BLUEWATER ELEMENTARY

Parent and Student Handbook
2026-2027

Jordan Berry, Principal
Kristen O'Shea, Assistant Principal
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August 2026

Dear Bluewater Families,

Thank you for your generous support and encouragement as we start a new school year. Please take time to review this document and review the student planner handbook for grades 2-5. This handbook contains important information about Bluewater policies as well as Okaloosa County district policies that we follow. We strive to keep our students safe, help them become responsible citizens, and teach them to respect those around them. We believe that keeping an open line of communication between the school and home is a vital part of your school experience. As we move forward together, below you will find a few priorities to help Bluewater be the best school it can be.

SAFETY- WE LOVE VISITORS but we have scheduled times and procedures in place to be sure everyone on campus is SAFE!!! ALL VISITORS MUST CHECK-IN IN THE FRONT OFFICE TO RECEIVE A VISITORS PASS. You will need a driver's license each time you check out your student or print a visitor's pass. Our School Check-in system must be able to scan the bar code on the back of your state issued license. **All visitors must wear a yellow visitor sticker at all times.** Please be sure that students arrive on time between 8:35-8:50. Students who arrive earlier than this will not have the supervision we strive to provide pursuant with School Board Policy 4-27. ****For everyone's safety, please turn off cell phones when on the car rider ramp. No texting and driving on campus.** Due to PE and recess being conducted in the car rider area, the afternoon car rider ramp will open at 3:05 PM.

SUPPORT- Thank you for the continued support that you provide our school, teachers, and staff members. We are able to do so much more because of our wonderful parent support system. Monies, generated through our PTO, fund classroom supplies and special events throughout our school.

We love supporting our students and we want them to obtain high levels of academic achievement. If you have any concerns or would like to speak to your child's teacher, please email them or call 850-833-4240 to leave a message in the office. Your child's teacher will be happy to schedule an appropriate time to conference with you. Morning drop off is not a time for parent conferences. Teachers must supervise students at all times.
If you're dropping off a forgotten item, bring to our office. We will be sure to get your item to its destination.
Thank you again for all that you do to make Bluewater the wonderful school that it is!

Mr. Jordan Berry	Mrs. Kristen O'Shea	Mrs. Lauren Brown	Heather McClaren
Principal	Assistant Principal	Dean of Students	School Counselor

This handbook features topics in alphabetical order beginning on page 6.

Okaloosa County School District

OUR MISSION

Placing students on a pathway to success by providing high quality instruction, a wide array of marketable experiences, and unparalleled extracurricular opportunities while developing relationships that meet both their academic and emotional needs.

OUR VISION

Preparing today's students for success within and beyond the classroom.

OUR SHARED VALUES

We are **PASSIONATE** about what we do.
We make **DATA-BASED** decisions.
We are personally **ACCOUNTABLE** and have courage to hold others accountable.
We **LISTEN** and seek to understand.
We are lifelong **LEARNERS**.
We are committed to **COACHING** and **DEVELOPING** our people.
We value **HUMILITY**.
We are grounded in the **RELATIONSHIPS** we build.

OKALOOSA SCHOOLS



THE NEXT GENERATION...

MISSION OF THE FLORIDA EDUCATIONAL SYSTEM

Allow students to increase their proficiency by allowing them the opportunity to expand their knowledge and skills through rigorous and relevant learning opportunities.

DIVERSITY STATEMENT

The Okaloosa School District recognizes the racial and ethnic diversity among its students, faculty, staff and school administrators. Educators in Okaloosa District Schools understand, value, and integrate diversity throughout the educational process. Teachers have high academic expectations for all students and draw upon the diverse cultural backgrounds of students to ensure that students learn. Race and ethnicity will never be an excuse for differing expectations of performance nor a reason for discrimination or preferment. Good citizenship and democratic values, which forge a better society, are expected from all students and are incorporated in both the formal and informal curricula.

PURPLE STAR SCHOOL OF DISTINCTION



Bluewater Elementary is a proud Purple Star School of Distinction!

The Florida Purple Star School of Distinction Designation was established by the Florida legislature in 2021 and further defined in Rule 6A-1.0999, Florida Administrative Code. The purpose of the Purple Star School of Distinction Designation is to recognize schools that support the unique needs of military families, help military-connected students navigate critical challenges and provide resources for military-connected students when transitioning to a new school environment.

OKALOOSA COUNTY SCHOOL DISTRICT
Okaloosa County, Florida
2026-2027 School Year Calendar

Pre-School Planning	**Friday - Tuesday**	**August 5 – Aug. 10, 2026**
Professional Development Day	Friday	August 7, 2026
First Day of School for Students	**Tuesday**	**August 11, 2026**
Labor Day Holiday	Monday	September 7, 2026
End: 1st Grading Period	**Friday**	**October 9, 2026**
Teacher Work Day/ Student Holiday	Monday	October 12, 2026
Veterans Day Holiday	**Wednesday**	**November 11, 2026**
Thanksgiving Holidays	Monday-Friday	November 23 - 27, 2026
End of First Semester	**Friday**	**December 18, 2026**
Winter Break Holidays	Monday - Wednesday	December 21 – January 4, 2027
Teacher Work Day/ Student Holiday	**Tuesday**	**January 5, 2027**
Professional Development Day/Student Holiday	Wednesday	January 6, 2027
Martin Luther King Jr. Holiday	**Monday**	**January 18, 2027**
President's Day Holiday	Monday	February 15, 2027
End: 3rd Grading Period	**Friday**	**March 12, 2027**
Spring Break Holiday	Monday - Friday	March 15 – 19, 2027
Teacher Work Day/Student Holiday	**Monday**	**March 22, 2027**
End of Semester/Last Day for Students	Thursday	May 27, 2027
Memorial Day Holiday	**Monday**	**May 31, 2027**
Last Day for Teachers	Tuesday	June 1, 2027

A: <u>ELEMENTARY SCHOOL (K-5) ATTENDANCE</u>

Okaloosa County Pupil Progression Plan link below:

https://www.okaloosaschools.com/files/_site/district/ppp/ppp-elementary-2022-23.pdf

From page 17: "Patterns of nonattendance and truancy are identified as early warning signs of academic failure. Students with chronic absenteeism, are found to have the lowest academic achievement which puts them at greater risk for dropping out of school."

Bluewater believes that regular attendance provides students the opportunity to master required skills at each grade level. Many integral activities, including class discussions, group experiences, field trips, guest speakers, and direct instruction, cannot be simulated or replicated with makeup work. When you miss school, you miss out.

A. ABSENCES DEFINED p. 18 of Pupil Progression Plan (see link above)

Excused absences are absences resulting from the following:

- Death in the family or any other bona fide family emergency;
- Illness or injury **requiring** medical or dental attention (physician's statement required);
- Illness, injury, or circumstances **not requiring** medical attention will require a parent note explaining the absences, up to 9 absences per semester;
- Appointments for medical or dental care (physician's statement required);
- Religious holidays- Pupils are permitted to be absent in observance of established religious holidays, but they must be counted absent on all school records. Absences of a religious nature, preceded by prior parent notice, will not require written notification on the student's return to school. Religious holidays considered excused absences may include Good Friday, Yom Kippur, Passover, Rosh Hashanah, and Hanukkah (Review Board policy). Students may be excused for other religious holidays if a parent makes a request in writing five (5) days prior to the absence.
- Absences due to COVID will also be excused.

Unexcused Absences are absences resulting from:

- An absence not designated as excused
- Unverified absence (Notes should be received within 5 days of the absence)
- Truancy, Suspension or Expulsion
- Participation in private lessons, activities, or classes sponsored by outside agencies

B. REPORTING AN ABSENCE

Students will have five (5) school days, including the day they return, to bring in written verification for an excused absence. The absence will be considered unexcused if the school does not receive written verification for the excused absence within that time frame.

C. ATTENDANCE NOTIFICATION PROCEDURE p. 19 of Pupil Progression Plan (see link above)

Parents will be notified:

- After the 9th absence (excused or unexcused) per semester. After the 9th absence all absences must be documented with a doctor's excuse or an excuse from a legal agency.

After the 15th absence, no makeup work will be allowed until the case has been reviewed. An Attendance Committee meeting will be scheduled with the parents.

D. MAKE-UP WORK (ALL LEVELS)

Students will be provided 5 school days to complete assignments following an ***excused*** absence; the 5-day period begins the day the student returns to school. However, the teacher and/or

principal may grant additional time for the make-up work if the individual situation warrants that action.
For more information regarding make-up work, please see the Pupil Progression Plan p. 19.

E. TARDINESS/EARLY CHECKOUT
We will track excessive early checkouts. Please remember, due to safety procedures, **checkouts will end at 2:50 daily**. The parents or legal guardian will be notified when a student accumulates five (5) unexcused early checkouts and/or late arrivals within a semester. When the number of early checkouts and/or late arrivals reaches seven (7) within a semester, the parents will be requested in writing to have a conference with the principal or his/her designee.

F. TRUANCY PROCEDURES (FL statutes: **984.03 F.S., 984.151 F.S., 1003.26 F.S.)**
The Superintendent may file a truancy petition for the following situations:
For a complete listing of truancy procedures, please see the Pupil Progression Plan page 20.

B. BICYCLE AND SCOOTERS
All students who ride bicycles or scooters to and from school should always park and lock their bicycles/scooters in the racks located in the front and back of the school. **Florida law requires that all students wear an appropriate bicycle helmet.** The School **is not** responsible for bicycles or scooters left on campus, especially after hours.

BULLYING AND HARASSMENT POLICY
To read it in its entirety please see:
https://www.boarddocs.com/fl/okaloosa/Board.nsf/goto?open&id=AASRQY60AC8B# Featured below is an abridged version of the policy.
Definitions:
Bullying means systemically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve but is not limited to:
(a) Unwanted Teasing
(b) Social Exclusion
(c) Threat
(d) Intimidation
(e) Stalking
(f) Physical violence
(g) Theft
(h) Sexual, religious, or racial harassment
(i) Public or private humiliation
(j) Destruction of property
(k) Cyberstalking

Bullying and harassment also encompasses:

(a) Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying or harassment. Reporting an act of bullying or harassment that is not made in good faith is considered retaliation.

Bullying, Cyberbullying, Harassment, and Discrimination (hereinafter referred to as bullying, as defined in Section A, for the purpose of this policy) also encompass, but are not limited to, unwanted harm towards a student or employee in regard to their real or perceived: sex, race, color, religion, national origin, age, disability (physical, mental, or educational), marital status, socio-economic background, ancestry, ethnicity, gender, gender identity or expression, linguistic preference, political beliefs, sexual orientation, or social/family background or being viewed as different in its education programs or admissions to education programs and therefore

prohibits bullying of any student or employee by any Board member, district employee, consultant, contractor, agent, visitor, volunteer, student, or other person in the school or outside the school at school-sponsored events, on school buses, and at training facilities or training programs sponsored by the district.

The School District prohibits the bullying of any student or school employee:

(1) During any educational program or activity conducted by Okaloosa County School District;

(2) During any school-related or school-sponsored program or activity or on an Okaloosa County school bus;

(3) Through the use of any electronic device or data while on school grounds or on an Okaloosa County school bus, computer software that is accessed through a computer, computer system, or computer network within the scope of the Okaloosa County School District. Threats of any kind will not be tolerated and are subject to disciplinary action per the Code of Student Conduct.

(4) Consequences and appropriate interventions for students who commit acts of bullying may range from positive behavioral interventions up to and including suspension or expulsion, as outlined in the Code of Student Conduct, School Board Policy 4-32 and this policy.

PROCEDURE FOR REPORTING an act of bullying or harassment: Please contact the Principal, Mr. Berry, Assistant Principal, Mrs. O'Shea, or School Counselor, Mrs. McClaren to begin a Bullying Investigation.

(1) At each school, the principal or the principal's designee is responsible for receiving complaints alleging violations of this policy. All school employees are required to report alleged violations of this policy to the principal or the principal's designee. All other members of the school community, including students, parents/legal guardians, volunteers, and visitors are encouraged to report any act that may be a violation of this policy anonymously or in-person to the principal or principal's designee.

(2) The principal or designee shall promptly report via telephone, personal conference, and/or in writing, the occurrence of any incident of bullying or harassment as defined by policy to the parent or legal guardian of all students involved on the same day that this investigation of the incident(s) has been initiated. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).

C. CAMPUS TRAFFIC

It is essential that all persons who drive on our campus drive carefully and with great caution (5 mph). They should understand that the children often do the unexpected. If you are parking, please park in designated areas only. (**Do Not** park in grassy areas-you may damage sprinklers.) Model your behavior to represent a high regard for public property and safety.

*****SHERIFF'S OFFICE REQUEST*****

The Sheriff's Office and Bluewater Elementary School personnel have been working together to address the issue of traffic. We need cooperation from everyone when dropping off or picking up students at the school. Along with following the traffic flow pattern, we also need all drivers to remember a few items of concern. Following these guidelines will ensure the safety of our students and aid the crossing guards with directing traffic:

1. Please be patient
2. No texting and driving on the car rider ramp.
3. Please don't park any vehicles on Range Road (either side) near the school.
4. Don't drop off or pick up students on Range Road or in front of the school.
5. Please use your turn signals!
6. Pay careful attention to the School Zone warning lights, the crossing guards and the speed limit.
7. Please arrive at designated times to the car rider ramp to prevent cars from backing up onto Range Road. Those blocking the traffic on Range Road may be ticketed.
8. No texting and driving on the car rider ramp.
9. Maintain safe speeds on the car rider ramp as pedestrians are crossing campus.

CELEBRATIONS/Birthdays

All parties, celebrations and other such events are ***coordinated and managed*** by the classroom teacher. Please contact the classroom teacher regarding any such planned activities. Parents who do not wish for their child to participate in these activities should notify the teacher early in the year. "Ballooning" and "costuming" are not permitted. **In order for party invitations to be passed out at school, each child in the class must receive an invitation**. **For the safety of the students with allergies, there will be no sharing of food or passing out food in the lunchroom. Due to food allergies and the necessity to comply with all health inspections, food must be store bought. We can't SERVE homemade goodies.**

CHECK-OUT/PICK-UP

If possible, please inform your child and your child's teacher if your student will be checked out early. This assists us in expediting your child's departure. **Students will not be able to leave school unless they have first been checked out through the front office.** Front Office Staff will visually confirm that the person checking out a student is the person whose picture is on their state, federal or military identification card. Front office personnel will call the student to the office. Parents will pick them up from designated area. All persons seeking to check out a student from school are required to check out the student(s) through the System and will be required to present valid identification, which may include a state-issued Driver's License or Identification Card, or Military ID Card. Should a person be unable to provide an identification, the Principal may authorize reasonable, alternative methods of verification and the person will remain subject to screening through the System.

Schools shall have their right to restrict student check out during the period of time that is thirty (30) minutes prior to the end of the school day. *Parents* arriving after 2:50 PM will have to wait until dismissal begins to pick up their child. Also, keep in mind that the blue gate to the front parking lot is closed at 2:30 PM. You may need to allow additional time for check outs before 2:50.

No student will be allowed to check out without the permission of an adult who has been authorized to pick up the student.

***** For the safety of your student, every effort should be made to maintain a consistent mode of afternoon transportation/destination. *****

If a student is to go home with a friend, to a sitter, or to any place other than the usual afternoon plan, the student must bring a note, signed by the parent with the date, child's name, address, phone number of the destination where the child will be going. The student will bring the note to the office for approval. All bus and walker changes require approval and a special pass.

School District Policy does not allow for a change in a student's regular dismissal plan to be accepted by office staff over the telephone. Parents can contact school office staff before 2:30 p.m. by email (BESTransport@okaloosaschools.com). It is the parent's responsibility to call the school to verify that we have received the change in dismissal plans.
BESTransport@okaloosaschools.com

***** Children that walk home or are picked up in a car will be taken to the office if they are not picked up on time. Those students that are not picked up by 3:45 p.m. will be taken to Daycare and subject to the daily drop-in fee.

BLUEWATER ELEMENTARY BEFORE & AFTER SCHOOL PROGRAM

The Bluewater Elementary School Child Care Program is a before and after school program provided for students registered at Bluewater Elementary School. The purpose of the program is to provide a safe nurturing environment for those students who are required to spend an extended part of their day away from home. This program follows School Board policy 4-34. The program is self-sustaining, and contributions which exceed our operating expenses will be used to enhance the total Bluewater Elementary School Program.

CHILD CARE COORDINATOR: Gina White, 850-833-4233, whiteg@okaloosaschools.com

HOURS OF OPERATION

Before School: 6:00 a.m.-8:35 a.m.
After School: 3:20 p.m.-6:00 p.m.

REGISTRATION

Pre-registration and pre-payment are mandatory. Parents/guardians may register students in the Child Care Office during program hours or may obtain information from the school's Administrative office during the school day.
A $35.00 non-refundable registration fee per student is required annually.
The registration fee is due at the time of registration. Registration is not complete until all registration fees have been paid.

CHILD CARE FEES

Before **or** After (Full time, 4/5 days)

1st child - $80.00 per week, 2nd child - $75 per week, 3rd child - $65 per week

Before **or** After (Part time - 2/3 days)

$65.00 per week/per child

Before **&** After (Full time, 4/5 days)

1st child - $115.00 per week, 2nd child - $105 per week, 3rd child - $95 per week

Before **&** After (Part time – 2/3 days)

$90.00 per week/per child

Drop-In: Before **&** After - $45.00, Before school - $20.00, After school - $25.00

Balances must be $0 by the end of each week. See School Board Policy.

LATE FEES

All fees must be paid in advance. Balance is due the Friday before services are rendered. ALL payments are made through Procare's Tuition Express only. State law and School Board Policy mandates no one is to owe public schools money at any time. If at any time you should experience financial difficulty, please notify us immediately to prevent charges from accumulating. We are willing to work with you until finances are stable. Late pick up fees will be applied at the time of pick up, $25 for every 5 minutes after 6:00 p.m.

CHILD CARE CALENDAR

Child Care will be closed for the following holidays: Labor Day, Veterans Day, Thanksgiving Holiday, Winter Break, MLK, Jr. Day, President's Day, Spring Break, Memorial Day, July 4th Holiday, and **ALL** teacher work days. We will also be closed January 5 & 6, March 22, afternoon of May 26, May 27 and June 1. First day of summer camp is TBA.

CHILD CARE BREAKFAST AND SNACK

Children attending before school Child Care Program will have the option of purchasing breakfast from the school cafeteria. The cost will be deducted from your child's lunch account. Breakfast begins at 8:15 am each morning. If your child has any food allergies, it is imperative that you let us know. Children are allowed to bring their own snack in their lunchbox to eat during snack time at school or during Child Care. Child Care does provide afternoon snack.

HOMEWORK

During the school year homework completion assistance is available for all students. Please note this is not a tutoring service.

SUMMER CAMP

Bluewater Elementary Child Care Program operates a summer camp. Additional information is available through the Child Care Office. The Summer Camp offers a variety of exciting activities to enhance the students' summer months. Daily activities include multiple centers, video game stations, large and small game tables (ping pong, foosball, billiard, and air hockey etc.) In house field trips include Spacewalk Inflatables and waterslides, Fun Connection Magic, and Science Show/ Planetarium. There are also weekly out of house field trips, such as: Niceville ATA Martial Arts, 850 Gymnastics, Hurricane Lanes Bowling, Fort Walton Beach Skating, and much, much more!!

CLINIC

The purpose of the School Clinic is to provide care for a student who becomes ill or injured at school and for dispensing of medicines. Aveanna provides a school Health Technician. Due to our generous parent support and funds generated by our child care, Bluewater Elementary School is fortunate to have an LPN in lieu of a Health Technician. If the LPN is absent, the front office staff or a substitute Technician will serve in her capacity. There are no facilities available to keep sick children for an extended period of time. Parents will be called to pick up their sick child.

Children with communicable diseases or Covid symptoms will be sent home and should have a doctor's certificate or certificate of clear health from the health department to re-enter (State Health Laws). Students should not be sent to school with a fever, nausea, or vomiting. Student may return to school as directed by the nurse. We will follow all recommendations by the health department for quarantining.

Telephone numbers to call in case a child gets sick or injured while at school are **imperative**. If parents plan on being out of town or can't be easily reached, it is advised to leave a Power of Attorney with a reliable contact person and also provide a copy to the school nurse. In case of serious accidents, an emergency vehicle will be called to transport the injured child to the nearest clinic or hospital.

If your child has any type of medical problem, please alert us as soon as possible as it will help us to better care for your child. Any allergies, diabetes, seizures, etc. should be brought to our attention.

**Nurse donations are accepted to support Bluewater Elementary School having a LPN on staff.

CONFERENCES

If, at any time, you would like to have a conference with the teacher or principal, please call the office and make an appointment. Conferences to be held after school will be scheduled Monday through Thursday. The progression of conferences should begin with the classroom teacher. There may be times during the school year when the teacher, school counselor or principal will request a conference with the parents.

COUNSELORS

Mental Health Counselor: A mental health counselor is available upon referral. See your child's teacher or the school counselor for more information.

Military Counselor (MFLC): A military counselor is available upon referral. See your child's teacher or the school counselor for more information.

School Counselor: Our school counselor does individual and small group counseling, classroom lessons, and coordinates 504s, gifted referrals, ELL program, offers resources and referral. Students can self-refer also.

DISMISSAL (See also Check-out/Pick-up)

If students are picked up often, parents should explain and practice with their students where to look for them. This will avoid confusion for the student at dismissal time. Arrangements should be made **before** the student leaves for school in the morning if they are to go home differently. (Send a note) Parents arriving after 2:50 PM will have to wait until dismissal begins to pick up their child. Also, keep in mind that the gate to the front parking lot is closed at 2:30 PM.

*****For the safety of your student, every effort should be made to maintain a consistent mode of afternoon transportation & destination.*****

School District Policy does not allow for a change in a student's regular dismissal plan to be accepted by office staff over the telephone. Parents can contact the school office staff before 2:30 p.m. by email or fax. It is the parent's responsibility to call the school to verify that we have received the change in dismissal plans. BESTransport@okaloosaschools.com
If you do not receive email confirmation you should call the office at 850-833-4240.

D. DISCIPLINE EXPECTATIONS

If the educational process is to be successful, there must be close communication between parents and school staff in every aspect of the learning process. **Parents are successful** when they communicate academic and disciplinary expectations to their children and monitor those expectations in a consistent manner at home. **Schools are successful** in the learning process when they communicate academic and disciplinary expectations to the students and maintain that expectation in a consistent manner at school. ***When we work together as a team with open, supportive communication about academic and disciplinary expectations, students AND teachers are more successful in helping students achieve learning gains.***
Under no circumstances will rude, defiant behavior be tolerated. Disruptive behavior even by one student interferes with the learning process in the classroom; therefore, we have guidelines regarding misbehavior in the school setting.
Discipline reports are maintained by each teacher to report inappropriate behavior if needed. We will follow the Code of Student Conduct (available at www.okaloosaschools.com)

Bluewater School-wide Behavior Expectations

Bluewater's Behavior Expectations revolve around the core principles of safety, responsibility, and respectfulness. We believe students thrive on positive recognition, praise, and self-efficacy. It is our belief that life is about choices. With those choices come logical consequences. Your child's teacher should provide a copy of his/her classroom discipline procedures. **Parents are asked to assist the school in enforcing school rules.**

S.H.I.N.E.

We strive to see our Seminoles SHINE at Bluewater and beyond, so we hold our students to high standards with both academics and behavior. Positive behavior gets recognized and awarded with a Seminoles S.H.I.N.E. ticket. The ticket goes into a monthly drawing for a special prize!

Show Respect and Responsibility

- Be kind with your words.
- Listen when others are talking.
- Treat people and things with care.
- Do your work and try your best.
- Follow rules and directions.

Help Others

- Hold the door for others.
- Help a classmate understand something.
- Share your supplies if someone forgets theirs.
- Use kind words to cheer someone up.

Include Others

- Be kind and welcoming to ALL.
- Invite others to play at recess.
- Share and take turns with classmates.

Never Give Up

- Keep trying, even if it's hard.
- Ask for help when you need it.
- Learn from mistakes and try again.
- Believe in yourself—you can do it!

Ensure Safety

- Keep your hands and feet to yourself.
- Walk in the classroom, hallways, cafeteria, and media center.
- Use classroom, PE, and recess equipment appropriately.
- Take care of your own property, the property of others, and school property.

Should your child be sent to office with a referral, you may expect the following actions, depending on the severity of the infraction. Some infractions may result in #3 upon the first incident. All referrals will be recorded in your child's school records.

1) Warning & Parent phone call
2) Loss of privilege
3) Time out in the office or Student Training Program (Previously known as In School Suspension)
4) An excessive number of referrals will result in a behavior plan. For grades 4 & 5, severe cases will receive a behavior contract for alternative school placement.

DRESS CODE FOR STUDENTS (Reviewed by the SAC each year)

A. Appropriate student grooming and dress are primarily the responsibility of the student and parent. However, in adopting a code of student dress, it is the intent of the school board to insure that a student's personal hygiene, appearance, or dress is such that it does not disrupt or interfere with the educational process or endanger the health and safety of the student or others.
B. The wearing of garments appropriate for school is to be encouraged. All instructors should be alert to give helpful, friendly guidance in these matters without embarrassment to the pupil. Failure of any student to dress simply and appropriately should be brought to the attention of the principal.
C. Extremes in dress, hairstyle, make-up, jewelry, or accessories are not in good taste and should be discouraged. The principal will determine when these provisions have been violated and will make the initial decision as to conformity to policy and discipline for offenders.

D. If a student is suspended for violating any provision of this code, he or she must be readmitted to school as soon as the violation has been corrected. Guidelines to assist students, parents, and administrators toward a better understanding of the above are specifically:

Grades K-5

- Clothing must be neat, clean and appropriate. Minimum length of clothing appropriate for school should approach the top of the knee.
- Footwear is required for sanitary and safety reasons.
- No hats are to be worn inside the building.
- Closed toe shoes should be worn for Physical Education daily.
- Garments bearing inappropriate slogans, pictures, or derogatory comments are not permitted.

Grades 4-5

- Hairstyle must not interfere with vision.
- Tank tops and similar shirts or blouses, when worn without another top, are not permitted. The midriff must be covered and undergarments must not show at any time.
- Closed toe shoes must be worn DAILY for Physical Education and/or recess.

E. EQUITY

ADULTS – (6-28) EQUITY POLICY

Harassment concerning an individual's race, color, sex, age religious beliefs, national or ethnic origin, marital status, or disability is a form of misconduct which undermines the integrity of the employment relationship. Sexual harassment by an employee or volunteer or person with whom the district contracts for services toward another individual while under the jurisdiction of the district is strictly prohibited.

STUDENTS – (4-34) EQUITY POLICY

If the policy of the School Board of Okaloosa County to offer students the opportunity to participate in appropriate programs, services and activities without regard to race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, parenthood, pregnancy, disability, sexual orientation, or social and family background.

COMPLAINT PROCEDURES:

If in adult needs to report an alleged violation of these policies, an informal Equity Complaint should be made to the principal or assistant principal. If the situation cannot be resolved informally, a Formal Equity Grievance form, in compliance with School Board Policy 6-29, should be directed to the Superintendent's designee listed below. Employees have the option of filing a grievance through appropriate Master Contract procedures in lieu of the Formal Equity Grievance Act-1973.

Contact Steve Chatman: 850-683-9002

Students should promptly report complaints pertaining to the Okaloosa School District's Equity Policy to a teacher, the principal, or to the principal's administrative designee in charge of the school's disciplinary office. The District's Equity Coordinator will be immediately notified by the school's administrative staff when a complaint is filed.

SUPERINTENDENT'S DESIGNEES:

Steve Chatman, Equity (Equal Opportunity) 850-863-9002

Brian Humphrey, Athletics/Safe Schools Representative 850-689-7141

THIS POLICY IS IN ACCORDANCE WITH THE FLORIDA EDUCATIONAL EQUITY ACT OF 1973 AND OTHER APPLICABLE LAW AND RULES.

E. EXCEPTIONAL STUDENT EDUCATION (ESE)

The Exceptional Student Education (ESE) program is designed to assist students who qualify for the program. Our goal is to align school services with county, state and federal policies incorporating Free Appropriate Public Education (FAPE) for all ESE students. Kindergartners through fifth grade students qualify through a systematic referral process beginning with the classroom teacher. Parent participation and approval are essential for the continuation of the process. Specific criteria must be met to determine ESE eligibility.

F. FIELD TRIPS

Field trips must be connected to areas of the curricula and should benefit students by reinforcing the Florida Standards. Field trips and excursions provide worthwhile experiences of educational value. A child will not be allowed to take a field trip without written permission from the parent or guardian. The parent will need to sign the Field Trip permission slip in advance and be used for all in or out of county field trips for the year. Students are requested to wear a class shirt on field trips for safety reasons. Monies collected for field trips will not be refunded.

Any legal guardian taking their child home directly from the field trip or immediately after returning to school must either complete a release from or sign-out the student in the front office. **Please be prepared to show a driver's license to sign your student out.**

To be a chaperone on a field trip you must complete a volunteer affidavit at least **72 hours** prior to the field trip. For the safety of ALL students, volunteers/chaperones will receive a background check by completing the volunteer affidavit online. You will need to check both volunteer and chaperone on your application. Volunteers/chaperones may complete an application at www.okaloosaschools.com

***** Students behavior may impact ability to attend.**

FINANCIAL REPORT

EDUCATIONAL FUNDING ACCOUNTABILITY ACT
Section 1010.215, F.S.

SCHOOL DISTRICT OF OKALOOSA COUNTY

2024-2025 SCHOOL FINANCIAL REPORT **BLUEWATER ELEMENTARY (#0741)**

REVENUES	School[1]	%	Okaloosa County School District	%	K-12 Education State of Florida	%
Federal	$ 846,153	10.42%	$ 38,480,579	11.31%	$ 5,215,084,332	14.89%
State/Local (excludes Lottery)	7,143,845	87.99%	301,450,700	88.58%	29,774,485,597	85.02%
Lottery	129,085	1.59%	-	0.00%	-	0.00%
Private	-	0.00%	378,798	0.11%	29,468,091	0.08%
Total	$ 8,119,083	100.00%	$ 340,310,077	100.00%	$ 35,019,038,020	100.00%

[1]Total school revenues should agree with the total school costs in the subsequent section.

K-12 OPERATING COSTS[4]	Per Full-Time Equivalent Student SCHOOL AVERAGE	DISTRICT AVERAGE[3]	STATE AVERAGE[3]	TOTAL COSTS
Teachers/Teacher Assistants (Salaries/Benefits)	$ 5,688	$ 5,847	$ 6,199	$ 5,051,468
Substitute Teachers (Salaries/Benefits)[4]				
Other Instructional Personnel[5]	745	858	1,531	661,193
Contracted Instructional Services	312	516	484	277,269
School Administration	474	799	785	421,173
Materials/Supplies/Operating Capital Outlay	237	326	349	210,344
Food Service	456	534	752	404,782
Operation and Maintenance of Plant	916	1,109	1,442	813,284
Other School-Level Support Services	315	342	350	279,570
TOTAL SCHOOL COSTS[2]	$ 9,143	$ 10,331	$ 11,892	$ 8,119,083

[2]Capital expenditures for new schools are not included.
[3]Amounts reported for district and state reflect total school costs (direct and school-level indirect costs) for all levels of students, not costs by school type.
District-level costs, such as costs for transportation and administration for the School District of Okaloosa County, totaled $12,424,732 or $441 per FTE.
[4]The cost of substitute teachers included in teachers' salaries and benefits and/or school-level support services as below
$ 88 $ 110 $ 77,789
[5]Includes some non-personal costs, such as costs for teacher training materials.

K-12 ADDITIONAL DETAILED INFORMATION Teachers/Teachers Aides (Salaries/Benefits):	Per Full-Time Equivalent Student SCHOOL AVERAGE	DISTRICT AVERAGE	STATE AVERAGE	TOTAL COSTS[6]
Basic Programs	$ 5,068	$ 4,853	$ 5,017	$ 3,534,315
English for Speakers of Other Languages (ESOL)	$ 5,518	$ 9,310	$ 9,916	$ 55,400
Exceptional Programs	$ 8,091	$ 6,655	$ 6,101	$ 1,461,753
Career Education Programs	$ -	$ 4,762	$ 5,085	$ -
Adult Programs[7]	Not FEFP Funded	Not FEFP Funded	Not FEFP Funded	Not FEFP Funded
Materials, Supplies, Operating Capital Outlay[6]:				
Textbooks	$ 78	$ 105	Not Available from State Data Base	$ 68,999
Computer Hardware & Software	$ 78	$ 55	Not Available from State Data Base	$ 69,034
Other Instructional Materials	$ 72	$ 135	Not Available from State Data Base	$ 64,264
Other Materials and Supplies	$ 9	$ 43	Not Available from State Data Base	$ 8,047
Library Media Materials	$ 3	$ 3	Not Available from State Data Base	$ 2,884

[6]The total cost of teachers/teacher assistants by program should agree to teachers/teacher assistants reported in the previous section.
[7]FTE is unavailaibe.
[8]The total cost of materials, supplies, and operating capital outlay should agree to materials, supplies and operating capital outlay reported in the previous section.

Note: This information became available on April 17, 2026, from the Florida Department of Education.

G. OKALOOSA COUNTY GRADING POLICY

https://www.okaloosaschools.com/files/site/district/ppp/ppp-es-2020-2021.pdf (Grading policy is on page 48 of the Pupil Progression Plan) The grading system for grades 1-5 is based on two categories of tasks, each with a different total weighting of the final grade.

- **Category 1 (40% Short Term):** Daily and/and or weekly grades.
- **Category 2 (Standards-based Assessments/Projects = 60% of the grade):** Assessments over increments of time to determine the progression of the mastery of the standards. A Minimum of four (4) Standards-based Assessments/Projects are required each quarter.
  Online school grades will come from the Accelerate curriculum assignments.

STATE OF FLORIDA GRADE CORE

90-100 A
80-89 B
70-79 C
60-69 D
59-BELOW F

FAST Scores are a reflection of a student's progress towards mastering the Florida Benchmarks, as are their grades. Students who's FAST score is a 3 or lower should expect grades to be in the C or lower range as a C is average; where as an FSA score of 1 or 2 would be considered below average with grades in the D or F range.

H. HEAD LICE

Students in Okaloosa County School District schools may be checked for head lice by the school LPN. School officials will take the following steps when a student is identified with head lice:

1. Parents or Guardians will be called to transport the student home.
2. The LPN will give parents written procedures on the treatment of head lice.
3. Students will be allowed to return to class once the school has been provided with documentation that head lice are being treated.
4. The student will be checked again in 7 school days to verify that he/she is still free of lice and live nits.
5. The student will be referred to the school officials upon the third incident of lice or live nits in a single semester. Upon referral, the school officials may refer the student to other available resources.

I. iOCSD

Stay informed with push notifications, access to gradebook & menus. Get the app for android or apple.

INSTRUCTIONAL MINUTES

Reading/Language Arts: 450 minutes per week (mandated 90 minutes per day uninterrupted Reading block). Writing and Reading will be instructed by the same teacher. Any spelling, grammar, or writing assignments will be recorded under the reading grade.

Math: 450 minutes per week
Science: 240 minutes per week
Social Studies: 90 minutes per week
Lunch: 30 minutes per day
Activity (PE, Music or Art): 50 minutes per day (150 minutes of PE per week)
Recess: 20 minutes per day

INTERNET ACCESS

The Internet provides exciting opportunities to expand learning for students and educators. However, with this opportunity comes the responsibility for appropriate use; therefore, the School Board of Okaloosa County has adopted an Internet Acceptable Use Policy that covers policy and procedural guidelines for accessing and using the Internet in Okaloosa County Schools. In order to use the Internet, each student and their legal guardian must read the Internet Acceptable Use Policy. This policy is signed by the parent/guardian and student during registration. Students who violate this policy can receive disciplinary action.

L. LATE ARRIVAL OF STUDENTS & ABSENCES

Students are tardy if they are not in their classrooms by 8:50 a.m. Parents must escort their child to the main office entrance and sign in if they arrive after the tardy bell. A tardy pass will be issued allowing the student to enter class. In order to minimize interruptions (as above), tardy students will be dismissed from the office to walk to class **independently**. Students should arrive at school in time to put away backpacks, turn in homework and notes, sharpen pencils and prepare for the day before the last bell rings.

Truancy affects academics . . . email your student's teacher or call the office if your student is ill.

If your child eats breakfast in the lunchroom, please allow them enough time to eat and get to class before the bell rings at 8:50 a.m. Breakfast is served Monday through Friday from 8:25 a.m. until 8:50 a.m.

M. MEAL PROGRAM (Breakfast & Lunch)

A countywide menu is planned and available on the district website and in the iOCSD app. Our daily menu includes a choice of one of two entrees, fresh fruit, and other healthy choice food items, including; either fruit juice or low-fat milk. We also offer breakfast for our students. Breakfast is served Monday through Friday from 8:15 a.m. until 8:49 a.m. Breakfast and lunch prices are as follows:

Student breakfast: $2.00 Student reduced breakfast: $.30
Student lunch: $3.00 Student reduced lunch: $.40
Milk: $.75

** There will be an additional charge for extras/snacks (additional entrees, chips, ice cream & pastries). Students will not be able to purchase extras/snacks if funds are not in their account. If you do not want your student to be able to purchase extras/snack you must notify the cafeteria manager in writing. Students cannot carry a negative account balance.

Free and reduced meal application:

If you qualified for free or reduced meals in the past, please apply this year. This will aide in our county to receive federal benefits.

Parents and students are asked to honor the "allergy table" by not bringing nuts or potentially allergic foods items into the designated table area. The allergy table is reserved for those with allergies in order to maintain allergen-free table surfaces. **Please understand that for some of our students this is a LIFE OR DEATH matter. Therefore, we will not share food during lunch.**

The computer system in the cafeteria issues each student a cafeteria account number. With this number, students can make deposits to their individual accounts to be used for purchases of meals, extra milk or juice or other items available to them. Parents can put money in their child's breakfast or lunch account by logging onto the school district web site and using a credit card on the site. Money for prepaid meals should be taken to the cafeteria in the morning as students arrive at school. Please place this money in an envelope with the student's name, account # and grade if there is more than one student in the family.

MEDIA CENTER

Books are loaned for a two-week period. Students with overdue, lost or damaged items will not be permitted to check out additional materials until overdue items have been returned. Parents will be notified of charges due for books that are lost or damaged.

MEDICATIONS (See Nurse/Clinic)

In order for medicine to be administered at the school, parent permission and instructions must be obtained.

The parent will be required to come into the clinic to fill out the Medication Administration Form when they ***hand carry*** the medication to clinic. This form authorizes the school to assist in the administration of medication. The medication prescribed for the student ***must come in the original container.*** **Please make sure the medication being turned in has not expired.**

The school's LPN will record each dosage given on the Individual Medication Administration Log. If your child is on daily medication and you forget to give him/her the early morning dosage you will need to come to the school and administer the medication and sign a new form giving us permission to give the next dosage at a time later than the time stated on his/her medication form. Parents' phone calls are not acceptable to change the dosage or time of dosage. Changes in the dosage or the times of medication is administered will require a physician's written permission. **The first dosage of any new medication shall not be administered during school hours** due to the possibility of an allergic reaction.

Non-prescription medication must be brought to school, by a parent, in an original unopened container and shall be labeled with the student's name.

No medication, including cough drops, or sunscreen will be administered without permission. **NO MEDICATION CAN BE FURNISHED BY THE CLINIC.** Under no circumstances are children to have any kind of medication in their possession while at school or on the school bus, including cough drops or sunscreen.

In order to honor parent information regarding their child's allergies, the parent must provide the school with proof of the allergy from a physician**.**

MILITARY COUNSELOR (MFLC)

Thanks to the generosity of a military grant, Bluewater maintains a full-time military counselor. Our counselor is on staff to help students and parents of military members through the transitions and hardships caused by military moves or deployments. A signed permission slip must be received in order for our MFLC to counsel a military child.

N. NEW WORLD

The Florida Department of Education (FLDOE) has developed a new reading program called "The New World Reading".

P. PARENT-TEACHER ORGANIZATION (PTO)

Bluewater Elementary School's PTO has provided an unrivaled level of support to our teachers and faculty through their volunteerism and fundraising initiatives. Membership is automatic and free for all parents, guardians, and faculty. The PTO's mission is to enhance the educational experience of every Bluewater Elementary student by facilitating partnerships and communication between parents and educators while improving the welfare and safety of our children. Active participation is the key to their success. Please visit the PTO website or join the PTO Facebook page for more details on how you can contribute to the success of Bluewater Elementary School.

Bluewater PTO: https://www2.okaloosaschools.com/o/bluewater/page/pto

Bluewater PTO FB: https://www.facebook.com/groups/BluewaterPTO/

2026-27 PTO OFFICERS:

PTO Board Members

President: Sarah Bennett
Vice President: Sharleen Connolly
Secretary: Brooke Crismond
Treasurer: Julia Crosby
Teacher Rep: Brooke Laurick

Committee Chair(s)

Staff Appreciation: Leah Newkirk, Summer Dawson
Mary Broussard
Community Spirit: Sarah Wasilko
Fundraising: Leah Newkirk
Events: Ingrid Wharton

bluewaterpto@gmail.com

PERSONAL PROPERTY

Bluewater Elementary School is not responsible for lost or stolen items. Parents are urged to label students personal items such as jackets, sweaters and lunch boxes with the child's first and last name and room number. The wearing of jewelry and bringing more money than is needed for the day is discouraged. A lost and found is located near the cafeteria. **Children are not allowed to bring toys from home.** This includes, but is not limited to handheld gaming devices, IPods or hand held electronics, any type of toy gun and trading cards (baseball, Pokémon, etc.). ***All cell phones and watches with cell phone capability should be turned off and stored in the student's backpack during the day.*** The school assumes no liability for electronics brought on campus. If the cell phone is collected by the teacher, then the teacher will turn the cell phone into the principal. With repeated offenses, the cell phone will be handed over to the parent from the school principal. Please see Acceptable Use Policy for electronics and wireless communication devices. Phones, Kindles, Ipads, and tablets of any kind utilized for classroom instruction must follow the "BYOD" Bring Your Own Device policy guidelines. Only those teachers who attend the BYOD training are permitted to utilize personal devices in class for academic purposes.

PHYSICAL EDUCATION

Physical Education activities, in accordance with state regulations for elementary schools, are provided under the direction of qualified physical education teacher. A doctor's certificate is required if a child is not to participate in physical education classes for an extended period of time. Notes from parents may be sent for short term.

As a safety precaution ***flip flops, high heels, or platform shoes*** are NOT allowed during PE classes. Closed toe shoes should be worn during PE.

R. REPORT CARDS/ STUDENT PROGRESS: ONLINE ONLY

Okaloosa County School District's elementary and secondary schools report grades each nine (9) week periods. Grades communicate to you how well your child is achieving the Benchmarks. Our core curriculum is the Florida Standards. More information is available on the District's website (www.okaloosaschools.com). Click on "Parent Links and Resources" section. The FAST will be given to all students in grades K - 5 to assess their mastery of the Benchmarks. More FAST information is available at: www.flfast.org. All students will take the iReady diagnostic up to 3 times a year. Our priority is to ensure each student makes at least one-year's academic growth for the school year in a safe and engaging environment. Grades may be viewed on the iOCSD app.

NINE WEEKS	End OF NINE WEEK PERIOD
1st	October 9, 2026
2nd	December 18, 2026
3rd	March 12, 2027
4th	May 27, 2027

KINDERGARTEN PROGRESS REPORTS

In addition to the nine week report card, Kindergarten students will receive a progress report mid-nine weeks.

S. SAFETY

Students who walk, ride bicycles, or ride the bus to school must have a clear understanding of safety rules from their parents. The school will reinforce these rules for safety of our children in partnership with the home and school. Reinforcement by both parties will assure students of the importance of these rules. If a student is a walker and does not see their parent/guardian they should return/remain at school. Due to supervision – **NO** drop offs before 8:25 a.m.

SCHOOL ADVISORY COUNCIL (SAC)

The School Advisory Council (SAC) consists of faculty, staff, parents, and business partners from our community. There is a School Advisory Council in each district school. Florida law requires the School Board to establish a SAC in every school. The three main objectives are:

- **To serve in an advisory capacity to the principal**
- **Help in the development of the education plan**
- **Aid in the preparation and evaluation of the School Performance Plan and Professional Development Site Plan**

The SAC meets as a group to monitor the implementation of the School Improvement Plan, which is based on 8 state goals:

1. Communities and schools collaborate to prepare child and families for children's success in school.
2. Students graduated and are prepared to enter the work force and post-secondary education.
3. Students successfully compete at the highest levels nationally and internationally and are prepared to make well-reasoned, thoughtful and healthy life-long decision.

4. Includes sequential instruction in mathematics, reading, writing, and social sciences.
5. Communities provide an environment that is drug free and protect students' health, safety, and civil rights.
6. The schools, districts, and state ensure professional teachers and staff.
7. Adult Floridians are literate and have the knowledge and skills needed to compete in a global economy and exercise the rights and responsibilities of citizenship.
8. Communities, school boards, and schools provide opportunities for involving parents and guardians as active partners in achieving school improvement and education accountability.

For additional information concerning guidelines, scheduled meetings, agendas and minutes can be found on the school's website. We invite you to be a part of SAC.

Their peers elect the members of the SAC; teachers elect teachers, educational support employees elect educational support employees and parents elect parents. The Principal is an integral part of the SAC committee. There is a minimum of 11 members. Anyone interested in being a member of SAC, please contact Mr. Berry. A new member vote will be held in September.
The Bluewater SAC meets every first Wednesday of the month, except for in August. All meetings are held in the Media Center beginning promptly at 7:30 a.m. in the Media Center. Meetings are subject to change depending on council vote. A schedule of meetings will be posted outside the office and on the SAC tab of our website.

SCHOOL COUNSELOR

Bluewater Elementary School has a School Counselor who serves the many needs of our students, parents, and teachers. Activities and counseling are offered to assist our school population in successful strategies for growth in the academic learning process. To reach the school counselor, call 850-833-4240. (See also Military Counselor or Mental Health Counselor)

SCHOOL INSURANCE

School accident insurance for students will be available throughout the year for those desiring it. Specific coverage provisions and information will be sent home as soon as it is available after school begins. This is not mandatory. Information is also available at okaloosaschools.com.

SECTION 504 of the REHABILITATION ACT

Those students who are not classified as exceptional students with active IEPs may qualify as handicapped persons as defined in Rule 6A-19.001(6) FAC and Section 504 of the Rehabilitation Act of 1973. Rule 6A-19.001(6), FAC, defines a handicapped person as: Any person who has physical or mental impairment which substantially limits one or more major life activities; has a record of such impairment: or is regarded as having such impairment.

If you, as a parent, think that your child may qualify as handicapped under Section 504, please contact the school's school counselor at 850-833-4240. Medical verification of the handicapping condition is required.

STUDENT INFORMATION

If student's information needs to be updated (change of address, update parent's phone number or add/delete emergency contact) the *Okaloosa County School District Student Contact Change Form* must be completed in person by the enrolling parent.

T. TEXTBOOKS

Students and parents are responsible for exercising care in the use of textbooks and must pay for loss or damage to them. Any lost textbook will have to be purchased for the total cost of a new book.

TRANSPORTATION

All children living two miles or more from the school are provided transportation by school bus. Others may be transported at the discretion of the Okaloosa County School Board. The County Transportation Officer is in charge of transportation procedures. Transported pupils are expected to be orderly aboard the buses. A bus safety video will be available on the district website.

It is important for parents to explain to children why they should observe school bus rules. Behavior and problems arising at bus stops or at any time or place before boarding the bus or after getting off the bus at home are subject to school disciplinary procedures.

BUS RIDERS

The bus ramp is closed to all other vehicles!

NOTE: In order for a student to ride a different bus to or from school, parents must send a note requesting this change. ***A bus pass must be generated by the front office. This is a requirement of the transportation department.***

INSTRUCTION FOR RIDING SCHOOL BUSES

- Stand-off roadway while waiting for the bus.
- Students must be on time: Bus **will not** wait for those tardy.
- Students must board and leave the bus at their regular stop. (Unless by written permission of parent and principal.)
- Walk 10 feet in front of the bus. Wait for driver's signal before crossing road.
- The driver is in full charge of bus pupils. Students must obey driver.
- The driver has the right to assign seats. Students must sit 3 to a seat from the window to aisle.
- Keep in your seat at all times when bus is moving.
- Keep arms and heads inside window. No objects shall be thrown from windows or at the bus.
- No eating or drinking.
- No animals (dead or alive), glass or glass containers, sharp objects, ball bats, cutting instruments, batons, and drumsticks will be allowed on the bus without prior permission of driver.
- Large objects including band instruments that interfere with seating and safety of other students will not be permitted on bus. (See bus driver to properly stow.)

Riding the bus is a privilege. Serious or repeated misconduct may result in suspension from the bus! Bus referrals are the equivalent of a classroom referral and recorded in the student's discipline record.

***PLEASE READ*: If a student rides to school/home in a car, they are considered a "car rider." Due to the increase in student population and safety/traffic concerns, all car riders will use the designated car rider ramp for arrival and dismissal. Picking up or dropping off a student from the front or side parking lots will not be permitted.**
Walkers and bike rider will be dismissed at 3:20 from the front of the car rider ramp by the bike racks. They will then proceed on the sidewalk to the cross walk and cross with the assistance of the crossing guard.

CAR RIDER SAFETY PROCEDURES

A.M. Drop off

- When safety patrol is present, follow their directions.
- Pull your car forward as far as you can, do not stop at your child's entrance. Have your child ready to unload. This is to help car rider drop move quickly.
- Car rider drop off begins at 8:25 am.
- Do not pass other cars unless directed to do so.
- Do not drive off until your child steps onto the sidewalk.
- The car ramp is for drop off only – the gate to the front of the school is closed from 8:20 to 8:50 for our walkers. If you need to park your car please come before or after these times.
- For the safety of others please avoid using your cell phone in the parking lot and in the car rider lines.

P.M. Dismissal

- Car Rider dismissal begins at 3:20pm.
- **Student's name should be on display in the car window/from visor.**
- Pull forward so 10 cars can be loaded simultaneously
- Children must remain on the sidewalk until your vehicle is completely stopped.
- Do not pass other cars unless directed to do so
- Please watch for directions from a faculty or staff that is on duty.
- Load children from the right side of your vehicle.
- The car ramp is a NO PARKING zone. The blue gate to the parking area in the front of the school will close at 2:30 and reopen again at 3:45.
- Please encourage your child not to loiter in the building, and to come directly to the car ramp at dismissal.
- For the safety of others please avoid using your cell phone in the parking lot and in the car rider lines.

- Car Riders - Children need to be picked up on the car rider ramp. Students WILL NOT be permitted to cross on the bus ramp to meet their parents in their car on Range Road. This is a huge safety issue for our children. **They may not walk across the bus ramp.**

V. VISITORS

Visitors will be limited and prearranged with teachers.

All visitors will be required to present a valid identification card, which may include a state issued Driver's License or identification card or a Military ID Card to be scanned into the Visitor Management System (per SBP 01-16). Visitors shall not be permitted to enter the campus beyond the secure lobby until they have complied with the requirements outlined in this section and District Guidelines. Office staff will present visitors with a visitor's pass that must be worn while visiting all areas of the school.

To provide security to our children and staff, the east gate and entrances are locked once the last school bus arrives at school.

Student visitors or small children are not permitted to visit the classrooms during school hours (this includes no small siblings during class parties, volunteer times, and field trips). Messages or forgotten items will be delivered to the students by the office personnel.

Parents are welcome but arrangements for in-class visitations must be made 24 hours in advance with the teacher and principal (per OCEA teacher contract).

ALL classroom visits must be:

Scheduled (With classroom teacher at least 24 hours in advance)
Announced (see a Bluewater Secretary)
NOT disrupt classroom instruction

Per State statute: 810.097

Trespass upon grounds or facilities of a school; penalties; arrest –
Any person who:
Does not have a legitimate business on the campus or any other authorization, license, or invitation to enter or remain upon school property; or is a student currently under suspension or expulsion and who enters or remains upon the campus or any other facility owned by any such school commits a trespass upon the grounds of a school facility and is guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

VOLUNTEER AFFIDAVIT

The use of volunteers in our school program is encouraged. If you wish to chaperone or volunteer please go to www.okaloosaschools.com and click on the "Volunteer" link. This link is also available from the Bluewater website. For the protection of our students, the Okaloosa County School District requests **every** school chaperone and volunteer complete an online **Volunteer Affidavit**. A new Volunteer Affidavit must be completed each year on line. Many students function better when their parents are not present in the classroom. Should this apply to you, you may wish to volunteer in another classroom or some other area. We have many areas to consider such as volunteering in the Media Center, Art & Music class, and with musical performances. If you plan on chaperoning you must select "chaperone" when completing your application.

W. SEVERE WEATHER/RAINY DAY DISMISSAL

WALKERS: Dismissal will continue as usual unless there is a severe weather warning (such as a tornado or lightning detected in the area.) In the event lightning is present during dismissal, "rainy day dismissal" will be called. Walkers should be prepared for any weather at dismissal by packing an umbrella or poncho. During rain showers, Parkwood parents (back gate) may meet their students in the pavilion behind the school.

CAR RIDERS: Car riders will be dismissed as usual unless there is lightning present. If you pick your student up as a car rider you should display the car rider tag on your visor. This will help us find your child and load quickly. Please note that there may be some changes in the car ramp area. Teachers and staff will be there to guide you. Inclement weather can slow down our dismissal time. Please be patient.

BUS RIDERS: In inclement weather please allow your child to continue to ride the bus. Parents may take or pick up their child at the **BUS STOP**. This will help with our traffic congestion at the school on rainy days.

WIRELESS COMMUNICATIONS DEVICES

See the School Board Policy Chapter 4 regarding Wireless Communications Devices.
Elementary school students may not use a personal wireless communication device during the school day unless it is needed to monitor a health condition, to accommodate a disability, or in a designated location within the school building as expressly authorized by the school principal. Medical alert devices must be registered with the school health clinic.

WITHDRAWALS

The enrolling parent should notify the office by phone call or in person that their student will be withdrawing. It is permissible and encouraged for parents to hand-carry a student's school records if the move is out of county. The school office will need at least three days in advance in order to have the records ready. All textbooks, library books, and cafeteria charges must be cleared before the student leaves.