Blue River Valley Elementary School
Student Handbook
2026-2027



BLUE RIVER VALLEY ELEMENTARY SCHOOL
4713 N. Viking Trail
New Castle, IN 47362
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Cultivating Communities…Growing Expectations…Empowering Dreams

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BASIC SCHOOL INFORMATION

SCHOOL HOURS

8:00-2:55

Doors open at 7:35. Students report directly to their classrooms. Students who are not in class by 8:00 are considered tardy.

BREAKFAST

All students are eligible for free breakfast. Breakfast will be served in the classrooms.

ACCESS TO GRADES

Student grades are available in PowerSchool. Parents/Guardians and older students can check grades as often as they like. Academic and attendance notifications can be set up within PowerSchool.

VISITORS

All visitors must report to the office to sign in with their Driver's License. At that time, you will be given a visitor's badge, which you must wear at all times. All visitors must enter through the main entrance. Visitors must access the video/audio call button located by the front door to be admitted to the building.

CONFERENCES WITH STAFF

We encourage families to communicate with our staff as often as needed. If you want to meet with a staff member, please email or call the school office to schedule an appointment. Due to prior commitments, staff members will not be able to meet at unscheduled times.

DAMAGED OR LOST ITEMS

Students will be charged for damaging or losing school-owned books, supplies, and BRV electronic devices. There will be no consideration given as to the age or condition of the item, only that it was usable and must be replaced at the current market value.

SCHOOL CLOSINGS AND DELAYS

The Superintendent decides whether to close or delay school. Students and families are urged to register with our automatic calling system and listen to local radio, TV stations, and social media for school-related announcements whenever the weather is questionable.

Social Media: Blue River Valley Elementary School Facebook

CONFIDENTIALITY

The right to privacy, as established under the Family Education Rights and Privacy Act (20 USC 1232 G) and accompanying regulations regarding student records' confidentiality, will be strictly enforced for each student.

DIRECTORY INFORMATION

Blue River Valley School Corporation designates the following items 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, most recent previous school attended, photograph and videotape not used in a disciplinary matter, and student work displayed at the discretion of the teacher with no grade displayed. The corporation may disclose any of those items without prior written consent unless notified in writing to the contrary by September 1 of each school year.

Blue River Valley Schools will forward, upon request, disciplinary records and copies of all other permanent student records to any elementary or secondary school for any student who is enrolled or seeks to enroll in school. This is a requirement of federal law.

CIVIL RIGHTS NONDISCRIMINATION POLICY

Blue River Valley School Corporation is committed to equal opportunity. It does not discriminate based on age, race, color, religion, sex, handicap conditions, or national origin, including limited English proficiency, in any employment opportunity. No person is excluded from participation in, denied the benefits of, or otherwise subjected to unlawful discrimination on such basis under any educational program or student activity.

If you have experienced discrimination in such educational programs or activities, written inquiries about procedures that are available and for consideration of complaints alleging such discrimination should be directed to Angie Vickery, angela.vickery@brv.k12.in.us, (765) 836-4816, Civil Rights Compliance Coordinator.

ATTENDANCE

Our goal is for students to be in attendance every day. Except in extended illness or highly unusual situations, more than ten (10) days out of school (excused or unexcused) is considered excessive. According to IC 20-33-2-3.2, "attend" means to be physically present: (1) in a school or (2) at another location where the school's educational program in which a person is enrolled is being conducted during regular school hours on a day in which the educational program in which the person is enrolled is being offered." Attendance is the responsibility of the student and his/her parent(s)/guardian(s). It is the responsibility of the school to enforce the attendance rules established by the Blue River Valley School Board and the state's compulsory attendance laws.

Excused Absences (Non-Countable/Countable)

Excused Absences are defined as absences that the school corporation regards as legitimate reasons for being out of school. Excused Absences are divided into two categories:

I. Non-Countable

BRVES discourages scheduling appointments during the school day. However, there are times when this is unavoidable. The following instances do <u>not</u> count towards the 10-Day Limit:

- Medical/Dental/Other Clinical Appointments - Verified in writing by parent accompaniment, arranged through the School/Guidance Office.
- Certificate of Incapacity Form – Verification from a physician stating irregular attendance.

II. Countable - Absences that are limited to ten (10) per semester

- Illness - Verified communication from parent
- Medical Appointments - Verified by communication from parent; not verified by Physician
- Pre-Arranged Absences - Follow the Pre-Arranged policy, or it will be considered Unexcused
- Family Funeral - Relative or friend (documentation may be requested)
- Family Illness/Medical
- Unexcused Absences

When a student reaches five (5) Countable Absences (per semester), the following procedures will be implemented:

- 5th Absence: Parents will be notified electronically
- 7th Absence - Parents will be notified by mail
- 9th Absence: Meeting with the parent and the student. Certificate of Incapacity shall be presented to a physician and returned to the school, indicating the student is capable of regular or irregular attendance, which results in one of two options:
    - Irregular Attendance: An individualized plan, taking the physician's recommendations into account, may be implemented to meet student needs during times of absence
    - Regular Attendance: The student is expected to be in attendance every day unless excused by a physician
- 10th Absence: Additional absences, unless excused by a physician, will be considered unexcused, and students will not earn credit for days missed. Students with 10 or more unexcused or 17 total countable absences (per school year) are considered Habitual Truants and will be reported as such. See Habitual Truancy for more information.

Exempt Absences

In these circumstances, the student is to be excused from school, not to be recorded as absent, and not penalized in any way by the school. The governing body of a school corporation may authorize the absence and excuse of a student who attends any educationally related non-classroom activity if the activity is consistent with and promotes the educational philosophy and goals of the school corporation; facilitates the attainment of specific educational objectives; is part of the goals and objectives of an approved course or curriculum; represents a unique educational opportunity; cannot reasonably occur without interrupting the school day; and is approved in writing by the school principal. The following absences are Exempt and will not count toward the 10-day limit:

- Page/Honoree of the General Assembly
- Precinct election board; helper to a political candidate or party on the date of a municipal, primary, or general election
- Subpoenaed to testify in court
- School-related activities, field trips, musical performances, etc.
- Funeral/Calling for Immediate Family Member, parent, guardian, grandparent, sibling, brother/sister-in-law, aunt, uncle, child, spouse, or household member
- Religious Observance

- Students or members of the student's household exhibit or participate in the Indiana State Fair for educational purposes.
- Certain family military experiences, as approved by the principal
- Other unique educational opportunities, as approved by the principal

Unexcused Absence

Unexcused Absences are not recognized as legitimate reasons for being out of school. Unexcused absences count towards a student's limit of 10 days and may result in making up missed time in detention and/or other disciplinary action. The following are considered Unexcused Absences:

- Truancy
- Hunting/Fishing; Shopping
- Oversleeping; Automobile problems
- Sent home for improper dress
- Pre-arranged, but didn't follow policy
- Absences beyond 10-day limit (countable)
- Other, as defined by the administration

The principal (or designee) has the authority to excuse up to two days of absences that have unique and/or extenuating circumstances not covered above.

Truancy

This policy defines truancy as an absence from school (or an assigned area) without the knowledge of a parent and/or without permission from the school. Truancy is a serious offense that will be treated as such in the disciplinary code. Truant students will not receive credit for work missed.

Habitual Truancy

IC 20-20-8-8 defines habitual truancy as students absent ten (10) days from school within a school year without being excused or under parental request from the school. Chronic absenteeism includes students absent from school for ten percent (10 percent) or more of a school year for any reason.

Under IC 20-33-2-25, the "Superintendent or attendance officer having jurisdiction shall report a child habitually absent from school in violation of this chapter to an intake officer of the juvenile court or the Department of Child Services. The intake officer or the Department of Child Services shall proceed per IC 31-30 through IC 31-40.

Pre-Arranged Absences

Parents of BRV School Corporation students should make every effort to schedule vacations, family trips, etc., during non-school times. If a child must be taken from school, the following guidelines are to be followed (Failure to meet all criteria will result in an unexcused absence):

- Notify the school **at least one week** in advance to process requests and provide assignment(s)
- Planned activity must involve the participation of the student's parent, guardian, or grandparent
- A student may have up to 5 pre-arranged absence days per school year
- Planned absences are not recommended to extend vacations (Christmas/Spring Break)
- Pre-arranged absences are countable toward the permitted limit
- Students seeking a pre-arranged absence must be passing all classes or subjects

- The principal may grant a waiver for emergency or unusual circumstances

Appointments - Leaving School Early/Arriving Late

Parents are encouraged to schedule doctor and dental appointments outside the school day whenever possible. If a student must leave school early, parents of BRV students are required to come to the school office and sign the student out. Students who must leave school early must follow these procedures:

- Written note/phone call from parent/guardian or in-person communication with the office
- Receive permission from the office
- Please sign out stating your time of departure and the reason for leaving. AM appointments should return for afternoon classes and be signed back in at the office.
- Verification of appointment from a medical professional presented to office

Absence Reporting

Parents are asked to call the school between 7:30 and 9:00 A.M. each day their son/daughter is absent from school. Student phone calls are not acceptable. Parents can also call and leave a message on the school voicemail twenty-four (24) hours a day (836-4851). Notes from medical offices must be submitted within two (2) days of the student returning to school to be considered excused-countable.

Make-Up Work

Make-up work is required for all absences. When a student has been absent, it is his/her (or parent's) responsibility to check with the teacher(s) for make-up assignments and due dates. Alternative assignments may be given to a student for class activities missed that cannot be made up. Students should expect to take tests/quizzes and to turn in work on due dates, regardless of attendance. Credit will be given for all make-up work, except for truancy and unexcused absences over the 10-day limit.

Withdrawal Procedures

1. Notify the office several days before so they can have documentation ready.

2. When the school receives a request for the student's records from the receiving school, his/her permanent records are pulled from the files, and copies are sent to the new school if all accounts are paid in full.

DISCIPLINE

Classroom Discipline Policy

Teachers have the right to teach, and students have the right to learn. If a student disrupts the learning process during class, the steps outlined in the Progressive Discipline Chart below will be followed. Teachers may have established classroom policies in addition to the school policy.

Progressive Discipline Measures

School officials may find it necessary to discipline students when their behavior interferes with school purposes or educational functions of the school corporation. Under the provisions of I.C. 20-33-8, administrators and staff members may take the following actions:

Level 1	1st	2nd	3rd	4th	5th	6th
Disruption of Education/ Transportation	Verbal Warning	Parent Notification and Recess Detention	Lunch Detention	1 Hour Detention	ISS	Admin. Discretion
Cell Phone Violation (On the bus to and from school)	Confiscation until the end of the day	Confiscation: Parent Notification	Confiscation; Recess Detention; Parent Pick-up;	Confiscation; 2 Lunch Detentions; Parent Pick-up;	Confiscation; 1 Hour Detention; Parent Pick-up	Admin. Discretion
Technology Misuse (Distractions, Videos, etc.)	Teacher Warning	Parent Notification and Recess Detention	Lunch Detention	1 Hour Detention	ISS	Admin. Discretion
Horseplay/Teasing	In-Class Consequence and Parent Notification	Parent Notification and Lunch Detention	1 Hour Detention	ISS	OSS	Admin. Discretion

Level 2 and 3 - All Levels 2 and 3 require parent notification

Level 2	1st	2nd	3rd	4th	5th	6th
Cheating	Receive a zero on the assignment	1 Hour Detention: Receive a zero on the assignment	1-3 ISS: Receive a zero on the assignment	1-3 ISS: Receive a zero on the assignment	Fail the Course for the 9 weeks.	Fail the Course for the Semester.
Profanity	Recess Detention	Lunch Detention	1 Hour Detention	ISS	OSS (1-3 days)	Admin. Discretion
Hitting/Striking	1 hour detention	2 hour detention	ISS	OSS	Admin. Discretion	
Insubordination/ Defiant Behavior	1-Hour Detention	1-2 days ISS	1-3 days OSS	3-5 days OSS	Expulsion	Admin. Discretion
Theft	1 Hour Detention;	ISS; Restitution	OSS; Restitution	OSS Restitution	Expulsion	

	Restitution					
Intentional Technology Damage	Restitution; 1 Hour Detention	Restitution; Meeting with Guardians & Student	Restitution; ISS	Restitution; 1 - 3 days OSS		Admin. Discretion
Cell Phone Violation (During School Day of Bell to Bell)	Confiscation; Lunch Detention Parent Pick-Up	Confiscation ; 2 Lunch Detention; Parent Pick-Up	Confiscation ;ISS; Parent Pick-Up	Confiscation; 1 OSS; Parent Pick-Up	Confiscation; 3 OSS; Parent Pick-Up	Admin Discretion

Level 3	1st	2nd	3rd	4th	5th
Habitual Offender	Behavior Contract	Expulsion			Admin. Discretion
Vandalism/ Destruction of Property	Restitution 1 Hour Detention/	Restitution ISS	Restitution OSS	Restitution OSS	Expulsion/ Restitution
Vulgar language, gestures, racial slurs, sexual innuendo **towards another student**	1 day ISS	3 days ISS	3 days OSS	Admin. Discretion	
Vulgar language, gestures, racial slurs, sexual innuendo **towards school personnel**	1 day OSS	3 - 5 days OSS	Admin. Discretion		
Threats/ Intimidation/ Fighting	1-3 OSS	3-5 OSS	Expulsion		
Bullying/ Cyberbullying/S exual Harassment	OSS	OSS	Expulsion		

Technology Misuse (Inappropriate Websites, Identity Theft, Lewd Material etc.)	ISS Computer Restriction	OSS	OSS	Expulsion	
Tobacco/ E-Smoking Devices	3 Day OSS	5 Day OSS	Expulsion		
Alcohol	Expulsion				
Firearms/ Weapons/ Falsifying Alarms and Threats	Expulsion				
Drugs or Paraphernalia	Expulsion				
Contraband	ISS	OSS	OSS	Expulsion	
Public Indecency	1-3 OSS	OSS	Expulsion		

Appendix A: Grounds for Suspension or Expulsion

The grounds for suspension or expulsion listed below apply when a student is:

- On school grounds immediately before, during, and immediately after school hours and at any other time when the school is being used by a school group (including summer school);
- Off school grounds at a school activity, function, or event; or
- Traveling to or from school or a school activity, function, or event.

A violation by a student of a rule listed in Sections A and B is subject to a range of disciplinary consequences imposed by teachers or administrators intended to be progressive and move to a more serious consequence with each violation of the same or similar rules. In recognizing that violations of specific rules and the resulting consequences will be dependent upon the age of the student, the number of prior violations, and the severity of the violation, the principal of each building level shall develop the minimum and maximum consequences for each rule for their building that is to be approved by the board annually and published in the student handbook for each building. The appropriate consequence should be the least severe, which will adequately address any danger to the students and other persons, prevent further disruption of activities, and promote student achievement.

I. Student Misconduct and/or Substantial Disobedience

Grounds for suspension or expulsion are student misconduct and/or substantial disobedience. The following rules define student misconduct and/or substantial disobedience for which a student may be suspended or expelled:

A. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other conduct constituting an interference with school purposes or urging other students to engage in such conduct. The following enumeration is only illustrative and not limited to the type of conduct prohibited by this rule:
    1. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.
    2. Blocking entrance/exits of any school building, corridor, or room therein with intent to deprive others of lawful access to, from, or use of the building, corridor, or room.
    3. Setting fire to or damaging any school building or school property.
    4. Prevention of or attempting to prevent by physical act the convening or continued functioning of any school or education function, or any meeting or assembly on school property.
    5. Intentionally making noise or acting in any manner to interfere with the ability of any teacher or any other person to conduct or participate in an educational function.
B. Engaging in any kind of aggressive behavior that does physical or psychological harm to another person or urging other students to engage in such conduct. Prohibited conduct includes coercion, harassment, bullying, hazing, or other comparable conduct.
C. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons. Prohibited violent or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.
D. Causing or attempting to cause damage to school property, stealing or attempting to steal school property.
E. Causing or attempting to cause damage to private property, stealing or attempting to steal private property.
F. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person.
G. Threatening or intimidating anyone for any purpose, including obtaining money or anything of value.
H. Threatening (whether specific or general) injury to persons or property damage, regardless of whether there is a present ability to commit the act.
I. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property when the student has information about such actions or plans.
J. Possessing, handling, or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.
K. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, edibles, designer drugs, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant, or depressant of any kind, or any paraphernalia used in connection with the listed substances. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.

1. Exception to Rule K: A student with a chronic disease or medical condition may possess and self-administer prescribed medication for the disease or condition if the student's parent has filed a written authorization with the building principal. The written authorization must be filed annually. The written authorization must be done by a physician and must include the following information:
    - The student has an acute or chronic disease or medical condition for which the physician has prescribed medication.
    - The nature of the disease or medical condition requires emergency administration of the prescribed medication.
    - The student has been instructed on how to self-administer the prescribed medication.
    - The student is authorized to possess and self-administer the prescribed medication.

A. Possessing, using, or transmitting any substance that is represented to be or looks like a narcotic drug, a hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind.
B. Possessing, using, transmitting, or being affected by caffeine-based substances other than beverages, substances containing phenylpropanolamine (PPA), stimulants of any kind, or any other similar over-the-counter products.
C. Possessing, using, distributing, purchasing, or selling tobacco or nicotine devices containing products of any kind or in any form (to include any e-smoking device).
D. Offering to sell or agreeing to purchase controlled substances/alcoholic beverages.
E. Failing to comply with directions of teachers or other school personnel during any time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.
F. Failing to thoroughly and truthfully respond to questions from a staff member regarding school-related matters, including potential violations of the student conduct rules or state or federal law.
G. Falsely accusing any person of sexual harassment or of violating a school rule and/or a state or federal law.
H. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.
I. Aiding, assisting, agreeing, or conspiring with another person to violate these student conduct rules or state or federal law.
J. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
K. Taking, recording, displaying, and/or distributing pictures (digital or otherwise), video, or audio recordings without the consent of the student or staff member in a situation not related to a school purpose or educational function.
L. Possessing sexually related materials that include images displaying uncovered breasts, genitals, or buttocks.
M. "Sexting" or using a cell phone or other personal communication device to possess or send text or email messages containing images reasonably interpreted as indecent or sexual. In addition to taking any disciplinary action, phones will be confiscated, and students should be aware that any images suspected of violating criminal laws will be referred to law enforcement authorities.
N. Engaging in pranks or similar activities that could result in harm to another person.

O. Using or possessing gunpowder, ammunition, or inflammable substance.
P. Violating any rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:
    1. engaging in sexual behavior on school property;
    2. engaging in sexual harassment of a student or staff member;
    3. disobedience of administrative authority;
    4. willful absence or tardiness of students;
    5. engaging in speech or conduct, including clothing, jewelry, or hairstyle, that is profane, indecent, lewd, vulgar, or refers to drugs, tobacco, alcohol, sex, or illegal activity;
    6. violation of the school corporation's acceptable use of technology policy or rules;
    7. violation of the school corporation's administration of medication policy or rules;
    8. possessing or using a laser pointer or similar device.
    9. Possessing or using mace, pepper spray, or any other material or item that has caused or will imminently cause substantial disruption to school operations.
Q. Using a technology device to engage in an activity that violates school rules.
R. Any student conduct rules the school building principal establishes and gives notice of to the students and parents.

II. Bullying

A. This rule applies when a student is:
    1. On school grounds immediately before or during school hours, immediately after school hours, or at any other time when the school is being used by a school group (including summer school);
    2. Off school grounds at a school activity, function, or event;
    3. Traveling to or from school or a school activity, function, or event; or
    4. Using property or equipment provided by the school;
B. Bullying by a student or groups of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student through overt, repeated acts or gestures, including verbal or written communications transmitted and/or physical acts committed, or any other similar behavior is prohibited.
C. Data or computer software accessed through a school computer, a school computer system, or a school computer network to engage in any bullying conduct described in this rule is also prohibited.
D. Parents or students who suspect acts of bullying are taking place need to report the matter to the school principal/designee. School personnel will investigate all reports of bullying.
E. Counseling, corrective discipline, and/or referral to law enforcement will be used to change the perpetrator's behavior. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation.
F. Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention of bullying.
G. All schools in the corporation are encouraged to engage students, staff, and parents in meaningful discussions about the negative aspects of bullying. The parent involvement may be through parent organizations already in place in each school.

H. The penalty for violation of this section prohibiting bullying is up to 10 days of suspension and expulsion from school for a period not to exceed the remainder of the current semester and one entire semester.

III. Possessing A Firearm or A Destructive Device

A. No student shall possess, handle, or transmit any firearm or a destructive device on school property.

B. The following devices are considered to be a firearm under this rule:

1. Any weapon that will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
2. Any firearm muffler or firearm silencer;
3. Any destructive device which is an explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or any similar device;
4. Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has a barrel with a bore of more than one-half inch in diameter; -
5. Any combination of parts, either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled;
6. An antique firearm or
7. A rifle or a shotgun that the owner intends to use solely for sporting, recreational, or cultural purposes.

C. The penalty for possession of a firearm or a destructive device suspension of up to 10 days and expulsion from school for at least one calendar year, with the return of the student to be at the beginning of the first semester after the one year. The superintendent may reduce the length of the expulsion if the circumstances warrant such a reduction.

D. The superintendent shall immediately notify the appropriate law enforcement agency when a student engages in the behavior described in this rule.

IV. Possessing A Deadly Weapon

A. No student shall possess, handle, or transmit any deadly weapon on school property.

B. The following devices are considered to be deadly weapons for purposes of this rule as defined in I.C. 35-31.5-2-86:

1. a weapon, tasers or electronic stun weapon, equipment, chemical substance, or other material that, in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury;
2. an animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime or
3. a biological disease, virus, or organism capable of causing serious bodily injury.

C. The penalty for possessing a deadly weapon is up to 10 days suspension and expulsion from school for up to one calendar year.

D. The superintendent may notify the appropriate law enforcement agency when a student engages in the behavior described in this rule.

V. Unlawful Activity

A student may be suspended or expelled for engaging in unlawful activity on or off school grounds if the unlawful activity may reasonably be considered to interfere with school purposes or an educational function, or the student's removal is necessary to restore order or protect

persons on school property. This includes any unlawful activity meeting the above criteria during weekends, holidays, other school breaks, and the summer period when a student may not be attending classes or other school functions.

Detention

Detention can be held during lunch, recess, or after school. It can last 30 minutes to one hour and spread over several days. Before attending detention, the student is responsible for obtaining class assignments from each teacher.

- Students will not be allowed to go to the classroom or use the telephone (emergency excepted).
- Students will not be allowed to put their heads down or sleep.
- The room will not allow electronics, cards, or other recreational items.
- No food or beverages in the room (except Lunch Detention) may be consumed.
- Students are required to have class assignments with them.
- Tutoring in some subjects may be available to the students.
- A student with a medical excuse, a family death, or any other excuse will be assigned a make-up by the principal.

FAILURE TO ATTEND DETENTION MAY RESULT IN OUT-OF-SCHOOL SUSPENSION: If a student fails to comply with all rules, the teacher in charge may send him/her home from detention. Any disciplinary disruption in detention will result in an out-of-school suspension(s).

Anti-Bullying Policy

"Bullying" (per IC 20-33-8-2) means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other targeted student and create for the targeted student an objectively hostile school environment that:

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

Bullying fosters a climate of fear and disrespect that can seriously impair the physical and psychological health of its victims and create conditions that negatively affect learning. Bullying includes unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated or has the potential to be repeated over time. The power imbalance involves using physical strength or popularity to access embarrassing information to control or harm

others. Bullying can occur anywhere (in school or outside of school) and at any time – both during and after school hours. Bullying can include physical bullying, verbal bullying, social/relational bullying, and electronic/written communication.

Everyone within the Blue River Valley School Corporation is expected to treat others with dignity and respect. Bullying in any form or manner is prohibited and will not be tolerated in our schools. All acts of bullying, as defined by law, will be reported to the staff or administration. All incidents will be thoroughly investigated and handled on a case-by-case basis. Incidents of bullying may be reported online by going to the corporation's website and clicking on the "reportbullying.com" icon.

Physical

Hurting a person's body or possessions: hitting/kicking/punching, spitting, tripping or pushing, taking/breaking someone's things, and/or making mean or rude hand gestures.

Verbal

Saying mean things: teasing, name-calling, inappropriate sexual comments, taunting, or threatening to cause harm.

Social/Relational

Hurting someone's reputation or relationships: telling others not to be friends with someone, leaving someone out on purpose, spreading rumors, or embarrassing someone in public.

Electronic/Written

Cyberbullying, collective or group note writing, and/or bullying through electronic devices.

All acts of bullying, as defined by the law, will be reported to the administration and thoroughly investigated. Upon investigation, appropriate actions will be taken.

CELL PHONE and ELECTRONIC DEVICES POLICY

Personal Electronic Devices (Cell Phones, Smart Watches, Gaming Devices, and Wireless Earbuds)

Indiana passed a new law that went into effect on July 1, 2026 (State Enrolled Act 78) requiring all public and charter schools to prohibit students from using and having cell phones, smart watches, headphones, and gaming devices on them during the school day.

Personal cell phones, smart watches, wireless earbuds/headphones, and gaming devices are not permitted to be carried or worn throughout any part of the school day. If these items are brought to school, they are to be turned off and stored in his or her cubby from 8:00 am until 2:55 pm. BRV is not responsible for any item that is stored in a student's cubby.

Personal videos and/or photography are not permitted at any time during a school day unless authorized by a classroom teacher or administration.

Areas Off-Limits to Students

Students are never to be:

- In any electrical, boiler, custodial/maintenance, or break room.
- In the parking lot during school hours without permission.
- In the school building with cleats
- In hallways or at a teacher's classroom door during class time without proper authorization.

DRESS CODE

There is a relationship between good dress and proper school behavior. Any type of attire that attracts undue attention to the wearer and thus causes a disruption to the school is in bad taste and not acceptable. Students in violation of school standards regarding acceptable dress will have to call their parents and have their parents bring suitable clothing.

In general, attire should be school-appropriate. Guidelines for student dress are listed below:

1. Shoes with backs are preferred. Flip-flops and sandals are not recommended for the playground.
2. Wear proper foundation garments, and don't wear see-through materials. Spaghetti strap shirts are not permitted.
3. The abdominal area should not be exposed.
4. Caps, hats, bandannas, sweatshirt hoods, and sunglasses should not be worn inside the classroom during school hours unless special permission is granted or announced for dress-up days.
5. No article of clothing will be allowed that has profanity (including communication with double meanings), racial slurs, sexual connotations, gang connotations, or apparel that promotes or advertises alcohol, drugs, or tobacco products.
6. Pants or shorts with holes, slits, or rips above the knee are not permissible.
7. The Administration reserves the right to decide when questions arise concerning appropriate dress.

BUS CONDUCT

Students must act responsibly when riding the school bus to maintain safe and comfortable transportation. RIDING THE BUS IS A PRIVILEGE. All school rules and regulations apply to conduct on the school buses. Failure to follow reasonable directions of a driver or violation of school rules may result in suspension from school or denial of bus riding privileges. Students must not behave in a manner that interferes with the bus driver:

- Board the bus in an orderly manner.
- Students should remain seated while the bus is in motion.

- Possession/use of tobacco, E-smoking devices, or any other illegal substances is prohibited.
- Profanity, name-calling, and horseplay are not allowed.
- Vandalism and littering are prohibited.

Cell Phone Use Policy on the Bus

To ensure a respectful and safe environment on the bus, the following rules apply to cell phone use:

1. **Cell Phone Use Permitted:** Students may use cell phones for texting, calling, and other non-disruptive activities while on the bus.
2. **Restrictions on Media:** Videos, recordings, and pictures are strictly prohibited unless the student or bus driver gives explicit permission.
3. **Discipline for Violations:** Any violation of this policy will be subject to the progressive discipline plan, which may include warnings, detentions, or other consequences as outlined in the school's discipline policy.

REGULATIONS and SAFETY RULES FOR STUDENTS RIDING THE SCHOOL BUS

School bus drivers are to have control of all school children conveyed between the children's homes and the school building. The driver shall keep order and maintain discipline among the children while on the bus or along the route; shall civilly treat all the children, see that no child is imposed upon or mistreated while in his/her charge; and shall look out for the safety of the children under his/her charge. School bus drivers shall ensure that the following regulations are observed by all pupil passengers:

1. The child will wait at his boarding station when the school bus arrives.

2. Children should wait away from the edge of the road at the bus stop.

3. Each pupil shall be located immediately upon entering the bus in the place assigned by the driver.

4. No windows or doors will be opened or closed except by permission of the bus driver.

5. Report anything damaged on the bus to the driver.

6. If a child knows he won't be on the bus for various reasons, the parents are responsible for notifying the teachers and bus drivers in writing. Pertinent information should be included to aid the school in speeding up bus dismissal at the end of the day.

7. When the bus comes to a RR crossing, there will be no talking on the bus so the driver can hear an approaching train.

8. Students must always wear seatbelts on buses that are equipped.

General Bus Expectations:

- **Do the right thing**
- **Sit on pockets**

- **Hands to self**
- **Voice level 2**

HEALTH/MEDICAL

Communicable Disease

"The local health officer may exclude from school a student who has a dangerous communicable disease that is transmissible through the normal school community. . . the local health officer shall issue a certificate of health to admit or readmit the student to school." (I.C. Chap. 9.5, 16-1 Section 6) The local public health officer will decide on admittance or exclusion. This decision will be made in writing and filed separately from regular student records.

Vision Screening

Students in grades K, 1, 3, and 5, plus new students and referrals, will be given vision screening during the school year by the nurse. Public Law 140-1986, IC 20-8.1-7-16 states that an annual vision test, using the modified clinical technique described in subsection (C), is required upon their enrollment in either kindergarten or the first grade. Your pediatrician is no longer able to do this exam, and an optometrist must do it.

Hearing Screening

To identify students with hearing loss, hearing tests will be given to all students in grades K, 1, and 4, any student who has transferred from another school district, students suspected of having hearing loss, and students enrolled in speech therapy.

Medication

Medication should be given at home whenever possible. School personnel will administer only medications necessary for the child to remain in school, which must be provided during school hours. All prescription medications must be delivered to the school nurse to be counted and recorded.

1. No medication prescribed by a physician shall be given to a student without the written consent of the student's parent and physician. The pharmacy label can serve as written consent of the physician.

2. Written consent of the parent shall be valid for one (1) year and must be obtained at least annually.

3. Written consent of the parent shall be kept on file at the student's school.

4. The medication will be kept in a secure place in the office.

5. The parent may, upon request, obtain a copy of the written policy.

6. The school nurse or office personnel will supervise the taking of the medication.

7. A Medication Administration Permission form

https://drive.google.com/file/d/17fxfyqCaAg5x2Z8wkqPmD4m0ThsFr031/view

completed by the parent must accompany the medication. If a student takes a non-prescription medication, it must be in its original bottle. A Medication Administration Permission form, completed by the parent, must accompany the medication, as required by IC 34 416.53.5.

Sometimes, it may benefit a student to be responsible for self-administering his/her medications. In such cases, the student must show competence in effectively, responsibly, and safely administering such medication. The medication must be kept on the student's person or secured so that it is not accessible to other students. The doctor, parent/guardian, and the school principal or nurse must approve self-administration. The safety of other students must be taken into consideration. It would be desirable for students who administer their medications to keep a log with dates and times medication is taken.

We request that medications NOT be sent to school on the school bus but delivered to school by a responsible adult along with proper written parent permission.

Illness

To help prevent the spread of illness, please do not send your child to school if they have a communicable disease or fever greater than 99.9 degrees taken orally. Students must be fever-free for 24 hours, without the intervention of fever-reducing medication, before returning to school after an illness.

In the event of an illness or accident, we will contact you immediately; thus, we need an up-to-date home phone, business phone, and emergency number on file. The school must also have pertinent health information (I.e., allergy to bee stings, subject to seizures or asthma attacks). It is the parent or guardian's responsibility to ensure that this is on file. Health information can be updated by parents or guardians on PowerSchool when annual registration for the school year is completed. Health information can be emailed to our nurse at anne.hughes@brv.k12.in.us as needed as well.

EXTRACURRICULAR

Extra-curricular Participation and Attendance

A student must be in attendance at school on the day he/she attends any school function. Students suspended or absent from school may not attend school functions on the day of suspension or absence or over the weekend if the suspension or absence is on a Friday. Absences for other reasons will be considered by the event sponsor and principal for participation.

Academic Requirements for Extra-curricular Activities

To be eligible to participate in extracurricular activities at the elementary school, a child must have passing grades in their subjects. If a child is not passing, they may practice but not participate in game activities. Students receiving an office referral could miss up to one full game or meet.

Elementary Athletics

At the elementary school, we strongly encourage all students to take part in the extra-curricular events offered. We stress fundamentals and participation and feel that the winning aspect will come with confidence and improvement in self-esteem.

We are offering the following programs for children to participate in this year. The times and dates will be announced at a later date.

1. Elementary Basketball for 5th and 6th grade

2. Junior High Cross Country and Track for 4th, 5th, and 6th grade

3. Cheerleading for 5th and 6th grade

4. Junior High Wrestling for 5th and 6th grade

5. Junior High Softball and Baseball for 6th grade

6. Junior High Tennis for girls in grades 4th, 5th, 6th, 7th, and 8th

7. Jr. Vikings volleyball and basketball for students in grades K-4

As every extra-curricular and athletic program must be self-supported, an admission fee will be charged at the home events during basketball season. The program directors and coaches share the responsibilities involved in assessing the needs of the program. BLUE RIVER VALLEY ELEMENTARY DOES NOT HONOR HIGH SCHOOL ALL-SPORTS PASSES FOR ELEMENTARY GAMES.

PARENT INVOLVEMENT

Parental Involvement

Parents are encouraged to be involved in their child's educational experiences, enrichment activities, and family and community involvement opportunities at school. We welcome parents to visit and participate in our elementary school. Opportunities include the Fall Carnival, athletics, Book Fair, field trips, Spell Bowl, Math Bowl, and more. Please check with your child's teacher or the school to find out about upcoming events and how to get involved.

PTO

Blue River Valley School has a Parent-Teacher Organization operating within a set of by-laws and the bounds of law set forth by not-for-profit regulations and the Indiana State Board of Accounts. Parents are encouraged to participate in the PTO's activities and efforts to sponsor programs that benefit all children. The dates of the meetings are advertised in the school newsletter, on the school web page, and on the school and PTO Facebook page.