ALLONS
ELEMENTARY SCHOOL



Student-Parent Handbook 2026-2027

Dear Students and Parents,

On behalf of the faculty and staff, I would like to welcome you to the 2026-2027 school year. I am excited to continue this journey with each of you. Our children are this community's greatest asset! Join us in guiding our young people down a path of happiness and success!

There will always be a standing invitation for the parents to visit our school and keep up to date with your child's progress. We would also like to encourage all parents to be an active part of the P.T.O. at Allons Elementary School.

Sincerely,



Ryan Ledbetter, Principal

MISSION OF ALLONS ELEMENTARY SCHOOL

The mission of Allons Elementary School is to provide our students with the opportunity to receive a good over-all education that will challenge their minds, inspire their hopes, and provide them with the opportunities needed to achieve their dreams in a safe educational environment.

PHILOSOPHY OF ALLONS ELEMENTARY SCHOOL

The faculty and staff at Allons Elementary will work to promote the intellectual, physical, and social development of each child by providing him/her with the best instructional program possible to instill within each student a lifelong quest for knowledge. As we work tirelessly to aide each child in being the best they can be, they will be treated fairly, respected as individuals, and valued as students at Allons Elementary School.

SCHOOL BELIEFS

1. The Allons Elementary faculty will promote the intellectual, physical, and social well-being of each individual child.
2. The Allons faculty will work to inspire a lifelong desire for wisdom and knowledge.
3. Each student must maintain a strong sense of self-esteem in order to be successful.
4. The faculty, staff, family, and community are cooperatively responsible for providing each child with a quality education.
5. Using all available resources, the faculty, staff, and students will work cooperatively toward each child reaching their full potential.
6. All students can learn and must be given the opportunity to do so.

STUDENT EXPECTATIONS

1. The students will respect the authority of the principal, teachers, and staff.
2. Students shall walk, in all areas of the building, keeping toward the right side of the hallway.
3. The students will enter the classroom in an orderly manner, give their full attention in class, and follow all classroom rules designated by the teacher.
4. Loud talk, rowdy behavior, and fighting are not permitted in the building, on the buses, or on school grounds.
5. Upon arrival at the school, students are not permitted to leave the school grounds unless signed out by a parent/guardian, or special permission is given by the principal.
6. Dangerous objects, such as knives, are not allowed on school grounds.
7. Cell phones, TV's, radios, CD's, cassettes, Ipads, Ipods, or DVD's and any other electronic device should not be brought to school.

8. The possession, or use, of harmful drugs, alcoholic beverages, or tobacco is not allowed on school property or at any school event.
9. Students are not permitted to loiter around parked cars, or around windows, when outside.
10. Students shall leave the building when dismissed unless directed to do otherwise by the teacher or the principal.
11. Any student who plans to go home with another student during the day or after school must bring a note signed by a parent or guardian granting permission. Notes must be signed by the principal or their designee, and a copy kept on file. Notes are to be given to the bus driver, or the student will not be permitted to make the change in their ride schedule.
12. Students will show respect to all adults in the building.
13. Students are expected to follow all safety rules when riding the bus.
14. In the event of a bus breakdown, students shall follow the instructions given by the bus driver.
15. When students are on field trips, or at sporting events, they are expected to follow all school rules in such a manner as to be a good representative of the school.
16. Hugging, kissing, or any other extreme outward show of emotions is not allowed anywhere on school grounds.
17. The fifth discipline slip a child receives will be the taking of the end of the year class trip.
18. No fighting is allowed.
19. Tobacco/Nicotine Vapes/ CBD Vapes:
    - 1st Offense
        - Petition to court
    - 2nd Offense
        - 3 days ISS
        - Petition to court
    - 3rd Offense
        - 10 days alternative school
        - Petition to court
    - 4th Offense and beyond
        - Petition to court
    - THC vapes/Vapes with other illegal drugs/Alcohol:
        - 45 days alternative school
        - Petition to court
    - If a student tests positive for THC or other illegal drugs after having violated the vape policy, the 45 days in alternative school will become a suspension of 180 days from school (served in alternative school if space is available).

Above policy subject to change. Please refer to the following Overton County Schools Board policies:

6.3071 – Student Alcohol and Drug Testing & 6.309 –

Zero Tolerance Offenses Zero Tolerance: Overton County Schools Board Policy 6.309

- To ensure a safe and secure learning environment, the following offenses shall not be tolerated:
    - Bringing to school or being in unauthorized possession of a firearm on school property;
    - Unlawful possession of any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event;
    - Aggravated assault;
    - Assault that results in bodily injury upon any teacher, principal, administrator, any other employee of the school, or school resource officer; or
    - Threats of mass violence on school property or at a school-related activity.

Committing any of these offenses shall result in a student being expelled from the regular school program for at least one (1) calendar year unless modified by the Director of Schools. Modification of the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance offenses may be assigned to an alternative school or program at the discretion of the Director of Schools.

When it is determined that a student has violated this policy, the principal shall notify the student's parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.

GENERAL INFORMATION

SCHOOL OPENING

The teachers on bus duty will open the building at 7:00 a.m. for students to enter the building. All students will be dismissed from the gymnasium and are to be in their homerooms by 7:30 a.m. Any student who arrives after 7:45 a.m. will be tardy, and they must report to the office for a tardy slip to enter class. To avoid being tardy, students need to be in class ready to begin instruction by 7:45. If children need breakfast, please keep this timing in mind.

SCHOOL DISMISSAL

Classes will end at 2:45 each day. Parents, that transport their children, need to be ready to start picking up children at 2:45. Grades PreK - 3 will be picked up in the middle parking lot. Grades 4 - 8 will be picked up in the lowest parking lot. Bus riders will be picked up in the upper parking lot near our front entrance. If you have children in multiple grades, all students

will be with the eldest child's pick-up location. Each student has or will be issued yellow car tags. Please have these displayed in your windshield. This allows for quicker dismissal. Additionally, this practice allows for our teachers to know that your student is getting in an approved vehicle. Please keep up with your car tags and only give them to authorized personnel which will be listed on your students' information card. If a car tag is not displayed, you may be asked to park, enter the front of the building, and sign out your child. THIS PLAN IS SUBJECT TO CHANGE DEPENDING ON TRAFFIC FLOW AND CONGESTION.

VISITORS

Safety is the major nonacademic concern of schools today. The care of your children is a responsibility that we do not take lightly. To ensure the safety of our students, please do the following: visit the front office to sign in and receive a visitor's pass before going to any classroom. Please visit www.oc-sd.com to view our OCS visitors code of conduct.

EMERGENCY, ACCIDENT, OR ILLNESS

It is vital that the school has an up-to-date emergency card for your child on file. If there are any changes, you should immediately update the card. Should an emergency arise, that involves your child, appropriate actions will be taken. Reference will be made to the emergency card should your child become ill or injured.

If your child becomes ill or is involved in an accident, you will be notified so that you may pick up your child and take him/her home, to a doctor's office for treatment, or to the hospital if you feel it to be necessary. Should your child be in a life-threatening situation, the Overton County EMS Service will be called.

All accidents must be reported to the office. Accident forms must be completed by the teacher in charge of the student at the time of the accident.

MEDICATION

Medications for students should be brought to the principal or his/her designee (the school nurse, front office staff, or other administration). These medications must have accompanying instructions signed by a parent/guardian.

CHILD NUTRITION PROGRAM

In the operation of the child nutrition program, no student will be discriminated against because of race, sex, color, national origin, age, or disability. A student enrolled in Overton County Schools may be eligible for free or reduced-price meals and/or free milk. The eligibility criteria can be found at https://www.oc-sd.com/ under "Parents" and then "School Nutrition."

OVERTON COUNTY BOARD OF EDUCATION TOBACCO POLICY

Possession or use of tobacco by the student is prohibited on school grounds, on school busses, and at any school related event.

OVERTON COUNTY ATTENDANCE POLICY

(Pre-K)

If a child has four (4) or more excused absences within one (1) month – the Pre-K teacher will contact the family and determine the child's participation status. The teacher will maintain documentation of all attempts to communicate with the family concerning attendance and the outcomes of those attempts and/or communications.

If a child has five (5) or more unexcused absences in a three (3) month period, the site-level administrator (Principal) should contact the family to develop an attendance plan.

a. The attendance plan should be designed to help the family establish regular attendance or, if necessary, to plan for alternative services The attendance plan should be developed by the family and appropriate school personnel, including, but not limited to: the child's primary pre-k teacher; the site-level administrator; the IEP team (if applicable); and the additional staff serving the school and family, which may include a counselor, social worker, family support personnel, teacher assistant, or other school staff supporting the child and family. The attendance plan should:
    i. Identify the reasons for the unexcused absences
    ii. Include a specific plan and date for establishing regular attendance or alternative services that meet the child's educational goals, and
    iii. Include documentation of services and student outcomes to determine the effectiveness of the attendance plan

Every effort should be made to ensure the child has access to a quality school program. However, these spots are made available through a state grant and are limited by funding. Students who have more than (5) unexcused absences per month, or ten (10) unexcused absences in a year, may be terminated from the program for failure to follow the district pre-k attendance procedure. Future eligibility for the terminated child to re-enter the program will depend upon vacancies. The student will also be required to adhere to a 30-day waiting period and a parent conference to establish an attendance agreement. The parent/guardian will be required to fulfill the terms of the attendance agreement, or their students may be dismissed from the program.

(Truancy Tier Plan – Kindergarten – 12th Grade)

If a student is absent, he/she will have three (3) school days to present an excuse to the homeroom teacher or Attendance Secretary. Absences will be determined as excused or unexcused based on the principal's discretion. If the note is not presented within three (3) days, the absence will automatically be unexcused.

Students are allowed seven (7) excuses written by a parent or guardian each year. After these seven (7) written excuses are turned in, doctors' excuses will be required to excuse absences. These must be validated and given to the office. No copies of doctors' excuses will be allowed.

Tardies: 5 unexcused tardies = 1 unexcused day (Excessive tardies can result in truancy.)

Overton County Schools Truancy Procedure

Tier I of the progressive truancy plan shall apply to all students within the district and include school-wide prevention-oriented supports to assist with satisfactory attendance. These supports will be published annually to parents and students prior to the start of the year.

Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5) unexcused absences, but before referral to juvenile court, and includes the following 1. A conference with the student and the student's parent(s)/guardian(s) 2. An attendance contract, based on the conference, is signed by the student, the parent(s)/guardian(s), and the Attendance Supervisor/designee.

Tier III Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful, and the student accumulates a total of nine unexcused absences. The parent will be required to meet with the attendance supervisor and participate in a truancy course. The attendance supervisor will review the attendance contract and interventions. The plan will be adjusted as needed so that it meets the student's needs and will be verified that all interventions are age appropriate. A juvenile justice representative will also attend the Tier 3 meeting and will provide services in the home that might be helpful and appropriate for the family. Any additional unexcused absences after entering Tier III or unwillingness to cooperate with the Truancy Board will constitute evidence that the student's parent/guardian is unwilling to cooperate in the progressive truancy plan and that the plan has been unsuccessful in meaningfully addressing the student's school attendance. Failure of the Tier III plan will result in the issuance of a petition to the Juvenile Court. The Court will be provided with a report of all interventions that have been provided to support the student.

Students who accrue 3, 5, 10 & 15 unexcused absences during the school year will receive a letter from the school. The letter can be found on Skyward Family Access under the portfolio tab at the time of occurrence.

EARLY DISMISSAL

In the event of snow or inclement weather conditions, announcements relating toschool closings, early dismissals, or late openings will be given on channels 2, 4, and 5 of the Nashville stations. The school will also use the school messenger system to notify you. Please have your information as accurate as possible on the school messenger form.

Discuss a plan with your child on what to do should school be dismissed early due to inclement weather.

Your cooperation in devising an emergency plan with your child will be greatly appreciated.

BUS SAFETY

The policy in the Overton County School Board Policy under Scheduling and Routing (3.401), line 36, reads as follows: No student shall be allowed to exit the bus at a stop other than the student's regular bus stop unless the student provides the driver with a signed note from the parent/guardian informing the driver of the change in the student's bus stop for the day. The driver shall turn the note over to the principal as soon as practical after the completion of the route. The note should also be signed by the principal.

TEXTBOOKS

All textbooks and library books are the property of the Overton County Board ofEducation. They are provided as a tool for educating your child. Each student bears the responsibility of caring for his/her own books. As indicated by the Overton County textbook agreement, signed by parents, lost or damaged textbooks must be paid for prior to their replacement. Grades and school records will not be released until there has been payment for lost or damaged books. Proper care of textbooks and library books is essential.

FIELD TRIPS

Educational field trips are scheduled by the classroom teacher. Each field trip must be approved by the school administration. All school rules are in effect while the students are on each trip. Students will not be allowed to attend class trips if any of the following disciplinary actions have been taken: 5 discipline slips, out of school suspension, or alternative school.

DRESS CODE

Students shall dress and groom in a clean, neat, and modest manner so as not to distract or interfere with the operations of the school.

1. No hats or head coverings of any kind on school property.
2. No mid-drift, belly, spaghetti straps, muscle shirts, or off the shoulder or low-cut shirts, see through tops, sleeveless shirts (5^{th}-8^{th}).
3. No clothing with lewd messages, advertisements for drugs, alcohol, tobacco. The provision is not intended to prevent any speech protected by the First Amendment in a school setting. If there are questions about implementing this provision, the Director of Schools will be consulted.
4. Undergarments should not be visible.
5. Shorts and skirts are to be at or below the knee for all students in grades (5^{th}-8^{th}).
6. Leggings can be worn; however, a shirt must be long enough to completely cover the front and back.
7. No piercings except on the ears.
8. Abnormally colored hair is not allowed.
9. No cleats, skate shoes, heelys (roller) shoes, or other inappropriate footwear in the building. Clean gym shoes are required on the gym floor. These must be shoes that are not worn outside as to track in dirt and debris. Shoes need not be new; however, they need to me such that they will not cause damage to the floor.
10. Pajamas are not to be worn to school as regular clothes.
11. Jeans may not have holes above the knee.

Any clothing or jewelry that distracts or interferes with the classroom learning environment will be considered a violation of the dress code.

***Dress Code is subject to change pending policy changes. These Rules are with Administration discretion.**

DISCIPLINE HEARING

A student may be referred to the county discipline board for:

1. The use, possession, or distribution of harmful prescription or nonprescriptiondrugs.
2. The use or possession of alcoholic beverages.
3. Defiance or disobedience of the principal, teacher, or staff.
4. Repeated dress code violations.
5. Repeated violation of school rules.
6. Repeated failure to complete required school assignments.
7. Repeated disruptive behavior in the classroom.
8. Attendance problems.

The discipline board will determine the appropriate penalty for the misbehavior.

JUVENILE OFFENDER ACT

Students in Overton County will be held accountable to the State of Tennessee Juvenile Offender Act that addresses the Denial of Driving Privileges. Reference State of Tennessee Code 55-10-701, 55-10-702, 55-10-703, 55-10-704, 55-10-705, 55-10-706, 55-10-707, 55-10-708, 55-10-709, 55-10-710, 55-10-711, 55-10-712.

State of Tennessee- Juvenile Offender Act 55-10-701. Denial of driving privileges by court

a. When a person, younger than eighteen (18) years of age, but thirteen (13) years of age or older, commits any offense or engages in any prohibited conduct described in this subsection (a), then at the time the person is convicted of the offense, or adjudicated a delinquent child, unruly child or status offender, the court in which the conviction or adjudication occurs shall prepare and send to the department of safety, driver control division, within five (5) working days of the conviction or adjudication, an order of denial of driving privileges for the offender.
    a. This section applies to any criminal offense, status offense, violation, infraction or other prohibited conduct involving the possession, use, sale, or consumption of any alcoholic beverage, wine or beer, or any controlled substance as defined and enumerated in title 39, chapter 17, part 4, or involving the possession or carrying of a weapon on school property, as defined and enumerated in § 39-17-1309(b) or (c).
    b. The denial of driving privileges authorized by this section applies when the prohibited conduct occurs before the offender is eighteen (18) years of age, regardless of when a conviction or determination occurs. The department shall promulgate a form "order of denial" for use by the courts.
b. If a court has issued an order of denial of driving privileges pursuant to this section, the court, upon motion of the offender, may review the order and may withdraw the order at any time the court deems appropriate, except as provided in the following:

(1) A court may not withdraw an order for a period of ninety (90) days after the issuance of the order if it is the first order issued by any court with respect to the petitioning person;

(2) A court may not withdraw an order for a period of one (1) year after the issuance of the order if it is the second or subsequent such order issued by any court with respect to the petitioning person; and

(3) A court may not withdraw an order involving a violation of part 4 of this chapter, concerning the operation of a motor vehicle while intoxicated or impaired.

c. For a motion for withdrawal under this section to be properly before a court for consideration, the local district attorney general must have received at least ten (10) days' prior notice of the motion, together with the time and place where it will be considered. The motion must be joined in by a custodial parent or legal guardian of the offender, if the offender is an unemancipated juvenile at the time the motion is made. A custodial parent or legal guardian must appear in court with the offender if the offender is an unemancipated juvenile at the time the motion is made. The motion shall state whether any prior orders of denial have been issued by any court and shall include as exhibits any prior orders of denial so issued.

d. The local district attorney general or assistant district attorney general has the right to appear, present evidence and be heard at proceedings under this section.

55-10-702. Denial or suspension of driving privileges by department of safety

(a) In addition to any other authority to suspend driving privileges under this chapter, the department of safety shall deny or suspend all driving privileges of any person upon receipt of an order of denial of driving privileges issued pursuant to § 55-10-701. The suspension shall be imposed without a hearing. The driving privileges of the person shall be suspended in accordance with the following:

(1) Upon receipt of the first order denying driving privileges, the department shall impose a suspension of one (1) year, or until the person reaches seventeen (17) years of age, whichever is longer; and

(2) Upon receipt of a second or subsequent order denying driving privileges, the department shall impose a suspension of two (2) years or until the person reaches eighteen (18) years of age, whichever is longer.

(b) If on appeal an underlying conviction or adjudication of an alcohol, wine, beer or drug offense, or weapons offense is overturned to an extent that nullifies the application of § 55-10-701, the department, upon receipt of a certified copy of the final order, shall timely reinstate any driving privileges that were suspended or denied because of the issuance of the original order of denial.

55-10-703. Withdrawal of denial order -- Eligibility for driver license -- Driver safety or alcohol education programs

If a court withdraws an order issued pursuant to § 55-10-701, the offender may obtain a certified copy of the order of withdrawal and within ten (10) days after it is issued present it, along with an application fee of twenty dollars ($20.00), to the department of safety, and the offender shall become eligible to receive a Tennessee driver license upon reaching proper age, complying with all testing requirements and paying all other driver license fees. Additionally, before an offender becomes eligible to receive a driver license under this section, the court shall require the offender to complete, to the court's satisfaction, a driver's safety course certified by the department or an early intervention program or a youth alcohol safety education program certified by the department of mental health and substance abuse services or weapons safety course certified by the department of safety.

55-10-704. Confiscation of offender's driver license

At the time of a conviction or adjudication by the court, the court shall remove from the offender's possession any Tennessee driver license currently held by the offender and forward it to the driver control division. If the offender is the holder of a driver license from another jurisdiction, the court shall not collect the offender's driver license, but shall notify the division of the conviction or adjudication and the division shall notify the appropriate individuals in the licensing jurisdiction. The court shall, however, in accordance with this part, send to the division an order of denial of driving privileges in this state.

55-10-705. Restricted motor vehicle operator's license

a. **(1)** If an order of denial has been issued pursuant to § 55-

10-701 and it is the first order of denial so issued by any court for the offender, then upon motion of the offender, the court is vested with the authority and discretion to issue an order for a restricted motor vehicle operator's license subject to the conditions and requirements of subdivision (a) (3).

(1) If an order of denial has been issued pursuant to § 55-10-701 and it is the second or subsequent order of denial so issued by any court for the offender, then, after the expiration of at least one (1) year from the date of the entry of the latest order of denial or after the offender reaches seventeen (17) years of age, whichever is later, upon motion of the offender, the court is vested with the authority and discretion to issue an order for a restricted motor vehicle operator's license subject to the conditions and requirements of subdivision (a)(3).

(2) No restricted license may be issued under this section unless the court finds by clear and convincing evidence that an economic, educational or health-related hardship will result without the restricted license. A restricted license shall not be granted for travel to and from an educational institution if reasonable parental transportation is available or free transportation is provided by the educational institution, school district or local governmental agency. This restricted license shall not be granted for travel to and from social events or extracurricular school activities. This restricted license may be granted for travel to and from and working at the person's regular place of employment if reasonable public transportation is not available and the person's earnings are essential to the wellbeing of the family unit. An order allowing a restricted license shall state with all practicable specificity the necessary time and places of permissible operation of a motor vehicle and shall be made a part of the judgment of the court. The offender may obtain a certified copy of the order and within ten (10) days after it is issued present it, together with an application fee of twenty dollars ($20.00), to the department of safety which shall forthwith issue a restricted license embodying the limitations imposed; provided, that the person must first reach proper age and comply with all testing requirements. After proper application and until the restricted license is issued, a certified copy of the order of judgment of the court may serve as the motor vehicle operator's license.

(3) For a motion under this section to be properly before a court for consideration, the local district attorney general must have received at least ten (10) days' prior notice of the motion, together with the time and place it will be considered. The motion must be joined in by a custodial

parent or legal guardian of the offender, if the offender is an unemancipated juvenile at the time the motion is made. A custodial parent or legal guardian must appear in court with the offender if the offender is an unemancipated juvenile at the time the motion is made. The motion shall state whether any prior orders of denial have been issued by any court and shall include as exhibits any prior orders of denial so issued.

(4) The local district attorney general or assistant district attorney general has the right to present evidence and be heard in proceedings under this section.

(1) Any restricted license issued under this section shall be subject to renewal in the same manner as other licenses.

(2) In the prosecution of second or subsequent offenders, the indictment, petition, or charging instrument must allege any prior orders of denial imposed for the violation of any provisions of this part, setting forth the time and place of each order.

(3) If a court orders the issuance of a restricted license to any person pursuant to this section, and the person is an unemancipated juvenile, the court shall order the custodial parent or legal guardian to certify to the court, in writing, at six (6) week intervals the person's continuing compliance with the restrictive conditions.

55-10-706. Expiration of denial period -- Eligibility for license -- Driver safety or alcohol education programs

a. On the expiration of the applicable period of denial set out in § 55-10-702(a), if a person has not become eligible to receive a license under § 55-10-703, then, for a person to be eligible to receive a Tennessee driver license, the person must pay a twenty dollar ($20.00) reinstatement fee, comply with all testing requirements and pay all other driver license fees.

(b) Additionally, before an offender becomes eligible to receive a driver license under this section, the court shall require the offender to complete, to the court's satisfaction, a driver safety course certified by the department of safety or an early intervention program or a youth alcohol safety education program certified by the department of mental health and substance abuse services or weapons safety course certified by the department of safety.

55-10-707. Construction of part -- Penalties supplemental

a. This part shall not be construed to limit in any way § 55-50-303 or § 55-50-502, nor to limit the power and authority of the department of safety to revoke or suspend a driver license under chapter 50 of this title.

(b) The penalties imposed by this part shall be in addition to and supplemental to any other penalties imposed by law.

55-10-708. Data search to determine offender status -- Applicants for restricted license or removal of denial order

(1) Notwithstanding any other provision of this part to the contrary, any district attorney general or assistant district attorney general shall be authorized to call upon the driver control division to search the data compiled for the purpose of ascertaining whether a person applying for a restricted license under this part or applying for a withdrawal of an order of denial under this part has had other orders of denial or restricted licenses issued.

(2) Upon request of any district attorney general or assistant district attorney general, the driver control division shall send the requestor a certified copy of such other orders of denial or restricted licenses.

55-10-709. Inspection of records

Any record developed pursuant to this part shall be subject to the same limited inspection provisions found in §§ 37-1-153 and 37-1-154.

55-10-710. Provisions of part in pamphlets for schools and driver license examination manuals

The department of safety shall prepare a pamphlet describing this part for distribution to students in all schools. The department shall also describe this part in the driver manual used to prepare applicants for the license examination.

55-10-711. Denial of driving privileges -- Expunction from records -- Requirements

If a person's driving privileges have been denied pursuant to this part, when the person becomes eighteen (18) years of age, all records relating to the denial maintained by the court in which the conviction or adjudication occurred and by the department of safety shall be expunged and the driving record maintained by the department on the person shall not reflect that a denial of driving privileges occurred. This section shall apply only upon the expiration of the denial or suspension

previously ordered by the juvenile court judge and when all requirements for reinstatement have been met.

Head Lice Policy

No student shall be denied an education solely by reason of head lice infestation and his/her educational program shall be restricted only to the extent necessary to minimize the risk of transmitting the infestation. It shall be the responsibility of the principal or school nurse to notify the parents in the event a child has pediculosis (head lice). A letter shall be sent home by the child to explain the condition, requirements for readmission and deadlines for satisfactory completion of the treatment. Prior to readmission, satisfactory evidence must be submitted to school personnel that the student has been treated for pediculosis (head lice). This evidence may include but not be limited to:

(1) proof of treatment with a pediculicide product (head lice shampoo), or

(2) satisfactory examination by a school health official.

Treatment and prevention procedures shall be developed by the director of schools in consultation with the school nurse and distributed to all classroom teachers. These procedures shall also be distributed to the parent/guardian of any child that has pediculosis. Any subsequent incidents of head lice for a student during the school year shall require submission of satisfactory evidence of treatment for head lice and be found free of lice by a school health official. A student shall be expected to have met all requirements for treatment and return to school no later than two (2) days following exclusion for head lice. All days in excess of the allowable period shall be marked as unexcused absences and referred to the attendance supervisor at the proper time.

Please refer to OCBOE Policy 6.4031 for information about head lice. Board policy can be found at https://www.oc-sd.com/.

FLORISTS DELIVERIES

All flower shops in the Livingston area have been asked to make no deliveries to the school prior to 1:00. It has also been requested that no balloon deliveries be made to the school. Balloons are a safety hazard, and they are not permitted on the busses. Overton County schools have enacted this policy as an effort to avoid distractions causing the loss of valuable instruction time.

FOOD DELIVERIES

There can be no food deliveries by vendors.

OFFICE TELEPHONE USAGE

Any student using a telephone in the office must have written permission from their teacher. It is the responsibility of the teacher to determine if the call is necessary.

CELL PHONE USAGE

1ST Offense Parent must pick up cell phone. Discipline slip.
2ND Offense -3 Days ISS. Discipline slip issued.
3RD Offense 5 Days ISS. Discipline slip issued.

INTERNET USAGE

Internet usage is essential for portions of the curriculum at Allons Elementary School. Students will be directed to acceptable sites for research projects and as apart of developing their computer skills. There is a state filtering system that is supposed to block inappropriate sites, and an additional filter has been installed locally for the same purpose. However, sometimes the filter will not block sites that should be blocked for students, and we feel that parents should be aware of this reality. Any student found to be using the school computers to transmit obscene, threatening, or harassing material will be disciplined appropriately.

ATHLETICS

Allons Elementary will follow the guidelines of the T.S.S.A.A., the Overton County Board of Education, Principal of Allons Elementary School, and coach(s) of Allons Elementary. All athletes and cheerleaders are expected to exhibit good sportsmanship when representing Allons Elementary at athletic functions.

PARTIES

Students in grades K-4 may have parties on special holidays (such as Halloween, Easter, and Valentine's Day) if so desired by the classroom teacher. Parents are welcomed to assist with preparations and supervision of students for these activities per each teachers' needs or requests. Students in all grades may exchange gifts at Christmas if they so desire.

PROMOTION POLICY

The policy of the school is to promote students in kindergarten through the eighth grades who have maintained an average of 70 in the academic subjects of reading, English, spelling, social studies, math, and science. The student must demonstrate mastery of the material at his/her grade level to be promoted. Attendance, TN Ready, and Aimsweb data will also be taken into consideration.

GRADING SCALE

90-100=A 80-89=B 70-79=C 60-69=D 0-59=F

REPORT CARDS

Mid-term reports will be sent home each nine weeks. These reports are sent to keep parents up to date on the ongoing progress of their child (children). Report cards will be sent home one upon the completion of each nine- week grading period. These reports are to be signed by the parent and promptly returned to the student's teacher. There is a section on each of the reports for parent comments.

FAMILY ENGAGEMENT PLAN

In compliance with federal guidelines, Allons Elementary School has a fully developed Family Engagement Plan which is included in this handbook. This plan expresses our commitment to families and their successful participation in our school activities.

PARENT-TEACHER ORGANIZATION (PTO)

Our school benefits greatly from an active Parent-Teacher Organization (PTO). Membership in this organization is open to anyone interested in supporting the operation and improvement of our school. Annual PTO activities include monthly meetings and various fund-raising activities. All parents or guardians of our students are encouraged to become PTO members. To join PTO or obtain a list of PTO officers, please contact the school office.

VOLUNTEERS

True to the spirit of Tennesseans, we encourage our parents and guardians to be active volunteers in the life of our school. With roughly 380 students from all levels of academic ability, our school can always benefit from the volunteer services of tutors, classroom helpers, greeters, and a host of other active participants. If you or someone you know would be interested in volunteering for service at Allons Elementary, please contact our Guidance Counselor, Mrs. Aldridge, or stop by the office to pick up a volunteer form.

SCHOOL IMPROVEMENT PLAN

Every school in Tennessee is required to develop a School Improvement Plan. This plan is derived from an analysis of test scores, internal and external surveys, and alengthy period of discussion and preparation. It concludes with a series of academic goals which guide our instruction and curriculum. Allons Elementary School will complete its School Improvement Plan by September 30, 2026, and will have a copy of that plan in the school office for viewing by parents, guardians, and other

interested members of the community. Please feel free to stop by our office to look it over.

HARASSMENT/DISCRIMINATION/TITLE IX

The Overton County School System does not discriminate based on race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

For information regarding harassment, discrimination, and Title IX, refer to OCBOE Policies 6.304 and 6.3041.

RIGHT TO REQUEST TEACHER QUALIFICATIONS

Our school receives federal funds for Title 1 programs that are part of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001 (NCLB), which has now been replaced by the ESSA Act. Throughout the school year, we will continue to provide you with important information about this law and your child's education.

We are very proud of our teachers and feel they are ready for the coming school year. We are prepared to give your child a high-quality education. As a Title 1 school, we must meet federal regulations related to teacher qualifications as defined in ESSA. Under these regulations, you have the right to request information regarding the professional qualifications of your child's classroom teacher(s) or paraprofessional al(s). If you request this information, the district or school will provide you with the following as soon as possible:

If the teacher has met state licensing requirements for the grade level and subjects in which the teacher is providing instruction.

If state licensing requirements have been waived for the teacher on a temporary basis; the type of college degree major of the teacher and the field of discipline for any graduate degree or certificate; and

If your child is receiving Title 1 services from paraprofessionals and, if so, his/her qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking skills he/she needs to succeed in and out of school. That commitment includes making sure that all of our teachers and paraprofessionals are highly skilled.

If you would like to request this information or if you have any questions about your child's assignment to a teacher or paraprofessional, please contact the following person at your child's school.

Ryan Ledbetter - Principal

FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student educational records. The

law applies to all schools that receive federal funds. FERPA gives parents certain rights with respect to their child's educational records. When a student reaches the age of 18 or attends a post-secondary school or college, the parent's rights transfer to the student and the student is then an eligible under the law.

Under FERPA, parents and eligible students have the following rights:

- To inspect and review the student's education records maintained by the school within 45 days of the school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested. The following staff person may be contacted to seek access to your child's record:
  Name of Staff: Mary Allen (931) 823-5921
  Email Address: mallen@oc-sd.com

- To request that a school correct records believed to be inaccurate or misleading. The request must be in writing and clearly specify: (a) the part of the record requesting to be changed, and (b) why it is inaccurate or misleading. if the school decides not to amend the record, the parent or eligible student has the right to a hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement in the record about the contested information. The school is not required to consider request for grade or disciplinary decisions, opinions of school officials in the education record, or the child's special education determination. The following staff person may be contacted to request an amendment to your child's record:
  Name of Staff: Ryan Ledbetter (931) 823-5921
  Email Address: rledbetter@oc-sd.com

- To control the disclosure of their child's personally identifiable information from their educations record. The school or district must, with certain exceptions, obtain parent written consent prior to the disclosure of personally identifiable information from education records. An exception which permits disclosure without consent is disclosure to school staff with legitimate educational interest, such as a person employed by the district a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, or therapist): or a parent of student serving on an official committee, such as a grievance or disciplinary committee or assisting another school official; and/or an official of another school district in which a student seeks to enroll. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill a professional responsibility. A school

district may also disclose personally identifiable information from education records without prior written consent to appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. Student directory information may also be disclosed without prior consent if the categories to be disclosed are designated and parents are given the opportunity to opt out prior to disclosure.

- You have the right to file a complaint with the U.S. Department of Education at the following address if you feel the school district has failed to comply with the requirements of FERPA:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC
20202-4605

Tennessee Parent Involvement Standards

The Overton County School System agrees to implement the Tennessee Standards listed below are based on the PTA's National Standards for Family-School Partnerships. These standards were adopted by the State Board of Education on July 30, 2010.

Standard 1: Welcoming all families into the school community
Families are active participants in the life of the school, and feel welcomed, valued,and connected to each other, to school staff, and to what students are learning and doing in class and school.

Standard 2: Communicating effectively
Families and school staff engage in regular, meaningful communication aboutstudent learning.

Standard 3: Supporting student success
Families and school staff continuously work together to support students' learning and healthy development both at home and at school and have regular opportunities to strengthen their knowledge and skills to do so effectively.

Standard 4: Speaking up for every child
Families are informed and enabled to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunitiesthat will support their success.

Standard 5: Sharing power
Families and school staff are equal partners with equal representation in decisions that affect students and families and together inform, influence, and create policies, practices, and programs.

Standard 6: Collaborating with community
Families and school staff work together with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.

Tools Overton County uses to monitor compliance on the parental involvementstandards include:

- Tennessee Comprehensive System-wide Planning Process (TCSPP)
- Tennessee School Improvement Plans (TSIPP)
- Parental Involvement Policy or Plan district or school level
- Comprehensive Monitoring Instrument at http://tennessee.gov /education/fedprog/fpmonitoring.shtml
- Surveys and Needs Assessments

Allons Elementary Parent and Family Engagement Policy
School Year: 2026-2027
Date: August 6, 2026

In support of strengthening student academic achievement, Allons Elementary School receives Title I, Part A funds and therefore must jointly develop with, agree on, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations and objectives for meaningful parent and family engagement and describes how it will implement several specific parent and family engagement activities.

Allons Elementary School agrees to implement the following requirements as outlined by Section 1116:

The school will put into operation programs, activities, and procedures for the engagement of parents and family members with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.

Consistent with Section 1116, the school will require that school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact

consistent with Section 1116(d) of the ESEA (Elementary and Secondary Education Act).

In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school will provide full opportunities for the participation of families with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language families understand.

If the school's plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the families of participating children, the school will submit any parent comments with the plan when the school submits the plan to the state department of education.
The school will be governed by the following definition of family engagement and will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Family engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
(A) families play an integral role in assisting their child's learning;
(B) families are encouraged to be actively involved in their child's education at school;
(C) families are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
(D) other activities are carried out, such as those described in Section 1116 of the ESEA.
Description of how the school will implement required school parent and family engagement policy components:

JOINTLY DEVELOPED

Allons Elementary School will take the following actions to involve parents and family members in jointly developing its school's plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESEA:

Allons Elementary School will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Family Engagement

plan in improving the quality of its Title I, Part A. The evaluation will include identifying barriers to improve participation by parents in Family Engagement activities (with focused attention on parents who are economically-disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its Family Engagement plan and activities to design strategies for more effective family engagement, and to revise, if necessary (and with the involvement of parents) its Family Engagement Plan/Policies.

The school will include parents and families in the development of the school parent and family engagement policy, and school improvement plans by invitations to school and school-level meetings and by information shared on the school website, Title I meetings, and annual effectiveness surveys. Parents will be encouraged to participate and share ideas, suggestions, and/or feedback regarding all required documents.

ANNUAL EVALUATION

Allons Elementary School will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A. The evaluation will include identifying
Barriers to greater participation by families in activities (with particular attention to families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background),
The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers,
and strategies to support successful school and family interactions.
Each spring, Allons Elementary School will conduct a survey on the school website to evaluate the content and effectiveness of the policy and overall perception of parent & family engagement. Additionally, through Title 1 meetings, the school's parent and family engagement plan will be reviewed and evaluated to determine necessary changes. Any necessary modifications will be updated to the policy to ensure effectiveness.
The school will use the evaluation findings about its parent and family engagement policy to design evidence-based strategies for more effective family engagement and to revise, if necessary, its policies.

RESERVATION OF FUNDS

Allons Elementary School will reserve that amount of Title I funds 2026-2027 to carry out the parent and family engagement requirements listed in this plan and as described in Section 1116 of the ESSA. The school will work to develop an adequate family engagement budget that addresses their needs assessment and parent recommendations.

COORDINATION OF SERVICES

Allons Elementary School will coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs including LEA Administered Pre-K Programs and the Livingston Head Start Program that encourage and support families in more fully participating in the education of their children.

BUILDING CAPACITY OF PARENTS AND FAMILY MEMBERS

Allons Elementary School will, with the assistance of its Title I schools, build families' capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help families work with their children to improve their children's academic achievement. Assistance will also be provided to parents and families in understanding the following topics:
The challenging state academic standards;
The state and local academic assessments including alternate assessments;
The requirements of Title I, Part A;
How to monitor their child's progress; and
How to work with educators.

BUILDING CAPACITY OF SCHOOL STAFF

Allons Elementary School will, with the assistance of its families, educate its teachers, specialized instructional support personnel, and other staff in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and schools by:

Providing necessary literacy training for families from Title I, Part A funds, if the school has exhausted all other reasonably available sources for that training, paying reasonable and necessary expenses associated with family

engagement activities, including transportation and childcare costs, to enable families to participate in school-related meetings and training sessions, Training families to enhance the involvement of other families, Maximizing family engagement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school, adopting and implementing model approaches to improving family engagement, establishing a school-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs, and developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities.

ADOPTION

This school's parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children participating in Allons Elementary's Title 1 Team.
This policy was adopted by Allons Elementary School on August 12, 2026, and will be in effect for the period of the 2026-2027 school year. The school will distribute this policy to all families of participating Title I, Part A children on or before September 1, 2026.

PARENTAL NOTIFICATION

Under the Elementary and Secondary Education Act (ESEA) the Elementary and Secondary Education Act (ESEA) as amended in Dec. 2015 by the Every Student Succeeds Act (ESSA) makes it clear that Congress expects local educational agencies (LEAs) and schools receiving federal funds to ensure that parents are actively involved and knowledgeable about their schools and their children's education. The law requires schools to give parents many different kinds of information and notices in a uniform and understandable format and, to the extent practicable, in a language that the parents can understand. Listed below are some of these required notices that must be made to parents by school districts or individual public schools.

Teacher Qualifications

At the beginning of each year, an LEA shall notify parents that they may request, and the LEA will provide, information regarding the qualifications of the student's teachers and paraprofessionals. This includes information about whether the student's teacher:

- has met state qualification and licensing criteria for the grade levels and subjectareas in which the teacher provides instruction;
- is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
- is teaching the field of discipline not of the certification of the teacher;

and

- is teaching alongside paraprofessionals and, if so, the paraprofessional's qualifications [ESSA§ 1112(e)(l)(A)].

Student Privacy

Districts must give parents annual notice at the beginning of the school year of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

- activities involving the collection, disclosure, or use of personal student information for the purpose of marketing or selling that information;
- administration of surveys containing request for certain types of sensitive information; and
- any nonemergency, invasive physical examination that is required as a condition of attendance, administered by the school, scheduled in advance, and not necessary to protect the immediate health and safety of student.
- A district must develop and adopt policies regarding the rights of parents to inspect: third-party surveys before they are administered or distributed to students; measures to protect student privacy when surveys ask for certain sensitive information;
- any instructional materials;
- administration of physical examinations or screening of students;
- collection, disclosure, or use of personal information from students for the purpose of marketing or selling that information; and
- the parental right to inspect any instrument used to collect personal information before it is distributed to students.

Districts must give parents annual notice of an adoption or continued use of such policies and within a reasonable period of time after any substantive change in such policies *[*20 U.S.C. 1232g*]*.

Public Release of Student Directory Information

Under the Family Education Rights and Privacy Act (FERPA), an LEA must provide notice to parents of the types of student information that it releases publicly. This type of student information, commonly referred to as "directory information," includes such items as names, addresses, and telephone numbers and is information generally not considered harmful or an invasion of privacy if disclosed. The notice must include an explanation of a parent's right to request that the information not be disclosed without prior written consent.

Additionally, ESSA requires that parents be notified that the school routinely discloses names, addresses, and telephone numbers to military recruiters upon request, subject to a parent's request not to disclose such information without written consent [§8025].

A single notice provided through a mailing, student handbook, or other method that is reasonably calculated to inform parents of the above

information is sufficient to satisfy the parental notification requirements of both FERPA and ESSA. The notification must advise the parent of how to opt out of the public, nonconsensual disclosure of directory information and the method and timeline within which to do so /20 U.S.C.1232g/ /ESEA§8025/.

Parent and Family Engagement

A district receiving Title 1 funds must develop jointly with, agree on with, and distribute to, parents and family members of participating children a written district-level parent and family engagement policy. Each school served under Title1 must also develop jointly with, agree on with, and distribute to, parents and family members of participating children a written school-level parent and family engagement policy. if an individual school or district has a parent and family engagement policy that applies to all, it may amend the policy to meet the requirements under the ESEA [ESEA Title I, Part A, §1116(a)(2)] [20 U.S.C.§6318(b);(c)].

Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school [ESEA Title I, Part A,§1116(b)(l)}.

Schools must:

- hold at least one annual meeting for Title 1 parents; offer a flexible number of meetings;
- involve parents and families in an ongoing manner in the planning, review, and improvement of Title 1 programs;
- provide Title 1 parents and families with timely information about the programs, a description and explanation of the curriculum, forms of academic assessment and expected levels of student proficiency;
- if requested, provide opportunities for regular meetings to discuss decisions related to the education of their children;and
- develop a school-parent compact that outlines the responsibilities of each party for improved student academic achievement [ESEA Title I, Part A,§ 111 6(c)].

Report Cards on Statewide Academic Assessment

Each school district that receives Title 1, Part A funds must prepare and disseminate an annual report card. Generally, the state or district must include on its report card information about public schools related to student achievement, accountability, teacher qualifications and other required information, as well as any other information that the state or district deems relevant.

These report cards must be concise and presented in an understandable and uniform format accessible to persons with disabilities and, to the extent practicable, provided in a language that parents can

understand. In Tennessee, these requirements are met through the state's report card [ESEA Title 1, Part A, §1111(h)(l) and (h)(2).

Achievement on State Assessment

All schools must provide to parents, teachers, and principals the individual student interpretive, descriptive, and diagnostic reports, which allow specific academic needs to be understood and addressed and include information on the student's achievement on academic assessments aligned with state academic achievement standards [ESEA §1111(b)(2)(B)(x)].

National Assessment of Education Progress

Districts, schools, and students may voluntarily participate in the National Assessment of Educational Progress (NAEP). Parents of children selected to participate in any NAEP assessment must be informed before the assessment is administered that their child may be excused from participation for any reason, is not required to finish any assessment, and is not required to answer any test question. A district must make reasonable efforts to inform parents and the public about their right to access all assessment data (except personally identifiable information), questions, and current assessment instruments [ESEA Title VI, PartC, §411(c)(l); (d)(l)(2))].

Assessment

For information regarding student assessments, please visit the OCS website at https://www.oc-sd.com/. Click on “Parents” and then “2026-2027 Assessment Calendar.”

Schoolwide Programs

An eligible school operating a schoolwide program shall make the comprehensive plan available to the LEA, parents, and the public. The information contained in such plan shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand [20 USC§6314] [ESEA Title I, Part A, §1114].

English Learner Programs

A school district that uses federal funds to provide a language instruction education program for English learners must no later than 30 days after the beginning of the school year inform the parents of each child identified for participation or participating in such a program:

- the reasons for the identification of the child as an English learner;the child's level of English proficiency;
- how that level was determined and the status of the child's academic achievement;

- methods of instruction used in the program in which their child is participating, and methods of instruction used in other available programs;
- how the program will meet the educational strengths and needs of their child;
- how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
- the specific exit requirements for the program;
- in the case of a child with a disability, how the program meets the child's IEP objectives; and information about parental rights detailing the right of parents to have their child immediately removed from such program upon their request and the options that parents have to decline to enroll their child in such program or to choose another available program or method of instruction.
- For a child not identified as an English learner prior to the beginning of the schoolyear, the district must notify parents within the first two weeks of the child being placed in such a program [ESEA Title I, Part A, §1112].

Homeless Children

To be eligible for McKinney-Vento funds, the school must provide written notice at the time any child seeks enrollment in the school, and at least twice annually while the child is enrolled in the school, to the parent or guardian or unaccompanied youth that, shall be signed by the parent or guardian or unaccompanied youth; that sets forth the general rights provided; and specifically states:

- the choice of schools homeless children are eligible to attend;
- that no homeless child is required to attend a separate school for homeless children;
- that homeless children shall be provided comparable services, including transportation services, educational services, and meals; and
- that homeless children should not be stigmatized by school personnel.
- If the district sends a homeless child to a school other than the school of origin or the school requested by the parent or guardian, the district must provide the parents a written explanation for, including notice of the right to appeal, the decision. The information must also be provided whenever a dispute arises over school selection [ESSA Title IX, Part C, §722(g)(3)(B)].
- Each LEA liaison for homeless children and youth shall ensure the parents or guardians of homeless children and youth are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children [ESSA Title X, Part C, §722(g)(6)(A)(v)].
- Public notice of the educational rights of homeless children and

youths is disseminated where such children and youths receive services under the McKinney-Vento Act, such as schools, family shelters, and soup kitchens [ESSA Title X, Part C, §722(g)(6)(A)(v)].

21st Century Community Learning Centers

A program or activity funded as part of a 21st Century Community Learning Center providing before and after school activities to advance student academic achievement must undergo periodic evaluation to assess its progress toward achieving its goal of providing high-quality opportunities for academic enrichment. The results of evaluations shall be made available to the public upon request, with public notice of such availability provided [ESEA §4205(b)(2)}.

Waiver Request

If a school district requests the U.S. Secretary of Education to waive any provision or regulation of the ESEA, it must provide notice and information about the waiver to the public in the manner in which is customarily provides public notice [20 U.S.C. §7861(b)(3)(B)} [ESEA Title 1X, Part D, §8401(b)(3)(B)(ii)].

PARENTAL INFORMATION AND RESOURCE CENTERS

Parents and parent organizations will be informed of the existence and function of a resource center, training, or information as it becomes available. The followingis a list of the local agencies currently available that could be beneficial with various parental involvement activities and issues.

AGRICULTURE EXTENSION OFFICE	823-2735
(YOUTH AT RISK)	
OVERTON COUNTY ADULT EDUCATION	823-7761
(ADULT EDUCATION/JOBS)	
THE STEPHENS CENTER	823-6432
(PARENT CONNECTION, HEALTY START, FRIENDS FOR FAMILIES)	
THE FAMILY CENTER	823-7499
(FAMILYN COUNSELING, RESOURCES, PARENTING CLASSES)	
TENNESEE DEPARTMENT OF HEALTH	823-6260

CHILD ADVOCACY

For information on child advocacy, contact the following groups:

The Stephens Center
616 North Church Street B
Livingston, TN 38570
(931) 823-6432

The Upper Cumberland Child Advocacy Center
750 B East Spring Street
Cookeville, TN 38501
(931) 854-0115

In addition, you may reach out to our school counselor for further assistance.

BUILDING CAPACITY FOR INVOLVEMENT

Parents are invited and encouraged to participate in annual meetings, Title 1planning sessions, serve as volunteers, and take part in the school advisory council. Training for parents will be made available through parenting classes, workshops,and classes through Adult Education. The school will make parent involvement training available for interested parents. It is the responsibility of the Advisory Council members to strengthen ties between school, home, and community.

The school will involve the local Head Start program by providing (K-Day) for preschool children to visit the school. This will take place on kindergarten pre- registration day. A list will be obtained from Head Start of students who will be attending Allons Elementary School. School personnel will ensure a timely transfer of student records between the two institutions.

The school will involve parents in planning sessions on Title 1 program planning through the use of members on the School Advisory Council. The school will provide to the parents any information the school receives that is felt would be beneficial to the parents. The school will keep parents informed through letters and notes.The school may use Title 1 and other funds to pay for reasonable expenses associated with parental involvement activities. The school will provide home visits if necessary.

All parent requests must be submitted to the school principal or the Local Education Title 1 director for consideration by the school planning committee and the Local Education Association Title 1 director. The school and Local EducationAssociation shall provide reasonable support for parental involvement activities requested by parents.

Information pertaining to parent involvement about school wide programs such as Adopt-A-School, Accelerated Reader, and other programs that may be implemented will be forwarded to parents. The Adopt-A-School program operates on a two-year cycle. The Accelerated Reading Program involves students reading books over which they may take a computer test for points, which may be used as a supplement to their grade in reading.

ACCESSIBILITY

Parents, with disabilities or limited English proficiency, will have an equal opportunity to participate in all Title 1 activities.

Title VI of the Civil Rights Act of 1964 states:

- No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.

BULLYING/INTIMIDATION

Students shall be provided a safe learning environment. It shall be a violation of this policy to bully, intimate, or create a hostile educational environment for another student. Bully and intimidation are defined as intent to either physically harm a student or damage his/her property, or repeated incidences, or creating an imbalance of power. The policy addresses conduct taking place on school grounds, at any school-sponsored activity, on school-provided transportation, or at any official school bus stop immediately before boarding and immediately deboarding.

Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher, counselor or building administrator. Any allegations shall be fully investigated by a complaint manager (as set forth in Student Concerns, Complaints and Grievances 6.305).

Contact: Ryan Ledbetter--Phone (931) 823-5921

The privacy and anonymity of all parties and witnesses to complaints will be respected. However, because an individual's needs for confidentiality must be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation or to take necessary action to resolve a complaint, the identify of parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student will result in the following of the board approved bullying rubric.

There will be no retaliation against any person who reports harassment or participates in an investigation. However, any employee who refuses to cooperateor gives false information during the course of an investigation may be subject todisciplinary action. The willful filing of a false report will itself be considered harassment and will be treated as such.

An employee disciplined for violation of this policy may appeal the decisionby contacting the Federal Rights Coordinator or the director of schools. Any student disciplined for violation of this policy may appeal the decision in accordance with disciplinary policies and procedures.

MENINGITIS & FLU AWARENESS

Per state law, the Overton County School District is required to provide information to parent(s)/guardian(s) as to the following diseases:

Meningococcal meningitis is inflammation of the tissues and fluid

surrounding the brain and spinal cord. It can be caused by bacteria or viruses. Symptoms can include fever, sudden severe headache, stiff neck, rash, nausea, and vomiting.

The bacteria that causes meningococcal meningitis is very common. Most people will carry this bacteria in the back of their nose and throat at some point in their lives without ever getting sick. In a few people, the bacteria overcomes the body's immune system and passes through the lining of the nose and throat into the blood stream where it can cause meningitis.

Meningitis is spread through exchange of respiratory droplets or saliva with an infected person. Only a small percentage of people who are exposed to the bacteria will develop meningitis. The bacteria that causes meningitis is not spread by casual contact or by simply breathing the air where a person with meningitis has been.

There is a vaccine that will decrease the risk of some types of meningococcal meningitis, but it does not totally eliminate risk of the disease.

Influenza is a contagious respiratory illness caused by influenza viruses that infect the nose, throat, and lungs. Symptoms can include fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills, feeling tired, and sometimes vomiting and diarrhea.

Flu viruses are spread mainly by droplets made when someone with the flu coughs, sneezes, or talks. A person can also get the flu by touching something that has the flu virus on it and then touching his/her mouth, eyes, or nose.

There is a vaccine that can be received in the form of a flu shot or by nasal spray that can protect against the flu.

To receive additional information regarding these diseases, including locations to receive the vaccinations, contact the Overton County Health Department at (931) 823-6260.

STUDENT CLUBS

The following clubs currently have active participation at Allons Elementary School: Beta Club, 4-H, & Student Council.

For questions about any policy not covered in this handbook, please refer to Overton County Board of Education Policy, which can be accessed at https://www.oc-sd.com/.