

Waterville Middle/High School

Parent/Student Handbook

2011-2012



Home of the Shockers!

**Waterville School District
200 East Birch Street
Waterville, WA 98858
(509) 745-8583
www.waterville.wednet.edu**

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Welcome to the 2011-2012 School Year!

Waterville School is a place I am proud to be a part of for so many reasons. Our students are the best around. They are respectful, motivated and hard working. Our staff is committed to student achievement and growth. Our leaders are thoughtful and dedicated. Our parents are generous with their time and energy and invested in our school’s success. Our community is involved and supportive. Waterville school is growing and improving every day, and I hope you will join us as we help our students reach and surpass all of their goals each and every day. Let’s all show our Shocker Pride!

Tabatha Mires
Dean of Students
Waterville Junior/Senior High

School Facts

School Colors: Crimson and Gray
School Mascot: Shocker
Student Enrollment: Approximately 260 K-12 Students
Participant in NCW “B” League

Contact Information

Waterville School encourages all students and parents to contact us with concerns, ideas or questions. The best way to stay up to date and to find contact information is through our website: **www.waterville.wednet.edu**. There you can find staff emails and other contact information. You can also reach the high school office by phone at 745-8583.

School Fees

ASB Card Grades 9-12 = \$20
ASB Card Grades 7-8 = \$15
Breakfast: \$1.25
Lunch: \$2.00

2011-2012 Bell Schedule

1 st Period	8:00 – 8:50
2 nd Period	8:54 – 9:44
3 rd Period	9:48 – 10:38
4 th Period	10:42 – 11:32
Junior/Senior High Lunch	11:32 – 12:06
5 th Period	12:10 – 1:00
6 th Period	1:04 – 1:54
7 th Period	1:58 – 2:48

GRADUATION REQUIREMENTS

Students are required to earn a minimum number of credits based on their graduation year to graduate from Waterville High School. Board Policy #2410 addresses the issues of

transfer credits, home school credits, etc. **Students are not allowed to participate in graduation ceremonies unless they meet all requirements.**

Course	Credits needed at WHS	Credits needed at most 4 year colleges
English	4	4
Mathematics	3	4
Science	2	3
Health/Physical Education	2	2
Contemporary World Problems	1	1
US History	1	1
World History	1	1
Washington State History/Government	½ credit	½ credit
Occupational Education (CTE)	1	1
Fine, visual or performing arts	1	1
World Language		2
Electives	Vary depending on graduation year	

Class of 2012 23 credits

Class of 2013 24 credits

Class of 2014 26 credits

Class of 2015 and beyond 26.5 credits

Potential College Bound Schedule:

9 th Grade	Freshman English, Algebra, 9 th Science, PE, Western Civilizations, 2 Electives
10 th Grade	Sophomore English, Geometry, Biology, PE, AP World History, 2 Electives
11 th Grade	AP English I, Algebra II, Chemistry/Physics, US History, Spanish I, 2 Electives
12 th Grade	AP English II, PreCalculus, Chemistry/Physics, Contemporary World Problems, Spanish II, 2 Electives

Other Graduation Requirements

1. 60 Hours of approved community service (15 hours per year)
2. Completion and presentation of culminating project presentation

3. High School and beyond plan (Advisory Binder)
4. Certificate of Academic Achievement
 - a. Passage of Reading and Writing state tests (WASL or HSPE)
 - b. Passage of end of course Math exams beginning in 2012 or successful enrollment and completion of approved math courses

GRADING POLICIES/PROCEDURES

Syllabus:

Teachers will identify the criteria used for determining grades in their individual syllabi. Please contact your child's teacher if you have any questions.

Monitoring Your Student's Progress:

Student grades, attendance and lunch account information are available on-line via the **Parent Access link found at www.waterville.wednet.edu on the Waterville School Homepage**. If you do not have your password to access this program or have forgotten your password, please call 745-8583. Please refer to the school calendar for quarter end dates. Report cards will be mailed about 1 week after the end of each grading period.

Categories of Academic Achievement:

- **"4.0"** Students must earn all "A" grades with no "I" or "W." for the grading period
- **Principal's List:** Students must earn **3.5 GPA or above** and not have any D, F, I or W for the grading period.
- **Honor Roll:** Students must earn at least a **3.0-3.4 GPA** for the grading period.

Guidance Services/College and Career Planning

- **Mr. Van Winkle** provides assistance to students with such concerns as suitable course selections, vocational choices, schedule changes, personal issues, college information, scholarship applications and other issues which might be more suitably solved through discussion with a concerned adult. Please sign up for an appointment with Ms. Milbrandt in the high school office if you would like to make an appointment to see Mr. VanWinkle.
- **Mrs. Ruud** is here on Tuesdays/Thursdays to help with college applications, scholarships, career planning, and financial aid.
- **Wenatchee Valley College Counselors** will help students who choose to enroll in Running Start to meet graduation requirements. Please contact the college for further questions about Running Start. Running Start students **must** coordinate with Mr. VanWinkle and college counselors to graduate from Waterville High School and be successful at Running Start.
- **Advisory Teachers** are assigned to each student. Advisory teachers help students monitor academic progress and prepare for the world beyond Waterville High School. Advisories will meet at 8:00 am on Monday mornings. Monday bell schedule will be:

Advisory	8:00 – 8:36
1 st Period	8:40 – 9:20
2 nd Period	9:24 – 10:04
3 rd Period	10:08 – 10:48
4 th Period	10:52 – 11:32
Junior/Senior High Lunch	11:32 – 12:06
5 th Period	12:10 – 1:00
6 th Period	1:04 – 1:54
7 th Period	1:58 – 2:48

Advisory teachers are:

7 th Grade Advisors	Chris Hill, Gary Brown
8 th Grade Advisors	Kelly Hinderer, Mike Gray
9 th Grade Advisors	Edward Worthen, Damian Smith
10 th Grade Advisors	Dan Lopez, Lucy Zychek
11 th Grade Advisors	Kim Landon, Jody Flaget
12 th Grade Advisors	Yvonne VanWinkle, Jin Zhu, Will Chisholm

CO-CURRICULAR ACTIVITIES

Students are encouraged to get involved in co-curricular offerings. Research shows that students involved in programs outside the school day perform better in school. To participate in co-curricular activities students must meet the following criteria:

- **Activity and Club members must abide by the Co-curricular Activity Code. For details, see Activity Policy in the Appendix of this handbook.**
- **Purchase a current ASB Card.** The ASB card provides the following:
 1. The right to participate in sports/cheerleading/ and activities.
 2. Admission to home athletic contests.
 3. Reduced student rates on admission at away games.
- **Meet requirements for the individual sport or club including possible dues, physicals, completion of forms, etc.**

The following extra- curricular programs are offered at WHS:

ASB (Associated Student Body):

President:

Marcel Chambers

Vice President:

Mitchell Clements

Secretary:

Briana Hinderer

Assistant Secretary

Hanna Clements

Treasurer:

Garrett Thomsen

Assistant Treasurer:

Alexandria Landon

Communications Director

Chandler Ruud

School Board Representative:

Zakkary Kruger

(High School ASB Board Elections are held in the spring and class representative elections are held each fall. The Junior High ASB Board and class representative elections are held in the fall.

Clubs and Groups

- TATU – Mr. Lopez
- Knowledge Bowl –
- National Honor Society – Mrs. VanWinkle
- Math is Cool – Mrs. Landon
- Athletics – Mr. Gray (AD)

Fall Sports	Junior High Tackle Football Junior High Girls Basketball High School Tackle Football High School Volleyball High School Cheerleading
Winter Sports	Junior High Boys Basketball Junior High Volleyball High School Boys Basketball High School Girls Basketball High School Cheerleading
Spring Sports	Junior High Track Junior High Baseball Junior High Fast Pitch Softball High School Track High School Golf High School Baseball High School Fast Pitch Softball

GENERAL SCHOOL POLICIES/PROCEDURES

Accidents:

Student and adults must report every accident to the staff member in charge.

Lockers:

Upon enrollment, each student may be issued a locker. Students are expected to keep belongings in their own lockers, and report locker problems to the office. The lockers are the property of the school district. School authorities have the right and obligation to check lockers for the safety, welfare, and protection of students on school property. Lockers should be kept neat and clean. Students will be required to check out of their assigned locker at the end of the year.

We discourage students from bringing valuables to school. Students are responsible for their personal property and any valuables that are brought to school should be kept in the students' LOCKED locker.

Insurance:

Insurance is available for students in our school. Insurance is mandatory for participation in athletics. Please see the high school office for more information.

Medications:

Any medication that students bring to school without obtaining authorization from the school nurse is considered unauthorized. Students who bring unauthorized medications to school face disciplinary action. Please see our school nurse, Mrs. Riley, if you have questions about this policy.

Parent-Staff Communication:

When issues concerning your child arise, we urge you to follow proper communication protocol. First, parent/guardians should speak with the teacher involved. Email communication with staff can be found at www.waterville.wednet.edu under “Staff Directory”. If resolution is not found, parents may request a meeting with the principal. Please see the school website for a more complete communication protocol description if you have additional questions.

Telephone Usage:

If you need to contact your student during the school day, we ask that you use the school number (745-8583) or call them on their cell phone before or after school. . Students are not allowed to use their cell phones during class/instructional time. In the case of an emergency please call the school office.

Visitors:

Parents and community members are welcome but we require that you obtain a visitor pass at the office. Student visitors, please obtain prior approval from Mrs. Mires in the office.

ATTENDANCE POLICY/PROCEDURES

Attendance Policy:

We strongly encourage parents to ensure their students are attending school and participating fully.

Excused absences include:

- Illness
- Appointments
- Family emergencies
- Religious reasons
- Pre-arranged absences
- School Related activities with prior absence notification

Teachers have individual attendance policies that are outlined in their course syllabi. Class participation, class discussions, explanations, lectures, and other classroom activities are sometimes difficult or impossible to make up; therefore, teachers may figure this into their grading systems. The policies may include grade deduction for excessive tardies and/or absences. It is the student's responsibility to contact teachers about make-up work and complete all work within the established policy of one (1) day for each day of class missed, when the absence is excused and not pre-planned. Our absence policy includes the option for a teacher to withhold credit if a student has 12 absences during a semester. The school retains the right to question excused absences if they become a detriment to a student's success. After 20 absences (excused or unexcused), Waterville School District will file a truancy petition with the court. Students who show a pattern of poor attendance will be placed on an attendance contract in an attempt to improve the student's success and attendance.

- **We require that parents notify us about excused absences the day of the absence or within 24 hours** by one of the following methods:
 - Note or doctor/dental office slip
 - Phone call or voice mail to (509) 745 8583
 - Email to cmilbrandt@waterville.wednet.edu
 - Fax to (509) 745-9073

Upon returning to school, students must report to the office for an admit slip NO LATER THAN 7:50 A.M.

If notification of absence is not received within one school day, the absence will be recorded as unexcused and the student will serve 1 hour of detention.

Truancy may be defined as any of the following:

- Leaving school without signing out of the office
 - Being absent from school without permission
 - Being absent from class without permission
 - Obtaining a pass to go to a certain place and not going there
 - Become ill and going home or staying in the restroom instead of reporting to the office or class
 - Going home for lunch and staying there without having prior parent/guardian approval
 - Coming to school but not attending classes
 - Failing to attend a school assembly or event
-
- **After one unexcused absence or truancy, we notify parents.** An absence is marked unexcused for two reasons:
 - The office does not receive proper notice from a parent/guardian stating the reason for the absence on or before the first day the student is back in school; and/or
 - If a student is absent for any other reason than those stated in the section above.

A student's grade may be affected since work missed during an unexcused absence may not be made up.

- **After five (5) unexcused absences and/or truancies in one month or ten (10) in one year, we will file a truancy petition with the court.**
- **Excessive tardies** will also result in the filing of a truancy petition. A tardy is considered to be arriving in a class less than 10 minutes late. After 10 minutes, the student is considered absent and must check into the office for an admit slip prior to going to class:
 - Students will be assigned 30 minutes of detention per tardy. The detention will be served before or after school in the high school office. If the pattern of tardies continues, this detention time will be increase to 1 hour per tardy.
 - Parents will be notified at each tardy and detention received.

Please help us by contacting the school immediately when your student is missing school for any reason.

Pre-arranged Absences:

Parental-approved activities which involve absences from school or school activities and students missing school hours should be prearranged. The process for students includes:

- Pick up a “Pre-excused Absence” form from the high school office.
- Take the form to each teacher. Teachers will sign if they approve of the absence and record the assignments the student is responsible for completing **prior** to returning to school.
- Students will use the signed form as evidence of teacher approval for the trip. This form will be shown, signed, to the school chaperone if the absence is a school activity prior to being allowed to attend the field trip. In cases of family trips, the student should show the form to their family. This will allow the family to ensure the student completes all homework prior to their return from the trip. The student should keep the form to allow him/her to complete missed class work.

Activities/Sports Attendance Requirements:

Students must be in school the full day (not including tardies), have a pre-arranged absence, or return with a doctor's or other medical professional's note, if they are to participate in either practice or contests or activities. *Principal and/or athletic director can override this rule based on emergency, extenuating circumstances.*

Leaving Class or School Early:

If a student needs to leave campus early, the parent or guardian must give written or verbal permission to the office before the student may be excused to leave.

Lunch:

Waterville School maintains an open campus for students in grades 9-12 during lunch. Students in grades 7 and 8 are required to remain on campus during lunchtime. Junior high students may earn open campus privileges during the year through demonstrating excellent behavior, responsibility and maturity. Leaving campus during lunch is a privilege that can be revoked at the discretion of the principal.

Driving during lunch is also a special privilege for our students and will be immediately revoked for the remainder of the school year if students are abusing this privilege. Students may not transport anyone other than a family member in their vehicle during lunch time.

WATERVILLE MIDDLE/HIGH SCHOOL HONOR CODE

It is imperative that a safe and orderly environment exists to promote learning at Waterville Middle/High School. The expectations included in this handbook are intended to guide not just everyday classroom behavior but also to guide student behavior when students are representing our school in a school sanctioned event, whether that be a field trip, a summer camp, or a contest. Waterville uses a model that incorporates:

- clear expectations with staff outlining those expectations,
- respectful prompting of students when they do not meet the expectations,
- removing students from the classroom or situation when inappropriate behaviors continue
- principal referrals when appropriate

Category I Violations

1. Truancy/unexcused absences – Absences without parent notification
2. Tardiness
3. Closed Campus Violations
4. Fabrication, plagiarizing, duplicating work and cheating (student/internet source 1 day ISS; teacher source including answer book 3 days ISS)
5. Violation of electronic device policy – cell phones, iPods, laptops and video cameras are not be used during school hours, excluding lunch, unless they are required for specific classes and have been preapproved by teacher and administration. **These items are never to be in the locker rooms and will be confiscated and never allowed back in the school if used in locker rooms.**
6. Inappropriate public display of affection – physical contact other than handholding or friendly hugs
7. Dress code violations
 - a. No head coverings/sunglasses
 - b. Keep chest, midriff and back covered at all times
 - c. Shoulder straps three fingers in width
 - d. No exposed undergarments
 - e. Mid thigh length shorts and skirts (when seated)
 - f. No gang attire
 - g. No inappropriate designs
 - h. No pajamas, pajama like clothing or slippers

- i. No sagging
- 8. Inappropriate language
- 9. Disruptive conduct - Any behavior that causes disorder or turmoil on school premises, at school sponsored function or during transport of students
- 10. Violation of building rules and common area expectation
- 11. Driving violations
- 12. Nonproductive behavior

Corrective Action depending on the severity of the violation:

- 1. Parent notification
- 2. Detention/ school beautification
- 3. In-school suspension (up to 3 days)/ school beautification
- 4. In-school suspension (up to 5 days)
- 5. Short-term suspension (up to 5 days)
- 6. Short –term suspension (up to 10 days)
- 7. Long-term suspension (11-90 days)
- 8. Expulsion

Category II Violations

- 1. Defiance or disobedience of reasonable instructions (first offense)
- 2. Harassment/bullying – (Please see bullying/harassment policy in the Appendix of this handbook.)
- 3. Vandalism
- 4. Fighting
- 5. Chronic violations of category I violations
- 6. Inappropriate use of computers or network (first offense will result in 2 weeks of loss of network privileges, 2nd will result in one semester loss) - Please see Network/Internet Policy in appendix

Corrective Action depending on the severity of the violation:

- 1. Parent notification
- 2. In-school suspension (up to 3 days)/ school beautification
- 3. In-school suspension (up to 5 days)
- 4. Short-term suspension (up to 5 days)
- 5. Short-term suspension (up to 10 days)
- 6. Long-term suspension (11-90 days)
- 7. Expulsion

Category III Violations (*Violations in this category may result in a referral to law enforcement.*)

- 1. Assault of another student, staff, or other person – An unlawful beating or other wrongful physical violence inflicted on another. (First offense – minimum three (3) days Out of School Suspension)
- 2. Bullying/Harassment/Sexual Harassment or egregious verbal threat – Any malicious act intended to substantially harm the physical or mental health of another; including the use of e-mail, websites, text messages or other technology to bully or harass. *Ongoing offenses may result in a formal complaint being filed against the student.*

3. Extortion – to use a threat to obtain money or other property belonging to another
4. Weapons – (Please see Weapon Free School Policy in Appendix)
5. Bomb threat
6. Arson
7. Theft – stealing
8. Tobacco – student use or possession on school grounds or during school hours (First offense – three (3) days OSS)
9. Drugs/alcohol - use, possession or sale of illegal substances to include inhalants and any paraphernalia
 - a. Emergency expulsion, followed by long term suspension (remainder of the semester not to exceed 90 days which ever is greater, subject to the limitations of WAC 180-40-260(5))
 - b. Long term suspension may be reduced to a short term suspension if the student provides evidence of having scheduled (within 48 hours) a drug assessment and having complied with all health care recommendations and may be accompanied by behavioral contracting
 - c. Failure to complete alternatives to suspension and health care recommendations shall be grounds for reinstating the original sanctions
10. Possession of a firearm on school grounds (Mandatory minimum of one year’s expulsion). Any elementary or secondary school student who is determined to have carried a firearm onto, or to have possessed a firearm on, public elementary or secondary school premises, public school-provided transportation, or areas of facilities while being used exclusively by public schools, shall be expelled from school for not less than one year under RCW 28A.600.010 with notification of parents and law enforcement.
11. Destruction of property
12. Alteration of records
13. Commission of any other criminal act as defined by law

Corrective Action in addition to parent notification depending on the severity of the violation:

1. Short-term suspension
2. Long-term suspension
3. Expulsion

Every attempt will be made to notify the parent prior to law enforcement involvement; however, in the event that the safety of the students, staff, community or facility is compromised, law enforcement will take action.

In all discipline cases, a student and his/her parents are entitled to their due process right as outlined in School Board policy and state law.

GLOSSARY OF DISCIPLINE TERMS

After School/Before School Detention

If a student is referred to the office, he or she will be assigned a minimum 30 minute after or before school detention by the principal. There may be a school beautification component to this detention. Parents will be notified. If a student does not serve their assigned detention time, detention time will be doubled.

School Beautification Consequence

This discipline option is available to staff if appropriate. Parents will be notified.

Saturday School

This is a Saturday detention for 4 hours from 8 am to noon. Parents will be notified and will be expected to deliver the student to and pick the student up after Saturday School.

In House Suspension

This is a short term suspension for up to 3 days. Students will report to the ISS room (high school office) and spend school hours in the ISS room doing required school work. Supervision is by the high school principal and high school secretary. Cell phones will be checked at the office and given back to the student at the completion of their ISS time.

Short-term Suspension:

This is an out of school suspension for up to 10 school days. Students have the right to appeal to the principal and then, if not satisfied, to the superintendent. Students must continue the suspension during the appeal process. Students are not allowed on school grounds to participate in or attend school activities during the time of suspension

Long-term Suspension:

This is an out of school suspension for more than 10 days, but not more than one semester. Appeals must be filed to the Superintendent's office in writing within three school days. Students are not allowed on school grounds to participate in or attend school activities during the time of suspension

Emergency Expulsion:

This is imposed when a student's presence poses an immediate and continuing danger to himself/herself or others, or is an immediate or continuing threat of substantial disruption of the educational process. Appeals must be filed, in writing, to the Superintendent's office within 10 school days. Emergency expulsions can be converted into short-term suspensions, long-term suspensions, or expulsions. Students are not allowed on school grounds to participate in or attend school activities during the time of expulsion.

APPENDIX TO THE WATERVILLE MIDDLE/HIGH SCHOOL HANDBOOK

Policy No. 3207

Students

PROHIBITION OF HARASSMENT, INTIMIDATION AND BULLYING

The district is committed to a safe and civil educational environment for all students, employees, parents/legal guardians, volunteers and patrons that is free from harassment, intimidation or bullying. “Harassment, intimidation or bullying” means any intentionally written message or image — including those that are electronically transmitted — verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation including gender expression or identity, mental or physical disability or other distinguishing characteristics, when an act:

- Physically harms a student or damages the student’s property.
- Has the effect of substantially interfering with a student’s education.
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment.
- Has the effect of substantially disrupting the orderly operation of the school.

Nothing in this section requires the affected student to actually possess a characteristic that is a basis for the harassment, intimidation or bullying.

“Other distinguishing characteristics” can include but are not limited to: physical appearance, clothing or other apparel, socioeconomic status and weight.

“Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

Behaviors/Expressions

Harassment, intimidation or bullying can take many forms including, but not limited to, slurs, rumors, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats or other written, oral, physical or electronically transmitted messages or images.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the educational environment. Many behaviors that do not rise to the level of harassment, intimidation or bullying may still be prohibited by other district policies or building, classroom or program rules.

Training

This policy is a component of the district’s responsibility to create and maintain a safe, civil, respectful and inclusive learning community and shall be implemented in conjunction with comprehensive training of staff and volunteers.

Prevention

The district will provide students with strategies aimed at preventing harassment, intimidation and bullying. In its efforts to train students, the district will seek partnerships with families, law enforcement and other community agencies.

Interventions

Interventions are designed to remediate the impact on the targeted student(s) and others impacted by the violation, to change the behavior of the perpetrator, and to restore a positive school climate.

Students

The district will consider the frequency of incidents, developmental age of the student, and severity of the conduct in determining intervention strategies. Interventions will range from counseling, correcting behavior and discipline, to law enforcement referrals.

Retaliation/False Allegations

Retaliation is prohibited and will result in appropriate discipline. It is a violation of this policy to threaten or harm someone for reporting harassment, intimidation, or bullying. It is also a violation of district policy to knowingly report false allegations of harassment, intimidation, and bullying. Students or employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

Compliance Officer

The superintendent will appoint a compliance officer as the primary district contact to receive copies of all formal and informal complaints and ensure policy implementation. The name and contact information for the compliance officer will be communicated throughout the district. The superintendent is authorized to direct the implementation of procedures addressing the elements of this policy.

Cross References: Policy 3200 Rights and Responsibilities

Policy 3210 Nondiscrimination

Policy 3240 Student Conduct

Policy 3300 Corrective Action and Punishment

Policy 3310 Student Discipline

Policy 6590 Sexual Harassment

Legal Reference: RCW 28A.300.285 Harassment, intimidation and bullying prevention policies

Management Resources: *Policy News*, December 2010 Harassment, Intimidation and Bullying Policy Strengthened

Policy News, April 2008 Cyberbullying Policy Required

Policy News, April 2002 Legislature Passes and Anti-Bullying Bill

Adoption Date: July 27, 2011

Waterville School District

Classification: Essential

Superintendent/K-12 Principal
Catherine L. Nelson

7-12 Dean of Students
Tabatha Mires

K-12 Counselor
Jerry Van Winkle



Board of Directors
Joe Ludeman, Chair
Dale Snyder, Vice Chair
Gordy Edgar
Daniel Miranda
Cody Salazar

Waterville Public Schools

200 East Birch Street PO Box 490 Waterville, WA 98858

Permission to Carry a Cell Phone or other Electronic Device Contract

In order to carry a cell phone or other electronic device WHS students have agreed to be governed by this contract.

1. Devices must be kept in the student's backpack and powered off during the school day with the exception of lunchtime and before and after school.
2. The phone/device will be surrendered immediately upon request to any school employee.
3. The school administration reserves the right to search the call log, picture gallery, text messages or any other data the phone/device contains.
3. Waterville School will not be responsible for loss, damage, or theft of any phone/electronic device brought to school.

Consequences for violating the terms of the contract are:

First offense: The cell phone/device will be confiscated and may be picked up by the student at the end of the school day. The child will receive a 30 minute detention.

Date:

Initials:

Second offense: The cell phone/device will be confiscated and may be picked up by the parent. The child will receive a 1 hour detention.

Date:

Initials:

Third offense: The cell phone/device will be confiscated and may be picked up by the parent. The child will receive a 2 hour detention. The privilege to carry a cell phone will be revoked for the remainder of the school year. Parents and students will be responsible for ensuring the phone/device is not brought to the school.

Date:

Initials:

Any subsequent offenses will be punishable with consequences up to and including suspension and expulsion.

Student's name: _____ Grade: _____

Cell phone number of the phone the child carries: _____

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

Administrator Signature: _____ Date: _____

Waterville School District
ATTENDANCE AGREEMENT & INTERVENTION PLAN

RCW 28A.225.020 (Section c) / RCW 28A.225.030 (Section 2/a)

The purpose of the attendance agreement is to establish methods for improving school attendance for _____ and to provide support and interventions that will reduce or eliminate the student's absences from school.

SCHOOL: _____ **DATE INITIATED:** _____

THE PARTIES AGREE AS FOLLOWS:

The STUDENT has violated **or** is in danger of violating the Truancy Law, chapter 28A.225.RCW, by being absent from school without lawful excuse, as reflected in the official attendance records of the school. Therefore, the student agrees to:

- **attend school everyday** that school is in session, and each class in which the student is enrolled, and will not be tardy for any class nor depart early from any class, for as long the student is enrolled in school, unless properly excused according to the policies of the School (student handbook).
- **fully participate in the intervention programs** and or referrals designated below.

The PARENT(S) hereby acknowledges that she/he is legally responsible for causing the child to have regular full time attendance ; therefore, the following conditions are herein agreed:

- **Parents will call school or send a written reason whenever student is absent.** The principal will determine whether the absence is excused or unexcused based on school district policy.

The SCHOOL will offer, arrange for, or confirm student's participation and completion of, the following interventions to reduce the risk of the student being truant from school.

AGREEMENT INFORMATION

School Based Intervention(s)

Outcomes/ Schedule by:

___ **CONFERENCE WITH SCHOOL**

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>for: () Schedule Change/Adjust School Program Programming</p> <p>() Alternative School Placement</p> <p>() GED Information/Programming</p> <p>() Focus of Concern – SPED Testing/504 Plan</p> <p>() Medical Concerns/School Nurse</p> <p>() Tutoring</p> | <p>() Retention/Credit Retrieval</p> <p>() After school interventions</p> <p>() ESL evaluation and assessment</p> <p>() Transportation changes</p> <p>() Social Concerns/Counseling</p> <p>() OTHER: _____</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Comments: _____

Additional Intervention Options/Requests _____

- ___ Continued Absences due to medical concerns:
- ___ Doctor's note required for any absences due to illness.

- ___ Parent will provide school district a letter from student's physician outlining student's medical condition and whether continued absences will be necessary.
 - ___ Parent(s) must notify school by 10:00 am the morning of the absence in order for it to be excused **AND** Parents will provide a written note identifying reason for absence(s) the day the student returns to school.
 - ___ Parent(s) will make a transportation change that will increase the likelihood that the student will be in school AND on time.
 - ___ Student OR Parent will request weekly progress reports.
 - ___ Student will check in weekly with the school counselor or other identified school staff: _____
 - ___ OTHER _____
-
-

The above-mentioned conditions and interventions shall constitute the necessary agreement to establish compliance with the law and school district attendance requirements. RCW 28A.225.030 (Section 2/a). Furthermore, the following community based recommendations are intended to assist the student and the family in targeting/ reducing the truant behavior.

___ **COMMUNITY Based Interventions/Referrals** _____

- ___ *Drug Alcohol assessment/treatment*
- ___ *Individual/Family Counseling*
- ___ *Medical Services*
- ___ *Crisis/Domestic Violence*
- ___ *Department of Social and Health Services*
- ___ OTHER _____

THE PARTIES further agree that upon reaching an additional 10 unexcused absences, the student will be dropped from the course and receive a no credit (NC) on their transcript.

THE PARTIES acknowledge that in event of violation of this **ATTENDANCE AGREEMENT** by the student or parent(s), the School may cause a *Truancy Petition to be filed by Grant County Juvenile Court*, by which the School district will ask the Court to assume jurisdiction over student and/or parent(s) to enforce the Truancy Law RCW 28A.225.

Signatures:

<i>Student</i> _____	<i>Date</i> _____
<i>Parent/Guardian</i> _____	<i>Date</i> _____
<i>Parent/Guardian</i> _____	<i>Date</i> _____
<i>School Personnel Signature</i> _____	<i>Date</i> _____
<i>School Personnel Signature</i> _____	<i>Date</i> _____

Weapon Free School Policy (Revised 02/2010)

It is the policy of Waterville School District, as well as state law, that our school is a weapon free school. It is the intent of the law and this policy that no weapon shall be on school grounds, including the sports fields, and buses at any time, including after school, evening and weekend activities. The term “weapon” includes firearms, sling shot, sand club, metal knuckles, any knife, dagger, nun-chu-ka sticks, throwing stars, dirk, air guns, or any object which looks like a weapon, such as a toy or “dummy” gun, knife or grenade. Adults as well as students are subject to enforcement according to the law. Parents and law enforcement will be immediately notified.

Penalties:

1. One calendar year expulsion:

- Firearms, air gun, and starter pistols. RCW 9.41.280.
- Any other object apparently capable of producing bodily harm, that is used in a manner, under circumstances, and at a time and place that either manifests intent to intimidate another or that warrants alarm for the safety of other persons. RCW 9.41.270. In accordance with WAC 392-400-275, an expelled student may make application for readmission at any time, subject to review by the superintendent.

2. In cases involving other weapons, the principal/designee shall immediately place the student on emergency expulsion, and then, after investigation, the principal/designee shall determine the length of the suspension on a case-by-case basis. In accordance with WAC 392-400-245 & -260, a suspended student may make application for readmission at any time, subject to review by the superintendent.

3. The imposition of any discipline, suspension, or expulsion is subject to compliance with applicable statutes and regulations promulgated by the legislature and the superintendent of public instruction. See RCW 28A.600.010 through .020; and WAC 392-400-235 through –320. Any student who has been suspended or expelled shall be allowed to make application for readmission at any time, subject to the rules and procedures established by the board. WAC 392-400. In any situation where the rules prescribe immediate resort to short-term, long-term suspension, or expulsion, disciplinarians and hearing officers are allowed to grant exceptions in cases involving extenuating and/or exceptional circumstances. WAC 392-400.

Network Internet Usage Policy

Each student will have their own login and password, which should not be shared with anyone else at school. Students will also have their own “storage space” on school equipment which is allowed only for school related projects. **Improper use of the school’s computer network, the internet, or damage to school equipment may result in loss of network privileges for up to one calendar year and/or other disciplinary actions.**

Students and all district users of our technology have the responsibility to use the computers and network properly in accordance with the rules of the district. Direct supervision at all times of all students who use the system is not possible. Therefore, all users must understand that the use of the Waterville School District’s computers or network is a privilege which may be revoked or suspended at any time for abusive conduct or violation of the conditions to be established by the technology team and building administrators. Abusive conduct includes, but is not limited to:

- the placing of unlawful information on the network,
- the improper access, misappropriation (for example, plagiarism or copying) or misuse of information/files of other users
- the use of obscene, abusive, or other offensive or objectionable language in either public or private messages.
- going to sites such as YouTube, FaceBook and MySpace without teacher’s approval.

The following are acceptable use guidelines:

1. All use of the system must be in support of education and research and consistent with the mission of the District. The District reserves the right to prioritize use and access to the system. The District is not responsible for damage caused by inappropriate use of the system. The District is not responsible for loss of data. Users are expected to make frequent backups of critical data.
 2. Any use of the system must be in conformity to state and federal law, network provider policies and licenses, and district policy. Use of the system for commercial solicitation is prohibited. Use of the system for charitable purposes must be approved in advance by the superintendent or designee.
 3. The system constitutes public facilities and may not be used to support or oppose political candidates or ballot measures.
 4. No use of the system shall serve to disrupt the operation of the system by others; system components including hardware or software shall not be destroyed, modified or abused in any way. Physical damage, as defined by RCW9A.48.070, is a crime and will be treated as such.
 5. Malicious use of the system to develop programs that harass other users or gain unauthorized access to any computer or computing system and/or damage the components of a computer or computing system is prohibited.
 6. Use of the system to access, store or distribute obscene or pornographic material is prohibited.
 7. Use of the system to download music or picture files for personal use is prohibited.
- Direct copying of copyrighted material for use in research papers or reports must follow all established laws for use of such material. Users will not plagiarize material that they may find on the Internet.

8. Student subscriptions to mailing lists, bulletin boards, chat groups, commercial e-mail services, and commercial on-line services must be pre-approved by the superintendent or designee.
9. System accounts are to be used only by the authorized user of the account for the authorized purpose. Users may not share their account number, login name or password with another person or leave an open file or session unattended or unsupervised. Account owners are ultimately responsible for all activity under their account.
10. Users shall not seek information on, obtain copies of, or modify files or other data or passwords belonging to other users, or misrepresent other users on the system, or attempt to gain unauthorized access to the system or to parts of the system to which they have not specifically been granted access.
11. Personal information such as addresses and telephone numbers should remain confidential when communicating on the system. Students should never reveal such information without permission from their teacher or other adult. Students should never make appointments to meet people in person that they have contacted on the system without district and parent permission.
12. Students should notify their teacher or other adult whenever they come across information or messages that are dangerous, inappropriate, or make them feel uncomfortable.
13. The unauthorized installation, use, storage, or distribution of copyrighted software or materials on district computers is prohibited.
14. Under prescribed circumstances, non-student or staff use may be permitted, provided such individuals demonstrate that their use furthers the purpose and goals of the District. Permission must be obtained through the District office.
15. For security and administrative purposes, the District reserves the right for authorized personnel to review system use and file content, including e-mail messages if there is reasonable suspicion that unauthorized use has taken place.
16. Unauthorized use of the system for the purchase of products or services by students is prohibited.
17. Students will not be granted email accounts without authorization by the network administrator.
18. Building administrators will provide acceptable use information to all users of the system, including parents.
19. The posting of any material on the District's website must be approved by the network administrator.
20. The rules concerning plagiarism and copying are to be observed with the network/internet.

Teacher Qualifications

Waterville Middle/High School receives Title I funding. Parents have the right to request the qualifications of their child's teacher and/or classroom para-professional by notifying the office (Section 1111 (6) ESEA) Guidance C-6.

**NOTIFICATION OF PESTICIDES/HERBICIDES USED BY THE WATERVILLE
SCHOOL DISTRICT**

The Waterville School District uses herbicides and or pesticides to control weed growth on the district grounds which include the front lawn, football field, playground, soccer field and softball field. The track surrounding the football field is also sprayed to control weeds as are fence lines and other areas where weeds grow.

Pre-notification notices are posted on the main doors of the school, and in the high school office 48 hours prior to any application. Post-notification is also placed at the sight of application on the day of the application.

The district uses weed killer such as Round Up to kill weeds and Weed-B-Gone to control weeds in the grass areas.

If you have any questions please contact Lou Ann Bromiley at 745-8116.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C § 1232g, 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the meeting, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. If you choose to not have "directory" information disclosed, please make your signed request on the last page of this handbook and turn it in to the high school office no later than the second week of school.

For additional information, please visit www.ed.gov or you may contact:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

Waterville School District

STUDENT ACTIVITY POLICY

2011-2012

The opportunity to participate in athletics and/or any other program offered by Waterville Jr/Sr High School (WHS) is a privilege granted to all WHS registered students. Participants in these voluntary programs will conform to specific conduct and GPA's established by the WHS student activity code. Those who participate in WHS activities are not only a member of a team, club, or class, but also are representatives of their student body, family and community.

Therefore, it is necessary and desirable that high standards be maintained in academics, citizenship, sportsmanship, loyalty, student conduct, both in and outside the school's activities. Lowering standards by an individual, team, club, or class, defeats the purpose and value of any WHS activity. Students involved in activities shall abide by all rules and regulations established by the coaches, advisors, school administration, WHS activity code, and the W.I.A.A. (Washington Interscholastic Activities Association). Provision is made for a WHS student who has allegedly violated one or more of the WHS student activity code standards to appeal the disciplinary action against him or her. A teacher and/or a coach must supervise all activities sponsored by this school. Students are not permitted to participate in any activity without supervision. This code is meant to be in effect from enrollment in 6th grade, or enrollment in the district, until graduation from WHS. **Students are required to comply with this policy seven days a week, 24 hours a day, 365 days a year.**

SECTION I: GENERAL RULES

1. I will meet the criteria necessary to meet the eligibility requirements of the Waterville School district as well as the regulations of the WIAA.

2. I will pass a physical examination (and have a copy of exam on file with the high school office) and will show proof of sufficient insurance by a health and accident insurance company if required per activity. In addition to a physical examination (at least once each two years except in cases where medical professionals deem necessary), a participating student must present the high school office with a medical release from a physician, physicians assistant, physical therapist, chiropractor or other medical practitioner to resume participation following an illness or injury which was serious enough to require professional medical care.

3. I must have the following on file with the high school office, **prior to the first day of practice,**

- a parent permission slip,
- insurance or waiver,
- concussion form,
- completed physical examination form if participating in sports,
- purchased ASB Card,
- completed the emergency medical card,
- agreement to WHS Student Activity Code.

Upon receiving the above information, the athletic secretary will clear the student to participate in practice and contests.

4. I will conduct myself in an appropriate, orderly manner, both on and off the school grounds, so as to bring credit to my team, school, community, family, and myself. This item includes, but is

not limited to use of appropriate, acceptable speech (no profanity); modeling only the kind of behavior that is consistent with unquestionable good sportsmanship.

5. I recognize and am willing to accept it as my responsibility to actively cooperate with teachers whose classes I miss because of activities so as to prepare and complete my assignments in advance or as required by the teachers.

6. I agree to ride to and from all away school sponsored events in school provided transportation unless permission is given by the coach or supervisor to travel with my parents. My parents will sign a release form and then contact the coach or staff person in charge to let them know that they will be taking me from the activity, even if prior approval is granted. If student/athlete is going to ride home with an adult other than a parent, (one who is 21 years of age) they must have approval granted in writing by their parents AND the note signed by the Principal or Athletic Director one day prior to leaving for the event. *Violation of the transportation rule will eliminate the student from participation in the event/activity.*

7. I accept personal responsibility for all school equipment checked out to me and agree to return it at the end of the current season in good condition. At coach's discretion, all equipment must be turned in before I am allowed to practice/participate in another sport or activity.

8. I will follow the specific activity rules established and enforced by the coach and/or advisor.

9. I agree to report all injuries promptly to the coach and/or advisor.

10. I agree to comply with attendance policies that are set out in this Student Activity Code.

11. I understand I can only participate in one sport per season. Seasons are defined as fall, winter, and spring. The Waterville School District offers the following varsity sports during the respective seasons; Boys Football, Girls Volleyball, Boys Basketball, Girls Basketball, Track, Girls Softball, Boys Baseball, Golf.

12. I will comply with all school rules.

13. I understand and agree that any violation of the criminal laws of the State of Washington other than minor traffic infractions, shall constitute a violation of this activity code, violations will be counted towards the appropriate step on the student activity code.

14. I agree not to use, consume, possess, transmit, or sell alcohol or tobacco (including chewing tobacco). **I understand that a student is in violation if they are present (whether participating or not) where alcohol is being consumed or kept illegally by minors.**

15. I agree not to possess use or sell legend drugs (drugs obtained through prescription (RCW69.41.020-050) and/or controlled substances (RCW 69.50). **I understand that a student is in violation if they are present (whether participating or not) where said drugs are being consumed or kept illegally.**

16. I agree to abide by any and all rules applicable to me as stated in the current W.I.A.A. Handbook. (Please visit www.wiaa.org to read the latest W.I.A.A. handbook.)

SECTION II : CONSEQUENCES

1. Participants in violation of Rule 1 (Eligibility) will not participate in Waterville High School Athletics and Activities.
2. Participants in violation of Rule 2 and 3 (Paperwork, Physical Exam and ASB card requirements) may not participate until they comply with the rule.
3. An administrator and/or coach and/or advisor will administer appropriate discipline for violation of Rules 4 through 12.
4. The athletic director or principal will process the violation of rules 13, 14, and 15.(Tobacco, Alcohol, Criminal Infractions and Drugs,)

Section II, Rule 1:

Process Steps for Eligibility Determination

The Athletic Director or his/her designee will do grade checks for athletes and students involved in activities:

- Eligibility will be checked at the beginning the 4th week of each semester and then weekly for the rest of the school year. Semester grades will be used to determine eligibility.
- Teachers are required to submit grades no later than Monday by 8 am. When there is no school on Monday, grades will be posted on the next school day.
- Eligibility will be returned when the student has improved the failing grade or grades. The teacher will make the student status report to the high school office and coach by email or other written communication.
- According to WIAA rules, students earning more than one failing grade on their semester report card will sit out 5 weeks for high school students and 3 weeks for junior high students.
- Students will serve this suspension in the next sports activity that they participate in and complete. Students will be required to attend practice but not suit up or participate in contests.

Eligibility Criteria/ Consequences

A student may participate in interscholastic and other extra-curricular activities providing that he or she *meets the following eligibility criteria.*

- A student doing failing work in more than one course will be ineligible until the grade improves. During weeks when a student is ineligible, they must practice with the team.
- Students must be in school the full day (not including tardies), have a pre-arranged absence, or return with a doctor's or other medical professional's note, if they are to participate in either practice or contests or activities. ***Principal and/or athletic director can override this rule based on emergency, extenuating circumstances.***
- The Principal reserves the right to make the final decisions regarding the eligibility of the students. Along with the rules of Waterville High School, the rules as established by the Washington Interscholastic Activities Association are in effect.

Section II, Rules 13,14,15: Process Steps for Violation of Rules 13,14,15 (Tobacco, Alcohol, Criminal Infractions, and Drugs)

Violations of Rule 14, 15, 16 would be investigated for the following reasons to determine the validity of the violation:

- Confession by the student
- Citation by the police

- A signed letter by an adult in the community
- Report by a faculty member
- Statements signed by a number of students
- Physical evidence
- Reasonable Suspicion by a trained or experienced adult

Students found to be in violation of the code will be immediately excluded from all games, contests or activities. The parent/guardian of the student/athlete will be notified within three (3) school days of the infraction.

Consequences for Violation of Rules 13,14 (Criminal Infractions, Tobacco and Alcohol)

1st Violation: Exclusion from all athletic or extracurricular activities for 15 school days will be imposed. Students will serve this suspension in the current sports activity or the next sports activity that they participate in and complete. Students will be required to attend practice but not suit up or participate in contests. This exclusion will continue into the next school year if not completely served during the school year in which the violation occurred. Summer vacation days will not be counted toward the suspension.

2nd Violation: Exclusion from all athletic or extra-curricular activities for 45 school days will be imposed. Students will serve this suspension in the current sports activity or the next sports activity that they participate in and complete. Students will be required to attend practice but not suit up or participate in contests. This exclusion will continue into the next school year if not completely served during the school year in which the violation occurred. Summer vacation days will not be counted toward the suspension. This may be reduced (at the discretion of the principals and athletic director) if the student provides evidence of proof of a drug assessment and having complied with all health care recommendations.

3rd Violation: Exclusion from all extra-curricular activities for 180 school days will be imposed. This exclusion will continue into the next school year if not completely served during the school year in which the violation occurred.

Section II, Rule 15: Consequences for Violation of Rule 15 (Legend Drugs and controlled substances)

1st Violation Immediately ineligible for the current sports season for the remainder of the season. Ineligibility shall continue until the next sports season that the student participates in unless the student/participant wishes to access the assistance program outlined in B (below)

A. In order to be eligible to participate in the next sports season that the student participates in, the student shall meet with the school eligibility board (selected by the Principal) to request approval to participate. The school eligibility board will recommend to the principal appropriate action to be taken in the student’s case. The school principal shall have the final authority as to the student’s participation in the extra-curricular program.

B. A participant who seeks and receives help for a problem with use of legend drugs or controlled substances and controlled substance analogs shall be given the opportunity for assistance through community agencies. Successful utilization of such an opportunity may allow him/her to have eligibility re-instated in that athletic season, pending recommendation by the school eligibility authority.

2nd Violation A participant who again violates any provision of RCW 69.41.020-050 or of RCW 68.50 shall be ineligible for interscholastic competition for a period of one (1) calendar year from the date of the second violation.

3rd Violation A participant who violates the policy for a third time shall be permanently ineligible for interscholastic competition.

SECTION III: APPEALS

Students/parents wishing to appeal the decision of the Athletic Director may do so by contacting the Principal during business hours and setting an appointment. If student/parents wish to appeal the decision of the Principal, or the decision of the Principal to suspend a student from activities, they may do so to the Superintendent within four (4) working days of the Principal's decision by a written letter that states the reasons for the appeal. The Superintendent will set a meeting with an independent Hearing Officer within seven (7) working days of the receipt of the written notice for appeal. The Hearing Officer will render his/her written decision within three (3) working days after the hearing. If the student/parents wish to appeal the decision of the independent Hearing Officer, they must submit a letter to the Waterville School Board within four (4) working days of the Hearing Officer's decision. The matter will be heard at the next regularly scheduled board meeting. The Superintendent shall proceed to place the matter on the agenda for the next regularly scheduled meeting the Board of Directors.

Concussion Information

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

Symptoms may include one or more of the following:	
<ul style="list-style-type: none">• Headaches• “Pressure in head”• Nausea or vomiting• Neck pain• Balance problems or dizziness• Blurred, double, or fuzzy vision• Sensitivity to light or noise• Feeling sluggish or slowed down• Feeling foggy or groggy• Drowsiness• Change in sleep patterns	<ul style="list-style-type: none">• Amnesia• “Don’t feel right”• Fatigue or low energy• Sadness• Nervousness or anxiety• Irritability• More emotional• Confusion• Concentration or memory problems (forgetting game plays)• Repeating the same question/comment

Signs observed by teammates, parents and coaches include:
<ul style="list-style-type: none">• Appears dazed• Vacant facial expression• Confused about assignment• Forgets plays• Is unsure of game, score, or opponent• Moves clumsily or displays incoordination• Answers questions slowly• Slurred speech• Shows behavior or personality changes• Can’t recall events prior to hit• Can’t recall events after hit• Seizures or convulsions

- Any change in typical behavior or personality
- Loses consciousness

What can happen if my child keeps on playing with a concussion or returns too soon?

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

If you think your child has suffered a concussion

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The new "Zackery Lystedt Law" in Washington now requires the consistent and uniform implementation of long and well-established return-to-play concussion guidelines that have been recommended for several years:

"a youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be removed from competition at that time"

and

"...may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and received written clearance to return to play from that health care provider".

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:
<http://www.cdc.gov/ConcussionInYouthSports/>

Please sign and return this page to your child's first period teacher by Friday, September 2, 2011.

Please check the spaces below and sign and date where indicated:

_____ I have received and read the Waterville Junior/Senior High School Student Handbook.

_____ I have read, understand and agree to the Harassment/Intimidation/Bullying Policy.

_____ I have read, understand and agree to abide by the Athletic/Activity Code.

_____ I have read and understand the signs and symptoms of concussion.

_____ I have read, understand and agree to the Network/Internet Policy.

_____ I authorize the Waterville School District to publish school related photos of my student. I understand that this release will be kept on file for one calendar year and that I may contact the school at any time to revoke this permission.

_____ I do not want photos of my student to be published on the school web site.

_____ I do not want my student's "directory" information released. (For details, please refer to the Family Educational Rights and Privacy Act FERPA)

(Parent/Guardian Signature)

(Date)

(Student)

(Date)

Student Grade Level: _____

Student Advisors: _____

New to district _____ yes _____ no