

SKYE RANCH SCHOOL

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STUDENT/PARENT INFORMATION HANDBOOK 2026-2027

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Welcome to SKYE RANCH SCHOOL
Office Hours 8:00 AM – 3:30 PM | School Hours 8:30 AM – 3:15 PM

AFTER SCHOOL CARE (STORM AFTER CARE)

Storm Care is run by the YMCA on the grounds of Skye Ranch. Homework assistance, crafts, and supervised sports are enjoyed by all students who participate. YMCA After Care point of contact is Nick Santos.

Contact Information

Nick Santos

Email: nsantos@ymcaswfl.org

Phone: 941-525-0742.

Registration link is https://ops1.operations.daxko.com/Online/3177/ProgramsV2/Search.mvc?category_ids=CAT2574849&location_ids[0]=S6793

All fees are set by YMCA. **To ensure your child goes to aftercare daily make sure that you have After Care chosen in your Raptor Dismissal App**.

AFTER SCHOOL CLUBS

Skye Ranch offers two types of after school clubs; Internal and clubs run by outside agencies. G-League, All Star Tennis, Major Cheer, and STEMania are some of the outside agency clubs offered. Skye Ranch does offer clubs run by teachers and staff. The list of internal clubs available will come out at the end of August. Clubs will typically begin after Labor Day. Flyers for all internal clubs go home at the end of August and are first come first serve. Scholarships for internal clubs are available. Contact Angely Gonzalez at 941-925-6400 for more information.

AGENDA BOOKS

Each student in grades 3 and above receives an agenda book to be used as an academic planning tool and communication tool between home & school. These students will receive a free agenda at the beginning of the school year. Since the agenda is used daily as part of the curriculum to record assignments and communicate with parents, any student losing their agenda will be expected to purchase a new one immediately for a fee of $5.00.

ANIMALS IN THE CLASSROOM

Sarasota County School Board guidelines require that the principal must receive written information when exposure to animals will occur in the school or classroom. The principal has the option to limit or reject the housing or visit of an animal in a classroom or the school. Guidelines require that parents receive written information when exposure to animals will occur in the school/classroom. Parents have the option to limit their child's participation and inform the teacher. The "guidelines for visiting/resident animals in the classroom" is available upon request.

ARRIVAL EXPECTATIONS: IT'S ALL ABOUT SAFETY!

- Please be on time- Students must be in class by 8:30am when the final bell rings.

- The official student drop-off at Skye Ranch is the carline driveway accessible from the main entrance for all arrivals. Carline opens at 8:00am. Please continue to wind through carline to the front entrance of the school. Students must use the passenger-side doors to exit vehicles.
- Please follow signage and listen to our staff for directions and procedures.
- Students arriving between 8:00-8:15am will be directed to the cafeteria.
- Students that arrive before 8:00am will participate in our Before School Program at the cost of $27.50 per child per week.

ATHLETICS/INTERSCHOLASTIC ACTIVITIES ELIGIBILITY- MIDDLE SCHOOL

To be eligible for athletics and interscholastic activities, students must have a previous semester grade point average (GPA) of 2.0 or a cumulative GPA of 2.0 in all core courses taken which are required for promotion to the next grade level. A student's eligibility is determined after each semester. In order to participate in athletics in a Florida school, students must have a current completed athletic packet, which includes a current physical and notarized Parent/Guardian Release and Hold Harmless Agreement and a copy of your medical insurance card on file in the athletic office. For more information please contact Skye Ranch's Athletic Director, Conor Guenther or visit our website under Community>School Athletics.

ATTENDANCE

The Sarasota County School Board and Skye Ranch School are committed to maximizing the amount of time a student spends in the classroom in a positive learning environment. To help accomplish this commitment, the School Board has enacted rules to address tardiness, student absence, and work habits.

Tardy/Early Dismissals

- Students will be allowed to enter their classroom at 8:15 am, first bell.
- Children entering the classroom after 8:30 am, second bell, are considered tardy and must report to the office to obtain a tardy pass.
- In order to respect the educational climate at Skye Ranch, it is our expectation that students are academically engaged from 8:30am – 3:15pm. Please make every effort to assist us in avoiding classroom interruptions. (Early or alternative dismissal plans should be in place before school starts each morning).
- Chronic tardiness may affect a student's academic performance.
- If the problem continues, a School Board social worker may be asked to make a home visit.

Excused Absences

In order for a student's absence to be defined as "excused," a note must be uploaded into the FOCUS portal. Sarasota County School Board Rule 7.103 defines the student absence policy in detail. An excused absence is defined as:

- Illness documented by parent/guardian or medical doctor
- Major illness in student's immediate family
- Religious holidays of a specific faith

- Pre-approved absences: Special situations (i.e. family emergency) must be pre-approved by the School Administration.
- Chronic absences can definitely affect a student's academic performance.
- Letters will be sent to the parent/guardian of any student with excessive absences (9 per semester) and/or when attendance becomes an obstacle to academic success.

Unexcused Absences (SB 201.1)

- A student who has 15 unexcused absences within 90 calendar days is a habitual truant under state law. The student may be dealt with as a child in need of services under §984, F.S. In addition, the parent/guardian may be subject to criminal prosecution under §1003.24, F.S.
- Students will be afforded an opportunity to make up work for an unexcused absence. There may be some academic penalty in accordance with attendance policies and procedures.
- When students are late to school or leave school early without an adequate excuse, the tardy or early dismissal will be unexcused.

Absences/Make-Up Work

- When a student has been absent, with a valid excuse, teachers will provide opportunities to complete missed assignments.
- Students will have make-up time equal to the number of days absent, to complete all assignments, per Sarasota County policy. The initiative for making-up missed assignments rests with the pupil under the teacher's guidance.
- NOTE: School policy recognizes that if a student is sick, he/she is unable to work at their highest level. Therefore, make-up work will not be sent home prior to a student's return to school unless a student is absent for more than 3 days.

Family Vacations (SB 201.2)

Family vacations are not automatically excused absences and are at the discretion of the principal or designee. Parents are encouraged to contact the school prior to family vacations.

Students on Reassignment

Any student attending Skye Ranch School on reassignment who accumulates excessive tardies and/or absences may have their reassignment revoked and be returned to their districted school.

BEFORE SCHOOL PROGRAM - STORM BEFORE CARE

The Skye Ranch Before School Program is provided for the convenience of working parents. Before School supervision and activities are provided in the cafeteria from 7:15-8:15am. Students must be signed in daily by an adult in order to attend. All students MUST be registered for the program. The school is not responsible for students who arrive before 7:15am. If a student displays inappropriate behavior, they may be removed from the program at the discretion of the school. The fee for the Skye Ranch Before School Program, set by Sarasota County School Board is $27.50 for 4-5 days a week. If your child is attending 1-3 days the price is $16.50 a week. Fees are payable to Skye Ranch School. Skye Ranch uses OSP which is an online payment system. Payments will also be received each morning in before care with Ms. Abt.

BICYCLES/WALKER

Students riding their bikes to school must wear a safety helmet, as required by law. Students without a helmet will not be allowed to leave the school with their bike. Parents will be contacted, if their student arrives at school without a helmet. The parent may bring the helmet to school, or they will have to pick up their student at dismissal, if the student does not have a helmet. For safety reasons, bicycles are never to be ridden on school grounds. Bikes should be parked in designated areas. Students are encouraged to lock their bike, as the School District will not be responsible for lost or stolen bikes. Skateboards and roller blades are not permitted on campus. Heelys are not to be worn at school with or without wheels. *Bike Riders must enter from the cross walk on Lorraine and walk their bikes to the bike rack.* Please review Dismissal Policies and Procedures for more information.

BOOKS AND SUPPLIES

Textbooks, workbooks, and instructional materials are provided by the school. Parents are responsible for all materials issued to their child. Lost or damaged books must be paid for at the replacement cost established by the State of Florida.

Grade-level basic school supply lists, including $50 School Supply Fee payment link, are available on the Skye Ranch School website.

All students should bring the following items each day: backpack, refillable water bottle and wired headphones (required for testing and classroom use)

BULLYING AND HARASSMENT

Policy: School Board of Sarasota County, FL policy 2.70 states that all of its students and school employees will have an educational setting that is safe, secure and free from harassment and bullying of any kind. The district will not tolerate bullying and harassment of any type. Conduct that constitutes bullying and harassment, as defined in policy 2.70, is prohibited and disciplinary action will be taken. Any reference to "bullying" includes cyberbullying whether or not specifically stated. Please refer to the School Board Policy 2.70 for information on bullying and harassment definitions, behavior standards, consequences, reporting, investigating, notifications and counseling.

BUS TRANSPORTATION

Bus Conduct

1. Each student is responsible for maintaining appropriate conduct on the bus and adhering to the bus guidelines in order to maintain the privilege of riding the bus. Students who ride the bus should follow these outlined rules:
    a) Remain seated and facing the front.
    b) Keep your hands to yourself.
    c) Talk to your neighbor using an appropriate noise level.
    d) No food or drink may be consumed on the school bus
1. Each parent is responsible for supervising their child(ren) at the bus stop. Parents unable to uphold this responsibility should make arrangements for another adult to provide this very necessary supervision.

2. Students are to board and depart only at their assigned bus stop and only at their assigned times.
3. Students should not arrive at the bus stop until it is nearly time to board the bus. Parents should walk their children to the bus stop approximately 5 minutes before the bus is scheduled to arrive. Parents should remain with their children until they load the bus and the bus departs.
4. Inappropriate behavior on the bus will be reported to the parent and school administrators. Should a student have a problem on the bus, the driver will first seek resolution with the parent through a bus misconduct report. This report should be signed by the parent and returned to the driver on the morning following receipt of the notice. Parents should take these notices seriously and address them appropriately with their child since these notices preempt a formal discipline referral.
5. If bus misconduct is serious and needs immediate action, or persists after parent notification, the driver will complete a formal discipline referral. A school or bus administrator will investigate the report and take appropriate disciplinary action. Since safety of all students is a critical issue, bus privileges may be lost in serious or persistent cases of inappropriate behavior.
6. Should you wish to discuss a concern related to the bus, a concern about a bus driver, or note an unsafe practice, please contact the Transportation Office directly at 941-486-2141.
7. An Integrated Student Drop Off Information Form is available from your child's bus driver for parents to not grant permission for their child to be dropped off without parent supervision. In this case, your child would be returned to school and participate in Storm After Care. Parents will be responsible for the *Storm After Care* fee.

CAFETERIA: Food And Nutrition Services

Skye Ranch School serves breakfast and lunch daily. Meals adhere to nutritional guidelines set by the United States Department of Agriculture. Parents may apply for free or reduced priced meals for their child based on income. Applications may be obtained from Food & Nutrition Services and are available in the school office.

- **Breakfast**: A breakfast program is available for students who choose to eat at school. Breakfast is served from 7:45 – 8:30 a.m. Daily breakfast price: $2.25 – All Students
- **Lunch**: A school lunch program is also available daily. Students may bring a lunch from home or may choose to purchase a lunch from school. Daily Lunch Price: $3.25 – Elementary and $3.75 Middle School
- Menus are available on sarasotacountyschools.net indicating the breakfast and lunch choices for the month.
- **Student Payment Accounts:** Meals may be purchased daily or paid by the week or month. *Parents may go on the Sarasota County Schools website to add money to their child's account on myschoolbucks.com* It is the responsibility of the parent to ensure that funds are available in their child's meal account. The cafeteria will assist by informing students in advance when their accounts are low. If a student does not have money in their account, the cafeteria will allow a charge. After 2 charges, students will receive an alternative lunch until charges are paid. Payments for lunches should be made prior to 8:30 a.m. If you have

questions about our meal program, your child's account, or other food service related issues, please contact our Cafeteria Manager at 941-925-6400.

Cafeteria monitors will assist students and provide supervision during meals. These monitors will encourage students to eat but cannot force them to eat. If a monitor notices a child is not eating, they will inform the teacher of their observations and encourage the child to eat.

Students are expected to:

- Follow STORM Expectations
- Remain seated at assigned table until dismissal
- Use hand signals to request assistance
- Be Courteous and respectful while keeping hands, feet, and food to self
- Get all food, drinks, utensils, and condiments all one time
- Leave eating area clean
- Leave quietly and orderly out the correct exit
- Food/drink items are not to be removed from the cafeteria

Skye Ranch is a closed campus. Students are not permitted to leave school grounds for lunch. If you are joining your child for lunch, we have special family picnic tables for you and your child to enjoy lunch together located outside of the cafeteria. Family members and guests are permitted; however, you must sign in and wear a visitor's badge on your shirt near shoulder. Visitor's badge must be worn the entire time on campus. You may not sit with your child's class at the lunch tables. PARENTS MAY HAVE LUNCH WITH THEIR CHILD ONLY. ONLY PEOPLE ON THE CONTACT LIST WILL BE ABLE TO EAT LUNCH WITH THEIR STUDENT. *Please note: Parents may eat with their own child under the awning outside of the cafeteria. THIS BEGINS Monday, August 24, 2026.*

CHANGE OF ADDRESS

It is the responsibility of the parent/guardian to notify the office of any changes of address, phone number, or child-custody status to ensure that the district has accurate and up-to-date information. Parents/guardians must provide the school with a phone number where they can be reached during the school day. **Parents must create an account in the Family Access Portal and update information within.** It is accessible under the parents and students tab on the Sarasota County Schools website.

CHAPERONES

Anyone desiring to chaperone a field trip, or volunteer at Skye Ranch School in any capacity, must have prior approval. This is accomplished by signing into the Community Involvement portal on the computer located in the school office. This system has been put in place as a safety feature. It permits us to keep track of who's on campus, if they have been screened by the FDLE, and how we might better use the services they provide. Level I screening is required for all chaperones and volunteers. Level II screening (fee based) is required to chaperone an out-of-county field trip or in-county field trip where students will be with chaperones not under the teacher's direct supervision. Teachers assign chaperones for academic-related field trips, organizing duties and responsibilities for student supervision.

CHECK-IN AND CHECK-OUT PROCEDURES

Our primary concern is for the safety and welfare of our students; therefore, we ask for your support in strictly enforcing the following rules pertaining to check-in and check-out procedures.

- Students who **arrive after 8:30 a.m**. must report to the front office **WITH THEIR PARENT** in order to secure a "Tardy Pass" to get into the classroom. Please do not send a child in on his or her own.
- If your child has an appointment and needs to be dismissed from school early, a parent or guardian must come to the Reception Office to sign the child out. **Classroom teachers MAY NOT release students without first being notified by the Receptionist.**
- **There are NO early dismissals after 2:30pm.**

CLINIC



Children who become ill or injured are sent to the clinic.

All children with a temperature of 100° or higher will not be allowed to remain in school. Children must be fever-free without medication for 24 hours prior to returning to school.

Students with head lice infestation will be excluded from school until treatment for removal of live lice has been completed. Siblings and close associates of the student will also be examined for lice or nits. The clinic nurse examines students upon their return to school to ensure that no live lice are present.

Medication: Whenever possible, give medications at home. School personnel will give medication to students only if the following conditions are met:

- A serious or chronic health condition exists and failure to take medication could jeopardize the student's health.
- Medication must be delivered by the parent to the health room aide.
- A Medication/Treatment Authorization Form must be signed by parent or guardian, completed by the prescribing doctor and given to the health room aide.
- Parents are responsible for keeping forms and medication up to date.

COMMUNICATION

Teachers will communicate with their families through the Rooms app., e-mail or Schoology. Teachers will respond to parents' questions/concerns within 24 hours via e-mail or telephone. Visit our school's website for a listing of special events and information of interest.

COMMUNITY ENGAGEMENT PLATFORM (THRILLSHARE)

The Thrillshare service enables the school to keep parents/guardians informed in a timely manner of safety and educational issues through personalized telephone, text, and email messages. Messages will include school or district emergencies, Principal communication, school news or special events.

It is important to keep all telephone numbers and e-mails up-to-date with the school Registrar and in the Family Access Portal. Mrs. Hannon will send a Monday Message with information about upcoming events. **If you aren't receiving information please check to make sure your information is correct on the family portal.**

CUSTODY ISSUES

The safety and security of our students is always a priority at Skye Ranch. With regards to custody issues, we are following the School District Guidelines which specify that **both parents have access to their child's information unless there is a court order specifying otherwise.** School personnel will contact the District Office for guidance and direction in handling custody issues. **If both parents are listed on the birth certificate, then both parents have full access to their child(ren).** School personnel will not be placed in the position of negotiating parent disputes regarding the release of their children. We want school to be a safe haven for all children. Before any request is made to restrict information and/or release a student to an authorized person, a parent must provide a copy of the custody papers which will become a part of the student's cumulative record. This will assist us in ensuring that the child(ren)'s rights are not violated. Teachers will accommodate parent requests for duplication of information if a student splits time with parents so both parents have equal access to homework, assessment information, report cards, school-wide events, etc.

DISCIPLINE AND SAFE SCHOOL POLICY

At Skye Ranch, we believe everyone has the right and responsibility to achieve his/her educational best. Likewise, we believe that no one has the right to interfere with another student's opportunity to learn. With these beliefs at hand, we will: 1) show respect for all members of the Skye Ranch School community; 2) clearly define the things we expect across settings 3) hold each person accountable for his/her own behavior. **Classroom rules are posted by each teacher and are carefully explained to students along with consequences for failure to follow the rules as well as positive rewards for rule compliance.** Parents are also notified of the rules and consequences for compliance and noncompliance. Parents/guardians are expected to sign a statement of understanding and support for the discipline policy.

STORM Expectations

Although classroom rules are unique to each classroom, all of the rules will be linked to the school-wide PBIS expectations across settings. Therefore, compliance and non-compliance of the rules will be identified as matching one of the following expectations:

S	I am **SAFE**
T	I am **THOUGHTFUL**
O	I am **ORGANIZED**
R	I am **RESPECTFUL**
M	I am **MOTIVATED**

<u>Weapons Policy</u>: Any object which could be considered a weapon used to inflict harm or intimidate another individual is strictly prohibited. A student in possession of a weapon is subject to being expelled for up to 180 days.

Behavior, which is inconsistent with the school-wide STORM expectations, will be addressed as needed. The teacher will inform and involve the parents in supporting positive behaviors on campus. When appropriate, the teacher may involve other school resources such as the School Counselor, ESE Instructional Facilitator, or Administrator to assist in the behavioral change. Detention or suspension may be used when serious infractions occur, inappropriate behavior persists, or students disrupt the teaching/learning process for others. If a student is suspended from school, parents are responsible for their child's supervision during the period of suspension.

*It is the policy of the Sarasota County School District that all of its students are safe, secure and free from harassment and bullying of any kind. (Please review the ***Student and Family Handbook*** on the district's website.)

The DISTRICT Student & Family Handbook can be found on the Sarasota County School Board Website at: www.SarasotaCountySchools.net

****SEE POSITIVE BEHAVIOR INTERVENTION & SUPPORT (PBIS)**

DISMISSAL

<u>Dismissal Information</u>

- **Dismissal App**
  - We use an app called *Raptor Safe* to manage daily dismissal for all dismissal options.
  - **Raptor Safe** is available on all app platforms.
  - Parents should use *Raptor Safe* App to:

- Set a default dismissal schedule
- Update or change their child's dismissal option
- Notify the school of any last-minute changes before the end-of-day cutoff time of 1:30PM.

- **Families with Multiple Children**
  - For families with more than one student at Skye Ranch, dismissal will take place at the location assigned for the youngest sibling to ensure safety and ease of pickup.

- **Golf Carts**
  - "Street legal" golf carts may use the carline, like any other vehicle.
  - Parents may meet their student offsite, on the east side of Lorraine Rd., if they are a walker/biker in their golf cart.

- **Crosswalk on Lorraine**
  - One crosswalk with a crossing guard will be located across Lorraine Rd. just north of the school's sign.
  - If parents want to meet their walker/biker, they are encouraged to stay on the east side of Lorraine Rd. (adjacent to Turner Park), to limit congestion on the only sidewalk/exit from the school on the west side of Lorraine Rd.

Dismissal Options:

You will indicate one of the following dismissal options in the *Raptor Safe App*:

- **Bus Rider** – Students riding the bus will be escorted to their designated bus at dismissal.
  - All bus riders must be registered before August 10
  - Bus Rider registration information
  - *MyRide K-12 App*: Sarasota County Schools' transportation app
    - View bus assignments, see stop locations/times, track bus in real time

- **Carline Pickup** (Please see attached map, for the correct carline lane)
  - **PK-2 Carline (Orange)** – For families picking up students in grades PK through 2nd grade.
  - **3-7 Carline (Navy)** – For families picking up students in grades 3 through 7
  - Students will only be loaded on the passenger side of vehicles.
  - In carline, staff will scan your child's *Raptor Safe QR code* for a safe and efficient student release. Parents will display their *car tag* to help staff quickly identify your vehicle and load your child.
    - *Raptor Safe QR code: If you have a sticker Raptor Safe QR code from last school year it will still work. If you are new to SRS or need a QR code they will be available for pick up at Meet Your Teacher.*

- *Car tags: All families will need new car tags for 26-27 school year. They will be available for pick up at Meet Your Teacher.*

- **Walker/Biker** – Students walking or biking home will be released at the designated dismissal exit.
    - A *Walker/Biker Waiver* must be signed and returned the classroom teacher, for students in grades 2nd through 7th to leave campus independently.
    - Kindergarten and 1st grade students will not be allowed to complete a waiver unless they have an older sibling walking or biking with them.
    - Pre-K students will not be allowed to be independent walkers or bikers under any circumstances.

- **Walking School Bus-** Students in grades K and 1st ONLY will be walked to designated area by the bike rack to meet parents before walking home.
    - A *Walking School Bus Permission form* must be signed and returned to classroom teacher.

- **YMCA Storm After School Care-**Students staying for after care will transition to their assigned program location at dismissal.
    - Students must be registered to attend YMCA Storm After Care

- **After School Clubs/Athletics** – Students staying for clubs/athletics will transition to their assigned program location at dismissal. Club sign-ups will start late August/early September

DRESS CODE

Skye Ranch School follows the district dress code policy. The district Student & Family Handbook can be found on the Sarasota County School Board Website at: www.SarasotaCountySchools.net. The Skye Ranch dress code goal is to promote quality education and behavior acceptable to a working environment. Administration at each school is responsible for establishing and enforcing a student dress code policy. The principal's decision on the appropriateness of dress will be final.

ALL students are required to always wear their student IDs on campus and on school buses. Student IDs must be visible at all times. There is a $5 student ID replacement fee.

Students have a RIGHT to:

- Wear appropriate clothes, as long as those clothes or the way the clothes are worn are appropriate for the school setting, adhere to the school dress code, are not dangerous to health or safety, and do not disrupt the learning environment.
- Learn without a disruption to the school or classroom environment.

Students have a RESPONSIBILITY to:

- Comply with the school dress code.
- Wear their current/valid student ID (visible at all times).
- Be respectful of their peers at all times regardless of what they are wearing.

- Come to school fully clothed and wear clothes which are not dangerous to health or safety, do not disrupt the learning process, and stay within the school dress code.
- Dress in a way not offensive to others at school or at school-sponsored events, including, but not limited to:
    - At all times, no:
        - exposed undergarments
        - jeans, shorts, skirts, dresses or pants worn below the hips
        - jeans, shorts, skirts, dresses or pants with rips above the mid-thigh
        - excessively short skirts, shorts, or dresses that at any time expose underwear or body parts in an indecent or vulgar manner
        - pajamas or slippers
        - excessively low-cut tops see-through clothing (includes mesh material mid-thigh and above)
        - clothing of an ethnic or racially offensive nature
    - Clothing must cover the mid-riff when standing naturally
    - Sleeveless shirts must have straps with a minimum width of one inch (about two fingers) and the gap below the armpit cannot be excessive of three inches (about four fingers)
    - Not wear items or markings which are offensive, suggestive, indecent, or associated with gangs; as identified by the Florida Gang Intent Act of 1990.
    - Not wear items which encourage the use of drugs, tobacco, alcohol, violence, weapons, or support discrimination on account of race, color, religion, ethnic or national origin, age, disability, veteran or military status, marital status, pregnancy, sex, gender, gender identity or expression, sexual orientation, or any other characteristic protected by federal or state law or School Board policy.

It is the responsibility of each Skye Ranch student to dress according to the dress code. We seek parent support and monitoring of student's daily dress. Skye Ranch staff members make every effort for consistent enforcement. To avoid loss of class time, students who do not come to school adhering to the dress code guidelines will be required to change into school-provided clothes to wear for the day. Students will be responsible for returning clothes they have borrowed from the school at the end of the school day. Repeat offenses may result in a referral. The dress code is in effect at all times while on campus including before school, after school and at all sponsored activities (including events off campus, such as at another school), i.e.: sporting events, dances, etc. The school dress code may be updated during the school year to follow the guidelines of the Sarasota County Schools Student Code of Conduct.

Middle School PE Uniforms

All middle school students will be dressing out for Physical Education (PE) as part of our efforts to promote personal responsibility, hygiene, and a more effective physical education experience.

- **PE Uniforms:**
    - PE uniforms will include a Skye Ranch PE t-shirt and athletic shorts.
    - Uniforms will be on sale at the start of the school year.
    - Students will need to wear athletic shoes for PE class, purchased independently from the PE uniform.

- **Expectations:**
    - Students are expected to dress out daily in their PE uniform.
    - Participation and proper attire are part of the PE grade.
    - Students should bring their PE uniform home regularly for washing.
    - Respect, effort, and a positive attitude are key components of the PE experience.

ELECTRONIC COMMUNICATION DEVICES

300.2 – Electronic Devices (Summary of School Board Policy 5.38)

A student may possess an electronic device at school such as cellphone, smart phone, smart watch, laptop or other device that receives, sends or stores digital data, provided that the electronic device remains powered off, in backpack or with the teacher during the school day. Students may never use electronic devices on school property or at a school sponsored activity to access and/or view inappropriate Internet websites, including those that are blocked to students at school. During testing students may not possess any electronic or recording device(s) at their desk, clipped to their belt, in their pocket, or anywhere within reach, even if the device is turned off or the student is not using it. If a student is found to be in possession of any electronic device during testing, his or her test must be invalidated. Possession of an electronic device by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege. Violations of this policy may result in disciplinary action and/or confiscation of the electronic device. If the electronic device is confiscated, it will be returned to the student's parent/guardian as defined by Florida statute. The student who possesses an electronic device is responsible for its care. The school board is not responsible for preventing theft, loss, damage or vandalism to electronic devices brought on to its property.

EMERGENCY PROCEDURES

Students practice monthly drills in case of a critical incident including: fire, lockdown, tornado, or emergencies. A Lockdown indicates that the school is in full lockdown. A Secure Perimeter means that the school is in a limited lockdown. A Shelter-In-Place means that students are to take cover due to severe weather. If a parent or visitor arrives on campus during a drill, please remain in your vehicle until an "all clear" has been given. In the event of any emergency, students will be kept at school until notification from the District office.

EXTRA CURRICULAR ACTIVITIES

Extracurricular Activities are an extension of the school day. Skye Ranch students who participate or attend before/after school activities/athletics and events are required to follow all school policies and procedures including the Student and Family Handbook and Dress Code regulations. Students wishing to attend an athletic or evening event must go home via their regular dismissal routes and then return for the activity at the start time with a parent who remains for the activity (excluding school dances).

FIELD TRIPS

Field trips are part of the regular school curriculum. Permission is obtained in advance. Teachers will send notices home announcing field trips and requesting chaperones. All children participate unless

a parent chooses to keep their child home. In order to chaperone, you must be a Level 2, district approved volunteer. Volunteer registration is available in the office and must be updated yearly.

GUIDANCE AND COUNSELING

Students at Skye Ranch Elementary will receive guidance services by our School Counselors. Students may also receive small group or individual counseling services as deemed appropriate. Guidance and counseling are considered instructional activities and are a part of our regular curriculum. Parents will be notified of participation and consent will be gained if warranted by counseling activity.

HOME BAKED ITEMS

The Health Department has determined that foods prepared in a private home shall not be used, sold or offered to students. Any food items to be shared with students and/or staff must be commercially prepared and packaged with all ingredients listed on the product label.

HOMEWORK

In general, homework is a time for skill practice, enrichment, or more in-depth attention to a given unit of study. Homework can contribute greatly to the learning process for every child. Homework expectations will be explained by the classroom teacher to your child. *Parental support in seeing that all homework is completed is strongly encouraged and plays an important role in every child's academic success.*

When a student has been absent with a valid excuse, teachers will provide opportunities to complete missed assignments. Students will have make-up time equal to the number of days absent, to complete all assignments, per Sarasota County policy. The initiative for making up missed assignments rests with the pupil under the teacher's guidance. (NOTE: School policy recognizes that if a student is sick, he/she is unable to work at their highest level. Therefore, makeup work will not be sent home prior to a student's return to school).

INCLEMENT WEATHER

Children should take precautions to bring a rain poncho or umbrella on days when our forecast predicts rain. A good idea is to purchase a rain poncho which could be kept at school or in your child's book bag in the event of unexpected rain. If there is lightning in the area Skye Ranch will use its inclement weather procedures. *Make your inclement weather plan now!*

LOCKERS/LOCKS (Middle school-PE)

Students in PE may be required to rent a Skye Ranch school lock for their PE locker. The cost is $5.00 per lock, per year. At all times, students are expected to keep all belongings in their lockers and to close their lock. Students may be required to dress out for class. Uniforms will be available for purchase in the PE classes.

Search Policy:
Florida School Law, 2003, statute 1106.09, subsection (9) states: A student's locker or backpack is subject to search upon reasonable suspicion that a prohibited or illegally possessed substance or

object is contained within. This subsection allowed the use of metal detectors or specially trained animals in the search for illegally possessed substances or objects.

LOST AND FOUND

"Lost and Found" is located in the cafetorium next to the stage and front office. Children and parents should immediately check with office personnel in the event of a missing item. **All unclaimed items are removed at the end of each month. Families are strongly encouraged to label all belongings with child's name. This includes water bottles, jackets, and backpacks.** Skye Ranch School is not responsible for any lost items.

MEDIA CENTER

The school Media Center is for the education and enjoyment of students and their families. The Media Center provides a variety of books for reading, reference, and pleasure. Students may check-out two books at a time during school hours. If a student loses or severely damages a book or other media material, the parents will be responsible for reimbursement before additional materials can be checked out.

MEDIA CENTER CIRCULATION POLICY

- Each student is expected to return his/her library book(s) during their scheduled library time.
- Students are required to return their library books in order to check out additional books.
  Ex.: If a student in second-fifth grade returns only one book, then the student is allowed to take out only one additional book.
- If a student still owes the **same** missing library book after several weeks, he/she will not be permitted to check out any new books.
- Parents are expected to pay for all lost or damaged books.
- Overdue Lists are distributed to the classroom teachers each month.

MOVEMENT ON CAMPUS/HALL PASS

Students are expected to:

- Have their IDs on and visible when moving about on campus
- Attached to student IDs, students should have a Storm Tracker pass with them
- Move directly to and from destination quickly and orderly by shortest route
- Keep hands/feet/objects to themselves
- Use appropriate language and use an inside voice

OPEN GATE - Weapons Detection System

At Sarasota County Schools, the safety of our students is of the utmost importance. To enhance the safety and security of our Skye Ranch School, OpenGate® Weapons Detection Systems has already been in place on our campus for one year.

These walk-through metal and weapons detection systems are designed to rapidly scan people for dangerous and prohibited items as they pass through the gate. The goal is to provide a quick, unobtrusive way to bring an additional layer of safety and security to our schools. As always, the

safety of our students and staff is paramount, and the OpenGate® System helps ensure a safe and secure learning environment.

How it works

Students and visitors will walk through the gate as they enter the building. Any laptops— as well as the items listed below—will need to be removed from backpacks and passed to staff to avoid the OpenGate® system from alerting.

Remove tablets, gaming devices, metal 3-ring binders, metal spiral notebooks, metal containers, and umbrellas.

Staff will be on standby each day to greet students and visitors and to address any detected threats. If the detector's lights turn red, individuals will be asked to go through the detection system a second time. If the red signal appears again, individuals will be escorted to a secondary screening location and their backpacks and personal items will be searched as part of a more thorough investigation.

PARENT TEACHER ORGANIZATION

Our Parent Teacher Organization is a highly active and productive group providing support for our instructional and social activities. All parents are invited to become a member and to become involved in the school. PTO hosts activities and programs for students, parents, and teachers alike. There are different levels of involvement and different ways to show your support. Students will bring home flyers advertising the date, time and subject of the PTO meetings. **Be sure to join our PTO!**

PBIS AT SKYE RANCH

Skye Ranch wants each student to be a successful learner in our school community. We utilize the framework from PBIS to create a Multi-Tiered System of Support (MTSS) for behavior. This is a positive, proactive approach to behavior management which is shown to be the most effective. Behavior expectations are taught and reinforced, so the expectations are the same for all learners. Classroom and school-wide expectations are in place to prevent problem behavior. When necessary, intervention plans will be developed with the school-wide support team based on the needs of the student and data.

What is PBIS?

PBIS is the application of evidence-based strategies and systems to assist schools to improve academic performance, increase safety, reduce bullying behaviors, decrease problem behavior, and establish positive school cultures. PBIS is a school-wide program that is explicitly taught to all students in a way that fits with schools' cultural values. Data is collected and used to guide the implementation of PBIS and evaluate outcomes.

School-wide PBIS Expectation:

S	I am **SAFE**
T	I am **THOUGHTFUL**
O	I am **ORGANIZED**
R	I am **RESPECTFUL**
M	I am **MOTIVATED**

CAMPUS EXPECTATIONS	
Safe	▪ See Something, Say Something ▪ ID's on and visible ▪ Report any concerns to an adult ▪ Make positive choices
Thoughtful	▪ Walking feet ▪ Follow voice level expectations ▪ Keep hands, feet, and objects to self
Organized	▪ Be prepared ▪ Manage your belongings
Respectful	▪ Be kind ▪ Listen ▪ Use courteous words and actions ▪ Respect others' personal space and belongings
Motivated	▪ Give my best!

Positive Recognition

Individual – A student who is demonstrating school wide behaviors in an exceptional manner will receive a Bolt Buck. Any school staff member can give any student a Bolt Buck. LiveSchool is a digital platform that will be utilized for staff and students to keep track of Bolt Bucks. Students will have the option to redeem their Bolt Bucks at the Storm Store. The Storm Store has a variety of prizes and campus incentives for students to recognize them for their positive decision making.

Class – Individual classes that are demonstrating school wide behaviors are given shout-outs on the news. Classes can also choose to combine their Bolt Bucks for classroom incentives.

Campus-Wide – All students who have consistently demonstrated the STORM expectations will participate in the quarterly PBIS Celebrations.

PETS ON CAMPUS

Dogs or other pets are not permitted on campus inside the fence line/gates. For the safety of our students, we recommend that you not bring your dog to school, leashed or unleashed, when arriving or picking up your child as some students have a fear of dogs or allergies. Service dogs are allowed on campus with prior notice.

PICTURES

Individual student pictures are taken in the fall and class photographs in the spring. Flyers and payment envelopes are sent home prior to this special day. Payment in advance is requested.

PLAYGROUND

Playground Times:

All students arriving on campus before 8:15 a.m. must report to the cafeteria where there is supervision. Students may not use playgrounds before or after school.

Playground Conduct:
Safety shall always be the prime consideration when students are playing. Any situation or activity which poses a hazard will be ceased. Students are expected to use our playground equipment for the purpose it is intended. Consequences of breaking the playground rules may lead to restriction of playground privileges or stronger disciplinary action if the behavior is severe or persistent. Below are guidelines and rules for the playground and use of the equipment.

Playground Guidelines/Rules:

1. Follow STORM Expectations
2. Students may not throw objects (sticks, rocks, dirt, etc.) or play in a manner which is too rough (pencil fighting, pushing games, chicken, etc.).
3. "Play fighting" typically results in real fighting and is prohibited.
4. The school will not support "hitting back." When two students get physical, both will be wrong.
5. Students should play only in the designated areas and must obtain permission from the teacher in order to leave for any reason.
6. Students will walk to the playground in an orderly, quiet manner. This is necessary because they will pass classrooms which are in session.

QUESTIONS? Who to ask

FIRST Contact your child's teacher. Frequently, a conference or a sharing of information/concerns will answer the question.

SECOND If concerns remain unresolved, contact the school at 941-925-6400 and request to speak with a school counselor.

THIRD If your questions/concerns remain unresolved, contact the school administration for further assistance.

REPORT CARDS

Report cards are distributed through the Family Access Portal. However, you should expect ongoing communication with your child's teacher regarding their performance at school. If you have questions or concerns, do not wait until the report card or performance report is distributed. Contact your child's teacher in writing or by telephone.

The following are suggested guidelines that teachers will follow as it relates to the Family Access Portal:

- Grades will be posted within one week of a graded assignment/test being given
- Teachers will respond to a parent inquiry regarding a grade(s) within two school days

** Please note that factors, such as teacher illness, and other factors may delay the above parameters. Our goal is to have ongoing communication with you regarding your child's academic progress.

REPORT CARD GRADING SCALE
2ND – 7TH GRADES

- The grading scale that has been adopted by the Sarasota County School District is as follows:

A – Outstanding ..... 90-100% E - Excellent

B – Above Average 80-89%	G – Good
C – Average 70-79%	S – Satisfactory
D – Below Average 60-69%	N – Needs Improvement
F – Failing..... 0-59%	U – Unsatisfactory

- Grades reflect progress toward the mastery of the Standards provided by the FLDOE.
- Grades are a form of communication with students and parents.
- Homework will not be graded in the elementary grades.
- Students may not receive lower than a 59% on any given assignment or test that the student attempted/completed.
- Students must turn in late/missing assignments by the end of instructional units
- Grades will be posted within one week of a graded assignment/test being given
- Teachers will respond to a parent inquiry regarding a grade(s) within two school days
- Progress Reports will NOT be required as grades are always accessible through the FOCUS portal.
- Additional support will be developed and provided in consultation with support staff and parents/guardians to support students not meeting grade level proficiency.

KINDERGARTEN & 1ST GRADES: Standards-based reporting

Standards are what students should know and be able to do at the end of each grade. A standards-based report card helps students and parents better understand grade level expectations. On traditional report cards, students receive one "letter grade" for each subject area. On a standards-based report card, each subject area is divided into a list of skills and knowledge that students are responsible for learning. Students receive a separate mark for each skill that reflects grade level content. It is important to note that it would be impossible to list every standard on the report card. The skills on the Sarasota County Schools Kindergarten and First Grade report cards are a "snapshot" of the standards for your child at this grade level. The report card is a communication tool between schools and families of the continuous progress a child makes throughout the school year.

Understanding Performance Levels

The following performance levels are used on the report card:

4	The student has an **advanced** understanding and **exceeds** *end of year*, grade level standard mastery. A student receiving a 4 demonstrates this advanced knowledge at school.
3*	The student demonstrates **mastery** on *end of year*, grade level standard. A student receiving a 3 shows solid knowledge and has proficient understanding of concepts and skills.
2	The student is **approaching** *end of year*, grade level standard mastery. A student receiving a 2 understands basic skills and concepts but is not yet fully independent. The student is applying concepts and skills with increasing success.
1	The student is **beginning** progress towards *end of year*, grade level standard mastery, but is not yet independent. A student receiving a 1 may benefit from additional support*.
L	The student has **limited** progress towards *end of year*, grade level standard mastery. A student receiving a "L" may benefit from additional support*.

Level 3 is the grade level expectation and is what all students should meet by the end of the year.

S.A.C. (SCHOOL ADVISORY COUNCIL)

The purpose of the School Advisory Council is to enhance school site decision making, to serve in an advisory capacity to the principal regarding school improvement, to assist in the preparation and evaluation of the School Improvement Plan, and to provide input on the budget and use of School Improvement funds. All meetings are open to the public and are publicized well in advance. Nominations are held annually, and minutes are posted on the school and district websites.

SCHOOL CALENDAR AND HOURS

10	August	School Opens – Classes Begin
7	September	Labor Day – No School
9	October	End of the First Grading Period
12	October	Professional Day – No School For Students
23-27	November	Thanksgiving Holiday – No School
18	December	End of the Second Grading Period
21	December	Winter Break Starts– No School
4	January	Professional Day – No School For Students
5	January	Classes Resume
18	January	Dr. Martin Luther King, Jr. Day – No School
15	February	Presidents' Day – No School
11	March	End of the Third Grading Period

12	March	Professional Day – Ano School for Students
15-19	March	Spring Break – All Students and Staff
16	April	Mini Break – No School
26	May	Last Day For Students
31	May	Memorial Day – No School

- School office hours are 8:00 AM to 3:30 PM
- Student day is 8:30 AM to 3:15 PM
- No student will be allowed back into the school building after the dismissal bell.

SCHOOL CLOSINGS

In the unlikely event that severe weather should cause the school to open late, close early, or possibly not open for a day (i.e. hurricane), information will be announced over the radio and television stations as well as a Community Engagement message from the Superintendent and/or school Principal. Refer to the Sarasota District Website for updates. It is the responsibility of the parents to monitor the radio and television stations when weather is questionable. Please do not attempt to call the school to verify the information since we will need the telephone lines to receive critical weather information. Plan arrangements for your children now should such an event occur.

1. **Parents should have a severe weather plan** for their child in the event of an emergency which could affect our normal school hours. It is imperative that your child and school understand the plan before such an emergency occurs.
2. In the unlikely event that school should close early, our school will follow your child's normal after-school routine unless you have given us specific instructions otherwise. This means that if your child normally rides the bus, he/she will be sent home on the bus unless we have different instructions. If your plan will involve a neighbor, friend, or person other than a parent to transport your child from school, he/she must be listed on our release information card in the school office.
3. Work out a plan and inform your child's teacher and the office of any details which may vary from the normal routine or the names of parents who have permission to pick up your child. A delay in this decision may cause unnecessary confusion and worry for your child, yourself, and the school.

SCHOOL GROUNDS AFTER HOURS

There is no supervision available after school (unless through after care) and the school will not be responsible for the safety of your child after school hours. Entrance into the building is prohibited after hours. Our school is protected by an alarm system monitored by the school district and police.

SCHOOL INSURANCE

STUDENT ACCIDENT INSURANCE

At the beginning of the school year, the Sarasota County School District provides the opportunity for all students to purchase a Student Accident Insurance Plan. Enrollment information will be shared during the first few weeks of school. The plan is also available to any new student enrolling during the school year. Students have the option of purchasing accidental insurance coverage for the school

day only, or they may purchase coverage for 24 hours a day, seven days a week. The cost and coverage descriptions are explained in the insurance company literature. The purchase of these insurance programs is optional.

STUDENT MEDICAL COVERAGE (other than Student Accident Insurance)
The Sarasota County School District has no provision, either insured or otherwise, to make routine payments of medical expenses for students injured as the result of accidents. It is assumed that all parents/guardians of students have made provisions to meet the financial responsibility of paying medical costs incurred by their child.

SCHOOL TELEPHONE NUMBERS

Office	941-925-6400
YMCA Storm After Care	941-525-0742
Cafeteria	941-925-6400
Bus Transportation	941-486-2141

It is important that the office has your correct address and telephone numbers (home, work, and cell). Should you move during the school year or your telephone numbers change, please notify the school office immediately. The school must have a telephone number where parents can be reached during the school day in case of illness or injury of your child. It is also important to list the telephone number of a neighbor, friend, or relative who may be called in case of an emergency if we are unable to reach either parent

SCHOOL WEBSITE AND SOCIAL MEDIA

Check out our website at:
www.SarasotaCountySchools.net/schools/o/skyeranch

Social Media
Follow us on Facebook and Instagram @skyeranchscs, @skyeranchpto

SEASONAL & CULTURAL ACTIVITIES

Individual classes and grade level teams may hold traditional seasonal parties. Parties may include the recognition of an event of cultural or social importance. If a parent strongly objects to their child's use of instructional materials that include certain symbols, or participation in a school or class activity, please notify the classroom teacher in writing. Any parent willing to assist the classroom teacher with activities such as these or would like to recommend the recognition of other cultural activities, please submit your suggestion to the teacher in writing.

STAFF LOUNGE

Children of staff members as well as children of parent volunteers are NOT permitted in the Staff Lounge or Mailroom at any time.

TECHNOLOGY

Students' use of the District's digital network, internet service and other electronic resources is a privilege. As a condition of that privilege, students must comply with this Acceptable Use Policy ("AUP").

The following general rules govern students' use of the District's digital network and technology resources:

- The use must be in support with the District's educational goals and policies.
- The use must comply with this Acceptable Use Policy ("AUP").
- The use must comply with the instructions of teachers and staff.

If any user violates any of these provisions, his or her access to electronic information services will be terminated. Willful violations will lead to disciplinary action, and if a criminal offense is committed, the user will be prosecuted per State Statute 815.04. NOTE: The student assigned the network account, is responsible at all times, for its proper use. The school district does have the right to review the contents of any and all email and other files created and stored on school district equipment.

Personal Electronic Devices for students in PK-8th (policy 5.38)

Personal electronic devices include any item capable of electronically creating, transmitting, receiving, storing, recording, displaying, or accessing data, voice, images, video, or other digital content through wired or wireless means, including through connection to local networks, the internet, or other electronic systems.

Electronic device use in accordance with a student's IEP or 504 plan, or with a doctor's note from a physician certifying that the student requires the use of an electronic device based on valid clinical reasoning or evidence may be allowed.

- Elementary students will have devices silenced, put away, and not used at all times. They will not be asked to use their personal devices for instructional purposes.
- Middle School students will have devices silenced, put away, and not used at all times. They will not be asked to use their personal devices for instructional purposes.

Students may never use electronic devices on school property or at a school- sponsored activity to access and/or view inappropriate Internet websites, including those that are blocked to students at school.

TELEPHONE USE

Children are not permitted to use the telephones except in EMERGENCIES. *Students are NOT to use the telephone to call for homework or lunches that have been left at home.*

TEXTBOOKS

Students are expected to be responsible for their textbooks. Classroom teachers keep a record of books assigned to students. Students will be charged, if they do not return the books assigned to them. If a book is lost during the school year, the student will be charged for the book prior to another being issued. Any student paying for a book which is found within the school year is eligible for a refund.

TOYS, TRADING CARDS, ELECTRONIC DEVICES, ETC.

Trading cards, electronic games, electronic music devices, fidget spinners, and other toys that may be a distraction to the learning environment, *are not permitted at school.* Should one of these items be brought to school, it may be confiscated and stored in the front office where a parent may pick it up.

VISITORS

All parents/guardians wishing to visit the school must first report to the front office and present a valid driver's license (any state), or official state photo identification card (any state) to be scanned by the Raptor System (sexual offender/predator database). Other forms of photo identification accepted are: U.S. Military Identification card, Foreign Consulate card, Employee Photo Identification card, Resident Alien card, or Temporary Protected Status card.

VOLUNTEERS

All parents are invited to visit and volunteer at the school. If you wish to visit your child's classroom, please make arrangements with the teacher 24 hours in advance. **While we welcome visitors and volunteers, younger siblings may be a distraction in your child's classroom. Please check with your child's teacher before bringing them.** Please contact the teacher to arrange a convenient time for your visit or volunteer services. Prior notice allows us to make your visit productive. **When you arrive at school, you must sign-in and wear a visitor's badge on your shirt. Your badge must be worn on your shirt near one of your shoulders the whole time on campus.** Please do not seek to engage a teacher in conversation during a classroom visit. Teachers are responsible for the instructional activities of many children. You must be approved by the district volunteer program to participate in any classroom or school activity, including field trips off campus. All non-student/employee volunteers are required to have an FDLE (Florida Department of Law Enforcement) criminal background check before they can begin their service to our school district. The FDLE process is conducted by the district volunteer office and can take from 7-14 days. Please stop by the office and complete the on-line application at your convenience

WALKING STUDENTS TO CLASS

Reminders:

- Safety for all students and staff is our top priority!
- Teachers will be focused on students and their needs. Instruction begins at 8:30am or earlier if possible.
- Parents will allow teachers to focus on students and not engage them in conversations that would take them away from their students.
- If there is any important information or updates to share with the classroom teacher, please email them to schedule a conference.
- Parents are to remain in hallways and not enter classrooms at drop-off.
- Parents will enter and exit campus at the single point of entry in the main office and Open Gate.

Procedures:

- Parents must enter through the front office (single point of entry) with their driver's license or issued Volunteer ID badge.

- Parent must follow Open Gate screening procedures.
- All parents wishing to walk their student to the classroom door must have their student with them when doing so.
- 8:05-8:25am - Receptionist will run parent's license through Raptor System and give parent a printed ID badge. (If parents have a Level 2 badge, they can check in at the visitor kiosk.)
- 8:15am – 8:25am – The first bell rings at 8:15am, parents will walk their child to class. Parents should drop their child off and walk back to front office to return their sticker and exit campus. We will be running a report of all parents on campus every morning and will be verifying that all stickers are returned to make sure everyone is off campus that entered for drop off.
- 8:25am – An announcement will be made for all adults quickly and quietly exit campus through the main office.
- 8:30am – Final bell, classroom doors are closed, and instructional day begins.

WITHDRAWAL

The teacher and office should be notified at least **three days in advance of a student's withdrawal from school**. This will allow school personnel to prepare their records. If it is necessary to withdraw your child from Skye Ranch, there are important steps to follow:

1. Be sure all textbooks have been returned to the teacher.
2. All library books must be returned to the Media Center.
3. All lunch charges must be paid.

When these steps have been completed, notify the Registrar of the date of withdrawal. You will then be given a withdrawal notice to take to your child's new school. When your child is enrolled in another school, that school will request your student's records by mail from Skye Ranch.