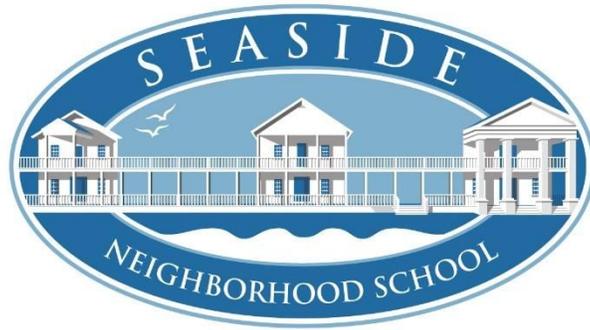


Seaside Neighborhood School
Student Handbook
2018 -2019



SCHOOL MISSION

We seek to create and sustain an educational community where an emphasis on academic excellence is complemented by a concern for each learner's personal growth and intellectual, aesthetic, and psychological development. In pursuing this mission the Seaside Neighborhood School offers a supportive, small-school environment and a performance-based curriculum in keeping with the new Florida Standards.

Head of Schools

Dr. Scott O'Prey

opreys@seasideschools.net

Principal

Kim Mixson

mixsonk@seasideschools.net

231-0396 Fax 231-4725

SEASIDE NEIGHBORHOOD SCHOOL BOARD

Seaside Neighborhood School Board meetings are open to the public. The Seaside School, Inc. board meetings are held at the Seaside or Seacoast every third Thursday of the month at 5:30 p.m. Changes in date or time are posted on our website (www.seasideschools.net) and both schools.

SCHOOL HOURS

7:50 a.m. until 2:20 p.m.

Students should arrive to school no later than 7:40 a.m. This should give them ample time to go to their lockers before class begins at 7:50 a.m. If your child arrives late, you are required to sign them in at the front office. Please note, on the third tardy in a nine week period, your child will be assigned detention.

Students are to be picked up from school by 2:45 p.m. each day. Students may only stay on school premises and in the buildings for tutoring or school sponsored activities.

- Adult supervision is not available for students before 7:30 a.m. or after 2:45 p.m.
- Students will not be permitted inside the building before 7:40 a.m.

School Schedule

| Time | Block |
|---------------|----------------------------|
| 7:30 | Morning supervision begins |
| 7:50 -8:40 | 1st Block |
| 8:40 - 9:30 | 2nd Block |
| 9:30 - 10:20 | 3rd Block |
| 10:20 -11:10 | 4th Block |
| 11:10 - 11:40 | Lunch |
| 11:40 - 12:30 | 5th Block |
| 12:30 - 1:20 | 6th Block |
| 1:20 -2:10 | 7th Block |
| 2:10 - 2:20 | House Meetings |
| 2:45 | Student supervision ends |

Pick up and Drop off at the Seaside Neighborhood School

SCHOOL BUS TRANSPORTATION

Students who ride Walton County School District buses will follow rules based on the Walton County Code of Conduct. Because of the safety issues involved with school buses, no student misbehavior or violation of school bus rules will be tolerated. When a student is suspended from the school bus, it is the parent or guardian's responsibility to provide transportation to and from school.

The bus will pick up and drop off on 30A at the corner of Quincy Circle West. Students will be supervised as they walk back and forth to the bus stop on 30A by school personnel.

CAR TRANSPORTATION

Morning Drop Off/Afternoon Pick Up:

All parents picking up/dropping off their students will need to enter the pick-up/drop off line from Quincy Circle West. You will follow Smolian Circle around to the north side of the lyceum. Students will enter/exit vehicles at that point. Once you have picked up/dropped off your student, you will continue traveling on Smolian and merge back onto Quincy Circle East. You will exit from Quincy Circle East with a left turn only onto 30A. Please remember to **display your hanging tags in the pick-up** line as it helps us move the line efficiently.

Please do not drive through the Seaside neighborhood.

Please follow all traffic instructions provided by the SRD during drop off and pick up.

AFTERNOON PICK UP: ANYONE PICKING UP CHILD MUST HAVE PARENT PICK UP TAG. These will be handed out during open house in August or picked up in office. Parents are to arrive at 2:15 p.m. You are not allowed to stop and park until 2:15 p.m. Your child will be instructed to report to the back deck (monitored by staff).

SEASIDE

The town of Seaside sometimes serves as an extended campus during the school day. Homeowners and merchants have graciously allowed certain areas of the town to be used for instruction. Students are held accountable for their behavior while in the town of Seaside. Upon dismissal, students are expected to leave Seaside and report home. *If students remain in town after school, their parents/guardians are responsible for their safety and conduct. Students are held accountable for appropriate behavior.*

Parent/Teacher Conferences

PARENT CONFERENCES

Parents are encouraged to confer with teachers on a regular basis. Teachers may request parent conferences in cases where recurring student problems are developing.

Each classroom teacher is assigned the initial and primary authority and responsibility to assess classroom performance for each student enrolled in his/her class.

Any review, requested modification, or appeal of teacher evaluations and assessments by the student's parent(s) or guardian(s) shall be conducted pursuant to the following:

1. A parent or guardian shall arrange a conference with the individual teachers whose assessment or evaluation is in question at a proper place and time for the parent(s)/guardian(s) to discuss the teacher's findings.
2. When a parent/guardian of the student is not satisfied with the outcome of the conference, the parent/guardian may appeal to the Principal for a second review of the teacher's assessment and evaluation of the student. The Principal shall, upon request arrange for a conference at a proper time and place with the following parties: the Principal, the teacher, and the parent(s)/guardian(s). The findings of the Principal following such conferences shall be final.

Parent(s)/guardian(s) who wish to schedule a conference with a teacher, please email teachers to discuss concerns or schedule appointments by calling 231-0396. You may also email teachers through your TeacherEase account.

REQUIRED COURSE WORK

All students are required to take the following courses at Seaside Neighborhood School:

Language Arts

Math

Social Studies

Science

Spanish (Required all four years at Seaside Neighborhood School).

Physical Education (at least a semester each year 7th and 8th grade/ 5th and 6th grade yearlong)

Students who score a level 1 or 2 in reading or math are required to take an intensive reading and/or math class.

Students are required to take seven classes during regular school hours at Seaside Neighborhood School.

Classes that have a state End of Course exam (Algebra I Honors and Civics), the EOC exam will count as 30% of the final grade. The final grade will be calculated using the following formula.

1st semester (35%) + 2nd semester (35%) + End of course exam (30%) = Final Grade

SEASIDE NEIGHBORHOOD SCHOOL LATE WORK POLICY

Punctuality is a habit students must learn in order to be successful in their later school experiences. Our late work policies are not designed to be harsh; rather they are designed to teach students to be organized and responsible.

- All students are required to maintain a planner in which they record homework and class assignments. All teachers will write assignments on the board and set aside specific time for students to record assignments, test dates, project timelines, special events, etc. It is the students' responsibility to record the information in their planners.
- Students are expected to turn in work on time and at an acceptable level of quality.
- "On time" means when the teacher asks for the assignment, and not "by the end of the period or day".
- If work is brought to the school by a parent, it will be put into the teacher's box. The assignment will be considered late because the students will not have it when the teacher requests it.
- Late work may be turned in the following day with a 30% penalty. After the second day the assignment will be marked "zero".
- In the event of an excused absence, students have one day for each day their absence was excused to make up the work. For example, if a student is out sick for two days and brings a note from the doctor, then they have two days to make up the work.
- Work that was due on the day of an absence is due the day the student returns to school.

Make up work for an absence

- When your child is absent, please first check TeacherEase and their Google Classroom for make-up work before calling and requesting work from teachers. We appreciate our conscientious parents who call asking for make-up assignments when their child is absent. However, make-up work will not be given to students until they return to school. Upon returning to school, students are responsible to meet with their teachers to receive assignments. In the event of an excused absence, students have one day for each day their absence was excused to make up the work. For example, if a student is out sick for two days and brings a note from the doctor, then they have two days to make up the work.

Accessing Student Grades

TEACHEREASE

You may check your child's grades and assignments at Teacherease.com. You may also wish to download the free Teacherease App from the App Store. Although assignments are posted in TeacherEase, it is the student's responsibility to write assignments in their planner. The planner should be **their first resource** for assignments and homework. Teachers update TeacherEase at least once per week. Homework assignments are posted the day they are assigned. Assignments are posted regularly, but understand that they may change depending on the schedule and rate of learning for each class. TeacherEase account information will be sent to you by email. If you do not receive account information concerning TeacherEase, contact the school. (231-0396)

We need your support and encourage your involvement in your child's education. This year we are asking for you to aid us in developing communication about your child's progress by checking TeacherEase at least once per week for grades. THANK YOU!

Online Learning Resources

Google/Google Classroom

Seaside Neighborhood School provides all 5-8 students with Google Apps for Education (GAFE) accounts to support instruction. GAFE includes free, web-based programs such as Google Docs, Slides, Sheets, Mail, Calendar, Drive, and Classroom. These services are made available through an agreement between Google and Seaside Neighborhood School. Instructional staff will frequently use these online tools to create, post, and collect student work. Students are expected to monitor their online Google accounts to stay up to date on classroom work.

Email Address: Students will be provided a unique email address composed of their last name and first initial @seasideschools.net. These accounts have been restricted to only allow communication between other users of the seasideschools.net domain. Students should only use their accounts for school related correspondence and activity.

Student Uniform Policy

Dress Code for Grades K-8 (currently serving 5-8) Parents may purchase at www.landsend.com with our school code: 9001-0353-2 or by contacting South Walton Stitchery.

<https://www.sowalstitchery.com/> phone:(850) 837-0409 email: mandy@sowalstitchery.com

Students are expected to dress for school and school activities in a way that contributes to their health and safety. School uniforms promote a positive school learning environment and culture. A student's attire should not disrupt the events, activities, and especially the learning scheduled into the school day.

School Uniforms

The Board finds that school uniforms are beneficial to the safety and welfare of students and school personnel. **Uniforms promote an environment that enhances student learning and safety. Students who wear uniforms find new and creative ways to express their individuality through their actions, learning, and problem solving rather than their outward appearance. In addition, uniforms provide students with a sense of belonging and instill school pride.**

All students in grades 5-8 are required to wear the school uniform at all times while attending school or any school-sponsored activity during the day.

A. Basic Uniform

Girls: The basic uniform for girls is a long or short-sleeved crew neck/collared, solid colored t-shirt (White, Royal, Carolina, or Navy Blue) with light weight Khaki colored skort, pants, or shorts.

Boys: The basic uniform for boys is a long or short-sleeved, crew neck/collared, solid colored t-shirt (White, Royal, Carolina, or Navy Blue) with light weight Khaki colored pants, or shorts.

Uniform clothing must be the proper size for the student. Clothing should not be tight or baggy.

Uniform tops must cover a student's midriff and back at all times and display the Seaside Neighborhood School logo on the left side.

Shorts and skorts shall be no shorter than mid-thigh which is defined as the length of a student's fingertips when their arms are relaxed and to the side.

B. Alternatives

In addition to the above basic uniform, the principal may designate

1. Collared shirts with a school logo
2. School-sponsored t-shirts with a crew neck

Each student and their guardian will be provided with a copy of the school dress code policy.

C. Exceptions

If a student enters Seaside Neighborhood School after the start of the school year, there will be a grace period of three (3) days before the student is required to wear the school uniform.

Students may wear special clothing necessary for a school-sponsored activity, as permitted by the principal.

The school board president, in consultation with the principal, may waive the school uniform policy on a case-by-case basis for either disability, medical condition, or sincerely held religious belief.

D. Shoes

Shoes must be safe and appropriate. Students must wear athletic shoes. Athletic shoes are defined as having laces and a multi-leveled, gripping sole. Platforms, sandals, flip flops, jellies, and boots are not part of the school uniform and may not be worn.

E. Outer Garments

A student's outer garment must display the Seaside Neighborhood School logo. All coats, jackets, sweatshirts, and t-shirts must display the Seaside Neighborhood School logo.

Students may not wear:

- A. Clothing or hairstyles that disrupt the orderly learning environment
- B. Clothing that is torn, has holes, or pants/shorts that are frayed
- C. Athletic shorts, cut-off pants/shorts, jeggings, leggings, short-shorts, or running shorts
- D. Clothing that is unlined sheer or unlined lace
- E. Shirts with spaghetti straps, cold shoulders, and tank tops
- F. Visible undergarments, sleepwear or outer garments traditionally designed as undergarments
- G. Outer garments or accessories which have slogans, signs, images, or symbols that:
 - 1. Promote drugs, alcohol, tobacco, gang identification, weapons, or lewd sexual behavior
 - 2. Denigrate or promote discrimination for or against an individual or group based on the basis of age, color, disability, national origin, sexual orientation, race, religion or gender.
- H. Hats/visors, bandannas, or sweat bands inside the school buildings
- I. Jewelry or accessories that may be used as weapons, such as chains, spiked jewelry or arm bands
- J. Sunglasses inside the school buildings

Students may wear sunglasses, hats/visors, and other sun-protective wear while outdoors during school hours.

Financial Considerations/Assistance

Students will not be denied attendance at school or be otherwise penalized for failing to wear clothing that complies with the school uniform if such a failure is due to financial hardship. Parents/guardians should notify the principal if assistance is needed.

The Seaside School Board and the principal have created a Community Fund to assist families who need assistance complying with the uniform policy due to financial hardship. In addition, 8th graders moving on to the high school are encouraged to donate their gently used uniforms back to the Seaside Neighborhood School so they can be resold to current students in need of uniforms for one dollar. This has become a great tradition and helps many of our families.

Discipline

The principal or their designee has the authority to decide if clothing complies with Board policy.

If it is determined that a student's clothing does not comply with the uniform policy, a parent/guardian may be asked to bring the appropriate clothing to the student or a uniform shirt may be provided for that student to wear for the day. The student may also receive a disciplinary

consequence for violating the school’s uniform policy. Repeated violations will result in progressively more serious consequences.

| Uniform Violation | Consequence |
|---------------------------|---|
| 1 st violation | Written warning |
| 2 nd violation | Contact parent/Detention Student will be given uniform clothes to wear |
| 3 rd violation | Contact parent/Detention Student will be given uniform clothes to wear |

Students and their families may appeal the principal’s decision through the Parent Liaison.



Short/Skort Length

Please write with permanent marker, your child’s name or initials on all articles of clothing worn at school— shirts, jackets, etc.

On “free dress” days, students may wear clothes other than the school uniforms, but must adhere to the following guidelines:

- No clothes with inappropriate graphics or language may be worn
- No tight-fitting clothing may be worn (example: leggings, spandex athletic pants/shorts)
- No baggy pants which expose underwear
- No strapless or spaghetti strap tops may be worn
- No scoop necked or boat necked tops may be worn
- No short shorts or skirts may be worn (**see picture of acceptable length shorts**).

Beach Days: Girls must wear a one piece bathing suit or a t-shirt to cover their midsection.

If the school staff determines that a student’s dress is a distraction to the learning process or is unsafe, parents will be called to provide a different outfit or we will provide cover in the form of a large t-shirt.

Spirit Days

Each Monday will be considered a spirit day. Students may wear any Seaside Neighborhood School non-uniform shirt. Some examples would include the robotics shirt, race shirt, or a SNS team/club shirt.

Game Days

Seaside students who participate in a school sport for Seaside or neighboring school may wear their uniform jersey on the day of their games.

TESTING

Please check the school calendar and Teacherease for nine week, semester, end of course exams, and FSA testing dates.

TUTORING

Please contact your child's teacher to find out their tutoring day.

Attendance Policy

TARDIES

Students who arrive to school late must report to the front office with a parent to sign them in. The student will be given a pass to class.

Upon a student's third tardy during a 9 week grading period, they will be assigned an after school detention. An additional after school detention will be assigned for every tardy thereafter. The count will reset each nine week grading period.

EARLY DISMISSAL

A student leaving school early is to be checked out in the office only by individuals identified on a student's emergency card. Identification is required. Students will not be able to be checked out after 2:00 due to the increased activity in the office before dismissal and buses and car traffic. If your child needs to make an appointment in the afternoon, please pick them up before 2:00.

STUDENT BEHAVIOR

Seaside Neighborhood School is a public school in the Walton County School District and follows the Walton County School District Code of Conduct. A copy will be issued to each student during the first week of school. Parents and students are required to sign the compliance agreement and return it to the Seaside Neighborhood School.

CIVILITY IN SCHOOLS CLAUSE

Members of the Seaside Schools, Inc. staff will treat parents, guardians and other members of the public with respect and expect the same in return. Staff will take all necessary action to protect the safety and welfare of students and employees. Disruptions, threats, offensive language, unauthorized entry or willful property damage will be grounds for removal from School Board property by staff or a law enforcement officer.

To ensure the safety of students and staff, security and surveillance systems have been installed on school campuses and on school buses to video record and/or audio record activities occurring on school property. These recordings may be utilized by school officials for disciplinary purposes. However, please note these recordings are subject to the same confidentiality requirements under FERPA as other student records.

Bullying and Harassment

It is the policy of the Walton County School District that all of its students and school employees have an educational setting that is safe, secure and free from harassment and bullying. The District will not tolerate bullying and harassment of any type. Bullying and harassment are prohibited during any education program or activity, during any school-related or school-sponsored program or activity, on a school bus or through the use of data or computer software that is accessed through a computer, computer system or computer network (cyberbullying).

Bullying means **repeated** (systematic and chronic) infliction of physical hurt or psychological distress on one or more students or employees which includes, but may not be limited to: teasing; social exclusion; threats; intimidation; stalking; physical violence; theft; sexual, religious or racial harassment; public humiliation or destruction of property. Further details regarding this policy may be found in the Walton County Student Code of Conduct or in Chapter 5.301 of the Walton County School Board Policy Manual.

Incidents of bullying and harassment should be reported to the school administration using the form for that purpose provided in the Walton County Student Code of Conduct. If desired, the complainant's name will be kept confidential. A designated school employee will conduct an investigation, interview the parties involved and assist the Principal in determining if the events violate policy. The school administration will determine the severity of the incident, determine the appropriate response and notify the parties involved of the actions taken.

CONDUCT INTERVENTIONS

Teachers are responsible to manage student behavior in their classroom, between classes, and during lunch. Students will be reminded of correct behavior. If the student does not correct behavior or the behavior becomes a pattern, the teacher will:

- Give a verbal warning
- Have a student- teacher meeting (the student will be given a reflection worksheet/Google form to complete as part of the meeting) email the parent
- Assign an after school detention and call the parent
- Write an office referral
- Assign a Saturday school/suspension and call for a parent- teacher- principal conference
- Principal will assign out-of-school suspension
- Principal has the option to request alternate school placement if the student continues to interfere with their learning and the learning of other students.

GUM

No gum chewing is permitted during school or on the school buses. Students caught chewing gum will be assigned detention and may be assigned a cleaning detail around the school.

DETENTION POLICY

Detention is assigned to correct inappropriate behavior.

Detention will be held after school on Wednesdays from 2:20-3:20. Students must serve the full hour of detention.

- Students will not be permitted in the detention room after 2:25.
- If a student misses their assigned detention, they will be assigned two detentions. One to make up for the original detention they missed and a second for missing the first without notification.
- Students will receive a form when detention is assigned. It is the student's responsibility to have the form signed and returned the following day to the teacher who assigned the detention.
- Students must serve detention on the assigned date. There are no exceptions except for illness or a doctor's appointment.
- **The student must serve his/her detention even if they have athletic practice or games on the days of detention.**
- During detention the student must reflect on the behavior which resorted in their detention.
- They will be required to compose a letter to explaining their behavior along with remedies that they have developed to correct their behavior.
- The letter must be signed by the parent and returned to the teacher who assigned the detention.

Students are not permitted to talk, read, or complete homework during detention.

Attendance Policy:

When your child is going to absent, please call 850-231-0396 or email lancem@seasideschools.net the front office as soon as possible to let us know that your child will not be attending school. A note must be sent to the front office regarding the reason for the absences within 3 days.

All students are expected to attend all classes each day that school is in session. Unexcused absences will result in a disciplinary consequence and will negatively affect a student's grade. Determination of whether an absence is excused or unexcused is the responsibility of the site principal or designee. Attendance excuses, including physician's statements are subject to verification and fraudulent documentation may be referred for criminal prosecution.

Excused absence is defined as:

The following absences may be excused with the proper submission of required documentation:

- a) Brief student illness/injury;

- b) Illness or medical care - a principal shall require a physician's statement or other medical personnel before excusing student absences in excess of ten (10) days in any school year.
- c) A planned absence that has been approved by the administration or designee 1 week prior to the planned absence through the Pre Approved Absence Form. (no more than 3 days per semester will be excused) (the form must be signed by the administration or designee before it is signed by teachers)
- d) Medical/dental appointments;
- e) Death of an immediate family member;
- f) Religious holiday of the specific faith of the student (principal approved);
- g) Compelled absence (e.g., judicial)
- h) Natural/major disaster that would justify absence (principal approved)
- i) School-sponsored/related activity (principal approved)
- j) Financial or other insurmountable conditions (principal approved)

Unexcused absence is defined as:

- a) Missing school bus/oversleeping
- b) Shopping/pleasure
- c) Excessive illness (without physician verification that medical condition justifies pattern)
- d) Failure to communicate the reason for absence(s)
- e) Voluntary or vacation travel that exceeds three (3) days per year without prior administrative approval

Compulsory Attendance:

Note: Students who develop a pattern of non-attendance in one class and/or the entire day, whether the absences are excused or not, will be referred to the MTSS team to identify potential remedies.

CONSEQUENCES PER CLASS AND ENTIRE DAY

| Absence | Student Consequence | Parent Contact |
|-------------------------------|--|--|
| 3rd unexcused/excused absence | | Contact parent. |
| 5th unexcused/excused absence | Creation of an attendance plan through the MTSS process. | Written letter about attendance sent to parents. MTSS meeting scheduled with parent and student. |
| 10th unexcused absence | All work assigned on the day of the absence will earn no more than 60% credit. Removal of all field trip privileges. Additional consequences based on the attendance plan. | Written letter about attendance and consequences sent to parent. |

| | | |
|------------------------|---|--|
| 15th unexcused absence | The student will be classified as truant and a truancy petition will be filed. The department of Highway and Safety will be notified. | Written letter about attendance and truancy petition sent to parent. |
|------------------------|---|--|

TRUANCY — ALL DAY UNEXCUSED ABSENCE:

To maximize student performance by reducing the number of students classified as habitually truant, the designated school representative will investigate cases of non-enrollment and unexcused absences from school of all children subject to compulsory school attendance. After the fifth unexcused absence during a 30 calendar day period or ten (10) unexcused in a 90 day calendar period, the Superintendent or designee will notify the parent or guardian in writing of the unexcused absences.

Students who have developed a pattern of non-attendance shall be referred to the school’s Multi-tiered System of Support (MTSS) team to determine if early patterns of truancy are developing. If the MTSS team finds that a pattern of non-attendance is developing, whether the absences are excused or not, a meeting with the parent/guardian must be scheduled to identify potential remedies. If an initial meeting does not resolve the problem, the MTSS team shall implement interventions that best address the problem. MTSS Team interventions may include, but need not be limited to:

1. frequent communication between the teacher and the family
2. changes in the learning environment
3. mentoring
4. student counseling
5. tutoring, including peer tutoring
6. placement into different classes
7. evaluation for alternative education programs.
8. attendance contracts
9. referral to other agencies for family services, or
10. other interventions.

If the parent or guardian does not respond adequately to the MTSS team recommendations, the student **may** be reported to the District Attendance Officer. The Attendance Officer may file a truancy petition in circuit court. Additionally, the Attendance Officer will notify the Department of Highway Safety and Motor Vehicles to withhold or suspend driving privileges and/or license for student drivers.

After the fifteenth (15th) unexcused absence from school during school hours within ninety (90) calendar days, the student **will** be classified as a habitual truant, the truancy petition will be filed and the Department of Highway Safety and Motor Vehicles will be notified.

LUNCH

Students bring their lunches and outside on the back or front decks. Students should bring a healthy lunch (please avoid sodas) with a cold pack, and beverage. Please **DO NOT** send microwave meals. There are no snack machines on campus. Students are not permitted to leave campus to purchase a lunch. Special lunch days are Wednesday and Friday. On Wednesdays, lunches are brought in from local restaurants for \$6.00. Fridays are pizza day, \$1.50 per slice.

Students are to order and pay for their lunches on Mondays from 8:15 a.m. to 8:35 a.m. with a completed lunch form in digital locker. Please have the correct amount of money for orders or write a check made out to SNS. Lunch options will be emailed on Fridays.

FREE AND REDUCED LUNCH PROGRAM

A free/reduced lunch application must be completed and accepted before students can qualify for a lunch program. Free or Reduced lunch application are in digital locker or contact Betty Corley with any questions. www.corleyb@seasideschools.net

Lunch Rules:

Let's eat lunch! Please go to your locker before you pick up your lunch.

Under the tent. Please sit in the location instructed by your teachers.

Never throw or take food from others.

Clean up your area.

Have a seat. Please stay seated.

MEDICATION

Please bring your child's medication administered on a regular basis due to a medical condition, to the front office for proper documentation to be completed by a parent or guardian. A parent or guardian must bring the medication IN ITS ORIGINAL PACKAGE to the school and hand it to the proper school personnel. Students are not permitted to transport medication to or from school.

ALL medications should be turned into the front office and a parent or guardian should complete the proper authorization documents. School personnel are not permitted to administer medication without documents on file and signed by a parent or guardian. Nonprescription medication or prescription medication except asthma inhaler or Epi-pen (epinephrine), may not be kept on a student's person without a physician's written order on file with the school. No student shall distribute or share any prescription or non-prescription medication with any other student.

EMERGENCY ILLNESS

Cases of emergency, injury or illness students will report to the office and the secretary will phone the parent/guardian. Students will wait for parents in the office reception area.

ATHLETIC PROGRAM

Requirements to participate in the Seaside Neighborhood School Athletic Program will be distributed the first week of school. Please be aware of the following requirements to participate in sports at Seaside Neighborhood School:

1. Students may not make below a 2.5 GPA in the 5 core courses.
2. Students must attend school in order to participate in practice or a game.

3. Students may not participate in practice or game if they are required to serve detention on the same day.
4. **Sports physical forms must be on file with the athletic director before student can try out or participate in any sport. LOCATED IN DIGITAL LOCKER**

COMMUNITY FACULTY (MENTORSHIP PROGRAM)

"If we want them to achieve, we must link them with achievers....One plus one--Pass it on." (H. Weinberg, The Public Television Outreach Alliance)

Students are taught by community faculty members through the mentoring program. Students meet four times each semester with their mentors. Seaside believes "If we want them to achieve, we must link them with achievers....One plus one--Pass it on." (H. Weinberg, The Public Television Outreach Alliance). The goals of the community/mentoring program are to give students the opportunity to explore career possibilities and to build relationships with professionals in their community. Too often students are not aware of career choices until they have to declare a major in college or choose training in a technical field. Here at Seaside, students discover career choices at an early age so that when it comes time for them to make a decision; they will have a broader base of choices from which to choose. Classes in the mentoring program have included: architecture, video editing, performing and visual arts, culinary arts, business and finance, leadership training, dentistry, optometry, firefighting, environmental studies, community service and more. Classes change each year.

At the beginning of each semester students are given a list of mentoring programs from which to choose. Eighth graders are given priority, seventh, and then sixth and fifth. Students are to rank their choice with one being the greatest. We cannot always give students their first choice due to the popularity of some mentoring programs.

Mentoring is for four to six days each semester on Wednesdays. The time is from 8:00 - 9:30 a.m. If you would like to be a mentor please contact front office at 231-0396. We are always looking for adults who enjoy sharing their time and talents with students.

Please make note of mentoring days when making appointments. Your child may not be on campus during those days depending on their mentoring group.



Parent and Student Signature page for the Seaside Neighborhood
School Student Handbook

We have received, read, and understand the policies and rules
presented in the Seaside Neighborhood School Student Handbook.

Please print student name _____

Student Grade Level _____

Student signature _____

Parent signature _____

**Seaside Neighborhood School and Seacoast Collegiate High School
Student Name/Photo Release**

Please check one box, sign and date form, and return with registration materials.

Student:

School:

- YES, I give permission for my child's photograph, video image, and voice to be recorded while in school or during school-related activities outside the school, and be published in print and digital form along with my child's first name by the school.**

By checking "yes" and signing this consent form, I give permission for my child's photograph, video image, and/or voice to be recorded while in school or during school-related activities outside the school and used, along with my child's first name, in any print or digital form, including but not limited to publications, presentations, videos, websites, or news releases by the school, or by organizations working with the school to promote the school and its school related activities.

I acknowledge that the school has the right to crop, edit, or modify the photograph, video, or voice at its discretion, and I waive any right to preview or approve such before publication. I also understand that once my child's photograph, video image, or voice is published on a website or other digital form, it can be downloaded by any computer user.

I release all intellectual property rights in my child's image and voice used under this release, and release the school, its employees, its board of directors, and any organizations or persons working with the school from any and all claims and liabilities associated with or resulting from the recording and publishing of my child's photograph, video image, voice, and/or name.

OR

- NO, I do NOT I give permission for my child's photograph, video image, and voice to be recorded while in school or during school-related activities outside the school, and be published in print and digital along with my child's first name by the school.**

Annual school yearbooks are considered internal school publications and are not subject to these restrictions. If you wish your child's name/photo not be included in the annual school yearbook, please notify your school principal in writing.

Signature _____ **Date** _____
Parent Signature

Seaside Neighborhood School Google Apps for Education Acceptable Use Policy

Seaside Neighborhood School provides all 5-8 students with Google Apps for Education (GAFE) accounts to support instruction. GAFE includes free, web-based programs such as Google Docs, Slides, Sheets, Mail, Calendar, Drive, and Classroom. These services are made available through an agreement between Google and Seaside Neighborhood School. Instructional staff will frequently use these online tools to create, post, and collect student work. Students are expected to monitor their online Google accounts to stay up to date on classroom work.

GAFE are available anywhere with Internet access. School staff will monitor student use when students are at school. Parents are responsible for monitoring student work while at home. Students are responsible for their own behavior at all times.

Students will use Google email accounts for other educationally relevant online services such as IXL, JasperActive, and TeacherEase. Per the Children's Online Privacy Protection Act (COPPA), online services must provide parents with notification and obtain consent before collection of personal information from children under the age of 13. However, the law permits Seaside Neighborhood School to consent to the collection of personal information on behalf of its students. This information will be limited to students' first and last name, username, and Google email address.

Acceptable Use

GAFE are intended for educational use. Students may use GAFE subject to the restrictions below and in addition to the Network and Internet Acceptable Use of the Walton County School District rules and policies that may apply.

Privacy: School staff, administrators, and network administrators have access to student applications for monitoring purposes. Seasideschools.net Google accounts are maintained by an on-site network administrator. Students have no expectation of privacy when using Google Apps for Education.

Email Address: Students will be provided a unique email address composed of their last name and first initial @seasideschools.net. These accounts have been restricted to only allow communication between other users of the seasideschools.net domain. Students should only use their accounts for school related correspondence and activity.

Chromebooks: Seaside Neighborhood School provides Chromebooks to facilitate the use of GAFE in an instructional setting. Students should treat technology resources with respect and care. Students may be responsible for damage to technology incurred while in their care. Students may not alter device settings so as to interfere with the use of the Chromebook by students or staff.

Limited use: Students may not use GAFE for:

- Illegal activities
- Commercial or financial purposes such as running a business or online commerce
- Inappropriate sexual or other offensive content
- Making threats or harassing another student or individual (cyberbullying)
- Downloading, streaming, or accessing data that may interfere with the operation of Seaside Neighborhood School's network and server
- Misrepresentation of Seaside Neighborhood School, staff, or students. GAFE are an extension of classroom instruction.
- Facilitating plagiarism
- Accessing social media sites including, but not limited to Facebook, Instagram, or Twitter

Safety: Students may not post personal contact information about themselves or others including: names, addresses, or phone numbers

Students are responsible for the use of their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Under no circumstance should a student provide his or her password to another person.

Access Restriction – Student Rights and Due Process

Access to GAFE is a privilege conferred at the discretion of Seaside Neighborhood School. Seaside Neighborhood School maintains the right to withdraw or suspend GAFE access when there is reason to believe that violations of the law or acceptable use policies have occurred. In such cases, the alleged violation will be referred to the school administrator for further investigation and intervention. Pending administrator review, a user account may be suspended or terminated. Students may appeal account termination decisions to the parent liaison and/or Seaside School Board.

Student user accounts will become inactive upon leaving Seaside Neighborhood School and/or Seacoast Collegiate High School. Student data may also be deleted. It is the responsibility of the student to migrate any relevant desired data prior to withdrawal.

Acknowledgements and Consent:

I understand that by participating in GAFE, information about my child will be collected and stored electronically. I have read, understand, and agree to abide by the provisions of the privacy policies associated with the use of Google Apps for Education (<http://www.google.com/a/help/intl/en/edu/privacy.html>) and the preceding GAFE acceptable use policy provided by Seaside Neighborhood School. I understand that I may ask for my student's account to be removed at any time.

____ Yes, I give permission for my child to be given a full @seasideschools.net Google Apps for Education account.

____ No, I do not give permission for my child to be given a full @seasideschools.net Google Apps for Education account. This means my child will NOT receive an email account or access to other Google Apps for education such as Docs, Slides, Sheets, Mail, Calendar, Drive, and Classroom.

Print name: _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____