

Bray-Doyle Public School

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2021-2022

Student/Parent Handbook
3 Year Olds-7th Grade

Bray-Doyle Board of Education

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Mary Chambers
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3 Year Old Program
Pre-K/Softball Assistant
Kindergarten
First Grade
First Grade
Second Grade
Third Grade
Fourth Grade
Reading Interventionist/5th Grade
Math/Cheer Coach
Social Studies/Coach
P.E./Coach
Language Arts/Reading
Science/STEM
Special Education Director
Music/Band
Social Studies/Coach
Tier 2 Paraprofessional
Administrative Assistant
Administrative Assistant
Counselor
Counselor
Elementary Principal
Superintendent

School Calendar

August 4	Staff Development
August 5	Staff Development
August 10	First Day of School
September 6	Labor Day/No School
September 10	P-T Conference
September 17	Staff Development
October 15	Fall Break/No School
October 18	Fall Break/No School
November 19	School Dismisses at 2:35
November 22-26	Thanksgiving Break
December 17-Jan. 2	Christmas Break
January 3	Return to School
January 17	MLK Day/No School
February 4	P-T Conference
February 7	Staff Development
March 14-18	Spring Break
March 25	No School
April 8	No School
April 15	No School
April 29	No School
April 18	Easter Break
May 12	Last Day of School

Welcome

Welcome to the home of the Bray-Doyle Donkeys where spirit, pride, and tradition are the by-words of a school in which the entire community takes pride!

Behavior and Self Discipline of Students

It is understood that no student handbook could possibly spell out in complete detail what students are to do and not to do. Students are to expect to receive some form of disciplinary punishment for rule infractions. Bray-Doyle has the reputation for having an excellent student body that, on the whole, is well-behaved. We are sure that you, the student body, would like to maintain and improve this reputation.

Directory Information

The following items are designated as directory information: Student name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic team, dates of attendance, awards and honors received, the most recent previous educational institution attended by the student, and the student's photograph as published in the annual. **Parents or students who do not want this information to be released must submit a request in writing to the principal within 10 days of the time the handbook is issued to the student.**

Bray-Doyle School Annual Notification to Parents Family Education Rights and Privacy Act (FERPA)

The philosophy of Bray-Doyle School concerning student school records is that they should be kept accurately, orderly, and confidential according to the law. All records are kept in the Principal or Counselor's offices.

In accordance with the Family Educational Rights and Privacy Act of 1974 parents and eligible students have the following rights.

- 1) They may inspect and review the student's educational records. This should be done in the presence of a school official that can answer any questions or help clarify understandings of records being reviewed.
- 2) They may request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. This request should be made in writing to the Superintendent of Schools.
- 3) They may consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that the Act and the regulations in this part authorize disclosure without consent. One exception will be directory information.

- 4) They may file with the U.S. Department of Education a complaint under section 99.64 concerning alleged failures by the agency or institution to comply with the requirements of the Act and this part.
- 5) They may obtain a copy of the policy adopted under section 99.6. This annual notification will be sent home with each student in their native language at the time of their enrollment. A copy of the complete policy will be kept in the Principal and Superintendent's office.

Protection of Pupil's Rights Amendment (PPRA)

PPRA applies to all funding provided by the United States Department of Education and seeks to protect the rights of parents to inspect surveys or instructional materials if these materials or surveys are funded by the United States Department of Education.

The district will:

1. Make such materials available for inspection by parents.
2. Obtain written parental consent if students are required to participate in analysis or evaluation that reveals information such as:
 - Political affiliations
 - Mental and psychological problems potentially embarrassing to the student or their family.
 - Sexual behavior or attitudes
 - Illegal or self-incriminating behavior (such as use or possession of tobacco, alcohol, or other drugs)
 - Critical appraisals of other individuals with whom respondents have close family relationships
 - Legally recognized privileged or analogous relationships, such as those of lawyers, doctors, and ministers
 - Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such programs)

Parents' Bill of Rights

The school district is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent. 25 O.S. Section 2001

Attendance

A student will be marked absent according to the ruling of the State Department of Education, which states "Any student must be counted absent if the student is not actually present for classes even though the cause of their absence is beyond their control." A student absent for a school activity or a homebound student is not included in the above statement.

Attendance in PK3 through Seventh Grade is very important. Students should be in attendance unless they are mentally or physically disabled, excused by principal due to emergency at the request of parent, written agreement if child is 16+ between parent/administration, religious holy days, military funeral honors ceremony upon approval of the school principal, illness, or court related absence.

When students return from absence, they have one day for each day of absence to make up missed work. It is the student's responsibility to see that make-up work is completed.

If a child is absent for an extended period due to illness, parents should contact the school so that make-up work can be sent home or homebound teaching services may be obtained by contacting the superintendent's office. Absences will only be considered excused with a valid doctor's note.

Any student who is not in attendance 90% of the days taught in a grading period may be in danger of receiving no credit. A student who is suspended for misbehavior will be counted absent. Excessive absences or tardiness may result in a student being referred to the school's attendance committee and may be placed in Supervised Extended Day to make up missed time.

Distance learning is only permitted if the student is quarantined due to the Coronavirus. There must be confirmation from the health department or a valid doctor's note.

Students may be reported to the proper authorities if they are not attending school in accordance with State Law. Parents are held responsible for student attendance.

Truancy

If a child is absent without a valid excuse for four days or parts of days within a four week period, the parent will be notified, or if the student is absent without excuse for ten days or parts of days within a semester, the attendance officer must notify the parent and immediately report such absences to the district attorney.

Arriving at School

School begins at 8:05 AM and is dismissed at 3:20 PM. Students in grades 3 year old through Seventh, who are going to eat breakfast, should go directly to the cafeteria when they arrive at school. When they finish eating they will go to the playground at a designated time.

Staying After School

Students are not allowed to stay on campus after 3:20 unless under the direct supervision of an instructor/adult.

Tardiness

Parents cannot excuse first period tardies unless it is for a legal absence reason (medical/dental, religious holiday, or funeral). All other reasons are unexcused. Tardies due to traffic, over-sleeping, carpool trouble or any other "personal" reason will not be excused.

Students who arrive at school late should report to the elementary office for a permit to enter class. It is extremely disruptive to classes and other students when a student is habitually late.

Moment of Silence and Pledges

Each morning at 8:10 AM all classes 3 Year Old through 7th grade will observe a moment of silence to reflect, meditate, pray or engage in other silent activity according to state law. Afterwards, the students will recite the Pledge of Allegiance and the Oklahoma flag salute. They will also recite the Bray-Doyle pledge and creed. No group activities may occur during this time.

Care of School Building and Property

School buildings and property are expected to be used for a number of years. Students who intentionally damage or deface school property may be required to replace or pay for damaged items. Disciplinary action may also be deemed necessary.

Students Riding a Different Bus

Students who plan to ride a different bus, or get off their regular bus at a different location must bring a note to the elementary office. The bus driver will be notified of the change.

Visitors

In order to provide school children with a reasonable opportunity to study and learn, it is the policy of the Bray-Doyle Board of Education to restrict classroom visitation to a minimum. All visitors must check in at the principal's office upon arrival. Visitors on school property without permission may be asked to leave the premises. The principal is authorized discretion in permitting visitation.

Visitor Expectations and Conduct Policy

It is the goal of the Bray-Doyle School District to provide the best educational opportunities and experiences for the students of the district in an effort to provide the students of the district with the tools necessary skills and abilities to pursue higher levels of education, and to be a productive member of society. With these goals in mind, it is imperative that we maintain structure and discipline to facilitate these goals. This is not limited to students of the district. This must also apply to any visitor of the district. All visitors of the district, regardless of age, race, ethnicity, nation of origin, gender, or disability, must abide by the following guidelines:

1. All visitors must check in through the appropriate administrative office. Example: If you are visiting the district to meet with an elementary teacher, you would check in with the elementary administrator's office.
2. All visitors must maintain a professional behavior. Outbursts, threats of violence, or disruptive behavior will not be tolerated, and may result in action ranging from being asked to leave the district property, to possible charges being filed and being banned from the district for a period of no less than 6 months (with an appeal process before the Board of Education as required by law).
3. All visitors wanting to hold a meeting with a teacher employed by the district will first schedule the time of the meeting, the reason for the meeting, and notice of who will be attending the meeting without disrupting the routine or educational process of our students.
4. Visitors who do not check in with the appropriate office will be asked to do so.
5. The administrators retain the right to ask visitors to leave should their behavior, language, or actions cause disruption to the educational process, and/or the overall safe environment of the educational setting. Should it become necessary, police officials will be involved.

Grading System

90-100=A...Excellent

80-89=B...Above Average

70-79=C...Average

60-69=D...Low Proficiency

Below 60=NC...No Credit

Satisfactory=S

Unsatisfactory-U
Other symbols will be explained on the report sheet.

Honor Roll

An honor roll will be done each nine weeks and each semester in grades First through Seventh.

SUPERINTENDENT'S ALL A'S
PRINCIPAL'S ALL A'S AND B'S

Playground Rules

1. Swings – One person in each swing. No jumping out or standing up.
2. Seesaws – One person on each end. No jumping off or bumping.
3. Slide – No standing up. One person at a time. No climbing up.
4. Exercise bars – No sitting or climbing on top.
5. Cellar doors – Stay off doors.
6. Trash – Should be thrown in a barrel not on the playground.
7. Toys & Balls – Should not be left on the playground after recess.
8. Football – Boys and Girls No touch or flag football together , NO TACKLE.
9. Frisbees, skates, and skateboards are not permitted on school grounds.
10. Baseball – Only rag balls may be used. No batting.
11. Dodgeball – NOT ALLOWED
12. Play areas – Do not cross east, west, or north roads without permission. Don't play south of the Kindergarten Building.
13. Ropes. May not be tied or looped around any part of anyone's body.

Crossing Service Roads

The school service road should be crossed only at designated points unless under the supervision of a staff member.

Restrooms and Hallways

_____Running, jumping, and playing in these areas are not allowed. Restroom facilities should be treated properly. This includes flushing toilets, disposing of paper products and care of dividing panels. Students may not have materials that will write in the restroom.

Vehicles Near Playground

Students should neither approach nor enter a vehicle parked near the playground. If a person approaches in a vehicle and wishes to speak with a student, they should first report to the principal or playground teachers.

Students Checking Out During School Day

Parents should come to the elementary office and sign students out. The student will be called out over the intercom or taken out of class by an employee.

If someone other than a parent is checking out a student, the office must receive a note or phone call from the parent or guardian.

Labeling Clothing

All jackets, caps, and PE clothing (including shoes) should be labeled with the child's name.

Rules for Dress

Good grooming and dress are important in the educational setting. According to effective school research, a proper learning environment in the classroom is one of the major components of effective teaching. Proper attire of the students is part of that environment.

Attire depicting or promoting alcohol, tobacco, or other controlled substances etc., whether by pictures or words, is prohibited.

Spaghetti straps, halter-tops, and see-through shirts will not be permitted. All shirts, blouses, etc. will closely circle the armpit and not sag.

Bare midriffs and/or exposed undergarments are not appropriate.

Bicycle shorts, spandex shorts, boxer shorts, and pants with holes above the index finger are prohibited.

Leggings are only permitted if worn with a long top that is no shorter than the bottom of the index finger.

Skirts, dresses, and shorts must be no shorter than the bottom of the index finger when the student is standing with arms directly down to their sides or no shorter than mid thigh.

Pants or shirts with slits or cutouts are measured from the top of the slit or cutout.

No sagging or dragging of pants.

Caps, hats, or other headgear such as bandannas may not be worn in hallways, cafeteria, classrooms, or during assemblies. Exceptions allowed for religious beliefs or medical conditions.

Shoes are a must for health and safety reasons.

Non-prescription sunglasses may not be worn in the classrooms.

Clothing depicting jails or prisons may not be worn.

Pajama pants may not be worn.

Black soled shoes and cleats that mark tile floors should not be worn.

Face paint may not be worn, except on special occasions with school approval.

The principal will make the final determination as to what is appropriate and what might interfere with the educational process.

Head Lice

Head lice are extremely contagious. Students should not be sent to school with lice or nits. Students are checked at school if staff notices them scratching excessively. If nits or lice are found parents/guardians will be contacted and the student must be picked up. If the student must be treated then proof of treatment is necessary before returning. . Students must check in through the office before returning to class after lice are detected. It is recommended that parents check students at home weekly and take care of any problems.

Fighting or Wrestling

Fighting and wrestling are not allowed on the school grounds, the school buses, or school activities.

Students fighting will wither receive corporal punishment, in-school suspension, or may be suspended from school.

Flower and Balloon Deliveries

Delivery of flowers and balloons to the school is strongly discouraged. These cause classroom distractions, problems on the bus, and hurt the feelings of other students who do not receive them. Any balloon or flower deliveries must be brought to the office and will be given to the student at the end of the school day.

Notes and Announcements

All notes and announcements in the classrooms (other than those by the teachers) must be approved through the principal's office.

Parties and Invitations

Grades Three-Year Old through Fourth will only have two regularly scheduled parties that may be held during school time. These are Christmas and Valentines. Gift exchange between students will not be allowed at the Christmas party. However, a teacher may allow gifts made in class to be exchanged if all students receive equal amounts of gifts. Birthday parties, going away parties, etc. must be held during a time the classroom teacher sees will fit in the schedule.

Invitations handed out at school must include all members of the class where they are handed out. If this is not desired by the party giver, invitations must be taken care of by mail or telephone. When a party is being held, parents should help make arrangements for transportation of the invited students.

Extracurricular Activities

Students are expected to follow prescribed or given rules when attending extracurricular school activities. All school regulations extend to include extracurricular school functions. Students must be passing all classes to attend extracurricular activities.

Lunch Room

All EC-7 students must go to the lunchroom with their class. In the lunchroom, each student should be as neat and quiet as possible. Tables should be clean when students finish eating. Students who bring lunches must eat that lunch in the lunchroom. Meals are to be paid for in advance. Free and reduced meal applications are available and must be filled out as soon as possible.

Tobacco

Use/possession while students are on school grounds will result in the following:

- A. Parent/Guardian notified.
- B. Punishment will be determined.
- C. Notification of law enforcement officials for students 18 years and younger may result.

Exchanging Items

Students may not buy, sell, or trade any items on the school grounds or school buses unless it is a school sponsored fundraising project approved by the principal.

Pocket Knives/Other Weapons

Knives or other weapons may not be used or carried by students on the bus or school grounds. This includes toy guns and toy knives

Electronic Devices

Kindles, iPods, iPads, etc. may not be brought to school unless requested by the teacher. These items may not be played on the playgrounds or in the cafeteria. No laser pointers or laser devices on school grounds, bus, or at school activities.

Cell Phones

We realize a large percentage of our student population owns or carries cell phones.

In an effort to keep classroom distraction down to a minimum while ensuring the educational environment is at its highest levels conducive to the learning process, the following rules shall apply to all cell phone use in the Elementary Classes (grades 3 year old program – 7th grade).

1. All cell phones must be kept put up or not visible at all times.
2. Students may not make calls on their cell phones. Should a student need to make a call, they must go to the office and request permission to do so, between classes.
3. Any student with a cell phone out or visible will have the cell phone taken away by the classroom teacher. The student may then pick up the cell phone at the end of the school day.
4. Should students have repeated offences of having their cell phone out or using their cell phone during the day will face disciplinary measures as deemed appropriate by the principal.
5. Students have the option of checking in their cell phone with their teacher should they not wish to carry the phone with them.
6. Parents need to call the office and not the students cell phones, if the student answers their cell phone they will be in violation of school property.

Internet/Technology

Bray-Doyle Public Schools does monitor emails and internet use. There is no legitimate expectation of privacy in the use of the school's technology.

Gum

Chewing gum on campus during the school day will be allowed at the discretion of the teacher. Chewing gum on buses will be allowed at the discretion of the bus driver. If the disposal of gum or gum wrappers becomes a problem, the privilege of chewing gum will be taken away.

Use of the Telephone

The students may use the school telephone only when they have permission from the teacher or principal. Students will be called to the phone only in cases of emergency. Unwarranted 911 calls will result in disciplinary actions.

Bray-Doyle School Discipline Policy

The school's primary goal is to educate students. However, we must have discipline in order for learning to occur.

By Oklahoma Statutes, the teacher of a child attending a public school shall have the right to control and discipline such child according to local policies during the time the child is in attendance or in transit to or from the school or any other school function authorized by the school district or classroom presided over by the teacher (school property, bus stops, school sponsored events-prom, graduation, field trips, athletic events).

The goal of this discipline policy is to correct the misconduct of the individual and to promote adherence by the student and by other students to the policies and regulations of the district. Faculty responses to student misconduct are a matter directly influencing the morale of the student body. As such, all students will be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction. Examples of these circumstances are: the student's attitude, the seriousness of the offense, and its potential effect on other students, among other things.

In administering discipline, consideration will be given to alternative methods of punishment to ensure that the most effective discipline is administered in each case. In all disciplinary actions, the faculty will be mindful of the fact that they are dealing with individual personalities. The faculty will consider consultation with parents on disciplinary measures that might prove most effective in particular instances.

Bray-Doyle School will attempt to correct students who are disruptive or misbehaves. However, students who continue to be disrespectful, fight, curse, disrupt class, or endanger other students will be suspended from school. These suspended days will count toward the 90% attendance policy required for promotion.

Fourth through seventh grade students who are habitually late with assignments or do not do the required work may be assigned to lunch detention. Three-Year Old through Fourth Grade students will be given extra time and help with the teacher or other staff members.

The disciplinary measures listed below are alternatives available to teachers and administrators in the Bray-Doyle School. This in no way reflects the order or sequence that they will be used.

1. Conference with student
2. Additional assignment
3. Parental conference
4. Suspension
5. Long-Term Suspension
6. In school suspension from class
7. Financial restitution
8. Refer to other social agencies
9. Involve law enforcement

10. Supervised Extended or Alternative Day Program
11. Any other disciplinary action deemed appropriate under the circumstances
12. Alternative School
13. Corporal punishment – with parental consent (form attached)
14. Stephens County Sanctions Program

The student will accept the discipline prescribed by the teacher or principal. A student who does not accept prescribed punishment will be suspended from school. The student may be required to bring their parents to the principal's office after the suspension to be readmitted to school.

3 or more witnesses seeing and reporting a student vaping is enough for the student to be disciplined.

Corporal Punishment

Although other avenues will be used to correct misbehavior, corporal punishment will be used as an option or alternative when deemed necessary. An adult witness will be present when a student is paddled. Students will be paddled in an office or hallway by an administrator or teacher. A maximum of three (3) swats will be administered.

A form will be sent home with the student handbook concerning corporal punishment. Parents may request that their child not be paddled. If parents choose this option, they should be available to come and pick up their child from school if misbehavior occurs.

Suspension of Students

It is the policy of the Bray-Doyle Board of Education that the superintendent or designee may suspend a student whose conduct disrupts the academic atmosphere of the school, endangers or threatens fellow students, teachers or officials or damages the property of another. Any student who has been adjudicated for a violent or non-violent offense may be suspended out-of-school by the principal of such school. Any student who violates the policies or regulations of the school may be suspended. No suspension will exceed the duration of the current semester and the succeeding semester except for violations of the Gun-Free Schools Act, which suspensions may be for one (1) calendar year. Before a student is suspended out-of-school, the principal shall consider and apply, if appropriate, alternative in-school placement options that are not to be considered suspension such as placement in an alternative school setting, reassignment to another classroom, or other appropriate in-school alternatives. If alternative in-school placement options are considered inappropriate, the principal must provide written justification, which will become part of the student's permanent record. A student suspended out of school shall be placed in a supervised, structured environment in either a home-base school work assignment setting or another appropriate setting in accordance with a plan prescribed by the school administration that provides education to and monitoring of the student. The plan shall be complied with by the parent or legal guardian. The superintendent is directed to establish regulations, subject to board approval, which support this policy. Such regulations shall include provisions for appeal of suspension to a suspension appeals committee and/or the board of education. The superintendent may delegate authority for suspensions of students to building principals. Students who complete work while suspended should receive no better than 60% on the work turned in.

Suspension Regulations

In accordance with the policy of the board of education, the following regulations shall govern the suspension of students from the school district and is delegated to the respective building principals.

1. Any student may be suspended for the following reasons:
 - a. Immorality, profanity, or abusive language
 - b. Any act which disrupts the academic atmosphere of the school
 - c. Endangering or threatening fellow students, teachers, or officials
 - d. Damaging or defacing property
 - e. Students who have been adjudicated as delinquent for a violent or non-violent offense
 - f. Possession, use or threat of use, of a dangerous weapon
 - g. Violation of the Gun-Free Schools Act
 - h. Violation of school rules, regulations or policies
 - i. Illegal possession, sale and/or use of any narcotic drug, stimulant, marijuana or alcohol
 - j. Assault and battery
 - k. Failure to accept prescribed punishment

 2. A full suspension shall not extend beyond the present semester and the succeeding semesters except for violations of the Gun-Free Schools Act, which provides suspensions for up to one calendar year. (See policy FNCGA)
 3. Except under circumstances, which require the immediate removal of a student or students, the parent(s) or legal guardians(s) shall be informed before a student is released from school.
 4. Any student who has been adjudicated as a delinquent for a violent offense or non-violent offense and has been removed from a public or private school in this state or any other state for such act will not be enrolled in the district until such time as that student no longer poses a threat to self, other students, or faculty.
 5. Procedural steps to suspension:

Before a student is suspended from school, the principal of that school shall consider and apply, if appropriate, alternative in-school placement options that are not considered suspensions. Such placements may include an alternative school setting, reassignment to another classroom, or in-school detention. If such an alternative is rejected, written justification must be placed in the student's permanent record.
- A. Probation.** A student may be placed on probation without additional disciplinary action. If the principal has a suitable alternative to suspension and elects probation, both the student and the parents shall be notified of the probation and the reasons thereof. .
- B. In-school placement** is an alternative to out-of-school suspension. In-school placement will be imposed by the student's principal and the student will be placed in a supervised, structured environment. This placement will not be considered suspension and may include an alternative school setting, reassignment to another classroom, or in-school detention. Both the student and the parent(s) shall be notified of the placement, the reasons therefore, and the right to appeal the placement to the suspension committee.
- C. Out-of-school suspension** - A student may be suspended from school for the remainder of the current semester and the entirety of the succeeding semester. If out-of-school suspension is prescribed, the building principal must justify in writing why in-school placement was not appropriate. Both the student and the parent(s) shall be notified of the suspension, the grounds thereof, and the right to appeal the suspension to the board of education. A student suspended out-of-school will be placed in a supervised, structured environment in either a home-based school work assignment setting or another appropriate setting in accordance with a plan prescribed by the school administration that provides education to and monitoring of the student.
- Note:** H.B. 2130 The parent is responsible for a supervised, structured learning environment and must monitor the student's educational progress until the suspension is complete.

Note: 70 O.S. 24-102 states that a student who has been suspended from a public or private school in the state of Oklahoma or another state for a violent act or an act showing deliberate or reckless disregard for the health or safety of a faculty or other students shall not be entitled to enroll in a public school of this state, and no public school shall be required to enroll such student, until the terms of suspension have been met or the time of suspension has expired.

An Educational Plan will be included for students that are suspended for more than 5 days by the principal.

The primary goal of any type of student suspension is to correct improper behavior or actions. Suspension of a student will be much more effective if there is cooperation among the student, parents, teachers, and principal.

Make-Up Work After Suspension

Elementary and Secondary students must turn in all homework the day the student returns from suspension. All regularly scheduled tests must be made up no later than the second day the student returns from suspension. The student will receive no credit for work not made up on this time schedule. The students may receive full or partial credit for work made up on this time schedule. Parent/Guardian is responsible for getting homework assignments not sent home with students on the day of suspension.

In cases involving long-term suspensions, schedules for returning schoolwork and completion of testing will be arranged by the principal and teachers and explained to the parents or legal guardians.

Bus Rider Rules

Riding a school bus is a privilege and may be removed for not abiding by the bus rider rules.

Previous to loading, students should:

1. Be on time at the designated school bus stops – keep the bus on schedule.
2. Stay off the road at all times while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter.
4. Be careful in approaching bus stops.
5. Not move toward the buses at the school loading zone until the bus has been brought to a complete stop.
6. Respect people and their property while waiting on the bus.
7. Receive proper school official authorization to be discharged at places other than the regular bus stop.

While on bus, students should:

1. Keep all parts of the body inside the bus.
2. Refrain from eating and drinking on the bus.
3. Refrain from the use of any form of tobacco.
4. Assist in keeping the bus safe at all times.
5. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident (the life you save may be your own).
6. Treat the bus equipment as you would valuable furniture in your own home.
7. Never tamper with the bus or any of its equipment.
8. Maintain possession of books, lunches, or other articles and keep the aisle clear.

9. Help look after the safety and comfort of small children.
10. Not throw objects in or out of the bus.
11. Remain in their seats while the bus is in motion.
12. Refrain from horseplay and fighting on the school bus.
13. Be courteous to fellow pupils, the bus driver, and the patrol officer or driver's assistants.
14. Remain quiet when approaching a railroad-crossing stop.
15. Remain in the bus during road emergencies except when it may be hazardous to their safety.

After leaving the bus, students should:

1. Go at least ten (10) feet in front of the bus, stop, check traffic, wait for the bus driver's signal, then cross the road.
2. Go home immediately, staying clear of traffic.
3. Help look after the safety and comfort of small children.

Extracurricular Trips

1. The above rules and regulations should apply to all trips under school sponsorship.
2. Students will not attend extra-curricular activities during the school day(ball games, stock shows, scholastic meets, etc.) if they are not participating, unless they have permission from the principal. Students violating this policy will receive the same punishment as skipping school.

The above rules are provided for safety by the State Department of Education. The rules, consequences, and policy statement below is the policy that Bray-Doyle will follow in addition to the above.

Bray-Doyle Bus Rider Rules

1. Sit down in your seat while the bus is moving.
2. Do not throw anything on the bus or from the bus.
3. No loud talking or yelling.
4. KeeP hands, feet, etc.... to yourself and inside the bus.
5. Be courteous and respectful to the bus driver.

Some bus drivers may have additional rules.

Consequences

1. First time – Verbal warning.
2. Second time – Assigned seat . . . 1 Week
3. Third time – Go to the office.
4. Fighting or cursing – Students will be taken to the office.

Students will receive punishment at the principal's discretion. The punishment issued when a child is sent to the office will vary according to the offense. In most cases, fighting on the bus will result in being suspended from the bus. At this time, appropriate length of punishment will be left to the discretion of the principal. The student may be suspended from the bus one (1) week. If misbehavior continues, students may be suspended from riding the bus for a longer period of time. Students who endanger the safety of other students or constantly distract the driver may be suspended indefinitely.

**Reporting Students Under the Influence of or Possessing Nonintoxicating Beverages,
Alcoholic Beverages, or Controlled Dangerous Substances**

It shall be the policy of the board of education that any teacher who has reasonable cause to suspect that a student may be under the influence of or said student has in his/her possession:

- * Non-intoxicating beverages
- * Alcoholic beverages
- * Controlled dangerous substance
- * Dangerous weapons
- * Missing or stolen property, if missing or stolen from school grounds

As state law now defines, the above shall immediately notify the principal or his/her designee of such suspicions. The principal shall immediately notify the superintendent of schools and a parent or legal guardian of said student of matter. (70 O.S.A., 133)

Any suspension and/or search of said student shall be subject to any applicable school policy, state law, or student handbook regulation.

Every teacher employed by the board of education, which has reasonable cause to suspect that a student is under the influence of or has in his/her, possession non-intoxicating beverages, alcoholic beverages, or a controlled dangerous substance and who reports such information to the appropriate school official, shall be immune from all civil liability. It is the policy of the Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith effort to promote the health, safety, and well-being of students, employees and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Early Childhood through twelve (EC-12).

Drug Free School

It is the policy of the Board of Education that in recognition of the clear danger resulting from illicit drug and alcohol abuse and in good faith efforts to promote the health, safety, and well-being of students, employees and the community, the board has implemented a developmentally based drug and alcohol education and prevention program for grades Pk-12.

Students are hereby notified that the use, possession or distribution of illicit drugs and alcohol is wrong and harmful. Therefore, standards of conduct that are applicable to all schools in this district prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including probation, suspension and expulsion, as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling, rehabilitation and re-entry programs will be made available through the school office.

The standards of conduct and the disciplinary sanctions imposed by this policy will be part of the required notification to parents and students which will include the following:

“The Drug Free Schools and Communities Act Amendments, P.L. 101-226 require that state, as well as local educational agencies, must certify that they have adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by

students and employees.” (Federal Regulations can be examined through the school office.)

Parent/Guardian signature certifies receipt of a Student Handbook of Guidelines for Students and Parents, which includes district policy relating to adoption and implementation of a drug prevention program for students.

REFERENCES: Public Law 101-226, 70 O.S. 1210.221, et seq.

Administering Medication to Students

If a child is required by a physician to take medication during school hours and the parent or guardian cannot be a school to administer the medication or if circumstances exist that indicate that it is in the best interest of the student that a non-prescribed medication be dispensed to that student, only the school nurse, an administrator, or administrator’s designee may administer the medication in compliance with the regulations that follow:

1. Prescription medication must be in a container that indicates the following:
 - A. Student’s name
 - B. Name and strength of medication
 - C. Dosage and directions for administering
 - D. Name of physician or dentist
 - E. Date and name of pharmacy

Such medication should be accompanied by a written authorization from the parent, guardian, physician, or dentist that indicates the following: (Form Attached)

- A. Purpose of medication
 - B. Time to be administered
 - C. Termination date for administering the medication
2. Non-prescription medication may be administered only with the written permission of a parent or guardian when other alternatives, such as resting or changing activities are inappropriate or ineffective. The parent or guardian may give a blanket permission or conditional permission for the student to receive non-prescription medication to be given. Any medicine to be taken internally must be supplied by the parent or guardian.

A permission form will be sent to parents at the beginning of the school year. The school nurse, administrator, or administrator’s designee should:

- A. Inform appropriate school personnel of the medication being administered.
- B. Keep an accurate record of the administration of the medication.

The parent or guardian of the student is responsible for informing the designated official of any change in the student’s health or change in medication.

The school district retains the discretion to reject requests for administering medicine.

This policy statement will be provided to a parent or guardian upon receipt of a request for long-term administration of medicine.

Student Transfers

Beginning January 1, 2022 a new law will take effect regarding transfers. Law on emergency transfers will be revoked. At the time of print, we are still waiting for more information.

Extracurricular law did not change. If a student transfers in, they will have to sit out one full year from the date of transfer.

Residency

If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. Residency must be proven by providing deed to home/lease or utility bill in parent/legal guardian's name when a student enrolls. If residency cannot be proven, then a home visit will be done by administration before the student may begin school. The district administration shall attempt to remove existing barriers to school attendance by children in foster care and homeless children.

Inclement Weather

Announcements regarding school closing and delays due to inclement weather will be made on local television, radio stations, school Facebook page, school webpage, and district text messages(E-notes). TV Stations include KFOR, KOCO, KWTW, KOKH, KSWO, and NewsOK.com. Radio station includes KFXI 92.1 FM

Bray-Doyle Policy Title VI, Title IX, Section 504, and Sexual Harassment to Include Boy Scouts Act

It is the policy of the Bray-Doyle Public School District to provide equal opportunities without regard to race, color, national origin, sex, age, or qualified handicap in its educational programs and activities, and to provide equal access to the Boy Scouts and other designated youth groups. This includes but is not limited to, admissions, educational services, financial aid where applicable, and employment.

Inquiries concerning applications of this policy may be referred to Mr. James Vines, High School Principal, Bray-Doyle Public School, 1205 S. Brooks Road, Marlow, OK 73055 or by telephone (580) 658-5071.

The above policy was approved by agenda item and vote of the Board of Education of Bray-Doyle Public School in the administrative office of the school, also known as the 5th-7th grade building. The Board of Education also directed the Superintendent to have it placed on the school website as a notice to parents and all patrons of the district.

Student Searches

The superintendent, principal, teacher, or security personnel of any public school in the State of Oklahoma, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or

for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable.

There will be no strip searches. Only clothing that may be removed is cold weather outerwear.

Students have no reasonable expectation of privacy in school lockers, desks, or any other school property-without notice or reason.

Extracurricular Activities

Band for 5th-7th grade students, Mission-students will learn to play different instruments, participate in contests, and play at select games, Faculty Advisor-Gary Shults

Cheerleading for 7th grade students, Mission-students will promote school spirit and cheer at select games, Faculty Advisor-Holly Miller

Basketball for 3rd-4th grade students, Mission-students will learn basic basketball skills, sportsmanship, and will attend games, Faculty Advisor-Holly Miller

Basketball for 5th-6th grade students, Mission-students will learn basic basketball skills, sportsmanship, and will attend games, Faculty Advisor-Casey Coles

Participation is a privilege. Coaches cannot require students to cut hair, require students to attend church services or be a part of FCA, or prohibit students from having personal social media accounts.

Add Parental Authorization to Administer Medicine
FFACA-E2

Bray-Doyle Public Schools

Parental Request on Corporal Punishment

Student Name _____ **Birthdate:** _____

Do not write additional comments on this page. It will void this form and require a new form to be sent for you to sign.

Check one of the options below:

_____ School officials have permission to administer corporal punishment to the above named student for misbehavior or failure to follow school policies.

_____ I request my child not receive corporal punishment at school.

Parent Signature _____

Date _____

STUDENT HANDBOOK ACKNOWLEDGEMENT

I have read and reviewed the student handbook with my child.

Student Name _____

Date _____

Parent Signature _____

Student Signature (if applicable) _____

Place Bullying Policy Here