending on the year and staff available: Tech Skills, Health, Guidance, Why Try/Counseling, Ag/Shop, Family Consumer Science, Art, Theatre, Coding, Character Ed, and Spanish

HONOR ROLL (MIDDLE SCHOOL):

To qualify for the honor roll, a student must have earned a grade point average of 3.00 or better in full credit courses. Any student receiving a grade lower than a C- in full credit courses will not be considered for the honor roll. The scale is as follows:

A = 4.00 A-=3.66 B+ =3.33 B=3.00 B-=2.66 C+=2.33 C=2.00 C-=1.66
D+=1.33 D=1.00 D-=.66 F=0.00

SOCIAL EVENTS

All social events shall be under the control and supervision of professional school personnel. Approval for any event shall be secured from the principal before any public announcement is made. Hours, behavior, and activities related to social events shall be reasonable and proper as determined by the administration.

Only those persons who can be expected to recognize the authority and responsibility of the school personnel shall be permitted to attend social functions.

HIGH SCHOOL ONLY

COURSE CHANGES

Student schedules may be changed within the first two days of each semester.

ACADEMIC LETTER

1. Students will receive an academic letter upon completing two successive semesters with a grade point average of 3.25 or better each semester.
2. Credit must be earned by taking at least six classes each semester and having those grades averaged.
3. Students who transfer from other districts must earn at least a 3.25 grade point average for one semester at Sioux Central School System to be eligible for an award.
4. Any student receiving a D or lower on their report card will not be eligible for the academic award for that period.
5. A bar will be given for each following semester that a student maintains a 3.25 grade point average.

REQUIRED SUBJECTS FOR GRADUATION

English-four years (speech must be included), Science-three years including physical science, Mathematics-three years, Social Studies-three years (including World History, American Government, American History), Physical Education (each year), and Child Development and Young Adult Living. All students must take six (6) classes each semester. A student may take band and vocal music for one credit, therefore allowing the student to take only five (5) classes each semester. Band and vocal music can be taken separately for $\frac{1}{2}$ credit each.

All graduates must have a minimum of 52 credits to graduate. Please check with the guidance office if you have any questions about your graduation progress.

SENIOR YEAR PLUS

Senior Year Plus is a program which provides students the opportunity to take a rigorous college curriculum and receive, in many cases, both high school and college credit concurrently. Senior Year Plus program serves as an umbrella for Postsecondary Enrollment Options (PSEO), Concurrent enrollment (Earlybird courses), and Advanced Placement (AP). To participate in Senior Year Plus programming, students must meet the academic requirements of both Sioux Central High School and the postsecondary institution. At the school district level, students must demonstrate proficiency in each of three academic areas — reading, mathematics, and science. This is primarily determined using the students' most recent scores on the Iowa Assessments. At the college level, students must be proficient in Senior Year Plus requirements and meet any additional assessment requirements of the postsecondary institution. The school counselor will assist students in taking the appropriate assessment to demonstrate a readiness for post-secondary coursework. The complete guide to Senior Year Plus can

be found at

http://educateiowa.gov/index.php?option=com_content&view=article&id=1856&Itemid=2596

POSTSECONDARY ENROLLMENT OPTIONS ACT

The Post-secondary Enrollment Options Act allows eligible students the opportunity to take eligible courses at an Iowa area community college or university, and have the cost of tuition, fees and textbook up to \$250 paid by their home school district. Credit earned in the courses will be counted at the home school as well as the college. Students will be granted one high school credit for every three semester hours of college credit taken. Grades earned from other institutions will be recorded on their transcripts. These grades will be computed in the students' grade point averages. Students are responsible for supplying the district with official transcripts of courses successfully completed. An "eligible course" is a course that is not comparable to a course taught in the high school the student attends. The purpose of this program is not to supplement the local curriculum, but rather to provide students an extended program of study in an area of interest. Local school boards determine if the post-secondary courses are comparable to courses taught in the local school districts. Speak with the counselor on whether or not a course qualifies for this program. This option is available for all 11th and 12th grade students. It is also available to 9th and 10th grade students who have been identified as gifted according to the school's identification procedure.

According to the Senior Year Plus guidelines, students cannot exceed 23 college credit hours a year. This would include any college level course taught at their high school. Students can only take PSEO courses if the course is not offered at the high school.

COLLEGE VISITATION

Seniors are allowed two days to visit colleges or other agencies of post high school training and not be counted absent. Additional days may be allowed if arrangements are made with the counselor. To not be counted unexcused absent for those two days, the visit has to be cleared through the counselor's office ahead of time. If a junior gets permission and uses a college visit day, this will reduce the number of days they have their senior year.

EARLY GRADUATION

Students who meet the graduation requirements set by the board prior to the end of their senior year may apply for early graduation. Students must apply at least one semester prior to the completion of the graduation requirements. In order to graduate early, students must have the approval of the superintendent and principal and appear before the board for its approval.

OPEN CAMPUS (SENIORS ONLY)

Open Campus is allowed for Seniors at Sioux Central if they meet the criteria to qualify.

1. For the first 9 weeks of the year, you must have a career high school GPA of 3.0. For each succeeding quarter, students must have a GPA of 3.0 from the previous 9 weeks.
2. Must have no suspensions for the previous semester.
3. Must have no grade lower than a C- the previous 9 weeks.
4. Must cooperate and act respectful during school, at school related functions, and at any time when representing the school.
5. Students not following the guidelines may have this revoked.

SEMESTER TEST SYSTEM

All students take semester tests the first semester. Requirements to be met to be excused from second semester tests are:

1. Students must have earned a C+ or better in a class.
2. Five absences or less for that semester for that class.
3. Five tardies count as one absence.
4. Late for a test-results in test grade being reduced one grade.
5. If a student doesn't show up for a test it will result in failing for one semester.
6. This system does apply to classes at Storm Lake.

Incentive: any student who has fulfilled the above requirements may take the final test voluntarily to improve their grade without having the final grade lowered.

Only students that need to take tests will need to be present during the second semester test schedule. In between testing times, students must report to the media center for study hall if they are going to remain on campus. No students will be allowed to be outside or in the parking lot area during testing days. It will be up to each teacher's discretion to have any student take the test even though they may have met the above requirements.

NATIONAL HONOR SOCIETY (NHS)

The formation and implementation of the Sioux Central Chapter of the National Honor Society shall be in accordance with the National Constitution of the National Honor Society. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools.

To qualify for the Sioux Central Chapter of NHS:

1. The student must maintain a 3.25 GPA.

2. The student must submit a one-page resume of their credentials to show their interest in the National Honor Society.

To be selected into the Sioux Central Chapter:

1. Faculty members will make recommendations on students' leadership, character, and service. These recommendations will be given to the NHS committee who will then use the information to make their selection.
2. Sophomores, juniors, and seniors who violate the provisions of the chapter can be removed through due process. Students who do not maintain a 3.25 grade point average within a nine-week grading period will be placed on academic probation for the next nine-week grading period. Students who fail to have a 3.25 grade point average for two consecutive nine-week grading periods will be removed from the society.

DRIVING TO SCHOOL

It is a privilege for a student to drive his/her own vehicle to and from school. Students are required to purchase a parking pass and have it displayed on their vehicles. Students driving to school are not to remove the vehicles once they are at school without special permission from the office of the principal or superintendent. When permission is granted, it is for one trip only. Please park in an organized manner to allow all vehicles the possibility of exiting the parking lot. If parking problems continue, the possibility of a fine may be given. Snowmobiles may be driven to school but cannot be ridden on school property, except for parking in the far southwest corner of the parking lot.

HONORS STUDY HALL

It shall be the policy of the Sioux Central Community High School to allow all students in "good standing", the privilege of using the Commons Area for study hall. We hope this prepares students in the areas of responsibility, time management, and good judgment. In order to achieve the desired results and maintain effectiveness, the use of the Commons Study Hall will be a privilege that is earned with appropriate conduct and will be taken away when the privilege is abused.

Criteria for privilege qualifications:

1. For the first 9 weeks of the year, you must have a career high school GPA of 3.0. For each succeeding quarter, students must have a GPA of 3.0 from the previous 9 weeks.
2. Must have no suspensions for the previous semester.
3. Must have no grade lower than a C- the previous 9 weeks.
4. Must cooperate and act respectful during school, at school related functions, and at any time when representing the school.

5. Students must stay in the commons or library area during honor study hall.

Students not following the guidelines will be subject to the following:

1st offense – out of Honors Study Hall for 3 weeks

2nd offense – dropped for 9 weeks from Honors Study Hall

3rd offense – no longer eligible for Honors Study Hall

SUPERVISED STUDY HALLS

Students, who do not qualify for the Honors Study Hall, will go to a supervised study hall. These will be held in different instructors' rooms, and will be structured study halls. Rules of these study halls will be posted in the room. Students failing classes will have study hall in the success center.

CLASS MEETINGS, CLASS OFFICERS AND DUTIES

Class officers will be elected after the first two weeks of school. They consist of the president, vice-president, secretary and treasurer, or the secretary and treasurer may be combined. The president should see that the meetings are conducted in an orderly, business-like manner. A purchase order must be obtained before any purchase can be made for a class or school group.

Each class will have assigned class sponsors and they must be present at all meetings and social functions. Two representatives will represent each class on the student council. Each class may sponsor one party or activity per semester. These need to be scheduled through the principal's office.

Class of:	Sponsors:
2024	Mrs. Post, Mrs. Hoffman, Ms. Lind, Mr. Hayes and Mr. Goodchild
2025	Mrs. Hanson, Mrs. Wittmaack, Mr. Vasher, Mr. Tjaden, Mrs. Vanderhoff
2026	Mr. Krager, Mrs. Christians, Mrs. Riedemann, Mrs. Bloom, Mr. Boge
2027	Ms. Turnbull, Mrs. Grossnickle, Mrs. Anderson, Mrs. Totten

HONOR ROLL (HIGH SCHOOL)

To qualify for the honor roll, a student must have earned a grade point average of 3.00 – 3.49. To qualify for the elite honor roll, a student must have earned a grade point

average of 3.50 – 4.00. Any student receiving a grade lower than a C-, will not be considered for either honor roll.

A = 4.00 A-=3.66 B+=3.33 B=3.00 B-=2.66 C+=2.33 C=2.00 C-=1.66
D+=1.33 D=1.00 D-=.66 F=0.00

ATHLETICS

ALL STUDENT ATHLETES ARE REQUIRED TO HAVE THEIR PHYSICALS BEFORE THEY CAN GO TO PRACTICE.

STATEMENT OF PHILOSOPHY

The Sioux Central School Board of Education, the Sioux Central School Administration, the Sioux Central Athletic Department and members of the athletic teams believe the competitive athletic program is a part of the overall educational program of the school.

To be of maximum effectiveness, the athletic program must be closely coordinated with the general instructional program of the school. It must be such that the number of students accommodated and the educational aims achieved, justify its inclusion in the overall educational program. Participation is regarded as a privileged opportunity.

Athletics are for all students who qualify under eligibility requirements, and who adhere to the rules set forth by the state and local school officials. Sioux Central Community School believes that participation will contribute to the following:

1. Improvement of the health, fitness, and general welfare of all individuals taking part in the program.
2. Engage a maximum number of students in administrative as well as active areas of the program.
3. Stimulate all participants to achieve academic progress and to make a contribution to the general educational program of the school.

OBJECTIVES OF ATHLETIC PROGRAM

1. To provide opportunity to enjoy one of America's greatest traditions, the privilege of competition.
2. To provide a "whole school" interest and activity which brings in students other than athletes.
3. To teach students habits of health, sanitation and safety.
4. To teach new skills and offer opportunities for improvement of skills.
5. To provide opportunities for lasting friendships to develop with both teammates and opponents.
6. To provide opportunities to exemplify and observe good sportsmanship.

7. To give students an early understanding that participation in athletics is leadership training, which is a privilege that also carries responsibilities with it.
8. To provide opportunities for students to place group above self; to learn to practice self-discipline for the overall benefit of the team or group of which he or she is a member.
9. To provide opportunities to learn of the benefits of following rules.
10. To provide the student opportunity to experience the satisfaction of self-sacrifice in an attempt to contribute to the development of esprit de corps; development of a feeling of unity and belonging; team pride; teamwork and the respect for rules and authority.
11. To consider interscholastic athletic squads as extended opportunities for the physically gifted.

TRAINING RULES – THE ATHLETIC CODE

Good athletes are developed through HARD WORK, GOOD ATTITUDES, GOOD TRAINING, AND LOTS OF HEART AND DESIRE!!! Future success will also depend a great deal on good training. As an athlete at Sioux Central School, the student will be expected to make many sacrifices.

Please read the following very carefully. If the student feels the rules are too demanding; if he/she feels they will not be able to say no, when pressured by friends to break the rules; if the student feels the price is too great; if they feel their personal rights are too sacred to conform to the demands; please do not report for athletics.

The Sioux Central School Department of Athletics does not wish to make “robots” out of individuals. It does not want them to lose personal identity. It does not want an individual to suffer human indignities. It is not interested in having athletes become so involved in athletics that there can be nothing else in life.

The department is interested in young men and women being given the opportunity to select activities to which they can dedicate themselves to a “cause” along with participation in other phases of a well-balanced life-style.

One goal would be for a student to accept the responsibilities and demands of athletics and yet maintain a successful total educational experience, along with a satisfactory social and family life-style.

Accepted standards of personal appearance and behavior patterns may vary greatly between athletic personnel and their own peers. To successfully fulfill the requirements and meet the standards of both groups is often very difficult.

Each student must give serious thought to which group he/she wishes to gain status and direct his or her efforts to that end. It can become very frustrating to try to “sit on two chairs at once”, especially when the chairs may be far apart.

PHYSICAL EXAMINATIONS

The State Athletic Association rules require all athletes to have a physical exam before starting athletic practices each year. This exam may be any time prior to the sport season and will be good for a period of twelve calendar months.

Junior high and high school athletic physicals are scheduled for specific dates and times at the area clinics.

1. Call your family physician for an appointment. Be sure to secure an examination form from the athletic director and have the physician use this form. Until this form is returned to the athletic director, students will not be allowed to report for practice.
2. Since the Iowa High School Athletic Association authorizes chiropractors to perform athletic physicals, this gives the athlete another place to receive their physical. Call for an appointment and pick up an examination form at the office. Fees may vary.

INSURANCE

The Sioux Central School Policy requires all athletes to be covered by insurance (health and accident). This can be done in two ways:

1. By having family insurance at home. If this is the case, students are required to have an insurance waiver available in the athletic department, filled out by parents and returned to the athletic director. This is in the back of this book and can be removed and returned to the athletic director. The form must be turned in before practice.
2. Subscribe to insurance through the school.

Football players can get football insurance policies through the office; remember this covers only football injuries.

All other sports are covered by the all-student insurance that is offered through the school year at a nominal rate.

INJURY REPORTS

1. Athletes injured in sports should make sure the coach has filled out an injury report. Athletes, too, have the responsibility of follow-up to initiate the insurance claim if injury resulted in ambulance service.

2. All claim sheets should be picked up at the main office.

LOCKER ROOM PROCEDURE

Lockers and padlocks will be issued to athletes and recorded.

1. Keep locked at all times except while actually at the locker—even while taking a shower.
2. Keep your combination to yourself.
3. If a padlock is lost or stolen or won't work, notify the coach right away and get a new one issued. The fine for losing a padlock is the cost of replacing the padlock. Padlock fines are paid in the office; it is \$5.00.

Athletic Equipment

1. In most sports, practice and/or game equipment will be issued to athletes. Athletes will be responsible for said equipment.
2. All equipment will be returned when athlete finishes the sport, either at the end of the season or on quitting the sport. This is to be done immediately.
3. The athlete will pay for any equipment if it is lost or destroyed through negligence. Cost of equipment will be determined by the athletic director and will be based on replacement cost of equipment.
4. School owned equipment is to be worn only at scheduled practice or game/meets.
5. Athletes found wearing school-owned equipment in public, other than practices or games/meets, will subject themselves to disciplinary action.

Equipment Room

1. All athletic equipment will be stored in and issued from the equipment room. At no time is there to be unauthorized personnel in this room.
2. Authorized personnel are defined as school employees, (adult or student); certain specified student managers, and members of the adult athletic staff, when necessary.
3. At no time should there be any first-aid materials in student lockers; this includes adhesive tape.

GYMNASIUM PROCEDURES

1. Athletes must be under the direct supervision of a coach if they are in the gymnasium area.
2. At no time will individuals or groups be working out, jogging, or just “messaging around” while teams or squads are having an official practice session.
3. Athletes in the gymnasium for one sport practice will refrain from using equipment not specifically for their sport.

4. Athletes are not to be in weight room without authorization and proper supervision.

GENERAL RULES

Attendance in School

1. Athletes will be allowed to practice or participate in contests on any given day only if they are in school for one half of the school day. Any absence of an unusual nature will be considered by the supervisory principal.
2. Athletes administratively suspended from school will not be allowed to practice during the suspension, or compete in contests.

Conduct on Trips

1. Athletes will be considered as “goodwill ambassadors” for Sioux Central School.
2. Athletes will conduct themselves as ladies and gentlemen at all times, both on and off the playing field.

Dress on Trips

1. Athletes will be neatly dressed on all athletic trips.
2. If a participant misses the scheduled means of transportation, he/she is to contact Principal in person preferably, or by phone, for an alternate means of transportation. Administration will determine the means of transportation. This may be transportation furnished by Administration, parents or guardians, or by some other means. If personal contact cannot be made, a note from home may be accepted.

Bus Rules

1. Athletes will be expected to behave appropriately at all times on buses.
2. School buses, vans, and cars must be free of trash, litter, etc., at all times.
3. The athletes will pay for any damage to buses caused by athletes. Said athletes, by this kind of behavior, will be risking dismissal from the squad.

Returning from Out-of-Town Contests

1. Athletes will return from out-of-town contests with their squads and by school transportation. EXCEPTIONS can be made by parents calling the principal in advance to explain the reason for the request, or by direct parental contact at the contest with the person in charge of the event.

Athletes Driving to Practices or Contests in Local Area

Whenever possible and practical it is the school’s policy to furnish school transportation to practices and contests. However, occasionally it is necessary to have athletes report

to the site rather than furnish school transportation. In cases where athletes are asked to drive, the school expects and encourages the students to observe the following:

1. Observe all traffic regulations
2. Practice safety
3. Do not overload the vehicle
4. Take the shortest safe route to and from the site and have driver's license on person or in the car

Church Night

Wednesday evening is set aside for church activities and no school activities will take place after 6:00 p.m. during the school year. Exceptions will be made only through an agreement with the school and church officials.

GOOD CONDUCT RULE

See Good Conduct Rules as previously stated. A letter follows this section of the handbook, which must be signed by the student and parent/guardian. The signed letter is to be returned to the athletic director.

SPECIFIC RULES

Personal Appearance

It will be at the coaches' discretion to establish reasonable guidelines at the beginning of each sports season to:

1. Protect the health and safety of the athlete
2. Encourage good grooming
3. Protect the athlete from human indignities

Coaches' Rules

Coaches may make other reasonable rules for the good of the individual athlete and the team insofar as they are not in conflict with school policy. They may, for example, make rules regarding the athlete's conduct in school prohibiting him/her from interscholastic competition for a period of time if he has been involved in disciplinary matters in school.

Other Eligibility Requirements (set forth by the IAHSAA or IGHS AU)

Athletes are not eligible:

1. If they do not have a physician's certificate of fitness issued this school year or if they are twenty years of age or over.
2. If they have not turned in the signed permission of parents/guardians covering the following items:

- Insurance or waiver
 - Acknowledgment of having the handbook
3. If he/she has attended high school for more than eight semesters. (Twenty days of attendance or playing in one event).
 4. If the athlete did not pass the equivalent of four classes or more the previous semester.
 5. If he/she was out of school last semester.
 6. If the athlete has changed schools this semester (except upon change of residence of their parents).
 7. If the athlete has ever accepted an award for his/her high school participation from an outside group other than inexpensive, unframed, unmounted paper certificate of recognition or if the athlete has ever received any money for expenses or otherwise for their participation in an athletic contest.
 8. If he/she has competed on an outside school team as a team member or as an individual while out for a sport and during that sport season without the previous written consent of the Sioux Central superintendent.

(Example: While an athlete was out for basketball and during basketball season he/she wants to participate on an outside school basketball team or tournament, they would have to have permission from the school superintendent or principal or they would be declared ineligible. Once basketball season is over, an athlete can participate without written permission.)

9. If he/she has ever trained with a college squad or has participated in a college event.
10. If the athlete's habits and conduct both in and out of school, are such as to make them unworthy to represent the ideals, principles, and standards of the school.
11. If he/she fails to sign and return the acknowledgment form in this handbook.

LETTER TO MIDDLE AND HIGH SCHOOL STUDENTS AND PARENTS REGARDING GOOD CONDUCT RULE

Dear Parents/Guardians:

Your son or daughter has chosen to augment the regular academic program at Sioux Central CSD by participating in extra-curricular activities. As you know, student participation in these programs is a conditional privilege; the students must, among other things, maintain state academic standards, meet age requirements, and, for athletes, pass a physical exam yearly.

In addition to these requirements, the board of education has established additional rules governing the students who choose to go out for extra-curricular activities, as in

doing so they represent the school and depict its character to other students and community members.

We know how important it is for your family that your son or daughter participates. Therefore, it is important that you and your student read and understand the terms imposed by the Good Conduct Policy and Rules: this is why we send this policy home for your review and signature.

Below are some highlights of the policy. Should you or your son/daughter have any questions regarding how the Good Conduct Rule will be interpreted, we encourage you to contact the athletic director or principal for clarification.

- The policy is in effect during the calendar year, even when your student is not participating.
- There is a penalty for not coming forward and admitting a violation of the rule. Students are encouraged to “self-report” within three (3) days to a coach or activity sponsor, the athletic director or the principal.
- Age is no defense to a violation involving the purchase, possession, or use of tobacco. The prohibition against tobacco is not just because it’s illegal for anyone under 21; it is unhealthy and its use doesn’t befit a representative of our school.
- Similarly, drinking with parental consent in one’s own home may be legal, but in most cases it will be deemed a violation of the Good Conduct Rule. Also students going to foreign countries or other states or territories where the drinking age may be lower and they can possibly drink “legally” may still not consume alcoholic beverages without endangering their eligibility.
- A parent’s approval does not excuse a violation.
- An arrest is not necessary for the school to impose a penalty for a violation of the Good Conduct Rule. The student will be given due process of law by being told by a school official why the school believes he or she has violated the Rule and what evidence exists for that belief. Then the student will be given an opportunity to tell his or her side of the story before a decision is made about the student’s eligibility. This hearing is between the student and school officials, although you as parent or guardian will be notified of the decision if school officials believe a violation has occurred.
- Similarly, if a student is arrested or cited by law enforcement, the school will not await the outcome of the case in court. The school will conduct its

own investigation and due process hearing, reaching a result independent of the juvenile or criminal justice system.

- The school board believes strongly in the message that minors should not use alcohol or other illegal drugs. Therefore, the board has included a requirement in the Good Conduct Rule often referred to as the “mere presence” rule. This means that students who are out for extra-curricular activities may not knowingly be in attendance at a function (party, in a vehicle) where drugs or alcohol are being used or possessed illegally by minors even if they, themselves, are not actively drinking or using illegal drugs. The policy and rule provide that upon discovering that contraband (alcohol or drugs) is present, the student must (a) leave within a reasonable time, get rid of the offending substance, or stay and risk loss of eligibility. We hope and believe that this rule will discourage beer parties and driving around in cars drinking alcohol or using drugs, both common teenage activities that are unhealthy, illegal and very dangerous.

Some may question the fairness of a rule that imposes ineligibility on a student for just being at a party or in a car and knowing this type of illegal activity is going on. You may think the student should be rewarded for acting as “designated driver” and refraining from illegal use of drugs or alcohol. But we believe that the student who represents this school is looked up to and emulated by other students, including younger children, and he or she should not appear to condone illegal, unhealthy and dangerous activities or enable other students to engage in them. Your support in this matter would be a wonderful way to cooperate with the school and send the message to your children that you are concerned about their health and moral character.

Thank you for taking the time to go through the policy and rules with your family. Again, please feel free to contact the school if you have any questions. Your signature(s), on the following form, represent understanding and agreement with the conditions imposed upon students out for extra-curricular activities at Sioux Central CSD. Please sign and return the [following form](#) to the athletic director.

SIoux CENTRAL ELEMENTARY SCHOOL

Sioux Central Positive Behavior Supports: Sioux Central Rebels Rock!

Safety ~ Caring ~ Respect ~ Responsibility

Sioux Central Community School has adopted Positive Behavior Supports along with many other schools throughout the state of Iowa and across the nation. This initiative is

a proactive approach that begins with teaching expectations for various designated areas of school. These expectations are taught, modeled, and practiced. Time is also spent discussing each expectation and skill with the students so that they fully understand the purpose and procedure.

“Sioux Central Rebels Rock” is a saying to remind students of Safety, Caring, Respect, and to be Responsible. All faculty and staff will be working with students throughout the year to promote these concepts. When a student shows behavior that is not meeting expectations the student will be corrected in a positive and instructive manner. If students are not meeting expectations, they may be referred to the office for further corrective actions and parents may be contacted.

Thank you for your continued support!

Sioux Central Behavior Expectations

	Bus	Lunchroom	Hallway	Music Events/ Assemblies	Playground	Restroom
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<p>Expectation 1</p> <p>SAFE</p>	<ul style="list-style-type: none"> -Stay in seat -Sit appropriately, facing forward -Keep aisle clear -Keep hands, feet & objects to self & inside the bus -Toys stay in bags -Keep a safe distance away from the bus (so driver can see you) -Be silent when the bus stops to cross the railroad tracks 	<ul style="list-style-type: none"> -Walk to & from lunch room -Eat your own food -Put chairs in place -Stand quietly in line -Hands to self 	<ul style="list-style-type: none"> -Walk while facing forward -Keep hands and feet to self 	<ul style="list-style-type: none"> -Walk as you enter and exit the gym 	<ul style="list-style-type: none"> -Use equipment appropriately and safely Walk to and from the playground -Keep hands & feet to yourself -Follow and listen to directions promptly 	<ul style="list-style-type: none"> -Use proper hand washing -Keep hands and feet to self
<p>Expectation 2</p> <p>CARING</p>	<ul style="list-style-type: none"> -Wait your turn when entering and exiting the bus -Share your seat with others 	<ul style="list-style-type: none"> -Wait your turn -Quiet voice -Use please & thank you 	<ul style="list-style-type: none"> -Use appropriate voice levels -remember others are learning 	<ul style="list-style-type: none"> -Express your appreciation appropriately (clapping) at the correct time 	<ul style="list-style-type: none"> -Use kind words -Include others -Treat others as you would like to be treated 	<ul style="list-style-type: none"> -Use quiet voices -Keep area clean
<p>Expectation 3</p> <p>RESPECTFUL</p>	<ul style="list-style-type: none"> -Use quiet voices (not yelling out the window) -Speak politely -Follow directions given by the bus driver 	<ul style="list-style-type: none"> -Respect others and their personal space -Accept your place in line -Use appropriate language -Do not bully others 	<ul style="list-style-type: none"> -Respect Others: -Remove your hat -Use Appropriate language -No public display of affection 	<ul style="list-style-type: none"> -Stay in seats -Quietly listen -Stay for the entire presentation out of respect others. -Do not bully others 	<ul style="list-style-type: none"> -Be polite (listen to adults) -Use appropriate language -Treat equipment as your own -Do not bully others 	<ul style="list-style-type: none"> -Respect others privacy -Do not bully others

	-Do not bully others		-Do not bully others			
Expectation 4 RESPONSIBLE	-Leave no trace and keep bus clean -Arrive on time	-Take care of materials (silverware, tray, etc.) -Leave no trace and clean your area	-Keep to the right -Keep hallways clean -Be on time to class	- Arrive on time -Leave no trace	-Be on time -Follow line-up procedures -Dress appropriately for weather -Bring in all equipment	-Flush & wash -Leave no trace -Use restroom appropriately -Use restroom in a timely manner

	Classroom	Parking Lot	Gym/Locker Room	Sporting Events	Field Trips	Media Center
Expectation 1 SAFE	-Keep hands, feet & objects to self -Keep all four legs of chair on floor -Follow teacher directions	-Drive the posted speed limit -Park within the lines	-Use equipment when instructed -Use equipment appropriately -Keep hands and feet to self	-Leave aisles open -Sit and watch the event	-Keep hands and feet to self -Follow all directions and rules -Stay with your group	-Keep hands and feet to self -Follow all directions and rules

Expectation 2 CARING	<ul style="list-style-type: none"> -Use kind words -Include others -Work together 	<ul style="list-style-type: none"> -Do not litter 	<ul style="list-style-type: none"> -Accept classmates skill levels -Use kind words and encouragement 	<ul style="list-style-type: none"> -Sit and stand when appropriate-Use the kind words and encouragement -Be courteous to others around you 	<ul style="list-style-type: none"> -Use kind words (please & thank you) 	<ul style="list-style-type: none"> -Use kind words -Help others when appropriate -Be courteous of others
Expectation 3 RESPECTFUL	<ul style="list-style-type: none"> -Be a good listeners -Raise your hand -Follow directions -Use appropriate language -Do not bully others 	<ul style="list-style-type: none"> -Respect the school property -Respect property of others -Use appropriate language -No public display of affection -Do not bully others 	<ul style="list-style-type: none"> -Students should not enter the PE storage room -Respect privacy and property of others -Do not bully others 	<ul style="list-style-type: none"> -Stand and remove hat during National Anthem -Avoid walking on field, court or mat -Do not bully others 	<ul style="list-style-type: none"> -Use quiet voices -Be active listeners -Follow directions -Respect others property -Do not bully others 	<ul style="list-style-type: none"> -Use quiet voices -Use appropriate language -No public display of affection -Do not bully others
Expectation 4 RESPONSIBLE	<ul style="list-style-type: none"> -Complete all assignments -Arrive to class on time -Take care of school and personal property -Appropriately use technology -Leave no trace and clean your area 	<ul style="list-style-type: none"> -Yield to others and all buses -Follow all laws and rules 	<ul style="list-style-type: none"> -Use and lock up your lockers -Leave no trace -Show good sportsmanship 	<ul style="list-style-type: none"> -Show good sportsmanship -Leave no trace 	<ul style="list-style-type: none"> -Dress appropriately -Bring necessary materials -Leave no trace 	<ul style="list-style-type: none"> -Use equipment appropriately -Return materials on time -Leave no trace -No food or drink

ACHIEVEMENT

REPORT CARDS & REPORTS TO PARENTS

Sioux Central Elementary uses a standards-based report card. Teachers report what students know and are able to do relative to the Iowa Core and District Standards and Benchmarks. Parent/teacher conferences are held at the end of the first nine-week (October) and the third nine-week (March) period. Report cards are issued following each nine-week period.

BEHAVIOR

Sioux Central Elementary uses a behavior and discipline program called Positive Behavior Interventions Supports (PBIS). The K-12 expectations and discipline procedures can be found [here](#). The bus consequences can be found [here](#).

OTHER MISCELLANEOUS ELEMENTARY POLICIES

CLASS LISTS

Beginning mid-May, we begin to formalize class rosters for the next school year. We work hard to ensure students are placed appropriately for success. In the best interest of the children, as well as the teachers and the school climate, each grade level will work with the principal, counselor, special education teachers, etc. to form classes for the school year. The climate or learning environment of the class is an important element for student success. Factors to be considered by the teachers as classes are formed include, but are not limited to, individual students' strengths, challenges, work habits, conduct, and special programs. Our intention is to form well-balanced learning communities where all children will succeed.

We understand how precious your children are to you, and we, too, have the best interests of each student of Sioux Central at heart. We do value your thoughts. In an effort to be fair and consistent, we would recommend that if you feel there are certain new facts we need to know about your child, please complete a Classroom Information Sheet describing such needs without requesting a specific teacher. If, for example, your child has specific educational or behavioral needs, describe them for us. Forms should be returned to the office **no later than May 15**. The forms can be picked up in the elementary office or you can go to the Sioux Central Website.

Please understand that this information will be one of the factors considered as we combine students and teachers in ways that will best assure all a successful and enjoyable school year. All letters will be shared with your child's teacher next school

year so he/she can better support your child's educational needs. The final decision is made by the administration.

CELL PHONES

Cell phones can be disruptive to the learning environment. It is also understood that many parents want their child(ren) to have cell phones for safety, and to improve family communication before and after school. While elementary students can possess cell phones and store them in their backpacks, they may not use their cell phones during the school day.

Any student who legitimately needs to use the telephone during the day may get a teacher pass and use the phone in the elementary office. Any elementary student who uses a cell phone for any reason during the school day will have it confiscated by faculty or administration. The administration has the right to determine the amount of time based on each incidence.

BAND

Sioux Central offers fifth graders the option to participate in band. Once a student has committed to band, they may not drop this class until the end of the semester. Students who wish to drop band at semester time need the permission of the principal.

BIRTHDAY PARTIES

A birthday is a special event in the life of an elementary student. With prior approval from the teacher, students may bring birthday treats to share with their classmates. Whether for a birthday, or other class snack, no homemade food is allowed. We encourage parents to bring store-purchased healthy snacks. Please arrange with the teacher for a day and time to bring these items.

Invitations to a birthday party held outside of school may not be delivered at school. The school will not release student names, parent names, or addresses.

PLEASE no balloons or floral bouquets delivered to the school at any time.

FIELD TRIPS

Students participate in various field trips during the school year. Field trips are an extension of the school curriculum. Parents/guardians are notified of field trips outside the school building. Students are supervised during field trips and are expected to follow school rules and other guidelines established before the trip. We are limited in the number of chaperones we are able to take on field trips. These limitations are imposed by the sites we visit as well as by the limited amount of space we have on school buses. If you do not want your child to participate in a field trip, please notify the principal.

MONEY

Students should not carry extra money to school. Lunch money or any other money should be sent in a sealed envelope marked with both the student's and teacher's name.

ITEMS NOT TO BRING

Children are not to bring items that are disruptive or that are potentially dangerous to themselves or to others. This includes, but is not limited to: knives, laser pointers, matches, toy guns, water guns, skates, skateboards, hard balls, baseballs, bats, yo-yo's, face paint, hair paint, make-up, electric games/devices, etc. The school is not responsible for such items and any items brought by the student are turned in to the office. Students in need of "fidgets" must have a confirmed prescription from a doctor and prior approval from the principal or case manager before bringing to school or it will be confiscated. It also may only be used at appropriate times. Students who use laser pointers during any extra-curricular events will be dismissed from the event and are subject to the ruling of administration concerning attending future events.

MEDIA CENTER

CHECK OUT PROCEDURES

- Three book limit (two book limit for kindergarten students)
- One book limit if previous books not returned
- Materials checked out at the Media Center circulation desk

Requests to the media specialist for books on certain subjects and/or authors are necessary two weeks in advance. Books requested through Inter-Library loan take longer. Students who misuse computers or maker space lose the privilege.

PHYSICAL EDUCATION

The physical education program is co-educational. If a student must be excused from participating in physical education, he/she must bring a written excuse from his/her parent/guardian. Students may not be excused (including recess) for more than one day without a doctor excuse. Gym shoes, which are not used as street shoes, are required for use in the gym.

RECESS GENERAL GUIDELINES

Each child needs breaks and is expected to participate in recess. It is extremely important that children play outdoors during recess. During excessively cold or wet weather, the time is either reduced or the children play in the gym/pod (wind chill below 5 degrees). If a child is under a doctor's care, recovering from an illness that caused absences, or suffers from severe recurring illnesses such as asthma, ear infections,

etc., notes to keep the child inside for recess are necessary. If children must be in for more than one day, a doctor excuse is required. If a child is excused from recess, he/she is not allowed to participate in P.E. that day.

STUDENT RIGHTS AND RESPONSIBILITIES

Student complaints and grievances regarding board policy or administrative regulations and other matters should be addressed to the student's teacher or another licensed employee, other than the administration, for resolution of the complaint. It is the goal of the board to resolve student complaints at the lowest organizational level.

If the complaint cannot be resolved by a licensed employee, the student may discuss the matter with the principal within 15 days of the employee's decision. If the matter cannot be resolved by the principal, the student may discuss it with the superintendent within 10 days after speaking with the principal.

If the matter is not satisfactorily resolved by the superintendent, the student may ask to have the matter placed on the board agenda of a regularly scheduled board meeting in compliance with board policy.

GOOD CONDUCT POLICY FOR MIDDLE AND HIGH SCHOOL STUDENTS FORM

I, _____ parent/guardian of
_____ (student) have read and agree with the conditions
of the Good Conduct Policy.

Student Insurance, Athletic

It shall be the policy of the Sioux Central Community School that all students participating in interscholastic athletics be adequately insured. All students participating in interscholastic athletics are required to purchase school insurance (as determined by the board of education) or have a signed parental statement indicating that they are adequately covered under their own family protection plan. Insurance policy and parental statement forms may be obtained through the school's insurance company, Student Assurance Company.

Parental statement form follows:

I, _____ parent/guardian of
_____ (student athlete) do not want the student insurance plan approved by the Sioux Central School District. Our family is adequately covered through a family plan that we have selected. We understand that insurance, in the event of interscholastic injury, is required by the Sioux Central Community School system.

My insurance company is: _____

Parent/Guardian Signature: _____

Student Athlete name: _____

Date: _____

The following forms must be signed and **returned to school by Friday, August 30th**.
Students are not permitted to participate in activities if forms are not returned.

I HEREBY ACKNOWLEDGE THAT I READ THE HANDBOOK FOR SIOUX CENTRAL COMMUNITY SCHOOL DISTRICT AND AGREE TO ABIDE BY ALL POLICIES SET FORTH IN THIS HANDBOOK.

Student name(s) _____

Grade level(s) _____

Signature of student(s) _____

Signature of parent/guardian _____

Date _____

PARENTAL AUTHORIZATION AND RELEASE FORM FOR THE ADMINISTRATION OF MEDICATION TO STUDENTS

Pupil's Name _____ Grade _____ Age _____

Parents/Guardians name _____ Phone _____

Physician _____ Name of Medication: _____

Dosage: _____ Time to Be Given: _____

Date to Be Given: from _____ to _____

Possible Side Effects (if any): _____

Diet Restriction: _____

I hereby request Sioux Central Community School District, or its authorized representative, to administer the above-named medication to my child named above and agree to:

- Submit this request to the school nurse or appropriate school personnel.
- Personally ensure that appropriate school personnel receive the medication in the container in which it was dispensed by the prescribing physician or licensed pharmacist or is in the manufacturer's container;
- Personally ensure that the container in which the medication is dispensed is marked with the student name, medication name, dosage, interval dosage, route and date.

Signing this form gives permission to the school nurse to contact the prescriber as needed and permission to share medication information with appropriate school personnel.

I hereby give written authorization to a qualified employee of the Sioux Central School District to administer the medication to the above named student during school hours.

It is understood that this relieves all school personnel and the Sioux Central School District from responsibility in administering this medication: providing directions are carefully followed. The school is merely carrying out the physician's recommendation, and/or Parent or Guardian request.

Parent/Guardian Signature _____

Date _____