BRIDGEWATER-EMERY SCHOOL

Elementary Handbook

2026-2027



THE HUSKIE WAY

Be respectful

Be kind

Be responsible

Be hardworking

"DEDICATED TO EDUCATING EVERY STUDENT TO HIS OR HER FULLEST POTENTIAL, ENTRUSTED TO ENRICH THE COMMUNITY IN WHICH WE SERVE, AND COMMITTED TO SUPPORTING FAMILIES IN EVERY POSSIBLE WAY."

Dear Students and Parents:

On behalf of the faculty, administration, and board of education, we welcome you to the Bridgewater-Emery school community. We look forward to serving you and meeting your educational goals. This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures in this handbook.

BRIDGEWATER-EMERY ELEMENTARY SCHOOL DISTRICT STAFF

Board of Education

James Hanssen, Chair
Chantel Dye
Dale Becker
Kelsha Kressman
Lisa Schleich
Carolyn Meyer
Jerry Hofer

Administration

Superintendent: Jason Bailey
Elementary Principal: Kelli Endorf
Business Manager: Lori Jansen
Activities Director: Jeff VanLeur
Elementary Secretary: Ashley Zens
Technology Coordinator: Connie Whistler

Elementary School Staff

Colony: Tracy Gilliland
PreK/Jr. K: Kelsey Hanssen
Kindergarten: Jordyn Vinz
First Grade: Sara Beach
Second Grade: Jada Hoffman
Third Grade: Cindy Weber
Fourth Grade: Mary Ernster
Fifth Grade: Lindsey Roth
Fifth Grade: Stephanie Marquardt/Student Council Advisor
Title I R & M: Kari Saarie
K-5 Library: Anne Stahl
Special Education: Kori Jaeger
PE/Health: Hunter Hayenga
Music: Dodi Bailey
Band: Tim Zorr
Speech: Jen Zulk
Southeastern Behavioral Counselor: Micki Pollman

Support Staff

Terri Shape, Paraprofessional
Shar Kuck, Paraprofessional
Cassidy Lehrman, Paraprofessional
Krystyn Tronson, Paraprofessional
Cork Golder, Head Custodian
Lisa Lange, Head Cook
Megan Northern, Assistant Cook

SCHOOL CALENDAR
The school board has adopted a 175-student contact day calendar. Depending on snow days, the last day of school may be changed to meet the requirements.

SCHOOL HOURS:
Classes begin at 8:25 A.M. and buses leave at 3:20 P.M.

ARRIVAL AND DISMISSAL
We would like to ask for the cooperation of parents whose children do not ride the buses. Please help your children gauge their time leaving for school, so they do not arrive at school any sooner than 7:50 A.M. if they are eating breakfast, and 8:10 A.M. if they do not eat breakfast. Teachers are not in the building to supervise classrooms before 7:50 AM or outside on the playground. Please remember, there will be no supervision on the playground after school, and the school is not responsible for students using the playground at those times.

ADDRESS CHANGE
The school should be notified of any change of address or home/work phone number. Emergency situations may arise when this information is vital to the school and your child.

ATTENDANCE POLICY
If your child is absent from school due to illness or for some other reason, please call the school. If we do not receive a call from you by 8:25 A.M., the secretary will be contacting you at home or at work. Families are encouraged to schedule appointments and vacations outside of the school day whenever possible.

SOUTH DAKOTA COMPULSORY SCHOOL ATTENDANCE LAW
Under South Dakota law (SDCL Chapter 13-27), children must attend school from age 6 (or age 5 if enrolled in kindergarten/elementary) until age 18, graduation, or an approved withdrawal. Parents must ensure regular attendance at a public, nonpublic, or alternative instruction program (homeschool). Any child under age six enrolled in any elementary school or kindergarten program shall be subject to the compulsory attendance statutes of this state. A waiver of the compulsory attendance requirement for children under the age of seven years of age shall be granted by the school district upon the request of the parents.

EXCESSIVE ABSENTEEISM
Regular school attendance is essential for student success. Students who attend school consistently are more likely to achieve academic success, build positive relationships, and benefit from daily classroom instruction and activities that cannot always be recreated through make-up work.

Parents/guardians are responsible for ensuring their child attends school regularly in accordance with South Dakota compulsory attendance laws. Families are encouraged to schedule appointments, vacations, and other non-emergency activities outside of the school day whenever possible.

If a student demonstrates a pattern of excessive absenteeism, the school will contact the parent(s)/guardian(s) to discuss the student's attendance and work together to identify any concerns or barriers. The goal of these conversations is to partner with families to improve attendance and support student success. Excessive absences, whether excused or unexcused, may negatively impact a student's academic progress, participation, and overall educational experience. When attendance concerns persist, the school may implement additional interventions, including attendance meetings, attendance improvement plans, referrals to appropriate support services, and other actions as permitted or required by South Dakota law.

MISSING WORK AND INCOMPLETE WORK
Students are expected to complete and submit assignments in a timely manner and to the best of their ability. Completing quality work helps students practice skills, demonstrate their learning, and experience academic success. If students have missing assignments or fail to complete work in a quality manner, they may be asked to use part of their recess time to complete the work. This opportunity is intended to provide students with additional time and support to finish learning tasks and develop responsibility for their work.

TARDINESS
Tardiness causes the students to miss valuable instructional time. Please make every effort to have your child to school on time.

WITHDRAWAL PROCESS
Please notify the Elementary school office in sufficient time to process a withdrawal (at least one full day if possible). This involves each of the student's teachers, the librarian, tech coordinator, and food service supervisor collecting fees, books, computers, etc. Parents or legal guardians must be present when a student is withdrawn from school.

SCHOOL CLOSING
KMIT, WNAX, KKLS/KXRB, KELO, KSOO, and KORN radio stations will be used to contact the public if school should have to be closed. All local television stations will be used. Parents of PreK-5 students will be notified using the automatic school calling/e-mail system.

PARENT VISITATION
Bridgewater Emery School encourages visitors this school year. Please arrange visits in advance with your child's classroom teacher.

DAMAGE TO BOOKS OR OTHER PROPERTY
Students are expected to take good care of textbooks, library books, or any other materials or equipment they use. Students should not write in books. A charge will be made for damages to books or equipment, for lost books or for any damages to school property.

FIELD TRIPS
Students in grades K–5 will participate in local field trips, visits to the DCC, and fifth-grade students assist with meals at the Senior Center in Emery as part of their educational experiences and community involvement.

Participation in these activities is a privilege. Students are expected to demonstrate safe, respectful, and responsible behavior (the Huskie ways). Excessive or repeated behavioral concerns may result in a student being unable to participate in a field trip or other off-campus activity. When appropriate, alternative educational arrangements will be made at school.

CONDUCT AT GAMES AND OTHER SCHOOL ACTIVITIES
PreK-5th grade students are welcome to attend events in Bridgewater and should be accompanied by an adult. When games are in session, we ask that the students be in the gym and seated on the bleachers by an adult chaperone. If there are situations where a student would like to watch our games in the gym, and an adult chaperone is not available, the student may do so if they can demonstrate the ability to sit quietly while watching the games. If the unaccompanied students are playing in the lobby and asked repeatedly to go sit down and watch the game, they will be sent home. We have glass trophy cases in the lobby, so no balls or games in the gym lobby will be allowed. Thank you for your cooperation.

DISCIPLINE POLICY:

The Bridgewater Emery Elementary School believes that high standards of discipline allow students to develop appropriate behavior and are a necessary part of the student's education. Our staff strives to make our school a safe, engaging, and happy place for students. Bridgewater Emery Elementary School is a Positive Behavior Intervention and Support (PBIS) school. Positive reinforcement is used to teach and shape appropriate behavior. Basic rules and procedures are implemented, so a safe school environment can be provided for all students. The following expectations are provided so all staff, parents, and students are aware of the behavior policies at our school. Classroom expectations are developed by each teacher and always support PBIS school-wide behavioral expectations. Please refer to the PBIS Elementary Handbook for more detailed information.

THE HUSKIE WAY PBIS Behavioral Expectations:

1. Be Respectful
2. Be Kind
3. Be Responsible
4. Be Hardworking

PBIS Positive Reinforcement:

- All PreK-5 staff recognize students for appropriate behavior on the bus, playground, classroom, hallways, bathrooms, assemblies, lunchroom, and school activities
- Classroom rewards and special opportunities
- Special recognition in school by Principal and others
- Communication with parents – such as emails, texts, notes, or phone calls
- PBIS Rewards Store (spend points earned when appropriate behavior is recognized by staff)

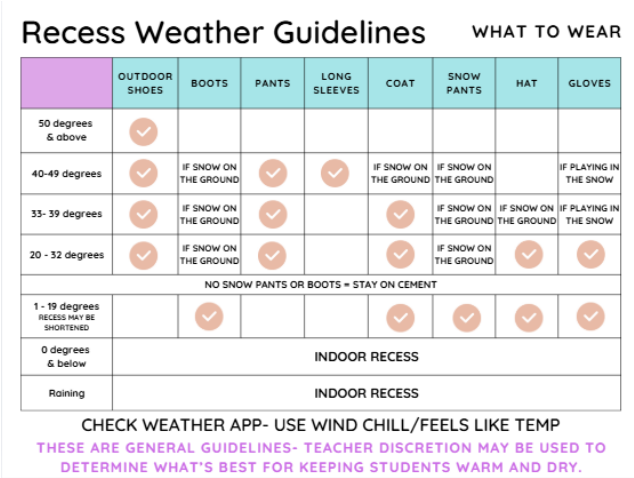
PBIS Consequences for not following expectations:

- Verbal warnings and redirection of PBIS expectations by all PreK-5 staff as needed
- Individual behavior lessons reviewed with students by all PreK-5 staff as needed
- Warnings and loss of privileges according to individual classroom expectations
- Warnings and loss of privileges given by the Principal & Supt. (case-by-case basis)

PLAYGROUND AND RECESS RULES

1. All students, regardless of level, are expected to follow directions from all school staff.
2. A PreK-5 decisions will be announced/posted as to whether or not the students will go outside or stay in for recess based on current weather conditions.
3. Skateboards and roller skates/blades will not be at school.
4. Bikes are to be left parked in the bike rack (southwest corner of the school) during the school day.
5. No playing on or around the gas tanks.
6. Students are allowed to play in areas around the school building and windows, if not too distracting.
7. Students are expected to get the playground supervisor's permission before retrieving balls from the street area around the school.
8. All students will line up promptly and quietly on the bell or whistle. All playing should stop. No pushing or shoving while in line. Actions such as pushing, tripping, wrestling, fighting, tackling, calling names, improper language, or playing games that are dangerous are not allowed. Rocks, snowballs, etc. must never be thrown while on the playground.

9. Children must not leave the playground or enter the building during recess without permission from the playground supervisor. Sick students must have a note from home if they wish to stay in during recess time unless they are obviously ill.
10. Touch and flag football are acceptable games. Unnecessary rough games like tackle football, King of the Mountain (on snow piles) etc. are not acceptable. No baseballs or softballs are to be used.
11. Students should not bring toys or personal items from home to school unless they have been approved for a special activity or classroom purpose (such as Show and Tell, a classroom project, or another teacher-approved event). We would hate for something special to get lost, damaged, or broken. The only personal items allowed on the playground are sports equipment such as basketballs or footballs; however, please note that the school is not responsible for these items.
12. Students should be properly dressed for playground time. Hats, gloves, and warm coats are needed during the winter months. When snow and mud are present on the playground, students are required to wear boots. Snow pants should be worn when playing in the snow. If a student is not equipped with snow boots, they will not be allowed to play on the playground and need to remain on a hard surface. See weather guidelines chart as a reference. Staff discretion will be used to determine what students are required to wear outdoors. Students are expected to be responsible and prepared for outdoor activities. If upper elementary students (grades 2-5) frequently borrow winter gear from the school, they may receive a consequence or have a conversation with staff to address the concern. This expectation is intended to encourage students to demonstrate responsibility by coming to school prepared with the appropriate clothing needed for the weather.



PLAYGROUND EQUIPMENT GUIDELINES

1. **Swings**
   a. Running under swings while others are swinging is not allowed.
   b. Swings are not to be twisted.
   c. Standing in swings is not allowed
   d. Jumping from swings is not allowed.
2. **Slide**
   a. The only acceptable position is seated, feet downward, one at a time.
   b. Obstructing users is not allowed.
   c. Objects on the slide are not allowed.
   d. Going up the slide in the wrong direction is not allowed.

SUSPENSION POLICY

The superintendent has the right to suspend a student for a maximum of ten days. Students suspended will receive zeroes for all the classes missed during the suspension but will be encouraged to make up the work for their own benefit. Reasons for suspension include:

a. Injury to other individuals.
b. Disrespect to professional or support staff members.
c. Abusive language.
d. Continued violation of school rules.

EXTENDED EXPULSION POLICY

The school board has the legal capacity to expel from school any pupil insubordinate or habitually disobedient for a period not extending beyond the end of the current school year. Should this become necessary, the Board will provide the proper procedural due process hearing as outlined by the State School Board as on file in the Principal's office.

RETENTION

Students in grades K-5 may be retained in their same grade if they do not show adequate progress with grade-level material. Every effort will be made by the school to keep you informed of your child's progress**.**

SCHOOL BUS POLICY

The superintendent and the bus service are responsible for the routing of the buses, and the routes are set up to serve the greatest number of people in an efficient manner. All students outside the city limits may ride the buses to and from school without charge under the laws of South Dakota.

Policy pertaining to safe student transportation:

1. The bus service shall keep the buses in good mechanical order, with proper servicing and employment of licensed drivers. The buses will be covered by adequate insurance. It is not a good policy to have students drive to school in cars when there is transportation available.
2. Drivers shall operate the buses in a safe manner, observing traffic laws and speed limits.
3. Parents are asked to see that the students are on time so that bus routes may be run according to schedule.
4. Students are expected to show respect to other passengers, drivers, and chaperones.
5. Students shall help keep the bus neat and avoid any damage to the bus. The bus service will notify parents as soon as a problem arises of which the parent should be aware.
6. Students riding the buses in cold weather should dress accordingly.
7. Elementary children riding the buses will report to their rooms upon arrival of the bus. Children will be escorted to their respective bus at the close of the school day. Once a child has boarded the bus, they will not be allowed to leave the bus unless removed by a parent or teacher.
8. If a student misbehaves on the regular routes, the bus service may suspend them for a period of time.

PARENTS-TEACHERS PROBLEM-SOLVING PROCEDURES

If a problem develops between a student and a teacher or the parent feels they have a complaint with the teacher, the following steps are to be taken.

1. Parent with a problem should contact the teacher to discuss and resolve the problem.
2. Parent, student, and teacher will meet to discuss and resolve the problem.

3. Parent, student, teacher, and Principal will meet to discuss and resolve the problem.
4. Parent, student, teacher, Principal, and Superintendent will meet to discuss and resolve the problem.
5. Parent and student shall meet with the School Board for a final solution to the problem.

STUDENT COMMUNICABLE DISEASES

Students who are afflicted with a communicable contagious and/or infectious disease and who are infected with communicable parasites or who are liable to transmit such a disease or parasite may be excluded from school attendance.

The board recognizes the need and right of all children to receive a free and appropriate education. The board further recognizes its responsibility to provide a healthy environment for all students and school employees.

A determination of whether an infected student be excluded from the classroom or school activity shall be made on a case-by-case basis, under the direction of the principal/building administrator designee.

In situations where the decision requires additional expertise and knowledge, the building administrator will refer the case to an advisory committee for assistance in the decision-making.

The advisory committee may be composed of :
1. A representative from the State Health Department
2. The student's physician
3. The student's parents or guardian(s)
4. The school principal or designee
5. The school health service's supervisor
6. The superintendent or designee
7. Primary teacher(s)

In making the determination, the advisory committee shall consider:
1. The behavior, developmental level, and medical condition of the student.
2. The expected type(s) of interaction with others in the school setting.
3. The impact on both the infected student and others in that setting.
4. The South Dakota Department of Health guidelines and policies.
5. The recommendation of the County Health Officer, which may be controlling.

The advisory committee may officially request assistance from the State Department of Health.

If it is determined that the student will not be permitted to attend classes and/or participate in school activities, arrangements will be made to provide an alternate educational program. If that requires personal contact between student and school employees, only trained volunteer employees shall be utilized.

Public information will not be revealed about the student who may be infected. If the student is permitted to remain in the school setting, the superintendent/principal will follow the following procedure:

Information will be provided, as appropriate, to school employees who have regular contact with the student, as to the student's medical condition and other factors needed for consideration in carrying out job responsibilities.

Health guidelines for school attendance are established and interpreted within the context of the case. The guidelines are not inclusive but are available to be used as a resource. School personnel will refer to school health professionals for specific judgments in interpreting the guidelines.

Instruction in appropriate handling of blood and body fluids will be provided. Hand washing after contamination, food preparation, and health/hygiene care performed in different sick and work areas, maintenance cleaning, and other personal hygiene measures are part of creating a healthy environment**.**

LEGAL REF: SDCL 13-28-7.3
REFERENCE: Control of Communicable Diseases, 14th Ed., 1985—Abram S. Benenson, Ed.

STUDENT COMMUNICABLE DISEASE GUIDELINES
Numerous communicable diseases may affect a school-age population and/or school staff. Some of these have a high degree of communicability. Some are life-threatening in nature. Some are both.

Disease and Incubation*
Period and Rules for School Attendance:

ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS): 6months-5years: Determination will be made by the advisory committee as outlined in the Communicable Disease policy.

CHICKEN POX: 14-21 days: The student may attend school after all pox are dry and scabbed.

CYTOMEGALOVIRUS (CMV) SALIVARY GLAND VIRUS: The student may attend school. Precautions should be taken by contacts with immunosuppression as anti-cancer or organ transplants as well as anyone with suspected or known pregnancy. Good hand washing in all cases should eliminate risk of transfer of infection.

FIFTH DISEASE (ERYTHEMA INFECTIOSUM): 6-14 days: The student may attend school with physician's permission.

GIARDIASIS (INTESTINAL PROTOZOAN INFECTION): 5-25 days or longer: The student may attend school if the student practices independent and hygienic bathroom skills. Other students may attend school after the third day or drug treatment. Good hand washing in all cases should eliminate risk of transfer or infection.

HERPES SIMPLEX: 2-12 days: The student may attend school during an active case if the student has the ability and practices personal hygiene precautions and the area of lesion is covered.

IMPETIGO: Variable 4-10 days: The student may attend school if treatment is verified and covered dry.

INFECTIOUS HEPATITIS: 15-40 days-average 25 days: The student may attend school with physician's written permission and if the student has the ability to take appropriate personal hygiene precautions.

MEASLES (RED, HARD, RUBEOLA, 7-DAY): 8-14 days: The student may attend school after a minimum of 7 days. Students who have had contact with measles may attend school if immunization is up-to-date.

INFECTIOUS MONONUCLEOSIS (FLANULAR FEVER): 2-6 weeks: The student may attend school with physician's permission. The student may need adjusted school days and activities.

MUMPS: 12-21 days: The student may attend school after swelling has disappeared.

PEDICULOSIS (LICE, CRABS): The student may attend school after treatment. After repeated infestation of the same student, the student may be excluded until all nits are removed.

PINK EYE (CONJUNCTIVITIS): 5-12 days: The student may attend school after the eye is clear, under treatment, or with a physician's written permission**.**

PLANTAR'S WART: The student may attend school. Students should not be permitted to walk barefoot.

RINGWORM (SCALP, BODY, ATHLETE'S FOOT): The student may attend school if the area is under treatment and covered. Restrict known cases of athlete's foot from pools and showers until under treatment.

RUBELLA (3-DAY GERMAN MEASLES): 14-21 days: The student may attend school after a minimum of 4 days. Prevent exposure of pregnant women.

SCABIES (7-YEAR ITCH, MITES): The student may attend school after treatment.

STREPTOCCAL INFECTIONS (SCARLET FEVER, SCARLETINA, STREP THROAT):
1-3 days: The student may attend school 24 hours after initiating oral antibiotic therapy, and clinically well**.**

All communicable and chronic diseases should be reported to Health Services.

***Time interval between initial contact with an infectious agent and the first sign or symptom of the disease.**

LEGAL REF: SDCL 13-28-7.3

DRESS CODE
Students wearing T-shirts, jackets, or other clothing with alcoholic beverage advertisements, inappropriate graphics, or suggestive slogans will be required to change into appropriate clothing. This may require parents/guardians to bring alternative clothing to school. Students are expected to wear clothing and shoes that are appropriate for the school setting and provide adequate coverage. Shorts of a reasonable length are permitted during warmer weather. Boots should be worn when wet, snowy, or cold weather conditions require them. Hoods on sweatshirts and jackets, stocking caps, hats, and other head coverings are not to be worn indoors unless approved for a specific school activity or medical/religious reason.

HOT LUNCHES
The school provides a wholesome, nutritious lunch, which meets both the state and federal government regulations. Please look for current PreK-5 lunch and breakfast prices on our Bridgewater Emery School

Website. All student lunches must be prepaid. An electronic message will be sent when balances are low to help families stay informed. Please ensure funds are promptly added to your child's account in advance.

Students may also bring lunch from home. Due to the number of students eating lunch and the limited amount of time available, it is hard for lunch staff to assist every student with opening containers, packaging, or preparing food items. Please send lunch items that your child can comfortably manage on their own. If a home lunch includes an item that requires heating, it must be a quick reheat item only. Due to limited microwave availability and the time needed, items such as ramen noodles, Easy Mac, or other meals requiring extended heating cannot be accommodated. Families are encouraged to use insulated thermal lunch boxes to keep food warm or lunch bags with ice packs to help keep cold items fresh throughout the school day.

For beverages brought from home, please send milk, water, or juice pouches/boxes. Pop, energy drinks, and other carbonated beverages are not permitted during the school day. Please limit water bottles to around 24 ounces and ensure they are sealed containers to prevent spills. Students will be able to refill their bottles at our water filling stations during the day.

INSURANCE
Student insurance is available at a reasonable rate. Insurance envelopes will be sent home the first week of school and are to be returned to school promptly. Delta Dental Insurance is also available.

TITLE I PROGRAM AND RESOURCE ROOM
Special reading and math instruction will be available for students in the elementary grades. This instruction is supplemental in nature and designed to support students who are experiencing challenges in reading or math. The services provided will be determined collaboratively by the Title I teacher and classroom teachers based on student needs. Parents will be informed and must provide permission before any Title I services are initiated for their child.

COUNSELING SERVICES
Various staff members may hold large group, small group, and individual sessions to promote positive relationship building and character development on an as-needed basis for students in grades K-5. Private counseling will be done only with the parent's permission.

SPEECH THERAPIST
All students in need of speech, language, and hearing services are given that opportunity. Screening and testing may be done with parental consent for all students in grades K-4. Kindergarten and new students are tested in the middle of the school year.

BAND
Students in 5th grade will be given the opportunity to receive instructions on musical instruments. There is a $30 rental fee per year to use a school instrument or to play the drums. Rent is due at the beginning of the school year. If a student quits, the rental fee will not be refunded. Repair of damage to an instrument beyond reasonable use will be the responsibility of the student/parents renting the instrument.

GRADING
A report card will be posted each quarter for students in grades K-5. Quarter report cards can be viewed by parents/guardians through Campus following the end of each nine-week grading period. Parents are encouraged to regularly check Campus throughout the school year to monitor their child's academic progress, grades, and

learning growth. Information regarding parent-teacher conferences will be communicated to families prior to the scheduled conference dates. The following grading system will be used for grades 2-5.

A+	100	B-	86-87	D	72-75
A	95-99	C+	84-85	D-	70-71
A-	93-94	C	80-83	F	69 and below
B+	91-92	C-	78-79		
B	88-90	D+	76-77		

The S/U grading system will be used in grades K-1.

Parents can access grades and other student information online at any time through the Campus Parent Portal. If you do not have an account, please contact the school office for assistance in setting one up.

BUS ROUTE CHANGES
It is the parent's responsibility to be aware of when the bus route changes every nine weeks. The dates are listed on the calendar. Any questions should be directed to Craig and Carolyn Meyer.

BREAKFAST PROGRAM
Breakfast is available every morning from 7:50-8:20 AM.
Please look for current PreK-5 lunch and breakfast prices on our Bridgewater Emery School Website. There will be no breakfast when school has a late start.

SOCIAL MEDIA APPS/WEBSITES
Many teachers will use social media to share news and pictures from their classrooms with parents. Pictures of the students may be on our Apps/websites at various times. Parents will need to sign a media consent permission form (part of online registration forms at the beginning of the year) and return it to the school.

CALCULATORS
There will be calculators available for use in the classrooms when needed/allowed.

CELL PHONES / ALL OTHER ELECTRONIC DEVICES
Students are asked to show respect with cell phone usage in the school building. Each individual teacher has the authority to determine cell phone usage in the classroom. Students may check text messages during lunch hour or during free time when permission is granted. If a staff member observes the cell phone as distraction to the owner or anyone in the classroom, the staff member has the authority to take the phone and turn it into the administration.

1. First violation - cell phone confiscated and returned at the end of the school day
2. Second violation – cell phone confiscated, and a parent/guardian will be required to retrieve the device from the administrative office at the end of the day
3. Each subsequent violation -detention or ISS may be assigned

The cell phones must be turned off or on silent mode when they are inside the building. Teachers have authority to require students to turn in cell phones to be stored in a safe place prior/during class if the phones become a constant disruption. If the student refuses to hand over their cell phone to any district employee for suspected improper usage, the student will be assigned one day of in-school suspension. Any use of a camera, camera phone or any picture/video recording device in the locker room, bus, playground, restroom, or inappropriate use on school property, before and after school events, or school vehicles that includes, but is not limited to, nudity,

graphic depictions, or sexual innuendos will be subject to disciplinary action ranging from detention to expulsion, dependent on the severity of the incident, and the incident may be referred to law enforcement.

TELEPHONE
Students must have permission from their teachers to use the phones in their classrooms to call home. Students may communicate with parents using cell phones during designated times set by their teachers if teachers are aware of all pertinent issues relating to the school.

LOCKERS
Lockers are the possession of the Bridgewater-Emery School and may be inspected by school staff, police, or search dogs at any time. Each student will be assigned a hall locker that cannot be changed without permission from the administration. Locks are not permitted. DO NOT store money and/or valuables in lockers. Bridgewater-Emery School is not responsible for lost, damaged, or stolen items. Fines will be assessed for damaged lockers. Please keep locker doors closed at all times. Lockers should also be kept clean both outside and inside.

MEDICATION
If parents wish their student to have any medication, they must provide it and complete a form indicating frequency, dosage, and type of medication. This form must be completed before any medication will be provided to the student. All medication (prescription and non-prescription) must be in the original bottle with the student's name on it. If your student uses an inhaler and keeps it with him/her, please come to the office and complete the medical form. Forms will be on the school website. All other medication must be kept locked up in the classroom or office.

CHAIN OF COMMAND
The board and administration believe that concerns are best handled and resolved as close to their origin as possible, and the staff should be given every opportunity to consider the issues and attempt to resolve the problem prior to involvement by the board. The proper channeling of complaints involving instruction, discipline, or learning materials will be as follows:

1. Teacher
2. Principal
3. Superintendent
4. Board

ALCOHOL, TOBACCO, VAPING & OTHER DRUGS
Student use or possession of alcohol, tobacco, controlled substances, or caught vaping on buses, school property or at school-sanctioned events will not be tolerated by the school. A student found using or in possession at such times will be immediately suspended.

INTERNET USE AGREEMENT
The students will use the internet in their classrooms and in computer class on a regular basis. Internet and e-mail users are responsible for their actions in accessing online resources; therefore, any accessing of inappropriate material my result in revoked access privileges, school disciplinary action, and/or appropriate legal action. The Bridgewater-Emery School District cannot be responsible for inappropriate or offensive material encountered on the internet.

The following activities are NOT permitted:

- Sending, displaying, or accessing offensive messages or graphics

- Using obscene or vulgar language
- Harassing, insulting, or attacking others
- Damaging computers, computer systems or networks
- Violating copyright laws
- Logging on to other student accounts
- Using the network services for illegal means

All students wishing to check out a computer during the school day or for use at home must complete a technology agreement (part of online registration forms at the beginning of the year).

PRESCHOOL INFORMATION

The Bridgewater-Emery School District offers preschool to provide children an opportunity to develop in an environment planned with their physical, mental, social, sensory, and emotional needs in mind and prepares students for elementary school. The program provides experiences with the intent of meeting the needs of all attending preschoolers. It is a language-based, developmental preschool. This means that activities are implemented with attention to different needs, interests, and developmental levels of individual children as well as the group. Research indicates that preschool aged children learn best through a multi-sensory approach. As examples, preschool activities may include playing with playdough, water, sand, shaving cream, rice, games, puzzles, and lots of reading. Music and singing are important elements to the preschool curriculum, as the children learn listening and language skills through these activities. Phonemic awareness is taught through repetition and familiar patterns heard in routines and everyday experiences. Students will have an opportunity to participate in P.E. and music classes as well.

Preschool Eligibility and Enrollment

Preschool is available to children who are 4 years old by September 1 of the school year. Enrollment is limited to 20 students. Depending on enrollment and the individual needs of students, a paraprofessional may be assigned to provide additional support within the preschool classroom.

Preschool Fees

The preschool fee is $350 per month, in addition to applicable breakfast and lunch costs. Preschool tuition is based on nine monthly payments. August and May are combined and count as one month for tuition purposes. Families will not be billed for August; instead, the final tuition payment will be billed at the end of the school year for May. Preschool tuition is billed in advance on the 15th of each month. Failure to make payments by the due date may result in the student being unable to continue attending the Preschool/Jr. Kindergarten program until the account is brought current.

Preschool to Kindergarten Placement

At the conclusion of the preschool year, students may have the opportunity to attend Jr. Kindergarten for an additional year or transition directly to kindergarten, based on the child's developmental readiness and individual needs. This decision will be discussed with families during the February Parent-Teacher Conferences in consultation with the teacher. Junior kindergarten is free of charge, as they are paid for by the state (if your child is age 5 by September 1). Students in junior kindergarten automatically advance to kindergarten the following year.