Springs Valley Community Schools
Dr. Trevor Apple, Superintendent
Mrs. Erin Carnes, Principal

SPRINGS VALLEY ELEMENTARY SCHOOL
356 S. Larry Bird Blvd.
French Lick, IN 47432

Inspire, Prepare, Achieve, and Succeed
REACHING HIGHER!

Education is a shared commitment between dedicated teachers, motivated students and enthusiastic parents with high expectations.
~ Bob Beauprez ~

Springs Valley Elementary School Vision Statement

The purpose of Springs Valley Elementary School is to provide a safe, nurturing environment where all children learn to accept diversity and a foundation is built to support ongoing education.

Mission Statement

Inspire ~ *creative learning*
Prepare ~ *accountable and responsible citizens*
Achieve ~ *more by reaching higher*
Succeed ~ *in building a stronger community*

Springs Valley Elementary School Core Values

Accountability ~ Integrity ~ Teamwork

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ACADEMICS

Promotion, Placement, and Retention—Optimal school achievement is obtained when students experience success in their daily activities and build upon successful experiences as they encounter new learning situations. All aspects of the student must be considered as grade placements are made. Promotions and retention are based on evaluation of academic, physical, social, and emotional growth.

Definitions:

- Promotion: Occurs when the student has demonstrated mastery of the grade level standards.
- Placement: Occurs when the student has not demonstrated mastery of the grade level standards, however, it is recommended that it is in the student's best interest to move to the next grade.
- Retention: Occurs when a student is not doing the caliber of work that indicates the student should be promoted to the next grade.

A student may be retained for one or more of the following reasons:

1. Indifference or lack of effort on the part of a capable student.
2. Failing grades are indicated.
3. Reading levels are not passed.
4. Emotional, physical or social immaturity.
5. Achievement is related to frequent and/or long absences.
6. Not achieving grade level testing standards.
7. Attendance.
8. Standardized test scores.

Final decisions on students' promotion, placement, or retention are made by the building principal.

Report cards will be sent home with students four times each year. This report shows the student's academic achievement and the progress made in the development of habits and attitudes.

Withdrawals—The school should be notified as soon as possible of students expecting to withdraw. Teachers and staff will summarize the student's progress and prepare the student's file for forwarding to his/her next school of enrollment.

ANTI-DISCRIMINATION POLICY

It is the policy of Springs Valley Community Schools not to discriminate on the basis of race, color, religion, sex, national origin. Including limited English proficiency, age, or disability in its educational programs or employment policies as required by the Indiana Civil Rights Act (I.C.22-9-1 and I.C.20-8.1-2). Titles VI and VII of the Civil Rights Act of 1964. The Equal Pay Act of 1973. Title IX (1972 Education Amendments), Section 504 of the Rehabilitation Act of 1973.

ANTI-HARASSMENT POLICY

The Policy

A. It is the policy of the Springs Valley Community School Corporation to maintain a learning and working environment that is free from sexual harassment.
B. It shall be a violation of this policy for any employee of the Springs Valley Community School Corporation to harass another employee or student through conduct or communications of a sexual nature as defined in Section II. It shall also be a violation of this policy for students to harass other students through conduct or communication of a sexual nature as defined in Section II. The use of the term "employee" also includes non-employees and volunteers who work subject to the control of school authorities.

Anti-Harassment Compliance Officers

The following individuals serve as "Anti-Harassment Compliance Officers" for the Corporation. They are hereinafter referred to as the "Compliance Officers".

School Administration
812-936-9984
326 S Larry Bird Blvd.
French Lick 47432

See school policy 5517 for a complete description of this policy.

ATTENDANCE

IC 20-33-2-5 Days of attendance Sec. 5. A student for whom education is compulsory under this chapter shall attend school each year for the number of days public schools are in session: (1) in the school corporation in which the student is enrolled in Indiana; or (2) where the student is enrolled if the student is enrolled outside of Indiana. As added by P.L. 1-2005, SEC.17.

Attendance shall mean to be physically present in a school or at another location where the school's educational program is being conducted during regular school hours on a day in which the educational programming which the student is enrolled is being offered.

The superintendent shall require, from each student or from an adult student who has been absent for any reason, a written statement of the cause for such absence. The Board reserves the right to verify such statements and to investigate the cause of each:

A. Single absence;
B. prolonged absence;
C. Repeated unexplained absence and tardiness

EXCUSED ABSENCE

Parents/ guardians may **excuse up to five absences** per semester for the reasons noted below. Illnesses that are excused by a written note from a physician **will not be counted as part of the five parent excused absences**. Absences beyond the five parent/guardian excused absences in a semester that are not accompanied by a written note from a physician will be considered **unexcused absences**. These truancies may be referred to Child Protective Services and/ or the prosecutor's office.

The Board considers the following for excused absences:

A. Illness or injury verified by a note or call from the parent/ guardian
    - Verification of absence must occur before 9:30am on the date of absence
    - Any parent excused absence over 5 days will be considered unexcused
B. illness verified by a note from a physician
    - Note must be provided within 48 hours of return to school
C. required court attendance
D. professional appointments
    - Parents/guardians are encouraged to schedule medical, dental, legal, and other necessary appointments other than during school hours. When appointments are necessary during the day, it is recommended for the student to attend as much school as possible. The attendance committee shall determine if a half or whole day excuse is deemed necessary based on the location and length of appointment. Students should return with a signed statement from the doctor, dentist, lawyer, counselor, etc.
E. death in the immediate family or of a relative
F. observation or celebration of a bona fide religious holiday in accordance with policy 5223
G. maternity
H. military connected families absences related to deployment and return
I. participating in an educationally related non-classroom activity which is consistent with and promotes the educational philosophy and goals of the school corporation, facilitates the attainment of specific educational objectives, is part of the goals and objectives of an approved course or curriculum, represents a unique educational opportunity, cannot reasonably occur without interrupting the school day, and is approved in advance by the school principal (I.C. 20-33-2-17.5)
J. such other good cause as may be acceptable to the superintendent or permitted by law

Students will be allowed to complete and receive credit for all school work assigned or completed during an excused absence from school. Students will not receive credit for work from unexcused absences.

A long-term provider note is necessary when a student has been injured or suffers from an illness and is anticipated to be absent for a minimum of 20 instructional days over the course of the school year.

ATTENDANCE INTERVENTIONS

Days Missed (per semester)	Intervention
5 excused/unexcused	Parent/ guardian will receive a phone call from the attendance officer.
8 excused/unexcused	Parent/ guardian will receive a written notification from the attendance officer.
10 excused/unexcused/doctor excused	Parent/ guardian will be required to meet with the teacher, attendance officer, and the building principal to review absences and create an attendance intervention plan.
15 excused/unexcused/doctor excused	Parent/ guardian will receive a written notification from the attendance officer. In addition, parent/guardian will be required to attend a meeting to review the attendance intervention plan.
18 excused/unexcused (school year)	Parent/ guardian will receive written notification from the attendance officer. The student may be subject to retention. The parent/guardian may appeal to the building principal. Attendance data will be turned over to the Orange County Prosecutor's Office as well as the Department of Child Services.

TARDIES/ EARLY DISMISSAL

Students are expected to arrive promptly at school to prevent disruption and missed educational opportunities. Students are tardy to school or class if they are not in their classrooms or assigned location when the tardy bells rings at 8:10 am.

Three tardy arrivals in one semester will result in the school contacting the parent/guardian. Excessive tardiness (four or more) will result in Tuesday after- school detention until 4:00pm.

ACCUMULATED ABSENCE INTERVENTION

Students with six or more absences (excused, unexcused, or combined) per semester are at risk of falling behind academically. To help them stay on track, these students may be assigned to the after-school Homework Improvement Program (HIP) by administration or at a teacher's request. Students will attend HIP to complete missing or incomplete assignments resulting from their absences.

CAFETERIA

Meals—Springs Valley Elementary serves both breakfast and lunch. Springs Valley Elementary received state funding for free breakfast and lunch for every student for the 2026-2027 school year. This funding is reviewed every school year.

Food-No food from an outside vendor is allowed to be dropped off to students for lunch. Examples of this include, **but are not limited to**: restaurants, fast food, gas stations, etc.

Beverages-Students may bring non-carbonated drinks in lunches they pack at home. Examples of non-carbonated drinks include, **but are not limited to**: juice, Hawaiian punch, tea, etc.

Checks-A $10.00 service charge may be charged for checks returned for insufficient funds.

School Delays- Breakfast will be served when school is delayed.

DISCIPLINE

An environment that provides equal opportunity for all and permits the teaching-learning process to proceed in an orderly manner is the objective of all school personnel. School staff members will make every effort, individually, collectively, and cooperatively with appropriate available community resources, to help each student gain acceptable self-discipline.

However, in the absence of self-discipline, the staff of Springs Valley Elementary is authorized to take certain actions reasonably desirable or necessary to help any student, to further school purposes, or to prevent an interference with the educational process.

The discipline used in a specific instance will depend upon the seriousness of the offense and the behavioral record of the student involved. Each child will be treated fairly and individually. Furthermore, Springs Valley Elementary has a no bullying policy that is strictly enforced.

The office administration may use any of the following forms of discipline deemed necessary to help the child understand that his/her behavior was unacceptable:

1. Reprimand
2. Counseling with a student or group of students
3. Assigning students additional work

4. Recess/lunch detention
5. Rearranging class schedules
6. Loss of field trip privileges
7. Restriction of extracurricular activity
8. In school and out of school suspension (administration only)
9. Expulsion

Any or all of the techniques may be used. Certain acts of misconduct such as acts of extreme violence and use of alcohol, drugs or tobacco will subject the student to immediate suspension and/or expulsion from school. Springs Valley School Corporation has a substance abuse policy which must be followed and may be obtained by contacting the corporation office. Weapons are also not permitted at school. Those items include toy guns, guns, knives, matches, lighters, firecrackers, explosive devices, sharp pointed objects or any such item that is brought to be used as a weapon.

Academic effort will be handled in a similar manner. For example, lack of homework and poor classroom effort are two areas which may cause poor achievement. If a child is not turning in work, or not working in class, the teacher will contact the parent/guardian to inform them of possible problems. If the problem persists, the principal will contact the parent/guardian and possibly convene a conference with the parent/guardian, student, teacher and counselor to determine possible solutions to the problem. All efforts to raise student achievement will be made on a collaborative basis. It is essential that the school and home work together to ensure that our students get the best education possible.

Grounds for Suspension or Expulsion according to Indiana Code:
A student may be suspended or expelled from school under any of the following situations:

1. For misconduct and/or substantial disobedience.
2. For engaging in unlawful activity on or off school corporation property, including times when school is not in session, if the unlawful activity may reasonably be considered to be an interference with school purposes or an education function or the student's removal is necessary to restore order or protect persons on school property.
3. For possession of a firearm, deadly weapon, or destructive devices at school or on school property. This includes all types of knives.
4. If the student does not have legal settlement in the attendance area of the school corporation in which he is enrolled.

DISMISSAL POLICY

Should your child need to leave the school premises for any reason, we ask that you send a written request to the teacher. When taking children out of school or returning them to school during the day due to doctor's appointments, lunch, etc., we require them to be signed in or out at the office. Please help us to maintain a safe and secure environment for all.

Students who are being picked up after school are to be picked up in the auditorium. There is adult supervision there for the children until they are picked up. Be sure to send a note (prior to 2:00pm) to the

teacher so he/she can see your child to the proper location. Students should be picked up no later than 3:10.

A separate note is to be sent to the affected bus driver, giving specific details if a child is to get off his/her regular bus at a different location, or if riding a different bus than usual.

We do not allow a student to leave the school grounds without written parental permission. If you wish for your child to walk home after school, you need to send a note to the teacher. In these instances, make sure you review the necessary safety precautions for crossing streets, watching cars, and dealing with strangers.

Dress Code

DRESS CODE: The school system recognizes that in addition to meeting educational responsibilities, it has the opportunity and obligation to work with parents in the development of positive student attitudes toward personal hygiene, appearance, appropriate dress and attire.

The following items are requirements for students as they dress for school:

- Students may wear shorts to mid-thigh length. Fishnet stockings are not permitted.
- Students are required to wear shirt tops and pants or shorts that do not show undergarments or skin above mid-thigh, the midsection area or inappropriate places. Spaghetti straps, tank tops and/or cutoff shirts that violate this requirement are not permitted.
- Classrooms with safety rules may restrict baggy clothing, necklaces, or other apparel which pose a hazard.
- No apparel or eyewear which would obstruct the view from teacher to student in any way.
- No apparel promoting alcohol, tobacco, drugs, or inappropriate terms/behavior.

Additional regulations may be added by school administrators if such regulations are deemed important for an orderly implementation of this policy.

GENERAL INFORMATION

Academic/Athletic Eligibility—Students/athletes must be enrolled at Springs Valley Elementary and not receive a failing grade in two subject areas each nine week grading period in order to continue to participate as a team member. Semester-ending grades take precedence. Coaches and sponsors can check progress of students by talking with teachers, issuing periodic grade checks and checking grade cards at the end of grading periods. It is the policy of the athletic department to work closely with the academic progress of each participant. Students receiving two failing grades are not permitted to try out for a team. He/she may try out after securing eligibility, with coach's permission.

To be eligible as a member of a Springs Valley elementary team, a prospective player and/or cheerleader must have completed a physical examination form and a completed/signed Consent and Waiver form on file at the school prior to team tryouts. This procedure brings the Springs Valley elementary team into compliance with the athletic procedure of the Springs Valley High School.

Balloon Policy—Springs Valley Elementary enforces a no latex balloon policy. No latex balloons are allowed on school property, buildings, or school buses.

Bicycles—Students who ride their bicycles to school assume full responsibility for their safe-keeping. Each student should park the bicycle in the rack provided when she/he arrives at school.

Cell Phones—Cell phones/electronic devices are NOT to be used at school during school hours. Violations of this policy may result in one or more of the following discipline measures:

- 1st Offense - Recess and lunch detention; Confiscation of cell phone/electronic device.
- 2nd Offense - Thursday School; Confiscation of cell phone/electronic device.
- 3rd Offense - 1 day Out of School Suspension; Confiscate cell phone/electronic device; Student cannot bring phone back to school for the remainder of the school year.

Confiscation of a cell phone will require a parent/guardian to pick up the phone in the office.

Change of Address, Phone or Custody—It is important that we have each student's correct address and phone number in the school office. Should you move during the school year, or change phone numbers, it is essential that you notify the school office immediately.

The Indiana Department of Education requires schools to have proof of Indiana residency for each student. Documentation may include items such as a current utility bill, telephone bill, tax return, bank statement, mortgage statement, rental/lease agreement, medical bill or other information that provides a verifiable address. Documentation should be dated within 60 days of the student enrollment. A new proof of residency must be submitted to the school if there is an address change.

In situations where the custody of the child changes, please keep the school informed. Children will only be released to the legal guardian or his/her designee noted on the enrollment form unless the office has been notified in writing of other arrangements by the custodial parent/guardian(s)/legal guardian. We require a copy of custody papers to be on file at the school so that we can follow legal requirements.

It is vital that the office has an emergency number where you may be reached and that we have the number of a relative, friend, or neighbor you authorize us to call should we be unable to reach you in an emergency. Please keep us informed of job changes, too.

Classroom Treats-Any food item that is dropped off as a classroom treat to share must have been purchased/donated from an outside vendor. Examples of this include, **but are not limited to**: grocery stores, bakeries, gas stations, etc.

Drug Policy—To better provide prevention/intervention services to our students, Springs Valley Community School has adopted the following ALCOHOL/DRUG policy, which pertains to any student while on school premises, within 1,000 feet of school premises, at school sponsored events, activities, functions or while being transported under school jurisdiction. This policy covers the use, possession or distribution of all illegal, prescription, and over-the-counter drugs. It also includes the

possession of drug paraphernalia. School officials may discover a violation through voluntary admission or findings by school officials, based upon observation and/or first hand information.

When there is reasonable suspicion that a student is under drug/alcohol influence, the student may be requested to take either a Breathalyzer or urine test. Reasonable suspicion will be defined as where a staff member detects visual or sensual signs of possible use. Failure to comply with the request will be treated equally to using alcohol/drugs.

Upon determination of policy violation, the student will be placed on out-of-school suspension for a period of 3-10 days. Upon the scheduling of a substance abuse risk assessment and serving his/her required suspension, the student may return to school. Failure to complete and comply with a substance abuse treatment plan, in a timely manner, may result in expulsion.

With any drugs related violation, school authorities will inform a law enforcement officer. The student's parents/guardians will be notified immediately or as soon as practically possible. The school administration would always be the determining authority and would always have the option of not offering the student and parent/guardians the alternative counseling program if the severity of the violations was such that automatic expulsion was the only responsible course of action. In all cases the school administration will be the final authority.

End of the day destination changes—Any change in a student's end of the day destination should be made before 2:00. These changes need to be made in writing or by phone and submitted to the office to ensure that students receive the information in a timely manner.

Gum—Our school does not permit students to use gum during school hours.

Lost Clothing—Valuable clothing and articles are lost each year and never claimed. Owners could easily be located if the items were labeled with names. We also encourage your child to check with teachers and the office any time a personal possession is lost.

Pets---See Springs Valley School Corporation Policy.

Publication/Recognition Policy—Springs Valley Schools support the recognition of students that have demonstrated strong performance(s) in academic or extracurricular programs. This may include but is not limited to the following: recognition by school, local, regional or national newspapers or other news media, recognition at awards ceremonies or announcements, social media and the Springs Valley Website. Any parent/guardian/guardian not interested in their child being recognized in the previously mentioned methods may provide written notice of their request to the school principal.

School Buses—Rules distributed by bus drivers to students and parents/guardians will be strictly enforced.

School Lockdowns—School lockdowns may occur when one's safety may be in jeopardy on school property or near school property. During a lockdown, neither students nor patrons will be allowed to leave

school buildings. Likewise, patrons may not be allowed to enter school premises during a lockdown. Lockdowns are only used during extreme circumstances and everyone's cooperation is expected.

Special Party Invitations—Students are not allowed to distribute party invitations at school unless the whole class receives the invitation.

Swimming—Students may participate in swimming classes during their scheduled Physical Education time. Students who choose to not participate in swimming classes will remain seated in a designated area and work on classwork or other appropriate activity assigned by the PE/Swim Supervisor.

Telephone Usage—Students are allowed to use the office telephone only when directed by their teachers. Teachers or students will not be called out of class to accept telephone calls except in emergencies. Students may not use the telephone to make personal arrangements such as asking permission to go home with another after school.

Toys—School is a place where academic work is a serious and important activity. If a child has a toy or other item which he/she would like to share with others, permission from the teacher must be obtained before it is brought to school. If permission is granted, items of this type are to be placed in the hand of the teacher for safekeeping until the proper time for sharing arrives. Items brought to school without permission will be in the office until picked up by a parent/guardian or guardian. Children are not permitted to bring pocket knives, toy guns, or any dangerous item on the bus or to school.

Valuables—Common sense and consideration are the best guides in determining whether or not to bring personal possessions to school. **The school administrators and staff cannot be responsible for valuables which students bring to school**. It is recommended that students leave all valuables at home. If special circumstances make it necessary for a student to bring substantial cash or other important possessions to school, leaving them with the school office can safeguard these items.

Visitors—Parents/guardians are always welcome to visit the school for conferences and special events. Conferences and events (classroom parties, field trips, volunteer work, etc) must be planned with a one week notice. Teachers and students work on a planned schedule and program. Unnecessary interruptions consume time and hinder the program.

For the protection of the students and security in the school, it is required that any person entering the building during the school day comes directly to the office. Visitors are not permitted to deliver items to classrooms. Items will be taken to classrooms by the office staff. Visitors are also not permitted to meet with their student(s) in the cafeteria for lunch.

No student will be permitted to leave the building with a visitor unless this has been done through the school office.

Students from other schools (including SVJH and SVHS students) are not permitted to visit classrooms with Springs Valley students.

Water Bottles-Students are not allowed to bring water bottles to school unless approved by their classroom teacher or for medical reasons documented by the school nurse. It is recommended that water bottles include a lid that prevents spills.

Wireless Device Prohibition - A student may bring but is prohibited from possessing and/or using a wireless electronic device which is portable and is capable of providing voice, messaging, or other data communications between two or more persons and includes cellular phones, tablet computers, laptop computers, digital cameras, gaming devices, and/or smartwatches or any similar device that is connected to a cell telephone, a cell tower, or the Internet during the school day. A student may use such a device if a teacher requires use of a school-supplied device or a school-sanctioned device for instructional purposes only.

During the school day the wireless devices must be stored away in the student's backpack (elementary), or in the student's locker (junior-high/high school)), powered off, and inaccessible to students.

This policy is not violated in the following circumstances:

a) when the student has been given permission from a teacher to use a school- sanctioned or school-provided wireless device for educational purposes during the school day;
b) the student is authorized to use the wireless device at an appropriate time during an emergency;
c) the student's use of the wireless device is to manage the student's medical condition as documented by and pursuant to an order of a licensed health care provider;
d) the use by the student of the wireless device is part of the student's Individual Education Plan (IEP) or 504 Plan;
e) the use of the wireless device by the student is necessary for language translation when no school-managed device is available;
f) the student uses an unobtrusive audio recording device for notetaking or personal learning assistance as long as the device captures only spoken word audio, does not capture, store, or transmit images or video, is visible to the teacher when in use, is provided for inspection by school officials, and is used in a manner consistent with recording audio provisions of state and federal laws. A recording made by such a device will not be used for a disciplinary, evaluative, or supervisory purpose against a student or employee.

A student may be disciplined including suspended or expelled for using a wireless electronic device in a manner for violating this policy and may have the device confiscated by school administration. The device will be returned to the parent.

HEALTH AND ACCIDENTS

Accidents and Illness—Minor injuries may be cared for by the school nurse. If any question exists as to the severity of an injury or illness, it is the policy of the school to contact the parent/guardians and arrange for the child to be taken home. We ask that you keep the health card updated with current emergency numbers, doctors, and other necessary information.

Immunizations—IC 20-34-4-1 Keeping immunization records; student transfer Sec. 1. (a) Each school shall keep an immunization record of the school's students according to procedures prescribed by the state department of health. (b) Whenever a student transfers to another school, the school from which the student is transferring may furnish, not later than twenty (20) days after the transfer, a copy of the student's immunization record to the school to which the student is transferring. (c) Whenever a student enrolls in a state educational institution, the school from which the student graduated may furnish a copy of the student's immunization record to the state educational institution. If the student is enrolled in a state educational institution while still attending a secondary level school, the secondary level school that the student is attending may furnish a copy of the student's immunization record to the state educational institution.

IC 20-34-4-2 Required immunizations; immunization calendar; rules Sec. 2. (a) Every child residing in Indiana who is enrolled in an accredited elementary school or high school shall be immunized as determined by the state department of health against: (1) diphtheria; (2) pertussis (whooping cough); (3) tetanus; (4) measles; (5) rubella; (6) poliomyelitis; (7) mumps; (8) varicella; (9) hepatitis A; (10) hepatitis B; and (11) meningitis. (b) The state department of health may expand or otherwise modify the list of communicable diseases that require documentation of immunity as medical information becomes available that would warrant the expansion or modification in the interest of public health. (c) Before November 30 of each year, the state department of health shall publish a two (2) year calendar of immunization requirements and recommendations. The calendar must include: (1) the immunization requirements for the following school year; and Indiana Code 2016 (2) recommendations for immunization requirements for the year subsequent to the following school year. (d) The publishing time frame for the calendar described in subsection (c) does not apply in the event of an emergency as determined by the state health commissioner. (e) The state department of health shall adopt rules under IC 4-22-2 specifying the: (1) required immunizations; (2) child's age for administering each vaccine; (3) adequately immunizing doses; and (4) method of documentation of proof of immunity

Medication—State law prohibits the dispensing of medication to any student at school unless the parent/guardian sends a signed note giving permission, along with the medicine in its original container with pertinent information thereon. All medicines, except for controlled substances, will be sent home on the last day of school in the students' backpacks.

INSPECTION OF STUDENT DESKS AND LOCKERS

All desks and storage bins, etc. made available for student use on the school premises are the property of Springs Valley Community Schools.

Desks are school property provided for student use subject to the right of the Superintendent and his/her designee to enter the facility as needed and inspect all items in the facility searched.

Students shall not have an expectation of privacy in any facility provided by the school and shall not be permitted to deny entry to a Corporation administrator by the use of a lock or other device. I.C. 20-33-8-32

PTSO

Springs Valley Elementary would like to invite all parents/guardians to be active and take part in the Parent-Teacher-Student organization (PTSO) group that has been organized. Your input is welcomed.

Springs Valley Elementary PTSO is an integral part of the school program. It serves the students in many ways, and thus serves the school. To function effectively, the PTSO needs volunteer workers with a broad range of talents and skills. We urge all parents/guardians to become involved.

Parent/guardian volunteers are a special resource for Springs Valley Elementary. Parents/guardians are encouraged to help in all classroom programs and extracurricular activities. Please call the office if you have time and talents you would like to share to make our school a better place for students to learn and grow. Please refer to the Volunteers section for details on volunteer approval.

SCHOOL HOURS

7:30 AM ~ Drop Off--Doors Open and Supervision Provided
7:45 AM ~ First Bell
8:10 AM ~ Tardy Bell
3:00 PM ~ Dismissal (Wednesday 2:35 PM)

SECLUSION AND RESTRAINT

Every effort should be made to prevent the need to restrain or place students in seclusion. However, Springs Valley Community Schools recognizes that at times it may become necessary for employees to use reasonable restraints and/or seclusion when there is an imminent risk of serious physical harm to the student or others. Restraint or seclusion should not be used as a means of punishment or convenience. All behavioral interventions used must ensure the right of all students to be treated with dignity and respect. After each instance of restraint or seclusion, parents or guardians will be informed of these actions and will be provided with a detailed account of the incident, including the circumstances that led to the action. See corporation policy 5630.01 for a full explanation of the Restraint and Seclusion policy.

TEXTBOOKS, CHROMEBOOKS AND SCHOOL SUPPLIES

For the convenience of students and parents/guardians, textbooks and Chromebooks are provided on a rental basis at a very nominal cost. The rental fee is established under legal guidelines and will be paid directly to the Bookstore manager. Applications for free textbooks are available in the office. However, certain items do not qualify for state reimbursement and parents/guardians are expected to pay for these books at book rental time. If a book is lost, misused, or damaged beyond reasonable wear, the student shall be fined or be charged for replacement of the book.

VOLUNTEERS

Any volunteer who may have direct, ongoing contact with children when performing services for the school must provide to the Springs Valley Corporation a limited criminal history check while an expanded criminal history check may be required prior to beginning volunteer work for the Springs Valley Corporation. The volunteer will be responsible for all costs associated with obtaining the criminal history check(s). However, the Springs Valley School Corporation will pay the cost by way of reimbursement for volunteers who are selected for service.

Limited criminal background checks expire after 30 days and must be submitted accordingly.

Any information obtained from any type of criminal history check is confidential and shall not be released or disseminated.

All school employees and individuals or entities who have contracts for services with the Springs Valley Corporation are required by state law to report convictions of certain crimes enumerated in state law to the Springs Valley Corporation. The superintendent or designee is responsible for implementing regulations to notify the employees, including volunteers, and the entities for contracted services of this duty. In addition to the crimes listed in the state law, the notice shall also include the convictions of the “attempted” crimes listed in the law. LEGAL REFERENCE: I.C. 20-26-5-10 I.C.20-26-5-11