

# Oakridge Elementary School

## Parent and Student Handbook 2022-2023



**Tina Maher, Principal**

**Mission Statement**

Schools and community partnering to prepare  
students for productive citizenship

**Vision**

Learning Together Every Day

Dear Oakridge Parents and Students,

You are your child's first and most important teacher and we need your help. The education of children is exciting and challenging. Oakridge Elementary School is committed to creating a safe and positive learning environment where every student has an opportunity to be successful. We believe you will find an enthusiastic, caring and highly qualified group of people surrounding your child here at school!

At Oakridge Elementary School, we are a "*Positive Behavior Support*" school, and students are expected to *Be Safe, Be Respectful and Be Responsible* at all times. We have found that student management works best when parents, teachers and the administration work together to solve problems. We believe that mistakes children make are opportunities for learning, and we will work with you to help your child grow and mature in a positive and supportive environment.

Please take the time to carefully read through the information listed in this handbook with your child, discuss its importance, and how the information pertains to your child's success. We are very proud of Oakridge Elementary School and we are all looking forward to a school year filled with learning, fun and great memory making moments!

Your partner in education,

***Tina Maher***

Oakridge Elementary Principal

## SCHOOL INFORMATION

Oakridge Elementary School (also referred to as OES)  
48119 East First Street  
Oakridge, Oregon 97463

School Phone: (541) 782-3226  
School Fax: (541) 782-3122

District Website: <http://www.oakridge.k12.or.us/>  
School Website: <https://www.oakridge.k12.or.us/o/oakridge/page/oes>

Principal: Tina Maher  
Office Manager: Andrea Bray  
Office Assistant / Health Aide: Paula Mooneyhan

### Hours:

Kinder through Grade 3: 8:00am to 3:00pm  
Grade 4 through Grade 6: 8:00am to 3:10pm

Students should not arrive more than 15 minutes before the start of school. Breakfast will be served at school after 8:00am. We call it breakfast after the bell.

Messages and Phone Calls: Each classroom is equipped with a telephone for emergencies only. We make every effort to prevent classroom interruptions. Student messages will be given to classrooms at the end of the day before 2:30pm. Other messages can be left on a teacher's voicemail.

Changes in school-to-home transportation, etc. should be pre-arranged.

Please DO NOT call and report a student absence to the student's teacher. For your child's safety, all of these calls should be made to the school office at 541-782-3226.

## Successful Students

- are organized
- take notes
- talk to teachers and ask questions
- are goal-oriented
- are flexible
- show confidence in academic achievement
- take responsibility for learning
- work independently
- study/prepare for tests
- complete homework and classroom assignments
- establish a study time and place at home
- focus and stay on task
- know when work is due and manage time appropriately
- don't wait until the last minute to do assignments
- seek further knowledge even when no homework is assigned
- take pride in their work and write neatly
- put forth 100% effort
- have excellent attendance
- attend/participate in school activities
- read at least 20 minutes daily outside of school
- 3 B's: Be Safe, Be Respectful, Be Responsible



## Test Taking Tips

1. Read all directions carefully! Pay close attention to what you are asked to do.
2. Carefully work through the problems. Do the easier ones first and then go back to the more difficult ones.
3. Re-read the questions to see if your answers make sense.
4. Don't rush! Take your time!
5. Watch out for words such as *all, only, always, never, none, rarely, sometimes*.
6. Read **all** answer choices before answering.
7. Eliminate choices you know are wrong.
8. Look at word parts to help you figure out the meaning of unknown words.
9. Use context clues.
10. Don't leave any question unanswered.

## **Student Handbook**

### **Animals in School**

Only service animals, as defined in the Americans with Disabilities Act, serving persons with a disability or animals that are part of an approved district curriculum or co-curricular activity are allowed in district facilities. Companion and comfort animals are not considered service animals. Animals, except those service animals serving persons with a disability, may not be transported on a school bus.

### **Attendance**

The Oakridge School District Board is committed to providing an educational program for all students living in the district. The Board believes all students living in the district who have not completed 12 years of education from ages 5 through 19 should attend school regularly and be included in the available educational programs. Students admitted to any grade must show evidence of completing the prior school years. Students enrolled in the Oakridge School District shall comply with Oregon laws related to age, residence, health and immunization.

#### **Provisions:**

1. The school shall make every effort to provide a meaningful experience and to encourage full individual development.
2. Each student shall comply with the rules and regulations of the school he/she attends and shall pursue the agreed-upon course of study.
3. Students shall be punctual in reporting to school and to classes and shall attend regularly. However, in case of long periods of illness or home confinement exceeding ten days, a tutor may be provided.
4. Students may not attend school when they or others in the home have a communicable disease.
5. Students may not attend school or school functions when they have been excluded for disciplinary reasons.

While regular attendance at school is very important, a sick child does not belong here. In the interest of all children, we ask that students remain home if they have any of the following symptoms: fever, diarrhea, nausea/vomiting, fatigue, muscle/body aches, earache, congestion, runny nose, or severe coughing. Please have a parent or guardian notify the school by 8:30 am if they will be absent. Whenever a student misses more than 4 days in a 4 week period a combination of both, the Principal and/or Attendance Intervention Specialist will contact parents. Chronic absences may result in a citation by the district.

It is the practice at Oakridge Elementary School to recognize students who exhibit positive school attendance habits. Research has shown that students who attend regularly achieve at a higher rate of success than those students with irregular attendance. Consistent, regular attendance for your children is important.

### **Bullying/Cyber Bullying/Hazing/Harassment/Intimidation/Menacing**

Oakridge Elementary is committed to providing a positive and productive learning and working environment. Hazing, harassment, intimidation, menacing, or bullying by students, staff, or third parties is strictly prohibited and will not be tolerated at our school, which includes internet usage (social media).

Bullying is defined as a conscious, willful, repeated and deliberate hostile act intended to inflict pain, discomfort, embarrassment, and/or induce fear through violence, the threat of violence or humiliation with an imbalance of power between the bully and victim (target).

Students whose behavior is found to be in violation will be subject to discipline, up to and including expulsion. In addition any student or employee who willfully damages, or injures district property, uses threats, harassment, intimidation, bullying, or coercion may also have their privileges revoked. Individuals may also be referred to law enforcement officials.

#### **Behaviors Associated with Bullying...**

• offensive name-calling	• intentional exclusion
• aggressive personal contact	• 'nasty looks'
• threats (verbal or written)	• put downs
• intimidating body language	• teasing
• damage, destruction or theft of property	• excluding someone from group or game
• invading physical space	• physically hurting someone
• intentional, continual noise-making	• discrimination based on a person being different

#### **How to handle students who bully you...**

• avoid them	• ignore them
• walk away	• pretend you did not hear the comment
• never find yourself alone with them	• find a friend
• stay in sight of an adult	• play with friendly students
• be firm and strong even if you don't feel like it	• don't fight back physically (it just gets you in trouble too)
• look them straight in the eye and stand up tall	• tell your teacher, an aide, principal, bus driver, or other trusted adult
• tell them to leave you alone and walk away	

### **Care of School Property**

Books, desks, tables, equipment, and other school property are provided for your use. You are responsible for the care of these things. A child who purposefully marks up furniture or the building, marks, tears, or loses schoolbooks and equipment, or damages or loses technology, shall be asked to reimburse the district for the damage and the loss. Oakridge Elementary students are fortunate to have such a fine building and play area. The custodians work hard to

keep our school looking great and they need our help. Litter or vandalism means extra work for our custodians and less money to spend on activities for students. Please help take care of our school. If a student is found to be vandalizing property, their access to Oakridge School District property will be restricted to school hours only.

### **Cell Phones**

Cell phones are not permitted in class, or common areas. If a student needs to bring a cell phone to school for communication with parents during after school activities, it must be in the student's locker, or backpack and turned off. If a cell phone is taken from a student it will be secured in the office. OES is not responsible for lost, stolen, or damaged cell phones.

### **MISUSE OF CELL PHONE AT SCHOOL WILL RESULT IN THE FOLLOWING OUTCOMES:**

**First Offense:** Cell phone confiscated and placed in the office until the end of the school day. Student may pick up the cell phone at the end of the school day.

**Second Offense:** Cell phone confiscated and placed in the office until the end of the school day. Parent/Guardian will be notified to come to the school and pick up the cell phone.

**Third Offense:** Cell phone confiscated and placed in the office until a parent/guardian picks up the phone (in case the parent is unable to pick up phone, the administrator can arrange permission). Student is also subject to disciplinary action.

### **Concerns/Complaints**

A student or parent/guardian who has a complaint concerning a teacher, or classroom issue, should first bring the matter to the appropriate teacher. If the outcome is not satisfactory, a conference with the principal can be requested. If the outcome of this conference is not satisfactory the student or parent may file a written, signed complaint to the school board in care of the superintendent within ten calendar days following the conference with the principal. The complainant may appeal the superintendent's decision to the board, whose decision is final. You may request a detailed complaint procedure form from the school office.

### **Computer Use**

Students may be permitted to use the district's electronic communications system for school and instructional related activities. Personal use of district computers including; Internet and email access is permitted when consistent with board policy and administrative regulations and when during the school day. The district's electronic communications system meets the following federal Children's Internet Protection Act (CIPA) requirements:

- Technology protection measures have been installed and are in continuous operation to protect against Internet access by both adults and students to visual depictions that are obscene, child pornography, or with respect to the use of the computers by students, harmful to students;
- Educating minors about appropriate online behaviors, including cyberbullying awareness and response, and interacting with other individuals on social networking sites and in chat rooms;
- The online activities of students are monitored;

- Access by students to inappropriate matter on the Internet and World Wide Web is denied;
- Procedures are in place to help ensure the safety and security of students when using email, chat rooms, and other forms of direct electronic communications;
- Unauthorized access, including “hacking” and other unlawful activities by students online is prohibited;
- Unauthorized disclosure, use, and dissemination of personal information regarding students is prohibited;
- Measures designed to restrict students’ access to materials harmful to students have been installed.

The district retains ownership and control of its computers, hardware, software, and data at all times. All communications and stored information transmitted, received, or contained in the district’s information system are the district’s property and are to be used for authorized purposes only. Use of district equipment or software for unauthorized purposes is strictly prohibited. To maintain system integrity, monitor network etiquette, and ensure that those authorized to use the district’s system are in compliance with Board policy, administrative regulations, and law; school administrators may routinely review user files and communications. Files and other information, including e-mail, sent, received, generated are stored on district servers and are not private and may be subject to monitoring. By using the district’s system, individuals consent to have that use monitored by authorized district personnel. The district reserves the right to access and disclose, as appropriate, all information and data contained on district computers and district-owned e-mail systems. Students will comply with district policies, including but not limited to, Board policy IIBGA - Electronic Communication System and its administrative regulations. Students who violate Board policy, administrative regulations, including general system user prohibitions, shall be subject to discipline up to and including expulsion and/or revocation of district system access up to and including permanent loss of privileges. Violations of law may be reported to law enforcement officials.

### **Code of Conduct**

Students are responsible for conducting themselves properly, in accordance with the policies and administrative regulations of the district, school rules, and the lawful direction of staff. The district has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes. The district has authority over students at school during the regular school day, at any school or district-sponsored activity, regardless of time or location, and while being transported in district-provided transportation.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school or district-sponsored events, while at other schools in the district, and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of the rights of others.

Students will be subject to discipline including detention, suspension, expulsion, denial, and/or loss of awards and privileges, and/or may be referred to law enforcement officials or Oregon



Department of Human Services for the following, including but not limited to:

- Assault;
- Hazing, harassment, intimidation, bullying, menacing, cyberbullying or teen dating violence, as prohibited by Board policy JFCF – Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence or Domestic Violence - Student, and accompanying administrative regulation];
- Coercion;
- Suspected abuse of a child pursuant to Board policy JHFE - Reporting of Suspected Abuse of a Child;
- Violent behavior or threats of violence or harm [as prohibited by Board policy JFCM - Threats of Violence];
- Disorderly conduct, false threats, and other activity causing disruption of the school environment;
- Bringing, possessing, concealing, or using a weapon [as prohibited by Board policy JFCJ - Weapons in Schools];
- Vandalism, malicious mischief, and theft, [as prohibited by Board policies ECAB – Vandalism, Malicious Mischief, or Theft and JFCB - Care of District Property by Students] including willful damage or destruction to district property; or to private property on district premises or at district-sponsored activities;
- Sexual harassment [as prohibited by Board policy JBA/GBN - Sexual Harassment and accompanying administrative regulation];
- Possession, distribution, or use of tobacco products, inhalant delivery systems, alcohol, drugs, or other controlled substances, including drug paraphernalia [as prohibited by Board policy(ies) JFCG/JFCH/JFCI - Use of Tobacco Products, Alcohol, Drugs or Inhalant Delivery Systems];
- Use or display of profane or obscene language;
- Disruption of the school environment;
- Open defiance of a teacher’s authority, including persistent failure to comply with the lawful directions of teachers or school officials;
- Violation of district transportation rules;
- Violation of law, Board policy, administrative regulation, school, or classroom rules.

Additionally, regarding weapons, under state and federal law, expulsion from school is required for a period of not less than one year for any student who is determined to have brought, possessed, concealed, or used a firearm in violation of state or federal law. The superintendent may modify the expulsion requirement for a student on a case-by-case basis.

In accordance with the federal Gun-Free School Zone Act, possession, or discharge of a firearm in a school zone is prohibited. A “school zone” as defined by federal law means, in or on school grounds or within 1,000 feet of school grounds.

Any person under age 21 is prohibited from possessing tobacco, alcohol, and unlawful drugs or a tobacco product or inhalant delivery system. Unlawful delivery of a controlled substance to a student or minor within 1,000 feet of district property is a Class A felony, as provided by ORS 475.904.

### **Discipline/Due Process**

A student who violates the Student Code of Conduct shall be subject to disciplinary action.

A student's due process rights will be observed in all such instances, including the right to appeal the discipline decisions of staff and administrators.

Discipline in the district is based upon a philosophy designed to produce behavioral changes that will enable students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments. Student disciplinary sanctions will offer corrective counseling and sanctions that are age appropriate, and to the extent practicable, that use approaches that are shown through research to be effective.

Disciplinary measures are applied depending on the nature of the offense and without bias. The age and past pattern of behavior of a student will be considered prior to any suspension or expulsion. In addition, when a student commits substance abuse, drug, or drug paraphernalia, alcohol- and/or tobacco-related offenses, or any other criminal act, they may also be referred to law enforcement officials. Violations of the district's weapons policy shall be reported to law enforcement when required by law. No student will be subjected to corporal punishment.

### **Dress Code**

The OES dress code is established to prevent disruption and avoid safety hazards. We strive to create a professional atmosphere in our school, and dress is a major part of that climate.

- Dress shall clearly be of an appropriate style and length for school. Undergarments shall not be intentionally visible.
- Dress shall be form concealing, rather than form revealing. Shirts will completely cover the torso. Shorts and skirts shall be mid-thigh length. Any ripped jeans must cover to mid thigh. (For both men and women)
- Everyone will wear shoes, open toed shoes or flip flops are highly discouraged
- Clothing must meet the No Bare Zone diagram.

Please note that this dress code applies to clothing and notebook, bags, backpacks, accessories, and all student produced assignments or projects. Interpretation of symbols, statements and images may be an administrative decision. Students who wear clothing or an item to school that is listed as prohibited, will be notified by Oakridge Elementary School staff, and privately asked to change clothes, cover the item, or remove the item from visibility. Failure to comply with this request may result in further disciplinary action. Dressing appropriately is an important life skill. Student dress should not distract students or staff from the tasks of teaching and learning. Also, weather in Oregon can change two or three times a day.

**No Bare Zone**



- The shaded portion of this figure represents front and back views. These parts of the body should be covered (in all positions e.g., sitting, standing, reaching, and bending) while attending school.

### **Discipline of Students with Disabilities**

When a student being served by an individualized education program (IEP) engages in conduct which would warrant suspension of more than 10 days or expulsion for a student without disabilities, the student's parents will be notified immediately (within 24 hours) of the circumstances of the misbehavior, the time, and location of the student's IEP team meeting addressing the infraction and its relationship to the disability.

The IEP team will determine whether the misconduct is a manifestation of the student's disability. Should the IEP team conclude the misconduct has no relationship to the student's disability, the student may be disciplined in the same manner as would other students. If the IEP team concludes the misconduct is a consequence of the student's disability, the team may review and revise the student's IEP and determine whether a change in placement is needed. The district may not suspend for more than 10 days or expel a student with a disability or terminate educational services for any behavior which is a manifestation of the disability.

A student may be removed from the current educational placement to an appropriate interim alternative educational setting for the same amount of time that a student without a disability would be subject to discipline, but for not more than 45 calendar days in a school year, for a drug or weapon violation as provided in district procedures. Additionally, the district may request an expedited due process hearing to obtain a hearings officer's order to remove a student to an interim alternative educational setting for not more than 45 days if the student is exhibiting injurious behavior. For the purpose of this request, "injurious behavior" is defined as behavior that is substantially likely to result in injury to the student or to others.

### **Drug, Alcohol and Tobacco**

The possession, selling and/or use of illegal and harmful drugs, alcohol, tobacco products, and inhalant delivery systems are strictly prohibited. This includes substance abuse and drug paraphernalia. This prohibition applies during the regular school day and/or at any district-related activity, regardless of time or location, and while being transported on district-provided transportation. Students in violation of the district's policy will be subject to disciplinary action and referral to law enforcement officials, as appropriate.

Drug, alcohol, and tobacco use is illegal for students and interferes with both effective learning and the healthy development of students. The district has a fundamental and ethical obligation to prevent drug, alcohol, and tobacco use and to maintain a drug-free educational environment. "Tobacco product" is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, dip, chew, or snuff in any form.

"Inhalant delivery system" means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device or a component of a device, or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately.

Parents are encouraged to contact the counseling office for information on district and community resources available to assist students in need.

### **Electronic Devices/Games such as: MP3 Players/Handheld game systems**

These are not allowed at school. Some teachers allow students to bring them on field trips for the bus ride. Please be aware that if a student brings these types of items to school they may be lost, or stolen. If they are taken from the student by a teacher they will be secured in the office. OES is not responsible for lost, stolen, or damaged items.

### **Emergency Drills - Fire, Earthquake, Safety Threats and Other Emergency Drills**

At least one fire drill, which includes routes and methods of exiting the school building, will be conducted each month for students in grades K-12. At least one fire drill will be conducted within the first 10 days of the school year. Also at least two drills on earthquakes and two drills for safety threats for students will be conducted each year for students in grades K-12. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place, evacuation, and other actions to take when there is a threat to safety. A map/diagram of the fire escape route is posted near all classroom doorways and reviewed with students. When the fire alarm is sounded, students must follow the direction of staff quickly, quietly, and in an orderly fashion.

### **Flag Salute**

Students shall receive instruction in respect for the national flag and will be provided an opportunity to salute the United States flag at least once a week during the school year by reciting *The Pledge of Allegiance*. Students who do not participate in the salute should maintain a respectful silence during the salute.

### **Food and Beverages**

Students are not allowed to bring energy drinks or caffeinated coffee to school, or on field trips. Soda is highly discouraged but allowed on field trips. Gum and candy should stay at home. Sharing of food is not permitted. Students are encouraged to bring water bottles, with their name on it, to be kept at their desks. Treats and other food items brought to school to share with others must be professionally made by a licensed business. Items made at home are not allowed to be shared or offered to others. Please contact your child's teacher to make arrangements for celebration treats.

### **Hats, Scarves and Other Head Gear**

Students may wear hats, scarves, and/or beanies on the playground and in classrooms when approved by their classroom teacher. Students should wear the hood of their sweatshirt down in the building. Students and strangers are not easily identified under hats, scarves and especially hooded sweatshirts.

### **Lion Bucks**

A Lion Buck can be earned by students when they "get caught" or follow the 3 B's in our school. Students may use the Lion Bucks they collect to enter into monthly prize drawing boxes like

extra recess, whole school reward, or prizes. They may even save Lion Bucks to purchase items from their classroom stores. Students are responsible for keeping track of their own Lion Bucks and are encouraged to write their first and last names on the back of them.

### **Lost and Found**

Lost items can be retrieved from the “Lost and Found” area located near the office.

### **Newsletter/Calendar**

Oakridge Elementary School will publish a newsletter/calendar on a monthly basis. This newsletter/calendar will be one of the many methods we will use to keep you informed of what we are doing. It will include a lunch menu.

### **Personal Belongings**

Students should not bring personal items such as toys to school. Should these items be brought to school they need to be left in backpacks or lockers. Students bringing personal items to school should assume responsibility for those items. Items such as purses, wallets, glasses, etc. are in danger of being lost, stolen, or broken if not cared for properly.

### **Playground Rules**

1. **Boundaries:**
  - A. Students are not allowed to climb on the grass bank in the field or behind the trees.
  - B. Students must stay within fenced areas.
  - C. The fenced area between the playground and classroom is off limits.
  - D. Footballs may only be used in the field.
  - E. Students are encouraged to play inside the walls of the play shed on rainy days.
  - F. Students are not allowed to play down the stairs by the boiler room.
  - G. Students may not sit on the window ledge.
  - H. Children that need to take a bathroom break must ask permission from a recess aide.
  - I. Chasing games are prohibited.
  - J. Students will use appropriate outside voices.
2. **Equipment:**
  - A. No toys may be brought from home.
  - B. Students may climb up and on top of the climbing structure as long as students keep hands and feet to themselves and do not stand on the top of the structure.
  - C. Playground balls will be used in an appropriate manner.
  - D. Students may not climb on the basketball structure.
  - E. No kicking basketballs.
  - F. Equipment must be put away after use.
  - G. Students may not move bark chips from the enclosed area and may not throw bark chips or place them on the equipment.

- H. Students must go down the slide feet first on their bottoms.
- I. Climbing on fences is prohibited; walking around the fence is okay.
- J. Students will share equipment.
- 3. Discipline: The following will be used to correct a student's behavior. If fighting occurs go to step 5.
  - Step 1: Use systematic supervision technique
  - Step 2: Reteach the expectation
  - Step 3: Ask to leave the activity
  - Step 4: Time-out
  - Step 5: Send to the office
- 4. Indoor Recess:
  - A. Walk
  - B. Balls may not be kicked
  - C. Footballs are prohibited
  - D. Balls should not be thrown at walls or students.
  - E. Put jump ropes and balls away when done playing with them.
  - F. Once the whistle is blown, students will sit and hold their equipment.
- 5. Tetherball Rules:
  - A. The first person in line is the referee and they will decide all rule violations.
  - B. Winners serve the next game.
  - C. Challengers get to pick which direction the ball will be served.
  - D. The ball is not in play after the serve until the challenger touches the ball.
  - E. Each player must stay on his or her side of the pole line.
  - F. Students cannot touch the pole or rope at any time.
  - G. Students cannot hold, catch or throw the ball.
  - H. The first person to wind the ball completely around the pole is the winner.
  - I. When a student has won three times they need to go out and get in line again.
- 6. Four Square Rules:
  - A. The first person in line is the referee.
  - B. Players entering the game begin at square one. Players advance around the square when a square becomes vacant.
  - C. The game is started with the server serving behind the diagonal line into another square.
  - D. The ball must land completely in the square before it is hit to another square. The ball must bounce in the square before it can be played.
  - E. If the ball lands in your square it must be touched and returned to another square.
- 7. Kickball Rules:

Recess duty people are always the referees. If there is arguing with the referee you will be asked to leave the game.

*Kicking Team*

  - A. Everyone needs to stand the kicker.
  - B. Stay behind home plate.

- C. You must stay on the base until the ball is kicked. No stealing.
- D. If you kick a ball over someone's head you are out, regardless if they catch it or if they touch it.
- E. A caught ball is an out.
- F. If you are on base and the ball is caught, you can tag up and run one base.
- G. 4 fouls, kicker is out.
- H. You must run along the painted baseline. If you run way out of the painted line you are out.
- I. Once the ball is back at the pitcher's mound, runners cannot move.
- J. After 3 outs, switch to outfield.
- K. You can only roll the ball back to the pitcher one time if you do not like the pitch.

#### *Outfield Team*

- A. Players must stand behind the pitcher line, except the pitcher, until the ball is kicked.
- B. Pitcher can roll the ball until the next team is up.
- C. Kindergarten and 1<sup>st</sup> graders and smaller students must be tagged.
- D. Do not stand on the bases or the line.
- E. No catcher.
- F. If you hit someone in the head, they are safe

#### **Roar**

A ROAR is a positive behavior referral. ROARS are written to encourage positive behavior and to thank students for following the 3 B's at our school. Each Thursday ROARS are announced and students receive their roar to take home and share with their family members. The entire staff at Oakridge Elementary School are encouraged to write at least one ROAR each week.

#### **Statement of Assurance**

It is the policy of the Oakridge School District No. 76 that no person will be subjected to discrimination on the basis of race, national origin, religion, sex, age, handicap or marital status in any program, service or activity for which the Oakridge School District No. 76 is responsible. The District will comply with the requirements of state and federal law concerning nondiscrimination and will strive by its actions to enhance the dignity and worth of all persons.

#### **Student Code of Conduct**

Off-campus and outside-of-school-time conduct that violates the District's Student Code of Conduct may be the basis for discipline if it has the potential to disrupt or impact the safe and efficient operation of the school or interfere with the rights of others. In responding to out-of-school misconduct, school administrators will be prepared to provide objective reasons for concluding that the conduct will "substantially disrupt the school's operations, or interfere with the rights of others." Any communication that contains a suggestion of a threat to staff members or fellow students will be a basis for discipline whether it was written during, or after school. Please see the attached Oakridge Elementary School Discipline Guidelines for more information.

## **Weapons**

All weapons and look-alikes, such as squirt guns, may not be brought, possessed, used, or hidden on school property. Consequences may include suspension, expulsion, and referral to law enforcement. These weapons include, but are not limited to:

- Firearms
- Air-soft pellet guns/BB guns
- Knives of any size
- Metal knuckles
- Straight or blade razors
- Explosives or fireworks
- Noxious, irritating, or poisonous gases
- Other items intended or used to harm, threaten, or harass people

Any item that you use to hurt someone becomes a weapon. If you hit someone with a stick it's a weapon. If you throw a pencil at someone, it can be considered a weapon.

## **School Expectations/PBIS**

At Oakridge Elementary School a set of expectations using Positive Behavior Intervention Supports (PBIS) which emphasizes appropriate behavior. The goal of school-wide general expectations is to establish a systematic plan for promoting responsible behavior by all students. Teachers and staff are teaching and re-teaching expectations and modeling expectations to turn poor behaviors around. The staff at Oakridge Elementary believes in strengthening appropriate behavior with positive reinforcement. Positive notes home, ROARS, Principal's Pride, and Student of the Month are used by staff to reinforce these positive daily behaviors.

### **Oakridge Elementary School Wide Expectations:**

#### **Be Safe**

- ✓ face forward as you walk to and from areas
  - ✓ hands, feet, and objects to self
- ✓ use all equipment and materials appropriately
- ✓ remain in supervised play and student areas

#### **Be Respectful**

- ✓ use kind words and actions
- ✓ use quiet voices when indoors
- ✓ play fair and include everyone
- ✓ be polite and mindful of others

#### **Be Responsible**

- ✓ follow school rules and remind others to do so as well
  - ✓ clean up after yourself
  - ✓ follow adult directions
- ✓ be prepared and ready to participate in daily school functions



# Oakridge Elementary School Discipline Guidelines

Be Safe, Be Respectful, Be Responsible

Problem Area	Reteach Expectations	Time Out/ Detention	Parent / Guardian Conference	Loss of Privilege One Week	Out of School Suspension 1 Day	Out of School Suspension 2-3 Day
Cheating, Plagiarism, Copying	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Inappropriate Language	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Safety Violation: Horseplay or Pretend Fighting	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
False Alarm/False Accusations	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Non-Compliance / Defiance of Adults	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Misuse of Technology	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Harassment: Verbal, Electronic	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>
Bullying: Verbal, Electronic		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Vandalism		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Theft / Forgery			1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
Harm to Others: Physical Aggression / Fighting / Sexual					1 <sup>st</sup>	2 <sup>nd</sup>
Weapons (Imitation Included), Ammunition, Lighters, Matches, Explosive Materials					1 <sup>st</sup>	2 <sup>nd</sup>
Sale, Use or Possession of Drugs, Alcohol, or Tobacco					1 <sup>st</sup>	2 <sup>nd</sup>

**SEVERITY CLAUSE:** An Administrator may find it necessary to move directly to more extensive disciplinary action, such as a behavior contract depending on the severity of the offense. Accumulation of offenses will also lead to more severe discipline and may require immediate suspension with recommendation for expulsion.

## SERVICES PROVIDED IN OAKRIDGE and OUTLYING AREAS:

(Please note this directory is for reference only. Times, dates, and demographic information may change without notice).

### St. Vincent DePaul:

<http://www.svdp.us/what-we-do/retail-thrift-stores/oakridge-service-center/>

47663 Highway 58, Oakridge, OR 97463

**Social Service Office:** Low-income residents can access free goods from the retail store; apply for rent, utility, and prescription medication assistance; and sign up for job training and placement opportunities.

**Laundromat:** Oakridge residents who don't have laundry machines currently must travel 40 miles to do their laundry. St. Vincent de Paul will provide coin-op laundry machines available for residents and tourists.

### Oakridge-Westfir Family Resource Center (FRC)

Westridge Middle School

46433 Westfir Rd., Westfir

(541) 782-2631

Monday through Thursday, 1pm to 5pm

- Free internet/printing/faxing, clothes closet for kids, blankets for families, help with connecting to local and county services, information on low income dental clinics, veteran's information, counseling contacts, medical information
- Computer classes, parenting classes, homework help
- After-school programs, weekly groups for parents with children (birth to 5), family events

### McKinney-Vento Act

Mark Osborn, Oakridge School District Homeless Liaison

(541) 782-2813

mosborn@ohswarriors.net

Help for students and their families who are homeless, staying with someone other than their family members, living in a hotel/car/trailer/campground, or doubling up with other families because of the expense. <http://www.ode.state.or.us/search/results/?id=113>

### Orchid Health

<http://www.orchidhealth.org/>

Primary care, preventative services, dental, and mental health services

47815 Highway 58, Oakridge, Oregon 97463

(541) 782-8304

### Oakridge Food Box

Located at Westridge Middle School

46433 Westfir Rd., Westfir

(541) 782-2192

### Oakridge Pharmacy

47809 Highway 58, Oakridge, Oregon 97463

(541) 782-2617

**90by30**

<https://90by30.com/>

1244 Walnut Street  
Eugene, Oregon 97403  
541-346-7484  
[friends@90by30.com](mailto:friends@90by30.com)

**RideSource**

<http://www.ltd.org/ridesource/>

OHP recipients and others deemed eligible  
(877) 800-9899

**Diamond Express**

<https://www.ltd.org/diamondex/>

\$5.00 RT (includes LTD daypass)  
(541) 782-1157; (541) 782-2856 Fax

**Head Start**

<https://www.hsolc.org/>

(541) 782-3294

**EC Cares**

<http://earlychildhoodcares.uoregon.edu/>

(800) 925-8694 Main (541-346-0742 Spanish speaking families)

**Veteran's Services Outreach**

First Thursday of each month, United Methodist Church, 48137 E 1st Street in Oakridge

**Veteran's Services through St. Vincent de Paul**

Upstairs above the retail store. Open 10-3 every 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays  
Shay L. Miles, Outreach Specialist  
47663 Highway 58, Rm. 203  
Oakridge, OR 97463  
(541) 285-7291  
[shay.miles@svdp.us](mailto:shay.miles@svdp.us)

**Oakridge DMV**

47660 Highway 58, Oakridge, OR 97463  
9:30 AM - 3:30 PM, Thursday (Closed for lunch from 12:30 PM to 1:30 PM)

**211 info**

For free guidance and information about health care, family services, food, housing, and thousands of other community resources that can help to provide economic stability dial 211 or visit [211info.org](http://211info.org) for more information.

**Women, Infants and Children (WIC)**

Nutritional information and free, healthy food for pregnant or nursing women, and for children ages 5 and under. Call 1-800-Safenet or visit: [www.oregon.gov/DHS/ph/WIC](http://www.oregon.gov/DHS/ph/WIC).

**Healthy Kids Oregon**

Provides free or low-cost medical coverage for uninsured Oregon children, even children with current health conditions.

<http://www.oregon.gov/OHA/OPHP/kidsconnect/pages/index.aspx>

**Housing and Community Services Agency**

<http://www.hacsa.org/>

Eugene Office (Administration & Section 8): 541-682-3755; Fax 541-682-3411

Monday-Thursday, 8:00am to 4:00pm

Springfield Office (Agency Owned Housing & Energy Services):

541-682-4090; Fax 682-3875

Monday-Thursday, 8:30am to 3:30pm

Friday, 8:30am to 12:30pm

**State of Oregon Employment Department**

<http://www.oregon.gov/employ/pages/default.aspx>

**Senior Health Insurance Benefits Assistance Program**

<http://www.oregon.gov/DCBS/insurance/shiba/Pages/shiba.aspx>

## **MENTAL HEALTH SERVICES IN LANE COUNTY**

### **Center for Community Counseling**

1465 Coburg Rd, Eugene, OR 97401  
(541) 344-0620

### **Center for Family Development**

1258 High St, Eugene, OR 97401  
(541) 342-8437

### **Child Center**

3995 Marcola Rd, Springfield, OR 97477  
(541) 726-1465

### **Crisis Text Line**

741-741 (text "CONNECT" to access services) 24/7 support

### **Direction Services Counseling**

576 Olive St # 307, Eugene, OR 97401  
(541) 344-7303

### **Hourglass Community Crisis Center**

(541) 505-8426

### **Lane County Behavioral Health**

2411 Martin Luther King Jr Blvd, Eugene, OR 97401  
(541) 682-3608

### **Looking Glass Youth and Family Services**

(541) 689-3111

### **National Suicide Prevention Lifeline**

1-800-273-273-8255 (press 1 for Veterans Crisis Line)

### **Options Counseling and Family Services**

1255 Pearl Street, Suite 102, Eugene, Oregon 97401  
(541) 687-6983; (541) 687-2063 FAX

### **Orchid Health**

<http://www.orchidhealth.org/>  
47815 Highway 58, Oakridge, Oregon 97463  
(541) 782-8304

### **Oregon Mental Health Associates (OMHA)**

291 W 12th Ave, Eugene, OR 97401  
(541) 338-7928

### **South Lane Mental Health**

Mental Health Services for Adults and Adolescents  
1345 Birch Avenue, Cottage Grove, Oregon 97424  
(541) 942-3939; (541) 942-9310

**Trevor Lifeline (LGBTQ+ youth)**  
1-866-488-7386

**Veterans Crisis Line**  
1-800-273-273-8255 (press option 1)

**White Bird (24 hour crisis line)**  
(541) 687-4000; 1-800-422-7558

**Youth Crisis Response Program**  
1-888-989-9990

## **DRUG AND ALCOHOL TREATMENT IN LANE COUNTY**

**Alcoholics Anonymous**  
<http://www.aa-oregon.org/>

**Buckley House**  
(541) 343-6512

**Chrysalis Drug-Alcohol Treatment**  
350 E 11th Ave  
Eugene, Oregon 97401  
(541) 683-1641 / (800) 422-7558;  
(541) 684-3294 FAX

**Eugene Drug Alcohol Treatment Center**  
(541) 225-5429

**Integrated Health Clinics**  
745 Lincoln St  
Eugene, OR 97401  
(541) 344-3574

**Narcotics Anonymous**  
<https://www.na.org/>

**Rapid Access Center / Willamette Family**  
Eugene, Oregon  
(541) 762-4300

**Serenity Lane**  
4211 West 11th Ave  
Eugene, OR 97402  
(541) 485-1577

**White Bird Clinic**  
341 E 12th Ave  
Eugene, OR 97401  
(541) 342-8255

**Willamette Family, Inc.**  
149 West 12<sup>th</sup> Avenue  
Eugene, OR 97401  
(541) 762-4300;  
(541) 762-0738 FAX

**Willamette Family Treatment Center**  
1420 Green Acres Rd.  
Eugene, OR 97408  
(541) 338-9098

**Updated 8/25/2022**