



*Student Handbook*  
*2025-2026*  
*Charlotte Blue: Principal*

Welcome to the 2025-2026 school year! The staff and I are extremely excited about the start of this school year. We look forward to working with you and your child. This handbook is filled with important information about our school policies, procedures, and programs to assist you with learning about our school...

Communication between home and school is vital to the success of our students. Please make sure you check your child’s book bag everyday for their “Take Home Folder.” We will send information home for you to fill out and return. Then there will be information that you can keep at home. Patterson also utilizes digital resources such as classdojo, Peachjar, Facebook page, FOCUS Communication Suite, the school website, and the District website, to keep our families informed. I encourage you to view our webpage at <https://patterson.bay.k12.fl.us/> on a regular basis. We also send home and have a monthly parent newsletter with current information for the month. We also use Everbridge, which is an email or phone based system. Phone calls and emails are utilized as well, so please sign up for the Parent Portal System and make sure your email address, as well as cell phones, are updated..

If you have questions, you can reach the school at: 767- 1610 or you are always welcome to set up an appointment in the front office.

*Darnita  
Rivers:  
Assistant  
Principal*

*Michelle  
Hebert:  
Assistant  
Principal*

*Rockets on the RISE: as we Imagine,  
Believe, and Achieve!*

*School wide Expectations*

*MISSION STATEMENT*

Mission - Oscar Patterson will utilize research based instructional practices to inspire student learning and build positive relationships.

<u>R</u>	BE <u>R</u> ESPECTFUL
<u>I</u>	HAVE <u>I</u> NTEGRITY
<u>S</u>	ACHIEVE <u>S</u> UCCESS
<u>E</u>	ALWAYS <u>E</u> NGAGING

*Vision*

High ExpectationsL utilize research based instructional practices

High Achievement: inspire student learning  
Positive Environment: build positive relationships

To empower our students through high expectations for achievement and provide opportunities to reach their potential in a safe environment.

### **School Beliefs**

- All students have the ability to achieve academic success at a high level.
- Students must understand and be taught to value their self worth as individuals.
- Students must have a safe physical environment and have a stable emotional and mental climate to learn.
- To achieve our maximum potential, all stakeholders must be committed to participating, supporting and encouraging our students, faculty, and staff.

### **Patterson's Theme**

***Rocket on the RISE; as we Imagine, Believe, & Achieve!!!***

### **IMPORTANT CONTACT INFORMATION**

District : [www.bay.k12.fl.us](http://www.bay.k12.fl.us)

Oscar Patterson Academy <https://patterson.bay.k12.fl.us/>

Telephone # 860-767-1610 Fax: 85-767-1611

### **DAILY SCHEDULE**

7:00	Student Supervision Begins
7:20	First bell rings
7:30	Tardy Bell
2:15	PreK -5th Grade Student Dismissal
2:20	Buses Depart Patterson

<b><u>School Numbers</u></b>	<b><u>District Numbers</u></b>	<b><u>Websites</u></b>
Main Office 767-1610 Fax 767-1611 School Counselor 767-1620 SRO 767-1617 Data Clerk 767-1612 Health Technician 767-1618	District Office 767-4100 Student Service 767-4311 Pre-K Office 767-4264 Transportation 767-4495 Safety and Security 767-4127	District: <a href="https://www.bay.k12.fl.us/">https://www.bay.k12.fl.us/</a> Parent Portal : <a href="https://focus.bayschools.net/focus/auth/">https://focus.bayschools.net/focus/auth/</a> Laund Pad <a href="https://launchpad.classlink.com/bayschools">https://launchpad.classlink.com/bayschools</a> Facebook : <a href="https://www.facebook.com/OscarPattersonAcademy/">https://www.facebook.com/OscarPattersonAcademy/</a>

### **GENERAL INFORMATION**

<b><u>Academic Instruction time:</u></b> 7:25 - 2:15	<b><u>Enrollment Guidelines:</u></b> A child must be five (5) years old by September 1st of the current school year to begin
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**Student Drop-Off:** Students may arrive on campus at 7:00 a.m. Supervision for students can only occur at this time. Please do not leave students unattended without adult supervision.

**Update Contact Information:** Florida School Law requires that we have accurate information on all of our students. **It is the Parent(s) / Guardian(s) responsibility to maintain updated mailing address, residence address, and current emergency phone numbers in Parent Portal. Any changes and updates throughout the school year can be made through your Parent Portal account.** A request to change a student's address will be approved once two proofs of residence are provided to the school office.

**Parent-Teacher Conferences**

Requests for conferences with your child's teacher must be made in advance. Teachers will be available for parent teacher conferences after school hours or during their planning by request. Teachers will not be available before or after school unless previous arrangements have been made. We will also have a quarterly parent/teacher conference towards the end of each quarter.

**Attendance policy:** Students are expected to be in school, to be on time, and to stay all day, unless prohibited by illness or other serious crisis. Florida Law 232.01F.S. requires children ages 6-16 to be in regular attendance in school and holds parents accountable for meeting this requirement (232.09F.S.S). Your child is in jeopardy of violating these statutes as indicated below:

- 5 or more absences (excused or unexcused) in a month
- 10 or more absences (excused or unexcused) in the past 90 days. Enforcement of school attendance 232.17 F.S. School Board Policy 7.104; 7.105
- 15 or more unexcused absences in the past 90 days, Habitual Truant 39.01F.S.

Criteria for approved absences as stated by the School Board include: illness, medical care, death in the family, legal reasons, religious holidays, pre-approved family leave, or school sanctioned activities. Parents are requested to justify each absence of the student within 24 hours of the absence with a written excuse to the school. If the above absences are found unexcused, you or your child may also be at risk for:

- Notification to AFDC: we are required to notify the AFDC office when recipients of AFDC are

Kindergarten. The following documents must be presented in order to register a student for school:

- ❖ Proofs of Residence (2)
- ❖ Student's Birth Certificate
- ❖ Social Security Card
- ❖ Proof of Physical Examination (Form DH3040) within one year prior of enrolling in school if entering a Florida school for the first time.
- ❖ Florida Certificate of Immunization (Form DH680)

Picture ID of parent or guardian

**Grading Policy:** Bay District Schools' Academic Grading Scale makes your child's grades, attendance and discipline records available for your review at any time on the Bay District Parent Portal System.

A - 90-100 Outstanding Progress	S - Satisfactory
B - 80-89 Above Average Progress	N - Needs
C - 70-79 Average Progress	Improvement
D - 60-69 Lowest Acceptable	U - Unsatisfactory
F - 0-59 Failing	Progress

**Homework:** Homework is an important part of your child's education. Activities are designed to be a follow-up of the classroom instruction. Timely completion of homework submitted to the instructor reinforces learning and teaches responsibility. Children who are absent may ask for missed assignments on the day they return to school. If your child is absent for more than one day and you wish to arrange for missed assignments, please contact the school to allow 24 hours for teachers to gather assignments.

**Students Leaving School:** Students may not leave campus during the day without permission. Students are never permitted to go home alone during school hours. This is for their safety and because we care about them. If a student needs to be picked up early, a note **MUST** be sent that morning to the teacher. When a child is checked out early, this is considered tardy. Upon arrival at school, please come to the office and the staff will call your child. **DO NOT GO TO THE CLASSROOM.**

**Student Check Out:** Students will only be released to those whose names appear in Parent Portal. Students will not be called to the office until an authorized adult with proper identification arrives on campus to check them out. **Bring your driver's license or other valid picture identification each time you come to school.**

not attending school regularly. This could result in a reduction of benefits.

- Court action for truancy

For the protection of your child during the school day, students may not leave the school campus unescorted. If it is necessary for a child to leave school, parents must sign the child out in the office. Teachers will not release students unless notified that the child has been signed out in the office.

**Excused Absences:** After five (5) days of absences a written statement from a physician is required to excuse the absences. The attendance clerk will follow Board Policy in determining whether an absence is excused or not.

**Pre-Approved Family Leave:** Students may be granted up to 5 excused absences for family leave per school year. A completed Request for Family Leave Form must be turned into the school office prior to the student being absent and all criteria must be met for approval.

**Unexcused Absences:** Unexcused absences are those absences that are not justified according to board policy. In addition, truancy, out of school suspension, expulsion, and/or skipping are considered unexcused absences. Please refer to Board Policy.

**Make Up Work – Excused Absences:** Students are expected to make up all work missed during absences. Full credit will be awarded for the make-up of work missed during excused absences. It is the parent (or student's) responsibility to contact the teacher within five (5) school days of the first day back to obtain make-up work. All Summative test announced in advance of the student's absence (including tests and exams) must be made up on the request of the parent (or student). Teachers may choose to require a student on school or administrative leave to complete summative assessments assigned in advance of the leave.

**Make up Work – Unexcused Absences:** Students are responsible for making up all work missed, including tests and exams, during an unexcused absence. If the unexcused absence is due to a suspension of one to three (1-3) days, the student must contact his teachers for assignments upon return to class. Make-up work must be completed within five (5) school days. Parents/ guardians of students suspended for more than three (3) days are responsible for contacting the school by the end of the third day of suspension to obtain the missed assignments. All work must be completed and returned to the classroom teacher upon the student's return to school. If work is not returned, the teacher is not responsible for the student's

If you desire your child to be checked out, please send a note to the teacher. Please keep in mind excessive checkouts are disruptive to the teachers instruction and the students ability to learn. Try to keep your child at school unless you have a legitimate reason for checking out. **Students may not check out after 1:45 and after 1:00 on House Meeting days.**

**Messages/Deliveries:** Only emergency messages will be relayed to students and teachers during the school day. Homework that is forgotten, library books for check-in, snacks, and/or lunches may be dropped off in the front office with your child's name and classroom teacher on it. It will be delivered by a staff member. Academic instruction will not be interrupted for messages and/or deliveries. ***Messages concerning transportation changes should be received no later than 1:30 pm prior to dismissal.***

**Tardy Policy:** Late students must be signed in by a parent in the office after the gate closes at 7:25. Students will NOT be allowed to enter the classroom without a parent signing them in at the office.

**Withdrawing Policy:** Students moving within or out of the county, should give the office a 24-hour notice of intent to withdraw. A withdrawal form will accompany the student to his/her new school. Return all books issued to the student at the time of the withdrawal.

**Guidance:** The school counselor is available to:

- (1) answer questions about the programs at the school,
- (2) review your child's progress,
- (3) interpret standardized test scores,
- (4) discuss special programs, or
- (5) meet with you about other concerns regarding your child.

If you have any questions or concerns, contact the school counselor at 767-1620.

**Textbooks & Technology Materials:** Textbooks, library books and other school materials are loaned to students by the Bay District School Board. If these articles are lost or damaged, students will be required to pay for them.

work. <b>Upon request of parents (or students), summative assessments are required to be made up within 5 days of return from suspension, excused, or unexcused absence, at the discretion of the teacher.</b>	<b>Minimum Attendance:</b> A student may be in jeopardy of retention if he/she fails to attend school for at least <b>160 days</b> in a school year.
<p><b>Email:</b> Individual, school and district wide information is often sent via email. Parents should have a valid email address listed in the Parent Portal.</p> <p><b>Facebook:</b> School and district announcements, information and special events are often posted on social media. Parents are encouraged to follow the Bay District Schools and Oscar Patterson Academy Facebook Pages.</p>	<b>School News :</b> A newsletter will be sent home once a month to inform parents of upcoming events and scholastic achievements. Parents, be sure that all contact information is updated in Parent Portal. See office staff if you need assistance.FOCUS Communication Suite will also be used to communicate with parents. DOJO will be used for general classroom updates.
<b>Emergency School Closing:</b> Severe weather may prompt school closings. The public will be notified through the cooperation of local broadcast stations and notification will be sent via EVERBRIDGE alerts.	<b>Lost and Found:</b> You may visit the school office to inquire about lost and found items. Please label all clothing, books, and lunch bags. At the end of the year, ALL unclaimed items will be donated to GoodWill.
<p><b>Care of School Property:</b> Students are responsible for taking care of all school materials. Any damaged or lost chromebooks, library books and textbooks assigned to the student are their responsibility; therefore, the student's parents must pay for the school to replace these items.</p> <p><b>Supplies, Library Books and Textbooks:</b> Each student receives a list of basic school supplies. All students are issued, on loan, current state-adopted textbooks appropriate for their grade level. If a book is lost or damaged beyond normal usage, parents shall be responsible for the cost of replacement.</p>	<b>Destruction of School Property:</b> We try to instill student pride in the appearance of our school. Students must not mark on school furniture, walls, ceilings, floors, or equipment with pens, pencils, markers, or any other instruments. Students must not tamper with fire alarms, fire extinguishers, plants, trees, or any other electrical system in the school. Anyone who willfully destroys school property through vandalism, arson, larceny, or who creates a hazard to the safety of our students will be referred to the proper law enforcement agency. Parents are responsible for acts of willful destruction of school property by their children.

**PBIS, House System, CORE ESSENTIALS, & Behavior Management**

<p><b>PBIS/House System DISCIPLINE &amp; SCHOOL WIDE EXPECTATIONS:</b> Oscar Patterson Academy is proud to be involved with the Positive Behavior Interventions and Support Program. This program is built upon the foundation that: We teach academics and behavior. School-Wide and Common Area Expectations have been developed by the Leadership Team that focus on creating a safe and productive learning environment . Once a month we will celebrate students that have demonstrated and meet the school wide behavior expectations. All OPA Team Members are expected to model and implement the expectations in their respective areas, and fully participate in all school-wide rewards and incentives. Student behavior in common areas will be handled by the instructional staff of OPA and any adult in close proximity to</p>	<p><b>Classroom DOJO:</b> Teachers can use Classroom Dojo to give positive points for behavior. They may share general information about their classrooms on Classroom Dojo. Individualized communication will need to be sent through FOCUS Communication Suite. If there is an on-going behavior concern, then those issues should be addressed by phone or with a parent conference. At no time should there be individual communication with a teacher. Neither shall a substitute teacher communicate with a parent. Be sure to share all classes with administration, special area teachers, guidance, and interventionists.</p> <p><b>Classroom Expectations &amp; Discipline:</b> In each classroom, students and teachers build upon school wide and individual classroom expectations to establish classroom routines. Teachers and students are responsible for consistently</p>
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the student. Every student will be expected to implement our RISE expectations every day.

- ❖ R Respectful
- ❖ I Have Integrity
- ❖ S Successful
- ❖ E Engaged

**Ron Clark House System:** We will also implement the Ron Clark House System. By implementing the house system, we hope to promote a sense of community and belonging for our students, families, and staff. Each student will have an opportunity to spin the wheel to determine which house they belong to. Students then will be given opportunities to earn points throughout the day for their house. They are equipped to encourage students in the same house, as well as other students within other houses to work together and earn house points. There will be quarterly House Parties to celebrate the students accomplishments, as well as the house that has earned the most points each week.

**Core Essentials:** Oscar Patterson Academy is proud to utilize the Core Essentials resiliency education program. The Core Essentials curriculum provides strategies and resources focused on creating a school culture that encourages positive behavior. It incorporates the Big 3: 1. Treat Others Right, 2. Make Smart Decisions, and 3. Maximize Your Own Potential. This is designed to create a safe and productive learning environment where teachers can teach and all students can learn.

All administrators, faculty, and staff, in collaboration with parents, students, and community members, will incorporate systemic methods for student and staff recognition through positive reinforcement for good conduct, self-discipline, good citizenship, and academic success, as seen in the required school plan to address positive school culture and behavior. Student rights shall be explained as outlined in this policy and in the Student Code of Conduct.

following these routines. In the event that a serious or continuing behavior problem should arise, disciplinary action will be taken. Consequences for misbehavior include loss of privileges, parent notification, in-school detention, in or out of school suspension, or other consequences determined by administration based on the Elementary Disciplinary Matrix from the Bay District School Board Policy. Administration will review ODR's within 48 hours of entry. ODR consequences will be determined by the administration.

**Promise Room:** The PROMISE Room is the behavior team's consequence for non-violent students with repeated offenses or a students who needs some time to cool down. Students can get a chance to ask to go to the Promise Room to calm down and gather themselves. Students will return to the classroom when they have been de-escalated. **Please greet them with a smile upon returning.**

The PROMISE Room/ISS/OSS can only be used after documented attempts have been made by the classroom teacher, school counselor, and or/the behavior interventionist. Parents should be contacted when the teacher has behavior concerns, and documented attempts of classroom interventions that have been implemented and were not successful.

**Student Supervision:** Students should not be left standing or sitting outside the classroom door. Students must be walked during all transitions by an adult in charge. Students must be supervised at all times by an employee of OPA.

### **Transportation**

**BUS RULES :** The cooperation of parents is requested in making sure their children understand the following bus regulations. These regulations are in the interest of student safety and comply with the Florida Law and School Board Policy. Students must conduct themselves in an orderly manner and stand off the roadway while awaiting the bus. The students must be on time. The bus will not wait for those who are late.

**TRANSPORTATION TAGS:** All students are required to wear a transportation tag indicating whether they are a bus rider, car rider, or walker. The tags will be provided by the

#### **Changes to Routines in Student Transportation**

If there is a change in a student's afternoon transportation routine a parent **must send a written note to the teacher stating the change and its duration of the change.**

We understand that sometimes there are last minute changes that are unavoidable, but it is disruptive to students and teachers when we have to call them regularly about dismissal changes. A parent must contact the school prior to 1:30 to ensure the child is notified prior to dismissal. Otherwise, the student will be sent home in the usual manner.

<p>school. These tags will be attached to each student's backpack.</p> <p><b><u>Bus Transportation:</u></b> The Bay District School Board provides buses and drivers for the transportation of students. Bus stops are set by the School Board and not by the bus drivers. Please discuss the following with your child: (1) arrive at the bus stop five (5) minutes before bus time, (2) stand off the side of the roadway while awaiting the bus, and (3) obey the driver at all times. If you have questions or concerns regarding the transportation of your child, please feel free to call the school at 767-1610 or transportation at 767-4494.</p> <p><b><u>RIDING THE BUS:</u></b> Students are required to follow the rules and regulations established by the Bay County School Board Authority of School Bus Drivers. Florida Statutes, Chapter 232.28 provides that the driver of a school bus shall preserve order and good behavior on the part of all pupils being transported. Any pupil who persists in disorderly conduct shall be reported to the school administrator who has the authority to suspend the pupil from riding the bus if needed. Students must stay in their seats at all times when the bus is moving. Students must obey the bus driver. The driver is in full charge of the bus and students. The driver has the right to assign students to certain seats to promote order on the bus. Students must keep their heads and arms inside the windows. Absolute silence is required at all railroad crossings. Students may not eat, drink, smoke, or chew gum on the bus. Electronic devices such as Ipads, laptops, etc. are not to be carried on the bus. Students must <b>NOT</b> use profanity or abusive language towards other students or drivers while on the bus. Animals, glass containers, sharp objects, balls, bats, cutting instruments, fireworks, and other similar objects may not be brought on the bus. Large objects that interfere with seating and the safety of others will not be permitted on the bus.</p>	<p><b><u>ABSOLUTLEY NO DROPPING STUDENTS OFF IN THE STREET!</u></b></p> <ol style="list-style-type: none"> <li>1. Under no circumstances does a child have permission to be dropped off in the road. Parents must either use the car loop or walk their child to the designated area.</li> <li>2. All vehicles <b>MUST</b> have an Oscar Patterson Academy issued Car Pick-up Tag. If you do not have the required tag, you will be advised to park your vehicle and sign your child out in the front office. <b>Parents picking up in the middle of dismissal will have to wait until dismissal is over and students are brought to the front of the school.</b> This procedure is in place for the safety of your child and to cut down on confusion between the staff.. The car tag indicates that the person driving the vehicle has permission to pick the child up from school. Car tags also allow staff members to keep the dismissal line moving in an efficient manner.</li> <li>3. <b>PLEASE DO NOT EXIT YOUR CAR TO WALK ACROSS THE GRASS OR TO THE BUS-LOOP. STAY IN YOUR CAR. OUR STAFF WILL BE GLAD TO ASSIST YOU.</b></li> <li>4. Do not stop your vehicle in the crosswalk.</li> <li>5. If you have a meeting, please park your car in the parking lot on the corner of 11th Street and Redwood Ave and check in with the front office staff.</li> <li>6. Parents are not permitted to walk in the car loop area to pick up their child. Please go to the front office and wait for your child.</li> </ol> <p><b><u>Out of Zone Students:</u></b> Please know that if your child is attending Oscar Patterson Academy "Out of Zone" they must maintain good attendance and have no disciplinary problems. Should attendance or discipline become a problem, the "Out of Zone" privilege may be revoked.</p>
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<p><b><u>ENTERING THE BUS:</u></b> Students may not enter the bus in the absence of the driver. They must board the bus and leave the bus at their regular assigned stop. <b>Every child will need a bus tag with all required information on it.</b> (This will be provided by the school.) Changes are permitted only with the written permission of a parent and the principal.</p>	<p><b><u>STUDENT CAR Drop - Off:</u></b> Pick-up procedures are in place to ensure that all students are dismissed in a safe and efficient manner. Please assist us in this endeavor by adhering to the following pick-up procedures:</p> <ol style="list-style-type: none"> <li>1. Parents may enter the car loop from either 11th Street and Redwood, or 9th Street and Redwood.</li> <li>2. Parents entering from 11th Street must stay in the inside lane</li> <li>3. Parents entering from 9th Street must stay in the outside lane.</li> <li>4. Unload the student in the car loop which is in front of the Media Center ONLY.</li> <li>5. Pull forward as far as possible to allow the maximum amount of cars to unload.</li> <li>6. Have your child prepared to exit your vehicle as soon as all cars have pulled through and stopped.</li> <li>7. Do not exit your vehicle (park your car in the parking lot if you need to exit your vehicle and cross ONLY at the designated crosswalk.)</li> <li>8. Cars will merge as they exit the car loop onto Redwood Ave.</li> </ol>
<p><b><u>LEAVING THE BUS:</u></b> When leaving the bus, students must walk 10 feet in front of the bus and wait for the driver's signal to cross the road.</p>	<p><b><u>STUDENT CAR Pick Up :</u></b> To reduce wait time, staff will assist and direct traffic in the mornings. To ensure that our drop-off zone is both safe and efficient, please adhere to the following rules:</p> <ol style="list-style-type: none"> <li>1. Stay in the car.</li> <li>2. You must have a car tag with your students name on it.</li> <li>3. Pull all the way up to the white line .</li> <li>4. An adult will read the Car Tag in your window.</li> <li>5. Students will be brought to the car.</li> <li>6. Please put your child's seat belt on and then pull forward.</li> <li>7. Please pay attention to the students walking between the two lanes.</li> <li>8. No texting and driving please.</li> </ol>
<p><b><u>Bus Changes:</u></b> Permission for a student to ride a bus other than the one assigned, or to get off at another bus stop, will be approved only in cases of emergency, with a <b>written</b> note signed by the principal or designee. If there is any change in the way your child is to go home, <b>we must have a note.</b> Otherwise, your child will be sent home their usual way. <b>NO transportation changes can be made after 1:30PM.</b></p>	<p><b><u>Walkers:</u></b> Kindergarten through second grade students that are designated as walkers, will be seated in the cafeteria until their parents arrive. Students are identified as walkers if they do not have a vehicle to ride home with. Parents will walk to the side of the cafeteria, provide the students walker tag and the employee will get the student. Please do not ask your child to meet you in the street or across the street in any other section of the road. Students walking home will only be dismissed from</p>

<p><b><u>Bicycles:</u></b> Bicycles must be parked in the designated bicycle storage area. Bicycle locks are required. The school is not responsible for the security of bicycles stored in the area. Bike riders will be dismissed with bus students.</p>	<p>the cafeteria. <b>Parents with vehicles are not permitted to pick up students in the walking area. Parents that have cars and do not ride the bus are carriers and will be treated as so.</b></p>
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**Parental Information**

**Safety, Security, & Student Rights**

<p><b><u>SAFETY AND SECURITY OF CAMPUS:</u></b> Students and their parents are encouraged to help ensure the safety and security of our campus. If you have knowledge of anything that could result in harm to any student or employee, be responsible and talk to an administrator or the School Safety Officer. If you wish to report the information and remain anonymous, call Save A-Friend Hotline at 1-866-621-7169. Help to protect yourself, your friends, and your school! Show that you care...Report incidents and prevent danger.</p> <p><b><u>SAFE Anonymous Reporting Tool:</u></b> SAFE allows anyone to submit a report to alert the school district of a possible incident of bullying, harassment, violence, or abuse. Link to report: <a href="https://safe.bayschools.net/">https://safe.bayschools.net/</a>. Link to video for how to use SAFE: <a href="https://vimeo.com/329874931">https://vimeo.com/329874931</a></p> <p><b><u>FortifyFL Reporting Tool:</u></b> FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. To submit a tip online, or for more information about FortifyFL, visit <a href="https://getfortifyfl.com/">https://getfortifyfl.com/</a></p> <p><b><u>SPECIAL NEEDS STUDENTS:</u></b> Students with 504s and IEPs are both entitled to procedural safeguards. This is a document that lays out the rights of the special needs student and their parents. The procedural safeguards are handed out at the initial or annual meeting with the student's teacher. Within the procedural safeguards are the description of filing a grievance, impartial hearing, mediation, and Due Process. This can be done through the office of Civil Rights at: United States Department of Education Office for Civil Rights 61 Forsyth Street, SW, Suite 19T70 Atlanta, Georgia 30303 Voice Phone: (404) 562-7886 FAX: (404) 562-7881 TDD: (404) 331-2867</p> <p><b><u>NON-DISCRIMINATION, EQUAL EMPLOYMENT AND AFFIRMATIVE ACTION :</u></b></p>	<p><b><u>BULLYING POLICY: Expectations of Bay District School Board in regard to bullying (Policy 7.207):</u></b> The School Board expects students and employees to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment.</p> <p>The School Board prohibits the bullying of any student or school employee: during any educational program or activity conduct by the District; during any school-related or school-sponsored program or activity, or on a District school bus; through the use of any electronic device or data while on school grounds or on a computer system or computer network of the District. The physical location or time of access of a computer-related incident cannot be raised as a defense in any disciplinary action initiated under this section; through threats using the above to be carried out on school grounds. This includes threats made outside of school hours, which are intended to be carried out during any school-related or school-sponsored program or activity, or on a District school bus; or while the District does not assume liability for incidences that occur at a bus stop or en route to and from school, a student or witness may file a complaint following the same procedures for bullying against a student, and the school will investigate and/or provide assistance and intervention as the principal/designee deems appropriate, which may include the use of the School Resource Officer.</p> <p>Proper prevention and intervention steps shall be taken based on the level of severity of infraction as outlined in this policy and in the Student Code of Conduct. The full policy is available at <a href="http://www.bay.k12.fl.us">www.bay.k12.fl.us</a> or your child's school.</p>
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No person shall on the basis of race, color, religion, sex, national origin, handicap, age, or marital status, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any educational program or activity or work environment. The practice shall apply equally to students, employees, applicants for employment and all persons having business with the School Board.

THE COMPLETE BDSB CODE OF CONDUCT AND DISCIPLINE WILL BE SENT HOME WITH EACH STUDENT AT THE BEGINNING OF THE SCHOOL YEAR.

**SCHOOL BOARD POLICY:** *As a member of Bay District Schools, Oscar Patterson Academy follows the Bay District School Board Policy Manual. The Bay County School Board policies are subject to change at the discretion of the School Board. The complete School Board policies are available at each school, at the District's web site [www.bay.k12.fl.us](http://www.bay.k12.fl.us), and at the Superintendent's office at 1311 Balboa Avenue. Specific policies may be changed as deemed necessary by the administration.*

### **The Pledge, Uniforms, & The Code of Student Conduct Link**

#### **STUDENT DRESS CODE AND GROOMING 7.209**

This year BDS is implementing a revised dress code policy. This link [Dress Code](#) will take you directly to the district website to see the newly revised dress . Oscar Patterson Academy's school colors are green, yellow, and white. Please let us know if you have any questions.



#### **Student Participation in the Pledge of Allegiance:**

Florida HB 7029, signed into Law by Governor Rick Scott on April 14, 2016, amended Florida Statute 1003.44 by spelling out requirements. In accordance with the law, upon written request from the student's parent/guardian, Bay District students may be excused from participation in the Pledge of Allegiance.

Updated provisions, effective July 1, 2016, from the FL Statute 1003.44 include:

- ❖ When the national anthem is played, students and all civilians shall stand at attention, men removing head coverings except those worn for religious purposes.
- ❖ The Pledge of Allegiance is defined:
  - ❖ "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."
- ❖ The Pledge of Allegiance shall be rendered by students standing with the right hand over the heart.
- ❖ The Pledge of Allegiance shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.



Oscar Patterson Academy's colors are Green, Yellow, and White.

### Standard Color Palette

- For tops, school colors refer to the three assigned colors for the school, plus gray is a neutral color for all schools.
- For bottoms, the standard color palette FOR ALL SCHOOLS includes khaki, navy blue, black, or gray - including jeans.



- ❖ Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parents, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart.
- ❖ When the pledge is given, non-exempt students must show full respect to the flag by standing at attention, men removing any headdress, except when such headdress is worn for religious purposes.

If you would like your student to be exempt, please contact your child's school directly. The school will advise you how to proceed with your written request.

### Violating Dress Code

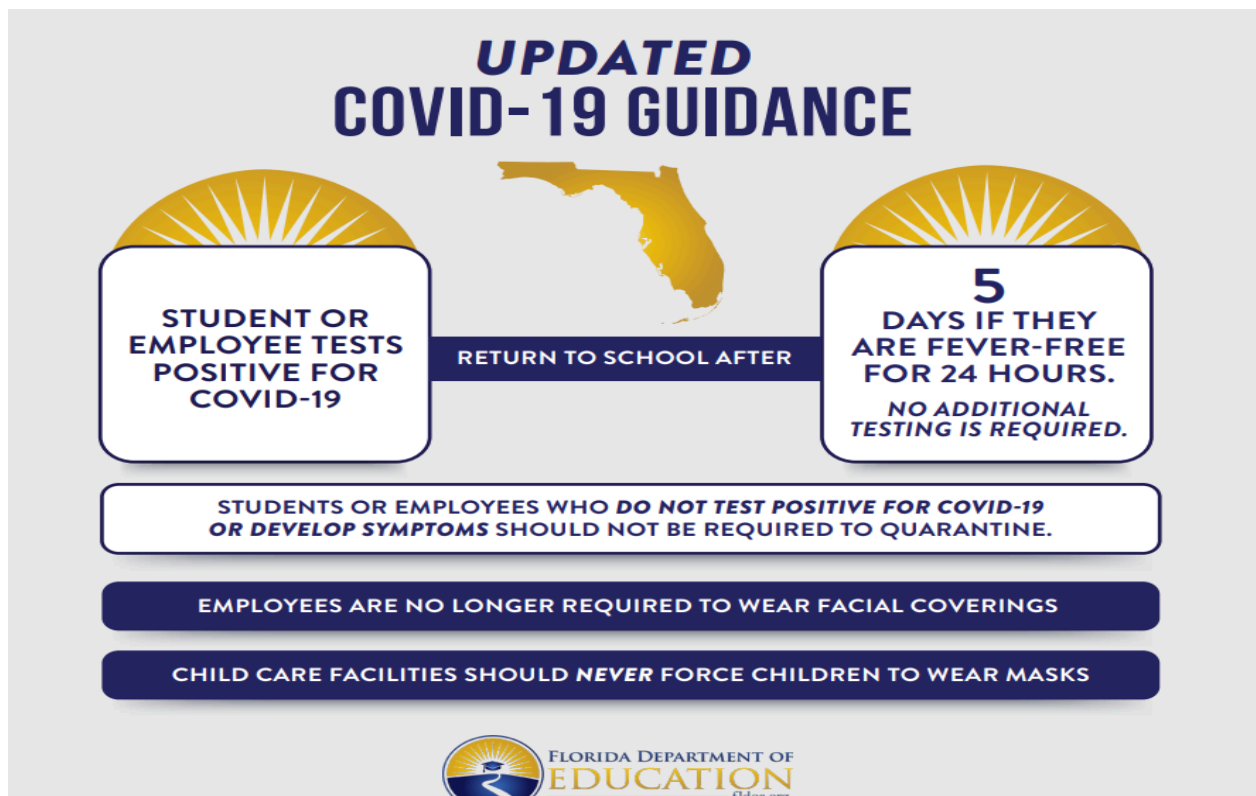
- For a first offense, a student shall be given a verbal warning and the school principal shall call the student's parent or guardian.
- For a second offense, the student is ineligible to participate in any extracurricular activity for a period of time not to exceed five (5) days and the school principal shall meet with the student's parent or guardian.
- For a third or subsequent offense, a student shall receive an in-school suspension pursuant to §1003.01(5), Florida Statutes for a period not to exceed three (3) days.

### Exceptions to wearing dress code attire are permitted when:

- A student wears a uniform of a nationally recognized youth organization, such as the Boy Scouts or Girl Scouts, on regular meeting days;
- A student wears a costume, special clothing or attire necessary for participation in a school-sponsored or extracurricular activity provided the clothing complies with District policy.
- The dress code guidelines violate a student's sincerely held religious belief. Students enrolled in special programs such as on-the-job vocational training, or participating in school activities which require additional standards of dress or grooming shall comply with such additional standards. When applicable, students shall be required to "dress out" and wear physical education uniforms

	<p>prescribed by the school.</p> <ul style="list-style-type: none"> <li>• A reasonable accommodation is needed to address a student's disability or medical condition. A request in writing shall be made to the principal by the student's parent/guardian.</li> </ul> <p><b><u>BDS CODE OF STUDENT CONDUCT AND DISCIPLINE:</u></b> Below is the link for the district's and school's expectations for behavior. Click the link and it will take you directly to the page.</p> <p><a href="https://www.bay.k12.fl.us/uploads/2021%20-%202022%20Code%20of%20Conduct%207-14-21.pdf">https://www.bay.k12.fl.us/uploads/2021%20-%202022%20Code%20of%20Conduct%207-14-21.pdf</a></p>
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**Pandemic Safety Precautions During 2.134 A. Policy**



The Florida Department of Health (FDOH) updated its guidelines for students to return safely to classrooms by reducing the time a student must isolate after testing positive for COVID-19 from 10 to 5 days. The guidance is also clear that healthy students do not need to quarantine.

BDS defines healthy students as those not running fever, throwing up, productive cough, or runny nose/excessive sneezing. The student should be symptom free for at least 24 hours without medication before returning to school.

The Florida Department of Education will continue to do everything possible to support parents, keep children healthy, and make sure students have the ability to learn in school classrooms.



# ROCKET PLEDGE



I am a rocket, therefore, I soar  
to higher heights and deeper depths.  
I believe in myself and I know I can achieve the  
impossible, overcome the most difficult obstacles,  
and create the invisible.  
Who can do it? I can!  
I can Treat Others Right,  
I can Make Smart Decisions,  
And I can Maximize My Own Potential  
As long as I believe, I can accomplish anything,  
Seeds of GREATNESS are planted all inside of ME!  
I am a ROCKET; therefore, I SOAR!  
3, 2, 1..... BLAST OFF

