



Saying “YES” to Excellence

Yuba Environmental Science Charter Academy

Student & Parent Handbook

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Welcome to YES

Saying “YES” to Excellence!

Dear Families and Students,

Congratulation on making the choice to “Say YES to Excellence”! YES Charter Academy strives toward excellence in education. We have excellent whole food, hand cooked meals every lunch. We have excellent staff that has been trained in scientific investigation in the classroom. We have excellent families who commit to volunteering in support of their children’s education. We have an excellent dedicated bus service to serve your transportation needs.

We are so excited to have you join us at Yuba Environmental Science Charter Academy! At YES Charter Academy, we are dedicated to learning through the scientific method. We use hands-on projects and our skills of observation and critical thinking to help us learn all subjects, from art to writing to social studies. All of these things are possible through the joint efforts of students, families, and school staff. Please review the guidelines set in this handbook to help us all be successful as we learn together.

We are always available for questions and suggestions. Please feel free to contact me at any time through my email: ksmith@yescharteracademy.org or by calling the school office at (530)692-2210. We are looking forward to a wonderful year with you!

Sincerely,

Kathy Smith
Principal

SCHOOL RESPONSIBILITIES:

The School will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet the States student academic achievement standards by clearly planning learning expectations for students, providing meaningful opportunities for that learning, and designing and implementing appropriate assessment measures.

The School will send frequent reports to parents on their child's progress, depending upon grade level, via weekly newsletter, personal notes, a teacher web page, as well as formal assessment report cards and communications.

The School will hold parent-teacher conferences annually during which this Compact will be discussed as it relates to the individual student's achievement. There will be two formal conferences each year that will be officially scheduled within the class and school calendar.

The School will grant parents reasonable access to staff during after-school or before-school appointments made at a mutually convenient time.

The School will provide parents with opportunities to fulfill their parent participation hours in their child's class by providing an annual sign-up list and upon request from our office.

The School will provide parents with the ability to observe classroom activities by requesting, in advance, a Visitor Pass from the teacher or Executive Director.

The Parent will be responsible for supporting his/her child's learning by monitoring attendance, homework completion, and television watching, volunteering in the classroom, and/ or the participating, as appropriate, in decisions relating to the education of his/her child and the child's positive use of extracurricular time.

'Within this policy, the word "parent" is employed. This word is intended to reach any caregiver of students enrolled in the School, including but not limited to, parents, guardians, grandparents, aunts, uncles, foster parents, stepparents, etc.'

ATTENDANCE:

ABENCES:

Regular and prompt attendance is necessary to academic achievement and is required by the State of California. The state considers more than two (2) days of absence in any grading period excessive. Make-up work is the responsibility of the student. The first day of return from absence, the student should ask the teacher for work missed, then complete and return as soon as possible. In case of extended illness parents should contact the school/teacher and arrange to pick up missed work. This procedure will help prevent the student from being overwhelmed with the task of completing missed work.

The State of California recognized two types of absences: personal and unexcused. Personal absences are: doctor and dental appointments of students; illness of the student; attendance at a funeral (one day) for a member of the immediate family of the student; quarantine (by a state health agency) of the student; jury duty served by the student; and hospitalization of the student. All other absences are unexcused and may result in truancy.

Excessive Absence Policy: when a student has absences in excess of 10% of days enrolled for the school year, any further absences for illness must be verified by a physician or school personnel. Failure to provide physician or school personnel verification will result in absences being recorded as unexcused.

An explanation regarding your child's absence is required as soon as he/she returns to school. WE encourage you to call the school on the first day of your child's absence. Phone calls are documented and used to clear student's absences. If you leave a message on the machine, be sure to state your name, your child's name, date of absence and reason for absence.

TARDY:

If a student arrives at school after 8:30 a.m., he/she is to check in at the office before going to class. If the student is more than 30 minutes late, it is considered truancy. A truancy letter will be mailed to the home after accumulation of 3 days truancy. Habitual truancy or tardiness will be reported as required by California State Law.

DRESS CODE:

The Yuba Environmental Science Charter Academy faculty and administration are dedicated to offering a wholesome education – inclusive of the learning environment in which the children attend school. *Students are to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the education process. The major responsibility for dress and grooming is placed upon the student and the student's parents. The administration reserves the right to decide the appropriateness of the student's attire. Inappropriately dressed students will be expected to change clothing. The following guidelines are intended to define appropriate student attire and personal grooming and shall apply to all regular school activities. We intend to provide our students with a school environment that is clean, positive, and uplifting.*

We ask your support in helping the Yuba Environmental Science Charter Academy form a healthy school-time setting by guiding your children towards appropriate school attire. Your support is most needed and appreciated in the following areas:

Students should dress for the weather and/or come dressed anticipating the weather.

Students should wear comfortable, practical, flat-soled and closed-toe shoes that are firmly attached to the feet and without flashing lights or wheels.

Clothes should be sufficient to conceal undergarments at all times. See through or mesh shirts, strapless or halter tops, off the shoulder or low cut tops, bare midriff tops, and shorts with less than a 3" inseam are prohibited.

Clothing and jewelry must be free of writing, pictures or any other insignia which are crude, vulgar, profane, advocate the use of drugs, alcohol or tobacco.

Hats must be removed inside all buildings.

PROHIBITED ITEMS:

Electronic Devices: iPods, cell phones, CD players and other electronic entertainment devices may not be brought to class or the playground. Cell phones must be put away during school hours. Students who are seen with their cell phone out and/or in use will be assigned school discipline. The phone will be confiscated by the school and made available in the office for the parent to pick up.

PERSONAL PROPERTY

Students shall not bring items of value to school without the expressed consent of the parent/guardian. The school is not responsible for damaged, lost or stolen items. Students bear the sole responsibility for personal items brought to school. We strongly encourage students not to bring large sums of money to school. Personal property having no bearing on studies will not be allowed at school. This includes radios, skateboards, video games, CD players, recorders, baseball cards, athletic equipment and cameras, iPods, and mp3 players. These items will be confiscated and returned only to parents.

YES CHARTER ACADEMY is not responsible for lost or stolen cell phones, personal electronic devices and personal property.

STUDENT DROP OFF AND PARKING:

General Guidelines

All visitors to the Yuba Environmental Science Charter Academy are expected to adhere to the rules of The road when driving on or around the School premises. *All visitors are expected to drive slowly when students are present.*

Motor vehicles of any kind, including but not limited to, motorcycles, motor scooters, and motorized skateboards, are not allowed on the School premises in any area except the parking lot or designated drop-off and pick-up areas.

When approaching the area designated for student pick-up and drop-off, remain patient and stay to the right side of the area. There shall be no passing around other vehicles.

Unless the parking lot has been designated a student drop-off and pick-up area, please enter the parking lot only if you plan to get out and walk your child to school. Otherwise, the parking lot is not a safe drop-off and pick-up area.

When you pull to the curb of the designated pick-up and drop-off area, the first car should pull at least one or two car lengths past the main entrance before stopping.

When leaving, pull out slowly and look carefully for students and other cars.

Enter the property using the ENTER ONLY designated drive and exit using the EXIT ONLY drive.

Drivers of Kindergarten and First Grade aged children may park on the gravel round-about to attach/remove Children from car seats and accompany them to/from the car, while school is in session. At times other than school hours, that area may be used freely.

REGISTRATION OF VISITORS & GUEST PASSES:

For the safety and protection of all students, visitors must first check in at the office before visiting campus or classrooms. Visitors shall be provided identification to be used by at all times while on the School premises.

Parents are encouraged and welcome to visit our school at any time. Conferences with either the teacher or other school staff should be by appointment because this will ensure that the person you want to see is available.

STUDENT HEALTH:

ADMINISTRATION OF PRESCRIBED MEDICATION FOR PUPIL - (Ed. Code Sections 49423, 49480)

The school nurse or other designated school employee will administer prescribed medication during the school hours only upon written request of both the physician and the parent(s) or the guardian. All student medications must be kept in the office. State law requires that the parent(s) or guardian notify the school nurse or the principal when their child is on continuing medication for a no episodic condition,

example: asthma, hay fever, hyperactivity, diabetes, epilepsy, etc.

CONFIDENTIAL MEDICAL SERVICES - (Ed. Code 46010.1)

All parents/guardians are hereby notified that all students in grades 7-12 may be excused from school, without the consent of the student's parent/guardian, to obtain confidential medical services.

EXEMPTION FROM PHYSICAL EXAMINATION - (Ed. Code Sections 49450-49451)

A physical examination will not be given to a child whose parent requests his/her exemption in writing. However, the child may be sent home if, for a good reason, he/she is believed to be suffering from a recognized contagious or infectious disease.

EVALUATION OF VISION AND HEARING - (Ed. Code Sections 49452-49457)

Evaluation of vision and hearing of a child (tests for visual acuity, color vision, and impaired hearing) by the school nurse or other authorized person, if authorized, will be made upon first enrollment and at least every third year thereafter until the child has completed the eighth grade. The evaluation may be waived upon presentation of an appropriate certificate from a physician or optometrist. This provision does not apply if the parent files with the principal a written statement to a well-recognized faith or teachings, which depend on prayer for healing. (See attached letter from the school nurses).

IMMUNIZATION REQUIREMENTS - (CCR Title 17 Sections 6020, 6035)

Before initial enrollment in California public schools, certain immunization requirements must be met: polio, measles, rubella, mumps, and DTP Booster requirements must be taken as required by law. Upon enrollment after August 1, 1998, children entering school or a child care and development program at the kindergarten level or below shall also present evidence of immunization against hepatitis B. Children, who have not reached the age of four years, six months shall also present evidence of immunization against haemophilus influenza type b. (Health and Safety Code 120335) Effective July 1, 1999, all students entering, advancing to, or repeating 7th grade shall present evidence of immunization against hepatitis B and a second dose of measles-containing vaccine (MMR). Yuba County Health Office, Dr. Joseph Cassady, has mandated a TB test within 12 months of starting the first day of kindergarten and/or before 7th grade. Effective July 1, 2011 all students entering 7th through 12th grades are required to show proof of Tdap immunization (Pertussis). Beginning July 1, 2012 and beyond, all students entering the 7th grade will need proof of a Tdap (Pertussis) booster shot before starting school.

IMMUNIZATION FOR COMMUNICABLE DISEASE - (Ed. Code Section 49403)

A parent must give consent in writing for a licensed physician or registered nurse under the supervision of a physician to administer an immunizing agent. No immunization will be given at school without parent permission in writing.

MEDICAL AND HOSPITAL SERVICES - (Ed. Code Sections 49470-49474)

Pupils injured at school or school-sponsored events or while being transported may be insured at parent expense. The District does not assume responsibility for these costs. Student health care plans are available for purchase through Myers-Stevens & Toohey in the school office.

ORAL HEALTH EXAM - (Ed. Code Section 49452.8)

The Education Code now requires that your child have an oral health assessment (dental check-up) by May 31 either in Kindergarten or 1st grade, whichever is their first year in public school. Assessments that have happened within the 12 months before your child enters school also meet this requirement. The law specifies that the assessment must be done by a licensed dentist or other licensed/registered dental health professional.

PROHIBITION OF USE OF TOBACCO ON CAMPUS - (Ed. Code Section 48901)

All individuals, including students, staff, and community members are prohibited from using tobacco products on district property, including vehicles, buildings, parking areas, grounds, and at district events.

SCOLIOSIS SCREENING - (Ed. Code Section 49452.5)

Every female pupil in grade 7 and every male pupil in grade 8 shall be screened for the condition known as Scoliosis (curvature of the spine). Mandatory notification to the parent or any pupil suspected of having scoliosis will include an explanation of the condition, the significance of treatment, and public services available for treatment. A statement in writing from the parent will exempt the pupil from the above screening.

SUSPECTED CHILD ABUSE OR NEGLECT - (Penal Code Sections 11166, 11172)

The Penal Code mandates school personnel to report any incident of suspected child abuse or neglect. Failure to do so is a misdemeanor.

DISCIPLINE POLICY:

Our core beliefs guide our attempts to individualize disciplinary procedures and to help students see reasonable connections between their behavior and the resulting consequences.

1. All parties involved in conflicts will be heard and treated with dignity and respect.
2. Students will learn, with guidance, how to solve their problems in a respectful way and experience consequences.
3. Students will think of various solutions and evaluate which solution is best for all involved.

EMERGENCY PLANS:

SPECIAL INFORMATION FOR PARENTS

Telephones/Communications

In the event of an earthquake, flood or other natural disaster, keep your radios tuned to your local radio station for advisory information. Please do not call the school as we must have the lines open for emergency calls.

Dismissal

Should there be a major earthquake, children will remain under the supervision of school authorities until parents or responsible adults can pick them up.

Student Release Procedure

- Go directly to the entrance of the school or evacuation area.
- Inform teacher, aide or adult responsible for that classroom that you are taking the child from the class line.
- Proceed with child back to Student Release Tables just outside the school entrance to sign a Student Release form for each child you are taking. Do not remove your child or any other child from school without signing the emergency release form. This provides us a record of where each child is when someone else arrives later

looking for the child.

- Unless you are staying to volunteer, please leave as quickly as possible after signing out your child.

If You Can't Get to the School

Should a major disaster occur, it is likely that many parents will not be able to reach the school right away. If conditions make it necessary, we will release your child to the adult indicated on your child's Emergency Release form. We will keep a written record of the child and the adult to whom the child has been released.

The school principal or teacher in charge will determine the need to leave the building. In the event the building cannot be reoccupied or if a fire requires an evacuation of the school, the students will be transferred to the nearest available safe shelter. If the children are caught in a disaster between home and school, it is recommended that they go immediately to school.

Food and Water

In the event that children would need to remain on campus for several hours after any sort of a disaster, there will be a supply of fresh water and limited food, in the school earthquake kit.

Fire Drills and Evacuation

In the case of fire at the school, the school will be immediately evacuated according to the floor plan set forth at the beginning of each school year. Teachers are required to keep a student roster with them at all times, checking attendance immediately after evacuation. Fire drills will be conducted at least once per year with the evacuation of the local fire department.

Bomb Threats

In the case of a bomb threat at the school, the school will be immediately evacuated according to the fire evacuation plan; appropriate emergency personnel will be summoned. Students and teachers will not re-enter the building until it has been deemed safe by emergency personnel.

BUS:

YES Charter Academy provides bus service to and from our school. Riding the school bus is a privilege and the privileged may be revoked if the school rules and regulations are not followed. Students must submit to the driver's authority, for the safety, at all times.

LIBRARY:

YES charter Academy library is open during school hours. You may borrow materials from the library. It is essential that all materials are returned for the benefit of everyone who uses the library. Any lost or damaged materials must be replaced at the expense of the borrower.