LAUDERDALE COUNTY SCHOOL SYSTEM
FIRST CLASS PRE-KINDERGARTEN 2025-2026 FAMILY HANDBOOK

WELCOME

Dear Pre-K Families:
The teachers are looking forward to working with you and the children this year and helping them achieve their full potential. Your child's days and weeks will be filled with many wonderful experiences and opportunities to learn and grow. A good parent-teacher relationship is necessary for maximum school success. Throughout the year, your child's teachers will communicate with you through notes, telephone calls, e-mail, texts, and parent-teacher conferences. You are encouraged to contact your child's teachers if you have any questions or concerns. This will be a wonderful year for you and your child in Pre-K!

ALABAMA FIRST CLASS PRE-K

The Alabama Department of Early Childhood Education in Montgomery is the state agency that oversees Alabama's state funded Pre-K program. Pre-K has expanded from its beginning with few classrooms in the state to serving over 25% of Alabama four-year-olds. Now every school in the Lauderdale County system has a Pre-K program and some are fortunate enough to have multiple units. We use developmentally appropriate instruction to provide four-year-olds with a wide variety of experiences to help prepare them for kindergarten and a lifetime of learning.

Alabama's First Class Pre-K program has been awarded the highest rating for quality by the National Institute for Early Education Research. Alabama was one of only two states to meet every quality benchmark set by the National Institute for Early Education Research. Alabama has also received commendation from the President of the United States for Pre-K. This is one area in which Alabama is delighted to be the best in the nation. To maintain this distinction, our program is highly supported and overseen by directors, coaches, and monitors. Much research and guidance from many bright educators have gone into how our rooms, schedules, and activities are organized. Families can be assured to know that many individuals are determined to see Pre-K classrooms provide outstanding educational opportunities.

PHILOSOPHY

HIGH QUALITY PRE-K

Alabama's state funded First Class Pre-K program has been awarded the highest quality rating by the National Institute for Early Education Research (NIEER) for the past nineteen years. Office of School Readiness (OSR) is dedicated to working with pre-K programs to ensure that Alabama's four-year-olds have access to high quality learning to ensure they are prepared for school success. Research shows that children benefit the most from high quality early learning experiences. OSR works with classrooms to promote those high quality experiences in Alabama. Children will be given opportunities to gain developmental skills in a structured Pre-K environment. Developmental skill areas will be addressed through instruction, art, gross motor activities, music, self-help, the use of technology, and interaction with others. First Class Pre-K classrooms will implement the Alabama First Class Framework, which consists of the Alabama Developmental Standards for Preschool Children, First Class Program Guidelines, First Class Classroom Guidelines, developmental screeners, and the Teaching Strategies Gold Assessment. The Pre-K class is staffed with a certified lead teacher and auxiliary teacher who meet the requirements for the State of Alabama and the Lauderdale County School System.

STRUCTURE OF THE PROGRAM

1. The OSR First Class Pre-K classrooms are housed at multiple schools throughout Lauderdale County.
2. A class will consist of 16 to 18 students, providing approximately an 8 to 1 or 9 to 1 child:teacher ratio.
3. Children admitted to the program must be four years of age on or before September 1st..
4. There will be a mandatory program orientation at the beginning of the year and a minimum of two family conferences during the year (one each semester).
5. A minimum of 12 volunteer hours are required of each child's family.
6. All teachers will be evaluated regarding their job performance regularly and will be provided appropriate professional development training opportunities as deemed appropriate to meet the needs of the students who participate in the program.
7. The program will adhere to the Lauderdale County School System's academic calendar. It is the family's responsibility to inform daycare providers of class times, early dismissals, and holidays.
8. Daily attendance records will be maintained on-site, monitoring absences and tardiness.

CURRICULUM

- The Lauderdale County Pre-K classes will be using the Creative Curriculum and Heggerty's Phonemic Awareness curriculum during the course of the school year.
- Activities will be sent home regularly to involve families in the learning process and reinforce what was studied at school while at home.
- Family activities will be scheduled throughout the school year and participation by all families is encouraged.

ADMISSION POLICY

Pre-K admissions will follow the most recent guidelines published by the Alabama Department of Early Childhood Education. Priority for admission to the school system's Pre-K program will be given to students who reside within the Lauderdale County School System zone. All students must be residents of the State of Alabama. Students will be placed in the school which is according to the Zone of Attendance for their residence.

An Alabama certificate of immunization or certificate of exemption within date, copy of the child's official birth certificate, and proof of residency must be received prior to the first day of school. Children who do not have these required documents on file prior to the first day of school cannot attend, and the child's spot will be forfeited to the next child on the waiting list. Parents will be asked to bring these documents to the required Pre-K parent meeting in July/August; however, the documents may also be submitted through the school office at any time prior to the first day of school.

Students who attend a Lauderdale County Schools TOPS Preschool or OSR Pre-K program may not remain active on waiting lists for other Lauderdale County Schools programs. A student who is accepted into the TOPS Preschool program will be removed from any current waiting lists for the OSR Pre-K programs. In addition, any student who is enrolled in an OSR Pre-K program will be removed from the current TOPS Preschool waiting list, if applicable.

ATTENDANCE AND TARDY POLICY

One of the most important things parents can do for their child is to ensure they are in school every day and on time. It is key to their learning, their success in school, and ultimately their success in life.

- Pre-K students follow the Lauderdale County Schools calendar (except for the days when Pre-K teachers are required to attend their annual conference).
- The school day begins at 7:55 a.m. and dismissal/pick-up is no later than 2:30 p.m.
- A half day is defined as 50% of the day, with 11:30 being the cut-off time.
- Late arrivals should report to the office.
- Check-outs shall be conducted through the office.
- Any missed school will be categorized as an excused absence, excused tardy, unexcused absence, or unexcused tardy.
- Excessive absences and tardies will be subject to measures outlined at the end of the attendance section entitled Procedure for Student Absences.

<u>Excused Absences</u>: Absences are excused for the following:
1. Illness
2. Death in immediate family
3. Inclement weather which would be dangerous to the life and health of the child as determined by the principal
4. Legal quarantine
5. Emergency conditions as determined by the principal
6. Prior permission of the principal upon request of the parent or legal guardian

Students are allowed up to five (5) excused absences per semester, for a total of ten (10) per year, with a written statement from a parent. The excuse shall state the reason for the absence, the date of the absence(s), and have a parent or guardian signature. All absences in excess of ten (10) days require a written excuse from a medical physician.

<u>Unexcused Absences</u>: Absences that do not fall under one of the "excused absences" categories are deemed unexcused. The following are also deemed unexcused:
1. Failure to send a note within three (3) days of the absence.
2. Failure to secure prior approval from the principal for vacations, visits, or other activities.
3. Five consecutive days absent without medical or legal documentation. If five or more days are missed in a row, there must be a medical or legal excuse.
4. Failure to provide a medical excuse after a student has accumulated ten (10) absences for the year.

Tardiness: Being late to school or checking out of school are excused or unexcused for the same reasons as absences. Habitual tardiness greatly affects a child's progress in school. Tardies shall be accumulated as follows:

- 3 tardies (check-in or check-out) = 1 absence

Procedure for Student Absences:

1. A phone call, text, or email by the Lead Teacher to the parents upon 3 unexcused absences.
2. A letter from the Director upon 6 unexcused absences.
3. A parent conference with the Director and Principal upon 8 unexcused absences.
4. Upon 10 consecutive days absent without a medical or other reasonable explanation, a dismissal referral will be made to the First Class Monitor to have the child removed from the class roster.

PARENTAL RESPONSIBILITY

Under Alabama law, local school systems are required to inform parents and guardians of their education-related responsibilities. Parents and guardians are responsible for the child's attendance and conduct in school. Parents and guardians are required to read the Lauderdale County Schools Parent/Student Handbook and return a signed acknowledgement form to your child's teacher. Under Alabama law, parents or guardians who fail to compel their child to regularly attend school or fail to compel the child to properly conduct himself or herself as a pupil in accordance with the written policy on school behavior adopted by the Board of Education shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than $100 and may be sentenced to hard labor for the county for not more than 90 days. (Code of Alabama, §16-28-12)

CHILD NUTRITION PROGRAM

Our mission is to provide affordable and nutritious meals to students of Lauderdale County Schools.

BREAKFAST PROCEDURES

Breakfast is served daily at each school.
All Lauderdale County Schools will be participating in the Universal Breakfast Program. This means that all students will receive free breakfast.

LUNCH PROCEDURES

Lunch will be served in the cafeteria daily at each school.
Cost of lunch: student = $0; visitor = $5.25
All students are encouraged to eat independently; feeding of students is not permitted. Please do not ask teachers or other staff members to feed your child or force them to eat.
If you are sending lunch with your child please make sure the contents can be easily opened by your child and the food does not require a microwave.
*Lunch prices are subject to change.

LUNCH NUMBERS AND LUNCH ACCOUNT

Lauderdale County Schools uses a computerized system in all lunchrooms. This helps to expedite lunchroom lines and helps to lengthen the time your child has to eat breakfast and lunch, which uses offer versus serve. Children have an account with an assigned 4-digit number. If your child is participating in our Free and Reduced Lunch Program, the 4-digit number must also be entered.

MEAL PAYMENT PROCEDURES

- ✓ Deposits can be made directly into your child's account at the serving line. Please send sibling's money separately. Regardless of your child's pay status, each student can participate in depositing funds into an account.
- ✓ ***Please send lunch money in an envelope marked with your child's name, homeroom teacher, and 4-digit lunch number*.** **If you are sending a check, please write your child's name and lunch number on the check.**
- ✓ Please do not write a check for other purchases such as off-campus trip money, fundraisers, etc. while paying for lunch.
- ✓ Only food eaten in the lunchroom can be used for the money you send to the lunchroom.
- ✓ Parents can put restrictions on what and when extra food items may be purchased, if desired.
- ✓ We will notify you when your child's account balance is depleted in order for you to send money with your child the next school day.
- ✓ The Board of Education strongly discourages the charging of foods and beverages to meal accounts. Uncollected cafeteria charges constitute a bad debt and shall not be allowed. Extra servings and ala carte purchases shall not be allowed when a meal account

has a negative balance. Please make every effort to keep your child's lunch account in a positive balance and pay your child's lunch account when it becomes a negative balance. Children will not be allowed to charge extra items at any time when their lunch account is in the negative.

- ✓ On the last day of school, any money left in your child's account will automatically roll over to the next school year. It is understood that the parent or guardian of any student who purchases food and beverages from the Child Nutrition Program will provide funds through the meal account and is responsible for resolving all negative balances immediately.
- ✓ As always, our primary goal is to feed our children the most nutritious meal with enough time to enjoy the meal. We hope that you will take advantage of this pre-payment service by sending your child's money in monthly or weekly amounts so we can better serve our children.
- ✓ Online payment is available at www.myschoolbucks.com

PARENT CONFERENCES

Parent Conferences will be held twice each year, once in the fall and again in the spring. Instead of report cards, your child's progress and development will be discussed during these conferences. Please check your child's take-home folder for the dates and scheduling details.

CUSTODY OF STUDENTS

School personnel release students to either of their natural parents or their representatives unless there is a copy of an Alabama court order on file which grants custody to one of the parents or a third person.

LOST AND FOUND

1. The school maintains a lost and found department where articles may be claimed.
2. Items not claimed by the end of the school year are donated to a worthy charity.
3. School officials will not assume responsibility for lost articles or money.
4. **Please label all items brought to school**.

VISITING SCHOOL

Please always feel welcomed and appreciated in the classroom. Volunteers are very welcome but need to consider the following requirements:

1. Parents and others who wish to visit the school are welcome to do so.
2. Visits should be arranged through the First Class Pre-K Lead Teacher.
3. No one is to go to the classroom without a pass from the office.
4. Parents shall wait outside the building for children at the end of the school day.

DRESS CODE

All students are required to comply with the following guidelines:

1. Shoes must be worn and properly laced or fastened. Tennis shoes are required for participation in Gross Motor Activities. Shoes determined to be dangerous or a safety hazard will not be worn.
2. Clothing will be worn as the manufacturers designed them.
3. Students will not wear clothing that reveals the body in an inappropriate manner. (Example: If wearing a dress, please have your child wear a pair of shorts under the dress.)
4. Hats, caps, and other head attire will not be worn in school.
5. Any clothing, ornaments, or accessories that distract from the educational process will not be worn.
6. With the approval of the Principal or designee, student participants of school sponsored activities (e.g., dress up days) may dress in a manner that does not conform to the dress code.
7. The Principal or designee is authorized to determine inappropriate dress and to declare violations of these requirements.

Please do not send your child to school in flip-flops for the safety of your child.
Be sure your child's shoes have a heel strap to cut down on tripping.

BACKPACKS

- All students are recommended to have a functional backpack large enough to hold a 9x12 inch folder without folding or bending, a library book, and a blanket for rest time.
- Backpacks will be used daily for storage of extra clothes, so please make sure that your child brings his/her backpack each day. Many backpacks look alike. Please **label your child's backpack** with his/her name visible on the **outside**.
- **Backpacks with NO wheels** are preferred. Wheeled backpacks are too cumbersome and impractical for young children to handle independently. Plus the added size makes storage in the classroom more difficult.
- Please check your backpack daily to be sure no outside food, candy, or toys are brought to school. These things need to be left at home.

PLEASE MAKE SURE YOUR CHILD BRINGS A BACKPACK TO SCHOOL EVERY DAY

EXTRA CLOTHES

- Please send an extra change of clothes to school enclosed in a Ziploc bag in your child's backpack as soon as possible. Please write your child's name on the outside of the bag as well as on each item.
- ****Please include the following items: underwear, socks, shirt, pants or shorts****
- The change of clothes will be stored in your child's backpack- DO NOT REMOVE THE CHANGE OF CLOTHES. This is why it is so important for your child to bring a backpack to school daily.

POTTYING

Potty training is not a part of our Pre-K curriculum. All students MUST be potty trained and be able to take care of their bathroom needs appropriately. We do understand that accidents will happen, however, this could hinder your child's PreK experience if it is a consistent problem. If this is an issue, you may be asked to keep your child at home for a specified time to work on pottying needs. If personal care is required as a related service for students who are eligible for special education services under IDEA, that decision will be made by the individual student's IEP team.

CELL PHONES/ELECTRONIC COMMUNICATIONS DEVICES/HANDHELD GAMING SYSTEMS

Please leave cell phones, other electronic communication devices, and handheld gaming systems at home.

TRANSPORTATION PROCEDURES

- The transportation of Pre-K children by their parents/guardians is highly encouraged. The time that the teachers have to build relationships with parents/guardians at drop-off and pick-up is extremely valuable. **Due to safety regulations, Lauderdale County Schools will not provide bus transportation for PreK students at this time.** If bus transportation is required as a related service for students who are eligible for special education services under IDEA, that decision will be made by the individual student's IEP team.
- All transportation to and from school and off-campus trips must be made by parents/guardians. If another individual will be transporting a student, a letter from the parent/guardian must be on file with the school granting permission for pickup.
- If your child will be picked up by a childcare service, please inform your child's teacher of the name of the childcare center. Child care center pickups for Pre-K children must be at 2:30 p.m.
- All changes to transportation must be made in advance in **writing** to ensure the safety of the child **at least one day prior to the change in pickup. In case of emergency, the school will need to be notified immediately to ensure the safety of your child.**
- All adults picking up your child must be on your approved pick-up list.

OFF-CAMPUS TRIPS AND EXCURSIONS

- The OSR First Class Pre-K class will take two off-campus trips per school year.
- Off-campus trips and excursions are extensions of classroom instruction and provide worthwhile learning opportunities for students to participate in unique and enriching educational experiences. School administrators and teachers shall develop systematic procedures for ensuring that all trips away from the school provide optimal learning opportunities for students. The following minimal procedures shall be adhered to when conducting off-campus trips and excursions away from school:
    - Students shall be expected to exhibit good behavior and shall be subject to the same Student Code of Conduct applicable to regular classroom activities.
    - Students must have an Off-Campus Trip Parental Permission Form signed by their parent(s) or guardian(s) on file with school officials prior to departing on each school sponsored off-campus trip.
    - A parent/guardian must transport and accompany the child on the off-campus trip. The school, or teachers, will not transport Pre-K students.

BIRTHDAY PARTY POLICY

In an effort to decrease the rate of childhood obesity in the United States, the USDA made changes to the National School Lunch Program, National School Breakfast Program, and to the amount and types of foods and drinks allowed to be served during the school day. These foods will be replaced with more fruits and vegetables. Carbonated beverages are not permitted in the elementary schools at any time and are limited in the high school. A lunch must include a fruit and/or vegetable along with at least two to three other items with a total of at least three food components to count as a meal. Breakfast must include at least three meal components to count as a meal. Fried foods will be limited. Parents are not allowed to bring fast food into the school. Parties are not permitted during meal times. Contact your child's teacher if you would like to bring a treat for a special occasion. We are requesting that parties include some healthy alternatives along with the usual cookies, cupcakes, etc. We ask for your support as we try to develop a healthy school environment for our children.

END-OF-YEAR CELEBRATION FOR PROGRAM COMPLETION

Each school will host its own end-of-year celebration for Pre-K program completion. A Pre-K graduation, complete with caps and gowns, is not permitted by the Office of School Readiness's Pre-K guidelines. The teachers may choose to host a program or celebration to culminate the school year showcasing the children's hard work and successes. Certificates and/or diplomas are also not permitted by the Office of School Readiness for Pre-K completion.

SCHOOL FUNDRAISERS

Pre-K children may participate in approved school-level fundraisers. Pre-K teachers may send home fundraiser information with children, but parents/guardians may decline participation.

MEDICATION AND WELLNESS GUIDELINES

Please refer to the Nurse Services section of the Lauderdale County Parent/Student Handbook for information regarding medication policies and wellness guidelines. The areas outlined below are detailed in the Lauderdale County Parent/Student Handbook, which can be accessed at www.lcschools.org. You will find these topics and other valuable information on our website.

5.1 NURSE SERVICES
Immunization Law (Code of Alabama, 1975 #16-30-4)
ACT # 2014-437-Safe at Schools Act
ACT# 2014-405-Anaphylaxis Preparedness Act
ACT #2017-368-Influenza Information Act
ACT #2017-19-Backpack Information Act
ACT #2017-278-Sunscreen Use at School Act
5.2 MENINGOCOCCAL DISEASE AND VACCINE
5.3 MEDICATION PROCEDURE
5.4 COMMUNICABLE DISEASES
5.5 LIMITED PHYSICAL ACTIVITY

5.6 SOCIAL SERVICES
5.7 REPORTING ABUSE/NEGLECT
5.8 ACCIDENTS
5.9 INSURANCE FOR STUDENTS
5.10 GUIDANCE AND COUNSELING SERVICES
5.14 WELLNESS GUIDELINES
5.15 CONFIDENTIALITY
5.16 FOOD ALLERGY POLICY

SCHOOL SAFETY AND EMERGENCY PROCEDURES

ASBESTOS MANAGEMENT PLAN: EPA Regulations require local schools to notify parents, teachers and employees that there is an Asbestos Management Plan on file in the school office. If you have any questions, please contact the school principal.

FIRE AND SEVERE WEATHER DRILLS: Fire and tornado drills are held throughout the school year. Drills may occur at any time of the day. There is to be no talking during a drill. Students are requested to move quickly without running or pushing. Upon completion of the drill, the all-clear signal will be sounded, at which time all persons will return to their classrooms.

TORNADO WATCH – REQUIRED PROCEDURE: In the event a tornado watch is issued for areas in which a school is located, the principal or his or her designee of that school shall take all actions as specified in the approved Civil Defense plan. When a tornado watch is in effect at the conclusion of the normal school day, students will be released according to regular dismissal and transportation plans.

TORNADO WARNING – REQUIRED PROCEDURE: In the event a tornado warning is issued for areas in which a school is located, the principal or his or her designee at that school shall take all actions specified in the approved Civil Defense Plan. If a tornado warning is in effect, students may not be released pursuant to regular transportation plans; however, students may be released during a tornado warning to students' parents/guardians, provided said parents/guardians come to the school and assume custody of their child(ren).

SCHOOL SAFETY PLANS
Each school has a safety plan that addresses safety procedures and responsibilities for intruders, weather, locked doors, evacuations, and fire.

STUDENT SAFETY
1. Safety is one of the basic concerns in the schools.
2. Students shall not bring knives, guns, matches, cigarettes, and sharp instruments to school.
3. Rocks must not be thrown.
4. Students shall stay on school property during school hours and until parents pick them up at the end of the day.
5. All parents should be aware of the traffic pattern established at the school. If parents have questions, they should contact the office.

SCHOOL CLOSINGS

1. School may be canceled or dismissed early due to weather or other emergency conditions.
2. Students and parents are expected to plan in advance for this possibility and discuss what to do and where to go in this type of situation.
3. The decision to cancel school, open late, or dismiss early will be determined by the Lauderdale County School System's Superintendent.
4. Parents will be notified by an automated phone system, as well as it being posted on the school website and announcements on television and/or radio.
5. If school must dismiss before 2:30 p.m., children will only be allowed to leave with adults to whom parents have given written permission (including emergency contacts). This must be on file at the school.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

1974 FERPA affords parents/guardians and students over 18 years of age "eligible students" certain rights with respect to the student's education records and personally identifiable information. These rights are:
• Inspect and review information contained in their education records, to challenge the contents of the education records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in the files if the decision of the hearing panels are not acceptable to the challenging party.

• Consent before students are required to submit to a survey that concerns one or more of the eight protected areas as designated by the statute. It also provides the right to receive notice and an opportunity to opt a student out of protected area surveys, non-emergency invasive physical exams, or screenings.
• Consent to disclosures of personally identifiable information contained in the student's records, except to the extent that FERPA authorizes disclosure without consent. Information may be disclosed to school officials with legitimate educational interests.
• File a complaint with the Family Policy Compliance Office (FPCO), US Dept of Education; Washington, DC. with the alleged failure(s) by the school district to comply with FERPA requirements.

NOTICE FOR DISCLOSURE OF SCHOOL DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Lauderdale County Schools, with certain exceptions, obtain written consent from a parent/guardian prior to the disclosure of personally identifiable information from a student's education records. However, Lauderdale County Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Lauderdale County Schools to include this type of information from a student's education records in certain school publications. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. If you do not want Lauderdale County Schools to disclose directory information from your child's education records without prior written consent, you must notify the school in writing by September 15 of each school year or, for newly enrolled students, within 15 days of receiving this notice.

INTERVIEW WITH STUDENTS

No unauthorized person shall be granted an interview with a student.

SUMMARY OF CIVIL LIABILITIES AND CRIMINAL PENALTIES

The following laws relate to civil liabilities and criminal penalties for violence or other misbehavior by students on school property, at school-sponsored events, on the way to or from school, or against school employees.

Attendance and Conduct (Act 94-782) Each parent/guardian or other person having control or custody of a child required to attend school who fails to enroll, to regularly attend school, or to compel the child to properly conduct himself/herself as a pupil in accordance with the written policy on school behavior adopted by the load board of education shall be guilty of a misdemeanor (may be fined up to $100 and may be sentenced to hard labor for up to ninety {90} days.)

Teacher Assault (Act 94-794) A person commits the crime of assault in the second degree (Class C felony) if the person assaults with intent to cause serious physical injury to a teacher or to an employee of a public educational institution during or as a result of the performance of his or her duty.

Drug Dealing (Act 94-783) A person who unlawfully sells, furnishes, or gives a controlled substance to a minor may be liable for injury or damage or both suffered by a third person caused by or resulting from the use of the controlled substance by the minor, if the sale, furnishing, or giving of the controlled substance is the proximate cause of the injury or damage.
Drugs, Alcohol, Weapons, Physical Harm, or Threatened Physical Harm (Act 97-784) The school principal shall notify appropriate law enforcement officials when a person violates local board of education policies concerning drugs, alcohol, weapons, physical harm to a person, or threatened physical harm to a person. If any criminal charge is warranted, the principal is authorized to sign the appropriate warrant. If that person is a student, the local school system shall immediately suspend that person from attending regular classes and schedule a hearing within five (5) school days. If a person is found to have violated a local board of education policy concerning drugs, alcohol, weapons, physical harm to a person or threatened physical harm to a person, the person may not be readmitted to the public schools until criminal charges, if any, have been disposed of by appropriate authorities and the person has satisfied all other requirements imposed by the local board of education as a condition for readmission.

Weapons in Schools (Act 94-817) No person shall knowingly with intent to do bodily harm carry or possess a deadly weapon on the premises of a public school. Possession of a deadly weapon with the intent to do bodily harm on the premises of a public school or school bus is a class C felony. (Deadly weapons include but are not limited to hand grenade, explosive or incendiary device; a pistol, rifle, or shotgun; or a switchblade knife, gravity knife, stiletto, sword, or dagger; or any club, baton, billy, black-jack, bludgeon, or metal knuckles.)

Vandalism (Act 94-819) The parent, guardian, or other person having control of any minor under the age of 18 with whom the minor is living and who has custody of the minor shall be liable for the actual damages sustained to school property, plus the court costs, caused by intentional, willful, or malicious act of the minor.

Visit this link for the most recent OSR PROGRAM GUIDELINES: https://children.alabama.gov/firstclass/firstclass-guidelines

Visit this link for the Lauderdale County Parent/Student Handbook: www.lcschools.org Click on Parent Student Resources, Look under the heading File Library and click on Student Handbook.

Policies and procedures outlined in the Lauderdale County Parent/Student Handbook supersedes those written in the Lauderdale County Pre-K Handbook.

Lauderdale County School System
Parent Acknowledgement Agreement

Pre-K Student's Full Name _____

Parents'/Guardians' Names _____

Home Address _____

Phone Number(s) _____

School Enrolled for Pre-K (choose one):

- ___ **Brooks Elementary**
- ___ **Central Elementary School**
- ___ **Lauderdale County Elem. School**
- ___ **Lexington Elementary School**
- ___ **Rogers Elementary School**
- ___ **Underwood Elementary School**
- ___ **Waterloo High School**
- ___ **Wilson Elementary School**

I have read the policies explained in the Lauderdale County PreK Handbook. By signing this form, I am acknowledging my agreement to these policies and will adhere to them as written.

Parent/Guardian Signature: _____ Today's Date: _____

Vaccine requirements for Pre K students

Pre-K students attending day care or public preschool are in a congregated setting and require certain vaccines for school/day care attendance. Students must present an Alabama Certificate of Immunization or Alabama Certificate of Exemption that is within the date before allowing school attendance.

All Pre-K students who are 4 years old are required to have the following vaccines:

1. **DTaP: 5 doses (Tetanus/diphtheria/acellular pertussis) -4 doses are acceptable if the 4th dose was received after the 4th birthday.**
2. **Polio (IPV): 4 doses of polio vaccine- 3 doses are acceptable if the 3rd dose was received after the 4th birthday.**
3. **HIB: 3-4 doses depending on when they were started.**
4. **MMR: 2 doses-(Measles, Mumps, Rubella)**
5. **Varicella: 2 doses-(chicken pox)**
6. **PCV: 4 doses- (Pneumococcal)**

Some students are behind on receiving their required vaccines. It is best if there is any question about what is required, for the parent to contact the pediatrician's office and tell Then the student will attend a public preschool program. The school nurse can also pull the immunization record up on ImmPrint to see if the student is up to date or if any vaccines are needed. This can be printed and sent with the parent to their pediatrician.

Lauderdale County Schools
Pre-K Video/Media Release Form*

Pre-K Child's Full Name: _____

School: _____ Teacher: _____

Please select one of the following options related to your child:

_____ I grant permission to use my child's photograph, video image, and photographic likeness for school purposes including videotapes, yearbook, social media, and advertisement.

_____ I do not grant permission to use my child's photograph, video image, and photographic likeness for school purposes including videotapes, yearbook, social media, and advertisement.

Parent/Guardian Signature: _____ Today's Date: _____

***This form is completed online for Lauderdale County Schools. This written permission form is part of the OSR Registration Packet and must be completed also.**