

UINTAH SCHOOL DISTRICT

Student/Parent Policy Guide

2021-2022

**Student/Parent Policy Guide Receipt
2021-2022**

I have received a copy of the **Student/Parent Policy Guide**.

Student Name _____

School _____ Grade _____

Parent Signature _____

Date _____

Parents should sign electronically or students may return the hard copy form to their homeroom teachers.

It is the policy of Uintah School District to protect the privacy rights of students and families in education records and to only provide access to those records pursuant to the provisions of Section 53E-9-202 et. seq, Utah Code Annotated and the Federal Family Education Rights and Privacy Act and related provisions under Section 20 USC 1232 G and H.



2021-2022 Student/Parent Policy Guide

UINTAH SCHOOL DISTRICT
BOARD OF EDUCATION
635 West 200 South
Vernal, Utah 84078

Dave Chivers, President
Robin McClellan, Vice-President
Todd Massey
Tawnya McKee
Harlan "Scoot" Wilkins
Dr. Rick Woodford, Superintendent



Welcome to the 2021–2022 school year

It is important for parents and students to know about the fees, policies, and requirements that are expected of each student in Uintah School District's schools.

Please read carefully to see what fees you can expect and also whether you might qualify for fee waivers. It is our intention that no student will be left out of a quality educational experience.

[Student Fee Schedule](#)

PARENTS:



Additional information is available on to the school district web site at <http://www.uintah.net/>

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Student Transportation Policy

It is the intent of the Uintah School District Board of Education to provide appropriate, safe transportation to and from school for eligible students of the District. This provision is made in accordance with Utah Administrative Code R277-600 and Utah Code 53A-17a-127.

Please refer to [Uintah School District Policy 009.0100](#) for additional information regarding student transportation.



Vision Screening for Students

Uintah School District Nurses will conduct annual district-wide vision screening or as needed SureSight Photo Screener for all PK, K, 1st, 2nd, 3rd, 5th, 7th or 8th, and 9th or 10th grade students.

New students to the district eight years old and younger will also be screened. Your student may have a vision screening as requested by school staff or as required by law. Parent will only be notified if students fail the screening. Results will be placed on all permanent files. If you have any questions or do not want your child screened, please contact your school nurse.

Immunization Records



Uintah School District shares immunization records with the Utah Statewide Immunization Information System (USIIS), a confidential, population-based computerized system that records immunization doses administered by participating facilities to person residing in Utah.

An individual or parent/guardian may withdraw their participation from the system at any time. Individuals or parents/guardians may obtain a withdrawal form by contacting the [UDOH](#) or by visiting the [USIIS website](#).

Utah Department of Health
USIIS Program
P.O. Box 142012
Salt Lake City, Utah 84114-2012
Phone: (888) 222-2542 or (801) 538-6003
Fax: (801) 538-9440

Attendance Guidelines

Students in Uintah County School District will be expected to be in attendance a minimum of 93% in any and all classes. This allows parents to excuse students up to six (6) days a semester or four (4) days a trimester. After students have been excused the maximum allowable days, it is recommended that parents meet with administration for any further absences to verify that the student will not be adversely affected academically. Students must be excused by their parents within five (5) school days of the absence by phone or written approval.

No person shall be allowed to remove a student from school during the school day unless that person first reports to the principal or the school's Administrative Office. Parents may not excuse a student leaving class or campus during the school day without permission, after the fact.

TRUANCY: A student not properly excused will be considered truant. Truancy is defined as missing part of or a full day of school without authorization. When a student is truant, the principal or his/her designee is authorized to issue a school truancy citation and may provide for administrative penalties, school consequences, and monitoring by the school which could lead to possible referral to the court after persistent effort.

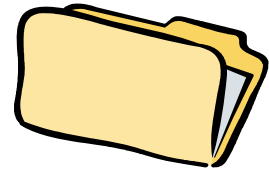
Please refer to [Uintah School District Policy 007.0810](#) for additional information regarding student attendance.

Education Records Access/FERPA

Parents or eligible students (students who have reached the age of 18) have the right to inspect and review all of the student's education records maintained by the school. Parents and eligible students have the right to request that a school correct records believed to be inaccurate or misleading. The request must be in writing and given to the principal clearly identifying the request and why the information is inaccurate or misleading. If the record is not amended you have a right to request a hearing.

Schools must have written permission from the parent or eligible student before releasing any information from a student's record. However, schools may disclose records, without consent, to the following parties:

1. School employees who have a need to know;
2. Other schools to which a student is transferring;
3. Certain government officials in order to carry out lawful functions;
4. Appropriate parties in connection with financial aid to a student;
5. Organizations conducting certain studies for the school;
6. Accrediting organizations; and, or
7. Individuals who have obtained court orders or subpoenas.



Schools may also disclose, without consent "directory" type information such as a student name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities or sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent previous school attended, and photograph. Schools may also disclose "directory" information to military recruiters.

A parent of an eligible student who does not want any or all of the directory information about the student designated as directory information must notify the School Officials in writing on or before the 10th day of enrollment, or the right to refuse release will be considered waived.

A school official is the principal or his/her designee.

You have a right to file a complaint with the U.S. Department of Education.

The name and address of the Office administering FERPA is:
Family Policy Compliance Office
600 Independence Avenue, SW
Washington, D.C. 20202-4605

Please refer to [Uintah School District Policy 007.0305](#) for additional information on student records.

Eligibility for Participation in Extracurricular Activities

Students who meet the eligibility standards set forth in this policy and the eligibility standards established, where applicable by the Utah High School Activities Association, are eligible to apply/compete for and participate in extracurricular activities if selected. Eligibility of all participants shall be ensured and verified by their coach/advisor.

- Health/Physical Examinations: A health examination must be performed and the Pre-Participation Athletic Health Examination (Form A) plus a Disclosure and Consent Form must be on file at the school before any student may participate in athletic activities which includes conditioning, tryouts, practices, specialty activities requiring physical stress and exertion, games, meets, matches, etc.

Academic Requirements:

- Must be a full time student according to Rule R277-419.
- Cannot fail more than one subject in the preceding grading period (for purposes of this rule, a failure in a multi-period subject shall be counted as the number of failures equal to the number of periods in the class).
- Must have obtained a minimum grade point average (GPA) of 2.0 or its equivalent in that same grading period.

Please refer to [Uintah School District Policy 007.0605](#) for additional information regarding eligibility for participation in extracurricular activities.

Student Enrollment Options

Each student shall attend the school designated according to his/her primary residence (the place where the student actually resides with his/her parent or legal guardian). If during the school year, the parent or guardian of a student changes residence to a different attendance area within the school district, the student has the choice of staying in the school in which he/she originally registered for the remainder of that school year only or going immediately to the school in the new attendance area. Transportation is the responsibility of the parent or legal guardian if the student attends outside the student's assigned attendance area.

Students who desire to attend a school outside their attendance area shall make application before the last Friday in February of the year preceding the school year in which admission is sought. Completed applications must be submitted to the Director of Student Services.

Once enrolled, the student shall be permitted to remain enrolled in the school subject to the same rules and standards as other students without filing renewal applications, unless one of the following occurs:

- The student graduates;
- The student is no longer a Utah resident;
- The student is suspended or expelled from school; or
- The student moves to a grade not contained in the current school (i.e., 5th grade in an elementary to 6th grade in a middle school).

Please refer to [Uintah School District policy 007.0115](#) for additional information on enrollment options.

Entrance Age - Kindergarten

Consistent with State law, no student may enter kindergarten from any program unless he/she is five years old by Sept. 1st of his/her kindergarten year-even if transferring from another kindergarten or private school program inside or outside the state.

Please refer to [Uintah School District policy 007.0115](#) for additional information on enrollment options.



Daytime Curfew Ordinance

City and County governments have approved a daytime curfew ordinance with support of community organizations. This ordinance simply means that school-aged youth need to be in school or properly checked out of school by their parent or guardian during times that school is in session. This is an attempt by our community to make sure school-aged youth are in school. This ordinance is also one more level of security for parents in order to help make sure our children are in school when they are supposed to be. Thank you for your support in helping us keep the children of our community safe and in school.

School Fees

[Official School Fee Notice
For Families of Children in Kindergarten Through Sixth Grades](#)

[Official School Fee Notice
For Families of Students in Grades Seven Through Twelve](#)

[Fee Waiver Application \(Grades 7-12\)](#)

Julie Wilde
Uintah School District
635 West 200 South
Vernal, UT 84078
435-781-3100

Utah State Office of Education
250 East 500 South
PO Box 144200
Salt Lake City, Utah 84114-4200
(801) 538-7830

Utah Legal Services, Inc.
254 West 400 South, 2nd Floor
Salt Lake City, Utah 84101
328-8891 (Salt Lake area)
or 1-800-662-4245 (other areas)

**Utah Issues Information
Program, Inc.**
330 West 500 South
Salt Lake City, Utah 84101
521-2035 (Salt Lake area)

UINTAH SCHOOL DISTRICT CALENDARS

District Calendars

PPRA Notice and Consent for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Uintah School District to notify you and obtain consent prior to your child participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

Minimum Participation Costs / Fee Schedule

Extracurricular fees are supplemented with individual and group fundraiser opportunities for all students in order to lower the out of pocket amount for students. A complete accounting of projected expenditures maybe reviewed on request at the Uintah School District office.

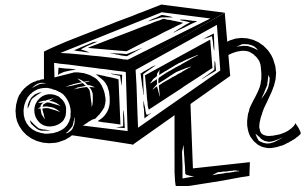
Please refer to Uintah School District Policy 007.0505 for additional information regarding minimum participation costs and fees. The entire policy is available for review at each school or online at www.uintah.net under student policies.

Student Fee Schedule

Video and/or Audio Surveillance

Video and/or audio recording devices may be used by Uintah School District to monitor the health, safety, and welfare of all students, staff, and visitors to district property and to safeguard district facilities.

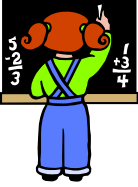
Please refer to [Uintah School District Policy 010.0700](#) for additional information on Video and Audio Surveillance.



Core Curriculum

Information on Utah Core Curriculum and required state testing can be found on the District Web Site at: <http://www.uintah.net>

Special Education Child Find



Uintah School District is responsible for Child Find identification and evaluation for all students suspected of having a disability attending school in Uintah County. This includes students 3 to 22 years of age who are in public schools, private schools, are being home schooled, or are kindergarten eligible, but not enrolled. Early identification and intervention is essential to help ensure school success.

If your child is having unusual difficulty with vision, hearing, speech, behavior, is experiencing slow development typical for his/her age, physical impairments, or learning difficulty, your child may be a child with a disability. If you have a child you suspect may have a disability please contact your child's teacher or principal, or call the district office at 435-781-3100 for referral to the school team who can best assist you to determine if your child does indeed have a disability and what services are available through Uintah School District.

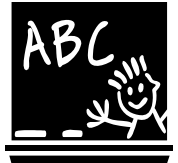
Accommodations for Students with Disabilities

It is the policy of Uintah School District to provide opportunity for education to all qualified students. "No qualified individual with disabilities, shall, solely by reason of his or her disability be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." If you suspect your student may be disabled within the definition of Section 504, contact the school principal who will assist you in determining the need for accommodations or assistance.

Special Needs Scholarship Program

Carson Smith Scholarship Program for students with an Individual Education Program:

Uintah School District is required by Utah Code Section 53F-4-302 to inform you, as a parent of a student with an IEP enrolled in a public school, of the availability of a scholarship to attend a private school through the Carson Smith Scholarship Program. Further information and a list of approved private schools are available at www.schools.utah.gov/admin/specialneeds.htm. Applications can be obtained at the District Office.



Students' Dress Code

In the interest of health, safety, cleanliness, decency, and decorum among students in the Uintah School District, the school board has adopted the following regulations:

1. Student(s) working in areas where rotating machinery is used shall wear appropriate head coverings or have his/her hair cut so it cannot be caught in any part of a machine.
2. Students working in a cafeteria (or any other food service area) shall wear appropriate head coverings.
3. Immodest clothing, accessories, hairdos or personal adornments which result in the disruption of the educational climate (draw undue attention of students or staff) such as baggy, low-hanging pants, tank tops, halter tops, tube tops, tops that show the midriff (while sitting or standing), excessively tight or excessively short clothing (above the top of the knee) is prohibited. Administrators and staff will make the necessary judgment.
4. Clothing, accessories, and personal adornments which display inappropriate language or illustrations (such as sexual innuendos) or which promote violence, alcohol, drugs, or tobacco are prohibited at school or at school-sponsored activities.
5. Clothing, accessories, and personal adornments which display gang symbols are prohibited at school or at school-sponsored activities. *Definition:* Gang symbols include any article or color of clothing, badge, sign, lettering, hairdo, jewelry, emblem, symbol or other personal display or adornment, which is intended by a student, or is recognized or acknowledged by students, to designate a gang or to signify affiliation with, participation in, or approval of a gang.
6. In all matters relating to individual dress and grooming, students in the Uintah School District are required to exercise good judgment, exhibit responsible behavior, and endeavor to reflect respect for themselves, their school, and their community.
7. Nothing in these regulations is intended to intrude on the constitutional or statutory rights of any student, as long as, on the exercise of these rights, students do not create a threat to the good order of the school or cause the disruption of any recognized school function. The exercise of such rights by students must be consistent with the public purposes for which the public schools have been established.

Any student coming to school dressed inappropriately according to the Uintah School District Policy and the criteria listed above will be sent to the office, their parents/guardian called, and the unacceptable clothing will be changed so the student can stay at school.

Please refer to Uintah School District [007.0215 Dress Code](#) for additional information.

Medication

School policy states that school personnel shall give no pupil medication during school hours except upon written orders from a licensed physician who has the responsibility for the medical management of the pupil, and a written statement from the parent or guardian asking the school to assist the student in taking the medicine. Parents are urged, however, to request that the physician develop a schedule so that the necessity for taking medication at school will be minimized or eliminated. Students shall not carry or self-administer medication on school premises unless it is expressly ordered by the student's physician and is included in a health care plan. The Asthma Self-Administration Form is required and all medication forms are available at the school office or on the district web site.



Please refer to [Uintah School District Policy 007.0720](#) for additional information on health requirements and services.

Sexual Harassment of and by Students

The Uintah School District prohibits sexual harassment of or by any student. This policy applies to conduct during and relating to school and school sponsored activities. Sexual harassment is inappropriate and offensive. All students have a right to be educated in an environment free from sexual harassment. All district employees have a right to work in an environment free from sexual harassment.

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature.

Any student who engages in the sexual harassment of anyone in the school setting may be subject to disciplinary action up to and including expulsion. The board encourages and expects students to immediately report incidents of sexual harassment to any teacher, counselor, or administrator at the school site.

Please refer to [Uintah School District Policy 007.0235 Sexual Harassment Of and By Students](#) for more information.

V d i h # **Schools** / # F r q g x f w # d q g # G l v f l s o l q h

For the safety of students, staff and visitors to our schools, the Uintah Board of Education has a strict "Safe School" policy. It provides guidelines for dealing with disruptive incidents at school and at school-related activities (a school-related activity means any activity or meeting sanctioned or supported by the school, either on or off the school grounds, including transportation of students in vehicles dispatched by the district). The intent of this policy is to give all students the right to attend school and school sponsored activities without undue concern for their physical safety.

The "Safe School" policy establishes penalties and procedures for student behavior within the school which includes, but is not limited to, the following:

- Possession of any type of weapon (real, look-alike or pretend) regardless of intent;
- Any form of organized gang activity;
- Destruction or defacement of school property;
- Disrespect for school authority or school staff;
- Use of vulgarity, profanity or gestures;
- Direct and willful disobedience of school rules and policies;
- Cheating;
- Fighting;
- Excessive absences or tardies;
- Truancy;
- Disruption;
- Vandalism of private or public property;
- Harassment/bullying and hazing (refer to [Uintah School District Policy 007.0230 on Bullying and Hazing Of and By Students.](#))
- Disruptive clothing;
- The use, possession, or exchange of a controlled substance on any school property, in any building owned or operated by the Board of Education, or at any activity sponsored by the school whether on or off school property, or within 1000 feet of a school campus, is a violation of the law and is prohibited.

Students who violate this policy may subject themselves to:

Automatic suspension from school, immediate referral to law enforcement officials, mandatory parent/guardian conference at school or district office, referral to the district Student Service Office, in cases involving severe or repeat violations for placement in an alternative program, expulsion from school, or other action to resolve the problem. A mandatory one-year expulsion may be imposed for any incident involving firearms. Parents will be notified of safe school suspensions.

Please refer to [Uintah School District Policy 007.0200 Student Conduct](#) and [007.0810 Attendance](#) for additional information.

This policy has been adopted so that students and staff can feel safe and secure at school. Please refer to [Uintah School District Policy 007.0225](#) for additional information on safe schools, conduct and discipline.



ACCEPTABLE USE POLICY FOR ELECTRONIC DEVICE USE AND NETWORK ACCESS

Uintah School District (USD) will allow students to use privately owned electronic devices to access the USD wireless network in all schools. This wireless access provided to the devices is designed to enhance the students' educational experience and outcomes. Connecting to the USD Wi-Fi network with personal devices is a privilege, not a right, and it is not a requirement for students in USD. Permission to bring and use privately owned devices is contingent upon adherence to USD guidelines. If a student's use of a privately owned device disrupts the educational environment, whether on USD's network or other network, in the sole opinion of USD, such violations may result in disciplinary action as outlined in USD's student conduct policy.

All students may use a privately owned electronic "Internet ready" device on the USD wireless network by completing and submitting the Acceptable Use Agreement.

Recognizing that all such devices may not be appropriate for specific instructional situations, the final determination of devices that are appropriate to connect to the USD network rests with the school personnel.

Meeting the technical hardware and software specifications for successful connection to the district network is the responsibility of the device owner.

No privately owned electronic device should ever be connected by cable to the USD network. Student Network access is provided via Wi-Fi / wireless connection only. No one is allowed to connect a privately owned electronic device to the network by an Ethernet cable plugged into a data jack in the school. Violation of this term will result in disciplinary action and revocation of access to the network.

Teacher permission is necessary for student use of a privately owned electronic device during classroom instruction or inside the classroom. The teacher has the discretion on specific uses of the devices such as use of sound, video, voice, image capture, etc. The teacher may request at any time that the privately owned electronic device be turned off and put away. Failure to do so may result in disciplinary action not limited to and, revocation of access to the network, and confiscation of device.

No student shall use another student's district- or school-issued log-on credentials. In the event that a student believes that his/her password has been compromised, he/she should immediately reset his/her password.

No district-owned academic or productivity software can be installed on personal devices.

Students may not attempt to use any software, utilities or other means to access Internet sites or content blocked by school district Internet filters.

Use of technology devices on Buses: Technology device usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver. Distracting behavior that creates an unsafe environment will not be tolerated. All USD policies regarding allowable content and appropriate usage apply while riding on a district bus or any vehicle belonging to the district or under district supervision.

Consequences of General Use-Violation of school or district policies, local, state and/or federal laws while using a personal electronic device on the Uintah School District wireless network will result in appropriate disciplinary and/or legal action as specified in the Student Handbook and Conduct Code, School Board policy as well as by local, state and/or federal law.

Privately Owned Electronic Device Security Risks-Laptops and other portable electronic devices are vulnerable to loss and theft. These devices should be engraved or otherwise permanently marked with owner information. Students and parents who choose to allow their children to bring privately owned electronic devices on school property must assume total responsibility for these devices and be aware of all risks. If a privately owned electronic device is stolen, this must be reported to a building administrator immediately. Per Uintah School District policy, the school district will not accept responsibility for loss, damage, theft, damage or non-working of personal property. Laptops and all other personal electronic devices that are lost, stolen, or damaged are the responsibility of the student and their parents or guardians. The school district and school district personnel are not responsible for repair, correction, troubleshooting, or malfunctioning of personal hardware or software.

Uintah School District reserves the right to confiscate and examine a privately owned electronic device and search its contents if there is reason to believe that school district policies or local, state and/or federal laws have been violated.

Uintah School District Parent/Guardian Rights Form
***For the purposes of this form, parent includes legal guardian**

- I. A parent has primary responsibility for the education of his/her child; the state is in a secondary supportive role to parents.
- II. A parent has the right to reasonable academic accommodations from Uintah School District schools as provided below.
- III. Uintah School District Schools will make a determination of what is reasonable based on the factors provided in Utah Code Ann. 53G-6-801, as outlined below.
- IV. **“Reasonably accommodate” means:**
 - A. Uintah School District schools shall make its best effort to enable parents to exercise their rights without substantial impact to staff and resources. Impact to staff and resource includes, but is not limited to:
 - a. employee working conditions,
 - b. safety and supervision on school premises and for school activities, and
 - c. The efficient allocation of expenditures.
 - B. In accommodating a parent request, Uintah School District schools will balance the following:
 - a. the rights of parents;
 - b. the educational needs of other students;
 - c. the academic and behavioral impacts to a classroom;
 - d. a teacher’s workload; and
 - e. the assurance of the safe and efficient operation of a school.
- V. Uintah School District schools will consider each accommodation on an individual basis.
- VI. Uintah School District schools will consider all students equally in granting accommodation; however, students with IEPs, in accordance with the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), 20 U.S.C. 1400, or Section 504 accommodation plans, in accordance with Section 504 of the Rehabilitation Act of 1973, 20 U.S.C. 794, whose parents have requested accommodations, consistent with the students’ plans, will receive appropriate accommodations.
- VII. **Parents’ Rights:**
 - A. Uintah School District schools will make its best efforts to allow parents to exercise the rights below but may deny a request for accommodation that:
 - a. Substantially impacts staff and resources, or
 - b. Infringes on the educational needs of other students, the academic and behavioral impacts to a classroom, a teacher’s workload, and the assurance of the safe and efficient operation of a school. In addition, changes to services and placement must be made in accordance with the IEP process for students with disabilities under IDEA.
 - B. Parents have the right to have reasonable accommodations for their students by Uintah School District schools as specified below:
 - a. Pursuant to a written request, to have a student retained based on the student’s academic ability or the student’s social, emotional, or physical maturity;
 - b. Pursuant to written request, to excuse a student from attendance for a family event or visit a health care provider without requiring a note from the provider;
 - i. Uintah School District schools may require a student to complete make-up work missed due to an absence excused for a family event.
 - ii. Uintah School District schools may offer positive incentives for student to attend school.
 - c. Pursuant to a written request, to place a student in a specialized class or advance course, based on multiple academic points;
 - d. To initially select a teacher;
 - e. To request a change of teacher;
 - f. To visit and observe any class the student attends;
 - g. To meet with a teacher at a mutually agreeable time, other than regular parent/teacher conferences.
 - C. Uintah School District schools will:
 - a. allow a student to earn course credit towards graduation without the course by testing out of the course, or demonstrating competency in course standards.
 - b. Pursuant to written request, excuse a student from taking a statewide or NAEP testing.
 - D. The parental rights above do not include all rights that may be available to parents.
- VIII. **Notice to Parents and Students**
 - A. This policy serves as notice to parents of their rights under Utah Code 53G-6-803.
 - B. Uintah School District schools will distribute the school’s Conduct and Discipline Policy to students (including to students enrolled for the first time).
 - C. Parents will be notified and provided with an opportunity to acknowledge receipt of Uintah School District’s discipline and conduct policy.
 - D. Uintah School District schools will notify a parent of a student’s violation of the discipline and conduct policy, and allow a parent to respond to the notice in accordance with Chapter 11, Part 9, School Discipline Conduct Plans.

Revised January 2015

K-8 Field Trip Procedures

4 to 6 weeks in advance of the field trip the school will do the following:

1. Approve field trip with principal.
2. Confirm funding is available with financial secretary.
3. Schedule bus with transportation department.
4. Put date and time of field trip on school calendar.

Two weeks before field trip – The school will contact Foods Department to arrange for sack lunches if needed.

Within last week before field trip – Send permission slip home to parents.

Day of Field Trip –

1. Class roster of those going on field trip will be provided to the office.
2. Confirm every child has turned in permission slip
 - Save copy of signed permission slip in your files for remainder of school year.
3. Using permission slip, confirm parents have been called and verbal permission has been given for any child who has failed to return permission slip. List parent talked to, phone number, and time of phone call on permission slip.
4. Pick up sack lunches (if needed) from the kitchen before loading buses.

- **If a parent has made arrangements with teacher, building administrator and has passed a district background check, the parent may participate in the field trip activity.**

Sample Permission Slip:

.....
I, the undersigned, do hereby request and give our permission that my child,
_____, be permitted to attend a school field trip to
_____, with transportation to be
provided by the Uintah School District. The bus will be leaving <school> at _____ and will
return at approximately _____. Students must be dressed appropriately for the weather conditions.

My student will bring a sack lunch

My student will need a school lunch

Parent Signature

Date

Notice of NON-DISCRIMINATION

The Department of Education's (ED) Office for Civil Rights (OCR) enforces several statutes that protect the rights of beneficiaries in programs or activities that receive financial assistance from ED. These laws prohibit discrimination on the basis of race, color, and national origin (Title VI of the *Civil Rights Act of 1964*), sex (Title IX of the *Education Amendments of 1972*), disability (Section 504 of the *Rehabilitation Act of 1973*), and age (*Age Discrimination Act of 1975*). OCR also has enforcement responsibilities under Title II of the *Americans with Disabilities Act*, which prohibits state and local governments from discriminating on the basis of disability. In addition, OCR enforces the *Boy Scouts of America Equal Access Act*, which addresses equal access to meet on school premises or in school facilities for the Boy Scouts of America and other designated youth groups.

This fact sheet explains the requirements for schools, colleges, and state and local governments that receive federal funds to issue notices of non-discrimination, clarifies the information that they should include in their non-discrimination notices, and provides a sample notice of non-discrimination. This fact sheet is designed to assist education institutions in establishing a notice of non-discrimination that meets the requirements of the applicable regulations.

Notice of Non-discrimination Requirements

The regulations implementing Title VI, Title IX, Section 504, the *Age Discrimination Act*, and the *Boy Scouts Act* contain requirements for recipients to issue notices of non-discrimination. (See 34 C.F.R. Sections 100.6(d), 106.9, 104.8, 110.25, and 108.9, respectively.) The Title II regulation also contains a notice requirement that applies to all entities of state or local government, whether or not they receive federal financial assistance. (See 28 C.F.R. Section 35.106.)

These regulations require that recipients notify students, parents and others that they do not discriminate on the basis of race, color, national origin, sex, disability, and age, and, if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups. However, these regulations contain minor differences relating to the required content of recipient notices of non-discrimination and the methods used to publish them.

The Title VI regulation requires schools and colleges to notify students and others of the regulatory provisions in a manner that a responsible ED official would find necessary to tell students of their protections against discrimination under the statute and regulation.

The Boy Scouts Act regulation incorporates the Title VI regulatory provision concerning notice of non-discrimination. Public elementary and secondary schools and local and state educational agencies that receive funds made available through ED must make available information regarding the provisions of the Boy Scouts Act. This information must be made available in a manner that a responsible ED official would find necessary to inform people of the protections provided under the Boy Scouts Act and its regulation. Entities other than public elementary and secondary schools and local and state educational agencies that receive funds made available through ED need not provide this notice, as the Boy Scouts Act does not apply to them.

The Title IX and the Section 504 regulations both contain more detailed requirements that specify the information that must be included in a notice of non-discrimination. These regulations also require recipients to designate at least one employee to coordinate efforts to comply with and carry out responsibilities.

The Title IX regulation requires schools and colleges to implement specific and continuing steps to inform students and others of the protections against discrimination on the basis of sex. The notification must state that the requirement of non-discrimination in educational programs and activities extends to employment and admission. It also must say that questions about Title IX may be referred to the employee designated to coordinate Title IX compliance or to the assistant secretary for civil rights. Schools are required to include the name, address, and telephone number of the designated coordinator in their notifications.

The Section 504 regulation requires that schools and colleges employing 15 or more persons implement appropriate, continuing steps to notify students and others that the school does not discriminate on the basis of disability in violation of the statute and regulation. The notification must state, where appropriate, that the school or college does not discriminate in admission, treatment, or access to its programs or activities. The notification also must state

The notification must state, where appropriate, that the school or college does not discriminate in admission, treatment, or access to its programs or activities. The notification also must state that the school or college does not discriminate in employment in its programs or activities. The employee designated to coordinate compliance with the Section 504 regulation must be identified in the notification.

The Title II regulation requires that a public entity generally make information regarding the provisions of Title II available to applicants, participants and other interested persons in such a manner as the head of the entity finds necessary to apprise such persons of the protections against discrimination under the Americans with Disabilities Act. The regulation implementing the Age Discrimination Act requires a school or college to notify its students and applicants, in a continuing manner, of information regarding the provisions of the act and these regulations. The notice must identify the compliance coordinator by name or title, address, and telephone number.

Methods of Notification

In accordance with the Title IX and Section 504 regulations, notification may include posting information notices, publishing in local newspapers, publishing in newspapers and magazines operated by the school or its students, publishing in alumnae or alumni newspapers or magazines, or distributing memoranda or other written communications to students and employees. In addition, recipients are required to include a statement of nondiscriminatory policy in any bulletins, announcements, publications, catalogs, application forms, or other recruitment materials that are made available to participants, students, applicants, or employees. As noted in the pertinent Section 504 regulatory provision, schools may meet this requirement either by including appropriate inserts in existing materials and publications or by revising and reprinting the materials and publications.

Neither the Title VI regulation, the *Boy Scouts Act* regulation, the *Age Discrimination Act* regulation, nor the Title II regulation specifies the methods to be used by recipients in publishing notices of non-discrimination.

Combined Requirements

OCR recognizes the variations among the regulations governing notice requirements and understands that schools and colleges may wish to use one statement to comply with all requirements of the regulations implementing Title VI, Title IX, Section 504, the *Age Discrimination Act*, and, if applicable, the *Boy Scouts Act*. Public institutions also may wish to include Title II of the *Americans with Disabilities Act* in their statement. OCR encourages one combined notice for the regulations.

A combined non-discrimination notice should contain two basic elements: (1) a statement of non-discrimination that specifies the basis for non-discrimination; and (2) identification by name or title, address, and telephone number of the employee or employees responsible for coordinating the compliance efforts.

The regulations do not require that a recipient identify the pertinent regulations by title. Please see the sample notice at the end of this pamphlet.

The Title IX regulation requires a recipient to provide the name of the person responsible for its compliance effort in addition to the address and telephone number where that person may be contacted. However, because OCR recognizes that the inclusion of a person's name in a non-discrimination notice may result in an overly burdensome requirement to republish the notice if a person leaves the coordinator position, it is acceptable for a recipient to identify its coordinator only through a position title.

The Section 504 regulation does not require a recipient to include the address or telephone number of the responsible employee assigned to coordinate its compliance efforts. However, OCR considers that identifying the responsible employee without information on how to contact that person does not constitute an effective notice. An acceptable non-discrimination notice should provide information on how to contact the responsible employee.

Compliance with the notification requirements of Section 504 will also generally satisfy the notification requirements of Title II for state and local governments.

Although the Section 504 and Title IX regulations state that schools and colleges, where appropriate, shall specify non-discrimination in the areas of admission and employment, a general statement indicating non-discrimination in all programs is acceptable.

The Title IX regulation indicates that inquiries concerning the application of the Title IX regulation may be referred to the coordinator or to the assistant secretary for civil rights. An acceptable notice may include the names and titles of either one or both individuals.

However, since the Section 504 regulation requires identification of a coordinator, a combined non-discrimination notice should include the name and/or title of the responsible employee. If a recipient designates two different people to coordinate compliance with Section 504 and Title IX, both names or titles should be included in the notice.

Sample Notice of Non-discrimination

The following sample notice of non-discrimination meets the minimum requirements of the regulations enforced by OCR:

The (Name of Recipient) does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.¹ The following person has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title Address Telephone No.

Name and/or Title² Address Telephone No.

For further information on notice of non-discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

¹ Only public elementary or secondary schools or local or state educational agencies that receive funds made available through the Department of Education should include the words “and provides equal access to the Boy Scouts and other designated youth groups.”

² For use when more than one official has been designated to coordinate civil rights compliance.

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**U.S. Department of Education
Office for Civil Rights
Washington, DC 20202-1100**

Student Expression/Prayer

A. A student participating in a classroom discussion, presentation, or assignment in a school sponsored activity, shall not be prohibited

From expressing personal beliefs of any kind nor be penalized for so doing, unless the conduct:

- (1) unreasonably interferes with order or discipline;
- (2) threatens the well-being of persons or property; or
- (3) violates concepts of civility or propriety appropriate in a school setting.

B. Students may initiate and conduct voluntary religious activities or otherwise exercise their religious freedom on school grounds

during discretionary time. Individuals not currently enrolled as students in the school may neither conduct nor regularly attend the activities. School officials may neither conduct nor actively participate in the activities, but may be present as necessary to ensure proper observance of A)1, 2 & 3 above.

C. The pledge of allegiance to the flag shall be recited once at the beginning of each day in each public school classroom in the state, let by a student on a rotating basis.

- (1) Each student shall be informed by a posting a notice in a conspicuous place that the student has the right not to participate in the reciting the pledge.
- (2) Participation in the pledge of allegiance is voluntary and not compulsory
- (3) It is acceptable for someone to choose not to participate in the pledge of allegiance for religious or other reasons, and students should show respect for any student who chooses not to participate.



SafeUT is a new tool designed to provide confidential two-way communication with SafeUT crisis counselors or school staff through the SafeUT Mobile App or Web.

The SafeUT Crisis Line provides 24/7 crisis intervention and emotional support in any type of crisis. Students can call the Crisis Line and speak directly to a crisis counselor or start a crisis chat through the mobile app or web.

Students can also send non-crisis tips to school officials regarding topics such as bullying, cyberbullying, gang activity, drug & alcohol activity, and more. All tips are completely anonymous.

SafeUT helps to provide students with a safe and secure school environment and it provides our school administration with the communication and management tools needed to help and manage on campus situations.

The SafeUT Mobile App is available in the Apple and Google Play Stores. Search "SafeUT".

Drug Free School and Community Act

YOU ARE HEREBY NOTIFIED that use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful and that it is a violation of the policy of this school district for any student to distribute, dispense, possess, use, or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor or unlawfully manufacture, distribute, dispense, possess or use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance as defined in Schedules I through V of Section 202 of Controlled Substances Act (21 U.S.C. § 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15, before, during or after school hours, at school or in any other school district location as defined below.

"School district location" means in any school building and on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or other school activities; off-school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, or during any period of time when the student is under the supervision of school district personnel or otherwise engaged in a school district activity.

Any student who violates the terms of the school district's Drug and Alcohol Policy is subject to the discipline outlined in the school district's policies including all disciplinary sanctions consistent with local, state and federal law, up to and including expulsion and referral for prosecution and/or completion of an appropriate rehabilitation program.

YOU ARE FURTHER NOTIFIED that compliance with this policy is mandatory.

Section 5145 of the Drug Free Schools and Community Act (Public Law 101-226).