

**PRINCIPAL’S MESSAGE**

Welcome to Beacon Park School. We’re excited to continue this new adventure and create new and unique opportunities to learn and grow together. I hope this handbook is a useful tool for you to get to know us, our school community, and the nuts and bolts of the various aspects of student life here at Beacon Park. We’re glad you’re on this journey with us!

*Bob Curley, Principal*

**Beacon Park SCHOOL MISSION**

Beacon Park is a collaborative, compassionate, innovative, and visionary community where we encourage intellectual risk-taking in a safe, nurturing environment.

At Beacon Park, we empower students with a core-set of values, create a culture of innovation, and a personalized learning environment, with meaningful integration of technology which meets the unique needs of all learners.

Beacon Park School will prepare the students to think critically and creatively, to be problem solvers and well rounded lifelong learners.

**OFFICE & ATTENDANCE PROCEDURES**

**BELL SCHEDULE**

<b>Transitional Kindergarten - Staggered Day Schedule</b>		
8:00 a.m. – 11:20 a.m.	Early Bird	(Snack: 9:40 – 10:00 a.m.)
10:00 a.m. – 1:20 p.m.	Late Bird	(Snack: 11:20 – 11:40 p.m.)
<i>This schedule applies Monday through Friday</i>		

<b>Kindergarten AM / PM Schedule</b>		
8:00 a.m. – 11:20 a.m.	AM	(Snack: 9:20 – 9:40 a.m.)
11:30 a.m. – 2:50 p.m.	PM	(Snack: 1:10 – 1:30 p.m.)
<i>PM Wednesdays &amp; Minimum Days: 10:00 a.m. – 1:20 p.m. (Snack: 11:20 – 11:40)</i>		

### 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> Grades

8:20 a.m.	Begins
10:00 a.m. – 10:20 a.m.	Recess
11:25 a.m. – 12:05 p.m.	Lunch
2:22 p.m.	Dismissal

*Wednesdays & Minimum Days: Dismissal is at 1:17 p.m.*

### 4<sup>th</sup>, 5<sup>th</sup> Grades

8:00 a.m.	Begins
10:25 a.m. – 10:45 a.m.	Recess
12:10 p.m. – 12:50 p.m.	Lunch
2:39 p.m.	Dismissal

*Wednesdays & Minimum Days: Dismissal is at 1:14 p.m.*

### 6th - 8th Grades

Regular Days M, T, Th, F		Wednesdays & Modified Days	
7:50 - 7:57	Advisement		
8:00 - 8:50	Period 1	8:00 - 8:47	Period 1
8:53 - 9:43	Period 2	8:50 - 9:37	Period 2
9:43 - 9:57	Recess	9:37 - 9:47	Recess
10:00 - 10:50	Period 3	9:50 - 10:37	Period 3
10:53 - 11:43	Period 4	10:40 - 11:27	Period 4
11:46 - 12:36	Period 5	11:30 - 12:17	Period 5
12:36 - 1:12	Lunch	12:17 - 12:47	Lunch
1:15 - 2:05	Period 6	12:50 - 1:37	Period 6
2:08 - 2:38	Tutorial		

#### Minimum Days

8:30 - 9:08	Period 1
9:11 - 9:46	Period 2
9:47 - 9:58	Recess
10:01 - 10:36	Period 3
10:39 - 11:14	Period 4
11:17 - 11:52	Period 5
11:55 - 12:30	Period 6

## OFFICE HOURS

Our office is open 7:30 – 3:30. The school office staff works hard to provide the best quality services to children, staff, and parents.

Classrooms are not accessible after school hours. If however, your child needs to speak to a teacher or leaves something in class, please have them go to the outside classroom door and knock. If your child is unable to reach the teacher by knocking on the door they may ask the front office for assistance. We want to both accommodate student needs when productive and build student responsibility for organization and preparedness. A teacher or staff member must be in a classroom or lab area for the student to enter.

## ATTENDANCE PROCEDURES

Students under the age of 18 are required by law to attend school for the entire school day. Please notify the office before 8:45 a.m. each day if your child will be absent from school. We maintain a separate line for this purpose. The attendance line is open 24 hours a day, and it is the parent's responsibility to report a student's absence. **The phone number for our Attendance Hot Line is (949) 936-8401.** Please report known absences ahead of time. **It is necessary to include the following information:**

- a. Student's full name (spelling last name)
- b. Date of absence
- c. Specific reason for absence
- d. Name of parent/guardian
- e. Teacher's name

Studies show that there is a direct correlation between good school attendance and student achievement. Therefore, we encourage you as parents to reinforce the importance of being at school each and every day and to make every effort to send your child to school on a regular basis. Attendance and tardies are monitored at the District level and warning letters will be generated if your child has 3 or more tardies of 30 minutes or more, 10 tardies of less than 30 minutes or 3 unexcused absences. If you wish to pick up homework for an absent child, please contact the teacher directly and be aware that teachers will not be able to collect materials for your child during instructional hours.

As important as punctuality and attendance are to student achievement, children should not be sent to school ill. Children who come to the office with a body temperature of 100 degrees or above will be sent home and should remain home until a normal body temperature is maintained for 24 hours.

If your child is tardy to school, he/she must report through the front office to allow us to update our attendance records for that day. Consistent tardiness also impairs your child's ability to perform well at school and will result in parent contact and appropriate consequences.

Should you find it necessary to schedule a medical/dental appointment during the student's class time, please notify the teacher & school office via email in advance so that we may keep class interruptions to a minimum. All students leaving school before dismissal time must be signed out in the front office by a parent, guardian, or other adult listed on the Emergency Information Card. **Students will be released only to individuals whose names are listed as contacts in the Parent Portal (<http://myiusd.org>).**

Per California State Law, absences are considered excused ONLY for the following reasons:

- Personal illness
- Doctor or dentist appointment
- Death of immediate family member
- Religious holiday
- Independent Study Agreement

Per California State Law, all other absences are considered to be unexcused, including:

- Family business
- Sports or Activity Camps
- Family illness
- Vacation or Travel

## **INDEPENDENT STUDY**

The Beacon Park Staff believes that there is no substitute for regular attendance and encourages children not to miss school unless unavoidable. We also recognize that opportunities for travel or family crises sometimes occur during the regular school year, necessitating coordination between the school and family. Independent Study contracts may be requested for extended absences of five or more consecutive school days. Requests for contracts must be made two weeks in advance to provide the classroom teacher the time to compile materials and plan appropriate activities. The fitness of a student for an Independent Study Contract will be determined by the classroom teacher in consultation with the principal. An Independent Study contract will not be considered unless a student is currently performing at or above grade level in all curricular areas. Independent Study contracts for students in grades 1-6 require a minimum study time of four hours per day. No student will be issued multiple independent study contracts within the same school year. Absences longer than ten consecutive days will typically require that a student be disenrolled.

## **LUNCH AND SNACK**

Lunch is available for purchase at school for \$3.25. A variety of hot lunch choices are available each day, as well as a variety of fresh produce choices in our salad bar. Menus are available in the school office, or at [http://iusd.org/district\\_services/food\\_services/Menus.html](http://iusd.org/district_services/food_services/Menus.html). This web link also contains information about how to load money electronically into your child's account. We strongly recommend this procedure as it eliminates the need to send money with your child each day. Please check each morning to see that your child has a sack lunch, cash, or money in their Lunchbox account. It is quite upsetting for a young child to learn at lunchtime that he/she has no lunch. Also, children that have a healthy lunch will perform better in class.

Some grade levels will eat lunch first and play after, while others will do the reverse. All students are required to sit at the lunch tables during their lunch period to eat their lunch before being excused. Because Beacon Park is a closed campus, students may not go home for lunch. Parents are not permitted to sit and eat lunch with their children.

A morning snack will also be offered during recess every day. Cereal with milk and juice will be \$2.00, and other snacks will be available for \$.50 to \$1.00 each.

Classes will not be interrupted to deliver late lunches. Please make sure that all lunches are dropped off in the front with the student's name clearly printed on the lunch (no fountain drinks or unsealed beverages) no later

than 11:15. Noon duty supervisors will take all lunch tubs to the lunch tables for your child to collect his/her lunch. Lunches will not be delivered after 11:15 am. This service is offered as a courtesy for emergency or occasional needs, but it is not intended to be utilized on a daily or regular basis. All lunches will be delivered to the lunch tables at the appropriate lunch time. Do not attempt to deliver a lunch to your child in the lunch area. Lunches must be dropped off in the front office.

## **PARENT INVOLVEMENT**

Beacon Park welcomes and values the contributions of our parent volunteers. Without our volunteers, many programs and activities would not be possible. There are a variety of avenues for parents to volunteer their time and talents to our school. These include:

- **Classroom/Library Assistance:** Classroom teachers and our library staff will recruit parent help at the beginning of the school year. There are opportunities for parents to work directly with students, to complete clerical tasks, and to complete tasks at home. If you are interested in serving in this way, please contact your child's teacher. If working in the library is an interest to you, you may contact our library staff.
- **School Site Council:** This group is composed of staff and parent members whose responsibility it is to plan, monitor, and evaluate our School Improvement Plan. Parents interested in becoming members are selected via electronic ballot in the fall. Meetings and the agenda are listed in the front office, and all parents are welcome to attend.
- **Parent-Teacher Association (PTA):** This volunteer group is composed of all parents who wish to join. Its elected and appointed representative's goal is to support the programs here at Beacon Park and the overall educational system. A variety of programs and activities are scheduled throughout the year and coordinated by the PTA Board, which is elected in the spring of each year. All parents are encouraged to attend General Association meetings. Exact dates and times of all meetings, along with additional information is available online at <http://beaconparkpta.org>.
- **ELAC:** The English Language Advisory Committee is composed of parents of English Language Learners who meet to review our instructional support of all their children.

## **VOLUNTEERS AND VISITORS**

Visitors are always welcome at Beacon Park. In the interest of safety, we do ask that all volunteers report to the Administration building to show their driver's license or passport and sign in. At that time, visitors will be issued a badge to wear, indicating to the students and staff that they are authorized to be on campus.

- Please do not interrupt classes while in session. You will be asked to go to the office and sign in.
- All student information observed or obtained while providing volunteer service is to remain confidential. Adults who breach this confidentiality expectation or whose presence in the classroom proves otherwise undesirable will not be invited to return.
- Please recognize that when volunteering in the classroom, you are offering your assistance to the classroom teacher. If you are interested in observing in your child's classroom, you are allowed up to

three observations of no more than one hour each during the school year, per IUSD Board Policy. Please request your desired observation in writing at least two school days in advance.

## **LOST AND FOUND**

- We urge parents and students to label EVERYTHING that is sent to school. Our Lost and Found rack and bins (located in the Performing Arts Building) fill up very quickly with many items that are never reclaimed. We encourage parents and students to check it regularly for lost articles. Unclaimed clothing is donated to charity a few times a year.

## **CHILD CARE**

We have on-site before and after school child care, provided by Rainbow Rising. For additional information, call (949) 836-3920.

## **SCHOOL POLICIES & PROCEDURES**

### **PLAYGROUND SUPERVISION**

**Playground supervision at Beacon Park School begins at 7:40 a.m. for middle school students only (grades 6-8). Students in grades 1 through 5 should not arrive on campus before 8:00.** At the end of the school day, students are expected to leave the school grounds immediately unless they are attending the on-site day care program. This includes our primary playground area. The school grounds are for the sole use of Beacon Park students during the school day and are not open to older/younger siblings or students from other schools during school hours (without prior permission from administration).

Our child care program (Rainbow Rising) has exclusive use of the playground after school. The only exception is an organization that has completed and has an approved Use of Facility Permit. **Please leave campus with your students in a timely manner at the end of the school day.** Parents who wish to congregate or allow their children to play together after school are asked to relocate across Benchmark to Beacon Park. Please also refrain from instructing your child to wait or remain unsupervised at the park after school.

Parents who are in need of before or after-school care are encouraged to contact Rainbow Rising at (949) 398-8352 or via Email ([Beaconpark@rainbowrising.org](mailto:Beaconpark@rainbowrising.org)) to make arrangements. The center is located on our campus and is open from 7:00 a.m. to 6:00 p.m.

Thank you for your assistance with enforcing these rules.

### **LIBRARY BOOK CHECK OUT**

Students are able to check out 1 to 3 library books a week, depending upon their grade level. These books are due the week following check out unless the student renews the book(s). Overdue notices are sent home if the student has overdue book(s). Should any book be lost or damaged, payment must be made to cover the cost of the book's replacement.

### **PETS ON SCHOOL GROUNDS**

Pets are not allowed on school grounds unless special permission has been granted by a teacher or the principal. Please be aware that pursuant to Orange County Ordinance 41.46 dogs are not to be on school grounds at any time. If you choose to bring your dog when walking your child to and from school, please wait for your child off school grounds.

## **TRANSPORTATION TO SCHOOL**

Please discuss a safe route to school with your child and plan the route that is best for him/her to travel when walking or riding to school. Students who are transported to school by bus are expected to adhere to the IUSD rules governing bus riders and to conduct themselves in a safe and respectful manner at all times when they are on the bus.

Many parents choose to drive their children to school. It is imperative that drivers adhere to the following rules and the enclosed drop-off and pick-up procedures:

- Drivers are asked to respect the handicapped spaces. Do not park in them or block them in any way, unless you have the appropriate placard.
- Beacon Park has ample curbs for the dropping-off and the picking up of students. Cars may not be parked at those curbs for any length of time. You may use any of the empty spaces in unmarked spaces in school parking lot or on the street and walk your child safely onto school grounds.
- Please provide ample time for dropping off your child before school to alleviate undue stress for you and your child. Adult supervision is provided by Beacon Park staff.

## **BICYCLES, SKATEBOARDS, SCOOTERS, & SKATES**

### *Bicycle Guidelines:*

- **Per IUSD Board Policy 5140, bicycles are allowed for students in grades 3 – 6 only**
- All bicycles **MUST** be parked in the bike rack and **LOCKED**. Students may not share a bicycle lock – only one bicycle per lock!
- Helmets **MUST** be worn by all students riding to and from school
- All bicycles must be walked on school grounds
- Children should never ride two on one bicycle
- Bicycles must be in safe working condition
- Students are not to loiter in or around the bike rack area at any time
- All students riding bikes to and from school must have a permit on record in the school office.
- We suggest that every bicycle be licensed through the Irvine Police Department.

### *Scooter & Skateboard Guidelines:*

**Scooters and skateboards are allowed for students in grade 6-8 only.** This special privilege is extended only to sixth - eighth grade students provided that they adhere to the following three conditions. The privilege can be revoked at any time if these conditions are not met.

- Scooters and Skateboards may not be ridden anywhere on campus at any time
- Helmets must be worn and properly fastened
- Scooters and skateboards must be stored properly in the bike rack or in a designated classroom space, as allowed by the classroom teachers.

*Wheeled Shoes:*

- Roller skates, inline skates, and pop up wheeled shoes (Heely's brand, etc.) may never be worn to or at school.

Violation of these rules will result in loss of privileges. Beacon Park does not assume any responsibility or liability in connection with a child's bicycle, scooter, or skateboard if it becomes lost, stolen or damaged.

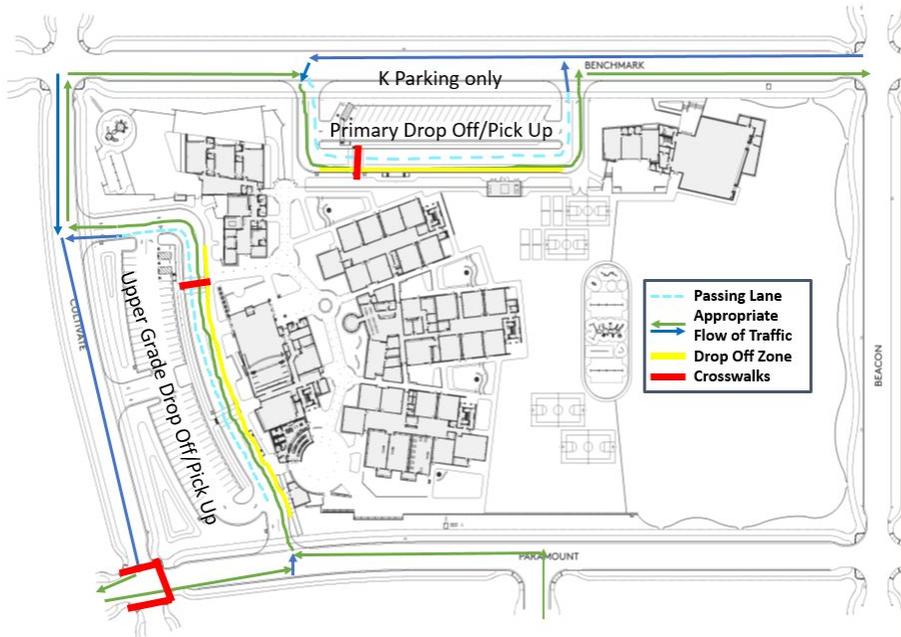
**Please adhere to the drop-off/pick-up procedures described below:**

- **Crosswalk:** The safest legal place to cross Paramount and Cultivate is the crosswalk highlighted in red below. The City of Irvine provides a crossing guard to attend to the safety of pedestrians who utilize this crossing area. Motorists are reminded that it is illegal to enter the crosswalk while the crossing guard is anywhere in the crosswalk.
- **Primary Drop-Off and Pick-Up:** Kindergarten students' parents must park on the street or in the lot and accompany their children to and from the classroom. The green arrows below show the flow of traffic for motorists who are dropping off or picking up primary students (grades 1-3). The yellow area shows where they may be dropped off or picked up along the sidewalk only (please do not allow your child to exit the vehicle while in the passing/exit lane). The aqua lines below denote the appropriate flow of traffic after drop-off or pick-up has taken place. **Please pull all the way forward to drop-off / pick-up students.**
- **Upper Grade Drop-Off and Pick-Up:** The green arrows below show the flow of traffic for motorists who are dropping off or picking up primary students (grades 4-8). The yellow area shows where they may be dropped off or picked up along the sidewalk only (please do not allow your child to exit the vehicle while in the passing/exit lane). The aqua lines below denote the appropriate flow of traffic after drop-off or pick-up has taken place. **Please pull all the way forward to drop-off / pick-up students.**

We are encouraging all students who live in the immediate vicinity to consider utilizing a mode of non-vehicular transportation (walking, bicycling, etc.) to get to and from school. Your cooperation with this request will help to ease the congestion on our streets and in our lots before and after school.

And finally, as a courtesy to the residents of our surrounding neighborhoods, please be considerate in your driving and parking practices. Please be mindful of your speed, observant of existing signage, and refrain from impeding access to or entering a gated neighborhood in which you do not reside. IPD traffic officers will be present occasionally throughout the year to "encourage and reinforce" your compliance and safe driving.

THANK YOU FOR YOUR ANTICIPATED COOPERATION WITH THESE GUIDELINES!



### MEDICATION AT SCHOOL

Any time your child requires medication at school, the medication must be stored in the nurse’s office and administered by school personnel. LEGALLY, the school requires:

- Medication MUST be in the ORIGINAL pharmacy bottle, labeled by the pharmacist
  - The parent MUST sign a consent form (available in the office) prior to any medication being administered.
  - The physician MUST sign a consent form (available in the office) prior to any medication being administered
  - Medication MUST be brought to school by a parent. At no time should medication arrive at school in a lunch box, backpack, Baggie, etc.
  - These regulations also apply to any NON-PRESCRIPTION MEDICATIONS. Non-prescription drugs include aspirin, vitamins, cough syrup, cough drops, ointments, etc.
- Please do not ask school personnel to administer any medications supplied by you until the aforementioned requirements have been met.
  - Please do not ask school personnel to supply your child with medications, as none are available at school.
  - Please do not send your child to school with medications of any kind.

### HEALTH SERVICES

A District nurse will be on campus periodically to complete required screening in vision and hearing. We ask for parent cooperation in keeping your child at home if they are not feeling well. Because of the generosity of our

PTA, our health clerk will be on campus for five days a week, four hours a day. This health clerk, along with the office staff will assist with the illness/injury of children and contact parents to pick up these children who need to go home or see a physician.

Germs spread quickly. If your child tells you that he/she does not feel well, TAKE TIME TO ASSESS ALL THE SYMPTOMS AND CHECK HIS/HER TEMPERATURE BEFORE SENDING YOUR YOUNGSTER TO SCHOOL. We know that a child does not always have a fever when feeling ill, but most often we find ourselves sending home children who do.

## **STUDENT ACCIDENT INSURANCE**

The Irvine Unified School District makes available to parents a low-cost accident insurance for their children. Forms are distributed to parents the first week of school. Additional forms are available in the school office. The desirability of having such a plan is that it can provide additional benefits and coverage if help is needed.

## **PARENT COMMUNICATION**

Our commitment is that we will regularly and thoroughly communicate with parents. This communication will be accomplished through a variety of formally scheduled activities throughout the year:

- Back-to-School Night - During the first month of school, we will hold a formal evening meeting for parents in which you'll listen to a presentation by your child's teacher on the year's program.
- Report Cards - Three times per year, report cards will be issued for all students in grades K-6. Report cards are made available online via the Parent Portal (<https://my.iusd.org/>) at the end of each grading period.
- Parent Conferences - Conferences are scheduled two times per year, in early October and late March.
- The fall conference is intended to identify goals for the student for the year and to review early progress. The spring conference is optional and serves as a follow-up to Goal Setting when necessary. Teachers are always available to schedule an individual meeting to discuss a concern or issue.
- E-mail Blasts, Website ([www.iusdbp.org](http://www.iusdbp.org)) and Flyers (sent home in backpacks).

## **STUDENT BIRTHDAY CELEBRATIONS**

While we appreciate the joy and excitement that accompanies our students' birthdays, we do not allow parents to bring food items to their child's classroom to commemorate their child's special day. Dietary restrictions, food allergies, and the varied nutritional preferences of our parent population require considerable and deliberate coordination of any event involving food, and we cannot facilitate such oversight for every student's birthday. Party favors are seen as more appropriate for a private setting, but if strongly desired, a parent may bring non-food items such as pencils, stickers, stamps, etc. for classmates. A more lasting gesture would be the donation of a Birthday Book to our library. Our library/media clerk has excellent suggestions for choosing an appropriate Birthday Book. A special dedication card will be placed in the book. Then, the book will be shared with your student's class. After that, the book will be placed in the school library as a continuing memory of your child's special day.

## **TELEPHONE USAGE BY STUDENTS**

Unless otherwise directed by a teacher, all cellular phones must be turned off (not just placed on silent mode) and put away during school hours (including recess and lunch). Texting, taking videos, photographs or audio recordings at school is not allowed without prior permission from a teacher or administrator. **Any phone that rings, vibrates or is used during the school day without teacher permission is subject to confiscation and parent pick-up.** Beacon Park does not take responsibility for lost or damaged cell phones.

The phone in the front office may be used by students during the school day for emergency purposes or urgent matters, and used by students after school who are unable to locate or otherwise contact their parent/caregiver. In order to minimize classroom interruptions, we also do not deliver non-emergency phone messages from the office to individual classrooms. We ask that you take care of all after-school arrangements with your child before he/she leaves for school. Your assistance is greatly appreciated.

### **COMPUTER AND INTERNET USE**

To utilize the computers and local area network at Beacon Park, students and their parent are required to annually read and affirm agreement with our Technology Use Agreement. Please discuss school expectations with regard to technology, consequences for misuse of equipment, and the trust and responsibility associated with access to the Internet. Failure to adhere to this contract may result in disciplinary action and restricted use of technology while at school.

- Computers are to be used solely for academic use.
- Games, downloads, and personal email are not allowed at school.
- All Internet sites must be school appropriate.

Students who bring a personal e-reader device must have teacher permission and abide by Beacon Park Policy for Portable Reading Devices.

### **HONESTY POLICY**

Honesty is a moral quality highly valued by the Irvine Unified School District. Though opportunities exist for students to be less than totally honest, dishonesty and cheating is to be abhorred in all its forms – plagiarism, record tampering, cheating on exams, copying homework. The school and the professional staff at all levels shall assume responsibility for developing a climate clearly espousing honesty. School practices shall be designed to reward honest behavior, discourage dishonest behavior, take reasonable preventative measures, and protect the rights of the majority of students who are consistently honest. Promoting honest behavior is a responsibility shared by the school and the home. The school will work with parents in the development of school practices and in the resolution of individual student situations.

### **PERSONAL PROPERTY**

Personal items such as radios, walkmans, electronic games, iPods, toys, playground equipment, and items that cause distraction are not permitted on campus at all. If a school activity requires that such an item needs to be brought to school, a teacher's prior approval is necessary. If a student brings any of these items to school without permission, the item will be confiscated and held in the office until the parent claims it.

Under no circumstances are alcohol, drugs, drug paraphernalia, knives, guns, replica guns, or other weapons permitted on campus. Students in possession of the above items will be suspended and/or expelled from school.

## **STUDENT DRESS CODE**

Students are not allowed to wear any items to school that may be deemed inappropriate, unsafe, or disruptive to the educational process:

- Pants or shorts must be the proper size. Short skirts or shorts for girls must be longer than 14" from waist, fitting securely at the waist above the hip bone. Any clothing that prohibits students from participating in all activities of the educational program, including P.E., should not be worn at school. Examples are:
- Sandals, platforms, heels, sling-type shoes, Heelys (and similar products), or jellies are considered unsafe and not allowed. Tennis shoes are the ideal shoe for play and exercise.
- Dangling earrings are dangerous and are not appropriate school attire
- Students should not wear shirts or tops that contain offensive or obscene symbols that promote alcohol, tobacco, drugs, gangs, tagging, violence, or that degrade any gender, cultural or ethical values. Spaghetti straps and halter tops are not appropriate. Tank top straps must be 1.5 inches in width.
- Any article of clothing that does not cover the mid-section or undergarments (boxers, bra straps, etc.) are not appropriate for school.
- Excessive make-up, unnatural hair colors or extreme hairstyles are not allowed at school.
- Hats and hoods may be worn outside for protection but should not be worn indoors.
- Staff members monitor our school dress policy. Parents are contacted when students violate our dress policy. Inappropriately dressed students will be asked to phone their parents for a change of clothes.

## **PHYSICAL EDUCATION**

A co educational instructional program is designed to encourage lifetime involvement in physical activity. Basic knowledge and skill acquisition in a variety of individual and team sports and activities are presented with an emphasis on FUN, FITNESS, and SPORTSMANSHIP. Proper athletic shoes and clothing that allows for full participation are required. A parent note is required to excuse a student from PE activities and a doctor's note is required after three consecutive days of absence from activity.

### **Beacon Park's Positive Behavior System: ROAR**

What is SWPBIS?

SWPBIS stands for School-Wide Positive Behavioral Interventions & Supports. In short, it is a systems approach, used in schools across the nation, for establishing the social culture and individualized behavior supports needed for schools to be effective learning environments for all students. The system focus is clearly defined behavior expectations and positive reinforcement for all students.

Why do Beacon Park students and staff need SWPBIS?

Beacon Park staff wants to create a sense of unity and pride amongst the students at Beacon Park. The system will enable Beacon Park staff to consistently promote, teach, and maintain appropriate student behavior.

What are the Bengal Behavior expectations for students?

<b>R</b>	Respectful Choices
<b>O</b>	Own Your Actions
<b>A</b>	Act Safely
<b>R</b>	Respond With Integrity

How will students learn the Bengal Behavior expectations?

During the first week of school, the entire staff will conduct a “kick-off” for the SWPBIS system by walking the students through the different areas of the campus where they will review expectations, demonstrate appropriate behavior, and role play making positive choices. Every student will have opportunities to earn ROAR tickets from each setting verifying that they have learned the Bengal Behavior expectations and what they look like in that area.

**How does the program reinforce positive behavior?**

Beacon Park staff has worked diligently to develop meaningful and fun incentives for our students. Students are awarded and recognized on a monthly basis for success in adhering to these expectations. In addition, students will have an opportunity to earn ROAR tickets throughout the school day from any staff member that observes the student behaving according to Bengal Behavior expectations. The staff has come up with many incentives that will appeal to students and students will have an opportunity to place each ticket in a raffle box for an opportunity that he/she desires.

**What happens if my child has a behavior problem at school?**

Office Referral Forms will be given to students for minor and major behaviors inside and outside the classroom. The minor citation serves as a warning that the behavior choice was inappropriate. We hope you will take the opportunity to discuss Bengal Behavior expectations with your child and return the signed copy to your child’s teacher indicating that you received notification of the behavior. Major referrals are given when a student displays major behaviors anywhere on campus. These referrals are reviewed and/or issued by the principal.

All students are encouraged to behave appropriately by means of positive reinforcement; however, those students who continue to exhibit the following behavior problems may be referred to the office.

Students may be referred to the office for the following behaviors:

- Fighting or aggressive physical contact/weapons possession
- Chronic minor infractions
- Physical or verbal threats

- Harassment of student or teacher
- Truancy/Cut class
- Smoking
- Vandalism
- Alcohol/Drug
- Gambling
- Dress code
- Leaving school grounds without permission
- Foul language at students/staff

A referral to the office may result in one or more of the following actions:

- Parent involvement
- Detention
- Performance of school service
- Loss of privileges
- Referral to counselor
- Schedule change
- Parental escort of student to class
- Referral to local police
- Transfer to another school

Playground game rules are taught and reviewed throughout the school year, and are available in student planners and on our website. Students are held responsible for learning and following these rules.

### **Suspension and Expulsion**

The Irvine Unified School District enforces a Policy of ZERO TOLERANCE. The following violations will result in immediate suspension and a determination of further action that may result in expulsion proceedings:

- Serious physical injury or harassment toward others
- Possession of any firearm (including replicas), knives, explosives or other dangerous objects
- Possession, use, sale, or supplying of controlled substance or under the influence of any controlled substance, alcoholic beverage, or intoxicant
- Possession, offer, arranged or negotiated sell of drug paraphernalia
- Committed or attempted to commit robbery or extortion
- Assault or battery upon any school employee
- Caused or attempted to cause damage to school or private property
- Stolen or attempt to steal school or private property
- Knowingly received stolen school or private property
- Possession or use of tobacco or tobacco products
- Commit an obscene act or engaged in habitual profanity or vulgarity

Any of the above cited acts occurring to or from school, at school, or at a school activity may lead to suspension and/or expulsion.

### **EXPECTED POSITIVE CITIZENSHIP**

It is expected that students behave appropriately in and out of the classroom. Creating a safe learning environment is our top priority. Students who create an unsafe environment for themselves or others, or interfere with the learning process will face disciplinary action. Interventions are in place to assist students in making positive choices.

We expect parents to be the first teachers and role models for positive behavior. Board Policy addresses expectations for parents and their behavior on campus in the [IUSD Civility Policy](#):

*...This policy promotes mutual respect, civility, and orderly conduct among district employees, parents, and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free workplace for our students and staff. In the interest of presenting district employees as positive role models to the students of this district as well as the community, the Irvine Unified School District encourages positive communication and discourages volatile, hostile, or aggressive behavior.*

### **Lunch Area Expectations for K-8**

All students are expected to use proper manners when eating their lunch. This includes being courteous to students and adults. It also means that throwing or any other misuse of food/drinks is not allowed. STUDENTS ARE RESPONSIBLE FOR THEIR OWN TRASH! Students are expected to walk in the lunch area, not run. Food is only permitted in the lunch area.

## **PLAYGROUND RULES**

### **GAME & EQUIPMENT RULES**

#### **GENERAL RULES**

- Respect school property and private property.
- Use equipment appropriately and safely.
- Leave all toys, games, and personal items at home.
- Students will use appropriate language at all times.
- Hitting, kicking, wrestling, roughhousing, play fighting, and unsafe play are not allowed.
- Students must not go beyond boundary lines.
- Students must have a pass to be in the building or any classroom during recess or lunch periods.
- No one can be excluded from any game unless permission has been granted by the playground supervisors.
- Students are allowed to make positive comments only to peers (no put-downs).
- Saving places in line is not permitted.
- Disputes are resolved by a vote of all participating players.
- Chase or tag games are only allowed on the grass.
- Students are expected to walk on the blacktop.
- Do not climb on fences or trees.
- Do not hit balls against buildings or classrooms.
- No standing on or in the planters.

- All snacks must be eaten at the lunch tables only.
- Students must remain at the lunch tables until they are dismissed.

### **SWINGS**

- Sit correctly
- Swing in one direction
- Keep swing in correct position
- Count for your turn (to 30) if no open swing

### **PLAY APPARATUS (BIG TOY)**

- Use safely
- Read and follow the rules posted
- Play smart: no jumping off the top bars

### **SCHOOL SOCCER**

- Avoid rough play
- Know and follow rules
- Let everyone play – arrange even teams

### **SCHOOL BASKETBALL**

- Avoid rough play and personal fouls
- Know and follow rules
- Let everyone play – arrange even teams

### **SCHOOL FOOTBALL**

- Avoid rough play
- Play two-hand touch – no tackle
- Know and follow rules
- Let everyone play – arrange even teams

### **TAG**

- Play only on the grass
- Avoid rough play

### **PLAYGROUND PROBLEM SOLVING:**

1. Take turns. Share.
2. Ignore it. Walk away.
3. Say, "I'm sorry."
4. Do something else.
5. Talk it over. Listen.

### **ASK A CAMPUS SUPERVISOR FOR ASSISTANCE AND THEY WILL:**

1. Listen to the problem
2. Make suggestions

3. Help reach agreements on how to handle the problem
4. Record and report

## COURT RULES

### Handball

- Maximum of 4 players on the court at a time.
- Serves must bounce within the white lines of the handball court and hit the wall.
- The winner serves.
- The server may have no more than two serves/attempts to put the ball in play inside the white lines.
- When serving, the ball must hit the ground and handball wall first before opponent may hit/return the ball.
- When in doubt, ALL players vote. If voted out you must leave.
- No one may interfere with the game or the person serving.
- No cuts, saving places or spot backs.
- Do not stand or sit against the board when others are playing.
- Do not run across the court while a game is in progress.
- If ball misses or goes over the wall you are out.
- Players must use hands to hit the ball.
- Side courts are out.

### Pickleball

#### *Serve*

- A player must serve with one foot behind the back line, hitting the ball with an underhanded motion (the paddle must pass below the player's waist).
- When serving, you need to serve the ball diagonally across the net and it must clear the non-volley area.
- Only one service attempt is allowed.
- In the case of a let serve (when the ball hits the net and still goes into the correct service area) the serve is repeated.
- In doubles, at the start of a new game the first team to serve is allowed only one fault before the serve is turned over to their opponent.
- After the first serve, members of each team will serve and fault before the ball is turned over to the opponent.
- The player in the right hand court will always start the serve.

#### *Fault*

A fault can be:

- hitting the ball out of bounds
- a ball not clearing the net
- stepping into the non-volley area and volleying a ball (A player may only step into the non-volley area if a bounced ball has brought him/her into the non-volley area.)
- volleying the ball before the double bounce rule has occurred.

#### *Double Bounce Rule*

- Each team must play their first shot off of the bounce. That is, the receiving team must let the serve bounce, and the serving team must let the return of serve bounce before playing it.
- After the two bounces have occurred, the ball can be volleyed or played off the bounce.

### *Volley*

- A volley is to hit the ball in the air without first letting it bounce.
- All volleying must be done with the player's feet behind the non-volley zone line.
- It is a fault if the player steps over the line on his volley follow through.

### *Scoring*

- A team can score a point only when serving.
- A player who is serving shall continue to serve until a fault is made by their team.
- The game is played to 11 points and a team must win by two.

### *Doubles Play*

- The player in the right hand court (facing the net player on the right side) always serves first.
- The serve should be diagonally across the court to the receiver in the opposite right hand court.
- After complying with the double bounce rule the ball can be volleyed or played off of the bounce until a fault is made.
- When the serving team makes its first fault, players will stay in the same court and the second partner will then serve.
- When they make their second fault they will stay in the same courts and turn the ball over to the other team.
- Players switch courts only after scoring.
- A ball landing on the line is good.

### *Singles Play*

- All rules of doubles apply except: when playing singles each player serves from the right hand court when their score is 0 or even, and from the left hand court when their score is an odd number.

### **Tetherball**

- Players choose which half of the court is theirs.
- Players may only stay within their boundaries, or they are out.
- No touching rope or pushing up rope on the pole at any time.
- Do a clean hit only – no holding the ball after serve or rope throws.
- No hanging or sitting on tetherball, or climbing pole.
- When in doubt, ALL players vote. If voted out you must leave.
- No cuts or saving places in line.

### **Four Square**

- Ball must bounce before person plays it.
- If there is interference from outside, re-serve game.
- Ball must be hit with hands. You can use one or both hands.
- When in doubt, ALL players vote. If you are voted out you must leave.
- Liners are in.

- Play starts with a serve from the corner of “A” square.
- A new player joining the game should start in the “D” square.
- Players rotate from squares D to C to B to A as individuals get “out.”

### **Two-Touch**

- Players may select to play by “elimination or lines.”
- Each player is to receive two touches prior to ball hitting the wall.
- Do not interfere with the ball if it is not your turn.
- If the ball accidentally touches a player it does not count as a touch.
- Side courts or “skims” are out.
- Player is out if the ball goes over the top of the court.

### **DISASTER PREPAREDNESS**

At Beacon Park, we are constantly concerned for the safety and welfare of each of our students. We hold regular drills to teach children the appropriate way to safely exit the building in the event of a fire, to “duck and cover” in the event of an earthquake, and to respond to our “Secure the School” drill. The school is fully equipped with supplies for both First Aid and search and rescue through donations.

In addition, many of our staff members are trained in First Aid and CPR. Our school staff is prepared to deal with a major emergency and to provide for the physical and emotional needs of students while they are under our supervision as well as their orderly and safe release.

To assist us in this effort, we require parents to do the following:

- Please see Beacon Park PTA website (<http://www.beaconparkpta.org/>) for information regarding donations for disaster supplies and follow their instructions/suggestions, which were established in conjunction with BP staff.
- Carefully submit and regularly update the names and phone numbers of approved contacts via the Parent Portal ( <https://myiusd.org> ). Remember, in the event of a disaster, access to students will be carefully controlled so that we may account for every child. Students will be released ONLY to adults designated on their emergency data. All adults must check in at the designated student- release areas (near lunch area and back of field) to pick up and sign out students.

### **ZERO TOLERANCE (IUSD Board Policy)**

We enforce a policy of Zero Tolerance, which means that the following violations will result in immediate SUSPENSION or EXPULSION from the Irvine Unified School District.

- o Possession of a firearm
- o Brandishing a knife
- o Sale of Controlled Substance
- o Committed or attempted to commit a sexual assault

In addition, the following violations will result in immediate SUSPENSION and a determination of further action that may result in EXPULSION proceedings.

- o Serious physical injury to others
- o Possession of knives, explosives or other dangerous objects o Possession of controlled substance
- o Robbery or extortion
- o Assault or battery upon any school employee

### **Sexual Harassment – Students (IUSD Board Policy 5145.7)**

The Board of Education is committed to maintaining a learning environment free from harassment, intimidation or insult, student-to-student or adult-to-student, on the basis of an individual's actual or perceived sex, sexual orientation, gender, gender expression. Positive action will be taken when necessary to eliminate such practices or remedy their effects.

Sexual harassment, as defined and otherwise prohibited by state and federal statutes, constitutes an unlawful form of sex discrimination in violation of Title IX of the Education Amendments Act of 1972 and Title VII of the Civil Rights Act of 1964. In addition, sexual harassment constitutes violation of the California Education Code, regulations of the State Board of Education, and District Policy. As such, sexual harassment may constitute just cause for discipline pursuant to applicable Education Code Sections.

The following persons have been designated to handle inquiries and complaints regarding the sexual harassment policy:

Beacon Park School: Bob Curley, 200 Cultivate, phone # 949-936-8405

District Office: Title IX Coordinator – Keith Tuominen, Director, Secondary Education, 5050 Barranca Pkwy, Irvine, CA 92604, (949)936-5047.

### **Nondiscrimination Statement**

The Irvine Unified School District is committed to equal opportunity for all individuals in education. District programs and activities including membership in student clubs shall be free from discrimination based on race, color, ancestry, nationality, ethnic group identification, age, religion, actual or potential parental, family, or marital status, or the exclusion of any person because of pregnancy or related conditions, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

The District does not discriminate in enrollment in or access to any of the activities and programs available. Admission to these programs is based on age appropriateness, class space, interest, aptitude, and prerequisite coursework where applicable. The lack of English skills shall not be a barrier to admission to or participation in the District's activities and programs. The Irvine Unified School District also does not discriminate in its hiring or employment practices.

