

# **Student Handbook 2014-2015**



## **McKay Creek Elementary Mustangs**

**1539 SW 44<sup>th</sup> Street  
Pendleton, Oregon 97801  
541-966-3000**

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## Back to SCHOOL



Dear McKay Families,

Welcome to the 2014-15 school year! I hope you have had a wonderful summer.

This handbook contains essential information regarding school and district information, procedures and rules. Please read and discuss the McKay Handbook with your child. **Both student and guardian must sign the last page, and return it to school.**

As we begin the year, please remember that this is your school, we value McKay families, and we welcome your involvement. Family involvement shows children that school is important and that you are committed to their success. We encourage open communication between home and school, and have included a page in our handbook that contains staff contact information. We will use School Messenger, an automated telephone message service for upcoming school events or schedule changes. Notifications will also be posted on our web page, <http://mces.pendleton.k12.or.us>, and on our Facebook page.

McKay Creek is very thankful for our supportive Parents' Club! Parents' Club meets the first Tuesday of every month, at 6:30p.m. in the McKay cafeteria. We understand that everyone has a full and busy schedule, but we would love to have your ideas and participation, in making McKay it's best!

The staff of McKay has put in a lot of time and energy getting ready for the year. Together, staff, students, and parents make a strong team. We look forward to working with you this year.

Please remember that my door is always open. If you have questions or concerns, please call me at 541-966-3000, or visit my office.

Sincerely,

Aimee VanNice, Principal

### Mission Statement

***At McKay, we foster self-confident, successful, life-long learners. Our school community prepares all students for their future, through collective collaboration and active engagement.***

# McKay Creek Elementary Staff

Staff Name	Room #	Position	Phone #	E-mail address
Colleen Stewart	1	Kindergarten	966-3008	colleen.stewart@pendleton.k12.or.us
Holly Whitten	2	First Grade	966-3007	holly.whitten@pendleton.k12.or.us
Wendy Phillips	3	First Grade	966-3011	wendy.phillips@pendleto.k12.or.us
Cindy Schimel	4	Third Grade	966-3012	cindy.schimel@pendleton.k12.or.us
Miriah Golter	5	Second Grade	966-3013	miriah.golter@pendleton.k12.or.us
Teresa Christensen	6	Second Grade	966-3010	teresa.christensen@pendleton.k12.or.us
Debbie Oliver	7	Fourth Grade	966-3020	debbie.oliver@pendleton.k12.or.us
Jenny Corey	8	Third Grade	96603015	jenny.corey@pendleton.k12.or.us
Linzie Noble	11	Fifth Grade	966-3016	linzie.noble@pendleton.k12.or.us
Susan Fisher-Alexander	12	Fifth Grade	966-3017	susan.fisher-alexander@pendleton.k12.or.us
Jill Deutz	13	fourth Grade	966-3018	jill.deutz@pendleton.k12.or.us
Cathy Walters	14	Fifth Grade	966-3019	cathy.walters@pendleton.k12.or.us
Corrina Robinson	10	Learning Resource	966-3006	corrina.robinson@pendleton.k12.or.us
Jenny Olsen	RR-15	Intensive Learning Center/ Behavior Skills	966-3025	jennifer.olsen@pendleton.k12.or.us
Patti Thorne	17 Office	Child Development Specialist	966-3014	patti.thorne@pendleton.k12.or.us
Carissa Texley	Library	ELL	966-3000	carissa.texley@pendleton.k12.or.us
Lisa Oakland	Gym	Physical Ed.	966-3023	lisa.oakland@pendleton.k12.or.us
Cheryl Carlson	Stage	Music	966-3024	cheryl.carlson@pendleton.k12.or.us
Connie Blair		Ed. Assistant		connie.blair@pendleton.k12.or.us
Sue Caldwell		Ed. Assistant		susan.caldwell@pendleton.k12.or.us
Rosalie Copeland		Ed. Assistant		rosalie.copeland@pendleton.k12.or.us
Janet Currin		Ed. Assistant		janet.currin@pendleton.k12.or.us
Kim Dennis		Ed. Assistant		kimberly.dennis@pendleton.k12.or.us
Lori Hodgen		Ed. Assistant		lori.hodgen@pendleton.k12.or.us
Donna Key		Ed. Assistant		donna.key@pendleton.k12.or.us
Leigh Larsen		Ed. Assistant		leigh.larsen@pendleton.k12.or.us
Madelyn Naughton	Library	Media Assistant	966-3002	madelyn.naughton@pendleton.k12.or.us
Connie Keene	Resource	Ed. Assistant		connie.keene@pendlton.k12.or.us
Susan Jones		Custodian	966-3000	susan.jones@pendleton.k12.or.us
Rhonda Lebsock		Custodian		rhonda.lebsock@pendleton.k12.or.us
	Kitchen	Food Service	966-3004	
Donna Postlewait	Kitchen	Food Service		
Deirdre Bradley	10	School Psychologist	966-3006	
	10	SLP		
Karen Bordenkircher	Office	Administrative Assistant	966-3000	karen.bordenkircher@pendleton.k12.or.us
Aimee VanNice	Office	Principal	966-3001	aimee.vannice@pendleton.k12.or.us



2014-15 McKay Creek Calendar



**Check our Website for Regular Calendar Up-dates**  
<http://mces.pendleton.k12.or.us/>

**2014**

- Sept. 4 Evening Open House/Orientations (all schools)
- Sept. 10-13 Pendleton Round-Up
- Sept. 15 School Begins - All Students
- Oct. 10 Staff In-Service - No School
- Nov. 11 Veteran’s Day Observed
- Nov. 24 Evening P/T Conferences -School in Session
- Nov. 25 P/T Conferences (all day & evening) - No School
- Nov. 26-28 Thanksgiving Break
- Dec. 22 Winter Break Begins

**2015**

- Jan. 5 School Resumes
- Jan. 19 M.L. King Jr. Day - No School
- Feb. 2 Staff In-Service – No School
- Mar. 23-27 Spring Break
- Mar. 30 Staff In-Service - No School
- April 15 Evening P/T Conferences -School in Session
- April 16 P/T Conferences (all day & evening) - No School
- April 17 No School
- May 25 Memorial Day
- June 4 PHS Baccalaureate
- June 6 PHS Graduation
- June 15 Last Day of School for Kindergarten
- June 16 Last Day of School -Two Hour Early Release
- June 17 Staff In-Service - No School

Notice of additional events will be sent home with students, and posted on our website and facebook page.

## **GENERAL INFORMATION**

School Office Hours: 7:30 a.m. to 4:00 p.m.

Office Numbers: McKay School Office: 541-966-3000

Fax: 541-966-3046

Website: <http://mes.pendleton.k12.or.us>

School Colors: Red, White and Blue

School Mascot: Mustang

### **School Day Times:**

<b>Grade Level</b>	<b>Mondays</b>	<b>Tuesday-Friday</b>
Kindergarten	9:15-11:30 a.m. (morning) 12:45-3 p.m. (afternoon)	8:15-11 a.m. (morning) 12:15-3 p.m. (afternoon)
Elementary (grades 1-5)	9:15 a.m. to 3 p.m.	8:15 a.m. to 3 p.m.
Arrival Time	8:45a.-9:10a.m. (morning) 12:30-12:45p.m. (afternoon)	7:45a.m. – 8:10a.m.

## **ANIMALS AT SCHOOL**

As a safety precaution, animals are not permitted within any of the Pendleton School District buildings. However, some exceptions may be made by the building principal for select educational purposes. All requests must have the advance approval of the classroom teacher and building principal.

## **ATTENDANCE**

The habit of regular attendance is strongly related to the success of every student. We ask that you help your child to acquire this habit. Please try to schedule appointments outside school hours whenever possible. Students released for doctor and dental appointments should check out in the office and are expected to check in if they return prior to the end of the day. A note or phone call from the parent regarding an appointment is appreciated.

We account for each child in the school every day. If a student is absent, parents are requested to call the school, (541-966-3000) before 8:30am (9:30 on Mondays). If no call is received, you will be contacted. If your child is late for school, a note must accompany the child stating the reason for the tardiness, the date, and your signature.

In the event of illness, a parent or the designated contact person will be notified prior to a student being taken or sent home. Please be sure your child's file is up-to-date regarding emergency contacts to be called in your absence from home.

A dated and signed note should follow every absence from home stating the nature of the absence. Any student who accumulates ten (10) or more consecutive days of absences will be removed from school enrollment.

### LEAVING EARLY

STUDENTS MAY NOT LEAVE SCHOOL GROUNDS DURING THE SCHOOL DAY UNLESS WITH A PARENT AND WITH SCHOOL PERMISSION. If you are taking a student out of school during the day, please go to the office and sign the child out.



### ARRIVAL/DISMISSAL

We are always very concerned about student safety and we make every effort to help each and every student get home from school without any problems. We welcome parents in our building, however we ask that parents do not come into the building at dismissal time. We are staffed so that we can supervise three areas after school—bus area, walker crossing and the park pick-up area. In addition, please do not drop off or pick up your students in front of the school or in the school driveway near the kindergarten classroom. In order to dismiss our students in a safe and orderly manner, we need all parents to follow the procedures outlined below.

CAR LINE: Students need to be dropped off and picked up at the designated area in the park parking lot. Please stay in the line of cars. It is much more difficult to supervise and ascertain student safety when cars park on the street and parents walk across to pick-up children.

WALKERS: If you are walking to pick-up your child, we ask that you pick them up in the designated pick up area in the park parking lot. Students who walk or ride bikes across Quinney will be crossed by a crossing guard.

BICYCLES: Bicycles/Scooters are to be pushed to the bicycle parking area. **BICYCLE HELMETS, AS REQUIRED BY OREGON STATE LAW, ARE NECESSARY FOR STUDENTS TO WEAR WHILE**

**RIDING TO AND FROM SCHOOL.** Bicycles/Scooters are not to be ridden on the sidewalks and around the grounds between the hours of 8:00 a.m. and 3:30 p.m. for safety reasons. Only the owner of the bicycle/scooter should remove it from the parking area. If a bicycle/scooter is locked, there is little chance of it being stolen.

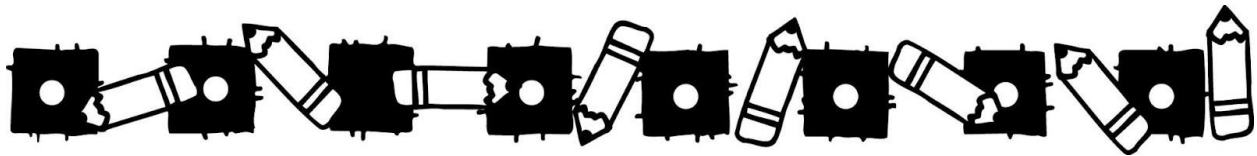
Skateboards, rollerblades, and heeies are **NOT** allowed at school.

**BUSSEERS:** We supervise the bus pick-up area on the black top near our intermediate classroom wing. Mid Columbia Bus Company is our transportation contractor. You can contact the bus company at (541) 276-5621 if you have questions regarding your child’s bus transportation. Our policy allows only regular, registered bus students to ride the bus. In some cases, with written request by the parent and permission provided by MIDCO, other students may be allowed to ride.

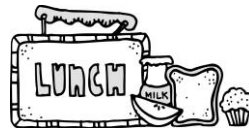
If there will be changes to your child’s after school transportation arrangements, please let Karen or your student’s teacher know. You can communicate with us by sending a note or calling 966-3000. The end of the day gets extremely busy. **To ascertain that the message gets to your child on time, please call the school office prior to 2:15.**

**All students other than late bus students must be picked up by 3:15 pm.**

Thank-you for your cooperation on these issues!



**BREAKFAST/LUNCH PROGRAM**



McKay Elementary and Sodexo offer a nutritious breakfast and lunch program. Students will be encouraged to make food choices that provide a well-balanced and healthy meal. School policy requests that when students bring their own lunch from home, they do not include soda pop or energy drinks.

Parents are encouraged to pre-pay for their child’s meals. You can do this by the week or by the month. Generally, the kitchen will allow students to charge one or two meals if their account is zeroed out. This year the school meal prices are:

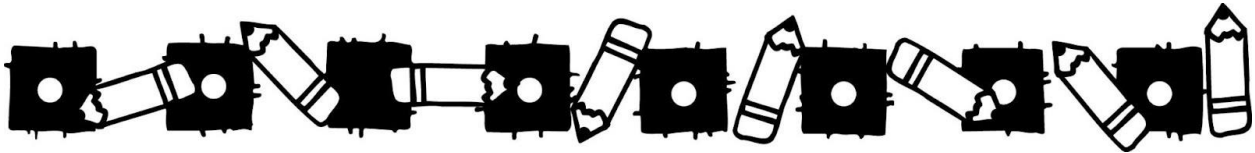
- Breakfast            \$1.25            *Reduced Price Breakfast*            \$.00
- Student Lunch       \$2.10            *Reduced Price Lunch*                \$.40
- A la Carte Milk      \$ .60
- Adult Lunch:        \$3.50



### FREE & REDUCED MEALS

Your children may qualify for free or reduced-price meals. Check with the office if you would like more information on this program. Qualification is based on the size of the household and the family income. Families must fill out a form to qualify, or re-qualify for this program each year. Applications may be completed online and submitted electronically at:

<https://district.ode.state.or.us/apps/frlapp/default.aspx>



### CELL PHONES

Understanding that many parents provide cell phones for their children for safety and communication needs, we require cell phones to be turned off and kept in backpacks until the child leaves school property. We have phones in the office for students to use should they need to make contact with a parent during the school day. Should a student violate this school policy, the phone will be taken and placed in the office until the end of the school day. Should it happen a second time, the phone will be kept in the office until picked up by a parent and/or guardian. Smart phones may be used in accordance with the Personal Electronic Device guidelines.

### CHANGE OF ADDRESS/TELEPHONE

It is extremely important that every student maintains a current home address and telephone number during the school year. Please notify the school of any change during the year.



### DIRECTORY INFORMATION

McKay Elementary School will maintain Directory Information which is used in the office by school personnel. It may include name, parent name, address, date of birth, class designation, extracurricular participation, achievement awards or honors, weight, height, photograph, previous school. The parents will advise the school district in writing (a letter to the district superintendent's office or principal's office) of any or all of the items they refuse to permit the district to release about that student. When a McKay student withdraws and enrolls in another school, a copy of the permanent records will be sent to the new school when we are notified of such enrollment. Prior to withdrawal from McKay Elementary, the parent/guardian has a right to review the student's records.

## **STUDENT RECORDS**

This is your notification that should your child enroll in another school or school system, an official transcript or copy of the permanent record will be sent to the school upon our receipt of notification of the student's enrolling in said institution. Prior to the withdrawal of your child from our district, you have a right to see your student's records and a hearing to challenge the content of the record. You request for a hearing must allow two days between the request and the hearing. You may receive a copy of the record to be transferred if you desire.

- **Custodial/Non-Custodial Parents**

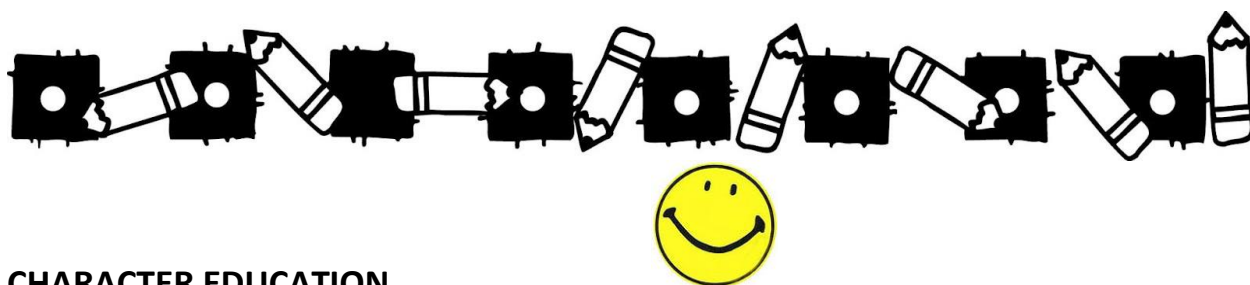
A custodial parent who enrolls a student in District 16R shall be considered the parent of record by the school district. The District acknowledges and will extend the rights provided for non-custodial parents under federal and state statutes unless a court order or other legal document that curtails these rights has been filed with the district by the custodial parent. Please contact the school for more information in this regard.

- **Notification of Rights to Inspect Records**

As a parent or a student over 18 years of age, or if you are attending a post-secondary education institution, you have the right to inspect your educational records. You have the right for a hearing should you choose to challenge the content of such records to ensure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of such inaccurate, misleading, or otherwise inappropriate data contained therein. The District will comply with your request to inspect the records within a reasonable amount of time, but in no case more than 45 days from your request. The same time limits apply for a request for a hearing to challenge the content of such records.

## **NON-CUSTODIAL PARENT RIGHTS/RESTRAINING ORDERS**

A legal and valid restraining order is the only verification that is accepted in limiting or taking away visitation rights by a non-custodial parent. Please make sure the office has a copy of the current order.



## **CHARACTER EDUCATION**

Pendleton School District Schools have adopted the **PBIS (Positive Behavior Instructional Support)** framework in all schools. PBIS is a process for creating safer more effective schools. The process focuses on improving a school's ability to teach and support positive behavior for all students. PBIS includes school-wide procedures and processes intended for all students and staff in all settings. PBIS is an

approach to creating a safe and productive learning environment where teachers can teach and all students can learn.

At McKay Elementary we have adopted a unified set of school rules. You will see these rules posted throughout the school and your child will be learning them during the school year.

- Be Responsible
- Be Respectful
- Be Safe

As part of our PBIS process, teachers and other staff members use evidence-based practices to increase student learning and decrease classroom disruptions. To keep students focused on the rules in a positive manner, we do the following when teaching academics and behavior:

- Teach, practice and refer to school-wide expectations
- Provide students with more praise than correction
- Talk to students with respect using a positive voice tone
- Use pre-correcting, prompting and redirecting as they teach
- Look for positive first and provide positive, immediate, frequent and explicit feedback

### Character Recognition

Our students will be recognized for their positive character attributes. Students will also be recognized for their strengths at our school wide assemblies. Golden Awards will be given at assemblies to recognize whole classrooms for demonstrating above and beyond behavior.

## Behavior

### Classroom Policy

Each McKay Creek teacher will have in place, a behavior plan which:

- Complies with school and district policy,
- Has clear expectations which are shared with students and parents,
- Includes both positive and negative consequences which are consistently and fairly administered,
- Is reviewed with students periodically
- Is approved by and receives the full support of the building principal.



### Playground Policy

While on the playground, McKay students will:

- Play only in designated areas.
- Follow all safety and game rules.
- Follow directions of the playground supervisors.
- Play cooperatively with others.
- Make an effort to solve problems in a positive manner..



# McKay Creek Playground/Games Guidelines

## General rules:

- Play cooperatively.
- Play safely.
- Follow directions.
- Solve problems.
- Stay in McKay supervised play areas only.
- Stay clear of City Park's restroom, driveway, parking areas and the street.



## Swings:

- Students will be seated and hold onto the chains with both hands.
- Jumping out of moving swings and running under swings while pushing is not allowed.
- Students not in the swings must stay clear of the moving swings.
- Students wishing to swing must take turns. Students waiting may count to 20 and receive a turn.

## Play Structures:

- Jumping off of the structure's platforms is not allowed.
- Students must use the bouncer and log roll one at a time.
- Students must go across the monkey bars one at a time and in one direction.
- Students must go down the slides feet first. Climbing up the slides is not allowed.
- Students must take turns and follow the instructions of the playground supervisors regarding numbers of students on each structure.
- Playing tag amongst the play structures is not permitted.

## Snow Playground Rules:

- Throwing or kicking snow of any kind is not permitted.
- Do not destroy student snow structures.

## Walking Club








A walking club will be held at morning and afternoon recess for all students. Students who participate in walking club have the opportunity to earn rewards.



## INCLEMENT WEATHER

Students need breaks with an opportunity for fresh air and exercise during the school day; therefore, our goal at McKay Elementary is to have children play outside whenever possible. However, the weather does not allow this on all days. If it is pouring down rain to the point children will remain wet for quite a while, or if the temperature (with wind chill) drops below 20 degrees, or other weather conditions cause safety concerns, we will provide supervised indoor activities for the students. **It is important that children come dressed appropriately for our ever changing weather.**

**GAME RULES:**

<p><b><u>Football</u></b> </p> <ol style="list-style-type: none"> <li>1. Football may be in designated area only.</li> <li>2. Only students playing football may be in the football area.</li> <li>3. Football will be one-hand touch. Rough, physical play is not allowed.</li> <li>4. Players may not pass to the same teammate two times in a row.</li> </ol>	<p><b><u>Soccer</u></b> </p> <ol style="list-style-type: none"> <li>1. Soccer will be played in designated area only.</li> <li>2. Only students playing soccer may be in the soccer area.</li> <li>3. Rough, physical play is not allowed.</li> <li>4. Players may not pass to the same teammate two times in a row.</li> </ol>
<p><b><u>Baseball/Kickball</u></b> </p> <ol style="list-style-type: none"> <li>1. Baseball or kickball will be played on the diamond area only.</li> <li>2. Sliding and rough, physical play is not allowed.</li> <li>3. Only Nerf or plastic bats and balls may be used.</li> </ol>	<p><b><u>Basketball</u></b> </p> <ol style="list-style-type: none"> <li>1. "Bump" is not allowed.</li> <li>2. Rough, physical play is not allowed.</li> <li>3. "Long shots" are not allowed.</li> </ol>
<p><b><u>Tetherball</u></b> </p> <ol style="list-style-type: none"> <li>1. Two players stand on opposite sides of the line.</li> <li>2. The shorter player is always the server.</li> <li>3. Fouls include: <ul style="list-style-type: none"> <li>Allowing the cork to wind around your hands</li> <li>Catching the rope /throwing ball by the rope</li> <li>Stopping the ball</li> <li>Reaching onto the opponent's side</li> </ul> </li> <li>4. The umpire is the ALL of the students in line.</li> </ol>	<p><b><u>Wall-ball and Dodge-ball</u></b> </p> <p>Wall-ball and dodge-ball are not allowed on McKay school playground.</p>
<p><b><u>Speed and Lightning Ball</u></b> </p> <ol style="list-style-type: none"> <li>1. The player's first shot must be taken from the foul line.</li> <li>2. Next player in line may not shoot until the player in front has taken their shot first.</li> <li>3. Players may not intentionally interfere with another player or another player's ball.</li> <li>4. No Stalling</li> <li>5. Carry the ball back to the start line – don't throw it.</li> </ol>	<p><b><u>Four Square</u></b></p> <ol style="list-style-type: none"> <li>1. Server has one foot in the serving square.</li> <li>2. Only one bounce in your square.</li> <li>3. Hit the ball underhand – not overhand</li> <li>4. No catching, holding or throwing the ball.</li> <li>5. No spinning the ball.</li> <li>6. Line hits are NO good.</li> <li>7. Judges are the students in line.</li> </ol>

**General Rules for all Games**

1. Students not playing according to the guidelines will have timeout.
2. The second timeout will result in a one week suspension from playing.
3. Equipment or personal items that end up on the roof will not be retrieved until maintenance is available to go onto the roof.
4. All who wish to play must be included.
5. Students should share the available equipment fairly.

## **CONSEQUENCES**

If students are unable to follow school rules, the following consequences will occur.

1 <sup>st</sup> occurrence	Warning and reminder – Name on the tracking sheet
2 <sup>nd</sup> occurrence	Warning and possible removal from the situation – Name on the tracking sheet
3 <sup>rd</sup> occurrence	Pink Slip Behavior Referral-loss of playground privileges for one day while student completes an “I can do better” paper
4 <sup>th</sup> occurrence	2 <sup>nd</sup> Pink Slip Behavior – Family is contacted
5 <sup>th</sup> occurrence	3 <sup>rd</sup> Pink Slip Behavior – Principal meets with student and contacts family. Loss of nine recesses or ½ day in-school suspension is determined by the principal.

**Bus Referral**            Bus referrals given by Mid-Columbia and Mid-Columbia contacts the family.

**Because we believe students need to learn to independently correct behavior difficulties, the family is not always contacted for a child’s first pink slip. If ongoing behavior concerns arise for individual students, parents will be notified**

## **SEVERE ACTS**

**Students involved in any of the following severe acts in the classroom, in the cafeteria, on the playground, or on any part of the school campus will immediately receive a principal’s referral.**

- Willfully inflicting harm on another student
- Willfully damaging property
- Willful and severe disrespect for an adult or student
- Refusal to do as asked by adult
- Serious theft
- Serious threat to or harassment of another student
- If a child receives three pink slips during a given trimester  
(Sept.—Dec.,    Jan.—March,    April—June)

*The principal or designee will deal with severe acts or repeated minor acts in one or more of the following ways: Discussion with student, \*Telephone parent, \*Parent conference, \*Loss of privileges, \*In school suspension, \*Out of school suspension, \*Other-as appropriate.*

## **BULLYING, HARRASSMENT and NON-DISCRIMINATION**

McKay School is a “no bully zone.” Sexual harassment and bullying are against school policy and against the law. The Pendleton School District is committed to maintaining a learning environment that is free of sexual harassment and bullying. Sexual harassment and bullying will not be tolerated and should be reported to the teacher or principal immediately.

Bullying refers to any act that substantially interferes with a students’ educational benefits, opportunities, or performance. No student may engage in reprisal or retaliation against a victim or, witness to or person with reliable information. All students will actively participate in bullying lessons with their teachers and our counselor. Bullying report boxes are posted at each end of the main hallway.

It is a policy of the State Board of Education and a priority of the Oregon Department of Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age, sexual orientation, or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Deputy Superintendent of Public Instruction at the Oregon Department of Education, 255 Capitol Street NE, Salem, Oregon 97310; phone 503-947-5740; or fax 503-378-4772

## **WEAPONS IN SCHOOL**

Weapons and replicas of weapons are forbidden on school property.

Weapons shall include, but not be limited to, firearms, knives, metal knuckles, straight razors, explosives, noxious, irritating or poisonous gases, poisons, drugs, or other items fashioned with the intent to use, sell, harm, threaten or harass students, staff members parents and patrons.

"Dangerous weapon" means any weapon, device, instrument, material or substance, animate or inanimate, which under the circumstances in which it is used, attempted to be used or threatened to be used, is readily capable of causing death or serious physical injury.

Any loaded or unloaded firearm or dangerous weapon possessed on or about a person while on district property is subject to seizure or forfeiture.

Incidents of students possessing weapons will be reported to the student's parents and may be reported to the police. Appropriate disciplinary and/or legal action will be taken against students who possess weapons and with students who assist possession in any way.

Weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons in school buildings. The superintendent may prescribe special conditions or procedures to be followed before giving such an authorization.



## **CLOSURES/DELAYS**

When emergency conditions make it necessary to close schools for the day, each family will receive a School Messenger call. It will also be posted on the Pendleton School District website. Area radio stations will also broadcast school delay information.

KUMA 1290

KTIX 1240

The Pendleton School District is excited to announce the launch of its mobile app that you may access for all important information. The free app is available on both Apple and Android mobile device (including cell phones and tablets) by searching for "Pendleton SD" in the app store.

In the event that schools need to be evacuated due to emergency situations students will be taken to Pendleton Free Methodist Church. An automated School Messenger Call will be sent to each family.



## **EMERGENCY INFORMATION**

Student safety is a priority for the Pendleton School District. At McKay Elementary, frequent drills are planned to prepare students and staff in the unlikely event of a crisis. These drills include fire, earthquake, lockdown, and sheltering in place.

In case of emergency, each student is required to have on file at the school office the following information:

- Parent or guardian names
- Complete and current address
- Home phone and parent cell/work number
- Emergency phone number of friend or relative
- Medical alert information (i.e. ALLERGIES)

Due to inclement weather or some unforeseen circumstances, the school may need to close earlier than the regularly scheduled time. The school needs to know where you want your child to go during these unexpected early closures. Please provide this information to the school and discuss the plan with your child. Bus students may plan on riding the bus. As phones may not be available, please do not ask that phone calls be made.



## **DRESS CODE**

The appearance of a student is primarily the responsibility of the student and the parents. We expect students to maintain an appearance which is not distracting to teachers or students or in any way disruptive to the instructional program. We are also concerned about clothing which can be hazardous to the health and safety of the student.

Clothing which is not appropriate for school include:

- Shirts that do not cover the midriff, halter/spaghetti strap, tube top or see through.
- Dresses and shorts that are too short.
- Clothing may not advertise drugs, alcohol, violence, or gangs, and may not display inappropriate language or pictures.
- Hats, caps and/or sunglasses will not be worn in the school building.
- Facial piercings are considered a health/hygiene risk for elementary-age students and not allowed.
- It is highly recommended, **for safety reasons**, that students NOT wear high-heels, flip-flops or other types of slip-on sandals.



## **LOST AND FOUND**

In the course of the school year, many children lose personal items. The children can look for misplaced items in our designated lost and found area. Small items may be turned into the office. Please use a permanent marker to write your student's name on all jackets, sweatshirts, removable clothing items, water bottles and lunch boxes to be sure they will be returned to the proper owner.

## **GANGS**

Gangs, which initiate, advocate or promote activities which threaten the safety or well-being of persons or property on district grounds or which disrupt the school environment are harmful to the educational process.

"Gangs" are defined as a group that identifies itself through the use of a name, unique appearance or language, including hand signs, the claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity.

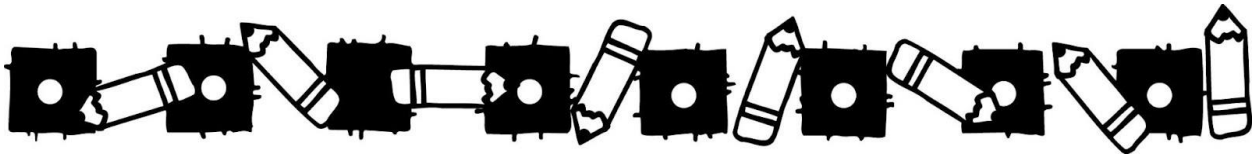
The district shall, after consulting with appropriate agencies and officials, develop a comprehensive gang prevention and intervention program. The program shall include an assessment and the impact of gang-related activities in the district, strategies, methods and training for the reduction of gang involvement.

## **STUDENTS ON OR ABOUT SCHOOL PROPERTY OR AT ANY SCHOOL ACTIVITY:**

1. Shall not wear, possess, use, distribute, display nor sell any clothing, jewelry, emblem, badge, symbol, sign or other things that are evidence of membership or affiliation in any gang.
2. Shall not commit any act or omission, or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in any gang.
3. Shall not use any speech or commit any act or omission (e.g., withholding information or concealing contraband) in furtherance of the interest of any gang or gang activity including, but not limited to:
  - a. Soliciting others for membership in any gangs.
  - b. Requesting any person to pay protection or otherwise intimidating or threatening any person.
  - c. Committing other illegal act or other violation of school district policies.
  - d. Inciting other students to act with physical violence upon any other person.

## **FIELD TRIPS**

Field trips within Pendleton and to nearby points of interest are scheduled by classroom teachers throughout the school year. These trips are designed to supplement different aspects of the curriculum and to introduce students to the resources in the community. Parents will receive notices of field trips in advance of the scheduled trip date. A notice explaining the trip will be sent home prior to the activity. Note: Only students enrolled at McKay Elementary may attend field trips. Sometimes a fee may be requested from each student to help defray transportation or admission costs. If students have ongoing and excessive behavior incidents and referrals, they may lose field trip privileges.



## **HEAD LICE PROCEDURES**

Small infestations of head lice could be found this year in some of our classrooms. Head lice do not discriminate; anyone can contract them. School staff may perform periodic checks during the year. It is to your advantage to be aware of this problem. If it is determined that a student has head lice, the school will contact the parent. The school will make a decision as to whether or not the student requires immediate treatment based on the degree of nits or presence of live lice. If the identified student(s) have other siblings in the school district, they may also be checked. The parent is responsible to provide the appropriate treatment and must accompany the student for reinstatement in school. Students will be re-examined prior to returning to class. Additional information can be found in the appendix or please call the Health Department at 278-5432 or your own doctor. Head lice can be controlled with a little effort. We respect the sensitivity of this issue and will do everything that we can to make it a confidential and comfortable process for your child.

## **HEARING SCREENING**

The InterMountain Educational Service District (IMESD) conducts hearing screenings on Kindergarten, 1<sup>st</sup> and 3<sup>rd</sup> graders each school year. New students as well as teacher and parent referrals are included in the testing.

## **ILLNESSES/INJURY**

If a student becomes too ill to remain in class, we will reach you by phone and recommend that you come to school and pick up your child. Transportation cannot be provided for sick children. If your child is ill, please do not send him to school. A student that contracts a contagious disease or condition (such as pink eye, chicken pox, ringworm, or head lice) will be sent home from school.

The McKay Elementary Staff is very concerned with the health and safety of our students. In case of injury, we will inspect and apply appropriate, limited first aid. Due to potential harm such as allergic reactions, the only first aid remedies we can provide are ice and Band-Aids. Parents will be contacted if the injury is serious or if there is any question as to the need for medical treatment. If a child becomes ill during our school hours, we will call a parent or emergency contact. Therefore, it is very important that we have current emergency contact information. Students with food allergies must have a current doctor's note stating allergy and appropriate protocol. This must be updated annually.

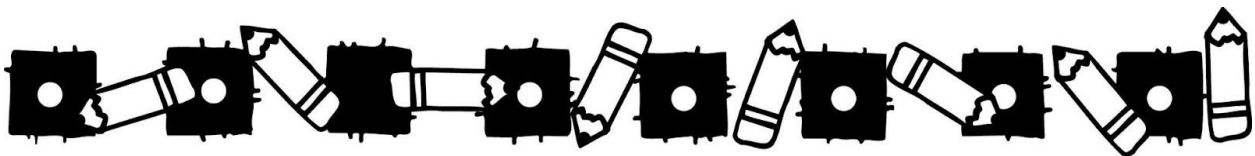
## INSURANCE

Insurance may be purchased for your child through an independent company. Information is sent home early in the school year and is available in the office at each school.

## MEDICATION

Most medication schedules should be arranged so that medicine can be given at home. Children requiring medication during school hours will abide by the following guidelines:

1. ANY medication (prescription or over the counter) must be in the original container.
2. Prescription medication must be in a container from the pharmacy with doctor's name, student name, and instructions for administration.
3. ANY medication to be given at school (prescription or over the counter) on a regular basis must be accompanied by a "Medication Permission and Administration Form" completed and signed by the parent. These forms are available in the school office.
4. Medication must be brought to the school by a parent or guardian. Students are not to transport medication.
5. Due to the choking hazard, **cough drops are not allowed** at school.



## NON-SCHOOL ITEMS

I-pods/CD/Mp3 players, hand-held games, laser pens and other non-school items **SHOULD NOT** be brought to school unless prior approval is received from the classroom teacher. Game equipment for recess and physical education is provided by the school and should **NOT** be brought from home. Skateboards, scooters, rollerblades, wheelies, and roller-skates are never allowed at school. Bringing make-up, perfume, etc. to school is not allowed due to allergies and other health concerns. Trading Cards of any kind, SHOULD NOT be brought to school.

Gum, sunflower seeds and cough drops are not permitted at school.

## PERSONAL ELECTRONIC DEVICES

McKay Creek Elementary School has recently adopted a Bring Your Own Device (BYOD) policy. This policy will allow students to bring many of their own technology devices to school for use in our classrooms. We will now be incorporating the use of items such as iPads, Kindles, Nooks and other various tablets **for educational purposes only**. Students are never required to bring outside technology to school. All students will continue to be able to utilize our school equipment. No student will be left out of the instruction process.

The mere possession of such devices must not pose a threat to academic integrity, disrupt the learning environment or violate the privacy of others. **Students are responsible for personal communication devices they bring to school. The district shall not be responsible for loss, theft, or destruction of devices brought onto school property.** Electronic devices may be confiscated if a student is found to be using them inappropriately or outside of the established rules. Devices will remain in the office until picked up by the student's parent/guardian. Smart phones may be used in accordance with the Personal Electronic Device guidelines.

Expectations:

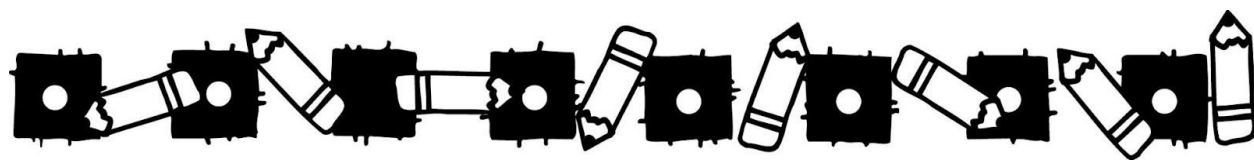
1. Students will only use appropriate technology at teachers' discretions.
2. Students will only use appropriate educational applications on their device.
3. Students are permitted to access only the school's network through personal devices.
4. Personal Electronic Devices may not be used before school or during recess times.

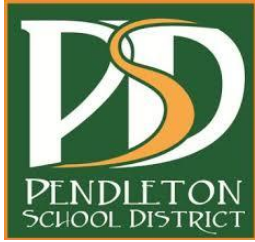
Students utilizing this opportunity to its fullest capacity within school expectations will find numerous benefits to instruction, resources, completion of assignments and personal organization. Students not following expectations for use of personal devices will face school disciplinary measures and lose the privilege to utilize personal devices in school.

We look forward to the educational opportunities that BYOD will bring to our students.

## TEXTBOOKS

Textbooks are intended to be used as class resources only. Under special circumstances, textbooks may be checked out with approval from the building principal. Each student is expected to return the text issued in good condition. Fines assessed for lost or damaged texts are the responsibility of the parent.





## **Your child's instructional program in Pendleton School District . . .**

Pendleton School District is committed to ensuring each child makes significant academic and behavioral progress. Throughout the school year, teacher teams in each elementary school review information that tells us how each child is progressing. This process is called "Effective Behavior and Instruction Support (EBIS)."

The Pendleton School District EBIS process provides a structured, standard way for teacher teams to determine which students are doing well in the classroom instruction, which students may need supplemental instruction, and which students may need more intensive planning and instruction. The district EBIS plan specifies which research-based interventions a school can use with students who need additional instruction and how much additional instruction to provide. It also specifies how often the student's performance in the research-based intervention is monitored (called progress monitoring) so we know if the student is making sufficient progress. If the student is not making sufficient progress, the plan provides a structure the team can use to determine the next level of intervention appropriate for the student.

### **How teacher teams determine which students need additional instruction:**

Teacher teams in each elementary school review the progress of every student three times a year. Teams review existing academic, behavioral, and attendance information. In addition, teachers assess in reading very carefully closely at math and writing performance. Using the EBIS plan, teacher teams determine which students need additional instruction and monitor their progress. Decision-rules from the EBIS plan are used to determine when instruction is not working for the child and changes need to be made.

If your child does need additional instruction, the first steps are to provide small group interventions. If data collected over time indicates that your child continues to not make sufficient progress, a change will be implemented in the intervention. If data continues to indicate a lack of sufficient progress for your child, you will be invited to a meeting to design an individually planned intervention to address your child's specific needs. Your child's progress will be monitored each week for progress during this six to eight week intervention period. If using Curriculum Based Measures, or other standardized assessment, and also looking at how progress continues to be limited, we may ask for your permission to conduct an evaluation.

### **Parent Participation:**

Parents are essential to their child's success in school. If your child needs supplemental instruction, we will describe that instruction to you. We will ask you to tell us about anything you think might affect your child's learning. For example, it is important for us to know if your child has missed a lot of school, experienced a trauma, has limited English proficiency, health issues, or is having problems with friends

at school. These types of problems may affect your child's progress, and if we know about them, we can design an intervention more effectively.

Parents frequently partner with the school to provide extra practice in skills. If you would like to provide extra support at home, you can work with the school to make yourself part of your child's program.

**If your child continues to have difficulty:**

The school will tell you whether progress monitoring indicates your child is beginning to make sufficient progress or if it appears your child is continuing to have difficulty. If you and the school have tried several interventions, and progress is still limited, you may be asked to give your consent for an individual evaluation. The purpose of such an evaluation is to determine your child's specific educational needs, and to consider whether a disability may be impacting your child's learning. Excessive absences and tardiness may preclude a child from qualifying for additional support services.

**Response to Intervention:**

The approach to instruction and assessment described in this brochure is called Response to Intervention (RTI). RTI has two purposes:

1. To identify children needing help in reading, math, and writing, and prevent the development of serious learning problems; and
2. To identify children who, even when they get extra help, make very limited progress. Research has shown that these children sometimes have learning disabilities and are eligible for special education services.

A parent may request an evaluation for special education at any time, including during any stage of the RTI process. If you think your child may have a disability, contact the school principal or your child's teacher and a meeting will promptly be scheduled to discuss your request.

If you have any questions about this information or would like more detailed information about the EBIS process, please contact the principal at your child's school.

**SPECIAL NEEDS CHILD FIND**

Pendleton School District actively identifies individuals with disabilities under the age of twenty-one (21). For children under the age of five (5) screening, evaluation, diagnosis and programming is available through the InterMountain Education Service District (541-276-6616).

Pendleton School District provides for evaluation, diagnosis, and specialized educational programming for school age children (ages 5-21). The following special education services are provided:

1. Special education and related services appropriate to their needs for students who are eligible for services under the following disability categories: Specific Learning Disability, Communication Disorder, Visual Impairment, Hearing Impairment, Orthopedic Impairment, Autism, Other Health Impairment, Emotional Disturbance, Intellectual Disability, or Traumatic Brain Injury.
2. Evaluations and planning for eligible students under Section 504 of the Rehabilitative Act of 1973. For more information contact: Julie Smith, Special Programs Director, Pendleton School District.

## OREGON HIGH SCHOOL EXIT OPTIONS

A variety of high school exit options are available for Oregon's students as they prepare to be successful in their next steps, e.g. postsecondary education and training, workforce entry, career school, apprenticeship, military.

### OREGON DIPLOMA

The Oregon Diploma is designed to prepare each student for success in college, work, and citizenship. To earn this diploma, students need to successfully complete the credit requirements, demonstrate proficiency in essential skills, and meet personalized learning requirements.

### MODIFIED DIPLOMA

The Modified Diploma is available to students who are unable, even with reasonable modifications, to meet the full set of academic content standards of the Oregon Diploma. Eligible students have a documented history of significant learning and instructional barriers or medical condition that creates a barrier to grade level achievement. To earn this diploma students need to successfully complete credit requirements, demonstrate proficiency in essential skills, and meet personalized learning requirements.

### EXTENDED DIPLOMA

The Extended Diploma is available to students who, even with reasonable modifications and accommodations, are not able to meet the requirements for the Modified Diploma. Students have a documented history of significant learning and instructional barriers or medical condition that creates a barrier to grade level achievement. Students are in special education and participate in alternate state assessments.

### ALTERNATIVE CERTIFICATE

The Alternative Certificate is a district certificate available to students with disabilities who are not able to meet the requirements of the Extended Diploma but have completed their program.

## Credit Requirements Diplomas in Oregon

Credits by Subject	Graduating Class of 2009	Graduating Class of 2010 (11 <sup>th</sup> Graders in 2008-09)	Graduating Class of 2012 (9 <sup>th</sup> Graders in 2008-09)	Graduating Class of 2014 (7 <sup>th</sup> Graders in 2008-09)	Modified Diploma	Extended Diploma
English/Language Arts	3	4	4	4	3	2
Mathematics	2	3	3	3 – Algebra I & above*	2	2
Science	2	2	3 – Scientific Inquiry & Lab Experiences**	3	2	2
Social Sciences	3	3	3	3	2	3
Physical Education	1	1	1	1	1	1
Health	1	1	1	1	1	1
Second Languages						
The Arts	1	1	3	3	1	1
Career and Technical Ed						
Electives	9	9	6	6	12	0
<b>TOTAL CREDITS</b>	<b>22</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>12</b>

\* Applied and integrated courses aligned to standards can meet credit requirements

^ Lab experiences (2 credits) can take place outside of the school in field-based experiences

## **RESTRAINTS AND SECLUSION REPORTING**

The Pendleton School District in accordance with state law annually publishes a report regarding the number of restraints and seclusions for each school year. You may access this report on our District Website under Reports and Publications. If you have questions regarding this report please contact the Special Programs Director at 541-276-6711.



## **VISITORS/VOLUNTEERS/PARENT HELPERS**

Visits to rooms during class time by non-enrolled students are not permitted. However, an out-of-town guest may visit during the lunch hour with permission from the office. Parents are always welcome to visit classrooms or to have lunch with their children. For class visits, we ask that you contact the teacher beforehand to make arrangements. Parents who need to meet with a teacher are encouraged to do so before or after school (before 8:00 or after 2:45). Special appointments may also be made with the teacher. For the security and safety of our students, all visitors must check in at the office and wear a badge.

## **PARENTS' CLUB**

Our school features an active Parent Club. We need the help of parents/guardians that are interested in making our school a great place to learn and grow. Our Parent Club is an arena where parents and staff can actively work together in creating the best learning environment for students. Our Parent Club usually meets once a month. Reminders and notices will be sent home with more information. This is a great way to make a positive difference in your child's life!

### School Snack Sales

Monthly "Snack Sales" will be held as long as the Parent Club and school leadership agree that it is a worthwhile activity. Parents will be encouraged to provide healthy snacks for these sales. Suggestions include: ***trail mix, pretzels, popcorn, dried fruit, granola bars, fruit snacks, crackers, yogurt tubes***



## **PARENT/TEACHER CONFERENCES**

Generally, students succeed best in school when parents are knowledgeable and supportive of the school instructional programs and activities. For this reason, we are happy to arrange a conference at any time a parent or teacher desires one.



Regular Parent-Teacher conferences are held twice annually each school year. Parents are notified in advance of conferences to assist in scheduling, or you may contact the school office to arrange a specific conference time.



## **PARTIES**

Organized parties are held during the year at the teacher's discretion. Each individual teacher will send information home on class parties. There is no school time allotted to birthday parties, going away parties or bringing special treats celebrating individual student events. Parents and students may not distribute party invitations (even to the whole class) during school hours. When providing treats and/or rewards to students, school personnel and parents are encouraged to cut back on sugary or fatty selections, and provide more healthy alternative choices. Only store bought, unopened items, please.



*Please sign below, detach at dotted line and return the bottom portion of this page to school with your child.*

*Thank-you!*



## **Student Handbook Sign-Off**

*I have reviewed this handbook with my child*

\_\_\_\_\_  
*(Student's Name)*

\_\_\_\_\_  
*(Parent Signature)*

\_\_\_\_\_  
*(Date)*



### **Minor Discipline Referral Definitions:**

**Be Considerate to Others:** Student engages in inappropriate exchanges with adults or other students.

**Move Appropriately Throughout the School:** Student engages in low-intensity, but inappropriate disruption.

**Keep Hands, Feet and Objects to Self:** Student engages in non-serious, but inappropriate physical contact.

**Use Equipment Appropriately:** Student engages in low-intensity misuse of property.

**Stay in Assigned Areas:** Student is in an area that is outside of school boundaries or where students are restricted to be.

**Follow Directions, Rules and Policies:** Student engages in brief or low-intensity failure to respond to adults requests.

**Be Ready to Work:** Student is not ready for class.

**Other:** Student engages in any other minor problem behaviors that do not fall within the above categories.

### **Major Discipline Referral Definitions:**

**Continued Minor Offenses:** Student engages in continual problem behavior.

**Excessive Absence:** Student receives an "unexcused" absence for 3 or more days.

**Disruption of School:** Student engages in behavior causing an interruption in a class or activity.

**Insubordination:** Student engages in refusal to follow directions, talks back or delivers socially rude interactions.

**Lack of Cooperation:** Student engages in high intensity failure to respond to adults requests.

**Bad Language/Profanity:** Student delivers verbal messages that include swearing, name calling or use of words in an inappropriate way.

**Fighting:** Student engages in serious physical or verbal contact.

**Leaving School Grounds:** Student is in an area that is outside of school boundaries.

**Assault or Threats of Harm:** Student engages in actions involving serious physical contact or verbal threats to cause harm.

**Stealing/Extortion:** Student is in possession of, having passed on or being responsible for removing someone else's property or making threats to.

**Destruction of School or Private Property:** Student participates in an activity that results in destruction or disfigurement of property.

**Use, Distribution, Sale, Possession or Under the Influence of Narcotics, Stimulant Drugs or Alcoholic Beverages; Use of Tobacco:** Student engages in any of these activities.

**Other:** Student engages in problem behavior not listed.



## Pendleton School District 16R

Educational Health Services

### HEAD LICE (PEDICULOSIS)

We are continuing to find students with head lice. This is an increasing problem throughout the country. For your family's protection and to prevent spreading lice to others, it is recommended that parents check their children about once a week.

**WHO GETS LICE?** - Anyone. Frequent, regular shampooing does not prevent lice. Younger children seem to catch them more frequently because of more close contact with one another. Animals do not carry or contract head lice.

**HOW DO YOU GET THEM?** - They walk, they do not fly or hop. They travel from person to person directly (two heads touching) or are transferred via personal articles (i.e. combs, brushes, hats, pillowcases, etc.)

**FACTS ABOUT LICE** - The adult louse is a wingless insect less than 1/8" long and is a pale brownish-gray. Lice do not carry disease. They bite the scalp causing itching. They move quickly and avoid light so they are often difficult to see.

The female louse lays 3-6 eggs (nits) per day and may live up to 30 days.

**FACTS ABOUT NITS** - The nits (egg sacs) of lice are cemented to human hair with nature's own superglue. The nits appear as small, silvery oval-shaped specks that look like dandruff. But they are very difficult to remove. The nits hatch in 7-10 days.



Students with head lice will be excluded from school until they are properly treated.

### WHAT TO DO IF YOUR CHILD COMES HOME WITH HEAD LICE:

Don't panic. Don't blame. Anyone—adult or youngster—can get head lice. Head lice are passed from person to person by direct contact or on shared objects (pillows, combs, hats, towels, etc.). It has nothing to do with cleanliness and does not reflect on you as a parent. The problem is easily managed. Just follow the instructions below:

1. Check every member of the family.

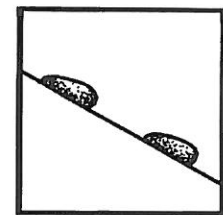
Look for tiny silvery egg sacs (nits) on hair shafts, near the scalp, especially at the nape of the neck and behind the ears. Head lice are small brownish-gray insects without wings. Any family member with lice or nits must be treated.

2. Head lice treatment.

A two step process involving 1) the use of a medicated pediculicidal product and 2) combing out all nits. Proceed as follows:

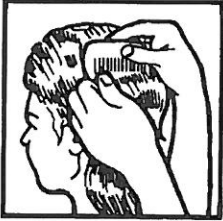


- a. Remove child's shirt and provide a towel to cover the eyes. (This is essential.) Do not treat in the bathtub or shower, but have the child lean over the sink (this confines the lice product to the scalp/neck).
- b. Use one of several louse remedies (pediculicidal product) available at your pharmacy. Some are available by prescription, some over the counter. All these products must be used carefully, observing all safety guidelines. Also consider:



(1) consulting your obstetrician if you are pregnant or nursing (whether treating yourself or others); (2) consulting your physician before treating anyone with extensive cuts or scratches on the head or neck, or anyone using other medications. **DO NOT USE THESE PRODUCTS ON INFANTS.\***

**DO READ ALL PACKAGE INFORMATION BEFORE USING THESE PRODUCTS.\*\***  
**AVOID PERSONAL LICE SPRAYS.**

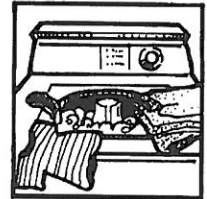


- c. Although it can take time and sometimes be difficult, “nit picking” or removing all nits will insure complete treatment. Louse products do not kill all the nits, and survivors will hatch into crawling lice within 7-10 days, generating a cycle of self-reinfestation. Even dead nits will cling to the hair and cause uncertainty about reinfestation. Nit removal can be accomplished with a special metal combing tool manufactured for this purpose or by picking them out with the fingernails.  
Note: Nit combing is best accomplished with hair which is dry or slightly damp. Discard nits into plastic bag and seal for disposal.

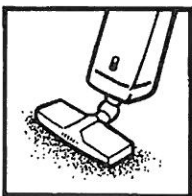
3. Following nit removal, have child put on clean clothing.
4. A daily nit check is advisable for at least 10 days following treatment and then check should become part of routine home hygiene. You may have to retreat in 7-10 days if there is evidence of new nits or newly-hatched lice. (Regardless of precautions taken at home, reinfestation from others can still take place.) Treatment itself can cause itching; do not treat again on the basis of itchiness alone.

#### TREATMENT OF PERSONAL ARTICLES AND ENVIRONMENT

1. Machine wash all washable clothing and bed linens which have been in contact with the infested person during the last three days. Use hot water and dry in a hot dryer. Non-washables such as stuffed animals, sleeping bags, headphones, helmets, etc. can be vacuumed, dry cleaned or stored in tightly sealed plastic bag at room temperature for two weeks.



2. Vacuum everywhere. Rugs, upholstered furniture and mattresses, even carseats should be carefully vacuumed to pick up any living lice or nits attached to fallen hairs. Discard vacuum bag into sealed plastic bag for disposal. The use of insecticidal sprays is not recommended and strongly discouraged as it may be harmful to family members and pets and is of questionable benefit.



3. Soak combs, brushes, etc. in hot water 5-10 minutes. Also soak hair barrettes, ribbons, head bands, etc.



#### REPORTING CASES

Don't be embarrassed to notify your child's school (daycare, camp, etc.) so other parents can be alerted to a possible outbreak. Also notify your child's playmate's parents. Parental cooperation will help protect all children including your own.

- \* Lice/nits on infants should be removed manually.
- \*\* Package directions for prescription NIX suggest it is not necessary to remove nits. The Health Department recommends nit removal following treatment with all products.

For more information contact your school nurse, Health Department, or National Pediculosis Association, P.O. Box 610189, Newton, MA 02461, (781) 449-NITS (6487), [www.headlice.org](http://www.headlice.org)