



Family and Student Handbook

Office: 719-276-6050

Attendance: 719-276-6052

**[https://www.canoncityschools.org/schools/ces/
index](https://www.canoncityschools.org/schools/ces/index)**

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Explorer Pledge

I am an Explorer.

I make choices which guide my life.

I am curious and creative.

I am respectful and responsible.

I am resilient and keep trying even in difficult times.

I have dreams for the future and work to reach my dreams every day.

I believe every person is capable of success, no exceptions.

I believe together we make a difference for ourselves, our families,
and our world.

WE ARE:

Encouraging Trustworthy
Enthusiastic Synergy
Finding the joy
Dreamers Organized
Flexible Service oriented
Planners Humorous
Thinkers Open minded
Passionate Purposeful
Helpful Collaborative
Dedicated to making a difference

CES Vision: Empowering lifelong learners through relevant exploration, choice, and personal responsibility to become compassionate and innovative citizens who contribute to the community.

CES Mission: While living in a culture of Choice Theory, CES fosters curiosity and creativity through skills/traits and multiple intelligences in multi-age settings. Explorers deepen conceptual understanding through explorations as they navigate personal responsibility making a difference for themselves, their family and their world.

We are a Caring Community

We want parents to be partners in learning.

Please visit, volunteer, and contact us if you have questions or concerns.

EXPLORATORY MIDDLE SCHOOL NEED TO KNOW INFORMATION

Hot Breakfast - 7:25 am – 7:40 am (drop off at door 24 - North drive-thru)

School Hours - 7:40 am - 3:10 pm

Delayed Start Hours - 9:40 am - 3:10 pm

Half Day 7:40-11:25

Front Desk- 276-6050

Attendance and Health Office- 276-6052

Address- 2855 N. 9th Street, Cañon City CO 81212

Fax- 276-6080



PEANUT AWARE SCHOOL

For the safety of children with nut allergies, Canon Exploratory is a peanut-free school. Therefore, please **do not send any items with peanuts** to school for snacks or in lunches. As a general rule, if the ingredients say “may contain peanuts,” do not send them. We need your help to keep all of our peanut allergic students safe this year. Thank you for your help. If you have any questions, please call Trisha Sallie, RN at 276-5718.

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, School District Fremont RE-1 does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law. Complaint procedures have been established for students, parents, employees and members of the public. The following person(s) have been identified as the compliance officer for the district employees and members of the public: Director of Human Resources 101 N. 14th Cañon City, CO 81212 719-276-5700 jamie.davis@canoncityschools.org

The Philosophy

We believe students learn best through experience and exploration. We weave traditional learning with hands-on experiences and real world activities as much as possible.

The Exploratory School model was designed by Molly Merry in 1992 upon the research based principles of:

- project-based learning
- multiple intelligences
- multi-age classrooms
- Choice Theory

We individualize for the individual needs of students through

- project based learning—career and community oriented
- differentiating instructional levels
- subject acceleration
- extra support through special classes, volunteer help, or adjusted curriculum



School Culture and Achievement

School culture is based on Glasser's Choice Theory and Quality School model. We expect our students to:

- be personally responsible for everything from dressing appropriately, to homework and personal learning goals
- complete quality work (80% or better)
- make healthy choices according to our school culture

Students enjoy attending school due to a safe and nurturing environment. School culture instruction includes:

- acceptance of all learning styles, multiple intelligences, and diverse backgrounds
- personal responsibility attitudes and skills (bully-proofing, Caring vs. Deadly Habits, and leadership skills)
- 3 P's—Polite, Prepared and Positive Attitude (PMA)
- making healthy life choices

We view parents as partners in education and expect parents to:

- Participate in Culture Night workshops (1 night per year)
- support healthy living habits at home and school
- promote student personal responsibility for learning and behavior
- communicate and collaborate with their child and staff members



The School motto is "Together We Make a Difference." We participate in community outreach programs.

Students are encouraged to and should make an effort to reach out to the community by:

- participating in school community activities (classroom buddy days, special events, school clean up days, daily duties)
- participating in a local community activity or group

Projects

Every student works on several middle school projects connected to the community and or career interests. Students:

- ask driving questions, complete research, create visuals, and formally present their findings to classmates and other audiences
- set up speakers, field trips, and activities to accompany their projects
- connect projects to real world problem, career, or community need

Field Trips

Students participate in exploratory learning through multiple field trips during the year. Field trips might be:

- to places related to quarterly classroom conceptual units
- To local businesses, events, community project areas, community businesses

We are a learning community; we dine together, we play together, we work together, and we learn together!

What does Exploratory learning look like?

The Choice Theory Culture:

- Is an expected way of being or living
- Encourages positive choices which lead to healthy relationships
- Is relationship based and collaborative
- Is not about controlling behavior, rather promoting personal responsibility & empowering healthy choices.



Multi-age instruction is:

- Differentiated learning based on universal concepts and essential learning
- Differentiated according to student needs and data
- Accesses state standards as a guide and district curriculum as teaching tools.
- Is not two preparations for two different grades in every subject

Multiple intelligence instruction is:

- Purposeful and connected to key learning
- Not paperwork oriented (but paperwork can be a part of MI instruction)
- A hands-on, engaging method for integrating standards
- Not extra activities

Project-Based Learning is:

- Based on students' natural curiosity and desire to learn
- Is standards based and process based
- Incorporates all 21st Century learning skills
- Not an add-on or fluff

Conceptual-based units are:

- Whole-classroom “project based” learning centered on universal concepts
- Based on state standards, student interests and needs
- Usually centered around Science and/or Social Studies concepts
- Not a favorite unit on “trees”

Exploratory learning is:

- Inquiry based
- Constructed by the learner and facilitated by the teacher
- Hands on, interactive, or experience based (like field trips)
- Sometimes messy and noisy
- Not chaotic or aimless



Exploratory learning:

- Intertwines universal concepts, state standards, and the district curriculum
- Expects teachers, students, and parents to employ 21st Century Skills
- Uses data to drive instruction
- Differentiates for student needs and interests
- Requires Quality work of 80% or better
- Develops compassionate, responsible, independent and productive citizens

A Healthy Learning Community

Dignity and Respect

Here at Cañon Exploratory School we are fortunate to have a small middle school community. This gives us the opportunity to develop close relationships with all the members of our community; students, staff, families, and sometimes even our neighbors. Because we work so closely together, we set high expectations for how we treat each other. We want school to be a safe place physically and emotionally. We recognize there is a natural developmental process in learning how to work with other people. Our focus is to treat ourselves and others with dignity and respect. We learn to solve problems positively, set goals, and become responsible for our actions without blaming others. We talk about behavior using a personal responsibility line, with all behavior falling either above or below this line. Middle school students develop personal responsibility expectations for their classroom, as well as observe personal responsibility expectations throughout the building. We encourage all community members; staff, students, parents and extended families to practice and support above the line behaviors. We call it, "Walking the Talk."

Children learn what they live.

Our Choices Determine our Lives

ABOVE THE LINE choices combine personal responsibility, safety and respect of self and others.

Above the line behaviors are:

- Being safe and having fun
- Respecting self and others
- Recognize different cultures and beliefs
- Doing our best and completing quality work
- The 3 Ps: Polite, PMA-Positive Attitude, Prepared
- Together we make a difference

BELOW THE LINE choices and behaviors are considered as any choice not above the line.

Serious below the line choices which may result in suspension or other consequences are:

- Fighting or bullying
- Disrespecting any community member
- Using profanity or inappropriate language
- Oppositional defiance to complete assignments or participate in class
- Possessing weapons or other dangerous objects
- Possessing or using tobacco or controlled substances
- Conduct or dress that interferes with the learning process
- Behavior contrary to school district policies (see web site for school/district behavior policies)

If a student chooses one of these behaviors, the natural consequence is removal from the situation and a plan to avoid the same choice in the future. We understand students will make some mistakes and want mistakes to become learning opportunities. We need parental support to help children learn to make healthy life choices. Because we believe in personal responsibility and value parents as partners, we will often have your child call to let you know of the choice they have made and will ask parents to be an active partner in the learning plan. Thanks so much for supporting your child in making healthy life choices.

We are a Responsible Community

Children Learn What They Live.



The 3 P's

Parents, please support and model the 3 P's for your child. Encourage your child to be:

Prepared, Polite, and to have PMA-Positive Mental Attitude

Prepared: Encourage your child to take personal responsibility in being prepared mentally, physically, and emotionally for a great school day!

Polite: To make a positive difference for others, we use polite words and actions.

Remember, if you wouldn't say or do it with your grandma in the room, you probably shouldn't say or do it!

PMA- Positive Mental Attitude: We all have bad days or challenging moments. Those are the times we need to use our PMA to see the positives, to overcome negative thinking, words and actions and to turn a "bad" day into a "good" one. We choose our thoughts, words, and actions. Make them count!

Choice Theory

Choice Theory is our school culture foundation. It is based on the idea that every choice results in a reality, good or bad. We make choices to attain our "Quality World," which is based on meeting five basic needs; survival, fun, freedom, love & belonging, and power. Instead of using external control methods (rewards, punishments, bribery or threats) to control student behavior, students learn internal control. It isn't about being good or bad, or about being "in trouble." It is about learning from our mistakes. Students learn, "I can only control myself. I make choices which guide my life. I can make a positive difference in my life and in my world."

Realistic behavior conferences help students realize whether their choices are working well or not. Choice theory teaches students to learn WHY they make the choices they do, and which of the five basic needs they are trying to meet by making those choices. Once we discover what the student is attempting to gain through their behavior, we plan positive ways for the child to meet the needs both at school and in life. Using Choice Theory questioning and reality strategies give students the tools they need to learn how to control themselves and make healthy choices in their behavior, learning, and life.

Choice Theory not only supports a safe and healthy school culture, but also helps students learn to be personally responsible for both their behavior and their learning. When students recognize they choose their reality, they become owners of their learning. They become empowered students who learn because they want to, not because they HAVE to.

Collaborative Management Steps for School, Parents and Students

- **Step 1**-Conference between student and teacher.
- **Step 2**-The student will develop a plan of action for correcting the behavior. This plan will be monitored by staff and will be signed by parents.
- **Step 3**- Parents conference with teacher and student
- **Step 4**- Follow steps as described in the "Student Conduct and Discipline Code" which contains School District Fremont School Policies.
- **EMERGENCY**-Any behavior which cannot be addressed due to severity or danger of physical or emotional violence will require immediate parent notification. Parents will be asked to take the student home for the remainder of the day. This may or may not be considered a form of suspension, but should result in parents working with their child to re-establish appropriate behavior.

We are a Responsible Community

Communication is Key

Part of your child's responsibility is to make sure school information gets to you. Your child is the connection to communication!

- Have a specific place in your home for your child to put daily paperwork.
- Thank your child for being responsible with papers and school information.
- Teach your child that you *expect* them to be responsible for sharing their papers and communication from the school every day. Take time each night to ask your child specifics and review the contents of their backpack.
- Let the school know if you are not receiving information or if you feel communication is inadequate.
- Read both paper & electronic communication (check Facebook, Remind & email).

We work hard to keep you informed about what is happening at Canon Exploratory School. We send home your child's work, newsletters, fliers, and other announcements. Your child is the critical element as the "postal carrier." Please reinforce this responsibility at home and we will reinforce the importance of this job here at school! We also update our school and teacher websites frequently. Please visit the sites and check Parent Portal.

Prepared for learning and life

We asked that all students be prepared physically, mentally and emotionally to learn. Please support your child in taking personal responsibility to be prepared for school, by bringing the appropriate supplies, assignments, etc. If students come unprepared, with teacher permission, they may use one "rescue" call per semester to ask you to bring forgotten items to school. If your child is unprepared on a regular basis, please work with your child's teacher to develop a plan to help him/her be prepared for learning. Please commend your child for being prepared and responsible.



SAFE 2 TELL 1-877-542-7233

- Safe2Tell CO is for students who need to report threats to themselves or others - in a way that keeps them SAFE.
- Safe2Tell CO is ANONYMOUS - this means your identity is UNKNOWN. Anonymity is protected by Colorado state law.
- The Toll-Free number is: 1-877-542-7233 (SAFE).
- Reports also may be made using the anonymous Safe2Tell Colorado mobile app available on the [Apple Store](#) and [Google Play](#).

Safe2Tell CO is for serious reports only. It is NOT for pranks or hang-up calls. False reports and blatant misuse of the Safe2Tell CO resource will be investigated.

Contact:

**Cañon Exploratory
School 2855 North 9th
Street**

**Cañon City, CO 81212
(719-276-6050)**

**Or online at <http://ces.canoncitieschools.edu>
dlioschool.com/**

DRESS for SUCCESS

Student K-8 Handbook Dress Code: *Reference District File JICA*

A safe and disciplined learning environment is essential to a quality educational program. Standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems and improve school order and safety. Building Administrators will be sensible in their approach to handling the school dress code and will enforce it equally among the entire student population.

The following clothing is appropriate for school:

- Clothing without rips, tears or holes in areas covering all private parts of the body.
- Clothing that respects school culture and is not a distraction to the learning environment.
- Footwear that protects a student's feet.

The following clothing/items are not appropriate for school:

- Bare feet, slippers, socks without shoes.
- Sheer, tight or low-cut clothing.
- Clothing that exposes private parts of the body (chest, cleavage, belly, back, and buttocks).
- Clothing, jewelry, body art, or any other type of dress that is disrespectful, disruptive or impeding. Including but not limited to items that contain inappropriate messages, pictures or sayings, references to alcohol, tobacco, weapons, violence, gangs or drugs.
- NO HATS CAN BE WORN IN THE BUILDING to include NO hoodies being pulled up.
- NO sunglasses may be worn inside the building.
- Tank tops with spaghetti straps, crop tops, off the shoulder tops, or tops with large arm holes.
- Bagging/sagging pants.

Parents are expected to support this policy and review the expectations with their child (ren). In the event a student's parents cannot be reached, students will be provided something to wear by the school.

Dress responsibly

Please dress appropriately for the weather or school activities. We go outside for breaks and recess as much as possible.

If you have extra hats, mittens or jackets and would like to donate them to the school for use in emergencies, please bring them in. Thanks!

Community Behavior Standards

Canon City School District Community Behavior Standards

COMMUNITY BEHAVIOR STANDARDS

TOWARD SELF:

- ➔ be responsible for your own actions
- ➔ be self-motivated
- ➔ respect your body, mind and spirit

TOWARD OTHERS:

- ➔ be nonviolent in what you say and do, reach out to others in an empathic, compassionate and honest way
- ➔ respect authority
- ➔ influence others positively
- ➔ honor others

TOWARD PROPERTY:

- ➔ respect your environment and personal property
- ➔ respect the property of others

TEAMWORK

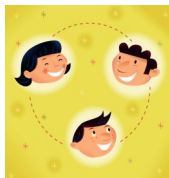
When students, parents, and staff choose to be a part of the Exploratory School, they choose to be active participants in the rights and responsibilities that accompany a safe, secure, and effective learning environment. To assure this, we subscribe to the Community Behavior Standards.

Our Relationship Habits

Deadly Habits

(Hurt Relationships)

- Criticizing
- Blaming
- Complaining
- Nagging
- Threatening
- Punishing
- Bribing



Caring Habits

(Help Relationships)

- Listening
- Supporting
- Encouraging
- Respecting
- Trusting
- Accepting
- Negotiating

Which Habits
do you use?

We are a Responsible Community

Cell Phones

Students will be REQUIRED to turn their phone in to their homeroom teacher at the start of the day. Cell phones will be given back to students at the end of the day. Devices not turned in to the homeroom teacher will be confiscated and turned over to the principal. Confiscated cell phones will only be returned to parents.

Pets at School

Pets are not allowed at school per district policy.

Field Trips

As part of the Exploratory philosophy, we believe in exploring our world to learn. We take several field trips throughout the year to extend the curriculum beyond “the walls” of the classroom. Notices will be sent home by the teacher or noted in planners regarding field trip date and times. When away from school, students are expected to represent above the line Exploratory School behavior. If a student leaves for the field trip on the bus, they must return on the bus unless parents give written permission for alternative transportation home. Siblings are not allowed on field trips.

Gifted Education

Cañon Exploratory Middle School incorporates gifted education services within the school week. The gifted program is meant to address the academic, social and emotional needs of gifted students.

Library Media Center

All Cañon Exploratory students have the opportunity to check out books from the school library. Students may check out a book for two weeks and re-check a book if extra time is necessary to finish reading it. We don't fine for overdue books, but we do provide students with a written reminder that they need to return overdue books. If the overdue materials are not returned or lost, students are charged for lost or damaged library materials. Student report cards are held at the end of the school year if lost or damaged materials have not been returned or paid for. Library loan privileges can be suspended for students with unpaid library charges. We want students to enjoy a good book; and take personal re-

Universal District Assessment:

The Board promotes healthy schools by supporting student wellness and social-emotional learning, including good nutrition and regular physical activity as part of the total learning environment. Schools contribute to the basic health status of students by facilitating learning through the support and promotion of good nutrition and physical activity. Improved health optimizes student performance potential and educational success, as children who eat well-balanced meals and are physically active are more likely to be engaged and learn in the classroom and less likely to be absent. Cañon City Schools supports maintaining healthy bodies and nurturing healthy minds of both our staff and students.

1. Students should receive a minimum of 30 minutes, ideally 45 minutes, of instruction every week that utilizes curriculum reinforcing skills around Social-Emotional Learning, Healthy Choices, and Growth & Development. Growth & Development will be taught during the months of January-March, unless otherwise communicated. Parents may Opt-Out their students if requested. At the high school level, this instruction is exclusive to the freshman class and occurs in a quarter-long mandatory Health and Wellness course.
2. A universal assessment in the social-emotional and behavioral health domain will be administered twice annually, fall & spring, to all students, grades 6-12. Data outcomes will be used to provide students with additional Social-Emotional/Behavioral Health supports and targeted professional development for staff, etc. Parents may Opt-Out their students if requested.
3. A universal, school-based suicide prevention program designed for middle and high school students that is endorsed by SAMHSA's National Registry of Evidence-Based Programs and Practices (NREPP) and The Suicide Prevention Resource Center. Through a video and guided discussion lesson, students learn to identify warning signs of suicide and depression in a single class period. At the end of the lesson, students complete a seven-question screening for depression to further encourage help-seeking and connect students at risk with trust adults. Parents may Opt-Out their students if requested.



CES Middle School Academic Credits

CES Middle School Credit System					
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year Totals
Math	0.25	0.25	0.25	0.25	1.0 (Math)
English	0.25	0.25	0.25	0.25	1.0 (English)
Science	0.25	0.25	0.25	0.25	1.0 (Science)
History	0.25	0.25	0.25	0.25	1.0 (History)
CORE Totals	1	1	1	21	8 CORE CREDITS
SMARTS ELECTIVES					
PE/Music/Art/Computers					
Elective SMARTS 1	0.25	0.25	0.25	0.25	1.0 (LS1)
Elective SMARTS 2	0.25	0.25	0.25	0.25	1.0 (LS2)
Elective Totals	0.5	0.5	0.5	0.5	4.0 CREDITS

Eligibility for Interscholastic Sports and ALL other school sponsored extracurricular activities at CES Middle School

- **Students may participate in all middle school sports through CCMS.**
- Eligibility reports are printed every Thursday after school.
- If a student is failing a class (Core or Elective), that student is academically ineligible to participate for 1 week (Friday - Friday). Ineligible student athletes may practice but will not be allowed to travel or play in games.
- A student may also lose playing time/privileges due to unsatisfactory conduct in the classroom, while on school property, or at a school sponsored event. (Behavior Referrals for the office will result in the loss of competing in one game.)
- Extra curricular sports schedules and deadlines are shared with students via the sports coordinator. (Mrs. Hanenberg)

If a student fails two (2) or more quarters in a single core content area (e.g. Student fails any two quarters of mathematics) he or she must make up credits through Credit Recovery Programs or Summer School to be promoted to the next grade level.



Technology Responsibility

Responsibility with Technology

All technology is supplied for school purposes and all Canon Exploratory above the line expectations apply to the use of technological equipment. Please help us teach children to use technology responsibly.

District SOP 839 states student use of internet and electronic communication devices is a privilege, not a right. Failure to follow policy use procedures will result in the loss of technology privileges. The school district may deny, revoke or suspend access to district technology or close accounts at any time. Parents and students must sign a use agreement for student technology access.



Computers - Mobile Device Tech Fee

All Canon Exploratory students submit a \$25.00 technology fee to support the use of an on campus Chromebook. This fee is required for each student. All technology fees are applied to the CES Three Year Technology Refresh Plan to ensure continuation of the 1 to 1 mobile device program. Students use mobile devices daily for spelling, math, language arts, science and social studies. Students also use their devices to complete project research and culminating products. The devices are an integral part of the Exploratory program. Families with limited financial resources may contact the office for payment plans.

Social networking sites– Did you know?

Facebook, Snapchat, Instagram etc- Canon City schools adhere to COPPA (Children's Online Privacy Protection Act) laws meant to protect children on the Internet. The government considers anyone under the age of 13 to be a “child.” It is against COPPA for children 12 and under to have a Facebook, Snapchat or Instagram account of their own even with parent’s consent. Please help your child be safe by visiting kid-friendly sites. If you child ends up on an inappropriate site discuss with them what to do.

We are a Safe Community

SCHOOL GROUND SAFETY

Drop off and Pick up areas

To insure student safety and minimize traffic jams, specific drop off and pick up areas have been designated for each learning community. Please transport your child to their designated community area for the safety of all.

Breakfast drop off after 7:20 am—Drop off at door 24

Designated after school pick up areas

Kindergarten and Community C—Use north loop (Washington Street entrance)

Communities A and D—Use main loop

Community B—Use Family Center Drive north side of road

Middle School



Please honor your child’s safety and learning time by being prompt in arrival and dismissal times.

Playground Supervision

After school playground supervision ends at 3:10p.m.

Students on school grounds before or after these times will not be supervised on the playground.



Visitor Safety

We love to have parents, grandparents, families and volunteers in our school!

For community safety, all visitors must check in at the front reception area. Any adult working with children must complete the volunteer process through the district administration office.



Fire and Emergency Drills

In keeping with good safety habits, students are instructed in the quickest and safest way to leave the building in case of fire or other emergency. This instruction includes actual practice in filing out, moving to safe distance, and remaining calm and quiet until the “all clear” is given. Our school also has a plan in place to deal with “critical incidents,” such as lock downs, lock outs, tornado, and evacuation and reunification drills.

We are a Healthy Community

Health and Safety Requirements

- *Before entering 6th grade*, 5th grade students are required to have a Tdap immunization to attend public school



School Health/Attendance Policies

A health technician is available at each school to assist children who may become ill or injured, as well as to dispense needed medications. A registered nurse is also available by appointment to consult with parents/ guardians regarding health-related concerns. Children who are ill at school may be excluded based on the Infectious Diseases Guidelines in Child Care and School Settings. Contact your health care provider when a recurring health problem is impeding your child's attendance or performance at school. Please inform the health office of any diagnosed health conditions that may affect your child's performance at school. Per Colorado state law, general vision and hearing screenings are conducted on all new students, those with teacher or parent concerns, and those in grades K, 1, 2, 3, 5, 7, and 9. Individual Health Care Plans may be required from a health care provider for chronic health conditions and some long-term medications.

Colorado law requires all students attending Colorado schools and licensed child cares to be vaccinated against certain diseases, unless an exemption is filed. If immunizations are incomplete, please see the health office for plans to become compliant. The health office can assist parents/ guardians with a plan to become compliant and/ or exemptions via the state website. Per Colorado state law, children who are non-compliant may be excluded from school 14 days following notification of non-compliance.

Some prescription and non-prescription medications can be administered at school when administration cannot reasonably be accomplished outside of school hours. Medications to be given at school should be presented to the health office in the original container with a matching medication authorization form completed by a health care provider and parent/ guardian. Medication authorization forms are valid for the current school year. A new authorization form is required each school year and for any changes in medication, dosage, time, or route. Only the required amount of medication needed at school should be sent. Students may not keep medication in their personal possession and may not transport medication into or out of the building.

Some children may be allowed to self-carry and self-administer asthma and anaphylaxis medications in school. There is to be written permission from the Health Care Provider, parent, and Registered Nurse. Typically, this medication is not handled by school personnel, nor is it stored in the school medication storage area.

Protocol comfort medications are available at most schools through the authorization of a local health care provider with prescriptive authority, and the signed permission of the parent/ guardian via registration. This list may change at any time. These medications can include, but are not limited to;

- Acetaminophen (headaches, pain)
- Sting kill swabs (insect bites)
- Menthol throat lozenge (sore throat or cough)
- Bacitracin topical cream (cuts or abrasions)

- Ibuprofen (pain, headache)
- Calcium Carbonate (stomach upset)
- Burn gel (minor burns)

The Pulse School Based Health Center (SBHC) is a convenient option for students to access primary care so that students can minimize health related absences.

SBHC's are staffed by a multi-disciplinary team of medical and mental health professionals. The Pulse is available to all staff and students of the Canon City School District. The Pulse will also be open to children of staff, and siblings of enrolled students, ages 0-5. Absences for visits to the Pulse will be recorded in Infinite Campus.

Services offered may include;

- Physical exams, including sports physicals
- Immunizations
- Management of chronic conditions such as asthma, allergies, and diabetes
- Acute, minor injury, and illness
- Psychotherapy/Mental Health Services
- Routine laboratory testing and throat cultures
- Prescriptions and medications
- Health and wellness education
- Reproductive health
- Dental treatments
- Referral to community providers and agencies
- Insurance enrollment assistance

Consent to Services

The Pulse will require the parent/guardian's signed consent form(s) prior to the minor child accessing services. Unless prohibited by law, parents will be informed about their student's visit to the health center. By law, minors age 12 and over can access some forms of treatment without parental consent.

How do school staff "support" students who request information on services from The Pulse, to include minor consent.

1. Provide a copy of informational pamphlet
2. Provide a copy of minor consent law

*Information is also provided to families at the beginning of each school year and is available on the school district website.



Excused Absences

The following shall be considered **excused** absences:

- A student who is temporarily ill or injured. **If a student provides a doctor's medical note specifically stating that the student was unable to attend school due to injury, illness, medical/dental procedure or mental health appointment, he or she will be considered excused.**
- A parent may excuse a student up to EIGHT times in THE 2023-2024 school year, for an absence of any part of a day, without a doctor's note. After reaching the eighth parent-excused absence, the student will only be considered excused by a doctor's note or by the school nurse.
- A student who is absent for an extended period due to physical, mental or emotional disability, or is recovering from surgery. A doctor's note must be provided to the school.
- A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
- A student who is suspended or expelled.

Prearranged absences shall be approved by the principal for appointments or circumstances of a serious nature only, which cannot be taken care of outside of school hours.

Six tardies equal one non-excused absence. Students who are later than 30 minutes from the start of the day or who leave more than 30 minutes before the end of the day, are considered absent.

Unexcused Absences

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence shall be entered on the student's record. The parents or guardian of the student receiving an unexcused absence shall be notified orally or in writing by the district of the unexcused absence.

In accordance with law, the district may impose consequences, which relate directly to classes missed while unexcused. Consequences may include a warning, school detention or in-school suspension

Make-up Work Policy

All students will receive make-up work after they return to school. It is the **student's** responsibility to get his/her assignments from each teacher and return it completed within the prescribed number of days. Students are given an equal number of days they were absent, plus one, to complete and return their assignments. Students with unexcused absences may not be allowed to make up work.



We are a Healthy Community

Make-up Work Policy:

All students will receive make-up work after they return to school. It is the **student's** responsibility to get his/her assignments from each teacher and return it completed within the prescribed number of days. Students are given an equal number of days they were absent, plus one, to complete and return their assignments. Students with unexcused absences may not be allowed to make up work.

Late Work:

- Assignments are expected on the due date.
- Each day an assignment is late it will go down a letter grade. After 10 days late I will not give credit for the missing grade. It will remain a "M" (missing) in the gradebook with a comment explaining your child did not make an effort to turn in the assignment within the allotted time.
- Teachers are available to all students throughout the day, please go see them if you are feeling like you are behind or need extra help! Don't wait, until the last minute!
- Work will not be accepted past the last day of the quarter.

We are a Safe Community

We keep a health record on each student and appreciate notification when your child has any serious injuries or new immunizations. **PLEASE UPDATE CURRENT PHONE NUMBERS FOR YOU AND EMERGENCY CONTACTS THROUGH PARENT PORTAL .**

If you are going to be out of town, please let us know whom to contact in case of an emergency.

Safe and Healthy Lifestyle:

Canon Exploratory School has an active approach to learning. Students participate in PE and walking field trips on a regular basis.



If your child is sick or injured please write a note that states the type of injury, if or when your child will visit a physician, treatment, activity limitations and any other concerns. PLEASE LET US KNOW!

Colorado law states that every student will participate in 30 minutes of physical activity each school day.

Student Check-Out Policy

To pick up a student, you must meet one of these three conditions:

- Be the parent/guardian of the student you wish to pick up.
- Be a person whose name is on the emergency contact list for that student.
- Be a person who is authorized by the parent/guardian by being listed in Infinite Campus as an emergency contact. Please be ready to provide identification.

When you arrive at school, please check in at the front desk. Your name will be checked against the list of people authorized to pick up the student. You will complete the Check-Out Log. The student will then be called over the intercom to be released to you.

Field Trips:

To access the District's SOP regarding SCHOOL SPONSORED FIELD TRIPS AND ACTIVITIES, which includes instructions for chaperones, transportation and parent involvement click the following link:

<https://drive.google.com/file/d/19da9AaMvqdPXWvge-gR5CUXqvdmlmuk/view?ts=646f6a82>

Cañon City Schools Nutrition Services

We are excited to share that **ALL Canon City School students will receive free school breakfast and lunch in 2023-24 through the Healthy School Meals for All program!**

Please know ONLY students eat free. Non-staff adults pay \$4.00 for lunch and \$3.00 for breakfast.

This new statewide program, approved by Colorado voters, is helping Colorado children and teens have access to nutritious food at all Canon City Schools and provides a great cost saving to our families! Our menus are available at www.ccsnutrition.org. Sign up to [Go Green](#) and you will automatically receive an electronic menu each month for your child's school.

Even though meals will be provided for free, we will need families to continue to complete household income information forms that we will provide in order for our school to receive full access to federal funding to support the new program. These additional funds will go directly back to our schools to help cover the cost of meals, and will also support after school activities and other nutritional programs. Plus, families who qualify may receive discounted school fees, class materials, bus passes, utilities support and more! As always, all household income information will be kept confidential and protected by law. Immigration, migrant, citizenship or refugee status is not required when completing the form.

- The income information form will be provided at registration and throughout the school year at www.canoncitieschools.org. Please be sure to complete the form we provide as part of your back-to-school registration! If you have questions or would like additional support, please reach out to our nutrition department at 719-276-5813 for more information.

SMARTs Electives

Music

Band - Students learn instrumental music fundamentals in a safe and fun environment. Students will extend basic instrumental band skills, prepare for performances throughout the year and perform in some venue. All students are expected to be in class with their instrument, book, and supplies. Students will be excused from band only if they are absent from school. Students are committing to being in band for the full school year and are expected to practice at home and do their best in band class.

Choir - Classes will explore proper vocal techniques, breathing, note reading, sight singing, as well as a variety of styles of music. Choreography will also play an important part of choir and performance. Choir is a performance based class; half of the choir grade is based on student performance. Please avoid scheduling vacations, leaving town or scheduling appointments on concert dates.

Guitar - The Guitar Class at CES is an exploratory class in which interested 7th and 8th-graders have the opportunity to learn the basics of guitar playing, including elementary note reading and various musical styles.



Education, Health and Recreation

General P.E. and Health on Fridays - Focuses on required fitness testing 2 times per year (1st Quarter & 4th quarter) team sports skills as well as individual sports & activities. It continues skills for middle school from previous elementary PE skills. Skills and games center around team building, sportsmanship, and fair play.

Sports for Life - Geared toward lifetime skills used in the real world. Some possible activities include but are not limited to: archery, fly & spin cast fishing, team building, bowling, cross country, biking, skating. These topics may be learned through research, class activities, or field trips if possible.

Health & Fitness - Focuses on nutrition, calories, fitness, cross fit, and healthy habits. Students read labels, tour our CES kitchen, research proper nutrition of foods, and learn ways to stay active for a lifetime!

Art

Middle school students will explore how artists make meaning and how they can create personal meaning across diverse contexts and media. Through research, experimentation, innovation, collaboration, reflection, revision, and presentation, students will investigate the connections between art and history, social identity, cultural identity, and personal narratives. Students will respond to and create works of art that emphasize the elements of art of line, shape, color, form, space, value, and texture, as well as principles of design that include repetition, movement, rhythm, balance, pattern, and contrast. Students will explore diverse concepts such as architectural engineering, stop-motion animation, ancient Japanese vessels, endangered species, chalk graffiti, Navajo weaving, and symbols of home and community. They will identify how art is used to reflect, inform, and influence the beliefs and values of individuals, communities, and cultures. They will evaluate artwork across a variety of criteria and analyze media and artwork for intention, context, messages, and mood. Students will present their artwork, curate artworks in collections, explain their artistic decisions in writing and in critiques, offer constructive criticism to peers, and thoughtfully revise their works in response to in-progress critiques.

Technology

DefinedSTEM - Students will either work on a project around Food Truck Entrepreneurs, Tiny House Living, Crime Scene Investigation, or Coast to Coast Travel Planner

Synergy Pitsco Expeditions -

- In A Closer Look, students learn about the classification system and explore different types of small single-cell organisms using a microscope.
- The Future Footprints Expedition enables students to explore global environmental issues.
- In Theme Park Physics, students will explore the physics of amusement park rides, especially the role energy plays in causing these rides to be fun yet safe.
- In Contraptions, students work in pairs to explore how simple machines are used to accomplish work.

Innovation - The middle school Innovation Course will provide students the opportunity to put their innovative ideas to use through coding, video production, web design,

We are a Family Centered Community

Advice from teens in answer to the question, "What advice would teenagers give parents?"

1. Don't allow your children to bring company into the house unless you know them personally.
2. Don't let your small kids watch a lot of television. If you do, they will adopt the bad attitudes seen on TV and end up not respecting you.
3. Look for things that are good about your children instead of constantly finding ways to put them down.
4. Be consistent in what you say; follow through with your decisions.
5. When you let your children go out, give them a curfew. Let them know you love them and want them to be safe.
6. Play with your kids. Have fun and laugh.
7. Fathers, tell your daughter you love her often. If you don't, she will go out looking for love in boys or friends, but she will never find the kind of love she wants.
8. Accept the fact that adults are not always right. If you're wrong, admit it.
9. Teach your children that a true friend will understand that when you say no, you mean no.
10. Don't hold the past against your child. What happened, happened; it cannot be changed.
11. Guide your children toward good marriages by giving them a good example to follow.



PTO (Parent Teacher Organization)

PTO/SAC (Parent Teacher Organization/School Accountability Council)

When your children become part of Cañon Exploratory School, you automatically become part of our PTO. We hope you will become actively involved in the school projects this year. PTO is a support group that helps provide opportunities for all the children that they otherwise might not be able to receive. Cañon Exploratory and your children need your help. Some of PTO's activities include volunteer opportunities, fund raising projects, school store, spirit days, and school programs. Help us make a difference! **All parents are encouraged to attend Exploratory School PTO/SAC functions.** PTO meetings are held monthly, specific dates and times are to be determined. All parents will receive more specific information about PTO in September.

Thank you for supporting our children and our school!!



Together WE Make a Difference

SERVICE LEARNING

All students and staff share in the opportunity and responsibility for our school, playground and community environments. These service activities include:

- **Custodial duties:** sweeping, washing various surfaces, dusting, mopping and taking out the trash
- **Patrols:** assisting staff with monitoring boundaries, crossing streets, playground safety and safe walking practices
- **Playground:** picking up trash, watering plants, and sweeping
- **Community:** picking up trash on walking field trips and or at the park

COMMUNITY CONNECTIONS

All students and staff share in the opportunity to support a non-profit community cause

- The Exploratory school often partners with community organizations such as Loaves and Fishes, CASA, the Humane Society, Fremont County Hospice and others to encourage students to make a difference for others and their community.
- Students can develop individual community projects with the permission and support of their teachers and the school.
- Please encourage your child to be community minded by supporting these activities and events.

Parent Tips to make a difference at home

- **Plan ahead.** Have your child prepare for school before they go to bed. They can choose an outfit, pack their lunch, and put their backpack by the front door.
- **Make a list.** List of all the things to be done in the morning, permission slips, homework, or notes about how they will be getting home.
- **Make a routine study time.** If they don't have homework, they can read a book, use flashcards, work puzzles, or anything that requires thinking and quiet.
- **Honor study time.** Make sure that it is at a time that will be consistent, 20-30 minutes of daily practice can make a big difference.
- **Get involved.** Review practice materials, be encouraging, and avoid negative criticism.
- **Be a model.** Share what you learn with your child. Have fun learning new things together.
- **Build presentation skills.** Did you know that by listening you can help your child to become a good speaker? Show interest, don't interrupt, be open to their opinions and allow them get involved with discussions regarding current issues.
- **Listen.** Listen to presentations, have your child practice voice projection, eye contact and good posture.
- **Help.** Support your child in putting learning responsibilities first, school and quality work should be a priority, give them responsibilities at home such as watering the plants, feeding pets, cleaning off the table, taking out the trash, and cleaning their room. The best way to learn responsibility is to have responsibility.
- **Be proactive** in contacting your child's teacher. Develop a plan together to help your child succeed!

Parents as Partners

Parent Involvement is key:

Parenting changes slightly with middle school Kids.

ENCOURAGE.....

- Ownership for life and learning
- Setting personal expectations for quality academic work and behavior
- Your child to use problem solving skills
- Lots of questions; listen before giving advice
- Your child to solve their own problems by showing empathy with support
- Personal responsibility. Do not rescue your children; it gives them the message that they can't handle problems by themselves
- Your child to understand that we always have choices; with each choice comes a reality....good or bad—Let them own the results
- Your child to take calculated risks
- Your child to seek challenges and work through failure as a part of learning and life
- Honoring the learning process as much as the end product
- Your child to develop their own unique self—there is no one else in the world like him/her...he/she has much to contribute
- Resiliency
- Respect
- Resourcefulness

BE PATIENT

- Middle school students feel “grown up” some days and “kid-like” other days.
- Tears one moment and smiles the next. Emotions are on overload. Remember this is a developmental stage.
- DO NOT WORRY.
- CONSIDER DIFFICULT MOMENTS AS OPPORTUNITIES FOR YOUR CHILD TO LEARN AND GROW.

Tips for Communicating with your Child's Teacher and School

- Communication is critical to student success.
- Learn school expectations for behavior, responsibility, and quality work (80% or better).
- Check PARENT PORTAL often and update current phone numbers and address changes.
- **SAVE TIME-READ** information from school to home and check school and teacher websites.
- Ask how you can volunteer. We love having parents in our school.
- Ask your child questions about what is happening in school.
- Inform the school and your child's teacher about any major changes in your child's life.
- Remember your child's teacher has many students and parents with which to communicate. Time may be difficult. Please be patient with the communication process.
- Be calm when problems arise. Remember we are here to help your child.
- Make appointments with teachers to discuss, issues or concerns while issues are small.
- We all want what is best for students which may include uncomfortable learning experiences. Encourage your child's resiliency and perseverance.
- Attend school events. It tells your child you care about what they are learning in school.
- Make school a priority. Kids love hobbies and sports activities, but prioritizing those events ahead of school teaches your child school is less important.
- Hold on tight, the teen years can be a roller coaster!



Helpful Terms to Know

QUALITY SCHOOL: The Quality School Theory means setting the highest expectations for student achievement and behavior. All students practice problem-solving, self-control, listening, collaboration, self-evaluation and compassion.

CHOICE THEORY: Helping students to understand that motivation is always an attempt to satisfy one or more of the five basic needs: survival, belonging, power, fun, and freedom. As a result of this understanding, students are led to do quality work and to make choices for quality behavior in their day to day work in the school environment and in life.

MULTI-AGE: Is the practice of teaching children of different ages and ability levels together in the same classroom. Age and achievement differences are accepted as normal. Students are challenged and have opportunities to be self-directed learners.

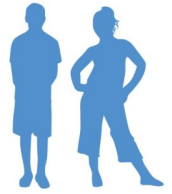
PROJECT-BASED LEARNING: Student projects are designed to provide students with inquiry, appreciation of academic skills, self-direction, and presentation skills.

MULTIPLE INTELLIGENCES: Refers not to how smart you are but to **how you are smart**. All Children are smart, but they are smart in different ways. Description of the Eight Intelligences are listed below.

- **VERBAL/LINGUISTIC:** This intelligence is demonstrated through exceptional skills in speaking, reading, writing, and listening.
- **VISUAL/SPATIAL:** Children who learn best visually like to see what you are talking about. They organize spatially, they enjoy maps, charts, art, puzzles, anything that catches their eye.
- **BODY/KINESTHETIC:** Children who learn best through movement; games, hands-on activities, or building things.
- **MATHEMATICAL /LOGICAL:** These children prefer logical and sequential activities, children display this intelligence through problem-solving and reasoning. They have strong abilities in subjects relating to math and science.
- **INTRA-PERSONAL:** Children who understand their own feelings and ideas. They tend to be very intuitive, independent, and self-confident.
- **MUSICAL/RHYTHMIC:** Children who learn best through songs, patterns, rhythms, instruments and musical expression.
- **INTERPERSONAL:** Children who are “people persons”. They are social and outgoing. They work well in groups or with other individuals.
- **NATURALIST:** Children who enjoy and can identify a wide array of subjects relating to the outdoors such as; camping, gardening, animals and plants.

COMMUNITY: This refers to the small communities of first/second, third/fourth, and fifth/sixth grade teams.

Words To Live By



- **Shark attack** - When students crowd around someone to ask a question.
- **Catch your own fish, I won't give you the fish** - We use these expressions to explain to students that we won't give them the answers, but expect them to use their skills to find answers and solve problems for themselves.
- **Understandable, not excusable** - We understand the problem and will help think of solutions, but the behavior is not excused.
- **Is that your problem or my problem** - This is to help kids realize they have the resources to solve problems and not to expect their problems to become problems for others.
- **Personal responsibility** - Students understand they are responsible for their choices.
- **Above the line** - Behavior that shows personal responsibility.
- **Below the line** - Behavior that does not show personal responsibility.
- **Refocus** - Taking time to think about behaviors to make corrections independently.
- **The way we live** - Our culture, how we live and behave instead of 'rules'.
- **Ask three before me** - Expectation that students will ask each other as resources before they ask their teacher.
- **What do you think you should do?**
- **What do you need to take care of yourself?**
- **Help me understand.**
- **What are your choices?**
- **Would you like a suggestion?** - Phrases and questions are used to get students to consider the problem and possible solutions.
- **What do you think the consequence should be for your choice?** - Getting students to consider their consequences and part of the solution rather than imposed 'punishments'.
- **3p's** - Skills for success; polite, positive mental attitude, prepared.
- **You're a rock star** - Expression used to tell students they have done an amazing job.
- **Children Learn what they live**—Each day we model for children how to live. They learn from watching us.

Additional Information about Canon Exploratory School can be found below:

School: 2855 N. 9th Street, Canon City CO 81212

Phone: 719-276-6050

School website: <http://ces.canoncityschools.org/>

Parent/Student/Teacher Contract

Parent/Guardian Agreement:

I want my child to develop to his/her fullest potential. I will encourage him/her by doing the following:

- Ensure that my child attends school on time and is prepared to learn.
- Be aware of my child's progress (check in with teacher, child, Parent Portal,) and talk about school with him/her.
- Communicate with teachers and school staff to support and challenge my child.
- Understand and support that my child is responsible for his/her own learning and that sometimes he/she will fail. Failure is an opportunity to learn and at this level the stakes are lower than later in life, so now is a safe time for my child to experience this and to grow.
- Trust my child's teacher and their professional judgement for the benefit of my child--assume best intent.
- Model and support Canon Exploratory School's philosophy and mission statement.
- Have read the handbook and follow the expectations of our philosophy, vision, and mission
- Read school/teacher communication (newsletter, notes, Remind 101, website, blog, etc.)

Student Agreement:

It is important that I do my best. I agree to do the following:

- Make sure that I arrive at school on time and ready to listen, learn, participate, and work hard.
- Strive for excellence in my school work with a minimum standard of 80%.
- Treat others with respect and dignity.
- Make good choices for myself and the people around me.
- Make good choices when using technology and following school and teacher expectations.
- Help others to learn.
- Be resilient in difficult times and with challenges I face.
- Advocate for myself: tell teachers or other support staff when I have a problem at school.
- Read the handbook and follow the expectations of our philosophy, vision, and mission.

Teacher Agreement:

It is important that each student performs to his/her fullest academic potential. I will strive to do the following:

- Provide a rigorous, challenging, and meaningful learning experience.
- Provide a caring and safe environment that allows for positive, regular communication with parents.
- Determine how each student learns best through his/her strongest "smart" (multiple intelligence).
- Communicate with parents about students' progress, behavior, and about school events.
- Provide meaningful homework assignments.
- Model the Canon Exploratory philosophy, vision, and mission.

Parent Signature: _____ Parent Signature: _____

Teacher Signature: _____ Teacher Signature: _____

Student Signature: _____ Date: _____

Cañon Exploratory School
Mobile Device Terms and Conditions

Mobile devices have been instrumental in creating a 21st century learning environment for your child. By signing this form, you (student and parents) acknowledge that you have read and understand the Terms and Conditions established by Canon Exploratory School. Any violation of the Terms and Conditions may result in access revocation, school disciplinary action, and or appropriate legal action.

In order for your child/children to continue mobile device use in the classroom, please review this policy with your child, sign and return this form to the classroom teacher. Students without a signed Mobile Device Terms and Conditions form will have access to a classroom/library desktop computer for technology-based assignments, but will not have mobile device access.

Students:

I will be responsible for the appropriate care and security of all equipment. I will:

- carry the mobile device with two hands,
- shut the lid before moving the mobile device from one area to another
- keep the keyboard free of objects prior to closing the lid
- keep mobile devices clear of magnetic objects
- plug in my mobile device at the end of the day
- keep food or drink away from mobile devices
- use headphones rather than earbuds with the mobile device
- keep my mobile device in my possession at all times during classroom use
- keep my mobile device in original condition (not scratching off serial numbers, altering or damaging in any way)
- I will use the device on a hard surface only (no laps)

I will be responsible for making appropriate choices when using the internet.

- I will use the internet for school appropriate activities and materials (no downloading, copyright violations, non-educational surfing, or inappropriate text/pictures)
- I will keep personal information secure and not share with other users
- I will send or receive information related to school only
- I will follow the guidelines of the District Acceptable Use Guidelines (SOP 839)

I will notify a parent, guardian, teacher, or school staff member immediately in the event of theft, vandalism, damage to the mobile device, or any technology problems or violations.

Parents:

I understand mobile device use is a privilege which can be revoked if the terms and conditions are violated.

According to District SOP 847, students may be assessed fines for damaged/or defaced equipment. The fines are based on repair/replacement costs.

If possible, mobile device repairs will be made by district employees.

Students involved in mobile device damage will be restricted to classroom/library computer use until replacement/repairs have been paid for in full.

I understand I may review District SOP's 839 and 807 at any time on the District website or at Canon Exploratory School.

I have read and understand the above guidelines.

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Canon City School District Fremont RE-1

Mobile Learning Device Parent / Student

Ownership

The mobile device is considered district property while the student is enrolled at Canon City Schools. Students may be selected at random to provide their device for inspection, and it can be confiscated at any time for any purpose. Students are to turn in their assigned device at the end of each school year prior to summer break or upon leaving the school district. Upon student graduation, at the district's discretion, the device may be sold to the student at a nominally set, District determined price.

Important to Know

- The following are restricted-access categories: Adult Content, Alcohol and Tobacco, Illegal Drugs, Pornography, Nudity, Violence and Terrorism, Weapons, and any other material deemed inappropriate by district administrative staff.
- Please know that no web-filtering product is 100% successful or as impactful as a conversation between a student and their parent/guardian over Internet Safety and the expectations of behavior while online. The parents will ultimately be responsible for their child(ren)'s devices where internet security is concerned.
- The Canon City School District employees may install software onto a student's Chromebook that allows them to track or monitor a student's actions while using the Chromebook.
- The Canon City School District is not responsible for any changes that Google makes to their system. In addition, the district will evaluate and implement any options that ensure student safety and proper educational usage.
- Students are responsible for the care of their device. Devices that are broken, damaged, or fail to work properly should be taken to their school building's media center for repair or replacement.
- Students are responsible for bringing completely charged devices to school each day.
- Students using a mobile learning device at school and at home are expected to follow any and all Canon City Schools Technology Mobile Device Guidelines and all district Acceptable Use Policies. (Files JS, JS-E, and SOP 839)

Mobile Learning Device User Agreement Repair Fees / Insurance

This user agreement outlines repair costs and may be subject to changes based on the cost of repairs and/or device acquisition by the district. Students must pay a \$25 insurance fee at the start of each school year to ensure damaged devices can be repaired. This covers accidental, not intentional damage, and will be assessed by district staff. Damage due to normal wear and tear of the device (as determined by district staff) will be replaced or repaired by the district at no cost to the student. This fee covers the following:

1. The first repair/replacement at no additional cost to the student. This includes replacements of verifiably stolen or broken devices, as well as broken or lost power adapters/chargers.
2. After the first repair/replacement in a school year, students and/or parents or legal guardians will be required to pay an additional \$25 insurance fee to cover the device for the next repair/replacement. Subsequent repairs will each incur a \$25 fee for the first 3 incidents during a 1 school year period (see item 4 and 5 below). The \$25 fee will also be applied for lost device chargers.
3. Insurance payment will be made either directly to the student's school or via an online payment system found at the district's website (<http://www.canoncityschools.org>).
4. If a device has been damaged accidentally more than 3 times within a one year period beyond normal wear and tear (device charger replacements not included), whether or not the damage results in the device being rendered unusable as determined by building and/or district administration staff, the full amount of the original purchase price plus any additional associated costs will be charged back to the parent or legal guardian and/or student to replace the damaged device with a new one. A student shall not receive the replacement device until all costs have been received and student and/or parent or legal guardian are in good financial standing with the school and district. Costs for device replacement will range between \$300 and \$400 depending on current market pricing.

5. If any damage was found to be intentional through school investigation, the parent or legal guardian and/or student will be responsible for the full cost for replacement of the device.
6. Fees will be posted to student records using the district's Parent Portal system in Infinite Campus. Unpaid fees will be subject to regular district policies for collection.
7. Students or parents or legal guardians may not substitute repair parts from sources outside of the school district. Using replacement parts or power adapter/chargers not rated for a device could further damage it and may result in full replacement cost charged to the student.
8. All repairs must be completed by school district staff or by an approved 3rd party authorized by the district for device repairs. Bring the device to the school's media center will ensure it is properly repaired.
9. Determining the cause of damage and assessing repair/replacement costs will be the sole responsibility of district staff.
10. Students assigned specific devices for in-school use only (not to be taken off school grounds) will be held responsible damage per the terms described above.
11. If you do not wish your child to be allowed to take his/her device from school grounds, please indicate this measure on the parent/guardian contract. These devices must then be checked out from the media center and the beginning/end of each school day. All homework digital requirements must still be met.

The district encourages students to furnish a protective case for their devices to help protect them from damage.

Student Agreement:

I, _____ have read, understand, and agree to abide by the Canon City School District Mobile Device Policies and Procedures Policy. I have also read my school's electronic device policy (if available) that is published in the student handbook. Should I commit any violation or in any way misuse my mobile device, I understand and agree that my use may be revoked and disciplinary action may be taken against me.

If I am under the age of 18, I understand that when I turn 18, this agreement will continue to be in effect and I agree to abide by it.

Signature: _____ Date: _____

Parent Agreement

I, _____, as the parent or legal guardian of the above minor, have read, understand, and agree that my child shall comply with the terms of the Canon City School District Mobile Device Policies and Procedures. Further, I have read my school's electronic device policy (if available) that is published in the student handbook. I understand the use of mobile devices are a necessity in the education of my child but can be revoked if mishandled. I am signing this policy and agree to hold harmless the Canon City School District against all claims, damages, losses, and costs, of whatever kind, that may result from my child's use of his or her device or violation of the foregoing policies and procedures. Further, I accept full responsibility for supervision of my child's use of the device off school property.

(All must sign) I hereby give permission for my child to use a mobile device assigned by the Canon City School District.

Signature: _____ Date: _____

(Only those who wish this option) I do not wish my student to take his or her mobile device away from school property. I understand that is is my student's responsibility to turn in the device to the media center at the end of each day and pick it up from the media center before school. I further agree that all electronic homework will be accomplished through the use of a parent provided device.

Signature: _____ Date: _____

other BOE policies can be found at: https://www.canoncityschools.org/apps/pages/index.jsp?uREC_ID=446874&type=d&pREC_ID=1022528

