Bristol Elementary School

2026-27 Student & Parent Handbook

Be a PANTHER:

Respect, Responsibility, Leadership

Mr. Nathan Kish, Principal
2026-27 School Year

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Introduction

Principal's Message

Welcome to Bristol Elementary School and the 2026-27 school year! We are excited to have your family here! Everyone at Bristol Elementary School is committed to the success of every child we serve, and we look forward to working with our students and their families on their endeavor to realize their full potential.

Establishing and maintaining a safe environment that is conducive to learning is an essential precursor to student success. The policies, procedures, rules, and regulations outlined in this handbook have been established to support three overarching goals; to ensure the safety and well-being of all students and staff, to create an environment that supports student learning, and to maintain efficient operations that enable us to utilize our resources to best serve the needs of all students and their families. This handbook has been approved by the Bristol Local Schools Board of Education and reflects the Policies of the Board.

We have high academic standards for our students at Bristol Elementary School, and we approach education as a partnership between the teachers and staff, students, and their families. We expect parents to be actively involved in the education of their children.

I encourage you and your child to become familiar with the contents of this document. This handbook contains information about student responsibilities and expectations. It is each student's responsibility to be aware of these expectations and meet or exceed them every day.

Please do not hesitate to contact me at any time if you have questions or concerns about your child's experience here at Bristol Elementary School. I can be reached at (330) 889-2700 or via email at nathan.kish@bristol.k12.oh.us

On behalf of everyone at Bristol Elementary School, I wish you a safe, successful, and rewarding school year!

Sincerely,

Mr. Nathan Kish, Principal
Bristol Elementary School

The History of the Bristol Local School District

In 1803, Alford Wolcott, a surveyor for the Connecticut Land Company, received a parcel of land as payment for surveying an area in Trumbull County of the Western Reserve. On this land he erected a building and named the township Bristol in honor of his former home in Bristol, Connecticut.

In the next five years, many pioneer families moved from the East Coast to the area. The people recognized the need for schooling for their children; therefore, the first school was started in 1810. The first schoolhouse was made of logs. Its light came from the sun shining through small windows of greased paper.

As the township grew, several one-room schoolhouses dotted the township area. Near the end of the nineteenth century, a limited program of secondary education was added; the first students graduated in 1888. Centralization of township school facilities came in 1915 and has continued as such to the present time.

In July 1988, a merger occurred with the Farmington Local School District, which added an additional building and 400 students to the Bristol Local School District. Today a full comprehensive elementary, middle and high school are provided for its pupils.

Board of Education Philosophy

The Bristol Local School System exists to meet the needs of the pupils and the needs of society. Hence the needs of pupils and the needs of society become the center about which the school functions.

Pupils have common as well as individual needs. The district is responsible for ascertaining and meeting these needs. The personality of the pupil is to be respected, but such respect must be conditioned by the ideals of this democratic society of which he/she is a part. Learning is an active and passive process. The student learns most readily through participation. Individuals differ in interests, abilities, aptitudes, and learning styles, and insofar as possible, the district makes provisions for these differences.

The curriculum included all the experiences, which the district provides for the growth of the student. The content of the curriculum is developed by studying the needs of the individual and society. The curriculum shall be dynamic and flexible and continually strives for improvement.

As a general statement of philosophy, the Board of Education encourages research experimentation, and innovation.

The student is the primary person in the school system and the principle party in the learning process. The student is expected to be actively involved in their learning.

The teacher is the most important factor in the teaching process. He/she shall have appropriate academic and professional training and a genuine concern for students. The teacher is of excellent character, high ideals, and dynamic personality and shall evidence a spirit of service. Teachers are encouraged to be active participants in the community.

The district, as a whole, shall be united, friendly, lively, and sensitive to the needs of its pupils and community. The district provides training in basic skills, problem solving, citizenship, personal adjustment, and career education. The goal of the district is to help each child develop into a critically thinking citizen who can act independently at an optimum level within the bounds of socially accepted criteria.

The Board of Education recognizes the value of continuing education to improve the quality of instruction and to promote the professional growth of its staff through appropriate means; which may include, but not limited to, in-service programs, staff meetings, graduate study, workshops, local area meetings, graduate study, workshops, local area meetings, and visitations to other schools. Beneficial human and physical resources of the community and region may be used in appropriate circumstances to enhance the instructional program.

BRISTOL LOCAL SCHOOL

School Calendar
2026-2027

August 14, 2026	Friday	Floating Teacher Inservice Day
August 17-18, 2026	Monday & Tuesday	Teacher Inservice Days
August 19, 2026	Wednesday	Students' First Day
September 7, 2026	Monday	Labor Day/ NO School
October 8, 2026	Thursday	Early Dismissal - HS 1:10 Elem 1:50 Parent Conferences -HS 1:30-8:00 Elem 2:30-9:00
October 9, 2026	Friday	NEOEA Day/No School
October 21, 2026	Wednesday	End 1st Nine weeks
October 23, 2026	Friday	Teacher Inservice/No School
November 25, 2026- November 30, 2026		NO SCHOOL Thanksgiving Break
December 21, 2026- January 1, 2027		NO SCHOOL Winter Break
January 12, 2027	Tuesday	End 2nd Nine Weeks
January 15, 2027	Friday	Teacher Inservice/No School
January 18, 2027	Monday	Martin Luther King Day NO SCHOOL
February 11, 2027	Thursday	Early Dismissal - HS 1:10 Elem 1:50 Parent Conferences- HS 1:30- 8:00 Elem 2:30-9:00
February 12, 2027	Friday	NO SCHOOL
February 15, 2027	Monday	Presidents' Day NO SCHOOL
February 16-19, 2027	Tuesday - Friday	Kindergarten Registration 10 A.M. - 2 P.M.
March 17, 2027	Wednesday	End 3rd Nine weeks
March 19, 2027	Friday	Teacher Inservice/No School
March 26- 29, 2027	Friday & Monday	NO SCHOOL- Spring Break
May 19, 2027	Wednesday	Tentative Senior Last Day
May 21, 2027	Friday	End of 4th Nine Weeks/Last Day for Students
May 22, 2027	Saturday	Graduation- 7:00 pm

May 24, 2027	Monday	Teacher Inservice
May 25, 2027	Tuesday	Teacher Inservice- Last Day
May 25, 2027- June 1, 2027		Calamity Day Makeup- If needed
May 31, 2027	Monday	Memorial Day
June 2, 2027	Wednesday	Calamity Teacher Inservice-If needed

Daily Schedule

It may be useful for you to know the time associated with each of the class periods. For example, a child may ask that you pick him/her up at the end of 6th period or a class performance may begin during 2nd period. It is least disruptive for students to leave school at the conclusion of a class period.

K-6 Daily Schedule:

Breakfast & Attendance	8:20- 8:45
Period 1	8:45-9:27
Period 2	9:29-10:11
Period 3	10:13-10:55
Period 4	10:57-11:39
Grade K-2 Lunch	11:50-12:20
Grade 3-6 Lunch	12:25-12:55
Period 5	12:56-1:38
Period 6	1:40-2:22
Period 7	2:24- 3:06
Prepare for dismissal	3:08-3:12

Attendance Policy and Procedures

Rationale

The Bristol Board of Education has legal responsibility to do everything in its power to ensure that every student receives the opportunity to reach his or her maximum potential. Daily attendance in school by all students is important in helping a student to achieve the maximum potential of educational benefits. In many instances, irregular attendance is a major component of poor achievement in a student's schoolwork. The educational process requires a continuity of instruction, classroom participation, cognitive experiences, and regular study in order for a student to achieve their potential from their formal education. The schools cannot provide

continued instruction to students who are not present in school on a regular basis. Therefore, the Bristol Board of Education establishes the following Student Attendance and Absenteeism Policy.

Grades K-6

The school day officially begins at 8:20 and dismisses at 3:12.

Tardy = Student arrives between 8:30 and 9:38. If a student is dropped off after 8:30 a.m., a the parent/guardian must sign the student in at the office window.

Absent 1 day = Student leaves the building before 12:05.

Absent 1 day = Student arrives after 12:05.

Absent ½ day = Student arrives between 9:39 and 12:05.

Absent ½ day = Student leaves building after 12:05.

Early Dismissal = Student leaves after 2:12.

Definitions

The following terms are used throughout the attendance section:

Absence: Failure of a student to report to school or class when assigned for instruction.

Due Process Appeal: A request for reconsideration of a decision rendered. The order of due process appeals shall be:

- Step 1: The Building Principal
- Step 2: The Superintendent
- Step 3: The Bristol Board of Education

Early Dismissal: A parent/guardian request for a student to leave school due to an excusable reason. The list of reasons for an excused absence shall also apply to early dismissal.

Early Release: Only students approved in a work-study program will be granted permission for dismissal from school for the purpose of work.

Excused Absence: An absence from school that meets the standards found in Section 3301.69.02 of the Ohio Administrative Code and those approved by the Bristol Board of Education (Board Policy Section 5200), which include the following:

- Personal Illness
- Illness within the Family
- Quarantine of the Home
- Death of a Relative
- Work at home because of the illness of parent/guardian
- Observance of a religious holiday
- Family Emergency or set of circumstances which, in the judgment of the Bristol Superintendent, constitutes good and sufficient cause (an explanation will be required)
- Medical appointment that cannot be scheduled beyond school hours provided a doctor's confirmation is received by the school

- A school sponsored activity
- Any activity or circumstance given approval by the building principal

Extended Chronic Illness: A period of fifteen consecutive certified absences due to a medical problem, which has been confirmed in writing by a student's physician. The school will arrange for alternative educational instruction to take place in the home at no cost to the parent/guardian.

Late to School: Arrival to school after the official designated starting time.

Tardiness to Class: Arrival to a scheduled class after its official designated starting time. The bell schedule or an individual teacher's classroom policy may extend this definition.

Truancy: Being absent without excuse or having an excusable reason.

Truant: Any student who is absent from school or class without expressed knowledge and/or permission from a parent/guardian or school official. Five (5) minutes or longer from a class will classify the student as truant.

Unexcused Absence: Any absence that does not meet standards of an excused absence as defined by Section 3301.69.02 of the Ohio Administrative Code and/or any absence that is not preceded by notification on the day(s) of absence and followed by a written excuse from a parent/guardian within a twenty-four (24) hour period after the student returns to school.

Reporting Students Off from School
Parents are to report a student's absence(s) to the school on the day of the absence before 9:30 A.M. Students must be reported off *each day* that they will be absent.

Parent Notification
If an absence is not reported, an attempt will be made to contact the parents at home or work to verify the student's absence. The school will attempt to make a follow-up phone call. Any absence not reported or confirmed by the parent and/or physician will be considered unexcused.

Documentation Upon Return to School
Parents are required to submit to appropriate school personnel a written explanation for the child's absence within a twenty-four (24) hour time period for any absence(s) when the student returns to school. A student will have 5 days to submit to school officials a medical confirmation for an absence. Students must present documentation related to their absence to receive make-up work.

Make-up Work
If your child is going to miss two (2) **or more** days of school, please contact the office no later than 9:00 AM to make arrangements for his/her assignments to be sent home. If a sibling or

other relative is not available to bring the assignments to you please pick up the assignments before 3:00 PM.

Early Dismissal

Occasionally you may need to have your child leave school early. Students must obtain permission from the office for an early dismissal. Please include the following when you make the request:

- Reason for early dismissal
- Time of appointment and time of pick-up
- Parent/guardian signature
- Phone number where parent/guardian can be reached

Vacations

Parents are encouraged to schedule vacations during periods when school is not in session. We understand that is not always possible. A student must inform the office two weeks in advance of any period of vacation. At the discretion of the principal up to five (5) school days may be excused for vacation. Any additional days beyond five (5) will be considered unexcused. It is the student's responsibility to secure work to be completed while on vacation. Any work and/or tests and quizzes missed while on vacation shall be made up and or turned in the day the student returns to school.

Attendance Requirements

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which s/he has been assigned.

A medical excuse for personal illness will be accepted in the form of doctor's note within five (5) school days of the absence or parent call-in on the day of the absence due to illness or doctor's visit. A student may have up to ten (10) medically excused absences without a doctor's note, but with a phone call from a parent/guardian.

Vacations and unexcused absences count toward this requirement. A student must be present at least half the period to count as present. Unexcused early dismissals and late arrivals count against the attendance requirement.

Habitual Truancy

The State of Ohio has implemented new legislation that took effect for the 2018-19 school year regarding students who are habitual truants. A child is designates as "habitually truant" when he/she reaches any of the following levels of absenteeism:

- Thirty (30) or more consecutive hours. (Approximately five days).
- Forty two (42) or more hours in a school month. (Approximately seven days in a one month period.)

- Seventy two (72) or more hours in a year (Approximately twelve days.)

The school is to notify you with seven (7) working days if your child becomes habitually truancy. You will be invited to participate in an absence intervention team meeting to address the cause of your child's absenteeism and an absence intervention plan will be written. The plan will be monitored for sixty (60) days.

The school will file a court complaint on the sixty first (61st) day of implementation of the truancy intervention plan if all of the following apply:

- The student was absent without legitimate excuse from the public school for 30 or more consecutive hours, 42 or more hours in one school month or 72 or more hours in a school year.
- The school has made meaningful attempts to re-engage the student through the absence intervention plan or other intervention strategies and any offered alternatives to adjudication.
- The student has refused to participate in or failed to make satisfactory progress on the plan.

Retention Due to Excessive Absences
It is required that a student be retained if s/he is truant for ten percent (10%) or more of the required school days and has failed at least two (2) courses of study, unless the principal and the teachers of the failed subjects determine that the student is academically prepared to be promoted.

Building Policies and Procedures

Visitor Policy
All visitors to the building are required to report directly to the school office window, sign in, present a driver's license or I.D. and obtain a pass. Parents will not be permitted to go to a child's room without previous permission or consent (see *Staff Communication and Conferences)*. Students that attend Bristol Elementary School will not be permitted to have friends, relatives, or other people attend school with them.

School Supplies & Fees
The Bristol Board of Education provides all basic textbooks at no cost to the students at our school. The condition of books will be recorded at the beginning of the school year. All books lost or damaged during the school year must be paid for according to the nature of the damage or loss. This also applies to library books. Checks should be made payable to **Bristol Local Schools.** These charges will continue to accumulate from year to year until paid.

Money
If you give your child money for lunch, classroom books, field trips, etc., please put it in an envelope and write on the envelope your child's name and the purpose for which the money is sent. All money must be submitted by your child to their teacher upon entering school. When paying for fees, please send a check rather than cash. If the check is to be used for more than one child, please indicate that on the envelope.

Staff Communication and Conferences
Parents are encouraged to attend regularly scheduled Parent/Teacher Conferences that are held in October and February. Your child's teacher will contact you to arrange a time.

As parents/guardians, you may have questions or concerns regarding your child's education. The following steps should be followed for having your concerns addressed:

- Contact your child's teacher by sending a note or email. The teacher will contact you by phone, email, or through written communication. In many cases this is all that is necessary to achieve resolution of a parent's concerns.
- If you would also like to discuss the situation with the principal, please contact the school office at (330) 889-2700 or email the building principal.
- If your concerns persist after these steps have been taken, please contact the office to make an appointment to discuss your concerns personally with the teacher and principal.
- Please contact the superintendent if your concerns are not addressed after speaking and/or meeting with the building principal.

We cannot accommodate requests to speak with teachers without prior arrangements. Please do not come to the office and ask to go to a classroom to discuss a situation with your child's teacher during the school day. This includes during breakfast and dismissal times.

Many teachers utilize electronic means to communicate with families. Understand that teachers do this voluntarily and are under no obligation to respond to communications through these applications and/or websites.

We expect parents and family members to speak respectfully to teachers and staff. Parents who display disrespectful, belligerent behavior toward teachers and staff members will be required to communicate solely through the building principal.

Morning Drop-Off Procedures
You may pull up to the curb to drop your child off. Let your child out on the curb side of the car.
Students cannot be dropped off before 8:20 AM.

After School Pick-up Procedures
Parent pick-ups and walkers are dismissed from their classrooms at 3:10 p.m. each day. Staff members will bring the students outside. If you are picking up your child after school, please form a line around the outside of the parking lot. Pull up to the curb along the front entrance to the elementary building. All students should load from the curbside. Do not exit your vehicle while in the curbside pickup.

After the first group of cars is loaded and moved on, the next group of cars will move up and the process will be repeated. Please be patient and wait for the car to load in front of you.
The person who is picking up the student must be an adult/guardian or a person 18 years old or over who is listed on your emergency form. If another person is picking up your child (not on the emergency card), there must be a parent note sent in that morning which the child has given to the teacher granting permission for that pick-up change. We will ask for photo identification. Failure to produce proper identification, when requested, will result in your child not being permitted to leave.

All bus riders will be dismissed to their designated bus lines at 3:12 p.m. each day.

If your child needs to be picked up at the office rather than getting on his/her assigned bus, those requests also need to be sent in with your child in writing. If you call in to the office during the day to request a change from bussing to parent pick up it MUST be done no later than 2:30 P.M.

Cafeteria
Lunch will be served each day school is in session. Student breakfast and lunch will be free for all students for the 2026-27 school year.

Recess
Students will not be permitted to go outside unless the wind chill temperature is thirty degrees Fahrenheit. Students are expected to have appropriate attire to participate in recess, particularly during the winter months. At the teachers' discretion students who do not have appropriate attire will not participate in recess.

Field Trips
Parents will be asked to sign permission slips when students take field trips. The parent's signature acknowledges that the parent is aware that the student will be away from school, the location of the field trip, the educational nature of the field trip and its purpose. The parent has the right to deny participation. Only students whose parents have signed permission slips will be permitted to participate in such activities. Parent chaperones will be limited to two for each bus transporting students for the field trip. The only exception would be if a field trip venue requires a specific number of chaperones per student.

In most cases, parents may transport themselves to the site of the field trip if they wish. However, there are venues that limit that total number of participants from a school. Should

this be the case, the teacher(s) organizing the field trip will communicate these expectations to family members.

Students are expected to demonstrate appropriate behavior at all times. The Code of Conduct applies during field trips. Students who have failed to meet behavior expectations at school may not be permitted to participate in field trips.

Celebrations and Parties
We understand that celebrating birthdays and holidays is an enjoyable part of a child's elementary school experience. We ask that you coordinate these activities with your child's classroom teacher(s) so that they can occur with minimal disruption to our academic instruction.

Parents are permitted to send in birthday treats, but they must be prepackaged to ensure the safety of all students.

The teachers and principal will set guidelines for classroom parties that are deemed appropriate for each grade level and group of children. We ask that you respect these guidelines and refrain from conducting activities that have been deemed to be dangerous or inappropriate.

Telephone Use
During the school day the telephone in the office may be used only for emergency situations, not for bus passes or homework.

Use of Personal Phones and Devices
Students may possess a phone. However, this equipment must be turned off and out of sight at all times. Staff members who discover a student using an electronic device will confiscate the device and turn it into the building principal.

Emergency Drills
Fire drills and tornado drills will be conducted monthly and are required by law. Fire and tornado drill evacuation sites and procedures are posted in each room. The purpose of a fire drill is to evacuate the students from the building as quickly and orderly as possible. Procedures for tornado drills will be announced over the public address system. Fire and tornado drills must be taken seriously; they are held for your protection and security. Lockdown Drills will also be frequently conducted. Rules for all drills are the following: absolutely no talking, running, pushing or shoving. Violations will be considered insubordination and disciplinary action will be administered accordingly.

Homework Policy

Students and parents should expect homework throughout the school year. Developing the organization and self-discipline to regularly complete homework assignments is a significant goal of our elementary program.

The student's responsibilities for homework include:

- Keeping track of all homework assignments.
- Carefully and neatly completing all homework.
- Handing in all homework assignments on time.
- Bringing home proper materials to complete homework.

The parent's responsibilities include:

- Assisting their child in finding a quiet place to work.
- Establishing a regular time to complete homework.
- Review your child's papers when they bring them home.
- Help your child develop ways to keep track of assignments in an organized manner.
- Provide help when your child is confused and needs help with an assignment.
- Check with your child daily about homework and how their school day was.
- Be positive with your child about school.

Each teacher has designed and implemented a homework policy for their classroom. Every student will be expected to follow the homework policy and guidelines that their teacher has established.

Grade Reports

Report cards will be issued every nine weeks during the school year. Interim/progress reports will be issued during the fifth week of each grading period. The district grading scale is as follows:

A – Excellent	90-100%
B – Good	80-89%
C – Average	70-79%
D – Below Average	60-69%
F – Failure	Below 59%
S – Satisfactory	
N – Needs Improvement	
U – Unsatisfactory	

Withdrawal of Students When Moving

It is important that you notify the school as soon as possible when you move out of the school district. You should be sure upon leaving for your new school that you have taken care of all obligations such as returning all school books, paying any fees due, and picking up all personal belongings of your child. Please fill out a Withdrawal Form in the school office. If possible, we need to know the location of your child's new school. The new school in which your child

enrolls will send a request for their records. As soon as we receive this request, we will forward the records immediately.

Promotion or Retention

The promotion or retention of a student in any grade level should be in the best interest of the student. The first consideration for student retention is failing grades or minimum goals prescribed on the Individual Educational Program. However, academics will not be the sole factor in the determination of retention. The student's age, maturity level, emotional and social criteria must also be considered on an individual basis. Retention shall occur only if it presents the possibility of allowing the student to function successfully at grade level in these areas and it is viewed as an opportunity for growth. If deemed necessary, it should occur as early as possible in a student's educational program.

Dress Code

The following guidelines are intended to ensure the safety of all students and promote an environment conducive to learning for all students. This list is not exhaustive and the administration maintains the ability to alter the dress code at any point or ask students to refrain from wearing clothing or accessories that are deemed to be disruptive to the learning of other students.

- Shorts will only be permitted when the high temperature is 65 degrees Fahrenheit or warmer. Shorts must be of appropriate length. (Use the "arm length" test)
- Hats and bandannas are prohibited. Hooded sweatshirts are acceptable but the hood cannot be worn in school.
- Coats or backpacks cannot be worn in the school.
- Shoes with backs and socks must be worn at all times. Flip-flops are not permitted.
- Clothing with tears, slits, or holes above six-inch inseams are prohibited.
- Halter-tops and tank tops are prohibited.
- Hair must be well-groomed and clean; length should be left to the parents and student discretion. Hair color and style must not interfere with the educational process of other students.
- There should be no pierced body parts other than ears.
- The wearing of low waist jeans or pants is prohibited. Pants **must** be worn at the **waist**.
- Shirts with text or pictures must be appropriate. Clothing may not promote the use of drugs, tobacco, or alcohol. Any messages deemed inappropriate by the school administrators will not be permitted. Dress that mocks religious groups will also not be permitted.
- No tattoos, face or body paint are permitted.

Code of Conduct and Discipline Procedures

Discipline at Bristol Elementary School shall be directed toward teaching children positive behavior, independence, good citizenship and responsibility. It shall encourage students, guide them, help them feel good about themselves, and most importantly, teach them to think for themselves.

The school must maintain order because it is a prerequisite to learning. The authority of the teacher and the administration are necessary as children are led slowly and gradually to the point of self-discipline. Rules and corrective measures are devised to make sure that the welfare and safety of all students are preserved. In situations of undesirable behavior it is necessary for the school to make interventions in a constructive and educational manner so that it will ultimately help the student. Students should see that firmness and fairness are compatible at school as well as home. It must be kept in mind that students come from many different backgrounds and various degrees of permissiveness. Awareness of school rules as well as the need for them should be shown. It is our intent that all students act appropriately. We want to establish an educational atmosphere that is conducive to learning.

Rules and Procedures
The following rules and procedures have been developed to maintain the safety and well-being of all students in these specific common areas of the school.

<u>Cafeteria Rules</u>
The cafeteria is a place for students to quietly socialize with their classmates. They are expected to conduct themselves appropriately. The following rules will be enforced:

- Students will enter the cafeteria in a quiet, orderly manner.
- Students will sit where assigned by the supervisor.
- Students will remain seated until they are dismissed.
- Students will not throw food.
- Students are responsible for placing trays, silverware and garbage in proper receptacles.
- Students will not shout or talk loudly.
- Students will use proper table manners at all times which should include manners at the service counter. A “please” and “thank you” are greatly appreciated.
- Lights off means absolutely no talking.
- Carbonated beverages are not allowed in packed lunches.
- No talking once the student approaches the service counter.

<u>Playground Safety Rules</u>

- Show respect at all times for whoever is on duty.
- Stay in designated areas.
- Be considerate of others.
- No shoving, pushing, kicking, tackling or grabbing.
- Keep your hands to yourself.
- No name-calling or use of bad language.

- Play only in designated areas assigned by grade level
- Games involving balls should be played in assigned areas.
- Chasing games will not be permitted.
- Use playground equipment correctly and safely.
- Throwing of rocks, snowballs, etc. will not be permitted.
- Teachers on duty will use their discretion when deciding if a game is safe and appropriate.

Bus Rules

- Students must be at their bus stop 5 minutes prior to the designated arrival time.
- Students must go to their assigned seat and remain seated and facing forward.
- Students must observe classroom conduct and obey the driver promptly.
- No eating or drinking on the bus.
- No shouting or whistling.
- Supplies must be in a closed container such as a book bag or pencil box (ex: pens, pencils, scissors, etc.)
- Students must keep their feet out of the aisle.
- No throwing or passing objects on, from or into the bus.
- No glass objects will be permitted on the bus.
- Never put your hands, arms or head out the window.
- No pushing or shoving.
- Students must ride their assigned bus unless they have an authorized bus pass.
- Upon arriving at school, students must report directly to their classrooms.

Disciplinary consequences for violation of rules governing the students riding the bus are as follows:

- First Offense — Conference and warning
- Second Offense — 1 to 3 day suspension of bus transportation
- Third Offense — 3 to 5 day suspension of transportation
- Fourth Offense — Referral to Superintendent/Expulsion from bus

Disciplinary Infractions

When students act inappropriately, corrective action will be necessary. It is not possible to list every infraction that may occur, however the tables below list the most common infractions and corrective actions that will be administered. Parents will be notified any time a student is sent to the office for one of these infractions. One table applies to students in kindergarten through third grade, while the other applies to students in fourth through sixth grade. The discretion of the teacher and administrator shall prevail when addressing infractions, particularly those not listed here.

Tardy to School
Students are considered tardy after 8:30 AM. Students are permitted 3 unexcused tardies each semester. Students will receive a detention each time they are tardy from the 4th offense on.

- ISD- In School Discipline
- OSS- Out of School Suspension

Kindergarten-3rd Grade Minor Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Loitering	Principal conference	1-3 days lunch detention	3-5 days recess in office
Cheating	Principal conference Student receives a zero on the assignment	Student receives a zero on the assignment and 3-5 days lunch detention	Student receives a zero on the assignment and a detention
Dress Code Violation	Principal conference, call for appropriate attire	Principal conference, call for appropriate attire, and 1-3 days lunch detention	Principal conference, Call for appropriate attire, and a detention
Food/Drink in Unauthorized Area	Principal conference	1-3 days lunch detention	1-3 days lunch detention and loss of recess
Public Display of Affection	Principal conference	1-3 days lunch detention	1 detention
Improper Use of a Pass	Principal conference	1-3 days lunch detention	3-5 days lunch detention and loss of recess
Truancy from Class	Principal conference	1-3 Days Lunch Detention	1 detention
Pranks of a Less Severe Nature	Principal conference 1-3 days lunch detention	3-5 days lunch detention	1 detention
Threatening Another Student	Principal conference 1-3 days lunch detention	3-5 days lunch detention	1 detention

Kindergarten-3rd Grade Major Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Use of Inappropriate Language	1-3 days lunch detention or loss of recess	3-5 days lunch detention	1 detention
Lighting of Matches or Lighters	1 detention	1 day ISD	3 days ISD
Horseplay/ Rowdy Behavior	1-3 days lunch detention	3-5 days lunch detention and loss of recess	1 detention
Leaving Class Without Permission	1-3 days lunch detention	3-5 days lunch detention	1 detention
Unauthorized Use of Personal Phone or Electronic Device	Device confiscated and returned at end of day	Device confiscated, must be retrieved by parent	Device confiscated, must be retrieved by parent, 1 detention
Disrespect for School Personnel	1 detention	1 day ISD	3 days ISD
Vandalism	Family billed for damages, 1 day ISD	Family billed for damages, 1-3 days ISD	Family billed for damages, 3-5 days ISD
Theft	1 day ISD	1-3 days ISD	3-5 days ISD

Student Prank of a Major Proportion	1 day ISD	1-3 Days ISD	3-5 Days ISD
Cafeteria Disruption	1-3 days lunch detention and/or loss of recess	1 detention	1-3 days ISD
Unauthorized Departure from School	1 detention	1-3 day ISD	3-5 day ISD
Forgery of School Documents	1 detention	1-3 day ISD	3-5 day ISD
Bullying/Harassment/Hazing	1 day ISD	1-3 days ISD	3-5 days ISD
Racial/Ethnic Slur or Joke	1 day ISD	1-3 days ISD	3-5 days ISD
Insubordination/ Failure to Comply with Directions	1 detention	1-3 Days ISD	3-5 Days ISD
Provoking a Confrontation	1 detention	1-3 Days ISD	3-5 Days ISD
Aiding or Abetting in the Commission of a Major Violation	1 detention	1-3 Days ISD	3-5 Days ISD
Use of a Laser	Device confiscated, must be retrieved by parent	Device confiscated, 3-5 days lunch detention and/or loss of recess	Device confiscated, 1 detention
Extortion	1 detention	1-3 day ISD	3-5 day ISD
Unauthorized Use/Misuse of School Equipment	1 detention	1-3 day ISD	3-5 day ISD
Disruptive Classroom Behavior	3-5 days lunch detention and/or loss of recess	1 detention	1-3 days ISD
Violation of the Computer Use Policy	3-5 day suspension of computer use	3-5 day suspension of computer use, 1 detention	1-3 days ISS
Threatening Another Student	1 day ISD	1-3 days ISD	3-5 days ISD

Kindergarten-3rd Grade Severe Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Continuous Disregard of School Rules	1-3 days ISD	3-5 days ISD	5-10 days ISD
Flagrant Disregard of School Rules	1-3 days ISD	3-5 days ISD	5-10 days ISD, Consideration of recommendation for expulsion
Flagrant Disregard of School Rules that Results in Bodily Harm to a Student or Staff Member	3-5 days OSS	10 days of OSS	Consideration of recommendation for expulsion
Bomb Threat	3-5 days OSS	10 days of OSS	Consideration of recommendation for expulsion
Activation of Fire Alarm	3-5 days ISD	10 days of ISD	10 days of ISD
Threatening School Personnel and Students	3-5 days ISD	10 days of ISD	10 days of ISD
Assault	3-5 days OSS	10 days of OSS	Consideration of recommendation for expulsion
Possession of any Weapon and/or Ammunition(Guns, Knives, Explosives, Chemical Sprays)	3-5 days OSS	10 days of OSS	Consideration of recommendation for expulsion

Any Conduct that Violates Local, State, Federal Law	10 days of OSS	Consideration of recommendation for expulsion	
Sexual Harassment/Indecent Exposure	3-5 days ISD	5-10 days ISD	5-10 Days ISD
Possession of or under the influence of drugs Alcohol, prescription drugs, drug paraphernalia, counterfeit drugs.	3-5 days ISD	5-10 days ISD	5-10 Days ISD
Profane/Abusive Language directed at staff members, students, etc.	3-5 days ISD	5-10 days ISD	5-10 Days ISD
Prank/or Event which causes a threat/or panic for BES students toward the security or safety of the Bristol Schools, and/or staff.	5 days ISD	5-10 days ISD	5-10 Days ISD
Physical Abuse of a Student (includes fighting, hitting, punching, and kicking)	1-3 days ISD	3-5 days ISD	5-10 Days ISD
Selling or Distributing alcohol, prescription drugs, drug paraphernalia, counterfeit or look-alike drugs	1-3 days ISD	3-5 days ISD	5-10 Days ISD
Threatening Another Student	5 days ISD	5-10 days ISD	5-10 Days ISD

Tardy to School

Students are considered tardy after 8:30 AM. Students are permitted 3 unexcused tardies each semester. Students will receive a detention each time they are tardy from the 4th offense on.

4th- 6th Grade Minor Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Loitering	1 Detention	1 Saturday	1 Day OSS
Cheating	1 Detention Student receives a zero on the assignment	1 Saturday Student receives a zero on the assignment	1 Day OSS Student receives a zero on the assignment
Dress Code Violation	1 detention, call for appropriate attire	1 Saturday, call for appropriate attire	1 day OSS, call for appropriate attire
Food/Drink in Unauthorized Area	1 detention	1 Saturday	1 day OSS
Public Display of Affection	1 detention	1 Saturday	1 day OSS
Improper Use of a Pass	1 detention	1 Saturday	1 day OSS
Truancy from Class	1 detention	1 Saturday	1 day OSS
Pranks of a Less Severe Nature	1 detention	1 Saturday	1 day OSS
Use of Inappropriate Language	1 detention	1 Saturday	1 day OSS
Horseplay/Rowdy Behavior	1 detention	1 Saturday	1 day OSS
Leaving Class Without Permission	1 detention	1 Saturday	1 day OSS
Unauthorized Use of Personal Phone or Electronic Device	1 detention, device confiscated and returned at end of day	1 Saturday, device confiscated, must be retrieved by parent	1 day OSS, device confiscated, must be retrieved by parent

Threatening Another Student	1 detention	1 Saturday	1 day OSS

4th- 6th Grade Major Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Lighting of Matches or Lighters	3 Saturdays	3 day OSS	5 day OSS
Disrespect for School Personnel	1-3 days OSS	3- 5 days OSS	5-10 days OSS
Vandalism	Family billed for damages 3 Saturdays	Family billed for damages 3-5 days OSS	Family billed for damages 5-10 days OSS
Theft	1-3 days OSS	3-5 days OSS	5-10 days OSS
Student Prank of a Major Proportion	3 Saturdays	3 days OSS	10 days OSS
Cafeteria Disruption	1 detention	1 Saturday	1 day OSS
Disruptive Behavior in Detention	1 Saturday	1 day OSS	3 days OSS
Unauthorized Departure from School	3 Saturdays	3 days OSS	5 days OSS
Forgery of School Documents	1 Saturday	1 day OSS	3 days OSS
Bullying/Harassment/Hazing	1-3 days OSS	3-5 days OSS	5-10 days OSS
Racial/Ethnic Slur or Joke	1-3 days OSS	3-5 days OSS	5-10 days OSS
Insubordination/ Failure to Comply with Directions	1 Saturday	1 day OSS	3 days OSS
Provoking a Confrontation	1 Saturday	1 day OSS	3 days OSS
Aiding or Abetting in the Commission of a Major Violation	1-3 days OSS	3-5 days OSS	5-10 days OSS
Use of a Laser	1 day OSS	3 days OSS	5 days OSS
Extortion	1 Saturday	1 day OSS	3 days OSS
Disruptive Classroom Behavior	3 Saturdays	3 days OSS	5 days OSS
Unauthorized Use/Misuse of School Equipment	1 Saturday	1 day OSS	3 days OSS
Violation of the Computer Use Policy	1-3 days OSS	3-5 days OSS	5-10 days OSS
Threatening Another Student	1-3 days OSS	3-5 days OSS	5-10 days OSS

4th- 6th Grade Severe Infractions			
Infraction	**1st Offense**	**2nd Offense**	**Further Offenses**
Continuous Disregard of School Rules	3-5 days OSS	5-10 days OSS	
Flagrant Disregard of School Rules	3-5 days OSS	5-10 days OSS	
Bomb Threat	10 days of OSS	Consideration of recommendation for expulsion	
Activation of Fire Alarm	10 days of OSS	Consideration of recommendation for expulsion	

Threatening School Personnel	10 days of OSS	Consideration of recommendation for expulsion	
Threatening Another Student	10 days of OSS	Consideration of recommendation for expulsion	
Assault	10 days of OSS	Consideration of recommendation for expulsion	
Possession of any Weapon and/or Ammunition(Guns, Knives, Explosives, Chemical Sprays)	10 days of OSS	Consideration of recommendation for expulsion	
Any Conduct that Violates Local, State, Federal Law	10 days of OSS	Consideration of recommendation for expulsion	
Sexual Harassment/Indecent Exposure	3-5 days OSS	5-10 days OSS, Consideration of recommendation for expulsion	Consideration of recommendation for expulsion
Possession of or under the influence of drugs, alcohol, prescription drugs, drug paraphernalia, or counterfeit drugs.	10 days OSS	Consideration of Recommendation for Expulsion	
Possession or use of tobacco products and paraphernalia (including cigarette lighters, matches, e-cigarettes or vapor devices and accessories)	3 days OSS	10 Days OSS Consideration of recommendation for expulsion	10 Days OSS Consideration of recommendation for expulsion
Profane/Abusive Language directed at staff members, students, etc.	5 days OSS	10 days OSS	Consideration of recommendation for expulsion
Prank/or Event which causes a threat/or panic for BES students toward the security or safety of the Bristol Schools, and/or staff.	5 days OSS	10 days OSS	Consideration of recommendation for expulsion
Physical Abuse of a Student (includes fighting, hitting, punching, and kicking)	3 days OSS	5 days OSS	5-10 Days OSS, Consideration of recommendation for expulsion
Selling or Distributing alcohol, prescription drugs, drug paraphernalia, counterfeit or look-alike drugs	10 days OSS, Consideration of recommendation for expulsion	Consideration of recommendation for expulsion	

Blended/Remote Learning
In the event that students must work from home, students are still expected to abide by the student handbook, including the rules. If a student does not follow the rules, disciplinary infractions will be applied and parents will be notified.

Bristol Local Schools Policies and Notifications

Bullying and Other Forms of Aggressive Behavior
Bristol Local School Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Aggressive behavior toward a student, whether by other students, staff or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse and cyberbullying. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the school, including activities on district property or while enroute to or from school and those occurring off school property if the student or employee is at any school sponsored, school approved or school related activity or function, such as field trips where students are under the school's control, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, employees, volunteers, students, and community members as prescribed in Revised Code 3313.666 and the State Board of Education Model Policy.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment. Harassment, intimidation, or bullying means an intentional written, verbal, or physical act that a student has exhibited toward another particular student and the behavior causes mental or physical harm to the other student, and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student or interferes with the education of the student. Harassment, intimidation, or bullying includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature on the basis of age, race, religion, color, national origin, marital status, disability, sexual orientation, physical characteristics, cultural background, socioeconomic status, or geographic location. Examples of these include, but are not limited to:

Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, stalking, hazing, unwelcome physical contact.

Verbal/Written – taunting, malicious teasing, insulting, name-calling, ridiculing, humiliating, making threats.

Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusions/shunning, extortion, or intimidation.

Cyberbullying – the use of information and communication technologies such as e-mail, cell phone and text messages, instant messaging (IM), defamatory personal websites, and defamatory online personal polling websites on school grounds or at school events to violate A, B, or C above.

Any student or student's parent/guardian who believes she/he has been or is the victim of aggressive behavior or bullying should immediately report the situation to the teacher, principal, or superintendent. The student may also report concerns to a counselor who will be responsible for notifying the appropriate administrator or board official. Complaints against a school staff member should be filed with the building administrator. Complaints against the administrator should be filed with the superintendent. Complaints against the superintendent should be filed with the board president.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior or bullying directed toward a student. Such complaints shall be reasonably specific including person(s) involved, number of times and places of the incident, and the names of any potential student or staff witnesses. A school staff member or administrator who receives a complaint shall promptly document the complaint in writing. This written report shall be promptly reported by the school staff member to the building principal or appropriate administrator, as mentioned above, for review, investigation, and action.

All complaints about aggressive behavior or bullying that may violate this policy shall be promptly investigated. The investigation process shall include finding of fact, a determination of whether acts of harassment, intimidation, or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included. Parents or guardians of any student involved in a prohibited incident must be notified to the extent permitted by law.

Prompt and appropriate remedial and/or disciplinary action will result if the investigation determines that an instance of harassment, intimidation or bullying has occurred. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any officer position and/or a request to resign for board members. Individuals may also be referred to law enforcement officials.

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law). Strategies will be utilized to facilitate protection of a victim from additional harassment, intimidation, or bullying. Retaliation against any person who reports, is thought to have reported, files a complaint or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior or bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior or bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

The above definitions are provided for guidance only. If a student or other individual believes there has been aggressive behavior or bullying, regardless of whether it fits a particular definition, she/he should report it and allow the administration to determine the appropriate course of action.

Privacy/Confidentiality

Bristol Local Schools will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirement

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the district website (if one exists), to the extent permitted by law. The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on district property, to and from school, or at school-sponsored events.

Immunity

A school district employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with a policy adopted pursuant to this section if that person reports an incident of harassment, intimidation, or bullying promptly in good faith and in compliance with the procedures as specified in this policy. Such immunity from liability shall not apply to any person determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

Notification

This policy will be incorporated into the student/parent handbook. This policy will be discussed with students within the first thirty (30) days of school and reviewed with the staff annually. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review this policy.

Transportation Policy

Bus transportation is a privilege, not a right, and is provided for your convenience. Students that fail to comply with bus safety rules and regulations jeopardize the safety of all students and may be denied the privilege of bus transportation. While on the bus, students are under direct supervision and control of the bus driver. Please refer to the Code of Conduct for detailed information regarding discipline procedures on the bus, and Appendix A for transportation forms.

Bristol Local School District Student Chemical Abuse Policy

The Bristol Board of Education recognizes the serious social problem of chemical abuse and dependency and that the dependency state of chemical use is a primary illness, which is treatable. Health problems of youth are primarily the responsibility of the home and community. Schools share in that responsibility because problems related to chemical use, abuse, and dependency often interfere with behavior, learning, and the fullest possible development of each student.

The district will take a comprehensive, progressive, age appropriate approach in the development of curricula and programs which address the legal, social, and health consequences of drug and alcohol use and which provide information about effective techniques for resisting peer pressure to use illicit drugs for all students in all grades of the schools operated and served by the Bristol Board of Education, from early childhood level (preschool) through grade 12. Opportunities for continued alcohol and other drug use prevention and intervention staff training awareness will be made available in order to enhance the consistent implementation and success of this policy.

The Bristol Board of Education recognizes the use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful for students. The school should play a major role in the early detection of chemical use, abuse, and dependency; the protection of the student from the promotion and sale of alcohol and unprescribed drugs; and the establishment of a partnership role with the family and institutions in seeking treatment for chemically dependent persons.

Chemical abuse and dependency are seen as progressive diseases, therefore, both rehabilitation and disciplinary measures may be necessary. In every instance, the school will endeavor to support and provide opportunities for help and follow-up services. The school recognizes that the solution to the difficult problems of addiction is most effectively approached by society as a whole.

The Bristol Board of Education is committed to achieving an environment free of chemical, abuse or dependence within our student body, our faculty, and our employees. This goal, however, cannot be achieved by services, mental health and treatment centers, appropriate agencies, and concerned citizens must also play a role if our goal is to be accomplished.

Professional assistance may include but not be limited to an alcohol/drug educational program; assistance will follow through based on the assessment findings, counseled outpatient treatment of inpatient treatment. Students who need to take prescription, nonprescription medication must adhere to the policies described within the student handbook.

Intervention/Referral

It shall be the policy of the Bristol Local School to provide intervention processes designed to confront problem behaviors within students which may indicate alcohol and other drug Intervention strategies will reflect a collaboration of staff, administrators, guide personnel and the drug free school program coordinator. Intervention strategies will be initiated but not limited to the following circumstances:

1. Students seeking help.
2. Students exhibiting inappropriate, unusual or atypical behavior.
3. Disciplinary action involving violations of this policy and the students code of conduct.

A working relationship will exist among the district and local professional helping agencies in order to enhance familiarity, communication, referral, and follow-up.

Students successfully completing an inpatient treatment program will not be penalized for days missed from school. Students will be recognized as absent due to medical reasons. Every effort will be made by Bristol Local School to maintain contact with the treatment agency and provide academic instructional material. Every effort will be made by the school district to assure students successful transition back into the school atmosphere.

Support/Guidance

Bristol Local Schools recognize the importance of guidance activities, which provide support to students who are experiencing problems either directly or indirectly due to alcohol and other drug use. Programs such as individual guidance support groups and mentorship programs will be utilized as a means of providing support and guidance to students within the school environment. Such activities may also be provided which promote drug free lifestyles and support for students who are concerned in regards to a loved ones' alcohol or other drug use.

Disciplinary Sanctions

1. The student using and/or possessing chemical substances, controlled substances, counterfeit substances, controlled narcotics, alcohol, and possession of paraphernalia will be suspended ten (10) school days; the school will file formal charges with the appropriate justice system (Juvenile/adult); and a recommendation for expulsion will be submitted to the superintendent of schools.

a. Formalized due process procedures will be followed.

b. Parent(s) will be called and directed to pick up their child at school (in the event of not being able to reach the parent(s), the school will remove the student into the control of the local law enforcement agency.)

c. Parents will be informed of an alternative to expulsion based upon the student's involvement in an appropriate intervention process. The intervention will reflect a collaboration of administrator(s), guidance personnel, drug free schools program coordinator, and parents. Community directories will provide the parents with local professional helping agencies.

d. 1) Students successfully completing a treatment program will not be expelled.

2) Students not completing or complying with the treatment program will have the original expulsion referral resubmitted to the superintendent of schools.

e. Every effort will be made to assist the student's successful transition back into the school atmosphere.

2. A second violation of the student using and/or possession of a chemical substance will result in a ten (10) day suspension from school; formal charges filed with the appropriate justice system (Juvenile/adult); and expulsion.

3. The student possessing with the intent to sell chemical substances, controlled substances, counterfeit narcotics or alcohol will be suspended ten (10) school days; school will file formal charges with the appropriate justice system (juvenile/adult); will be expelled.

(POLICY ADOPTED: MAY 12, 1993)

Dangerous Weapons in the Schools

The Board is committed to providing the students of the District with an educational environment which is free of the dangers of firearms, knives, and other dangerous weapons in the schools.

The definition of a firearm shall include any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer, or any destructive device) as defined in 18 U.S.C.A. Section 921-924) which includes but is not limited to any explosive, incendiary, or poisonous gas; bomb, grenade, or rocket having a propellant charge of more than four ounces. Missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to any of the devices described above.

Students are prohibited from firing a firearm on school property, in a school vehicle or to any school-sponsored activity. If a student brings a firearm on school property, in a school vehicle or to any school-sponsored activity, the Superintendent shall expel this student from school for a period of one year. Any such expulsion shall extend, as necessary, into the school year

following the school year in which the incident occurred. The Superintendent may reduce this requirement on a case-by-case basis in accordance with State law.

Students are also prohibited from bringing knives on school property, in a school vehicle or to any school-sponsored activity. The definition of a knife includes, but is not limited to a cutting instrument consisting of a sharp blade fastened to a handle. If a student brings a knife on school property, in a school vehicle or to any school-sponsored activity, the Superintendent may, if authorized by the Board, expel the student from school, with the same expulsion implications as noted above.

The Board may extend the right to expel a student for reasons beyond the possession of firearm or knife. Students who possess or use other dangerous weapons, which are defined but not limited to metal knuckles, straight razors, explosives, noxious irritation poisonous gasses, poisons, drugs or other items possessed with the intent to use, sell, threaten or harass students, staff members, parents or community members, may be subject to expulsion.

Computer Network and Internet Acceptable Use Policy and Agreement
The Bristol Local School District is pleased to make available to students access to interconnected computer systems within the District and to the Internet, the worldwide network that provides various means of accessing significant educational materials and opportunities.

In order for the School District to be able to continue to make its computer network and Internet access available, all students must take responsibility for appropriate and lawful use of this access. Students must understand that one student's misuse of the network and Internet access may jeopardize the ability of all students to enjoy such access. While the School's teachers and other staff will make reasonable efforts to supervise student use of network and Internet access, they must have student cooperation in exercising and promoting responsible use of this access.

Below is the Computer Network and Internet Acceptable Use Policy and Agreement ("Policy and Agreement") of the School District and the Data Acquisition Site that provides Internet access to the School District. Upon reviewing, signing, and returning this Policy and Agreement as the students have been directed each student will be given the opportunity to enjoy Internet access at School and is agreeing to follow the Policy. If a student is under 18 years of age, he or she must have his or her parents or guardians read and sign the Policy. The School District cannot provide access to any student who, if 18 or older, fails to sign and submit the Policy to the School as directed or, if under 18, does not return the Policy and Agreement as directed with the signatures of the student and his/her parents or guardians.

Listed below are the provisions of your agreement regarding computer network and Internet use. If you have any questions about these provisions, you should contact the person that your School has designated as the one to whom you can direct your questions. If any user violates this Policy and Agreement, the student's access will be denied, if not already provided, or

withdrawn and s/he may be subject to additional disciplinary action.

Personal Responsibility

By signing this Policy and Agreement, you are agreeing not only to follow the rules in this Policy and Agreement, but also are agreeing to report any misuse of the network to the person designated by the School for such reporting. Misuse means any violations of this Policy or any other use that is not included in the Policy, but has the effect of harming another or his or her property.

Term of the Permitted Use

A student who submits to the School, as directed a properly signed Policy and Agreement and follows the Policy to which she or he has agreed will have computer network and Internet access during the course of the school year only. Students will be asked to sign a new Policy and Agreement each year during which they are students in the School District before they are given an access account.

Purpose and Use

The School District is providing access to its computer networks and the Internet for *only* educational purposes. If you have any doubt about whether a contemplated activity is educational, you may consult with the person(s) designated by the School to help you decide if a use is appropriate.

- Netiquette. All users must abide by rules of network etiquette, which include:
- Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent or threatening language.
- Be safe. In using the computer network and Internet, do not reveal personal information such as your home address and telephone number. Do not arrange a face-to-face meeting with someone you “meet” on the computer network or Internet, if you are under 18, without parental permission, and regardless of age, in a secluded place or in a private setting.

- Among uses that are considered unacceptable and constitute a violation of this Policy and Agreement are:
- Uses that are offensive to others: Don’t use access to make ethnic, sexual preference of gender-related slurs or jokes.
- Uses that violate the law or encourage others to violate the law
- Don’t transmit offensive or harassing messages; offer for sale or use any substance the possession or use of which is prohibited by the School District’s Pupil Conduct Code; view, transmit or download pornographic materials or materials that encourage others to violate the law; intrude into the networks or computers of others; and download or transmit confidential, trade secret information, or copyrighted materials. Even if

materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.

- Uses that cause harm to others or damage to their property: For example, don't engage in defamation (harming another's reputation by lies); employ another's password or some other user identifier that misleads message recipients into believing that someone other than you is communicating or otherwise using his/her access to the network or the Internet; upload a worm, virus, trojans, time bombs, or other harmful programming or vandalism.
- Uses that jeopardize the security of student access and of the computer network or other networks on the Internet: For example, don't disclose or share your password with others; impersonate another student
- Uses that access controversial or offensive materials
- All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to material to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the person designated by the School.
- Uses that are commercial transactions: Students may not sell or buy anything over the Internet. You should not give others private information about you or others, including credit card numbers and social security numbers.

Privacy

Network and Internet access is provided as a tool for your education. The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

Failure to Follow Policy and Breach of Agreement

The user's use of the computer network and Internet is a privilege, not a right. A user who violates this Policy and breaches his/her Agreement, shall at a minimum, have his or her access to the computer network and Internet terminated, which the School District may refuse to reinstate for the remainder of the student's tenure in the School District. A user breaches his or her Agreement not only by affirmatively violating the above Policy, but also by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Policy and Agreement if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The School District will suspend the student from school for a maximum of five school days; denial of use of the school facilities/computer, withdrawal from and failure of

course/project, which is applicable. (see Code of Conduct, Miscellaneous Violation Rule E)

Warranties/Indemnification

The School District makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy and Agreement. It shall not be responsible for any claims, losses, damages or costs (including attorney's fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this Policy and Agreement. By signing this Policy and Agreement, users are taking full responsibility for his or her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the School, the School District, the Data Acquisition Site that provides the computer and Internet access opportunity to the School District and all of their administrators, teachers and staff harmless from any and all loss, costs, claims or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the School in the event of the School's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a School computer or on another's outside the School District's network.

Updates

Users, and if appropriate, the user's parents/guardians, may be asked from time-time to provide new or additional registration and account information or to sign a new Policy and Agreement, for example, to reflect developments in the law or technology. Such information must be provided by the user (or his/her parents or guardian) or such new Policy and Agreement must be signed if the user wishes to continue to receive service. If after you have provided your account information, some or all of the information changes, you must notify the person designated by the School to receive such information.

Computer Network Student Agreement Form

The Computer Network Student Agreement Form, found in Appendix B, must be completed in **Final Forms** for students to have access to the district's technology and internet access.

Emergency Medical Authorization

In order to handle emergency situations, the school must know how to reach parents quickly. For this reason, every parent must fill out an EMERGENCY MEDICAL AUTHORIZATION FORM for each child in **Final Forms** as required by law. If your child becomes ill or injured, reasonable attempts will be made to reach the parents first, then we will contact the people you have listed on the Emergency Medical Authorization Form to come and pick up your child.

If any changes need to be made on the Emergency Medical Authorization Form during the school year, please update in **Final Forms.**

Medication Policy

If under exceptional circumstances a child is required to take oral medication during school hours and the parent cannot be at school to administer the medication, only the school principal or his designee will administer the medication in compliance with the following regulation:

1. The board or its designee receives a written request signed by parent/guardian that the drug be administered to the student.

2. The board or it designee receives a written statement signed by the prescribing physician that includes:
   a. Name and address of the student
   b. The school and class of the student
   c. The name, dosage, and time the drug is to be administered
   d. The date when the administration should begin and end
   e. Possible side effects
   f. Any severe reactions that should be reported to the physicians
   g. The physician's phone number and, any special instructions for the administration of the drug

3. The parent or guardian agrees to submit a revised statement signed by the physician if any of the information originally provided by the physician should change.

4. The employee authorized to administer the drug receives a copy of the statements signed by the physician.

5. The employee authorized to administer the drug receives the drug in the dispenser provided by the physician or pharmacist.

6. The school principal or his designee will:
   a. Inform appropriate school personnel of the medication
   b. Keep a record of the administration of the medication
   c. Keep medication in secure cabinet or in a refrigerator not used by students (if refrigeration is necessary)
   d. Return unused medication only to the parents

7. A copy of this policy will be provided to parents upon request for the administration of medication at school.

The responsibility of giving medication at school is a serious one. It is preferred the medication be given at home whenever possible. If it must be given at school, the Bristol School District follows the Ohio School Law requiring parents and physicians signatures. This form will be sent home at the beginning of the school year and is provided for future use. Extra forms are

available at the school office.

Parents Right-to-Know
Bristol School District is dedicated to employing the most qualified professionals to teach your children. As a parent, you have the right to request information about the professional qualifications of your child's teacher and any teacher's aides or assistants working with your child. If you would like additional information about the qualifications of your child's teacher and/or aide, please contact Christopher J. Dray at 330-889-3882.

Child Abuse
School personnel are required by law to report any evidence of child abuse or neglect to Trumbull County Children Services. The school is required to and will cooperate with law officials.

Family Educational Rights and Privacy Act (FERPA)
The *Family Educational Rights and Privacy Act (FERPA),* a Federal law, requires that Bristol Local School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Bristol Local School may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Bristol Local School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama or musical production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for Basketball, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEA) receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with three directory information categories – names, address, and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Bristol Local School to disclose directory information from your child's education records without your prior written consent, **you must notify the District in writing by September 15th.** Bristol Local School designated the following information as directory information. (Note: an LEA may, but does not have to, include all the information listed below.)

-Student's name
-Address
-Telephone listing
-Electronic mail address
-Photograph
-Date and place of birth
-Major field of study
-Participation in officially recognized activities and sports
-Weight and height of members of athletic teams
-Degrees, honors, and awards received
-The most recent educational agency or institution attended
-Grade level
-Dates of attendance

These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

Appendix A

BRISTOL LOCAL SCHOOL

Student Transportation Change Request

All students are bused to designated stops which are their home addresses except for the cluster stop in Farmington Village at the Township Park.

1. However, should you have a need for a "long-term" change - you may request such. The request will be approved only after reviewing seat availability and the location of the stop for route driving time.

2. All changes have to be for the same consistent locations.

3. Based on seating availability, it is possible to request a pick-up on one bus route and a drop-off on another provided there are seats available and it is the same every day.

4. There will be no "temporary bus passes" or a "day pass" issued to go to/from school on a different bus than assigned to a different stop on the everyday route. **If students need to go someplace different before or after school, parents are to make their own transportation arrangements.**

5. Only one address change per student per school year will be granted based on seating availability.

6. You must allow for two (2) school days for your request to be reviewed before a decision will be rendered.

Quick Check

1. All changes are based on seating availability and route time. Only yearly bus passes will be issued.

2. All changes have to be at the same consistent stop.

3. All requests will have to be signed and sent in two (2) school days in advance.

4. No daily or temporary short-term bus passes will be granted.

5. Only one permanent change per year will be considered.

BRISTOL LOCAL SCHOOLS

Alternate Transportation Request

2026-27

Parent____
I am the custodial parent/guardian

Home Address____

Home Phone______________

Student Name ________________________________ Grade____________
First and Last Name

Student Name_________________________________ Grade____________
First and Last Name

Student Name_________________________________ Grade____________
First and Last Name

~~~~~~

Directions: Check the appropriate box and complete the alternate information.

- ❑ **Pick Up & Drop Off at**
  ____________________________________Phone________________

Name of Person Responsible:____
Phone___________________________
~~~~~~

~~~~~~

- ❑ **Pick Up ONLY at**:____Phone_________________

Name of Person Responsible:____
Phone__________________________

~~~~~~

- ❑ **Drop off ONLY at: _______________________________________**
Phone_________________

Name of Person Responsible:____
Phone___________________________

____   _____________________

Appendix B

STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY AGREEMENT

To access and use District Technology Resources (see definition in Bylaw 0100), including a school-assigned e-mail account and/or the Internet at school, students under the age of eighteen (18) must obtain parent permission and sign and return this form. Students eighteen (18) and over may sign their own forms.

Use of District Technology Resources is a privilege, not a right. The Board of Education's Technology Resources, including its computer network, Internet connection and online educational services/apps, are provided for educational purposes only. Unauthorized and inappropriate use will result in loss of this privilege and/or other disciplinary action.

The Board has implemented technology protection measures that protect against (e.g., block/filter) Internet access to visual displays/depictions/materials that are obscene, constitute child pornography, or are harmful to minors. The Board also monitors online activity of students in an effort to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that determined users may be able to gain access to information, communication, and/or services on the Internet that the Board has not authorized for educational purposes and/or that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Students using District Technology Resources are personally responsible and liable, both civilly and criminally, for unauthorized or inappropriate use of the Resources.

The Board has the right, at any time, to access, monitor, review and inspect any directories, files and/or messages residing on or sent using District Technology Resources. Messages relating to or in support of illegal activities will be reported to the appropriate authorities. Individual users have no expectation of privacy related to their use of District Technology Resources.

Please complete the following information:

Student User's Full Name (please print): ____

School:____ Grade: _________________________

Parent/Guardian's Name: ____

Parent/Guardian

As the parent/guardian of this student, I have read the Student Technology Acceptable Use and Safety Policy and Guidelines, and have discussed them with my child. I understand that student access to the Internet is designed for educational purposes and that the Board has taken available precautions to restrict and/or control student access to material on the Internet that is obscene, objectionable, inappropriate and/or harmful to minors. However, I recognize that it is impossible for the Board to restrict access to all objectionable and/or controversial materials that may be found on the Internet. I will not hold the Board (or any of its employees, administrators or officers) responsible for materials my child may acquire or come in contact with while on the Internet. Additionally, I accept responsibility for communicating to my child guidance concerning his/her acceptable use of the Internet - i.e., setting and conveying standards for my daughter/son to follow when selecting, sharing and exploring information and resources on the Internet. I further understand that individuals and families may be liable for violations.
To the extent that proprietary rights in the design of a web page, site, service or app hosted on Board-owned or District-affiliated servers would vest in my child upon creation, I agree to assign those rights to the Board.

Please check each that applies:

- ☐ I give permission for the Board to issue an email account to my child. (This email can only be used with those that have a Bristol account)
- ☐ I give permission for my child's image (photograph) to be published online, provided only his/her first name is used.
- ☐ I give permission for the Board to transmit "live" images of my child (as part of a group) over the Internet via a webcam.
- ☐ I authorize and license the Board to post my child's class work on the Internet without infringing upon any copyright my child may own with respect to such class work. I understand only my child's first name will accompany such class work.

Parent/Guardian's Signature: _____ Date: _____

Student

I have read and agree to abide by the Student Technology Acceptable Use and Safety Policy and Guidelines. I understand that any violation of the terms and conditions set forth in the Policy and Guidelines is inappropriate and may constitute a criminal offense and/or may result in disciplinary action. As a user of District Technology Resources, I agree to communicate over the Internet and through the Technology Resources in an appropriate manner, honoring all relevant laws, restrictions and guidelines.

Student's Signature: _____ Date: _____

Teachers and building principals are responsible for determining what is unauthorized or inappropriate use. The principal may deny, revoke or suspend access to and use of the Technology Resources to individuals who violate the Board's Student Technology Acceptable Use and Safety Policy and related Guidelines, and take such other disciplinary action as is appropriate pursuant to the Student Code of Conduct.

Handbook and Board Policy

The purpose of the handbook is to have basic structure of school expectations and procedures indicated to students. The handbook and decisions made by the school are based on School Board Policy. More information regarding school rules, regulations, procedures, and decisions can be found on Bristol's School Board Policy.

Link to Bristol School Board Policy:
https://go.boarddocs.com/oh/bristol/Board.nsf/Public?open&id=policies