

**MEMORANDUM**

**TO:** School Committee  
**FROM:** Mr. Paul Zinni, C.A.G.S.  
**DATE:** March 15, 2021  
**SUBJECT:** Policy Review – 1<sup>st</sup> reading

The Policy Subcommittee met on Wednesday, March 10, 2021, and are presenting the following policies to the full School Committee as a 1<sup>st</sup> reading.

Copies of these policies are attached and include versions with and without tracked changes. Any changes made to the current King Philip version are based upon MASC recommendations and/or have been vetted by our attorney.

<b>Section I - Instruction</b>	
<b>Further review was held on the following policy:</b>	
Section I - IKF - Graduation Requirements (Lisa Mobley & Paul Zinni)	
<b>Section J - Students</b>	
JBB	EDUCATIONAL EQUITY
JF	SCHOOL ADMISSIONS
JH	STUDENT ABSENCES AND EXCUSES
JHD	EXCLUSION AND EXEMPTIONS FROM SCHOOL ATTENDANCE
JI	STUDENT RIGHTS AND RESPONSIBILITIES
JIB	STUDENT INVOLVEMENT IN DECISION-MAKING
JICA	STUDENT DRESS CODE
JICFB	BULLYING PREVENTION - Reviewed and vetted by Attorney Joyce
JICH	ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED
JJIB	INTERSCHOLASTIC ATHLETICS - Edited by Lisa Mobley & Gary Brown
JIE	PREGNANT STUDENTS
JJA	STUDENT ORGANIZATIONS
JK	STUDENT CONDUCT
JKAA	PHYSICAL RESTRAINT OF STUDENTS - Reviewed and vetted by Atty. Joyce
JLC	STUDENT HEALTH SERVICES AND REQUIREMENTS
JLCA	PHYSICAL EXAMINATIONS OF STUDENTS
JLCC	COMMUNICABLE DISEASES
JLCD	ADMINISTERING MEDICINES TO STUDENTS - Reviewed & Vetted by Atty. Joyce
JQ	STUDENT FEES, FINES, AND CHARGES (20)

/ebw  
 Attachments

**File: IKF - GRADUATION REQUIREMENTS**

**SC 1st reading 3/15/21**

In order to graduate from King Philip Regional High School, a student must have earned a **minimum of 24 credits** of work successfully completed and divided as follows:

<b>Required Subjects</b>	<b>Credits</b>
English (Grade 9, Grade 10, Grade 11, Grade 12)	4
Math (not to include Computer Programming)	4
Science (Core Foundations, Biology, & 1 additional year)	3
Social Studies (US History I, US History II & World History)	3
World Language (2 years of the same language)	2
Physical Education	1
Health	.5
Additional credits	6.5
<b>Total required for graduation</b>	<b>24</b>

- a. In addition to the requirements mentioned above, For the classes of 2021 and 2022, students must earn a next-generation MCAS scaled score that is equivalent to a legacy MCAS scaled score of at least 240 on the grade 10 ELA and Mathematics tests or earn the next-generation MCAS equivalent of a legacy scaled score between 220 and 238 and fulfill the requirements of an Educational Proficiency Plan (EPP).

All students will be required to earn an MCAS competency determination in English Language Arts, Math, and Science or successfully meet all requirements of an Educational Proficiency Plan.

Exceptions to these graduation requirements, providing for individual student programs, may be secured by submitting a written request to the principal for disposition.

1. Each student must register for a minimum of 6 credits. A senior **MUST** earn at least 5 credits, including senior English and Math, in their final year to earn their diploma from King Philip Regional High School. Special circumstances may be approved by the principal.

To participate in graduation all requirements must be met. Under exceptional circumstances or situations, waivers requests for these graduation requirements shall be addressed to the building principal. Determinations shall be made on a case-by-case basis. The decision of the building principal shall be final.

**File: IKF - GRADUATION REQUIREMENTS**

**Reviewed for PSC/PZ**

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<b>Total required for graduation</b>	<b>24</b>

In addition to the requirements mentioned above, ~~all students will be required to earn an MCAS competency determination in English Language Arts, Math, and Science in order to receive a high school diploma. Any student who earns a scaled score of 220-238, although achieving competency, will need to follow the dictates of an Educational Proficiency Plan to demonstrate movement toward proficiency.~~

a. For the classes of 2021 and 2022, students must earn a next-generation MCAS scaled score that is equivalent to a legacy MCAS scaled score of at least 240 on the grade 10 ELA and Mathematics tests or earn the next-generation MCAS equivalent of a legacy scaled score between 220 and 238 and fulfill the requirements of an Educational Proficiency Plan (EPP).

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1. Each student must register for a minimum of 6 credits. A senior MUST earn at least 5 credits, including senior English and Math, in their final year to earn their diploma from King Philip Regional High School. Special circumstances may be approved by the principal.

~~To participate in graduation but not receive a diploma, students must be within ten (10) credits of achieving the credit requirements noted previously. It is assumed that students would be able to earn the ten (10) credits within the summer immediately following "graduation."~~

To participate in graduation all requirements must be met. Under exceptional circumstances or situations, waivers requests for these graduation requirements shall be addressed to the building principal. Determinations shall be made on a case-by-case basis. The decision of the building principal shall be final.

## **EDUCATIONAL EQUITY**

### **1st reading SC**

The Regional School Committee's goal is to strive to address the needs of every student in each of our schools, subject to budgetary, space and other limitations.

Educational equity for the purpose of this policy is defined as providing all students, as reasonably practical, the high-quality instruction and support they need to reach and exceed a common standard.

To achieve educational equity the district will commit to:

1. Systematically, when appropriate, use districtwide and individual school level data, disaggregated by race/ethnicity, gender/gender identity, national origin, language, special education, socioeconomic status and mobility to inform district decision making.
2. Raise the achievement of all students.
3. Graduate all students ready to succeed in a diverse local, national and global community.

In order to reach the goal of educational equity, as reasonably practical, for each and every student, the District shall:

1. Provide every student with access to high quality curriculum, support, and other educational resources.
2. Seek to promote educational equity as a priority in professional development.
3. Endeavor to create schools with a welcoming and inclusive culture and environment.
4. Provide multiple pathways to success in order to meet the needs of the diverse student body and actively encourage, support and expect high academic achievement for each student.

The Superintendent shall include equity practices in the district's strategic plan and goal strategies to implement this policy. The Superintendent, upon request, will periodically report to the Committee the progress of the implementation of this policy.

SOURCE: MASC

ADOPTED: September 12, 2019

**File: JBB - EDUCATIONAL EQUITY**

**PSC Review – New to KP**

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SOURCE: MASC

ADOPTED: September 12, 2019

## **SCHOOL ADMISSIONS**

### **SC 1st reading**

All children of school age who reside in towns that are members of the King Philip Regional School District will be entitled to attend the King Philip Regional Schools, as will certain children who do not reside in the towns but who are admitted under Regional School Committee policies relating to nonresident students or by specific action of the Regional School Committee.

Every student seeking admission to school for the first time must present a birth certificate or equivalent proof of age acceptable to the Principal, and proof of vaccination and immunizations as required by the state and the Regional School Committee. Proof of residency of the individual holding legal guardianship may also be required by the school administration.

SOURCE: MASC February 2019

LEGAL REFS.: M.G.L. [15:1G](#); [76:1](#); [76:5](#); [76:15](#); [76:15A](#)

603 CMR [26.00](#)

CROSS REFS.: [JLCA](#), Physical Examination of Students

[JLCB](#), Inoculations of Students

[JFBB](#), School Choice

[JFABD](#), Homeless Students: Enrollment Rights and Services

JFABE, Educational Opportunities for Military Children

JFABF, Educational Opportunities for Children in Foster Care

**NOTE: Use this category for statements covering all school admissions. Statements on exceptions to general residency requirements, tuition charges for nonresident students, admission of students from neighboring towns on a transfer basis, should be filed under the appropriate following categories:**

**JFAB, Admission of Non-resident Students**

**JFABA, Non-resident Tuition Charge**

**[JFABD](#), Admission of Homeless Students**

**JFABB, Admission of Foreign Students**

Approved: 08/05/19

**File: JF - SCHOOL ADMISSIONS**

**PSC Review**

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SOURCE: MASC **February 2019**

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603 CMR [26.00](#)

CROSS REFS.: [JLCA](#), Physical Examination of Students

[JLCB](#), Inoculations of Students

[JFBB](#), School Choice

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Approved: 08/05/19



## **File: JH - STUDENT ABSENCES AND EXCUSES**

### **SC 1st reading**

Regular and punctual school attendance is essential for success in school. The Regional School Committee recognizes that parents/guardians of children attending our schools have special rights as well as responsibilities, one of which is to ensure that their children attend school regularly, in accordance with state law.

Therefore, students may be excused temporarily from school attendance for the following reasons: illness or quarantine; bereavement or serious illness in family; weather so inclement as to endanger the health of the child; and observance of major religious holidays.

A child may also be excused for other exceptional reasons with approval of the Principal or designee.

A student's understanding of the importance of day-to-day schoolwork is an important factor in the shaping of his character. Parents/guardians can help their children by not allowing them to miss school needlessly.

Accordingly, parents/guardians will provide a written explanation for the absence or tardiness of a child. This will be required in advance for types of absences where advance notice is possible.

In instances of chronic or irregular absence reportedly due to illness, the school administration may request a physician's statement certifying such absences to be justified.

### **Student Absence Notification Program**

Each Principal, or designee, will notify a student's parent/guardian within 3 days of the student's absence in the event the parent/guardian has not informed the school of the absence.

Each Principal, or designee, shall make a reasonable effort to meet with any student, and that student's parent/guardian, who has missed five (5) or more unexcused school days (a school day shall be equal to two (2) or more class periods in the same day) in a school year. The meeting shall be to develop action steps to improve student attendance and shall be developed jointly by the Principal or designee, the student, and the student's parent/guardian. The parties may seek input from other relevant school staff and/or officials from relevant public safety, health and human service, housing, and nonprofit agencies.

### **Dropout Prevention**

A student who has not graduated from high school and has been absent from school for ten (10) consecutive days of unexcused absence shall not be considered permanently removed from school unless the Principal has sent notice to the student and that student's parent/guardian. The notice shall be sent within five (5) days of the tenth consecutive day of absence and shall offer at

least 2 dates and times within the next ten (10) days for an exit interview with the Superintendent or designee, the student, and the student's parent/guardian. The notice shall be in both English and the primary language of the home, if applicable. The notice shall include contact information for scheduling the exit interview and shall indicate the parties shall reach an agreement on the date/time of the interview within the ten (10) day timeframe. The timeframe may be extended at the request of the parent/guardian and no extension shall exceed 14 days.

The Superintendent or designee may proceed with any interview without a parent/guardian present, provided the Superintendent has documented a good faith effort to include the parent/guardian.

The Superintendent or designee shall convene a team of school staff to participate in the exit interview and shall provide information to the student and, if applicable, the student's parent/guardian on the detrimental effects of early withdrawal from school and the alternative education programs and services available to the student.

SOURCE: MASC February 2019

LEGAL REFS.: M.G.L. [76:1](#); [76:1B](#); [76:16](#); [76:18](#); [76:20](#)

Approved 08/05/19

## **File: JH - STUDENT ABSENCES AND EXCUSES**

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SOURCE: MASC ~~October 2014~~ February 2019

LEGAL REFS.: M.G.L. [76:1](#); [76:1B](#); [76:16](#); [76:18](#); [76:20](#)

Approved 08/05/19

**File: JHD - EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE**

**1st reading SC**

**Denial of Admission**

Denial of admission means the withholding of the privilege of enrolling in a school of the District.

The following shall be the grounds for denial of admission to school or diversion to an appropriate alternative program:

Graduation from the twelfth grade of any school or receipt of any document evidencing completion of the equivalent of a secondary curriculum;

Having been expelled during the same school year from this district or any district in the Commonwealth;

Not being a resident of the District and the District has opted not to participate in the School Choice Law;

Failure to comply with the provisions of the Massachusetts School Entry Immunization Law.

SOURCE: MASC February 2019

LEGAL REFS.: M.G.L. [71:37H](#); [76:12](#); [76:12A](#); [76:12B](#)

603 CMR [26:00](#)

Approved: 8/5/19

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SOURCE: MASC ~~October 2016~~ February 2019

LEGAL REFS.: M.G.L. [71:37H](#); [76:12](#); [76:12A](#); [76:12B](#)

603 CMR [26:00](#)

Approved: 8/5/19

## **File: JI - STUDENT RIGHTS AND RESPONSIBILITIES**

### **1st reading SC**

The Regional School Committee has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under the federal and state constitutions and statutes. In connection with rights there are responsibilities that must be assumed by students.

Among these rights and responsibilities are the following:

1. Civil rights, including the rights to equal educational opportunity and freedom from discrimination; and the responsibility not to discriminate against others.
2. The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school.
3. The right to due process of law with respect to suspension, expulsion, and decisions the student believes injure their rights.
4. The right to free inquiry and expression; responsibility to observe reasonable rules regarding these rights.
5. The right to privacy, which includes privacy in respect to the student's school records.

It is the Regional School Committee's belief that as part of the educational process students should be made aware of their legal rights, and of the legal authority of the School Committee to make and delegate authority to its staff to make rules regarding the orderly operation of the schools.

Students have the right to know the standards of behavior that are expected of them, and the consequences of misbehavior.

The rights and responsibilities of students, including standards of conduct, will be made available to students and their parents/guardians through handbooks distributed annually.

SOURCE: MASC

LEGAL REFS.: M.G.L. [71:37H](#); [71:82](#) through [71:86](#)

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### **PSC Review**

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LEGAL REFS.: M.G.L. [71:37H](#); [71:82](#) through [71:86](#)



**File: JIB - STUDENT INVOLVEMENT IN DECISION MAKING**

**SC 1st reading**

As appropriate to the age of students, class or school organizations and school government organizations, such as Student Councils may be formed to offer practice in self-government and to serve as channels for the expression of students' ideas and opinions.

The Regional School Committee will take into consideration student opinions in establishing policies that directly affect student programs, activities, privileges and other areas of student sensitivity.

Students will be welcomed at School Committee meetings and granted privileges of speaking in line with the privileges extended to the general public.

**Student Advisory Committee**

As required by state law, the Regional School Committee will meet at least once every other month while school is in session with its Student Advisory Committee, which is composed of five students elected by the high school student body. The chair of the Student Advisory Committee shall be an ex-officio nonvoting member of the School Committee without the right to attend executive sessions unless such right is expressly granted by the Regional School Committee.

SOURCE: MASC

LEGAL REF.: M.G.L. [71:38M](#)

CROSS REFS.: [BDF](#), Advisory Committees to the School Committee

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**Reviewed for PSC**

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**SOURCE: MASC**

LEGAL REF.: M.G.L. [71:38M](#)

CROSS REFS.: [BDF](#), Advisory Committees to the School Committee

**File: JICA - STUDENT DRESS CODE**

**1st reading SC**

The responsibility for the dress and appearance of the students will rest with individual students and parents/guardians.

They have the right to determine how the student will dress providing that attire is not destructive to school property, complies with requirements for health and safety, and does not cause disorder or disruption. The administration is authorized to take action in instances where individual dress does not meet the stated requirements.

This does not mean that student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or a school function, or otherwise be discriminated against, so long as their dress and appearance meet the requirements set forth above

SOURCE: MASC

**File: JICA - STUDENT DRESS CODE**

**Reviewed for PSC – New to KP**

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They have the right to determine how the student will dress providing that attire is not destructive to school property, complies with requirements for health and safety, and does not cause disorder or disruption. The administration is authorized to take action in instances where individual dress does not meet the stated requirements.

This does not mean that student, faculty, or parent groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or a school function, or otherwise be discriminated against, so long as their dress and appearance meet the requirements set forth above

SOURCE: MASC

1st reading SC - this policy has been written/vetted by Attorney Joyce.

The King Philip Regional School District is committed to providing a safe, positive, and productive educational environment where students can achieve the highest academic standards. No student shall be subjected to harassment, intimidation, bullying, or cyber-bullying.

The King Philip Regional School District recognizes that certain students may be more vulnerable to becoming a target of bullying, harassment, or teasing based on actual or perceived characteristics including, but not limited to, race, color, religion, ancestry, national origin, sex, socio-economic status, homelessness, academic status, gender identity or expression, physical appearance, pregnant or parenting status, sexual orientation, mental, physical, developmental or sensory disability, or by association with a person who is perceived to have one or more of these characteristics. The District and its schools will identify steps to take to create a safe and supportive environment for vulnerable populations in the school community and will provide all students with the skills, knowledge, and strategies to prevent or respond to bullying, harassment, or teasing.

"Bullying" is the repeated use by one or more students or school staff members of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that

- causes physical or emotional harm to the target or damage to the target's property
- places the target in reasonable fear of harm to themselves or of damage to their property
- creates a hostile environment at school for the target
- infringes on the rights of the target at school, or
- materially and substantially disrupts the education process or the orderly operation of a school.

"Cyber-bullying" means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages, or facsimile communications.

Cyber-bullying shall also include: (i) the creation of a web page or blog in which the creator assumes the identity of another person; or (ii) the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home, and in locations outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents and families are expected.

For the purpose of this policy, whenever the term "bullying" is used, it is to denote either bullying or cyber-bullying.

### **Prohibitions on Bullying**

Bullying shall be prohibited on school grounds, the property immediately adjacent to school grounds, at a school-sponsored or school-related activity, at functions or programs whether on or off school grounds, at a school bus stop, on school buses, or other vehicles owned, leased or used by the school district, or through the use of technology or an electronic device owned, leased or used by the King Philip schools.

Bullying and cyber-bullying are prohibited at a location, activity, function, or program that is not school-related or through the use of technology or an electronic device that is not owned, leased, or used by a school district if the act or acts in question create a hostile environment at school for the target, infringe on the rights of the target at school; or materially and substantially disrupt the education process or the orderly operation of a school.

Nothing in this policy requires schools to staff any non-school-related activities, functions, or programs.

### **Prevention and Intervention Plan**

The Superintendent and/or their designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents, and guardians, consistent with the requirements of this policy, as well as state and federal laws. The bullying prevention and intervention plan shall be reviewed and updated at least biennially.

The Principal is responsible for the implementation and oversight of the bullying prevention and intervention plan within their school.

### **Reporting Bullying**

Students who believe that they are a target of bullying, observe an act of bullying, or have reasonable grounds to think that these behaviors are taking place are obligated to report incidents

to a school staff member. The target shall not, however, be subject to discipline for failing to report bullying.

Each school shall have a means for anonymous reporting by students of incidents of bullying. No formal disciplinary action shall be taken solely on the basis of an anonymous report.

Any student who knowingly makes a false accusation of bullying shall be subject to disciplinary action.

Parents or guardians, or members of the community, are encouraged to report an incident of bullying as soon as possible.

A member of a school staff shall immediately report any instance of bullying the staff member has witnessed or become aware of to the school Principal or their designee.

### **Investigation Procedures**

The Principal or designee, upon receipt of a viable report, shall promptly contact the parents or guardians of a student who has been the alleged target or alleged perpetrator of bullying. The actions being taken to prevent further acts of bullying shall be discussed.

The school Principal or designee shall promptly investigate the report of bullying using a Bullying/Cyber-bullying Report Form which may include interviewing the alleged target, alleged perpetrator, staff members, students, and/or witnesses.

Support staff shall assess an alleged target's needs for protection and create and implement a safety plan that shall restore a sense of safety for that student.

Confidentiality shall be used to protect a person who reports bullying, provides information during an investigation of bullying, or is witness to or has reliable information about an act of bullying.

If the school Principal or designee determines that bullying has occurred, they shall take appropriate disciplinary action, and if it is believed that criminal charges may be pursued against the perpetrator, the principal shall consult with the school's resource officer and the Superintendent to determine if criminal charges are warranted. If it is determined that criminal charges are warranted, the local law enforcement agency shall be notified.

The investigation shall be completed within twenty school days from the date of the report. The parents or guardians shall be contacted upon completion of the investigation and informed of the results, including whether the allegations were supported by the evidence, whether a violation of this policy was found, and whether disciplinary action has or shall be taken.

The Principal or designee shall inform the parent/guardian of the target about the Department of Elementary and Secondary Education's Problem Resolution System and the process for accessing that system. Specifically, any parent/guardian may file a complaint by contacting:

Massachusetts Department of Elementary and Secondary Education, Problem Resolution System Office, 75 Pleasant Street, Malden, MA 02148-4906; Telephone: 781-338-3700; Fax: 781-338-3710; Email: [compliance@doe.mass.edu](mailto:compliance@doe.mass.edu).

Disciplinary actions for students who have committed an act of bullying or retaliation shall be in accordance with district disciplinary policies.

Each school shall document any incident of bullying that is reported per this policy, and a file shall be maintained by the Principal or designee. A monthly report shall be provided to the Superintendent.

Confidentiality shall be maintained to the extent consistent with the school's obligations under the law.

### **Prohibition on Retaliation**

Retaliation against a person who reports bullying provides information during an investigation of bullying, or witnesses or has reliable information about bullying shall be prohibited.

### **Individual Assistance**

The King Philip Regional School District shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying, as necessary.

### **Training**

Annual training shall be provided for school employees and volunteers who have significant contact with students in preventing, identifying, responding to, and reporting incidents of bullying.

Age-appropriate, evidence-based instruction on bullying prevention shall be incorporated into the curriculum for all students.

### **Publication and Notice**

Annual written notice of the relevant sections of the bullying prevention and intervention plan shall be provided to students and their parents or guardians in age-appropriate terms.

Annual written notice of the bullying prevention and intervention plan shall be provided to all school staff. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

Relevant sections of the bullying prevention and intervention plan relating to the duties of faculty and staff shall be included in the school employee handbook.

The bullying prevention and intervention plan shall be posted on the school district website.



LEGAL REFS.: Title VII, Section 703, Civil Rights Act of 1964 as amended

Federal Regulation 74676 issued by EEO Commission

Title IX of the Education Amendments of 1972

603 CMR [26.00](#)

M.G.L. [71:37O](#); [265:43](#), [43A](#); [268:13B](#); [269:14A](#)

REFERENCES: Massachusetts Department of Elementary and Secondary Education's Model Bullying Prevention and Intervention Plan

CROSS REFS.:

[AC](#), Nondiscrimination

[ACAB](#), Sexual Harassment

JBA, Student-to-Student Harassment

[JIC](#), Student Discipline

[JICFA](#), Prohibition of Hazing

## **File: JICH - ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED**

### **SC 1st reading**

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance. The Regional School Committee prohibits the use or consumption by students of alcohol, tobacco products, or drugs on school property, at any school function, or at any school sponsored event.

Additionally, any student who is under the influence of drugs or alcoholic beverages prior to, or during, attendance at or participation in a school-sponsored activity, will be barred from that activity and may be subject to disciplinary action.

### **Verbal Screening**

- The school district shall utilize, in accordance with law, a verbal screening tool approved by the Department of Elementary and Secondary Education to screen students for substance abuse disorders. The tool shall be administered by trained staff on an annual basis at grades 7 and 9.
- Parents/guardians shall be notified prior to the opening of school each year. Parents/guardians shall have the right to opt out of the screening by written notice prior to or during the screening.
- All statements made by a student during a screening are confidential and shall not be disclosed except in the event of immediate medical emergency or in accordance with law. De-identified results shall be reported to the Department of Public Health within 90 days of the completion of the screening process.

This policy shall be posted on the district's website and notice shall be provided to all students and parents/guardians of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with DESE in accordance with law in a manner requested by DESE.

SOURCE: MASC February 2019

LEGAL REFS.: M.G.L. [71:2A](#); [71:96](#); [71:97](#); [272:40A](#)

CROSS REFS.: [ADC](#), Tobacco Products on School Premises Prohibited

[GBEC](#), Drug Free Workplace Policy

[GBED](#), Tobacco use on School Property by Staff Members Prohibited

[IHAMB](#), Teaching About Drugs, Alcohol, and Tobacco

**File: JICH - ALCOHOL, TOBACCO, AND DRUG USE BY STUDENTS PROHIBITED**

**Reviewed for PSC – new to KP**

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance. The **Regional** School Committee prohibits the use or consumption by students of alcohol, tobacco products, or drugs on school property, at any school function, or at any school sponsored event.

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CROSS REFS.: [ADC](#), Tobacco Products on School Premises Prohibited

[GBEC](#), Drug Free Workplace Policy

[GBED](#), Tobacco use on School Property by Staff Members Prohibited

[IHAMB](#), Teaching About Drugs, Alcohol, and Tobacco

**File: JJIB - INTERSCHOLASTIC ATHLETICS**

**– KP Version with edits from Gary Brown/ Lisa Mobley 3/1/21**

**SC 1st reading**

The Regional School Committee believes that students will benefit from the experiences in self-discipline and team effort made possible through participation in inter-school sports.

Student participation will be governed by the policies set by the Regional School Committee and will be in accordance with the regulations and recommendations of the Massachusetts Interscholastic Athletic Association.

The Regional School Committee has opted to establish academic eligibility guidelines in accordance with the Massachusetts Interscholastic Athletic Association regulations and recommendations. The following guidelines will determine academic eligibility for students.

*To be eligible to participate in student activities, including student government and athletics students must have earned:*

1. Passing grades in at least five (5) courses (potential 5 credits of work) for the previous year or the equivalent in the term immediately preceding participation in the activity.
2. Eligibility for a succeeding quarter is determined on the day report cards for the previous term are issued. Report cards are generally issued within two weeks of the end of the term.
3. Regarding interscholastic athletics: any student deemed ineligible at the start of a season will remain ineligible for the duration of the season.

*To be eligible for fall activities, students must have earned:*

1. Five (5) credits of core subjects (passed the equivalent of five full-year courses).

At the high school level, interscholastic athletic competition will include a variety of sports. Students will be allowed to participate in individual sports on the basis of their abilities and desire. Additionally, intramural athletic activities will be offered as an outgrowth of class instruction in physical education.

The School Committee is aware that team participation in athletic contests by members of the student body requires that "away games" be scheduled. It also recognizes that there is a need to regulate certain aspects of student participation in such contests. Therefore, the Superintendent will establish regulations to ensure the safety and well being of students and staff members who participate in these activities.

LEGAL REFS.: M.G.L. [71:47](#); [71:54A](#)

**File: JJIB - INTERSCHOLASTIC ATHLETICS**

**– KP Version with edits from Gary Brown/ Lisa Mobley 3/1/21**

**Reviewed for PSC**

The Regional School Committee believes that students will benefit from the experiences in self-discipline and team effort made possible through participation in inter-school sports.

Student participation will be governed by the policies set by the **Regional** School Committee and will be in accordance with the regulations and recommendations of the Massachusetts Interscholastic Athletic Association.

The **Regional** School Committee has opted to establish ~~minimum~~ academic eligibility guidelines in accordance with the Massachusetts Interscholastic Athletic Association regulations and recommendations. The following guidelines will determine academic eligibility for students.

*To be eligible to participate in student activities, including student government and athletics students must have earned:*

1. Passing grades in at least five (5) courses (potential ~~25~~ 5 credits of work) for the previous year or the equivalent in the term immediately preceding participation in the activity.
2. Eligibility for a succeeding quarter is determined on the day report cards for the previous term are issued. Report cards are generally issued within two weeks of the end of the term.
3. Regarding interscholastic athletics: any student deemed ineligible at the start of a season will remain ineligible for the duration of the season.

*To be eligible for fall activities, students must have earned:*

1. ~~Twenty-Five~~ (25) credits of **core subjects** (passed the equivalent of five full-year courses).

At the high school level, interscholastic athletic competition will include a variety of sports. Students will be allowed to participate in individual sports on the basis of their abilities and desire. Additionally, intramural athletic activities will be offered as an outgrowth of class instruction in physical education.

The School Committee is aware that team participation in athletic contests by members of the student body requires that "away games" be scheduled. It also recognizes that there is a need to regulate certain aspects of student participation in such contests. Therefore, the Superintendent will establish regulations to ensure the safety and well being of students and staff members who participate in these activities.

LEGAL REFS.: M.G.L. [71:47](#); [71:54A](#)

## **PREGNANT STUDENTS**

### **1st reading SC**

The King Philip Regional School District wishes to preserve educational opportunities for those students who may become pregnant and/or take on parenting responsibilities.

Pregnant students are permitted to remain in regular classes and participate in extracurricular activities with non-pregnant students throughout their pregnancy, and after giving birth are permitted to return to the same academic and extracurricular program as before the leave.

The King Philip Regional School District does not require a pregnant student to obtain the certification of a physician that the student is physically and emotionally able to continue in school.

Every effort will be made to see that the educational program of the student is disrupted as little as possible; that health counseling services, as well as instruction, are offered; that return to school after leave is encouraged; and that every opportunity to complete high school is provided.

LEGAL REFS.: M.G.L. [71:84](#)

Title IX: 20 U.S.C. § 1681

34 CFR § 106.40(b)

SOURCE: MASC January 8, 2009

**File: JIE - PREGNANT STUDENTS**

**Reviewed for PSC**

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LEGAL REFS.: M.G.L. [71:84](#)

Title IX: 20 U.S.C. § 1681

34 CFR § 106.40(b)

**SOURCE: MASC January 8, 2009**

## **File: JJA - STUDENT ORGANIZATIONS**

### **SC 1st reading**

#### **Student Organizations**

Student organizations in the District shall be encouraged when they meet the criteria of contributing to student self-esteem and performance and should operate within the framework of state and federal statutes, Regional School Committee policies, and administrative procedures.

Each building Principal shall develop general guidelines for the establishment and operation of student organizations within the particular school. Among other provisions, such guidelines shall require the approval of the Principal prior to the formation of any club or organization in the school and the assignment of at least one faculty or designated adult advisor to each approved student organization. Within such guidelines will be provisions for a periodic review of all student organizations.

The formation of any student organization that may engage in activities of a controversial nature shall require approval by the principal and superintendent.

All student organizations shall be required to open membership to all interested and/or eligible students. Disruptive groups, secret societies, and/or gangs shall not receive recognition in any manner under this policy.

All forms of hazing in initiations shall be prohibited in a student organization. No initiation shall be held for a student organization which will bring criticism to the regional school district or be degrading to the student.

The faculty or designated adult advisor must attend every meeting of the student organization whether conducted on school premises or at another location.

#### **Student Organizations**

In addition to the above requirements, all clubs or organizations will relate to the school's mission. The Principal is responsible for determining that the purpose of a student organization is related to the school's mission. The Principal is authorized to deny requests by unauthorized student organizations desiring to meet or form in a particular school, the Principal will inform the group of the reasons for the denial. The students and/or group may submit a written request to the appropriate District administrator for review of the Principal's decision.

SOURCE: MASC February 2019

CROSS REF.: JICF, Gang Activities/Secret Societies

LEGAL REF.: M.G.L. 603 CMR 26.00

603 CMR [26.06](#)



## **File: JJA - STUDENT ORGANIZATIONS**

### **Reviewed for PSC**

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**SOURCE: MASC February 2019**

**CROSS REF.: JICF, Gang Activities/Secret Societies**

**LEGAL REF.: M.G.L. ~~71:47~~ 603 CMR 26.00**

603 CMR [26.06](#)

## **File: JK - STUDENT CONDUCT**

### **1st reading SC**

The Massachusetts General Laws require the Regional School Committee to adopt written policies, rules and regulations not inconsistent with law, which may relate to study, discipline, conduct, safety and welfare of all students, or any classification thereof, enrolled in the public schools of the District.

The implementation of the general rules of conduct is the responsibility of the Principal and the professional staff of the building. In order to do this, each school staff in the District shall develop specific rules not inconsistent with the law nor in conflict with Regional School Committee policy. These building rules shall be an extension of the District policies by being more specific as they relate to the individual schools.

The purpose of disciplinary action is to restore acceptable behavior. When disciplinary action is necessary, it shall be administered with fairness and shall relate to the individual needs and the individual circumstances.

Students violating any of the policies on student conduct and control will be subject to disciplinary action. The degree, frequency, and circumstances surrounding each incident shall determine the method used in enforcing these policies. Most of the situations which require disciplinary action can be resolved within the confines of the classroom or as they occur by reasonable but firm reprimand, and/or by teacher conferences with the student and/or parents or guardians.

If a situation should arise in which there is no applicable written policy, the staff member shall be expected to exercise reasonable and professional judgment.

SOURCE: MASC

Updated July 2014

LEGAL REF.: M.G.L. [71:37H](#); [71:37H ½](#); [71:37H ¾](#); [71:37L](#); [76:16](#); [76:17](#)

603 CMR [53.00](#)

**File: JK - STUDENT CONDUCT**

**Reviewed for PSC**

The Massachusetts General Laws require the **Regional** School Committee to adopt written policies, rules and regulations not inconsistent with law, which may relate to study, discipline, conduct, safety and welfare of all students, or any classification thereof, enrolled in the public schools of the District.

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Students violating any of the policies on student conduct and control will be subject to disciplinary action. The degree, frequency, and circumstances surrounding each incident shall determine the method used in enforcing these policies. Most of the situations which require disciplinary action can be resolved within the confines of the classroom or as they occur by reasonable but firm reprimand, and/or by teacher conferences with the student and/or parents or guardians.

If a situation should arise in which there is no applicable written policy, the staff member shall be expected to exercise reasonable and professional judgment.

SOURCE: MASC

Updated July 2014

LEGAL REF.: M.G.L. [71:37H](#); [71:37H ½](#); [71:37H ¾](#); [71:37L](#); [76:16](#); [76:17](#)

603 CMR [53.00](#)

## PHYSICAL RESTRAINT OF STUDENTS

Reviewed for PSC - this policy has been written/vetted by Attorney Joyce.

Maintaining an orderly, safe environment conducive to learning is an expectation of all King Philip Regional School District staff members. Further, students of the district are protected by law from the unreasonable use of physical restraint. Physical restraint shall be used only in emergencies as a last resort and with extreme caution after other lawful and less intrusive alternatives have failed or been deemed inappropriate.

The definitions in 603 CMR 46.02 shall apply to this policy.

The use of mechanical restraint, medication restraint, and seclusion is prohibited. The use of exclusionary "time-out" procedures, during which a staff member remains accessible to the student in an unlocked room or space, shall not be considered "seclusion." The use of prone restraint, except as permitted under 603 CMR 46.03, and the use of physical restraint in a manner inconsistent with 603 CMR 46.00, are also prohibited.

Physical restraint shall be considered an emergency procedure of last resort. It shall be prohibited except when a student's behavior poses a threat of assault or imminent, serious, physical harm to themselves and/or others, or the student is not responsive to verbal directives or other lawful and less intrusive behavior interventions deemed inappropriate. When physical restraint is used, it shall be limited to the use of such reasonable force necessary to protect a student or another member of the school community from assault or imminent, serious, physical harm.

Physical restraint is prohibited as a means of punishment or as a response to the destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.

Physical restraint is prohibited when medically contraindicated for reasons including, but not limited to, asthma, seizures, a cardiac condition, obesity, bronchitis, communication-related disabilities, or risk of vomiting.

The Superintendent will develop procedures identifying:

- Appropriate responses to student behavior that may require immediate intervention;
- Methods of preventing student violence, self-injurious behavior, and suicide including crisis planning and de-escalation of potentially dangerous behaviors among groups of students or individuals;
- Description and explanation of alternatives to physical restraint as well as the school's method of physical restraint for use in emergencies;

- A statement prohibiting: medication restraint, mechanical restraint, prone restraint unless permitted by 603 CMR 46.03(1)(b), seclusion, and the use of physical restraint in a manner inconsistent with 603 CMR 46.00;
- Description of the restraint training requirements;
- Description of restraint follow-up procedures;
- Description of procedures to implement all restraint reporting requirements in 603 CMR 46.06, including, but not limited to, making reasonable efforts to orally notify a parent/guardian of the use of restraint within 24 hours of its imposition and for sending written notification to the parent/guardian within three (3) school working days of the use of restraint, either to an email address provided by the parent/guardian for the purpose of communicating about the student or by regular mail;
- Procedures for receiving and investigating complaints;
- Methods for engaging parents/guardians in discussions about restraint prevention and use of restraint solely as an emergency procedure;
- A procedure for conducting periodic reviews of data and documentation on the use of physical restraints as described in 603 CMR 46.06(5) and (6); and
- A process for obtaining Principal approval for any time-out to exceed thirty (30) minutes.

Each staff member will be trained regarding the school's physical restraint policy and accompanying procedures in accordance with 603 CMR 46.04(2). The Principal will arrange training to occur in the first month of each school year or for staff hired after the beginning of the school year, within a month of their employment. Additionally, each building Principal will identify specific staff members to serve as a school-wide resource to ensure proper administration of physical restraint. These staff members will participate in an in-depth training program on the use of physical restraint.

This policy and its accompanying procedures shall be reviewed and disseminated to staff annually and made available to parents/guardians of enrolled students. The Superintendent shall provide a copy of the Physical Restraint regulations to each Principal, who shall sign a form acknowledging receipt thereof.

LEGAL REF.: M.G.L. 71:37G; 603 CMR 46.00 ¶



## **File: JLC - STUDENT HEALTH SERVICES AND REQUIREMENTS**

### **SC 1st reading**

Student health services may include identification of student health needs, health screening tests (including eye and hearing screening tests), communicable disease prevention and control, promotion of the correction of remediable health defects, emergency care of the ill and injured, health counseling, health and safety education, and the maintenance of a healthful school environment.

The district recognizes that parent/guardian(s) have the primary responsibility for the health of their students. The school will cooperate with appropriate professional organizations associated with maintaining individual and community health and safety.

The district shall provide the services of a medical consultant who shall render medical and administrative consultative services for personnel responsible for school health and athletics.

### **Procedures for Emergency at School**

School personnel shall give only emergency care to students who become ill or injured on school property, buses, or while under school supervision.

Each year parent/guardian(s) shall supply information indicating where the student is to be taken in case of an emergency; the name, address, and phone number of a neighbor to be contacted in case the parent/guardian is not available; and any allergies or diseases the student might have.

The district shall maintain a Medical Emergency Response Plan, as required by law, and an Emergency Procedures Handbook, which shall be utilized by district personnel for handling emergencies. Emergency procedures shall include the following:

1. Provision for care beyond First Aid, which would enable care by the family or its physician or the local Emergency Medical Services agencies. In instances when the EMS is required, every effort shall be made to provide the unit with the student's Emergency Card which lists any allergies or diseases the student might have;
2. Information that indicates that administering any form of medicine or drugs to students without written approval of parent/guardian(s) is not permitted. Requests made by parent/guardian(s) for such administration of medication shall be reviewed and approved by the Principal or designee;
3. Provisions for reporting all accidents, cases of injury, or illness to the Principal. Provisions shall be made (in all cases of injury or illness involving possible legal or public relations implications) for reporting such to the appropriate executive director of education immediately;
4. Prompt reporting by teachers to the Principal or designee of any accident or serious illness and such reports will be filed with the Business Office.

### **Student Illness or Injury**

In case of illness or injury, the parent or guardian will be contacted and asked to call for the student or the transportation.

Transportation of an ill or injured student is not normally to be provided by the school. If the parent/guardian cannot provide transportation and the student is ill or injured, an ambulance may be called. Expense incurred as a result of emergency ambulance use will not be borne by the district.

Transportation of a student by school personnel will be done only in an emergency and by the individual so designated by the school administrator.

SOURCE: MASC

Updated July 2012

LEGAL REFS.: M.G.L. [71:53](#); [54](#); [54A](#); [54B](#); [55](#); [55A](#); [55B](#); [56](#); [57](#); 69:8A

CROSS REFS.: [EBB](#), First Aid

EBC, Emergency Plans

JLCD, Administration of Medications to Students

## File: JLC - STUDENT HEALTH SERVICES AND REQUIREMENTS

### Reviewed for PSC

Student health services may include identification of student health needs, health screening tests (including eye and hearing screening tests), communicable disease prevention and control, promotion of the correction of remediable health defects, emergency care of the ill and injured, health counseling, health and safety education, and the maintenance of a healthful school environment.

The district recognizes that parents/**guardian(s)** have the primary responsibility for the health of their students. The school will cooperate with appropriate professional organizations associated with maintaining individual and community health and safety.

The district shall provide the services of a medical consultant who shall render medical and administrative consultative services for personnel responsible for school health and athletics.

### Procedures for Emergency at School

School personnel shall give only emergency care to students who become ill or injured on school property, buses, or while under school supervision.

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The district shall maintain ~~an *Emergency Procedures Handbook*~~ **a Medical Emergency Response Plan, as required by law, and an Emergency Procedures Handbook**, which shall be utilized by district personnel for handling emergencies. Emergency procedures shall include the following:

1. Provision for care beyond First Aid, which would enable care by the family or its physician or the **local Emergency Medical Services agencies**. ~~Paramedic Assistance Unit of the Fire Department~~. In instances when the **EMS Paramedic Assistance Unit** is required, every effort shall be made to provide the unit with the student's Emergency Card which lists any allergies or diseases the student might have;
2. Information that indicates that administering any form of medicine or drugs to students without written approval of parent/**guardian(s)** is not permitted. Requests made by parent/**guardian(s)** for such administration of medication shall be reviewed and approved by the Principal or designee;
3. Provisions for reporting all accidents, cases of injury, or illness to the Principal. Provisions shall be made (in all cases of injury or illness involving possible legal or public relations implications) for reporting such to the ~~Superintendent's office~~ **appropriate executive director of education** immediately;
4. Prompt reporting by teachers to the Principal or designee of any accident or serious illness ~~and . The Principal or designee will then file~~ such reports **will be filed with the Business Office.** ~~with the Superintendent~~



## Student Illness or Injury

In case of illness or injury, the parent or guardian will be contacted and asked to call for the student or ~~provide the transportation. from the school.~~

Transportation of an ill or injured student is not normally to be provided by the school. If the parent/~~guardian~~ cannot provide transportation and the student is ill or injured, an ambulance may be called. Expense incurred as a result of emergency ambulance use will not be borne by the district.

Transportation of a student by school personnel will be done only in an emergency and by the individual so designated by the school administrator.

SOURCE: MASC

Updated July 2012

LEGAL REFS.: M.G.L. [71:53](#); [54](#); [54A](#); [54B](#); [55](#); [55A](#); [55B](#); [56](#); [57](#); [69:8A](#)

CROSS REFS.: [EBB](#), First Aid

EBC, Emergency Plans

JLCD, Administration of Medications to Students

## **File: JLCA - PHYSICAL EXAMINATIONS OF STUDENTS**

### **SC 1st reading**

Every student will be examined in sight or hearing, BMI\*, and for other physical problems as provided in the law and regulation. A record of the results will be kept by the school nurse.

Every student will produce evidence of a general physical examination two times: upon admittance to the seventh and tenth grades. The results of examinations will be a basis for determining what corrective measures or modifications of school activities, if any, should be recommended. A record of all examinations and recommendations will be kept.

Every candidate for a school athletic team will present the signed consent of parent or guardian in order to participate on a squad and will, with the signed consent of parent or guardian, be thoroughly examined to determine physical fitness. The school physician will examine athletes, except when a family wishes to have the examination done by their own doctor at their own expense. A written report stating the fitness of the student to participate signed by the physician will be sent to the school Principal.

The school physician will make a prompt examination of all students referred to them by the school nurse. They will examine school employees when, in their opinion, the protection of the students' health may require it. Except in an emergency, the school physician will not prescribe for or treat any student.

Whenever the school nurse finds a student to be suffering from any disease or medical problem, the situation will be reported to the parent or guardian in writing, or by personal visit if remedial treatment is recommended. A copy of the report will be filed at the school.

The school nurse will make a monthly report to the Superintendent of the number of students examined; the number excluded; and the number recommended for treatment or special adjustment of work. In all cases of exclusion or recommendation, the causes will be included in the report.

SOURCE: MASC, Updated July 2012

LEGAL REFS.: M.G.L. [71:53](#); [71:54](#); [71:56](#); [71:57](#)

105 CMR 200

CROSS REF.: JF, School Admissions

## **File: JLCA - PHYSICAL EXAMINATIONS OF STUDENTS**

### **Reviewed for PSC**

Every student will be examined ~~once in each school year for screening in~~ in sight or hearing, BMI\*, and for other physical problems as provided in the laws and regulation. A record of the results will be kept by the school nurse.

Every student will produce evidence of a general physical examination two times: upon admittance to the seventh and tenth grades. The results of examinations will be a basis for determining what corrective measures or modifications of school activities, if any, should be recommended. A record of all examinations and recommendations will be kept.

Every candidate for a school athletic team will present the signed consent of parent or guardian in order to participate on a squad and will, with the signed consent of parent or guardian, be thoroughly examined to determine physical fitness. The school physician will examine athletes, except when a family wishes to have the examination done by their own doctor at their own expense. A written report stating the fitness of the student to participate signed by the physician will be sent to the school Principal.

The school physician will make a prompt examination of all students referred to ~~him/her~~ them by the school nurse. ~~He/she~~ They will examine school employees when, in ~~his/her~~ their opinion, the protection of the students health may require it. **Except in an emergency, the school physician will not prescribe for or treat any student.**

Whenever the school nurse finds a student to be suffering from any disease or medical problem, the situation will be reported to the parent or guardian in writing, or by personal visit if remedial treatment is recommended. A copy of the report will be filed at the school.

The school nurse will make a ~~regular~~ monthly report to the Superintendent of the number of students examined; the number excluded; and the number recommended for treatment or special adjustment of work. In all cases of exclusion or recommendation, the causes will be included in the report.

**SOURCE: MASC, Updated July 2012**

**LEGAL REFS.: M.G.L. [71:53](#); [71:54](#); [71:56](#); [71:57](#)**

**105 CMR 200**

**CROSS REF.: JF, School Admissions**

**File: JLCC - COMMUNICABLE DISEASES**

**SC 1st reading**

The District is required to provide educational services to all secondary school age children who reside within its boundaries. By law, however, admission to school may be denied to any child diagnosed as having a disease whereby attendance could be harmful to the welfare of other students and staff, subject to the District's responsibilities to students with disabilities under the law.

The Regional School Committee recognizes that communicable diseases which may afflict students range from common childhood diseases, acute and short-term in nature, to chronic, life-threatening diseases.

Management of common communicable diseases shall be in accordance with Massachusetts Department of Health guidelines. A student who exhibits symptoms of a communicable disease may be temporarily excluded from school attendance. The District reserves the right to require a physician's statement authorizing the students return to school.

The educational placement of a student who is medically diagnosed as having a life-threatening communicable disease shall be determined on an individual basis in accordance with this policy and accompanying administrative procedures. Decisions about the proper educational placement shall be based on the student's behavior, neurologic development, and physical condition; the expected type of interaction with others in school setting; and the susceptibility to other diseases and the likelihood of presenting risks to others. A regular review of the placement decision shall be conducted to assess changes in the student's physical condition, or based on new information or research that may warrant a change in a student's placement.

In the event a student with a life-threatening communicable disease qualifies for services as a handicapped child under state and federal law, the procedures for determining the appropriate educational placement in the least restrictive environment shall be used in lieu of the procedures designated above.

Neither this policy nor the placement of a student in any particular program shall preclude the administration from taking any temporary actions including removal of a student from the classroom as deemed necessary to protect the health, safety, and welfare of the student, staff, and others.

In all proceedings related to this policy, the District shall respect the student's right to privacy. Only those persons with a direct need to know shall be informed of the specific nature of the student's condition. The determination of those who need to know shall be made by the Superintendent.

SOURCE: MASC February 2019

LEGAL REFS.: M.G.L. [71:55](#)

**File: JLCC - COMMUNICABLE DISEASES**

**Reviewed for PSC**

The District is required to provide educational services to all secondary school age ~~students~~ **children** who reside within its boundaries. By law, however, admission to school may be denied to any child diagnosed as having a disease whereby attendance could be harmful to the welfare of other students and staff, subject to the District's responsibilities to ~~handicapped~~ **students with disabilities** under the law.

The Regional School Committee recognizes that communicable diseases which may afflict students range from common childhood diseases, acute and short-term in nature, to chronic, life-threatening diseases. ~~such as Acquired Immune Deficiency Syndrome (AIDS).~~

Management of common communicable diseases shall be in accordance with Massachusetts Department of Health guidelines. A student who exhibits symptoms of a communicable disease may be temporarily excluded from school attendance. The District reserves the right to require a physician's statement authorizing the students return to school.

The educational placement of a student who is medically diagnosed as having a life-threatening communicable disease shall be determined on an individual basis in accordance with this policy and accompanying administrative procedures. Decisions about the proper educational placement shall be based on the student's behavior, neurologic development, and physical condition; the expected type of interaction with others in school setting; and the susceptibility to other diseases and the likelihood of presenting risks to others. A regular review of the placement decision shall be conducted to assess changes in the student's physical condition, or based on new information or research that may warrant a change in a student's placement.

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In all proceedings related to this policy, the District shall respect the student's right to privacy. Only those persons with a direct need to know shall be informed of the specific nature of the student's condition. The determination of those who need to know shall be made by the Superintendent.

**SOURCE: MASC February 2019**

**LEGAL REFS.: M.G.L. [71:55](#)**

## ADMINISTRATION OF MEDICATION IN SCHOOLS

File: JLCD

SC 1st reading - this policy has been written/vetted by Attorney Joyce.

The school nurse shall be the supervisor of the prescription medication administration program in the school. When it is necessary for medication to be administered to a student during the school day, the school nurse will ensure that there is on record a medication order from a licensed prescriber and written parent/guardian permission to administer the medication. The licensed prescriber's medication order shall be renewed at the beginning of each academic year and/or as necessary during the academic year. A verbal medication order from a licensed prescriber must be followed by a written order within three days. Faxed orders from a licensed prescriber's office are acceptable.

### I. SPECIAL MEDICATION SITUATIONS

- A. For short-term prescription medications, i.e., those requiring administration for ten school days or fewer, the pharmacy-labeled container may be used in lieu of a licensed prescriber's order. If the nurse has a question, he or she may request a licensed prescriber's order. Written parent/guardian permission is required.
- B. For over-the-counter medications, the school nurse shall follow the Board of Registration in Nursing administration protocols. No over-the-counter medications may be given without parent/guardian permission.
- C. For investigational drugs, the pharmacy-labeled container, licensed prescriber's order, and written parent/guardian permission are required. Copy of FDA-approved investigator certificate is also requested. If there is a question, the school nurse may seek consultation and/or approval from the school physician to administer the medication in a school setting.
- D. Self-administration of prescription medications may be permitted in accordance with 105 CMR 210.006 and M.G.L. c. 71, § 54B.
- E. Delegation of administration of prescription medication to unlicensed school personnel extends to Michelle Kreuzer.

### II. DOCUMENTATION

- A. Each school shall maintain a medication administration record for each student who receives prescription medication during school hours, which shall include the following, at a minimum:
  1. Daily Log
    - a. dose or amount administered
    - b. date and time of administration or omission of administration, including the reason for omission; and
    - c. full signature of the nurse or designated unlicensed school personnel administering the prescription medication. Initials may be used for subsequent administration by the same individual.
  2. Medication administration plan as described in 105 CMR 210.005(E)
  3. Licensed prescriber's order
  4. Parent/Guardian authorization

5. Significant observations of the prescription medication's effectiveness, as appropriate, and any adverse reactions or harmful effects, as well as any action, are taken
  - B. All documentation shall be recorded in ink and shall not be altered.
  - C. Medication errors shall be documented by the school nurse on an accident/incident report form. These forms shall be retained in the School Health Office and made available to the Department of Public Health upon request. All suspected diversion or tampering of drugs shall be reported to the Department of Public Health, Division of Food and Drugs. All medication errors resulting in serious illness requiring medical care shall be reported to the Department of Public Health, Bureau of Family and Community Health.

### III. RESPONSE TO A MEDICATION EMERGENCY

In response to a health concern requiring administration of emergency medication, the performance of CPR, or the calling of 911 or Psychiatric Evaluation Services (P.E.S.), the nurse will notify the parent/guardian, the Principal, and the Director of School Health Services immediately. A completed accident/incident report will also be sent to the Director of School Health Services.

A list of school personnel certified in CPR within each school shall be kept on file with the school nurse.

### IV. STORAGE

All prescription medications to be administered by the school nurse shall be stored in their original pharmacy or manufacturer-labeled containers within a securely locked cabinet used exclusively for medications. The cabinet shall be anchored to a solid surface. Prescription medications requiring refrigeration shall be stored in either a locked box in a refrigerator or in a locked refrigerator at temperatures of 38 to 42 degrees Fahrenheit. Only the nurse will carry keys to the locked medicine storage areas, although a duplicate key will be maintained by the school principal.

No more than a thirty (30) school day supply of the student's medication be stored at a time at school. Where possible, all unused, discontinued, or outdated medications shall be returned to the parent/guardian and the return appropriately documented. Medications will be destroyed by the school nurse at the end of the school year if not retrieved by the parent/guardian.

### V. DISSEMINATION OF INFORMATION TO PARENTS/GUARDIANS

Parents/guardians shall be provided with a copy of this policy upon request.

### VI. RESOLUTION OF QUESTIONS BETWEEN SCHOOL AND PARENT/GUARDIAN REGARDING ADMINISTRATION OF MEDICATION

If questions arise about the administration of medication in school, a meeting will be convened with the parents/guardians, the school nurse, the student (if appropriate), the school principal, and/or Director of Student Services.

LEGAL REFS.: M.G.L. c. 71, § 54B; 105 CMR 210.000

**File: JQ - STUDENT FEES, FINES AND CHARGES**

**SC 1st reading**

The Regional School Committee recognizes the need for student fees to fund certain school activities. It also recognizes that some students may not be able to pay these fees. While no student will be denied access due to an inability to pay fees, all students will be required to remit charges and fines.

A school may exact a fee or charge only upon Regional School Committee approval. The schools, however, may:

Charge students enrolled in certain courses for the cost of materials used in projects that will become the property of the student;

Charge for lost and damaged books, materials, supplies, and equipment.

Students who are indigent are exempt from paying fees. However, indigent students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in each school's student handbook or in some other written form and distributed to each student. The notice will advise students that fees are to be paid and of the penalties for their failure to pay them. Permissible penalties include the denial of participation in extra class activities and graduation exercises and activities while the student is enrolled in the District.

Any fee or charge due to any school in the district and not paid at the end of the school year will be carried forward to the next succeeding school year, as such debts are considered to be debts of the student to the District and not to a particular school.

SOURCE: MASC October 2016



**File: JQ - STUDENT FEES, FINES AND CHARGES**

**Reviewed for PSC**

The Regional School Committee recognizes the need for student fees to fund certain school activities. It also recognizes that some students may not be able to pay these fees. ~~While No~~ student will be denied access ~~into any program because of~~ **due to an** inability to pay **fees, all students will be required to remit charges and fines.** ~~these supplementary charges.~~

A school may exact a fee or charge only upon **Regional** School Committee approval. The schools, however, may:

- ~~1.~~ Charge students enrolled in certain courses for the cost of materials used in projects that will become the property of the student;
- ~~2.~~ Charge for lost and damaged books, materials, supplies, and equipment.

Students who are indigent are exempt from paying fees. However, indigent students are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in each school's student handbook or in some other written form and distributed to each student. The notice will advise students that fees are to be paid and of the penalties for their failure to pay them. Permissible penalties include the ~~withholding of report cards until payment is made or~~ denial of participation in extra class activities **and graduation exercises and activities** while the student is enrolled in the **D**istrict.

Any fee or charge due to any school in the district and not paid at the end of the school year will be carried forward to the next succeeding school year, as such debts are considered to be debts of the student to the **D**istrict and not to a particular school.

~~The income from extracurricular user fees is used to maintain extracurricular and co-curricular programs. The fees are used to pay for officials, transportation, safety devices, uniforms, equipment, maintenance of fields and other playing surfaces, etc.~~

**~~Waiver of Fees~~**

~~The King Philip Regional School District does not wish any student to be denied participation in any school related activity because of a family's inability to pay a fee. Parents/guardians may request a waiver of a fee by contacting the high school principal in the case of field trips and co-curricular activities and, in the cases of extracurricular activities, the athletic director, music director, or drama director.~~

SOURCE: MASC October 2016