

Silverton Paideia
Academy

STUDENT & FAMILY HANDBOOK
2009-2010

SILVERTON PAIDEIA ACADEMY

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This Handbook belongs to:

Name: _____



“Making it Happen”
A letter from the Principal

August, 2009

Dear Silverton Paideia Families,

Welcome to Silverton Paideia Academy for the 2009-2010 school year. This year we have new members added to our school family including Mrs. Schwierjohann (intervention specialist), Ms. Howard (3rd grade), Ms. Derden (paraprofessional), Ms. Piening (paraprofessional) and Ms. McNay (lunchroom manager). Silverton School will maintain a safe and orderly environment by students adhering to the three overall expectations that we remain respectful, responsible and safe. Please review these expectations on pages 18-21 with your children. Families, students, staff and community each play an important role in increasing student achievement. I strongly believe that our united energy and effort will lead toward our children becoming well-rounded, educated individuals. Together we can make it happen!!

Our Student & Family Handbook contains valuable information which will enable students and their families to have a successful school year. I ask that you read the book carefully. **Please sign and return the form located in the back of the book indicating that you have reviewed the Student & Family Handbook with your child.**

As we continue to work toward “success for all”, the staff and I solicit your support. We would like to remind you to have your child here everyday on time and ready to learn. Valuable instruction and learning time is lost when students are chronically tardy.

I look forward to working with you and your family. If you have questions or concerns, please contact your child’s teacher or me. Feel free to also visit our website at <http://silverton.cps-k12.org> for the latest news and more information.

Sincerely,

Susan Bunte
Principal

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SILVERTON PAIDEIA MISSION STATEMENT

Silverton Paideia Academy, a community learning center, partners with cultural institutions to stimulate learning and engagement. Through the Paideia philosophy of hands-on and object-based learning, critical thinking and problem solving, students will experience success. The Community Learning Center will serve as an integral part of the City of Silverton's on-going success.

SILVERTON PAIDEIA VISION STATEMENT

Silverton Paideia Academy, a community learning center, is a place where students and community residents experience an educational and cultural journey both in the classroom and beyond. Silverton Paideia Academy is a part of the continuous growth of the City of Silverton.

Silverton Paideia Creed

I am a Silverton Paideia Eagle. I come to school on time, prepared with my homework, ready to do my best every day. I am truly gifted.

Silverton Paideia Academy Song

We are the Eagles
The Silverton Eagles
Every where we go
People want to know
Who we are
So we tell them
We are the Eagles
The Silverton Eagles



STUDENTS' RIGHTS AND RESPONSIBILITIES

The Cincinnati Board of Education believes that an atmosphere must prevail in the schools where learning can flourish – an atmosphere free of oppression, uncertainty, and discrimination, but also free of fear, disruption, and disorder; an atmosphere where each student will be safe from harm or threat of harm to his/her person, property, peace of mind, and right to learn. Each person associated with the Cincinnati Public Schools is expected to adhere to all laws, policies, rules, and regulations designed to promote such an atmosphere.

Students are entitled to certain constitutional rights, including the right of due process. Students also have certain responsibilities. In general, these involve the commitment of each individual to assure that the rights of others are preserved. It is the intent of the Board to make certain that the rights of all students and school personnel are carefully protected. In order to carry out this policy, the Superintendent has developed general guidelines of conduct for all students, which promote order in schools and are conducive to learning while still protecting the rights of all individuals.

Civil Rights Laws

The Cincinnati Public School System has made a formal commitment to adhere to the following civil rights laws:

- Affirmative Action (1964 Civil Rights Act)
- Title IX Education Amendments of 1972
- Section 504 of the Rehabilitation Act of 1974 (for handling appeals related to records, see Administrative Procedure 5145)

Additional Services

The following additional services are provided to students as needed:

- School Psychologist
- Speech and Language Pathologist
- School Social Worker
- Intervention Specialist
- Counseling

OPPORTUNITIES TO BECOME INVOLVED

Silverton Local School Decision Making Committee (LSDMC)

The LSDMC advises in order to perpetuate teamwork without duplication of roles; prioritizes needs for disbursement of funds, and annually conducts goal setting and program evaluation activities.

Silverton Parent/Teacher Organization (PTO)

The Silverton PTO is active in organizing back-to-school events, fundraising activities, and other social events throughout the year. There is typically a meeting every month. For more information, please contact Mrs. Trotter at silvertonpto@yahoo.com.

Volunteering

We are always looking for volunteers to assist teachers and staff (not to mention our students). Depending on your interests, skills and time availability, we could use your help in classrooms, lunchrooms, on the playground, during arrival and departure times, in the office or chaperoning on field trips. With questions about specific volunteer opportunities, please contact Jason Dennison, Silverton Resource Coordinator, at dennisj@cps-k12.org or by phone at 363-5473.

Magnet School Open House – Thursday, October 1, 2009 at 6:30 p.m.

- This is an opportunity for families to hear about school-wide plans and to view the total school program.
- It's a time to visit your child(ren) classroom(s). We cordially invite parents, grandparents, community members and friends to attend.
- Time for in depth conversation about student achievement will be during quarterly parent-teacher conferences.

OUR EDUCATIONAL PRACTICE & FOCUS

Silverton Paideia Academy is a magnet elementary school adhering to the Paideia philosophy of education, guided by the principles that all children can learn, that all students need and deserve the same high quality education, that all students must be challenged to perform to the best of their ability, and that all genuine knowledge is active rather than passive. In support of these goals, we have also adopted the museum school concept to enhance the instruction and learning already taking place.

In order to accomplish this, Silverton Paideia Academy features the following:

- The same strong liberal arts course of study for all students;
- Hands-on math and science instruction;
- Integration of the museum school concept to encourage students to actively process and apply new knowledge and skills;
- The use of teachers as “coaches” to help students learn;
- The utilization of small group activities in which students practice specific skills; and
- Seminar periods in which students learn to express and defend their opinions about important issues and ideas.

What is Paideia?

Paideia (py-DEE-a) comes from the Greek *pais* or *paidos*, meaning “the upbringing of a child”. The Paideia philosophy celebrates the fundamental notion that to be fully educated is a lifelong adventure that starts with an individual's formal schooling. It is based on the assumption that all human beings are active learners, capable of a fully humanistic life defined by intellectual growth. Through the use of three distinct instructional techniques—*didactic instruction* to increase students' factual recall, *intellectual coaching* for developing students' literacy skills, and *seminar dialogue* to strengthen students' conceptual understanding—teachers and students are engaged in a rigorous and multi-faceted educational process. Thus, Paideia schools should ultimately be judged by how well they prepare students for a full and active life of both the heart and mind.

What is a museum school?

A museum school can mean different things to different people, but at Silverton Paideia Academy it means that our students are engaged in the active creation of projects, artifacts and exhibits that utilize the skills and knowledge they gain through the existing Paideia program. In order to fully appreciate this creative process and to put knowledge into a meaningful context, students will make frequent visits to local museums and related institutions. More than just a fieldtrip, these visits will focus on selected objects or exhibits in order to stimulate or enhance the students' traditional classroom learning. Through these visits, as well as pre-visit and post-visit activities directly related to the museum experience, students and teachers will utilize the museums as an extension of their classroom, not someplace to visit only on special occasions.

Why a museum school at Silverton Paideia Academy?

It is well documented that students learn in countless ways and that instructional strategies should reflect these various modes of learning. This differentiated instruction is the foundation of the Paideia philosophy and numerous other pedagogical models that attempt to reach students in the manner that best suits their learning style. The museum school concept takes root as “a new synthesis between the formal learning of the traditional school sector and the informal learning so well-suited to the museum.”(Barry Lord, *The Manual of Museum Learning*, p. 81)

A museum school can be as broadly defined as the goals of parents, staff and administrators or the diversity of the partners involved. Some museum schools may be literally located within a museum, with dedicated classroom space in close proximity to the gallery floor. When located in a traditional school building, the casual visitor should feel as if they are walking into a museum and notice the prominent display of student projects, the use of descriptive language in student work, and students who are engaged in hands-on, minds-on learning and investigation.

Regardless of the physical location of the museum school, there are three elements that are necessary for successful implementation:

- In-depth partnerships with museums and related institutions including zoos, aquaria, galleries, performing arts venues and historic homes to support the museum learning model through professional development and student programming;
- Commitment on the part of the school faculty and administration to support frequent visits to and by museums and related institutions to support in-class curriculum; and
- Student projects, particularly created artifacts and exhibits, are integrated into the curriculum and prominently displayed throughout the school building.

At Silverton Paideia Academy, the museum school concept is being applied in support of the Paideia program already in place. Through formal and informal partnerships with area museums, zoos, aquaria, galleries, performing arts venues, historic homes and related scientific and cultural organizations, Silverton Paideia Academy has adopted the museum school concept to actively extend learning beyond the limitations of a physical classroom or the traditional school day.

Magnet Program

Students living outside the communities of Silverton must be accepted through the Magnet Program registration process. If a child is new to the Cincinnati Public Schools, an immunization record, proof of residency, birth verification, and a report card are required.

DRESS CODE FOR PUPILS (PRE-K-6)

Silverton Paideia is a uniform school. The following is our new uniform colors and policy:

- Tops - White, Red, or Black
- Bottoms – Khaki, Navy or Black

Shirts will be the polo style or button down oxford with a collar. In addition, students are permitted to wear shorts in black, blue or khaki. Jeans are not permitted as part of the uniform.

During the winter and cool days students may wear turtlenecks, sweat shirts, sweaters and vests sweaters in the color of the uniforms. The school reserves the right to ask students to change into proper attire.

DAILY SCHEDULE

Doors Open	7:30a.m.
*School day	7:45a.m. - 2:15p.m.
Universal Breakfast	8:00a.m. - 8:45a.m. (by grade level)
Lunch	10:00a.m. – 12:40p.m. (by grade level)
School Day ends	2:15 p.m.
Afterschool Programs	2:15p.m. - 6:00p.m. (<i>schedules vary for each activity</i>)
<i>*Preschool Disability AM class begins at 7:45 a.m. and ends at 10:30 a.m. PM class begins at 11:15 a.m. and ends at 2:05 p.m.</i>	

ARRIVAL AND DEPARTURE

Students arriving by bus before 7:30 a.m. should report to the cafeteria.

Students who walk or ride with parents should arrive at school no earlier than **7:30 a.m.** Adult supervision is not available until 7:30. Students who walk or arrive by car should go to the gym (grades K-3) or the cafeteria (grades 4-6). The line-up bell will sound at 7:45 a.m.

Students should be picked up promptly at **2:15 p.m.** unless participating in an after school activity. Students in after school activities should be picked up promptly at the end of the activity. **Siblings are not allowed to stay after school, as supervision is not provided.** When you drop off or pick up your child, please remember to do so only on the Stewart Road entrance. For your child's safety, Stoll Lane is not a drop off or pick up location.

***Please avoid blocking the driveway
where the school buses park and move.***

UNIVERSAL BREAKFAST

Silverton participates in Universal Breakfast, a program that offers breakfast at no charge to all students, regardless of income. Breakfast Times at Silverton run from 8:00a.m. - 8:45a.m.

Many children do not eat a nutritious breakfast every morning.

- Many families are living on very tight budgets and can't afford to provide good breakfasts at home every day nor the money to buy them at school.
- Regardless of income, families today live busy lives, with long commutes and long and nontraditional work hours that often make it difficult to sit down long enough in the morning to eat a nutritious breakfast.

Universal School Breakfast increases student participation in breakfast.

- Many students who are eligible for free or reduced price school breakfast do not participate because they do not wish to identify themselves as low-income by eating school breakfast. Providing breakfast at no charge to all students

helps remove the stigma for low- income children of participation in school breakfast.

- Only 44 children eat federally- funded free or reduced price school breakfasts for every 100 who receive free or reduced price school lunch. Studies show that Universal School Breakfast programs dramatically increase student participation in school breakfast.
- Some Universal School Breakfast programs provide breakfast in the classroom when school starts in the morning, rather than in the cafeteria before school starts, which makes it easier for children to participate.

Universal School Breakfast improves student achievement, diets and behavior.

- Studies conclude that students who eat school breakfast at the start of the school day show a general increase in math and reading scores as well as improvements in their speed and memory in cognitive tests.
- Children who eat breakfast at school – closer to class and test-taking time – perform better on standardized tests than those who skip breakfast or eat breakfast at home.
- Children who have school breakfast eat more fruit, drink more milk, and consume a wider variety of foods than those who don't eat breakfast or have breakfast at home.
- Schools that provide breakfast in the classroom at no cost to all students report decreases in discipline and psychological problems, visits to school nurses and tardiness; increases in student attentiveness and attendance; and generally improved learning environments.

LUNCH SCHEDULE

At the time of printing for this Handbook, specific lunch times have not been decided. However, the earliest lunch time will be 10:00 a.m. and the latest will end by 12:40 p.m.

FREE LUNCH APPLICATION

Each school year, interested parents are required to complete a new free lunch application. Free lunch will begin after the application has been approved by Food services. If you are participating in the free lunch program, applications should be submitted before September 30, 2008. After the deadline for submission, students will not be able to receive the regular breakfast/lunches. However, they will receive a complimentary sandwich and milk.

LUNCH FEES

School lunch price during the 2008-09 school year is \$1.75 for student's lunch including milk. If students wish to purchase additional milk or buy a milk to accompany a packed lunch, the cost remains at \$.50. Applications for free and reduced lunch are being sent to you by Food Services.

POWERSCHOOL

PowerSchool is the computer system used by Cincinnati Public Schools to keep track of student information, and is used by principals, school office staff, teachers, counselors, central office staff, parents and students. It is replacing the previous ParentCONNECT system. It helps parents be an active part of their children's education and keep track of academic progress on a daily basis.

The system is accessed through a web site, so you can view it from home, work or the local library. There is even a computer in every CPS school designated specifically for parents to use to check PowerSchool. Parents also may use the computer in the Customer Help Center at the district headquarters.

To register for an account on PowerSchool, you need to fill out an Account Request Form. That may be done in person at your child's school, or online at <https://powerschool.cps-k12.org>

REPORTING ABSENCES

If your child is absent from school, please call 363-5400 and leave a message prior to 9:00 a.m.

CHANGE OF ADDRESS OR PHONE NUMBER

It is very important to report any change of address, work or home phone immediately to the office.

EMERGENCY MEDICAL FORMS

All parents/guardians must complete an Emergency Medical Form for their child. The form is for the safety and protection of children in cases of emergency.

IMMUNIZATIONS

Certain immunizations are required of all pupils enrolled in school. Children who do not have the necessary shots by a certain date are to be excluded from school attendance. The following checklist is furnished by the Ohio Department of Health. Take this vaccination checklist to your local health clinic or family doctor at the appropriate time. If a child has not been vaccinated and is older than the recommended age, the vaccination is still needed.

- 2 months of age Polio , DPT
- 4 months of age Polio II, DPTII
- 6 months of age DPTIII
- 15 months of age Measles, Rubella, Mumps
- 18 Months of age Polio III, DPTIV
- At start of school Polio IV, DPTV
- At start of school Hepatitis B series started
- "VACCINATION Your child's health depends on it!"

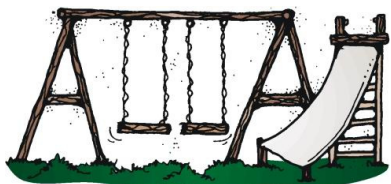
SCHOOL FEES

The Cincinnati Public Schools assess each child on an annual fee to help defray the cost of special materials purchased centrally. The fees are assessed on a sliding scale based on family income, grade level of the student, and the number of children in the Cincinnati Public Schools. Each student receives a form with information concerning these fees. Cash or money orders should be returned in the envelope attached to the form. Other fees may be assessed if a student damages or loses books. If you wish to have a fee payment plan, please stop by the office to fill out a form. If you receive public assistance, you must get a letter from your caseworker.

NEEDIEST KIDS OF ALL FUNDS

Limited money is available for families in need. Interested parents must submit, in writing, to the principal, a list of needs and a telephone number they can be reached. Those families receiving public assistance through the Department of Human Services (Job and Family Services) should contact their case worker prior to requesting assistance from the Neediest Kids of All funds.

OUTDOORS ACTIVITIES



With the exception of inclement weather, the children will go outside for recreation or physical education. When students arrive in the morning, they play outside in designated play areas until 7:40 a.m. At lunchtime, students spend an average of 15 minutes outside.

Those students who are not properly dressed or who are not physically able to go outside will remain in the lunchroom. Adult supervision is provided on the playground as well as in the lunchroom.

ILLNESS

Please do not send your child/children to school ill. We have a school nurse on a very limited basis. If a student becomes ill or injured at school, parents or other designated persons will be contacted. It is imperative that we have updated emergency information for every child. Children returning to school after an absence must bring a note.

DISPENSING MEDICATION

Medication can be dispensed at school only after the doctor completes a form listing:

1. The name of the medication(s).
2. The prescription number, dosage, duration of dosage, and possible side effects.
3. The physician's signature and telephone.

Your may request this form from the office.

CELEBRATIONS

School-wide or classroom celebrations will occur throughout the year. We view Thanksgiving, Christmas, Hanukkah, Veterans' Day, Dr. Martin Luther King, Jr.'s Day, Valentine's Day, etc. as opportunities to address the human tendency to

celebrate historical events. We don't advocate one holiday over another, but desire to share historical events that lead to joy and celebration. All families are invited to share special events or celebrations with their child's class. Check with your child's teacher regarding plans.

VISITING SCHOOL

You are always welcome to visit our school. All parents and guests are to report to the office. Visitors without a pass from the office will be asked to obtain a pass. Should you desire to visit your child's classroom, please contact the teacher ahead of time to schedule a mutually convenient time.

HOMEWORK

Homework is any assigned task given to students for the initiation, development, or completion of mental or physical efforts outside the scheduled classroom period.

Generally, the purposes of homework are to:

- Extend learning activities beyond class time
- Practice techniques previously introduced
- Help ensure understanding of principles
- Develop skills in application – mental/physical/social/emotional
- Prepare for class participation
- Generate independent research, thinking, and creativity
- Gain experience in the use of outside resources and facilities, and help ensure satisfactory attainment of learning objectives.

Parents should be involved with these purposes to:

- Participate in homework objectives and attainment
- Monitor and assess the quality of homework done
- Provide feedback to teachers, and keep in touch with the school program

TELEPHONE MESSAGES

Parents are asked to communicate special arrangements or pick up plans at home before the start of school. If it is extremely necessary for parents to leave messages for their children, please call the office before 1:30 p.m.

STUDENT CELL PHONE USAGE

There are telephones for emergency usage in classrooms and the office. If a parent desires a student to have a cell phone during school hours, a request form obtained from the office must be submitted to the principal. During school hours and on the buses, **cell phones must be in book bags and not be seen or heard.** If a student breaks the rules for cell phone usage, the phone will be turned into the office and must be picked up by a parent. Repeated breaking of cell phone rules will result in loss of the privilege. **The school is not responsible for lost, stolen or misplaced cell phones.**

OTHER ELECTRONIC DEVICES

CD players, CDs, electronic games, iPods etc. are prohibited in school. Electronic devices brought to school will be turned into the office and must be picked up by a parent.

STUDENT USE OF CLASSROOM PHONES

Teachers can permit students to use their classroom phones for emergency calls.

EARLY DISMISSAL

If for some reason your child must leave school before our regular dismissal time, send a dated note to the teacher the morning of the early dismissal. State the time and reason for early dismissal. Your child may be picked up in the office and his/her departure will be recorded. **PLEASE REMEMBER – if a person's name is not on a child's emergency card, that person cannot pick up the child.**

INCLEMENT WEATHER

On rare occasions the Superintendent determines that the weather is too severe to operate yellow buses and/van service, **PLEASE DO NOT CALL THE SCHOOL.** We receive the information at the same time and from the same radio and television stations. An announcement will be made over radio and television to this effect.

Cincinnati Public Schools Snow-Day Policy

When snow is predicted, listen in the morning to local TV or radio stations for school-closing announcements. You will hear either:

- **“Cincinnati Public Schools – Closed”**
- **“Cincinnati Publics School – Open” – Two-hour delay, morning preschool cancelled”**

During a two-hour delay:

- Yellow buses pick up students at morning bus stops two hours later than normal.
- Afternoon dismissal will occur at the normal time.
- All morning preschool sessions will be cancelled.
- Please do not bring your child to school at the normal time. A full staff will not arrive until the two-hour delayed start time.

FIELD TRIP PERMISSION

Before a child is permitted to go on a field trip with his/her class, a signed permission note must be sent to the school. The cost of the trip will also be assessed. Refunds are not given if a trip is missed. However, a credit may go towards the next trip

LOST AND FOUND

Put your child's name and room number on all of his/her belongings. Please check the lost and found in the cafeteria and office for your child's missing articles.

EMERGENCY PROCEDURES

Fire and Tornado Alarm/Drills

Fire and Tornado Drills are held at regular intervals throughout the school year.

Remember these basic rules:

- Check the instructions in each classroom (they are posted) indicating how to leave the building in case of fire.
- Walk, not talking. Move quickly and quietly to designated area.

Earthquake

Students and adults remain in their classrooms and position themselves under desks or tables. Those students and adults outside must lower themselves to the ground and not attempt to run into the building.

MARKING/REPORT CARD PRACTICES

This year CPS will be using a Standard Based Report Card. Your child(ren)'s teacher(s) and principal will be providing you information about the new report card.

BUS CONDUCT

Students living a mile or more from school have the privilege of riding the school bus. The bus ride starts the school day. The bus drivers have a tremendous responsibility of ensuring that the students arrive safely and on time. We, the bus drivers and school personnel, are requesting that parents periodically go over the bus rules with their child(ren). Our desire is to have a safe and orderly environment on the buses. Please instill in your child(ren) that the bus driver directs all activities on the bus.

Loading Buses

1. Pupils should not push or shove as they approach the door of the bus.
2. Once the bus is in motion, students should not move about the bus.
3. No object of any kind should be thrown on or from the bus.
4. The same discipline that is inherent in a classroom should be maintained during a bus trip.
5. Confusion that might distract the driver impacts the safety of all pupils on the bus.
6. The bus company driver and the school administrator will deal with misconduct.
7. Follow all bus rules and procedures.
8. Silverton's "High Five to bus safety rules if applied should ensure a safe ride to and from school.

Bus Expectations

Students must:

1. Load and unload as explained by the driver.
2. Remain seated and facing front at all times.
3. Ride in assigned seats.
4. Keep the bus aisle clear at all times.
5. Obey all instructions of the driver.
6. Talk quietly.

7. Be silent at railroad crossings.
8. Be courteous at all times.

Students must not:

1. Put any part of their bodies out of the windows.
2. Fight or hit others.
3. Throw objects.
4. Take items belonging to others.
5. Smoke or light matches.
6. Use or carry fireworks.
7. Open the emergency door.
8. Handle the radio or safety equipment.
9. Touch the controls of the bus.
10. Damage the bus or seats in any way.
11. Bring animals or hazardous cargo on the bus.
12. Eat, drink or chew gum.
13. Litter the bus.
14. Use profane or abusive language.
15. Behave in a disorderly manner.

Silverton “High Five” to Bus Safety



1. Always listen to the bus driver.



2. Sit “bottom to bottom” and “back to back”.



3. Talk in a quiet, inside voice.



4. Keep my hands and feet to myself.



5. Keep all food and supplies in my book bag.

POSITIVE BEHAVIOR SUPPORT

This is the fifth year for the CPS District-wide Positive Behavior Support (PBS) for developing positive school culture. Positive Behavioral Support is a broad range of systemic and individualized strategies for achieving important social and learning outcomes while preventing problem behavior. It supports the district's vision of creating a safe and orderly environment that keeps students in school and engaged in learning.

Each school within CPS is responsible for developing a school-wide behavior support plan. Silverton Paideia has established clear and explicit school-wide expectations for social behavior within the school setting (both in the classroom and outside the classroom). There are guidelines for teaching and encouraging the social skills necessary to meet behavior expectations. Three overarching behavioral expectations with actions have been selected – **Be Safe, Be Responsible and Be Respectful** for use in all areas of the school. They are included and should be discussed with your child(ren).

Failure to meet these expectations can result in any number of consequences, based on the severity of the infraction:

- Child/adult conferences
- Parent/child/teacher conferences
- Writing assignments
- Short discipline form
- After school detention
- In School Suspension
- Denial of special activities or field trips
- Time out (in classroom or in another classroom)
- Alternative Placement Center/(A2S/A2E program) located at Jordan Crossing
- Emergency removal up to 72 hours

SILVERTON PAIDEIA IN SCHOOL SUSPENSION PLAN

Silverton's In School Suspension program is intended to reduce repeated misbehavior while providing continuity in education and a structured time-out within the school setting

Goal: The goal of this temporary program is to help children change these behaviors through counseling reflection and uninterrupted academic assignments.

Duration: The principal will assign ISS.

Setting:

1. Students in ISS classroom.
2. Students are seated at assigned seats.
3. Shades are pulled so that there are no distractions.
4. An in school instructor is assigned to monitor ISS.

Expectations:

1. All children assigned to ISS will report to the monitor in the cafeteria upon arrival. Students will be dismissed from the ISS room at the end of the day. Students are not to go to their homeroom while assigned to ISS>
2. All ISS students are to be silent during class, in hallways, and during restroom breaks.
3. Talking, making noise, or otherwise creating a disruption in ISS is prohibited. All ISS students will remain in their seats. Students are not permitted to eat, drink, or chew gum. ISS students may not sleep during class.
4. Students in ISS who do not follow ISS rules and/or create a disruption in ISS is subject to other disciplinary actions such as emergency removal, parent-teacher conference, assigned further ISS time, etc.

Assignments:

1. Teachers provide work for students to do. In some cases teachers may be unable to assign work immediately. The ISS monitor will provide work for the student.
2. In addition to classroom assignments, the ISS instructor also has packets of math and reading for students.
3. Students must work on these assignments all day. No one is allowed to interact during ISS.

Counseling: Each child spends time talking to the ISS instructor about their behavior and how they can change it.

Breaks:

1. Students will get a restroom break at 9:30 a.m. and 12:30 p.m. There are no other restroom breaks unless there is an emergency.
2. Students eat lunch at approximately 11:00 a.m. Each student sits at his or her own table facing the ISS teacher. They are not allowed to talk.
3. There is no recess – students return to ISS after they eat.

Release Time: When appropriate, at 1:45 p.m., a discussion is held with the students asking them to reflect on how they felt about the day and how being in the regular classroom would benefit them more. Students leave ISS at 2:10 p.m.

BEHAVIORAL INCENTIVES**Recognition and Awards**

- Quarterly awards presented
- Academic Achievement Awards
- Excellent Eagle Awards
- Breakfast with the Principal
- Students Who Act Terrifically (SWAT) – Quarterly award for students who have not received detention, bus referral, long form, short form, In School Suspension, suspension or expulsion.
- Additional awards/assemblies will be on-going throughout the year.

AFTERSCHOOL ACTIVITIES

Our staff and partners have a wide range of programs and activities scheduled for beyond the 2:15 p.m. dismissal time. These include, but are not limited to:

- CincyAfterSchool
- Art Club
- Band
- Dance Ensemble
- Junior Choir
- Show Choir
- Silverton Girls Club
- Student Council
- Tutoring - Extended Learning Program
- Tutoring - Whiz Kids

Silverton Paideia Students' Expectations



BE SAFE

Being safe means that no one gets hurt physically or emotionally.

BE RESPECTFUL

Being respectful means to be polite and cooperative with others.

BE RESPONSIBLE

Being responsible means to be dependable and trustworthy at all times.

Arrival

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Enter cafeteria entrance only • Walk on sidewalks and crosswalks • Place bikes in rack on kdg. Playground • Enter/exit doors on right 	<ul style="list-style-type: none"> • Line up on playground • Use respectful tone of voice • Use polite language 	<ul style="list-style-type: none"> • Arrive on time • Stay in cafeteria unless you have written permission from your teacher to leave the cafeteria

Cafeteria

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Sit in area as directed • Sit with feet on floor, bottom on bench and facing table • Keep all food to self without sharing • Carry tray with two hands • Snack line stays to the right, against the wall 	<ul style="list-style-type: none"> • Follow adult directions • Use quiet voices • Be silent when quiet signal (whistle) is given. 	<ul style="list-style-type: none"> • Take coat to cafeteria • Raise hand to request items/assistance • Raise hand to request permission to clean up area • Throw all garbage in can, put utensils in bucket, put tray and dishes on counter • Pay for lunch before 8:00 a.m. If child arrives after 8:00 a.m., pay at lunchtime. • Keep area clean

Playground/Recess

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Food stays in cafeteria • Walk to and from playground • Stay within boundaries • Stay away from all AC units • No hitting, pushing, grabbing, play fighting, kicking. • Use equipment safely 	<ul style="list-style-type: none"> • Play fairly, share • Include everyone • Respond appropriately to playground staff 	<ul style="list-style-type: none"> • Stay away from the windows at all times • Keep area clean • Use bathrooms only for intended use • Return play items to receptacle • Line up immediately in a straight, quiet line when the bell rings • Keep coat on unless playground staff gives permission to remove • Go to an adult with problems

Restrooms

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Keep feet on floor • Keep water in sink • Use soap and water for washing hands • Keep hands, feet, objects to self 	<ul style="list-style-type: none"> • Knock on stall door • Give people privacy • Use quiet voice 	<ul style="list-style-type: none"> • Take hall pass for bathroom – use sign-out sheet • Flush toilets after use • Turn off water • Put towels in garbage • Keep area clean and free of graffiti • Return to room promptly • Report problems to an adult

Hallways

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Walk facing forward • Stay to the right except when directed by an adult • Remain to the right until directly across from your destination • Keep hands and feet and objects to self 	<ul style="list-style-type: none"> • Hold the door open for the person behind you • Remain quiet • Knock on a door before entering • Refrain from distracting the classes 	<ul style="list-style-type: none"> • Keep area clean • Carry hall pass when out of classroom

Classroom

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Keep hands, feet and objects to self • Keep all four legs of the chair on the floor • Use learning tools correctly • Remain in seat unless given permission • Get adult help for accidents 	<ul style="list-style-type: none"> • Talk quietly with permission; raise hand to speak • Follow directions of teacher and stay on task • Use kind words and actions • Wait for your turn 	<ul style="list-style-type: none"> • Follow school rules • Monitor your own behavior; report problems to an adult • Be honest • Keep toys/games/non instructional materials at home unless given permission by an adult • Chewing gum and /or candy should be consumed only with permission

Dismissal

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Dismiss from front door near office if walking • Car riders to exit from upper door • Exit door on right • Use sidewalks and crosswalks 	<ul style="list-style-type: none"> • Use kind words and actions • Follow adult directions • Keep hands and feet to self 	<ul style="list-style-type: none"> • Leave classroom and go directly to designated exits: <ul style="list-style-type: none"> - Bus riders door by room 128 - Van riders at breezeway door - Walkers door near office - Car riders door near cafeteria • If walking home leave premises after exiting • Remain in designated waiting area of waiting for parent pick up

Office and Restricted Areas

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none"> • Enter restricted area only with staff member 	<ul style="list-style-type: none"> • Keep quiet in restricted areas • Keep hands to self • Enter office quietly and wait at counter to be recognized by staff • Sit quietly while waiting • Eating in the office is not permitted • Ask permission to use office phone 	

Assemblies

BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
<ul style="list-style-type: none">• Remain seated, hands in lap• If seated in chair, keep feet on floor	<ul style="list-style-type: none">• Remain quiet during program• Wait for arrival and dismissal directions• Respond appropriately to presenter; comment as directed• Show appreciation by applauding	<ul style="list-style-type: none">• Face forward



STUDENT/PARENT FORM 2009-2010

Return to Silverton Paideia Academy



Please review the Student & Family Handbook with your child. After completing your review, complete the information below and return to school.

My child _____ and I have reviewed and understand the Student/Parent Handbook for the 2009-2010 school year.

Student's Signature

Room#

Parent/Guardian Signature

Date

Please send me email updates about upcoming events and news from Silverton!

(print email address here)

