

Dear Parents:

Arata Creek School is an educational program for students who have had persistent behavior problems in school. Our primary goal is to teach students new social and academic skills and strategies that will allow them to be successful not only in school, but in the community and work place. Students from Centennial, Corbett, David Douglas, Gresham-Barlow, Parkrose and Reynolds school districts attend Arata Creek School. Students from outside Multnomah County occasionally attend our program.

We are confident in our ability to provide a high quality education. We promise students that if they come to school each day and complete their assigned academic work, they will become better at reading, written language, math, science and social studies. Moreover, if they work with us, we promise that they will learn new and more useful social-interaction skills such as anger management and problem solving skills that will benefit them now and in the future.

Arata Creek School operates on the concept of a "Level System." There are four levels in all, with clear academic and behavioral expectations for each level. Students move through the system when they show they can meet the requirements at a particular level over a period of time. The length of time it takes for a student to move through the four levels depends on the student's motivation and how quickly he/she learns and uses new social and problem-solving skills. Fewer restrictions and increased privileges occur as the students progress through the level system. Some students may require very individualized behavior intervention plans and frequent collaboration with community service providers to make progress.

Cultivating students' motivation and sustaining their effort are key aspects of our jobs, and in these areas we need your help. Research on schooling clearly shows that when parents and the school work together, students are more successful. We ask that you join us to make this the best year your child has ever had in school.

I hope that your experience with Arata Creek School is positive. You should always feel free to contact me if you have any questions or concerns. Our staff looks forward to working with you on behalf of your child.

Enrique Ramirez, Arata Creek School

GENERAL SCHOOL POLICIES AND PROCEDURES

SUPERVISION•STAFFING PATTERNS•CURRICULUM

Students are always under adult supervision when they are at Arata Creek School or on school-sponsored field trips.

School hours for students are 8:45 a.m. to 2:30 p.m. Before and after school care is not available. Arata Creek School typically follows the Gresham-Barlow school calendar. During school hours students will be released only into the custody of parents, guardians, persons in a parental relationship or other persons designated by the parents or guardians in writing. In extreme cases of law-violating behavior, students may be released into the custody of local law enforcement agencies.

Each classroom has one licensed teacher with special education endorsements and two educational assistants. Students are usually engaged in small group instructional activities throughout the day. Approximately ten students are assigned to a class. Students may also engage in speech therapy, occupational therapy, nursing services, or counseling activities according to the his/her Individual Education Plan (IEP).

Throughout the week, students engage in social skills instruction, reading, literature, written language, mathematics, language arts, physical education, health, science, social science, and computer literacy. School computers are linked to the Internet. The computers also have software to assist with learning in many curricular areas.

STAFF/STUDENT RELATIONS

The relationship between the school staff and students is one of mutual cooperation, understanding and respect. Each staff member has the responsibility to provide an atmosphere conducive to learning and to motivate each student to perform to his/her capacity. The staff strives to provide group and individual instruction and supervision throughout the day. Students should treat all staff with respect. Staff will extend to students the same respect and courtesy which they have a right to demand. The teaching-learning environment is typically ten students per

classroom with one adult for every three to four students. School rules, class rules, and expected behavior in the hall, gym and activity room are posted, taught, and reviewed frequently with students.

LEVEL SYSTEM AND STUDENT CHECKLIST

Arata Creek School uses a four-part level system to guide students through the program and to determine when students are ready to re-enter their school system. The current level system provides a continuum of decreasing adult control and structure and encouraging the student's use of self-monitoring behaviors. Students experience fewer restrictions and more privileges and responsibilities for their own behavior as they progress through the level system. Students move from level to level by demonstrating over time, the use of more rigorous, appropriate social and academic behaviors. The Student Behavior Checklist is the main tool for recording and monitoring student behavior. Approximately 70-80% of the students make progress within school-wide level system. The remaining 20-30% require more extensive, individualized behavior interventions.

At set intervals a student may petition to change to the next level. When a student reaches level three or four, planning may begin for the transition back to the local district.

Every student is provided with a Bonus Card and a Student Behavior Checklist daily. The Student Behavior Checklist allows staff to track a student's performance and permits students to see how well they are meeting classroom, behavioral expectations throughout the day. Behavioral grades are given for the student's morning and afternoon performance.

The Student Behavior Checklist is marked by a staff member at 15-30 minute intervals. Some students self manage their own checklists. The student receives points for following class rules, exhibiting relationship skills, academic performance behaviors, and a personal "target" behavior goal. Students who consistently demonstrate appropriate behavior for their level will be able to participate in three Earned Activity Times (EAT). Total points are tallied at mid-day and at the end of the day. The total points

earned during each half-day determine if the student had an “A,” “B,” or “C” day. Twenty full “A” days usually results in a change of level. Comments about each student’s behavioral performance will be sent home every day. A place for parent comments is available. Parents are asked to sign and return the sheet daily.

Points are exchanged for school “dollars” on a daily basis. The dollars are used to make purchases at the student store or for special events.

Students who demonstrate appropriate and safe behavior while traveling to and from school on the school bus earn a bus lottery ticket and other rewards. Bus referrals are written by bus drivers or bus aides for behavior that is not safe. The school staff will determine the consequence for a bus referral and, if necessary, a meeting will be set up between the school, parents and a representative of the local school district. In some instances, students may lose the privilege of riding on the district’s school bus.

ASSEMBLIES

At the end of each grading period, an award assembly will be scheduled to honor those students who have excelled behaviorally and academically. Arata Creek School honors students for good attendance, positive behavior changes, academic progress, participation in statewide testing, participation in outdoor school and community/school service activities. You will be notified of the date, time and location of each assembly. If your child is scheduled to receive an award, the classroom teacher will notify you in writing. The date and time for each assembly is listed on the parent calendar.

ATTENDANCE

Students are expected to attend school each and every day and remain at school for the specified hours. Absences will be excused only for illness, injury, appointments, or a death in the family. Our purpose for insisting on punctual, regular attendance is to help students develop habits of responsibility. In addition, regular attendance contributes to academic success. **Parents are asked to contact the school when their child is absent,**

otherwise a staff member will call the home to report that your child is not in school. When the students return to school after an absence, they must bring a written note from their parents and report to the classroom teacher for make-up work. Unexcused absences and leaving school without permission will result in consequences that do not interfere with academic instruction.

Irregular attendance is one of the factors associated with student frustration and failure with the school experience. Good attendance should positively impact your child's grades (all students) and earned credits (high school students only). Arata Creek School will work with local districts, parents and the student in the early detection of truancy. Excessive, unexcused absenteeism will result in a truancy referral.

ABSENCES DUE TO ILLNESS

Sometimes it is difficult to know when your child is not feeling well and if it is a good idea to send him or her to school. The MESD School Health Services has established guidelines that can help you decide when to keep your child at home:

1. A fever of 100 degrees or more.
2. Rash or rash with fever - new or sudden onset.
3. Brown, gray, tan or yellow drainage from nose, eyes, or any other part of the body.
4. Vomiting.
5. Diarrhea.
6. Cough: Deep, barking, congested, or productive of colored mucous.
7. White, clay colored, or bloody stool.
8. Yellow color of skin and/or eyes.
9. Brown or bloody urine.
10. Stiff neck or headache with fever.
11. Unusually, sleepy, lethargic or grumpy.
12. Strep throat diagnosed by M.D.

For specific information about when your child should return to school please see the flyer "When Should I Keep My Child Home."

BREAKFAST AND LUNCH PROGRAM

Arata Creek is a closed campus. Students receive a 20-30 minute lunch period each day. Students should bring a sack lunch or arrange to purchase one of the lunches made available by the school district. If a student intends to purchase a lunch, the school secretary must be informed before 9 AM. There is a charge for lunches provided by the school. Occasionally students forget to bring their lunch money to school. On those days, we will allow a student to charge a lunch to the school. **Students will be allowed only one (1) charge for lunch unless other arrangements have been made with the secretary.** Free and reduced price lunches are available to students who meet the state and federal guidelines. Application forms for free and reduced price meals are mailed with the back-to-school packet and provided during intake meetings. Breakfast is available to all students at no cost.

BUS TRANSPORTATION

Transportation is provided according to each student's IEP. Students will be notified of the rules and regulations governing their conduct on school vehicles, as well as the consequences for violation of these rules. Students are expected to follow transportation rules at all times when in transit to and from school.

COMPLETED ASSIGNMENTS

Students need to have good homework habits to be successful in public schools. In Level 1 and 2, students are expected to complete their daily assignments, which occasionally will include completion of work in an assigned study period. In Levels 3 and 4, homework is assigned daily. Parents are urged to set up a place at home and to establish a time for homework with their son/daughter.

EMERGENCY SCHOOL CLOSURE

1. Arata Creek School follows the Reynolds School District emergency closure procedures..
2. If your home district is closed due to bad weather, there will be no transportation available to the respective schools and thus your child would stay home that day. The school secretary will check-in with you following our usual attendance procedures.

If school district transportation is unavailable due to bad weather, the absence is excused.

FIELD TRIPS

On special occasions field trips may be scheduled. A field trip and swim permission form is enclosed with the back-to-school or intake packet of information. Written permission is required for a child's participation in these activities.

SAFETY DRILLS: EARTHQUAKE, FIRE, OTHER EMERGENCY

In the event of a fire, earthquake, or other emergency, students will be provided specific instructions by the staff. Staff members will supervise students during drills or actual emergencies. Fire drills will occur at least monthly. Earthquake and other emergency drills are conducted less frequently. School safety drills will also be conducted.

ILLNESS AT SCHOOL

If your child becomes ill at school, we will make every effort to contact you by telephone. The school nurse will assess the student's health or nursing needs. Conditions that may lead to a request to have your child picked up and taken home may include, but are not limited to, the following:

1. Fever;
2. Infected skin lesions;
3. Rashes on skin or scalp;
4. Presence of lice or nits;
5. Severe sore throat;
6. Nausea, vomiting, or diarrhea.

Occasionally a child returning to school after an illness exhibits signs that clearly indicate that contagious conditions continue or have recurred, even after a visit to the doctor. In such an event, we will contact you and ask that you pick up your child immediately and keep him or her home until the contagious condition has passed.

Remember to call the school if your child is home due to illness. The phone system records messages 24 hours a day.

IMMUNIZATIONS

Students enrolled at Arata Creek School must present written evidence of meeting minimum requirements for immunization as required by Oregon law. This requirement is meant to safeguard the school community from the spread of communicable diseases. Parents who wish to apply for exemption from this rule on the basis of religious or medical reasons are required to do so in writing. Students who fail to comply with these requirements will be excluded from school by the County Health Department.

MEDICATION

Written permission is required to dispense medication at school. Written authorization is also required on a Medication Authorization form. The form is available from the school secretary and it is sent out with the Back-to-School Information each year. Prescription medication must be in its original container with full instructions from a physician, physician assistant, or nurse practitioner. The label should state the student's name, the name of the medication, the dosage time, route, prescription number and physician's name.

When you pick up a prescription, ask your pharmacist to provide two prescription bottles, one for home and one for school. Medications must be transported to school by parents or through a prior arrangement with the school and the district bus driver or school nurse. The school nurse or other designated trained staff will administer medications. All medications are kept in locked cabinets.

The schools may administer non-prescription medication under certain circumstances. Non-prescription medication means only commercially prepared nonalcoholic-based medication to be taken at school that is necessary for the child to remain in school. This shall be limited to eyes, nose and cough drops, cough suppressants, analgesics, decongestants, antihistamines, topical antibiotics, anti-inflammatories and antacids that do not require written or oral instructions from a physician. Nonprescription medication does not include dietary food supplements. All nonprescription medication must be delivered to the school office in the original container with written, parental instructions which

include: name of student, name of medication, dosage, route, frequency of administration, other special instructions, and signature of parent or guardian. A form is available for your use from the office.

PROGRESS REPORTS (DAILY AND QUARTERLY)

Daily progress reports about your child's behavior are sent home with each student. Our intent is to keep you up-to-date on your child's academic and behavioral progress. It is important that parents review the reports, sign them and have their child return them promptly. Consistent communication between the home and school is known to positively effect student progress.

Progress reports regarding your child's progress on his/her IEP will be mailed to you each grading period. Specific information regarding the goals and objectives in the social-behavioral and academic areas will be provided. If progress is not being made at the rate predicted at the annual IEP meeting, the teacher will contact you to schedule an IEP review meeting to discuss possible changes to the objectives, related services or needed accommodations.

PARENT CONFERENCES & IEP MEETINGS

Parents will be invited throughout the year to participate in conferences and planning meetings about their child. These meetings can lay the groundwork for good working relationships between you and the staff, and ultimately help your child perform better in school. Here are a few suggestions to help you prepare for your conference with school personnel:

1. Make a list of things you want to tell the teacher about your child so that the teacher can understand your child better. For example, are there any health concerns, interests, hobbies and so forth that would be beneficial for the teacher to know? Tell us about your child's attitudes towards school or about his or her homework habits.
2. Make a list of things you want to find out from the teacher. These might include grades, academic achievement, discipline policies, homework policies, and behavioral performance.

3. Decide what you want to ask the teacher. Do you have any concerns or complaints that you would like clarified and answered? Discuss the conference with your child to see if there is anything he or she would like you to talk about with the teacher.
4. Please be on time. Write down the time of your appointment and arrive promptly. The teacher may have other appointments after yours. We are willing to set up special appointments for you if necessary. We can set up phone conferences if meeting at the school is not possible.

SCHOOL SUPPLIES

We provide all basic school supplies. Level 3 and 4 students need a ringed binder. Level 4 students may carry their school supplies and binder in a backpack.

STUDENT RECORDS

Your child's permanent education record is retained by your home school district. Arata Creek School maintains supplementary records while your child is in attendance. All records on your child are sent to the receiving school or resident district office when your child leaves our program.

Student education records are maintained in a locked, confidential file with access limited to those individuals permitted by law to view them. Parents are welcome to review their child's record, and assistance from a knowledgeable person will be available to interpret the records if you need it.

To inspect or review your child's education record, please review the Annual Notice to Parents of Students Receiving Special Education Services About Student Records, and call any of the staff listed on the flyer.

Arata Creek School and the Multnomah Education Service District conform to state and federal laws that govern the maintenance of school records. As such, the district may disclose personally identifiable information from student records to law enforcement agencies, child protective agencies, health care professionals and other appropriate parties in connection with a health or safety

emergency if the information is necessary to protect the health or safety of the child. Please review the attached flyer regarding directory information. A refusal form is available should you not want your child to be included in directory information or be photographed for flyers, newsletters or the media.

In addition, if you or your child wish to enroll in or receive services from another district, student records will be transferred upon request from the new district or educational agency.

As a parent, you have the following rights with regard to your child's education records:

1. To inspect and review your child's records.
2. To request an amendment of your child's records to ensure that they are not inaccurate, misleading or otherwise in violation of the child's privacy, or other rights.
3. To consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the applicable state or federal law authorizes disclosure without consent.
4. To file a complaint with the United States Department of Education concerning alleged failures by the district to comply with the requirements of federal law.
5. To obtain the district policy with regard to student education records, a copy of which is located in the school office.

These rights shall be given to both parents, unless you provide us with a copy of a legal court order to the contrary.

TELEPHONE CALLS

Students are not allowed to use the phones in the classroom. Under unusual situations, students are allowed to use the telephone in the office or counseling area if they have written permission from their teacher or the principal. The school secretary will take messages for staff and students. Every effort is made to reduce disruption in the classrooms during instructional activities.

VISITING THE SCHOOL

We welcome parents at the school. However, to insure minimal disruption to the instructional day, parents must make appointments with the teacher, counselor, or other staff personnel. Appointments are typically scheduled before or after the school day. Parents must sign in at the school office upon arrival at school.

VOLUNTEERS

Each school encourages volunteers to assist with tutoring, library tasks, copying and filing. All volunteers must complete a Criminal Reference Check. MESD will pay the \$5 processing fee.

SAFE SCHOOL POLICIES AND PROCEDURES

Classroom and school expectations and rules will be reviewed frequently with students and posted throughout the school building. The schedule of instructional and other activities will be clearly posted as well.

Instruction in social skills and violence prevention will occur daily. Appropriate behavior will be rewarded through praise, earned points, awards, special events and access to a student store. Consequences for inappropriate behavior will be clearly identified.

The staff has and will continue to engage in training activities regarding safe school practices such as:

- Responding consistently and calmly during crisis situations;
- Implementing non-violent crisis intervention strategies and procedures (a nationally-validated program);
- Identifying choices/options to students whenever possible;
- Treating students with dignity and respect;
- Establishing and maintaining a home-to-school communication system; and
- Providing instruction using known, effective strategies.

STUDENT RIGHTS AND RESPONSIBILITIES

The Board of Multnomah Education Service District and the staff at Arata Creek School have the responsibility to afford students the rights that are theirs by virtue of guarantees offered under federal and state constitutions and statutes. Among these rights are the following:

1. Civil rights, including the rights to equal educational opportunity and freedom from discrimination;
2. The right to attend public schools;
3. The right to due process of law;
4. The right to free inquiry and expression;
5. The right to privacy, which includes privacy in respect to the child's school records; and
6. The right to know the behavior standards expected of them as well as to know the consequences of misbehavior.

Along with these rights, students have certain responsibilities including the responsibility to not discriminate against others, the responsibility to attend school regularly, to learn, and to observe school rules essential for permitting others to learn in school, and to observe reasonable rules regarding these rights.

SCHOOL DISCIPLINE

The use of corporal punishment of students is prohibited, in accordance with Oregon law. The use of reasonable physical force necessary to prevent a student from harming himself/herself, other students, school staff, or property is permissible. Alternative strategies to avoid the use of reasonable physical force will be implemented whenever possible. All school staff members are trained in Nonviolent Crisis Intervention techniques by a certified Crisis Prevention Intervention trainer.

Only in instances of physically violent behavior, serious property destruction, or behavior that would result in physical harm to the student or others would staff physically intervene with your child. If circumstances require, the student will be physically removed by staff from the class, gym or other school area to a safe room in an In-School Time-Out area. When calm and able to engage in classroom activities, the student may join his/her classroom or choose to engage in “quiet” learning tasks until he/she is ready to return.

Students being served by an Individual Education Program who engage in conduct which would warrant suspension may be suspended for up to and including 10 consecutive school days. The parents will be advised of the circumstances of the incident that resulted in suspension from school and the time of a meeting to reinstate the student or discuss possible interim, alternative placement options. The IEP team may need to determine if the misconduct is a manifestation of the student’s disability. The team may also review or conduct a functional behavioral assessment, review/revise or develop a behavioral intervention plan, review or recommend other placement options and/or provide additional modifications to the school program.

HARASSMENT/BULLYING

Any form of harassment or bullying is strictly forbidden and will not be tolerated. Harassment includes sexual harassment as well as harassment on the basis of race, religion, national origin, age, disability, or sexual orientation.

Every act of suspected harassment/bullying will be investigated. Any student who believes he or she has been subjected to any form of harassment or bullying should immediately report the incident to a staff member who shall report the alleged incident to the Principal or Director of Instruction.

Acts of harassment/bullying will be disciplined up to and including the filing of criminal charges with local law enforcement officials.

SEARCHES AND “NOTHING COMES TO SCHOOL” POLICY

Arata Creek School policy and practice regarding student searches are defined on a separate notice and consent form. These policies and practices were developed to insure the safety of your child, other students, and the school staff within the school setting.

To insure the safety of all students and staff and to minimize distractions to the learning process, level 1 and 2 students are not to bring anything to school including money, audio players, all phones, pagers, toys, etc. If a student needs to carry a house key or bus pass, they are to be given to the classroom staff. These items will be stored in an envelope until the end of the day and then turned over to the student or bus driver. With approval, an audio player, with headset, may be used on the bus. It will be locked up during the day. All items deemed to be disruptive to the school environment or possibly dangerous will be held by the school principal. The parent will be asked to retrieve such items from the school. Level 3 students may carry a 3 ring binder and level 4 students may bring a backpack to and from school. The policies and procedures for drug, alcohol, tobacco or weapons possession will be followed if the student brings such items to school.

BUS DISCIPLINE

Bus rules will be reviewed with students during their first week at school and at other times during the year. Violation of bus safety rule or conduct rules will result in the issuance of a bus referral to the student. Serious offenses will result in a loss of earned activity time(s). Repeated violation of bus safety will result in a meeting with the parent, bus officials and school officials. Students may not change levels if removed from the bus or with recent bus referrals.

DRUGS AND ALCOHOL

The sale, possession, use or handling of alcoholic beverages or drugs is forbidden on school premises at all times. Violation of this policy will result in immediate notification of the appropriate law enforcement agencies and parents.

TOBACCO

Tobacco products and related materials (lighters, matches) are not allowed on campus. Under Oregon Law, it is unlawful for any person under 18 years of age to possess tobacco products. Possession, sale or use of tobacco products on school property is strictly prohibited. Violation of this policy will result in notification of the parents and possibly law enforcement agencies. No smoking is allowed within 1000 feet of school property for everyone.

SEIZURE OF ILLEGAL WEAPONS

Weapons are forbidden on school property. Weapons shall include, but not be limited to, firearms, knives, metal knuckles, straight razors, explosives, noxious, irritating or poisonous gases, poisons, drugs, or *anything fashioned with the intent to harm*. Weapons taken from students will be reported to the student's parents or guardians and will be reported to appropriate law enforcement agencies. Appropriate disciplinary and legal action will be pursued. The student will be suspended from school until a meeting can be scheduled with the parent, local district and other representatives.

Illegal items such as firearms, dangerous weapons, illegal drugs, drug paraphernalia, tobacco products or other possessions reasonably determined to be a threat to the safety or security of

others, or those items which may be used to disrupt or interfere with the educational process, or those items which constitute evidence of a violation of school rules, will be seized by school officials. Any dangerous or illegal possessions will be turned over to a law enforcement agency. Other items which may be used to disrupt or interfere with the educational process may be returned to the parents or guardians in person.

METAL DETECTION

Students will be checked in through one of two metal detector stations daily. For complete information, see the Search and Seizure consent form.

GANG ACTIVITY

A gang is any group that identifies itself through the use of a name, unique appearance, or language (including hand signs), the claiming of geographical territory, or the espousing of a belief system that frequently results in criminal activity. Gang activity is strictly prohibited on campus or at any school-related activity.

Students are not permitted to wear or display clothing or other objects that are commonly considered evidence of membership or affiliation with any gang, or to commit any act, or use any speech (verbal or nonverbal) showing membership in or affiliation with a gang. No student shall commit any act that furthers gangs or gang activity.

DRESS CODE

School dress code is established to promote appropriate grooming and hygiene, prevent disruption and avoid safety hazards. If a student fails to follow the dress code, he/she will be given something else to wear for the day. Occasionally, a parent will be called to bring other clothes or shoes to school. The following dress is prohibited:

- Sagging pants (underwear exposed)
- Bandannas
- Wearing clothing associated with gangs
- Alcohol or cigarette advertising
- Clothing which displays unacceptable school language/content
- Wearing hats or hoods in the school building

- Short shorts (less than 6"), mesh shirts, loose-fitting tank tops
- Clothing that exposes the midriff, cleavage or does not span three inches across the shoulders
- Wearing coats in the school building
- Metal-toed or reinforced toe shoes or boots
- In some classrooms, hooded sweatshirts with a large front pocket must be removed during school hours.

Please remind students (except level 4) not to bring anything but their daily progress paper or notebook (level 3) to school. This includes backpacks, money, audio players, toys, etc. Audio players or electronic games used during a bus ride must be locked in a cabinet during the school day.

CLASSROOM AND SCHOOL BEHAVIOR:

Students will be in their assigned classrooms throughout the day. Students may not enter other classrooms, the school office, the staff room, or the library without permission. At both schools, students are expected to:

1. Treat teachers, other staff and students with respect.
2. Use appropriate language.
3. Participate in class activities.
4. Follow directions.
5. Interact positively with others.
6. Use property and instructional materials appropriately.

Specific classroom rules are posted in each classroom. As students reach level 3 and 4, the classroom rules approximate the rules in most elementary and/or middle schools.

HALLWAY BEHAVIOR

Orderly movement is expected in the hallways. Students are expected to:

1. Walk without disrupting other classes.
2. Go directly to the destination.
3. Keep hands and feet to self.
4. Talk quietly.
5. Carry an appropriate hall pass if not with a staff member.

LUNCH BEHAVIOR

All students are expected to behave in an orderly and polite manner in the activity room. Level 3 and 4 students may eat in the cafeteria or activity room. The rules include:

1. Enter the cafeteria quietly.
2. Pick up their lunch and quickly sit down at the lunch table.
3. Eat their own lunch.
4. Talk quietly and use school appropriate topics.
5. Put trash in the trash basket and clean their own area.
6. Stay seated at the table until the lunch supervisors announce they may be excused and marks their student checklist.

RESTROOM BEHAVIOR

Students are expected to use the restrooms appropriately. Students are required to get permission from their teachers before using the restroom; supervision will be provided as necessary. All students must have a restroom hall pass or Level 4 hall pass. Only one student at a time will enter the bathroom.

LEAVING SCHOOL WITHOUT PERMISSION

Arata Creek School is a closed campus. Students must remain on the campus from the time of arrival until classes are dismissed at the end of the school day. Students who leave school grounds without authorized permission are considered truant. Students who leave school property and return within 15 minutes may return to their classroom when they are calm.

If the student does not return promptly to the school building, he or she is considered truant. Parents will be notified and transportation home will be cancelled for the day. Local law enforcement officials will be notified if the student returns and threatens staff or property. Parents will be contacted regarding missed school time and assignments.

CARE OF SCHOOL PROPERTY

It is every student's responsibility to show respect for all district property. Any student who intentionally or recklessly damages or defaces district property will be disciplined up to and including

ARATA CREEK SCHOOL

suspension from school. Criminal mischief charges may be filed with the local law enforcement officers.

Arata Creek School will request that the student and parents provide restitution for damaged or broken, school property.

Notes

Notes

Multnomah Education Service District
11611 NE Ainsworth Circle
Portland, OR 97220
503-255-1841



SOCIAL-EMOTIONAL SKILLS PROGRAM

Mission Statement

Arata Creek School staff are committed to helping all students acquire the social, behavioral, and academic skills necessary to become productive citizens now and in the future. We believe all students have the right to learn these skills in a safe, caring, and respectful environment.