

## **CALIENTE UNION SCHOOL DISTRICT**

### **SCHOOL PROCEDURES IN CASE OF AN EMERGENCY**

#### **FIRE ALARM:**

##### **In Classroom:**

1. At the repeated ringing sound of the Fire Alarm, take children immediately to the area in front of the school away from all buildings as directed.
2. Send runner to the administrator with count.
3. Keep the students away from the classrooms and quiet until an **"all clear"** signal is given.
4. After the **"all clear"** signal is given, take the students back to the classroom quietly and orderly.
5. If there is no **"all clear"** signal given, keep students quiet and wait for further instructions.
6. Keep the students calm at all times.

##### **On the Playground:**

1. During any of the recesses or Lunch, the adult on duty will take students to the cement court at the sound of the fire alarm.
2. Teachers will come to the field to join their class.
3. At the **"all clear"** signal, each teacher will bring their class to their classroom.
4. If there is no **"all clear"** signal given, keep students quiet and wait for further instructions.

##### **In the Cafeteria:**

1. At the sound of the Fire Alarm, the cafeteria supervisor will assist students out of the cafeteria to the area directly in front of the school, away from all buildings.
2. Teachers will come to the front of the school and join their class.
3. If the first lunch students are on the playground, teachers will go to the front of the school and the noon supervisor will take students to the field area and wait further instructions or the **"all clear"** signal.

#### **EARTHQUAKE:**

##### **In the Classroom:**

1. **"Duck and Cover"** means that students and staff take protective positions under desks or tables with backs to the window. Usually the teacher will give the command before a general alarm can be sounded.
2. When the movement is over, take students to the designated emergency area.
3. Proceed as in a Fire Alarm situation.

##### **On the Playground:**

1. Supervisor on duty will sound the alarm and emergency whistle will be blown and instruct students to **"Duck and Cover"**.
2. Supervisor will sound the **"all clear"** signal and take students to the field for further instructions.

# Visitor & Student Drop-off, Pick-up Policy

Every effort is made to insure that Piute Mountain School is a safe campus. Due to the dedication to a safe learning environment for students, unauthorized visitors are prohibited on campus during the school day.

All authorized visitors to the campus must register with the office and wear a visitor's tag while on campus. Anyone visiting on campus without a tag will be escorted to the office for explanation.

Police, welfare workers, probation officers or other authorized personnel will speak with students in the area designated by the Principal or office personnel.

Students will be permitted to speak with their parents, guardians, and/or other adults authorized by their parents in the office only.

A parent is welcome to observe a student's classroom with reasonable notice.

Due to safety concerns, students are not allowed to bring friends, relatives or other school age visitors on to campus.

Visitor parking is allocated in the parking lot. To insure student's safety, please refrain from driving or parking down in the front of the school. When picking up or dropping off your student, please use the assigned loading and unloading areas. If the school has called you and asked you to pick up your sick or injured child, the circle drive in front of the school is acceptable for emergency use only. If you will need special arrangements, please contact the school office and clear with the principal.

# CALIENTE UNION SCHOOL DISTRICT

## ADMINISTRATIVE REGULATION

### STUDENTS DRESS AND GROOMING

AR 5132(a)

In cooperation with teachers, students, and parents/guardians, the principal or designee shall establish and regularly review school rules governing student dress and grooming.

**The following guidelines shall apply to regular school activities:**

1. Shoes must be worn at all times. Flip Flops or backless shoes are not allowed. **Sandals** are not allowed; shoes must have back straps and closed toes. Shoes having strings must be tied to fit. No heels over 2 inches.
2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
3. **Sunglasses, hats, caps, and other head coverings shall not be worn except outdoors for sun protection. Students may wear a full-brimmed hat only, no caps. Sunglasses are not permitted at other times without prescription. Sunscreen may be carried with student and used without a doctor's prescription. Special circumstance variance has to be granted by the School Board.** (Education Code 35183.5)
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, razor backs, halter tops, off the shoulder, low-cut tops or tops with straps less than 2 inches in width (tops must cover all undergarments), and bare stomachs are prohibited.. Form fitting pants (leggings, biker shorts, tights, etc.) must be worn with a mid-thigh shirt, skirt, shorts, or dress. Skirts, dresses, or shorts shorter than mid-thigh are prohibited. Torn pants may not have holes above the mid-thigh line. No pajama bottoms. All pants should be **waist-fit** or with a belt. "Sagging", chains, or gang attire is prohibited. All shirts must have the ability to be tucked in.
5. No tattoos or visible body piercings. This does **not include ear piercing**. [Penal code sections 19.8, 652, 653]
6. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

**Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.**

### CONSEQUENCES OF DRESS AND GROOMING VIOLATIONS:

1. Talk to student.
2. Home contact.
3. Home contact and alternative.

## **PHILOSOPHY OF EDUCATION**

The Governing Board believes that public education is of fundamental importance to a free society and to the continued development of democratic values, individual liberty and an appreciation for cultural diversity in society. In order for education to succeed, there must be an ongoing partnership between parents/guardians, students, educators, and the community.

Within this framework, the purpose of the district is to provide the guidance and resources necessary to ensure an environment conducive to learning. However, it is important to emphasize that the goal of our educational system is not to supplant parental responsibilities throughout the learning process. Rather, it is the policy of the Board to foster parental participation in order that an educational climate is created which reinforces and fosters the positive and healthy development of the child.

The Board accepts as its primary responsibility the educational welfare of every child. The Board's first goal must be to provide each student with the basic skills necessary to participate and function effectively in society. These skills include, but are not limited to: Reading, writing, mathematical computation, verbal communication, motor skill development, decision-making and self-esteem. In addition, the Board is committed to the goal of achieving academic excellence through a program of instruction, which offers each child an opportunity to develop to the maximum of his/her individual capabilities.

### **Mission Statement**

To provide an excellent social and academic education for students of the Caliente Union School District that lead to life long learning while providing a safe and friendly environment that involves community partnership and working harmoniously assisting staff, students and guardians.

### **Goals**

Support Education by:

- Allocating Funds Towards
  1. tools that will help staff and students exceed the state adopted standard.
  2. a safe and friendly environment.
  3. representing and being accountable to the Caliente Union School District community for the proper management of District funds and Board Policies.

## CALIENTE UNION SCHOOL DISTRICT SCHOOL DELAY, DISRUPTION IN POWER OR SNOW

**In the event there is a snow delay, power outage or a 2 hour delay the following will be the procedure...**

1. Bakersfield Broadcasting System (radio and television) will have the information for the district between 6:00 and 8:00 am.
2. A 2 hour delay may be change to "School Closed" if conditions do not improve. Keep the radio or television on for further updates. For this reason, students may not be dropped off at the school until 10:00 am.
3. If telephones are working, every effort will be made to have the Online School system call you. Often the Online School system will encounter "no answer", an answering machine, busy signal for extended periods, phone numbers no longer working, no phone, or have requested the district office not release your telephone number. Please be aware that the phone number that the computer-generated Online School system message will not look familiar **Whenever inclement weather makes you doubt if school will be held, call your student's school, or the district office and listen to the radio.**
4. At times bad weather sets in rapidly and it will be necessary to send students home early. Every effort will be made to provide bus transportation. In the case that it isn't safe to transport by bus, your student must be picked up. The district office and the Online School System will be calling with that information. Practice with your child what they are to do if the office cannot contact you, and let your child's school know your procedure.
5. In the event of a **power outage** we are only able to be at school for one hour. Water and phones are also affected. We make every effort to phone – please have a **non-wireless phone plugged directly into your phone jack in emergencies**. The school will be making every effort to contact you to let you know when the busses are leaving. If you have no power for one hour, come pick up your student or try to contact the school for information. Practice with your child what they are to do if the office cannot contact you, and let your child's school know your procedure.
6. At times there will be school, but NO BUS service due to weather conditions. This decision must be made 1 ½ hours before school, and conditions could change enough to allow school to be held, but too late to make a bus run.
7. Even if your student walks to school, please keep in mind that the teachers and staff members must be able to arrive safely to school. The district has both the student's and staff's safety to consider.

# CALIENTE UNION SCHOOL DISTRICT

Kathleen S. Hansen  
Principal/Superintendent  
Jeanne Seno  
Operations Specialist  
12400 Caliente Creek Road  
Caliente, CA 93518

**Board of Trustees**  
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**- FYI -**

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## Parental Permission for Handheld Games / Devices

Date \_\_\_\_\_ Event \_\_\_\_\_

I \_\_\_\_\_ (parent name), give permission for my child \_\_\_\_\_ to listen to or play the following games that he/she has brought from home. I understand that the game/s and device/s, etc that my child will be allowed to listen to/play from the list below. The device/s and game/s must be turned in to the office 1 day prior to the event and left until the event. Your student will receive his/her device/s and /or game/s during the event departure morning. Once in your child's possession, please understand, that Caliente Union School District is **not** liable or responsible for any lost or damage to device/s or game/s that are in your child's custody during the entirety of the event day. Please understand that your student may not share his/her device/s or game/s with any other student unless you are the parent of the sharing student. Please note that on this permission slip that your student will be sharing with \_\_\_\_\_

Thank you for your cooperation  
K. Hansen

**Name of Device**

**Name of Game**

- |          |       |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |
| _____    | _____ |

Parent Signature

Date

# **CALIENTE UNION SCHOOL DISTRICT INTERNET ACCESS**

## **POLICY**

The Internet is an electronic highway connecting thousand of computers all over the world and millions of individual subscribers. The Internet provides access to electronic mail, college/university and other libraries, information and news from a variety of sources and research institutions, software of all types, and discussion groups on a wide variety of topics. The district is pleased to make access to this valuable resource available to students and staff and utilizes a filtering service through Kern County Superintendent of Schools. The students will not "surf" the internet without prior consent from the teacher.

Internet access is coordinated through a complex association of government agencies, private industry, and regional and state networks. However, there is no agency or company "in charge" of the Internet. With so many computers and users participating, it is inevitable that some of the material available on the Internet will not be of educational value in the school setting. We have taken precautions to restrict access to inappropriate material. However, users are advised that some material on the Internet may be defamatory, inaccurate, obscene, profane, sexually oriented, threatening, racially offensive, or illegal. We do not condone the use of these materials or permit it in the school environment. We need the cooperation of students, staff, and parents to insure that the valuable information and interaction on this worldwide network are not outweighed by the possibility of access to inappropriate materials.

Before anyone may take advantage of the Internet access we provide, we will require that they receive appropriate orientation and instruction. All users will be required to sign (and minor students must have their parent/guardians sign) an Internet User Agreement. In addition, all users must review this Internet Policy, the Rules for Internet Etiquette, and the Prohibited Internet Practices list, and agree to abide by them. Access to the Internet is a privilege and it will be withheld or withdrawn from anyone who fails to abide by this Policy and the applicable rules.

### **Sites In These Categories Are Not Available Through Caliente Union School District Internet Access:**

**These sites are not in support of the curriculum mission of the Caliente Union School District. Internet access is provided only in support of this mission. The categories and descriptions below are adapted from e86 Technologies X-Stop category descriptions.**

**Alcohol:** Sites promoting the use of alcohol, including drink recipes, home brewing methodology, advertisements, etc.

**Anarchy:** Sites contain information regarding militias, weapons, anti-government groups, terrorism, overthrowing of the government, killing methods, etc.

**Chat:** Chat sites accessed via the http protocol. These interactive sites are often frequented by **predators**.

**Criminal Skills:** Sites that promote illegal activity, such as pyrotechnics, computer hacking, credit card number generating, password cracking, surveillance and murder.

**Cults/Gothic:** Sites promoting cult or gothic subject matter, use of mind control, paranoia, fear, and any other type of psychological control or manipulation.

**Drugs:** Sites that promote the use or purchase of illegal drugs. These may include offering marijuana seeds for sale, growing methods, techniques and products for testing clean for drugs, information on acid and/or "mushrooms," and all other forms of narcotics.

**Gambling:** Sites which encourage gambling such as betting sites, bookmaker odds, lottery, bingo, horse/dog track, online sport betting, online casinos, etc.

**Games:** Sites related to computer or other games, such as game download sites and online game sites.

**Humor:** Sites whose primary purpose is for comedy, jokes, fun, etc.

**Hate and Discrimination:** Sites that contain material related to the discrimination of any group of people based on race, religion, gender, nationality, etc.

**Obscene/Tasteless:** Sites that involve such things as mutilation, murder, bodily functions, horror, death, candid scenes, executions, violence, etc.

**Personals/Dating:** Contains sites that are related to personal ads, dating sites, dating services, relationships, introductions, etc.

**Pornography:** Sites that contain nudity of any sort, vulgarity, including the likes of Playboy, Hustler, and Penthouse.

**PG17:** Sites which contain, in whole or in part, content is deemed "Harmful to Minors" such as any graphic image or other visual depiction that contains nudity, sex, or excretion; a sexual act or sexual contact, or a lewd exhibition of the genitals; and taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

**R-Rated:** Dating services pertaining to anything which involves 18 and over dating, lingerie and swimsuits, revealing pictures. Sites that are adult in nature without being explicitly pornographic.

**Shopping:** Sites which contain consumer oriented online shopping, online malls, travel agencies, real estate, automobiles, classifieds, and online trading services.

**Tickets:** Sites which offer ticket sales for entertainment: concerts, sporting events, races, expos, etc.

**Web-based E-mail:** Sites which offer free online web based e-mail services and which offer strong, effective anti-spam protection.

**Web-based Proxies and Anonymizers:** Sites which offer free anonymous proxy services as a mean of accessing otherwise blocked material.

**Sites in the following categories are available at all times:**

These sites are available in support of Caliente Union School District curriculum objectives. Specific sites may be restricted if streaming media on those sites is too bandwidth intensive for network conditions.

**Alternative Journals:** Sites for non-mainstream periodicals, information on self-awareness, spirituality, healing arts, holistic living, junk culture, fringe media, art perspectives, etc.

**Employment:** Sites geared toward job-seekers, such as online bulletin boards, classified ad sites, resume listing services, head hunting firms, etc.

**Financial:** Sites related to the financial trade, such as stock trading, financial news, online banking services, and trading exchanges.

**Lifestyle:** Sites that contain material relative to an individual's personal life; any site pertaining to any particular culture, behavior, organization, society, club, etc.

**Magazine:** Online magazines and online versions of print magazines except for those contained in other categories.

**News:** Sites relating to mainstream online news publications or any media format such as print, radio, or television.

**Opinion, Politics and Religion:** Sites that pertain to politicians, election campaigns, opinion articles, political organizations, political publications, churches and related publications, discussion forums, and religions.

**Self-Help:** Sites that include information such as diet, nutritional facts, therapies, counseling services, motivation, conferences, articles, etc.

**Sports:** Sites of the professional baseball, basketball, hockey, football & soccer teams, sports magazines, sporting events like winter & summer Olympics, etc.

**Travel:** Sites that offer travel tickets and reservations, travel clubs, travelogues, visitor information bureaus, travel promotions, etc.

**Sites in the following categories are available during non-instructional hours:**

Low Bandwidth Sites Supporting Curriculum Will be Considered on a Case-by-Case Basis.

Sites in these categories may have curriculum applications, but tend to be non-curriculum oriented and tend to have high bandwidth demands that impede the use of Internet for curriculum applications.

**Automobile:** Sites of automobile manufacturers and dealers, sales, leasing, clubs, etc.

**Entertainment:** Sites containing such things as movies, theater times, comic strips, television, music, hobbies, and rock bands.

**Web-based Newsgroups:** Sites that offer archives of Usenet postings.

## NETIQUETTE

### RULES FOR INTERNET ETIQUETTE

- ❖ **Be polite.** Never send, or encourage others to send, abusive messages.
- ❖ **Use appropriate language.** Remember that you are a representative of not only yourself, but also your school on a publicly accessible system. You may be alone with your computer, but what you say and do can be viewed globally! Never swear, use vulgarities, or any other inappropriate language. Illegal activities of any kind are strictly forbidden.
- ❖ **Privacy.** Remember that revealing your own phone number and address can result in unwanted intrusions of your privacy and should be viewed in the same light as a public listing in a telephone directory.
- ❖ **Electronic Mail.** Electronic mail (e-mail) is not guaranteed to be private. Your teacher will be in charge of your accessing e-mail. Only e-mail accounts set-up through the district will be accessible to students. Messages relating to or in support of illegal or unethical activities must be reported to the District.
- ❖ **Recommended Practices.** Use accurate and descriptive titles for your articles and subject lines for your e-mail. Tell people what it is about before they read it.
- ❖ **Security.** I will notify the school at once if I identify a security problem. I understand that by not notifying the school my access may be revoked.
- ❖ **Vandalism.** Any attempt to harm or destroy data of another user or any other agencies or networks that are connected to the system, uploading, downloading, or creation of computer viruses will result in the loss of computer privileges, disciplinary action, and may result in legal referral.

### PROHIBITED INTERNET PRACTICES

The Internet may not be used for any purpose that conflicts with the goals or the Internet Policy of the Caliente Union School District or for illegal or unethical purposes.

#### **You MUST not:**

- A. Use the system without signing the Internet User Agreement – students must have parent signature.
- B. Send or receive messages/images that are likely to be obscene, pornographic, racist, sexist, illegal, unethical or inappropriate in language for the school environment. The district reserves the right to determine, according to district standards, whether any message violates this prohibition.
- C. Send a message with someone else's name as author or send a message that is inconsistent with the school's code of conduct or practices.
- D. Send/receive any material in violation of any federal or state laws or regulations. This includes non-exclusively copyrighted material, threatening or obscene material, or material protected by trade secret.
- E. Impair or damage district system operations or disrupt the use of the system by another user.
- F. Share your individual account and/or password.

#### **Penalty for Inappropriate Use**

Inappropriate use may result in losing your access to the Internet. Inappropriate use may also subject you to disciplinary action.

# CALIENTE UNION SCHOOL DISTRICT

## ADMINISTRATIVE REGULATION

### STUDENTS DRESS AND GROOMING

AR 5132(a)

In cooperation with teachers, students, and parents/guardians, the principal or designee shall establish and regularly review school rules governing student dress and grooming.

**The following guidelines shall apply to regular school activities:**

1. Shoes must be worn at all times. Flip Flops or backless shoes are not allowed. **Sandals** are not allowed; shoes must have back straps and closed toes. Shoes having strings must be tied to fit. No heels over 2 inches.
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3. **Sunglasses, hats, caps, and other head coverings shall not be worn except outdoors for sun protection. Students may wear a full-brimmed hat only, no caps. Sunglasses are not permitted at other times without prescription. Sunscreen may be carried with student and used without a doctor's prescription. Special circumstance variance has to be granted by the School Board. (Education Code 35183.5)**
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, razor backs, halter tops, off the shoulder, low-cut tops or tops with straps less than 2 inches in width (tops must cover all undergarments), and bare stomachs are prohibited.. Form fitting pants (leggings, biker shorts, tights, etc.) must be worn with a mid-thigh shirt, skirt, shorts, or dress. Skirts, dresses, or shorts shorter than mid-thigh are prohibited. Torn pants may not have holes above the mid-thigh line. No pajama bottoms. All pants should be **waist-fit** or with a belt. "Sagging", chains, or gang attire is prohibited. All shirts must have the ability to be tucked in.
5. No tattoos or visible body piercings. This does **not include ear piercing**. [Penal code sections 19.8, 652, 653]
6. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

**Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.**

### CONSEQUENCES OF DRESS AND GROOMING VIOLATIONS:

1. Talk to student.
2. Home contact.
3. Home contact and alternative.

**Caliente Union School District  
Photo/Video Release**

**\*\*\*SIGN & RETURN IF YOU DO NOT WANT PHOTO TAKEN**

**Dear Parents/Guardians:**

The Caliente Union School District, from time to time, would like to film or photograph students during the course of their school day or during special activities. In order to do this, we would need your permission. We would not be selling or using these in any way that would be considered unacceptable. The purpose would be for our web page, yearbook, newspaper articles and classroom displays, projects, awards, etc.

Please sign and return the bottom portion if you do **NOT** want your child photographed. **Failure to send this back by August 4, 2017 will result in an assumption that your child has permission to have his/her picture taken.**

Thank you.

Your Partner in Education,

Kathleen Hansen  
Principal/Superintendent

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**I DO NOT give permission for my child(ren) to be photographed.  
Please print the following:**

Name of child(ren) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent/guardian Name \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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# CALIENTE UNION SCHOOL DISTRICT

Kathleen Hansen  
Principal/Superintendent  
12400 Caliente Creek Road  
Caliente, CA 93518

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Telephone 661 867-2301  
Fax 661 867-6902  
Email [khansen@calienteschooldistrict.org](mailto:khansen@calienteschooldistrict.org)

## GENERAL AUTHORIZATION FOR EDUCATIONAL FIELD TRIPS

\_\_\_\_\_ has my permission to participate in educational field trips sponsored by the Caliente Union School District, including side trips connected therewith. It is my understanding that these field trips are made pursuant to the provisions of state law.

### Legal Reference:

**California Education Code, Section 35350:** No governing board of a school district shall require any pupil to be transported for any purpose or for any reason without the written permission of the parent or guardian.

**California Education Code, Section 35330:** All persons making the field trip or excursion shall be deemed to have waived all claims against the District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.

It is my further understanding that pupils will be under school supervision during these trips and transportation is being furnished by or as authorized by the Caliente Union School District.

The assigned supervisors are hereby authorized in case of emergency to obtain any and all necessary medical assistance or treatment for the above stated person, and to authorize the giving of such assistance or treatment in the place or the undersigned.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone Number \_\_\_\_\_

# CALIENTE UNION SCHOOL DISTRICT

## STUDENT INTERNET USER AGREEMENT

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

I understand that the Caliente Union School District will provide me access to the Internet for educational purposes. I agree that I will use this access only for those purposes and in a manner that is consistent with the adopted curriculum and educational policies of the district. Internet access is a **privilege**, not a right. I understand that my access will be withheld if I abuse the privilege, violate the district's Internet Policy, violate the rules of network etiquette ("Netiquette") or engage in any prohibited activity on the Internet. I will not allow any other person to access the Internet using my district account, and I will not access the Internet using anyone else's district account. I will not access any Internet sites not approved by the district.

**Before I access the Internet, I will read and abide by the following:**

- ❖ The Caliente Union School District's Internet Policy
- ❖ Rules For Netiquette
- ❖ Prohibited Internet Activities

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student's Signature Date

\*\*\*\*\*

I am the parent/guardian of the student named above. I request that the student be given access to the Internet for educational purposes and understand the district uses a filtering service. I will review with the student the District's Internet Policy, Rules for Internet Etiquette, and Prohibited Internet Practices. I understand that access may be withheld if the policy and rules are violated.

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Student's Signature Date

\_\_\_\_\_  
Parent's Signature Date

# CALIENTE UNION SCHOOL DISTRICT

## BUS CONDUCT REFERRAL

Section 14263 of the State Board of Education on Regulation Governing Pupil Transportation states:  
“**AUTHORITY OF DRIVER:** Pupils transported in a school bus shall be under the authority of, and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus enroute between home and school or other destinations.”

This is notice that the conduct of \_\_\_\_\_ on Bus # \_\_\_\_\_ has been unsatisfactory for having violated one or more of the following rules.

- ☐ 1. Remain at least 10 feet from bus until it stops and the driver signals student to board.
- ☐ 2. Students may talk as long as it does not become loud or boisterous.
- ☐ 3. Students must sit properly in their seats wearing seatbelts, facing front of the bus – not turned around - and constantly remain seated. No changing of seats.
- ☐ 4. All body parts MUST remain inside bus at all times. No throwing things inside or outside the bus, or yelling out the windows will be allowed.
- ☐ 5. No shoving, pushing or crowding is allowed.
- ☐ 6. No backpacks or feet are to be in the aisle.
- ☐ 7. No food, gum, or drinks allowed unless bus driver gives special permission. (I.e., field trips or treats at end of year)
- ☐ 8. No animals of any kind allowed on bus.
- ☐ 9. Obscene or vulgar language or gestures is prohibited.
- ☐ 10. Keep all sharp objects (pens, pencils, etc.) in backpacks at all times.
- ☐ 11. Fighting on bus or at bus stop is prohibited.
- ☐ 12. Insubordination is not tolerated.
- ☐ 13. No glass containers allowed on bus (i.e., jars, bottles – including perfume)
- ☐ 14. No hazardous substances (i.e., aerosol, alcohol, nail polish or remover)
- ☐ 15. Students will get on and off bus at regularly scheduled bus stops unless special arrangements have been made prior to bus times (i.e. note from home or call from parents – class time will not be interrupted to make calls home for special arrangements)

Signed \_\_\_\_\_ (bus driver) \_\_\_\_\_ Date \_\_\_\_\_

REMARKS... \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Three (3) referral slips constitutes three- (3) days suspension of transportation. Three additional referral slips constitutes 20 days transportation suspension.**

Referral # \_\_\_\_\_(1) \_\_\_\_\_(2) \_\_\_\_\_(3)

### Action taken:

- ☐ Notice sent by student to parents. Notice must be signed by parent and returned.
- ☐ Transportation suspended for \_\_\_\_\_ days beginning \_\_\_\_\_.
- ☐ Transportation suspended pending conference between parents and Principal.

I have read the above notice \_\_\_\_\_  
Parent or guardian

Principal \_\_\_\_\_

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# CALIENTE UNION SCHOOL DISTRICT

Kathleen S. Hansen  
Principal/Superintendent  
Jeanne Seno  
Operations Specialist  
12400 Caliente Creek Road  
Caliente, CA 93518

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Email [jseno@calienteschooldistrict.org](mailto:jseno@calienteschooldistrict.org)

## ADMINISTRATION OF MEDICINE TO STUDENTS

The Caliente Union School District shall strive to give diligent care to the health and physical well being of its students and recognize that certain students may need to take medication during the school day.

Any student who is required to take medication may be assisted by the school nurse or other designated school personnel if the school district receives:

1. A written statement from the prescribing physician detailing the method, amount and time schedules by which such medication is to be taken.
2. A written statement from the parent or guardian of the student indicating the desire that the school district assist the student in the matters set forth in the physician's statement.

Medication is not to be kept by any students, except in certain circumstances deemed necessary by the supervising physician.

"Medication" includes both prescription and over-the-counter substances.

All medications shall be labeled, stored, and administered according to established State and Federal laws.

### Legal Reference:

- California Education Code, Section 49423
- California Education Code, Section 48940
- California Education Code, Section 49480
- California Administrative Code Title 5, 18170
- Business and Professional Code 4230

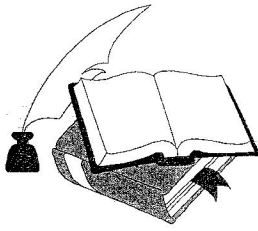
Caliente Union School District may administer \_\_\_\_\_ to

\_\_\_\_\_ at \_\_\_\_\_ (Instructions) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*Written Statement Received & Attached \_\_\_\_\_

Date \_\_\_\_\_



## CALIENTE SCHOOL DISTRICT LIBRARY/MEDIA CENTER PATRON USE AGREEMENT

The policy for using the Caliente Union School District Library /Media Center at Piute Mountain School will be as follows...

Students Grades K - 4 will be able to check out 3 books for 1 week. The fine for late books will be .10 a day with a \$10.00 limit. If a book is lost or damaged, the student will be held liable for the replacement amount of the book plus all late fees.

Students Grades 5 - 8 and staff members will be able to check out 5 books for 2 weeks. The fine for late books will be .10 a day with a \$15.00 limit. If a book is lost or damaged, the student will be held liable for the replacement amount of the book plus all late fees.

Our books are valued from \$15.00 to \$45.00. There will be no books checked out until all fines are paid.

Books can **NOT** be checked out during Intersession. If books are not returned before each break, fines will be imposed. ALL books must be turned in by May 29, 2018. Any books not turned in by this date will be considered lost or damaged and the patron will be held liable for the cost of the book and the fines.

I agree to abide by the policies listed in order to use the services of our Library/Media Center.

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Patron name

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Patron signature

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Patron name

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Patron signature

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Patron name

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Patron signature

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Parent signature (student under 18)

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Date

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# CALIENTE UNION SCHOOL DISTRICT

Kathleen Hansen  
Principal/Superintendent  
12400 Caliente Creek Road  
Caliente, CA 93518

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Telephone 661 867-2301  
Fax 661 867-6902  
Email [khansen@calienteschooldistrict.org](mailto:khansen@calienteschooldistrict.org)

## RESIDENCE VERIFICATION FORM

\_\_\_\_\_ lives with me at my residence which is located in the Caliente Union School District attendance area. I understand that the school district may request verification of residence, which may include the submission of a utility bill or house payment/rental receipt.

Residence Address \_\_\_\_\_

I declare under penalty of perjury that the above statements are true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*\*Please notify the school of any change in living arrangements.

Thank you.