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CLOVER COMMUNITY SCHOOL

5101 Rocky Ridge Trail
Bentonville, Arkansas

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This notification is required by the Asbestos Hazard Emergency Response Act (AHERA, 40 CFR Part 763 of Title II of the Toxic Substances Control Act). Asbestos Management Plans have been developed for the School. These plans are available and accessible to the public at the School's Buildings and Ground Office. This notification is required by law and should not be construed to indicate the existence of any hazardous conditions in our school buildings.

Section 2

General Student Parent Conduct

Behavior is based on respect for others, kindness, awareness, safety, and pride in our school. Behavior is governed by two rules: you cannot hurt yourself, and you cannot hurt others. We expect all students to abide by the school's rules, as described in this handbook.

Attendance and Absences

Please give us as much notice as possible when your student will be absent from school. Parents are required to notify the school when their student will be out. Excessive absences will result in a conference with school leadership to ensure that such absences do not adversely impact a student's progress. Our absences policy is subject to change as we go through the accreditation process.

Tardiness and Early Dismissal

Please notify the school when there is a planned tardiness or early pickup. Tardies and early pickups will be recorded on the student record. Three unexcused tardies or unexcused early pickups will be recorded as one absence. We hope that every parent will make a conscientious effort to get a student to school on time and allow the student to complete the day. Students should arrive in time to be ready for instruction to begin at 8:30

If they fail to report suspected abuse/maltreatment, teachers can be charged with a Class C misdemeanor. The confidentiality of the child and the child's family will be protected to the extent appropriate. The phone number for the Child Abuse Hotline is provided to all faculty and staff in the personnel manual and posted in faculty workrooms. In accordance with Arkansas state law, any staff member or children in attendance may be interviewed by Child Care Licensing, the DCFS, and/or by law enforcement officers for the purpose of investigations or to determine compliance with licensing requirements. Child interviews do not require parental notice or consent.

Discipline Guidelines

One of the most important aspects of a student's education is learning to communicate and work cooperatively with other students and adults. Our staff makes a continuous effort to provide and teach positive guidance and social skills to help students develop consideration and respect for others with an emphasis on courtesy, respect and kindness. Teachers will present these policies and classroom rules to the students and generally welcome students' input into policies and rules during class meetings. Intentional aggression, hostility, or derision towards staff or another student will not be tolerated. A behavior plan will be written for students who continuously show such behavior. Each student's discipline plan will be individualized to them. Staff will work diligently to teach more appropriate forms of communication, however, students who are unable to curb these tendencies will be subject to suspension or expulsion.

Confidentiality

Members of Clover Community commit themselves to maintaining appropriate professional tact and discretion with regard to confidential information they receive. However, confidential information may be disclosed to the Director, teachers, appropriate administrators, outside professionals, law enforcement officers, parents/guardians, and others when there is a compelling reason for doing so, including, without limitation,

greater than specified on the label shall not be given, unless a doctor's note is provided. Medicine must stay in its original container. Medicine must be within date, not expired. Medicine labels must have child's name, dosing instructions, and provider's name and phone number. Medicine must have a child resistant cap.

Health Plans

If a student has a medical condition (e.g., asthma, nut allergy), parents/guardians will need to get a health plan or action plan filled out by the student's physician. Most physicians have forms on file they prefer to use. This form will require parent signatures and emergency contacts. Health plans must have clearly stated parameters, directions, and symptoms for when to give medication. They must also be updated yearly. If a student uses an inhaler for asthma, parents/guardians will need to provide an inhaler, in its original container, for use at school. If a student has been prescribed an EpiPen, parents/guardians will also need to provide it, in its original container, for school use.

Field Trips

Families will be notified of upcoming field trips as early as possible. One of the benefits of a small school is the ability to capitalize on spontaneous opportunities should they arise. Parents who are willing to help transport students must show proof of insurance and an up to date drivers license.

Parent Involvement

Clover Community School requires families give at least 8 hours a month of their time to volunteer in some way, shape or form. We want our families to feel a sense of belonging and community so please us help us meet this vision. Please meet with administrative staff to view the volunteer binder.