Hugh Cole School
Family and Student Handbook
2026-2027



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Title I

Title I is a federal education program that supports low income students throughout the nation. Funds are distributed to schools based on the number of students who qualify for free or reduced lunch.

Hugh Cole is designated as a Title I school and receives additional federal funds for supplemental learning such as additional reading and math tutoring to increase opportunities to enhance family engagement. See our Family Engagement Policy for more information.

Also, families/guardians of students in Title I schools receive additional information on how they can support their children in achieving grade level standards, and they may request information regarding the professional qualifications of both the classroom teachers and paraprofessionals who work with their children. Families will be notified in the event that their child has been assigned or taught for four or meet consecutive weeks by a teacher who is not highly qualified. [ESSA, Sec.1112(e)(1)(a)]

Click here to for more information about Title 1.

School Calendar, Schedule and Procedures

Click here to access the 2026-2027 District School Calendar

Daily Schedule

8:05	Student arrival
8:15	Class begins (Students arriving after this time are marked tardy.)
10:50	Recess and Lunch begins, 40 minutes per grade
12:20	Recess and Lunch ends
2:40	Student dismissal

ARRIVAL AND DISMISSAL PROCEDURES

ARRIVAL

8:05 - 8:15 Bus and Car Rider Drop Off

8:15 School Day Begins! Students are expected to be in class ready to learn by this time.

Car Rider Arrival

- All parents driving to school must utilize the Main Parking Lot in the front of the school in an "S" travel formation. This will be identified and marked.
- Parents will drop off ONLY in the designated areas.
- Students will enter the building at their designated grade/room level doors and go directly to class. K-2 through the Main Entrance, And 3-4 "D" Loop entrance
- For students choosing breakfast, it will be eaten in the classroom.

Walker Arrival

- For students living in walking distance who walk to school
    - PK-2 students will enter the main doors
    - 3-5 students will enter the doors by the MVQ building (Original School)

Bus Arrival

- Students will enter the building at their designated grade area and go directly to class

DISMISSAL

2:45 Dismissal for all students

Car Rider Dismissal

- Cars will enter the parking lot as designated in drop off procedure.
- We ask that parents be respectful of other drivers and please do not block the Entry Box.
- Staff will have clearly marked designated pickup areas by grade and will have lists of approved pickups. Car riders must have their ID ready to show to staff at pick up at the grade level pick up zone.

Walker Dismissal

- For students living in walking distance who walk to school
- K-2 students will exit the main doors

- 3-4 students will exit the doors by the MVQ building (Original School)

Bus Dismissal

- Students will be escorted to their bus lines
- Bus lines will be called by staff and exit to buses

If someone other than the primary guardian is to pick up your child, please notify the school by email directed to both the classroom teacher and school secretary. Otherwise, we will not allow the child to leave with anyone other than a parent/guardian. Picture ID will be required. Even if the person is named in your child's emergency contacts that does not permit them to pick up without notification from the parent on any given day.

School Communication Regarding Dismissal Changes

For the safety of your child, notes shall be required for the following:

1. When a child is to be dismissed early.
2. When a child leaves at the end of the day other than the usual manner. (i.e. being picked up or walking when he/she usually rides a bus; changing bus routes or stop; etc.)
3. When a child is temporarily in the care of someone other than the parent/guardian (i.e. when a parent/guardian is out of town or on vacation, etc.).

Please do not call within the last half hour of the day to change a child's transportation home. It may not be possible to reach us and for the school to communicate the change in a timely manner. Please plan ahead and communicate your plans for the day with your child(ren) before school.

Telephone use by Students

Use of the telephone by students to call home is limited. Discretion will be used with regard to any other requests. Emergency use will always be approved as will use when a child is confused as to what he/she is to do at dismissal time. Phone use will be at the discretion of administrators and teachers.

Cell Phones and Electronic Devices

There is to be absolutely no cell phone or smartphone watch use by students at school. We ask that students not have phones or Smart watches visible at any point in the school day. If your child has a phone for afterschool use, it must remain on silent in their backpack or locker at all times during the school day. Students who violate this by bringing the phone out during the school day will have the phone sent to the office for a parent to pick up. REFERENCE: BWRSD policy on USE OF CELL PHONES AND ELECTRONIC DEVICES IN SCHOOL

Bus Transportation
Elementary students will be eligible for transportation to and from home and school by bus pursuant to Bristol Warren School District Policy. Information regarding bus schedules will be placed in the local newspaper prior to the opening of school and on the BW website. Parents who have questions regarding bus routes and schedules are requested to direct their inquiries to *First Student Bus Company 245-1100*.

Students may only ride assigned school buses and must board and depart from the bus at assigned bus spots. Students may not ride unassigned buses for any reasons other than an emergency, except as approved by the director of transportation. Students who ride the bus will ride the bus home every day, unless a written note signed by the parent is received in the office. Students may not take any bus to another location.

Bicycles
Students in grades 2 - 4 are permitted to ride bikes to school, as long as there is a permission slip signed by a parent/guardian on file in the office. They must wear a helmet at all times, and always ride in a safe manner (i.e., no speeding, weaving, double riding, etc.). Students must walk their bike when on school property and lock their bike on one of the bike racks to prevent theft. The school accepts no responsibility for damaged or stolen bikes. No bicycles may be brought into the school building. Children coming to school without a helmet will not be allowed to ride their bicycle home without a helmet. If a student is not in compliance with all of the rules, he or she will not be allowed to ride his/her bike to school.

School Cancellation
In cases of severely inclement weather, there may be no school. School cancellation announcements are made on local radio and television stations;

WLNE –TV/ Channel 6	WHJJ 920 AM	B101.5 FM
WJAR-TV/ Channel 10	WSNE 93.3 FM	WCTK 98.1 FM
WPRI-TV/ Channel 12	WHJY 94.1 FM	Full Channel TV

The school office telephones are severely taxed during inclement weather. Please listen to the radio or TV rather than try to get through to the school.

In the event that schools must be closed during the course of the school day, the Superintendent will notify the Principal and the major radio and TV stations listed above one hour before early dismissal. Parents should make arrangements for an alternate destination for their children and indicate this on the emergency records. Please discuss this with your children to prevent anxiety.

Please note that you can sign up for alerts on school closing through the RI Broadcasters Association. (https://www.ribroadcasters.com/Closings/Sign-Up/)

Class Placement Procedure

Our elementary schools have a procedure in place for assigning students into classes each year. The procedure ensures that the professional judgment of the Building Administrator/s and Teaching Staff is informed by classroom data and observations collected throughout the school year. Class placements are made in the best interests of all children and are paramount to the decisions taken by the school to provide support and resources appropriately.

GOAL
This procedure aims to: Ensure an equitable outcome for all students; provide a clear framework to be applied by the Building Administrator/s and Teaching Staff when determining class placements for students; and provide families with information on the procedure and opportunities for their input to the process.

FAMILY COMMUNICATION AND ENGAGEMENT

Family involvement is one of the most powerful predictors of a child's development, educational achievement, and overall success in life (Global Family Research Project, 2018). We value your partnership and involvement in your child's education.

FAMILY CONTACT INFORMATION

For your child's safety, updated, accurate contact information (parent/guardian phone numbers, email, home address, and emergency contacts) must be kept current with the school office at all times. *The office, school nurse, and teachers must be able to immediately contact you in the event of an emergency. Inform the office and your child's teacher immediately if your contact information changes.*

Email is used to distribute school notices, flyers, announcements, and feedback surveys. *Check your email regularly to stay informed about school. Inform the office and your child's teacher if your email address changes. If you do not use email, please notify the office so that we can provide you a hard copy of all communication.*

Automated messaging (including text messages and robocalls) is used to announce school cancellations and as part of BWRSD's Emergency Dismissal

Plan. *Inform the office and your child's teacher immediately if your cell phone number changes.*

Translation or ADA Accessibility
All families are provided with the opportunity to be partners in supporting their student's school success. We strive to ensure engagement through regular communication that is accessible and relevant for all families, including families who are learning English, with disabilities, and who may face other challenges when working to stay informed about and involved with school.

Please contact your child's teacher or the school office for translation assistance or accommodations for ADA accessibility for school events.

> Our Family Engagement and Communication Plan is always open to feedback from members of our school community.

FAMILY ENGAGEMENT POLICY
CLICK HERE to read the BWRSD District Wide FAMILY ENGAGEMENT POLICY

As a Title I School, we take extra steps to keep families thoroughly informed about their child's school and education. We share information through:

- ASPEN Family Portal (Click Here to log in) provides you with information about your child's attendance and performance in class.
  Click Here for the BWRSD page about the ASPEN Family Portal
- Weekly Principal's Newsletter: the "Husky Pack"
- Open House "Back to School" Night
  - Principal's Information Session (including Title I School information)
  - Learn academic and social-emotional expectations for your child's grade level from your child's teacher(s)
  - Get information about how to support your child's learning at home
- Parent/Teacher Conferences
- Report Cards
- Curriculum information
  - See the *Teaching and Learning* and *Assessment of Learning* sections of this handbook
  - Family information is sent home by classroom teachers throughout the year

- Annual presentation of School Achievement Data

We encourage parents/guardians to be involved in their child's school and education. Opportunities for parents'/guardians' involvement include:

- Home-School Compact (CLICK HERE)
  A written agreement signed by families, teachers, and students to explain how everyone will work together to ensure that all students are successful in school and can reach grade-level standards.
- School Improvement Team
- Hugh Cole Parent Teacher Organization (CLICK HERE)
- Attending school events and performances
- Volunteering (tutoring, chaperoning field trips, etc.)
  For BWRSD Volunteer Background Check Requirements CLICK HERE

We establish effective two-way communication with parents/guardians through:

- Direct messaging with teachers (email, "Seesaw" app, notes, etc.)
  Please note: Unless there is an emergency, teachers will not be interrupted during the school day. All teachers have a Bristol-Warren email address (located at the beginning of this handbook).
- Parent/Teacher Conferences
  Families and/or teachers may request additional conferences at any time during the school year.
- "Coffee with the Principals"

We seek input from parents/guardians on significant school-related issues through:

- School Improvement Team
- Annual Title I School Survey
- Annual RI Department of Education "SurveyWorks" questionnaire
- Annual Title I Meeting & review of Family Engagement Plan
- Open meetings of the BWRSD School Committee (CLICK HERE)

We inform parents/guardians on how they can assist in their child's learning with:

- "Back to School" Night
- Curriculum information sent home by classroom teachers
- Family Math/Literacy Night

Messages to Teachers
If you need to contact your child's teacher, please send a note to school with your child or email the teacher. A message may be taken at any time for a teacher, but the easiest way is to write a note and remind students to hand these to their teacher first thing in the morning. Unless there is an emergency, teachers will not be interrupted during the school day. Your teacher should be your initial and primary contact regarding any school-related concerns or questions.

To ensure that concerns are addressed effectively and efficiently, we follow a clear chain of command:

1. **Classroom Teacher** – If you have a question or concern regarding your child's education, behavior, or classroom experience, please start by contacting the classroom teacher. Most issues can be resolved at this level through direct and timely communication.

2. **School Principal** – If the issue remains unresolved after speaking with the teacher, or if it involves broader school policies or concerns, the next step is to bring the matter to the attention of the school principal.

3. **Office of the Assistant Superintendent** – If you are still not satisfied after discussing the matter with the principal, you may then contact the Office of the Assistant Superintendent for further review and support.

Following this chain of command helps ensure that concerns are addressed by the appropriate individuals and allows for a fair and thorough resolution process.

*Every teacher has a Bristol Warren email address (located in the front of this book).

VOLUNTEERING AT SCHOOL

In BWRSD Elementary Schools, family members may attend community assemblies, musical or dramatic performances that are open to guests, special classroom presentations, Parent Conferences, PTO meetings, Open House or be a guest reader (supervised by the teacher) without a BCI clearance.

For the protection of our students and In compliance with RI General Law 16-2-18.4, all VOLUNTEERS in the Bristol Warren Regional School District must

undergo a criminal background check. In addition, a School Volunteer Agreement must be completed by all volunteers. (CLICK HERE for more information.)

Any event where the volunteer is working and interacting directly with students other than their own child requires the BCI check. These events include but are not be limited to: lunchroom helper, assisting reading or math groups in classrooms, assisting with any after school club, play, lessons or PTO event, participating as a helper in the classroom for a holiday craft or event, field day helper or field trip chaperone.

BWRSD updates their volunteer rosters two times a year, in September and in January.

FIELD TRIP CHAPERONES

School sponsored field trips are a valuable part of the classroom experience for students. Chaperones provide additional adult supervision to ensure a safe and enjoyable experience when students are off campus. Below are the guidelines we use to select and guide chaperones participating in out of school experiences.

Chaperone Selection Process

- Volunteers will not be chosen for more than one field trip in any given academic year *unless* 1) they are needed to meet the medical/behavioral needs of a particular student or 2) there is a lack of sufficient number of volunteers.
- Parents/Guardians will be given first choice over grandparents or other family members (unless Guardians.)
- After a pool of volunteers has been established that meets all requirements and components of the selection process, a lottery will be held to fill Chaperone slots.
- Parents who have *not* been chosen to serve as a chaperone cannot attend the field trip or in any way be attached to the school group. (Reference: BWRSD Field Trips and Excursions Policy IJOA)

EXPECTATIONS

Expectations for all volunteers include:

- Volunteers are not permitted to photograph students other than their own child(ren).

- Volunteers are not permitted to provide food (including snacks, candy, & drinks), money, or purchase items without permission of the classroom teacher.
- Volunteers must not leave students alone or unescorted at any time while on field trips.
- Volunteers should report all incidents of student misconduct to the classroom teacher.
- Volunteers are not permitted to bring siblings, family members, or friends to the school or to meet others who are not HCS students, staff, or approved volunteers at field trip locations.
- Volunteers will maintain student and adult confidentiality.
- Volunteers will complete and comply with the Volunteer Agreement CLICK HERE

SCHOOL ATTENDANCE

We expect students at school every day, on time. Students who attend school regularly have been shown to achieve at higher levels than students who do not have regular attendance. A missed school day is a lost opportunity for students to learn. Please ensure your child comes to school every day. If difficulties arise our school staff is here to support you.

Children who are chronically absent (more than 10% of the time or 18 days per year) are more likely to struggle throughout their school career. As early as elementary school, students who miss school even just two days per month are more likely to fall behind in reading, writing and math. Children who are chronically absent, even for valid reasons, in preschool, kindergarten, and first grade are less likely to read on grade level by the third grade. This is a critical milestone in a child's school success.

Suggestions to support your child's daily attendance at school:

- Keep track of how many days of school your child has missed.
- Figure out why your child is absent from school.
- Are they dealing with a chronic illness?
- Are they dealing with social issues at school?
- Do not make it appealing to stay home- be consistent with rules about no TV, video games, computer or phone use.
- Set clear expectations about making up school assignments and homework.
- Ask teachers and community leaders for advice and specific resources in your area.

- Don't be afraid to reach out to other parents in your area to ask for help and share tips.
- Be an advocate for your child and understand what you can do.

Absences from School

Students are expected to come to school everyday, except in the cases of sickness or emergencies. **It is the parent/guardian's responsibility to contact the 24 hour attendance line at *245-1460* if your child is going to be absent or tardy.** Please contact the school no later than 9:00 A.M. on the day of the absence, providing the date, child's name, child's teacher and/or grade, and the reason for the absence. In the event the school is not informed, the office will attempt to contact the parent. This is for the safety of your child. Attendance and punctuality are mandatory according to RI State Law. Should absenteeism or tardiness become a recurring issue, the attendance/truancy officer will be notified. (BWRSD Policy JED)

Tardies and Early Dismissals

Prompt arrival in class is important. Students arriving at school after 8:15 am. will be marked tardy. Upon arrival at school, tardy students must report to the office for a late pass prior to going to their classrooms. If a student has excessive tardies within a trimester, parents will be notified. Early dismissal from school is also considered tardy for record keeping purposes. Continued tardiness following parent notification will result in a conference with the Principal then a referral to School Support Staff and/or the District Truancy Officer.

Absences Due To Family Vacation

Since students receive only one-hundred and eighty days of instruction as part of the regular school year, we strongly discourage the scheduling of family vacations during those days.

If you do choose to take your child from school for a vacation, the following policy will be in place:

1. Teachers will not be required to provide school assignments prior to the vacation.
2. Teachers will provide work when the student returns.
3. Students will have one day for each day on vacation in which to make up work.

However, although work may be made up, parents and students should understand that the completion of assignments does not take the place of

classroom instruction. Potentially, students will miss lessons and learning that can only occur in class with the teacher and other students present.

Please remember that absences due to vacation are considered unexcused and are subject to school-based interventions.

SCHOOL SAFETY AND SECURITY

All Bristol Warren schools work closely with the local police and fire departments to ensure school safety policies and procedures are up to date and implemented properly.

Security
To promote the safety and security of students and staff, all doors to the school will be locked during the school day. Please use the main office entrance and report directly to the office when entering the building. All visitors must report to the office and register on the automated sign-in system. Visitor badges must be prominently displayed. Visitors employed within the BWRSD must check -in with the office and wear a BWRSD Id badge while within the school facility.

Evacuation Plan

(a) Evacuation Drills State law RIGL 16-21-4 requires 2 evacuation drills throughout the school year.

(b) Emergency Evacuations In the event of an emergency situation which elicits evacuation from the building the following procedure will be followed:

(i) Students shall follow the instructions of their classroom teacher to safely exit the building. If it is determined that it is not safe for students to re-enter the building and students/staff must be relocated to another site.

(i) Students and staff will be transported to the designated evacuation site.

(ii) The site will be determined at the time of the incident.

(iii) If the students must be dismissed from the evacuation site(s), attempts will be made to utilize normal bus assignments. If bussing is impossible, students will only be dismissed to persons authorized on emergency cards. Walkers will follow the latter plan regardless of circumstance.

(iv) When appropriate, the superintendent's office will provide details to the media.

(v) Students not picked up by authorized individuals will remain at the site until a parent/guardian is notified.

Fire Procedures

(a) Fire Drills State law RIGL 16-21-4 requires 15 fire drills at regular intervals throughout the school year.

(b) Fire Protocols

(i) Upon signal, it is expected that all students and staff promptly exit the building by the prescribed route.

(ii) Students are expected to be quiet, orderly, and follow all faculty/staff directions.

(iii) Students must remain outside with their responsible adult until a sign is given to return inside.

(iv) Students will be informed of evacuation routes.

(v) In the event of a drill or incident during passing time, students should join the class that would be receiving them.

(c) Disabled Students

(i) Any disabled student should report to the nearest “safe area” within the building.

(ii) Elevators are not to be used in case of fires or fire drills.

Lockdowns

(a) Lockdown Drills State law RIGL 16-21-4 requires 2 lockdown drills at regular intervals throughout the school year.

(b) Lockdowns Lockdowns or stay-in-place orders may be issued when a situation warrants. The following procedure will be followed:

(i) The principal or another administrator will announce a lockdown or stay-in-place order.
(ii) Students, staff, and visitors will be directed into classrooms. Anyone utilizing a restroom should join the nearest classroom.
(iii) No one is to leave a secured room.
(iv) Classroom doors must be locked.
(v) Staff may be directed to cover classroom windows if necessary (i.e. pull down shades).
(vi) If evacuation is necessary, regular evacuation procedures will be followed.
(vii) Lockdown/stay-in-place will end only when the principal or administrator gives an all-clear.

School Resource Officer
An Overview
The School Resource Officer (SRO) is a uniformed member of the Community Police Division of the Warren Police Department. The officer serves as a visible and active law enforcement officer at Kickemuit Middle School and is ultimately responsible for the safety of all teachers, staff, and students on a daily basis. The officer offers classroom instruction on specific topics (i.e. drug prevention, alcohol) as needed and serves as a strong liaison between the police and school departments.

Requests for Information/Completion of Forms
Persons requesting information and/or the completion of forms regarding students must channel their request through the Principal's Office. No Staff member will give out information unless the request has come to the Principal's Office.

Parent/Guardianship/Custody
The school must be notified in writing regarding guardianship or custody arrangements, with specific instructions as to how you would like us to handle the situation. Please provide the school with any legal documentation such as custody agreements, restraining orders, etc. The school will comply with any and all legal documentation.

Student Valuables and Toys
Students are asked **not** to bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment not issued by the district,, cell phones or collectibles. The school will not be liable for loss or damage to personal valuables.

In order to minimize disruptions to learning, toys should not be brought from home unless the teacher requests an item for a special school related activity. If this is the case, the items should remain in the backpack other than at the prescribed activity time. This includes all types of trading cards, electronics, stuffed animals and legos.

Responsible Use of Technology

Student use of district technology devices, email, internet, and software within and outside of school is a privilege, not a right. Unacceptable use/activity may result in suspension or cancellation of privileges. Copies of the School District's Student Network and Internet Acceptable Use and Safety Policy and the requisite student and parent agreement will be distributed at the beginning of each school year.

HEALTH AND WELLNESS



Allergies - All Classrooms Are Nut Free
Some of our students have severe food allergies to peanut butter and nuts. There will be one area of the cafeteria that is a designated **peanut free zone.** Students with a known peanut/tree-nut allergy will sit at the designated table. In order to ensure no peanut/tree-nut products are consumed at the peanut/tree-nut free table, only students who are consuming a school lunch may be invited to sit at the table with these classmates.

Students may bring nut products for lunch **but** they can only be taken out of a student's lunch box in the cafeteria in the appropriate area of the room. If you have any questions or concerns, please contact your child's classroom teacher or our school nurse.

Injury/Illness at School
If a student is injured at school and the injury needs further assessment by another medical professional, the school nurse will contact the parent. If a student is exhibiting dizziness, vomiting or sign of shock secondary to the injury, emergency services may be called.

A student should be excluded from school if he/she has experienced any of the following symptoms over the PAST 24 HOURS:

1. Vomiting and/or diarrhea
2. Temperature greater than 100.4 degrees
3. Has an unexplained rash
4. Has severe, persistent pain anywhere
5. Has severe cold symptoms or persistent cough not evaluated by a physician
6. Has a communicable disease/problem that has been treated per the acceptable guidelines as per the American Academy of Pediatrics. Students may return to school only when cleared by their Primary Care Physician with a doctor's note.

The school nurse will call parents if any of the above is observed in school. Parents must have accurate phone numbers filled out on their emergency cards in the main office so the school nurse is able to contact you.

Medications at School
If a student takes medication at school, has an Epi-Pen or an inhaler, a **Medication Authorization** form must be filled out and signed by the pediatrician and parent. Only a certified School Nurse-Teacher shall administer medication to students within the school setting with the exception of Epi-Pen administration and self-carry provisions (i.e., inhalers).

Excusals from PE class
A student is excused from physical education for a long term medical condition only if he/she has a physician's note. The physician's note must be given to the school nurse and be clear on how long the student will remain unable to participate in physical activities.

Accident Insurance-Student
Insurance is available at a minimal cost and all parents are encouraged to take advantage of this offer.
~Available on the BWRSD website
https://www.bwrsd.org/families1/student-health-insurance-form

Snacks
Each child is encouraged to have a small snack to eat at the appropriate, short break time. A healthy snack (i.e. fruit, vegetables, cheese) is encouraged at all grade levels.

Celebrations
We ask that parents not send in food items for birthdays or other celebrations. Any celebration in the classroom must adhere to the Bristol Warren Regional School District Health and Wellness policy. Unauthorized food or candy items will be sent home with the student.

Birthday Party Invitations
Students/Teachers will not be allowed to hand out invitations at school.

Breakfast Program
Breakfast is offered each morning. The full cost is $1.20. Students who are approved for free lunches are eligible for free breakfast; students approved for reduced lunch may purchase breakfast at .30 per day. Payments may be made on a daily, weekly, or monthly basis through MySchool Bucks.

School Lunch
School lunch is offered daily at a cost of $2.85 and reduced cost is .40¢ per day. Parents are encouraged to make weekly or monthly payments to their student's lunch account. Per the BWRSD policy, students may not carry a lunch balance of more than $20.00. Families may apply for free and reduced lunch by filling out the Free and Reduced Lunch Application find form here -MySchoolApps .

My School Bucks App
The My School Bucks App (CLICK HERE) allows you to manage your child's lunch account balances

Latex Safe School
BWRSD is a latex-free learning environment. Latex allergies have become a serious problem for a growing number of people with symptoms ranging from hives, sneezing, asthma or even life threatening anaphylactic shock. Creating awareness through education is an important part in preventing latex exposure and protecting sensitized individuals. No latex balloons are allowed in the building during school or non-school sponsored events. Mylar balloons are an acceptable alternative.

TEACHING AND LEARNING

Academic Programs
The Rhode Island Core Standards provide a consistent, clear understanding of knowledge, skills and practices students will learn at each grade level. The standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers.

The Bristol Warren Regional School District has adopted the Rhode Island Core State Standards. Over the past several years, the District has been revising our reading, written/oral communication and mathematics curricula to the rigor set forth in these standards.

Into Reading Program
HMH Into Reading provides the tools students need to develop critical and strategic thinking skills for the 21st century. With mastery of foundational literacy skills, including strong decoding skills, students will have the building blocks they need to comprehend what they read. HMH Into Reading students develop a lifelong love of reading through the extensive library of engaging, award winning, culturally relevant texts that span a wide variety of genres. HMH Into Reading instruction teaches students how to recognize genre characteristics,

cite text evidence, and draw from their growing bank of skills and strategies helping them make meaning from complex grade-level texts.

I-Ready Classroom Mathematics
Ready Common Core Mathematics creates a rich classroom environment in which students at all levels become active, real-world problem solvers. Through teacher-led instruction, students develop mathematical reasoning, engage in discourse, and build strong mathematical habits. The program's instructional framework supports and strengthens teaching practices and facilitates meaningful discourse that encourages all learners.

Learn more about iReady Classroom Mathematics in this Introduction for Families and Caregivers.

Looking for resources to support your K-5 Learner? Check out our BW Family Math site for articles and activities that you can do at home with your students.

Mystery Science
Mystery Science is an innovative, standards-aligned, hands-on curriculum that teaches children how to think like scientists. This phenomena-driven instruction helps students to better understand and communicate about the world around them through writing, discussion and exploration.

ASSESSMENT OF LEARNING

The purpose of assessment is to provide teachers, students, and parents with information about student acquisition of grade level skills and next steps in the learning process. BWRSD uses a comprehensive approach to assessment that utilizes a variety of formal and informal assessments.

State Assessments
Students are assessed in third, fourth, and fifth grade with the Rhode Island Comprehensive Assessment System (RICAS) in English Language Arts and Mathematics. Fifth Graders are also assessed in Science through the Next Generation Science Assessment (NGSA). State assessments typically take place during scheduled dates April to May. All students are expected to participate. The results provide students and families with information on student progress towards grade level standards and are very important to schools in identifying and meeting school improvement goals.

District Assessments

iReady Assessment for Reading and Mathematics

iREADY is a computerized program used to measure your child's progress towards grade level standards in Reading and Mathematics. Students are assessed at the beginning, middle, and end of year and the system creates a personalized pathway to learning based on your child's needs, to accelerate learning to meet and exceed grade level standards. Student reports are sent home to families after each assessment is given. To promote optimal growth, students are expected to complete 45 minutes per week of the online lessons.

DIBELS

Students in Kindergarten, first, and second grade are also assessed through the DIBELS/mClass reading benchmark assessments.

Report Cards

Report cards are issued three times during the school year. Parents should always feel free to call, email, or write a note to your child's teacher if you have any questions regarding your child's progress. In Kindergarten through Grade 5, the report cards are designed to reflect a student's academic progress and performance based on the Rhode Island Core Standards. Report cards will be issued online through the BWRSD Parent Portal. More information is provided in our Elementary Report Card Handbook.

SAFE AND SUPPORTIVE LEARNING ENVIRONMENTS

Social Emotional Learning
Classroom teachers support the development of social, emotional, and behavioral development through morning meetings based on the Responsive Classroom model and lessons from the Second Step program. The lessons help to build a sense of community within classrooms and develop the social emotional skills that increase student engagement and lead to improved academic performance.

Social-Emotional Screenings & Supports
Students in each of our District Schools have access to mental health personnel. The District's mental health staff have knowledge and training related to social-emotional well-being and work within the frameworks set forth by the Rhode Island Department of Education for social-emotional development.

SUPPORTS FOR STUDENTS AND FAMILIES

Multi Tiered System of Supports (MTSS)
MTSS is a multi-tier approach to the early identification and support of students with learning needs. The Bristol Warren Regional School District MTSS Framework assumes all students receive high quality instruction by qualified personnel, with a guaranteed and viable curriculum, a comprehensive assessment system, intervention and support as well as enrichment opportunities. Struggling learners are provided with interventions at increasing levels of intensity to accelerate their rate of learning. These services may be provided by a variety of personnel, including general education teachers, special educators, and specialists. Progress is closely monitored by the RTI team.

School Psychologist
The School Psychologist provides evaluations of students, consults with teachers and parents, designs academic and behavioral interventions, works with students individually and at the classroom level and implements school-wide preventive programming.

School Social Worker
The School Social Worker will work with students, parents, and school staff to help promote social and emotional development in the elementary school child. They work with children individually and in small groups, as well as with whole classes. They are always happy to talk with parents about any concerns or questions the parent might have regarding their child's behavior and/or development.

Community Agencies

The School Nurse, Social Worker and School Psychologist are available to connect parents to support services and resources within the community.

COZ (Child Opportunity Zone) Program

The Extended Day Program is designed to offer greater flexibility for parents when balancing work and childcare responsibilities. This is a childcare program, and is available at the elementary schools for students in grades kindergarten through fifth. Program hours are from 7:00 a.m. before the beginning of school, and from the close of school until 6:00 p.m. For more information on COZ (Child Opportunity Zone), please contact them at 245-1460 ext. 8076.

Expected School-Wide Behaviors

Our students are taught behavior expectations based on the Responsive Classroom approach and philosophies. These are practices intended to create safe, joyful, and engaging classrooms and school communities. The emphasis is on helping students develop their academic, social, and emotional skills in a learning environment that is developmentally responsive to their strengths and needs. In order to be successful in and out of school, students need to learn a set of social and emotional competencies—cooperation, assertiveness, responsibility, empathy, and self-control—and a set of academic competencies—academic mindset, perseverance, learning strategies, and academic behaviors.

These expectations ensure safety, responsibility and respect in all aspects of our school. If students have difficulty demonstrating safe, responsible, respectful behavior, their behavior will be addressed by the teachers, staff members, and School Administrators.

Clearly defined behavioral expectations are defined and posted in all areas of every school. Students are taught and encouraged to practice our core values and beliefs. We teach expectations and appropriate behaviors utilizing the same practices as used to teach academics, including direct instruction, modeling, guided practice, progress monitoring, and acknowledgement of positive behaviors.

Relationship Building and Problem Solving Practices

Practices that proactively build healthy relationships and a sense of community which can prevent and address conflict and wrongdoing. Conflict resolution practices can improve relationships between students, between students and educators, and even between educators, whose behavior often serves as a role model for students. They allow each member of the school community to develop and implement a school's adopted core values. These practices allow individuals who may have committed harm to take full responsibility for their behavior by addressing the individual(s) affected by the behavior. Taking responsibility requires understanding how the behavior affected others, acknowledging that the behavior was harmful to others, taking action to repair the harm, and making changes necessary to avoid such behavior in the future. Relationship-building and problem-solving practices also represent a mindset that can help guide adult and youth behavior and relationship management in schools. These conversations often include questions such as:

- What happened?
- What were you thinking about at the time?
- Who do you think was affected/impacted by your actions? In what way were they affected?
- What have your thoughts been since the incident?
- How did it make you feel?
- What can you do now to make things right?
- What will keep things right?
- How can others support you?

Bullying

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance; the behavior is repeated over time. We follow the Bristol Warren School Committee policy that no bullying or harassment will be tolerated. (Reference: BWRSD Bullying Policy CLICK HERE)

The BWRSD Bullying Report Form is found at the end of the Bullying Policy document.

Cafeteria Behavior

Students will sit at assigned tables and may socialize in a quiet way with those students directly around them while eating their lunch. Students are expected to clean up after themselves. In order to create an atmosphere that is enjoyable to eat in, all students will be allowed to leave their seats only with permission and will refrain from yelling and mishandling food.

Cell Phones and Electronic Devices
There is to be absolutely no cell phone or smartphone watch use by students at school. We ask that students not have phones or Smart watches visible at any point in the school day. If your child has a phone for afterschool use, it must remain on silent in their backpack or locker at all times during the school day. Students who violate this by bringing the phone out during the school day will have the phone sent to the office for a parent to pick up. REFERENCE: BWRSD policy on USE OF CELL PHONES AND ELECTRONIC DEVICES IN SCHOOL

Dress Code
STUDENT DRESS CODE The Bristol Warren Regional School District sets forth the following dress code for all schools, grades PK-12. The responsibility for the dress and grooming of a student rests primarily with the student and their parents or guardians. To read the Dress Code Policy CLICK HERE

School administrators shall have final discretion in determining if a student's attire or grooming threatens the health or safety of any other person, or disrupts the educational process.

Conduct on School Buses
Buses carrying school children will be considered extensions of the school. Any student whose conduct on a school bus is improper or jeopardizes the safety of other students may have his right to school bus transportation suspended. Students will conduct themselves in an orderly manner at all times while boarding, riding, or leaving a school bus. They will observe rules of safety and will not cause commotions which might distract the attention of the driver from the control of the vehicle. The bus company or his/her designee may put a student off the bus in extreme situations when the continued presence of the student on the bus clearly jeopardizes the safety of other passengers. Parents will be advised if school authorities deem the suspension of bus privileges to be the appropriate disciplinary action to be taken. (BWRSD Policy JFCC)

Code of Conduct for School Buses

- While waiting for the school bus, do not run around.
- On roadways where there are no sidewalks, walk facing traffic
- Be on time at the designated pick up point.
- Approach the bus only when it has stopped.
- Proceed to the assigned seat and stay there until the bus arrives at your stop.
- Place no books or materials in the aisle.
- Always keep your seat on the bus – NO STANDING.
- Always keep hands, arms, etc. in the bus.
- No eating of food on the school bus.
- Cooperate with the driver.
- Remain in your seat until the bus has come to a complete stop.
- Leave the bus at your designated stop.
- Respect and be courteous to your school bus driver and monitor. They have a very important job to do and they need your help. (BWRSD Policy JFCC-R)

Disciplinary Procedures

- First offense: A discipline letter will be administered by the bus company and a warning letter sent to parents by the school.
- Second offense: The student will not be allowed to ride the bus for up to one (1) week with a parent conference
- Third offense: The student will not be allowed to ride the bus for up to two 2 weeks.

Student Expectations for Out of School Events

1. Conduct on the school bus is expected to be safe and orderly. Students will remain seated while the bus is in motion and voices should be kept at a low volume.
2. No cell phones or electronics are allowed on the bus or the trip unless otherwise authorized by the classroom teacher for a particular situation. Cameras (not cellphones) are allowed.
3. No food or drinks on the bus.
4. Students are expected to pick up after themselves and dispose of any trash.
5. Students need to keep track of their own belongings . The school is not responsible for any misplaced or lost items during the trip /event.
6. Students need to demonstrate respectful, courteous and responsible behavior in all settings of the trip/event.
7. Students must stay with their teacher or designated chaperone at all times.

Lost and Found
A lost and found area is maintained in each school. Please remind your child to check immediately for any lost article. **We encourage parents to clearly mark all clothing, footwear, lunch boxes, etc. so that items may be returned.** Unclaimed items will be given to charity several times throughout the school year.

Loss or Damages to Materials / School Property
Parents shall be responsible for the cost of replacing lost or damaged books and school materials. Willful or malicious damage to any school property must be reimbursed by the persons responsible, or, in the case of minors, by the parents/guardians.
The school is not responsible for the damage or loss of personal property belonging to the student.
Low cost Chromebook and Ipad insurance is available here.
https://www.bwrsd.org/departments1/technology/student-device-insurance-information

Backpacks
It is preferred that students use backpacks that do not have built in wheels. If your child already has a wheel backpack, we ask that he/she does not use the wheel option in the school setting for safety reasons.

District Policies
***Click Here for* BWRSD School Committee Policies**

ANNUAL NOTICE OF NON-DISCRIMINATION

The Bristol Warren Regional School District (BWRSD) does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. This includes the Career and Technical Education (CTE) programs offered at Mt. Hope High School that include Business & Finance, Graphic Communication Design, Engineering, Architecture & Construction, and Audio & Video Production. Admission to these programs is based on MHHS admission standards.

Accommodations for ADA accessibility for district events can be arranged through kathryn.brown@bwrsd.org and through school principals for school events.

Our Title IX nondiscrimination policy and complaint reporting procedures can be found on the district website at BWRSD.org.

The following persons have been designated to handle inquiries regarding the nondiscrimination policies:

Danielle Carey, Director of Finance and Administration (Title IX Coordinator)
Bristol Warren Regional School District
235 High St.
Bristol, RI 02809
401-253-4000
Danielle.Carey@bwrsd.org

Lisa Colwell, Director of Pupil Personnel Services (504 Coordinator)
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