Risley School of Exploration

Student/Parent HANDBOOK

2026-2027

Main Office # 549-7440 **Attendance # 549-7444**

Welcome! We are excited to be starting a new school year and are looking forward to working with students and families to make this a productive year. The following information is provided to help make your journey at Risley filled with academic successes and positive social experiences. Please feel free to ask questions if you need further clarification.

PUEBLO SCHOOL DISTRICT 60

315 W. 11th Street
Pueblo, Colorado 81003

BOARD OF EDUCATION

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Mission

To provide a high-quality education that assures each student the knowledge, skills, and dispositions to lead a life of purpose and impact.

PUEBLO
SCHOOL DISTRICT 60
Educating for Purpose and Impact

Pueblo School District No. 60 does not discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity/expression, marital status, national origin, religion, ancestry, age, disability, need for special education services, genetic information, pregnancy or childbirth status, or other status protected by law in admission, access to, treatment or employment in its educational programs or activities. Additionally, a lack of English language skills is not a barrier to admission or participation in activities. The following individual has been designated to handle inquiries regarding the non-discrimination policies: Executive Director of Student Support Services, Andrew Burns, andrew.burns@pueblod60.org, Title IX Coordinator/Compliance Officer for complaints. This individual can be located at 315 West 11th Street, Pueblo, Colorado 81003, (719) 549-7100. Inquiries about Title IX can be directed to Pueblo School District No. 60's Title IX Coordinator/Compliance Officer named herein; the Assistant Secretary for Civil Rights of the Department of Education at (800) 421-3481, OCR@ed.gov; or both. Complaint procedures have been established for students, parents, employees, and members of the public. (Policy AC, AC-R-1, AC-R-2, AC-E-1, AC-E-2, AC-E-3).

Si tiene alguna pregunta sobre esta información, por favor llame a la escuela de su niño.

Parent Communication

Parent/Guardian Conferences
Parent conferences are scheduled twice a year (Fall and Spring) where you and the teacher can share information regarding your student's progress in school. Please contact your student's teacher to schedule a time to meet with

Important Contact Information
If you have questions or concerns, you may contact any of the following for assistance

1. Mrs. Manes Johnson, Principal (719) 549-7441
2. Mrs. Schloss, Assistant Principal (719) 549-7445
3. Mr. Farias, Assistant Principal (719) 549-7446
4. Mr. Dean Wilkins, Security Officer (719) 549-7441
5. Ms. Celest Gonzales, Principal's Secretary (719) 549-7441
6. Mrs. Kristen Palmer, Attendance Secretary (719) 549-7444
7. Teachers – call (719) 549-7440 and leave a message (unless you know their extension)
8. Officer Roberts, SRO Officer (719) 549-7920
9. Transportation (Bus) concerns (719) 549 -7216

Counseling and Guidance

1. Ms. Ashlee Hart (719) 549-7880
2. Ms. Carson Farnsworth (719) 549-7910

First Week Packet Information

Students will bring home the following items during the first week of school to be returned the following day:

1. Emergency Information Card
2. Language Survey
3. Free and Reduced Lunch Form
4. Technology Agreement
5. Insurance Form is available in the office
6. School District 60 Code of Conduct (Signature Needed)

Student Conduct

District 60 Code of Conduct
The District 60 Student Conduct and Discipline Code is sent home during the first week of school. The signature form should be signed by parents and students and returned the following day. A copy can also be found on the District 60 website**.**

School Discipline
Risley has implemented the Positive Behavior Intervention and Support (PBIS) Program. It is a school-wide discipline process that utilizes interventions to support appropriate behaviors, reinforce positive behaviors, and correct misbehavior. The faculty, students, and community diligently work together to provide a safe and positive learning environment for everyone. Students are explicitly taught how to behave appropriately in all areas of the school and reminders are given as needed.

If students choose not to comply with the teacher, teachers will use our intervention process to document the behavior which may include: reminder of the expectation; completing a behavior reflection; parent/guardian contact; one-on-one conversation, changing of seats, detention, or other classroom level consequences. Students will conference with the teacher (and parent/guardian if necessary) if the behavior continues. After 3 interventions by the teacher for repeated, minor level (Type Two) behavior, the student could receive an office referral to an administrator who will determine a resolution. If behaviors continue and become disruptive to the learning environment, a student may be suspended out of school and/or removed from the class.

Administrator Intervention
More serious misbehavior will be referred to an administrator-usually an assistant principal. The disciplinary action will depend on the infraction, previous actions, and the seriousness of the misbehavior.

One or more of the following violations will result in disciplinary action. Consideration will be made for the situation and degree of infraction. Disciplinary options will include a conference with the student, a letter or telephone call to parents, and a thorough investigation. In addition, a parent conference or meeting may be included. Depending on the result of the investigation and the level of behavior infraction, students may also be referred to an outside agency for support, assigned detention, community service, or restorative justice or suspended in or out of school. Other appropriate consequences may also be assigned. *Disciplinary records are kept on file and all incidents are entered into Infinite Campus.*

Type I Behavior Definition

Certain student misconduct is so serious that it normally will result in a suspension by an administrator for up to 10 school days and could result in a student being recommended for expulsion. Type 1 behavior includes conduct which violates the following standards:

- Weapons/Dangerous Items
- Fighting/Aggressive Behavior
- Inciting a fight
- Aggressive Language
- Threats/Harassment
- Smoking/ E-cigs
- Vandalism
- Alcohol/Drugs
- Not w/class during emergency
- Leaving school grounds/truancy
- Destruction of school property
- Sexual Harassment
- Arson
- Inappropriate computer usage
- Bullying/Cyber-bullying
- Verbal Abuse
- Obscene Gesture
- Profanity directed @ staff/students
- Direct defiance of authority

Type II Behavior Definition
Students who engage in Type II behavior will normally not receive a suspension or expulsion unless the behavior is ongoing or repeated, but will be disciplined appropriately by the principal or assistant principal. In cases where repeated Type II behavior by a student causes substantial problems for the school, the misconduct will become Type I behavior and suspension and referral to the Director of Student Intervention Services may occur**.** Examples of Type II behavior include the following:

- Lack of Preparedness
- Calling Out
- Put Downs
- Classroom Disruption
- Electronic Devices
- Refusing to follow teacher requests
- Cheating
- Negative comments
- Food/Drinks in classroom
- Disrespectful tone/attitude
- Tardy
- Uniform infractions
- Missing homework/assignments
- Inappropriate language
- Off-task behavior
- Excessive talking
- Throwing items in a non-aggressive manner
- Any other inappropriate behavior as defined by local school officials

Return to School after Suspension
A reinstatement meeting is required upon returning to school at the end of any suspension. A Parent or Guardian is required to escort their student to school upon return. The principal or assistant principal will conduct the meeting with the student and parent/guardian to develop intervention strategies to help the student return to school successfully.

Police Involvement

A full-time School Resource Officer (SRO) is assigned to Risley. This officer supports administration by monitoring significant behavior infractions and issuing citations if needed. What is against the law outside the school is also against the law within the school. Everyone should be protected from graffiti, harassment, intimidation, profanity, and violence. Although an attempt will be made to contact parents when their children become involved with the police, parents do not have to be present for police to file municipal charges against a student. Examples of offenses where the police may be called are as follows:

1. Significant **physical altercations** between students (fighting).
2. **Profanity** directed toward a staff member or another student.
3. Possession of illegal drugs, paraphernalia, or alcohol.
4. Harassment/intimidation of other students. (*includes inciting a fight)
5. Disorderly conduct which creates a substantial disruption.
6. Possession of a weapon.

*__*Inciting a Fight*__: Students who start a fight by relaying negative communications between individuals, starting rumors, telling another student that "someone wants to fight you," or "watch your back" or any other variation of negativity, will be considered an attempt at inciting a fight, and grounds for disciplinary action. If a student hears

teacher. The reporting student will remain anonymous. Students who videotape a fight or are witnessed encouraging a fight to continue also falls in this category.

Playground/Outdoor Expectations

1. Students may play games that do not require close contact with others or additional equipment as well as walk the track or sit and talk. No tackle football or wrestling will be permitted.
2. Students are to stay in the designated play areas at all times and should keep hands and feet to themselves.
3. No throwing of objects that may cause injury will be permitted.
4. Personnel on duty in the area will be the judges of appropriate behavior.
5. Students should show respect for all adults on duty and follow instructions given to them.

Passing Expectations

1. Move quickly and quietly to your next class and stay to the right of the hallway and stairs.
2. No congregating, hugging, or public displays of affection.
3. Walk with a purpose
4. Walk up and down the stairs one step at a time. Do not stop on stairs or landing.
5. Restrooms will be open during all passing periods. Students may also use the restroom during appropriate times during class and not within the first ten or last ten minutes of class.
6. All students must remain in designated grade-level hallways during passing time.

Electronic Devices

All students will be loaned a Chromebook and charger for use in all classes. These devices will remain in the classroom to be charged overnight. Students will not be permitted to use other devices such as cell phones, smart watches, handheld games, headphones, etc. during class/hallway passing. Cell phones must be turned off at all times and stored in backpacks. If a student has a device out during class, in the hallways, or at lunch the phone/device will be confiscated and given to administration. Following the board adopted cell phone policy, all cell phone violations will result in a behavior referral parent contact. The first violation will be a warning, behavior referral and parent contact. If a second violation occurs, the phone will be confiscated and can be picked up by the student afterschool. If a third or future violation occurs, the phone or device will be confiscated and held until a parent conference can occur. Devices will only be released to families at that meeting. If violations continue to occur, progressive discipline processes will be followed and additional consequences will be assigned.

Students are also not permitted to wear earbuds or headphones. Tech-based lessons may require headphones per teacher direction and only while working independently on an assignment, with school-issued headphones only. Headphones should not be visible during passing or while at school.

Students may not bring items to sell or trade. Risley and its staff members are not responsible for lost, stolen, and/or damaged items and any item brought to school is solely the responsibility of the student.

Bicycles, Skateboards and other Recreational Items

1. Bicycles must be locked in the bike rack during the day.
2. Students are not allowed to ride bikes on the walkways at any time.
3. The school assumes no liability for loss or damage of bikes.
4. The riding of a skateboard is not allowed on school property
5. Other recreational items must be carried on school property and remain locked during the day. Lockers will NOT be available for storage.

Attendance

Student attendance is monitored daily by secretaries, counselors, advocates, and administrators. Absences may result in phone calls home, home visits, conferences, or truancy referrals. Advocates and administrators attend truancy court with our families on a weekly basis, if necessary. Students are recognized for perfect attendance quarterly.

School hours are as follows: Monday-Thursday – 8:00 a.m. to 3:50 p.m.

Absences
Risley believes that it is extremely important for students to have regular attendance. Attendance directly affects student achievement. The following are acceptable absences, and will be considered excused:

- Illness (Doctor's note required if absent for 3 or more consecutive days)
- Death in the family
- Compliance with established religious holidays

As soon as it is evident that a student will be missing school, a call to the attendance secretary should be made. We request that attendance calls be made by 9:00 a.m. (549-7444 - attendance secretary, 549-7440- main office) if at all possible. All phones have voicemail, so messages can be left at any time. If a call to the attendance office has not been made concerning an absence, a signed note from the parent/guardian must be presented to the attendance secretary the day the student returns to school. If neither a note nor call is made to the office, the absence will be recorded as "unexcused." Multiple unexcused absences may result in a referral to Truancy Court.

Other Absences
If a student is to be absent for reasons other than those listed above, parents need to discuss the situation beforehand with the office to determine whether or not the absence can be considered excused. Classroom assignments must be completed upon the student's return from any prior approved absence.

Tardy to School
Students who arrive at school after 8:00 a.m. need to report to the front office to get a tardy slip. Tardies will only be excused for Doctor, Dental, Orthodontic appointments/with a note from the Dr.'s office, or attending a funeral. All other reasons for tardies will be recorded as unexcused. Students will be permitted to enter the building beginning at 7:55 AM but must report straight to Advisory.

Class to Class Tardies

The Class to Class Tardy Policy of Risley has been developed to accomplish the following goals:

1. To make sure students are in class and ready to learn when class begins
2. To establish a consistent tardy policy
3. To keep parents informed of students' tardiness
4. To gain parent support for controlling tardy problems
5. To reduce student tardiness
6. To reduce disruptions to classes caused by tardy students

Teachers will dismiss students row by row at the end of each period and greet students at the beginning of each period. A student will be considered tardy when he/she is not in the classroom or assigned instructional area when class begins.

An unexcused tardy occurs when a student enters the classroom (without a note excusing his or her tardiness) after the start of class. An excused/exempt tardy must be accompanied by a note from the main office, the Counseling Office, an administrator, or a teacher. Tardies are cumulative over each quarter. Restrooms will be open each passing period and lockers will not be used. There is no excuse for students not being on time to their next class.

NOTE: Students are **not** to be in halls after class begins for the first 10 minutes and last 10 minutes of class, and may only leave the classroom with an official pass in between this time frame.

Tardy Sweeps may be used in cases where students are not in class at the designated time. If students are caught in a tardy sweep, an immediate consequence such as lunch detention will be assigned. Students who continue to struggle to get to class on time may be picked up and escorted by a staff member.

Pueblo School District 60 Student Dress Code Policy

Risley Uniform Policy

Uniform tops consist of:

Risley Spirit shirts

Risley logo red or black polo shirts

Cold Weather Wear

Sweatshirts or ¾ Zip Pull-Overs: Solid red or black with Risley logo

Risley Cardigans or Risley zip-up jackets (without hood) worn with a proper uniform shirt

Solid black, red, or white long sleeved shirt worn under a proper uniform top

Hoodies – Will NOT be allowed at school at any time!!

Uniform bottoms consist of:

Black, khaki, red, white, grey and/or denim without visible holes above the knee

No pajamas pants are allowed except for on designated spirit days

Royal blue clothing and accessories are not allowed.

All student clothing, shoes, and accessories must adhere to the Pueblo School District 60 Dress Code Policy.

Dress Code Infractions

All infractions are recorded in the office and are cumulative each quarter. Students who fail to follow the school uniform policy are subject to the following consequences:

- Phone Call Home - After the third time an item is loaned, a phone call home is made to discuss the concern and offer support with families. Once the problem has been resolved (For example, the family confirms the student does own proper uniforms, the support of Operation School Bell, SunWest, item given, etc) any future uniform violations will result in lunch detention.
- Continued infractions will result in greater consequences such as formal referrals and loss of privileges.
- Students who are not in proper uniform may not be able to participate in school events such as assemblies, Exploratory Days, etc.

Secret Societies/Gang Activity

Risley follows the board policy which prohibits any apparel, jewelry, accessories, notebook, or manner of grooming (shaving eyebrows) which by virtue of its color, arrangement, trademark or any other attribute denotes membership in gangs.

Student Health

Immunizations

The State of Colorado has an immunization requirement that affects your student. Seventh-grade students are required to have a second MMR (Measles, Mumps, and Rubella) immunization. This is in addition to the following required immunizations: Tetanus, Diphtheria, Pertussis (DtaP, Td, Tdap) 4 or 5 doses with a booster every 10 yrs. Polio 3 or 4 doses, Hepatitis B 3 doses

Immunizations are available from your private practitioner, the Pueblo City County Health Department (583-4300) or the Community Health Center.

See the immunizations letters and chart on the following pages.

Dear families of students attending Colorado kindergarten through 12th grade schools for the 2026-27 school year:

This letter includes important information and other resources about Colorado's immunization requirements to attend school. There's nothing more important than making sure your child stays healthy and learning all year long. Routine vaccination can prevent the spread of diseases like measles, mumps, varicella (chickenpox), whooping cough, and others, so kids can just be kids. The vast majority of Colorado families choose to protect their children through vaccination.

Colorado law requires students attending school to be vaccinated against many diseases, unless a certificate of exemption is filed. For more information, visit cdphe.colorado.gov/immunization-policy-and-board-health-rules. Before your student's first day of school, you are responsible for providing at least one of the following to each school your student attends:

1. An up-to-date immunization record.
2. An in-process plan (example).
3. A Certificate of Medical or Nonmedical Exemption for any missing doses of school-required vaccine(s).

Vaccines required to attend school (K-12)	Number of valid doses* to start kindergarten and attend school (K-12)
Hepatitis B (HepB)	3 doses
Diphtheria, tetanus, pertussis (DTaP)	5 doses
Polio (IPV)	4 doses
Measles, mumps, rubella (MMR)	2 doses
Varicella (chickenpox)	2 doses
In addition, at seventh grade entry, your child is required to have:	
Tdap (tetanus, diphtheria, pertussis)	1 dose

*If your child is or was behind on routine vaccines, the number of doses may vary. Colorado's school (K-12) immunization table can help you and your child's health care provider determine if your child has the required number of doses.

Colorado requires vaccines to be given following the vaccine schedules outlined in Colorado Board of Health rule 6 CCR 1009-2 for the number and spacing of doses of the required vaccines. View the recommended vaccine schedule for children birth through 6 years and children/adolescents 7-18 years of age. **Get seventh-grade ready:** Beginning in the 2026-27 school year, Colorado law requires adolescents to receive one dose of Tdap **before their first day of** seventh grade. Adolescents who had a Tdap at sixth-grade entry for the 2025-2026 school year do not need another dose for seventh grade. Questions? Refer to the Tdap letter, linked on our school webpage.

There are other vaccines that are not required for K-12 school but recommended, including: COVID-19, hepatitis A (HepA), human papillomavirus (HPV), influenza (flu), and meningococcal disease (MenACWY and MenB).

Vaccination records
Share your student's updated Certificate of Immunization with their school every time they receive a vaccine. Need to find your student's vaccine record? Visit the finding a student's immunization records for school webpage or COVaxRecords.org for more information.

Exclusion from school
If there is an outbreak of a vaccine-preventable disease at your student's school, and your student has not received the vaccine for that disease, they may be excluded from school for many days. That could mean lost learning time for them and lost work and wages for you. For example, if your student is not up to date with their MMR vaccines, they may need to stay home from school for at least 21 days after someone at the school gets sick with measles.

Exemptions from one or more school-required vaccines
Medical Exemption. If your health care provider determines that your student cannot get vaccines for medical reasons, you must submit a Certificate of Medical Exemption to your school.
Nonmedical Exemption. If you choose not to have your student vaccinated for nonmedical reasons, you must submit a Certificate of Nonmedical Exemption to your school. There are two ways to obtain a nonmedical exemption:

1. Submit the Certificate of Nonmedical Exemption signed by an advanced practice nurse (APN), pharmacist, physician (MD or DO), physician assistant (PA), or registered nurse (RN), licensed in Colorado.
2. Submit the Certificate of Nonmedical Exemption you will be able to access after completing Colorado's Online Immunization Education Module.

Nonmedical exemptions must be submitted on an annual basis. Find more information about exemptions at cdphe.colorado.gov/exemptions-to-school-required-vaccines.

Have questions?
Talk with a health care provider or your local public health agency to ask questions and find out which vaccines your student needs. Read about the benefits and importance of vaccines at childvaccineco.org, HealthyChildren.org, and cdphe.colorado.gov/immunization-education.

Finding and paying for vaccinations
Find a vaccine provider at cdphe.colorado.gov/get-vaccinated. Visit COVax4Kids.org to find free or low-cost vaccines. Dial 2-1-1 for information on Health First Colorado (Medicaid) and vaccine clinics in your area.

How is your school doing on vaccinations?
Annually, schools and child cares must report immunization and exemption numbers (but not student names or birthdates) to the state health department. Colorado law established the Vaccinated Children Standard of 95% for all school-required vaccines, described in §25-4-911, CRS, and schools do not control their specific immunization and exemption rates.

Your child's school's immunization rates from the 2024-2025 school year.
(Find 2024-2025 school year and prior years' data at COVaxRates.org).

School name	2024-2025 MMR immunization rate (required)	2024-2025 MMR exemption rate (required)
Risley School of Exploration	93.0%	0%

Schools may choose to include rates for other school-required vaccines below.

2024-2025 HepB immunization rate	2024-2025 HepB exemption rate
2024-2025 DTaP immunization rate	**2024-2025 DTaP exemption rate**
2024-2025 Tdap immunization rate	**2024-2025 Tdap exemption rate**

2024-2025 IPV immunization rate	2024-2025 IPV exemption rate
2024-2025 chickenpox immunization rate	**2024-2025 chickenpox exemption rate**

COLORADO
Department of Public Health & Environment

A change to Colorado's Tdap (tetanus, diphtheria, and pertussis) vaccine requirement for the 2026-2027 school year

Dear parents or guardians of sixth or seventh grade students,

Starting in the 2026-2027 school year, Colorado law will require students to receive a dose of Tdap vaccine **before their first day of seventh grade.** This is a change from the 2025-2026 school year and before, when Colorado law required a dose of Tdap vaccine before the first day of sixth grade.

What do I need to do as a result of this change?

If you have a student entering seventh grade in the 2026-2027 school year, you do not need to do anything if your student's school has **one** of the following on file:

1. An immunization record showing that your student had an adolescent dose of Tdap vaccine on or after their 10th birthday.
2. An in-process plan, signed by your child's health care provider, showing that your child is catching up on their tetanus, diphtheria, and pertussis vaccine series.
3. A complete Certificate of Medical or Nonmedical Exemption for the Tdap vaccine.

My student's school does not have this documentation. What do I need to do?

Tdap vaccine is recommended for adolescents who are 11-12 years old and required by Colorado law before seventh grade entry, starting in the 2026-2027 school year.

Before your student's first day of seventh grade, their school will require:

- An immunization record showing your student received an adolescent dose of Tdap on or after their 10th birthday. Vaccines are available at no or low cost throughout Colorado, or
- An in-process plan (sample) signed by your student's health care provider showing that your student is in the process of catching up on tetanus, diphtheria, and pertussis containing vaccines, following the minimum intervals between doses described in the catch-up schedule, or
- A Certificate of Medical or Nonmedical Exemption, complete and with the Tdap vaccine selected, using Colorado's process and documented on Colorado's forms.

Students who are not in compliance with Colorado's immunization requirements must be excluded per Colorado Board of Health rule 6 CCR 1009-2.

If you need help finding free or low-cost vaccines, go to COVax4Kids.org, contact your local public health agency, or dial 2-1-1 for information on Health First Colorado and vaccines in your area.

Learn more about diphtheria, tetanus and pertussis: The diseases and vaccines.

Questions? Contact your child's health care provider or local public health agency.

Vaccine	Number of doses (routine)	Routine (on time) vaccination and catch-up guidance
Hepatitis B (HepB)	3	**Routine:** Three-dose series at age 0 (birth), 1-2 months, and 6-18 months. The minimum age for the final dose is 24 weeks of age. If Dose 3 is given prior to 24 weeks, a fourth dose is required. Four doses of hepatitis B vaccine are permitted when a combination vaccine is used. **Catch-up:** Three-dose series at 0, 1-2 months, 6 months (minimum intervals of four weeks between Dose 1 and Dose 2, eight weeks between Dose 2 and Dose 3, **and** 16 weeks between Dose 1 and Dose 3). There is a two-dose option (adult Recombivax HB, minimum interval of four months between doses) for adolescents aged 11-15, and a two-dose option for adults aged 18 and older (Heplisav-B, minimum interval of four weeks between doses).
Diphtheria, tetanus, pertussis (DTaP) DTaP products are licensed through 6 years of age.	5	**Routine:** five-dose series at 2, 4, 6, 15–18 months, and 4-6 years **Catch-up:** Dose 5 is not required if Dose 4 was administered on or after the 4th birthday **and** at least 6 months after Dose 3. Use the DTaP catch-up guidance job aid for guidance for children 4 months through 6 years.
Tetanus, diphtheria, pertussis (Tdap) For routine use in adolescents and adults age 11 and older. May be used for students aged 7-10 years for catch up.	1	**Routine:** For students who are fully vaccinated with the childhood series of DTaP (see above), one dose of Tdap is required prior to seventh grade entry. Refer to the Tdap letter on the school (K-12) professionals webpage for more information. **Catch-up:** For children **7-9 years** who are **not fully** vaccinated with the childhood series of DTaP, determine the number of additional doses of Tdap/Td required by using the Tdap catch-up guidance job aid. For children and adolescents **10-18 years** who are **not fully** vaccinated with the childhood series of DTaP, determine the number of additional Tdap/Td doses required by using the Tdap catch-up guidance job aid.
Polio (IPV) Doses of oral polio virus (OPV) administered on or after April 1, 2016, should not be counted as valid.*	4	**Routine:** Four-dose series at ages 2, 4, 6–18 months, and 4-6 years. Regardless of the number of doses a student has received, the final dose must be administered on or after the 4th birthday **and** at least six months after the previous dose. **Catch-up:** Dose 4 is not required if Dose 3 was administered on or after the 4th birthday **and** at least six months after Dose 2. For guidance for children 4 months through 17 years, use the IPV catch-up guidance job aid. *Both IPV and valid doses of OPV may be used to complete a polio series. The total number of doses needed to complete the series is the same as that recommended for the U.S. IPV schedule. For students 18 years and older who are known or suspected to be unvaccinated or incompletely vaccinated against polio, refer to the immunization schedule or Appendix A of 6 CCR 1009-2.
Measles, mumps, rubella (MMR) If two live vaccines are not given on the same day, there must be at least a 28-day interval between the two doses.	2	**Routine:** Two-dose series at 12–15 months and 4-6 years. Dose 1 is not valid if administered more than four days before the 1st birthday. Some children will receive Dose 2 before their 4th birthday. This is valid if both doses are given after the 1st birthday and separated by at least 28 days. **Catch-up: Two-doses separated by at least 28 day**
Varicella (chickenpox) If two live vaccines are not given on the same day, there must be at least a 28-day interval between the two doses.	2	**Routine:** Two-dose series at 12–15 months and 4-6 years. Dose 1 is not valid if administered more than four days before the 1st birthday. Note: If a child has previous varicella disease **documented** by a health care provider or a **documented** positive antibody titer, the child has met the varicella requirement, and no varicella vaccine is required. **Catch-up:** Age 7-12 years: three months between Dose 1 and 2. Age 13 years and older: 28 days between Dose 1 and 2

Student Medications

The responsibility for dispensing medication lies with the parents or guardian. If, under exceptional circumstances, a child is required to take oral medication during school hours and the parent or legal guardian cannot be at school to administer the medication, only a designee will administer the medication in compliance with regulations established by the district. Medication must be in the original container with an official prescription label.

Written instructions signed by parents and physician shall be required and shall include:

1. Child's name
2. Name of medication
3. Purpose of medication
4. Time the medication is to be dispensed
5. Dosage
6. Possible side effects
7. Termination date for dispensing the medication
8. Waiver of claim

Accidents

If a child is injured at school, the teacher in charge shall fill out an accident report. In the event that an injury occurs that a teacher is not aware of, it is the responsibility of the student to immediately inform the supervising teacher, counselor or principal of the injury so that proper action may be taken.

To the parent/guardian of students that have/had an IEP or IFSP

Colorado Department of Education
School Health Services Program
Notification to Access Benefits

The Department of Health and Human Services sponsors a program allowing our district to seek reimbursement for health-related services provided to children with Medicaid health insurance. This program helps our district to maximize federal funds for support of additional health services in our schools.

The Colorado Department of Education and the District will request parental permission to provide health related services to each child and to release and exchange medical and other confidential information, as necessary, to the Department of Health Care Policy and Financing (Medicaid), whether directly or through a contracted billing agency, for health services provided to each child after the date of this notification. Information released may include personally identifiable information, records, or information about the services which may be provided to each child. The purpose of the disclosure is to access the child's public benefits to receive Medicaid reimbursement for said services.

The District, the Department of Health Care Policy and Financing, and the contracted billing agency, if any, require my permission to send claims to Medicaid and receive payment from Medicaid for health related services as set forth in my child's IEP or IFSP.

Medicaid reimbursement for health related services provided by the district and the Colorado Department of Education will not affect any other Medicaid services for which a child is eligible. Each child will receive the services listed in the IEP regardless of whether or not a child is enrolled in public benefits. If a parent refuses to allow access to the Department of Health Care Policy and Financing, it does not relieve the District of its responsibility to ensure that all required services are provided to the child at no cost to the parent.

The granting of consent is voluntary and may be revoked at any time. If a parent later revokes consent, that revocation is not retroactive (i.e., it does not negate an action that has occurred after the consent was given and before the consent was revoked).

The District and the Colorado Department of Education will operate under the guidelines of the Family Educational Rights and Privacy Act (FERPA) to ensure confidentiality regarding each child's treatment and provision of health related services.

Emergency Procedures

Safe School Procedure

Maintaining a safe school environment is everyone's responsibility. Students are encouraged to report any situation that may appear to be a safety issue. Information should be reported to any Administrator, Counselor, School Resource Officer, Security Officer, secretary, or any other faculty member. **Safety is a high priority and students may file reports at any time during the school day.**

Snow Days

In the event of inclement weather, school may be closed occasionally. Under severe weather conditions a school messenger notice will be sent out to all Risley phone numbers on file. Otherwise, please view Facebook or television stations for school closing, or check the District 60 website: Pueblo D60 Homepage

Evacuations

An evacuation map is provided for students in each classroom. Teachers review the escape routes for each class. It is everyone's responsibility to be aware of procedures and to cooperate with the faculty.

Fire Drills

Fire drills are held to prepare students and teachers to leave the building as quickly as possible should any emergency arise. The code for a fire alarm is a bell and flashing lights that can be heard throughout the building.

1. Teachers will guide their students out of the building.
2. Students will proceed in and out of the building in an orderly manner.
3. Students must remain quiet and stay with their class, a safe distance from the building.

Tornado Warnings

1. Listen for the emergency signal and special instructions.
2. Students should face inside walls of the shelter as far away from outside wall
3. Students are to assume a protective position: drop elbows and knees and make as small a target as possible, cover the back of your neck and head with your hands, a large book or a cushion.
4. If time does not allow movement to shelter, students are to assume a protective position under their desks or heavy furniture.
5. DO NOT leave shelter until the "ALL CLEAR" is sounded.

Bomb Threat

In case of a bomb threat, a decision will be made to evacuate to St. Leander's Church parking lot or to the southeast corner of the football field. Students and faculty are asked to report suspicious objects, but not to move, jar, or touch the object or anything attached to it. An announcement directing students to exit the building will be made when an evacuation is necessary. A search of the building will be conducted.

Lock Down
In the event of an emergency where a(n) individual(s) **pose a serious threat to Risley students or staff** a "Lock Down" plan will go into effect. Students will remain in their classrooms – until an announcement is made by an administrator. The school conducts drills throughout the year to ensure staff and students remain diligent with this safety process.

Secure Perimeter
A secure perimeter may be called at any time. No one will be allowed to leave or enter the building and all exterior doors and windows must remain closed and locked.

Hold
A "hold' might be called to temporarily keep students in place where they are while a matter requiring attention is addressed. For example: A student who is having a medical emergency in the hall-A hold might be called to keep students from passing to preserve the student's privacy.

School Organization

We have developed a schedule based on students' academic needs. Risley's academic program follows a traditional framework and is organized into grade level teams. All students can receive instruction in English Language Arts (ELA), Math, Social Studies, Science, Physical Education, Performing Arts (Visual Arts or Instrumental Music/Choir), STREAM, and other elective options.

Closed Campus

Risley is a closed campus. Students are not allowed to leave the building for any reason without clearance through the office. All visitors must enter through the front doors and check in at the Main Office. All District 60 Buildings now use the Raptor system to check in visitors. You will be required to show a photo ID when entering.

Clubs and Organizations

Risley has a variety of clubs and organizations available to students. Students are encouraged to join an organization and become involved in one or more of these school programs. Clubs and sports for this year will depend on staff sponsorships. In prior years, the following were available:

- Football (offered through PPAL)
- Girls Softball, Girls Volleyball, Cross Country – Fall Sports
- Basketball and Wrestling – Winter Sports
- Cheerleading
- Track – Spring Sport
- Soccer - Pueblo Rangers
- Student Council
- National Academic League
- Art Club
- Destination Imagination
- Science Fair
- WEB Program
- Yearbook

Textbooks and School Equipment

Teachers will issue workbooks for you to use during the school year. It is important that you take good care of these books since you are responsible for them and will be expected to pay for any damaged or lost books. Be sure that your name and room number is written inside the cover. Loss of a textbook will cost you approximately $50.00 per book. Once a book is checked out to a student, it becomes their responsibility.

Community Resources

Patrick A. Lucero Library
The Lucero Library is conveniently located just across the street from Risley on 7th & Monument. They provide a wide variety of activities including games, movies, and crafts throughout the year for both children and adults. They are open 6 days a week (Mon - Sat). Contact them for more information at (719) 562-5600.

Health Solutions/ State of Grace/ Pro-Bono Counseling Services
Counseling services for students and/or families in need are available. Contact an administrator or counselor for a referral to the variety of services each organization offers.

Boys & Girls Club
A supervised after school program which provides support in academics and positive social engagement activities for young children and teens is available and uses Risley's facility after school. Call their Office at (719) 544-2960 for more information. Risley students have free access to the program offerings, simply fill out the form and attend!

Student Mentoring
Risley partners with the Presbyterian Church and The United Way for individual student mentoring. If you are interested in having a mentor for your student contact one of our counselors for more information.

Care & Share
Risley works with Care & Share to provide an on-site pantry for students/families in need of support with food items. Canned and dry goods are available once a week (unless in an emergency). During the summer, we partner with Care & Share for the Mobile Food Pantry to provide access to fruits and vegetables along with bread and can/dry goods. Contact Ashley Hart at the school for more information.

Operation School Bell
The Assistance League of Pueblo volunteers work all year long to provide assistance to families in Pueblo who need assistance with purchasing back to school clothing. Contact one of our counselors for more information.

Additional Information

Transportation (Bus Policy)

In the morning, students will board their assigned bus only at the proper loading stop and get off only at Risley. In the afternoon, students will board their assigned bus only at Risley and get off only at their proper bus stop.

When a bus is late, or if a student misses a bus, telephone calls to home from the office telephone will be permitted. All school conduct rules apply to students while riding the bus, and waiting for the bus at the bus stop.

*****Bus privileges may be suspended for violations of the rules!***

Breakfast and Lunch

Risley is a universal free breakfast/lunch school. Applications must be completely filled out and signed by the parent or guardian. Students with special dietary needs must inform administration so that a plan can be put into place to accommodate the student's needs. Foods and beverages available on school campuses during the school day shall meet or exceed the Colorado nutrition standards and the regulations of the Healthy Hunger Free Kids Act. Any food/drink items purchased by students before school must be consumed before entering the building. **No outside for or drinks will be allowed into the school building.** Students who pack their own lunch must keep their food in their backpack and only pull it out at lunch, inside the cafeteria.

Students are expected to demonstrate good manners while eating and to converse in normal tones. Tables and floors must be left clean. Seats may not be saved. All students may go outside (weather permitting) before or after eating lunch, depending on their assigned time.

Nutritional Services Breakfast and Lunch Program:

Risley is a Universal Breakfast and Lunch School. Every student will receive a free breakfast and lunch at school. If you have any questions regarding this program, please call the school for more information. It is vital to the continuation of the program that every student has a lunch application completed and on file with the nutritional services department. Lunch application forms must be completed each year. If you need assistance in completing this form, please call the school at 719-549-7500.

Universal Meals

Pueblo School District 60 is participating in a Universal Lunch and School Breakfast Program for the current school year at all D60 schools. All students enrolled at D60 schools may participate in the breakfast and lunch program at no charge to them. Snack items and adult meals will be available for sale each day.

Community Eligibility Provision Participating Schools

All students will be served breakfast and lunch at no cost. Families should complete a combined application to provide vital data for school funding.

Families should submit a Family Economic Data Survey* in the school office, online at www.pueblod60.org, by visiting https://www.myschoolapps.com/Home/PickDistrict, or scan the QR code to the right.

- Families are encouraged to **fill out the Family Economic Data Survey*.**
- **You only need to submit one application per household, even if your children attend more than one school in** Pueblo School District 60**.**

***This form may be used only for schools participating in the federal child nutrition programs. All D60 schools are participating in the Community Eligibility Program (CEP), receipt of school meals does not depend on households returning this form. In all schools, this form is also used in connection with other federal, state and local education programs, including determining whether the school district is eligible for state additional funding on the behalf of the student(s). By filling out the form, the parent is ensuring the district will receive the additional state funding to which it is entitled based on the population of students served by the district.**

Families are encouraged to submit an application

Studies have shown that children who are not hungry perform better in school. By providing breakfast and lunch to all children at no charge, we are hoping to support a better learning environment for our students.

The school breakfasts and lunches that we serve follow U.S. Department of Agriculture guidelines for healthy school meals. The School Breakfast and Lunch Programs cannot succeed without your support; please encourage your children to participate in the school meal programs.

Non-discrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

Food Charge Policy

PROCEDURES

Food Pre-Payments

B**reakfast and lunch are provided free of charge to all District 60 students. This is the benefit of the Community Eligibility Provision. Any additional foods chosen by students MUST be paid for either prior to service or at the time of service. NO CHARGES WILL BE ALLOWED AT ANY GRADE LEVEL. Please be sure your student has a payment method *prior to purchases* or the sale will not be completed.** Prepayments may be made on-line by clicking on the link, www.myschoolbucks.com or scanning the QR code to the right.

Charging Foods is NOT allowed in any D60 School

District meal charge policy goals are:

Students who wish to purchase additional foods beyond those provided at no charge under the Community Eligibility Provision must pay for those foods.

- To encourage parents to assume the responsibility of meal payments and to promote self-responsibility of the student;
- To treat all students with dignity in the serving line regarding meal accounts;
- To establish policies that are age appropriate;
- To establish a consistent district policy regarding charges and collection of charges.
- Charging is not allowed at any grade level

MEAL PROGRAM COMPUTER SYSTEM

Nutrition Services uses the MCS computerized Point of Sale System that operates like a debit account. Students must prepay into their account and access their money by entering an account code into a pin pad. The Manager can also help the child look up their account at the computer terminal.

Students must prepay for additional foods

- **No cash will be accepted on the serving line in grades K-5**
- Prepayments are accepted via cash or check in the school cafeteria before 10:00 am.
- Make checks to ***Nutrition Services*** and write your child's name on the memo line
- This process has been established so that all students are using the same method of exchange
- Receipts are available on request

Parental Control

Parents may control how money is spent. Parents may designate if their child is not allowed to spend account money on a la carte food items.

As an additional courtesy to parents, they may request a report showing when deposits were made and when the student ate meals.

Lost and Found
Lost and found items will be placed in a box inside the office. If you find articles belonging to someone else, turn them into the Main Office. If you have lost an item ask a teacher or school secretary. Unclaimed lost and found items will be disposed of at mid-year and the end of the year.

Valuables
Large amounts of money or valuable items should remain at home. If it is necessary to bring valuables or money, please have your child check them into the office for safekeeping.

Please label all personal items.

*****Risley School of Exploration is not responsible for any lost or stolen items.***

Volunteers
Volunteers have to be cleared through the district. Visitors to the building will have to check into the building.

Technology

Student Device Responsibilities, Proper Care, and Terms

Purpose

Pueblo School District 60 is excited to provide your student with a technology device for use this year. Please note that the device issued to your student has a device-specific serial number which has been recorded at the District level and is associated with your student's name. This will be used to verify the return of the same device at the end of the school year.

This document outlines the daily responsibilities, proper use and care instructions, and terms of being issued a District device. Parents and students are asked to follow all recommendations listed below.

Daily Responsibilities

- Once provided, keep your device in a safe storage container (laptop sleeve, backpack, etc.) when not in use.
- Schools may ask students to take devices home. Plug in and charge your device every night.
- When taken home, bring your device and charger with you every day in your backpack.

Proper Use and Care

- Handle the device carefully and treat it as a valuable object. It should not be thrown, purposely dropped, or otherwise physically abused.
- It should never be placed on the roof or hood of a car, on the sidewalk or street, or imperiled in any way that may cause it to be crushed or thrown to the ground.
- The device should not be used near or in: water, household chemicals, or other liquids that could damage its electronic components.
- The Device should be protected from the environment to prevent rain, snow, ice, excessive heat, and/or cold and not left in places of extreme temperature, humidity, or limited ventilation (e.g. in a car) for an extended period of time.
- Do not write or draw on the device or apply any stickers or labels to the device.
- Pencils, pen tips, and other pointed objects should never be used on the screen.
- Use only a clean, soft cloth to clean the screen. No cleansers of any type should be used.
- Insert and remove cords and cables carefully to prevent damage to connectors.
- Do not insert objects into any of the openings of the device.
- The device should be used exclusively for the students' educational work.
- Parents and students agree to return the Device and power cord to the issuing school in the same condition that it was issued to the student.

Terms and Conditions

1. Damage or Loss of the Device: Parents(s)/guardian(s) are responsible for their child/children's use of the device, including any damage to the device. In the event that a student's device is lost or damaged, the District will assess the device for damages and seek reimbursement from the parent(s)/guardian(s) to cover the replacement or repair. The decision to seek reimbursement, as well as the amount of reimbursement, will be determined by the District, but will not be greater than the full replacement value of the device.
2. Hardware of Functionality Problems: If a problem arises with the functionality of a student's device, the student must notify his/her teacher immediately. An attempt will be made to assist with repair or replacement of the device. Under no circumstance may the student or his/her parent(s)/guardian(s) attempt to fix or allow anyone but District technology staff to attempt to fix suspected hardware faults or the device operating system. Do not take the device to any repair shop.
3. Failure to Return the Device: If a student fails to return the technology device or power cord, the district may seek reimbursement from the student's parent(s)/ guardian(s). If the device is reported stolen, the district may file a theft report with local law enforcement.
4. No Right to Privacy: The technology devices are District property; therefore, the District may examine the technology device and access and view their contents at any time for any reason. Neither students nor parents/guardians have any right to privacy of any data saved on the technology device or in a cloud-based account to which the technology device connects.

5. Technology device Data as Records: Data saved to the technology device is not maintained by the District as public records or as student records. In the event this data needs to be maintained by the District for any reason, the District will take affirmative steps to preserve it.
6. Waiver of technology device Related Claims: By accepting this device, you acknowledge and agree to follow all responsibilities outlined in this Agreement, and you waive any and all claims you (and your heirs, successor, and assigns) may have against Pueblo School District 60.
7. Indemnification for Device-Related Claims: By accepting this technology device, you agree to indemnify, defend, and hold harmless Pueblo School District 60, its Board of Education, and its individual Board members, employees, and agents, from any and all claims, damages, losses, causes of action, and the like relating to, connected with, or arising from the use of the technology device or from this Agreement.

Student and Parent Google Meet/Classroom Guidelines

Purpose

Google Meet and Google Classroom provide a safe way for students to connect, share content, access homework, participate in discussions and receive class information. This document outlines guidelines to be used by students when participating in synchronous learning (real-time learning with others) using Google Classroom or when meeting with District 60 staff using Google Meet. We ask that you take a moment to familiarize yourself and your child with the District 60's policies and procedures that outline our expectations for digital citizenship. These policies include:

- JS, Student Responsible Use of Technology, the Internet and Electronic Communications
- JS-E, Student Use of Technology, the Internet and Electronic Communications (Acceptable Use Agreement)

Student Expectations

Students have the following responsibilities:

1. Attend live class "meetings" as required.
   a. Silence/mute your microphone prior to entering the meeting.
   b. Do not present from your screen without the teacher's permission.
   c. Actively participate in the learning. Follow the teacher's directions for responding (either using your microphone or the chat feature to ask/ respond to questions).
   d. All conversations in the chat field should be school related and use classroom appropriate language.
   e. When class/session is over, hang up and leave the meeting.
   f. Camera should be positioned to avoid distractions and movement behind the student.
   g. School appropriate attire should be worn at all times.
2. Complete assignments with integrity and academic honesty, doing your best work.
3. Follow all District 60 and school policies, rules, and Acceptable Use Agreement expectations.

Parent Expectations:

Parents of participating students have the following responsibilities:

1. Ensure your child safely engages in online learning opportunities in accordance with District 60's digital citizenship policies referenced above.
2. Create an environment and schedule conducive to remote learning.
3. As necessary, help your child access learning assignments and attend live sessions.
4. Inform teachers of absences for any reason including illness, technical difficulties or hardship.
5. Ensure all members of your household respect the work of peers and adults participating in District 60's synchronous learning, just as you would as a "visitor" to the classroom in accordance with District 60 policy KI, Visitors to Schools. This means ensuring that you and other members of your household act in a manner that is not disruptive to the learning environment or otherwise compromises the safety or security of the staff and students participating in group activities involving live participation, such as video or conference calls.
6. Remember that recording or photographing any students or teachers during remote learning is prohibited.
7. Communicate to your child's Principal any concerns related to online instructional opportunities.

RISLEY SCHOOL OF EXPLORATION

BULLYING-PREVENTION PROTOCOL

Our school's social vision: Be Exceptional At Risley

Why we implemented a schoolwide system to stop bullying

Bullying and harassment stand in the way of our social vision. Therefore, our school has adopted the No Bully System for preventing and responding to harassment and bullying on district property; at district or school-sanctioned activities and events; through social media or any other electronic communication; when students are being transported in any vehicle dispatched by the district or one of its schools; or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event. This schoolwide system applies to all students, teachers, staff, specialists, and anyone who works on our campus, whether employed by the school or district, working as contractors, or volunteers pursuant to Colorado's Board of Education anti-bullying policy.

What is bullying?

Bullying occurs when a student, or group of students, repeatedly tries to hurt, humiliate, or get power over another student in any of the following ways:

- Physical bullying is when a student uses physical force to hurt another student, e.g., by hitting, pushing, shoving, kicking, taking a student's belongings, or stealing their money.
- Verbal bullying is when a student uses words, images, or gestures to intimidate or humiliate another student, e.g., by taunting, name-calling, teasing, put-downs, insults, threats, and blackmail.
- Relational bullying is when a student excludes or isolates another student, e.g., through leaving them out, manipulating others against them, or spreading false rumors or gossip.
- Cyberbullying is when a student uses their cell phone, text messages, e-mails, instant messaging, the Internet, or social media to threaten, shame, or isolate another student. It includes breaking into a student's online account and assuming that student's identity in order to damage their reputation.

Bullying is different from **conflict**. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. If students are in conflict but are not bullying, our school is committed to helping students talk it through.

Bullying may, at times, amount to **harassment**. It is harassment to target a student online or face to face because of his or her academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.

It is **sexual harassment to** target a student with unwanted sexual comments, gestures, physical contact, demands for sexual involvement accompanied by threats concerning their grades causing the student to feel uncomfortable or unsafe at school, or that interferes with schoolwork. In

these situations, complaints will be investigated according to the district's sexual harassment policy.

Our school does not tolerate bullying or harassment for any reason. It is a serious breach of the school rules if a student takes revenge or asks someone to threaten or hurt a student that has reported bullying or harassment.

How students can end bullying
Bullying and harassment cause pain and stress to students and are never justified or excusable as "just teasing" or "just playing." When a student stands by doing nothing, or laughs or posts comments online when others bully, they are participating in bullying.

The students at Risley International Academy of Innovation have agreed to join together to treat others with respect both online and face to face so that we keep our campus bully-free.

All students agree to:

- Value student differences and treat others with respect both online and face to face.
- Tell bullying students to stop when I or others around me are the target of bullying.
- Walk away and seek help by telling a trusted adult on campus or reporting via the Reporting Document, if I cannot safely stop the bullying [or by placing a note in the Bear PRIDE box in the counseling office area].
- Never take revenge or ask someone to hurt a student that has reported bullying.

Our school takes a problem-solving approach to bullying. We have staff members trained as Bullying Prevention Coaches who will meet with students that are the target of bullying and help end bullying situations.

Staff, Teacher, and Parent Response to Student Harassment and Bullying
Our school follows the No Bully System to prevent and respond to bullying and harassment.

Level 1: We support an inclusive school where everyone is accepted for who they are
We recognize that our school contains different abilities, body sizes, races, religions, socio-economic status, gender identities, and sexual orientations. All teachers, staff, students, parents, and volunteers support our social vision: **Be Exceptional At Risley.**

- Our school has created a Bullying Prevention Committee to advise the Principal on preventing bullying at this school and to ensure that students receive the relevant education for this to happen. Our committee meets at least once a month and may comprise a school administrator, a diverse range of teachers, a parent or guardian (who is not also a teacher), a student, and a community member.
- Our school has developed an active partnership with parents and community members to help maintain a school environment free from aggression and violence.
- Students learn through our social and emotional learning curriculum, Second Step, to get smart in managing their emotions and their relationships and to stand up to bullying at our school.
- Each year we administer a survey to students asking their perception of the frequency and intensity of bullying at our schools.

Level 2: We watch out for bullying and refer targets to a trusted adult or report in the Reporting Document

- Teachers and school staff have been trained to watch out for students who appear to be isolated from other students, who are put down by others behind their back, or who show signs of being bullied.
- If any teacher or staff member sees any student aggression or disrespect, they shall take immediate steps to intervene and redirect the student. Steps may include the following:
  - Name the behavior for what it is, e.g., "That's a putdown."
  - Speak to the intention behind the words or gestures, e.g., "That was meant to hurt." Remind students of our school's social vision and how their behavior is not aligned with this: **Be Exceptional At Risley.**
  - Notify the Principal immediately if there are any concerns for a student's physical safety.
- If any member of staff learns or suspects that a student is the target of continued bullying, they shall check in with the student as soon as reasonably possible. If this appears to be ongoing bullying or harassment, they shall email a report it to the Counselor within 24 hours who will attempt to resolve the situation
- If a parent or guardian knows or suspects that their child is being harassed or bullied, we encourage your student to tell the bullying students to stop or to seek help from any trusted adult on campus. If this does not solve the situation, please report the bullying to the Counselor via email or have the student report using the Reporting Document. The school can only help you if you reach out and tell us what is happening.
- If a student is the target of cyberbullying, please take screenshots and/or print any electronic or digital messages and share these with the school and do not pass it on to others.

Level 3: Solving the bullying, progressive discipline, and other responses

- The Lead Solution Coach investigates and resolves the situation and shall ensure that any report of bullying or harassment and its resolution is documented in the school's database at Infinite Campus.
- Our school uses a variety of methods to resolve ongoing incidents of bullying and harassment.
  - **We may refer the target of bullying to get help from a school Solution Coach.** Solution Coaches are teachers and staff members who have been trained to bring together Solution Teams of students, including bullies, bystanders, and positive student leaders, and without using punishment to bring the bullying to an end. The Solution Coach records progress using a Solution Team Log and shall report progress to the principal.
  - We may use progressive discipline to redirect bullying students depending upon the severity of the bullying. The Assistant Principal/Administration may meet with the bullying student, notify their parent or guardian, determine consequences to change behavior, and inform the student that graduating consequences will occur if the bullying continues.

Level 4: Implement a classroom or grade wide action plan

If a pattern of harassment or prejudice is apparent across an entire class or grade, the Solution Coach will report to the Solution Coach Committee who brings together relevant school staff to implement a plan to teach respect for differences and create a supportive peer culture.

Timeline for a bullying report under this protocol

Week One

- The Lead Solution Coach is notified of an ongoing bullying situation and logs the incident in Infinite Campus.
- When appropriate, the Lead Solution Coach refers the target of bullying to a school Solution Coach who holds a Solution Team on the target's behalf.
- The Assistant Principal/Administration may engage the progressive discipline process as needed.

Week Two

- The Solution Coach checks in with the target.
- The Solution Coach runs the second Solution Team.
- Further progressive discipline when necessary.

Week Three

- The Solution Coach checks in with the target and may invite them to the last Solution Team.
- The Solution Coach records progress in Infinite Campus, schedules a three-month follow-up with the target, and notifies the Assistant Principal/Administration and parents of the outcome.

If the school's intervention does not resolve the bullying, the student or their parent/guardian should inform the Assistant Principal. If the student or parent/guardian disagrees with how the school has responded to a complaint of harassment or bullying, he or she may appeal to the Principal.

Student Bully Free Pledge

We, the students at Risley, believe that every student should feel accepted for who they are and able to enjoy their time at our school free from bullying and harassment.

It's **bullying** when a student:

- Uses physical force to hurt another student e.g. by hitting, pushing, shoving, kicking, taking their belongings or stealing his or her money.
- Uses words or gestures to humiliate another student e.g. by shouting, taunting, name-calling, teasing, put-downs, insults, threats and blackmail.
- Excludes or isolates another student with the intention of hurting them e.g. through leaving them out, manipulating other students against them, or spreading gossip or rumors.
- Uses their cell phone or social media to cyberbully another student in any of the ways described above

It's **harassment** when a student targets another student online or face to face because of their actual or perceived race, color, national origin, sex, physical or mental disability, religion, gender identity and expression, socio-economic status, physical appearance and characteristic, and sexual orientation.

I recognize that bullying and harassment hurt students and are never justified as "just teasing" or "just playing." I acknowledge that if I stand by and do nothing, laugh, or post comments online when others bully, I have become part of the bullying problem.

I pledge to:

- Value student differences and treat others with respect both online and face-to-face.
- Tell bullying students to stop when I or others around me are the target of bullying.
- To walk away and seek help from any trusted adult on campus if I cannot safely stop the bullying. [or by placing a note in the Bear box in the counseling office area].
- Never take revenge or ask someone to hurt a student that has reported bullying.

Our school takes a problem-solving approach to bullying. We have staff members trained as Bullying Prevention Coaches to bring together students to solve bullying situations.

Student Name _____ Student Signature _____ Date _____

Teacher Name _____ Teacher Signature _____ Date _____

As a **Risley** parent, I support the well-being of all individuals at this school. I will share with my child the value I place on keeping our school bully-free so that every individual is accepted for who they are. I will inform the school if my child is the target of bullying.

Parent/Guardian Name _____ Signature _____ Date _____

Policies and Regulations (School District 60)

*District Policies and Regulations are available on the District website at:

www.pueblod60.org/policies or from the school office.

All District policies and regulations apply

regardless of whether they have been specifically highlighted in this handbook

*See also the District's **Student Code of Conduct** also available on the District's website at: www.pueblod60.org.*

JJJ: Extracurricular Activity Eligibility

All students meeting eligibility requirements are entitled to participate in extracurricular activities at their school of attendance. Subject to the same eligibility requirements, the district shall allow students enrolled in any school (including charter schools, online education programs, nonpublic schools and home schools) to participate on an equal basis in any activity offered by the district that is not offered at a student's school of attendance. *See complete policy.**

JJJ-R: Rules governing participation in all school-approved extracurricular activities. *See complete regulation.**

JQ: Student Fees, Fines, and Charges

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's educational program except tuition when allowed by law. However, the district may require students to pay textbook fees, fees for expendable materials and other miscellaneous fees as more fully set forth in this policy. *See complete policy.**

JRA/JRC: Student Records/Release of Information on Students

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/ guardian or the eligible student, except as set forth in law and this policy.

The superintendent or designee shall provide for the proper administration of student records in accordance with law, including the implementation of safeguard measures or procedures regarding access to and disclosure of student education records. *See complete policy.**

JRA/JRC-R – Student Records, Notification to Parents and Students of Rights Concerning Student Education Records (Review, Amendment and Hearing Procedures)**:** This regulation contains the procedures to follow when a parent or eligible student seeks to review or challenge the content of student education records. *See complete regulation.**

JRA/JRC-E-1– FERPA Notice: The Family Educational Rights and Privacy Act (FERPA) and Colorado law afford parents/guardians (parents) and students over 18 years of age (eligible students) certain rights with respect to the student's education records, as follows:

1. The right to inspect and review the student's education records within a reasonable time period after the request for access is made (not to exceed 45 days). See *JRA/JRC-R*.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights. *See JRA/JRC-R*.
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and state law authorize disclosure without consent. See *JRA/JRC*.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-8520.
5. The right to refuse to permit the designation of any or all of the categories of directory information. *See JRA/JRC*.
6. The right to request that information not be provided to military recruiting officers. See *JRA/JRC and JRA/JRC-E-2*.

Issued: June 25, 2013

JS: Suspension/Expulsion of Students

While using district technology or personal technology on district property, in district vehicles and at district-sponsored activities, students shall act in an appropriate manner and in accordance with Board, school, and district policies and procedures, and applicable law. It is the joint responsibility of district and school personnel and students' parent(s)/guardian(s) to educate students

about their responsibilities and to establish expectations when students use or access district and personal technology. *See complete policy.**

JS-E: Acceptable Use Agreement. S*ee complete exhibit.**

JKD/JKE: Student Use of Internet and Electronic Communications

The Board of Education shall provide due process of law to students, parents/guardians and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission. *See complete policy.**

JKE-E: Grounds for Suspension/ Expulsion

The following may be grounds for suspension or expulsion from a public school: 1) Continued willful disobedience or open and persistent defiance of proper authority. 2) Willful destruction or defacing of school property. 3) Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel including behavior which creates a threat of physical harm to the child or other children. 4) Declaration as a habitually disruptive student. 5) The use, possession or sale of a drug or controlled substance on school grounds, in a school vehicle, or at a school activity or sanctioned event. 6) The commission of an act on school grounds, in a school vehicle, or at a school activity or sanctioned event that, if committed by an adult, would be robbery. 7) Possession of a dangerous weapon. 8) Repeated interference with a school's ability to provide educational opportunities to other students. 9) Carrying, using, actively displaying, or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm in a school building or in or on school property. 10) Failure to comply with the provisions of Part 9, Article 4, Title 25, C.R.S. (immunization requirements). 11) Making a false accusation of criminal activity against an employee of an educational entity to law enforcement authorities or school district officials or personnel. *See complete policy.**

JKE-R: Suspension/ Expulsion of Students

Through written policy the Board of Education has delegated to any school principal the power to suspend a student for not more than five or 10 days, depending upon the type of infraction. Pursuant to policy JKD/JKE, the superintendent has been delegated the power to suspend a student for additional periods of time. However, the total period of suspension will not exceed 25 school days. As a general rule, a suspension will be 10 days or less. *See complete regulation for procedures.**

JEA: Compulsory Attendance

Every child who has attained the age of six years on or before August 1 of each year and is under the age of 17 is required to attend public school with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. *See complete policy.**

JH: Student Absence/Excuses

One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. *See complete policy.**

JHB: Truancy

"Habitual truant" shall be defined as a student of compulsory attendance age who has four total days of unexcused absences from school in any one month or 10 total days of unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences for purposes of defining a student as "habitually truant." *See complete policy.**

JICA: Student Dress Code

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. This policy is designed to ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance or body type/size. *See complete policy.**

JICJ: Student Possession and Use of Cell Phones and Other Electronic Communication Devices

The Board of Education recognizes that electronic communication devices can play a vital communication role during emergency situations. However, ordinary use of electronic communication devices in school situations disrupts and interferes with the educational process and is not acceptable. For purposes of this policy, "electronic communication devices" include any privately-owned, portable technology capable of cellular communication, text messaging, data storage, or internet access. This primarily includes smartphones, personal gaming devices, headphones, and any other hand-held equipment with audio, video, or photographic recording capabilities. This definition excludes school-issued or school-approved instructional equipment.

Students may possess electronic communication devices on school property, in school vehicles, and at school-sponsored activities. However, during the instructional school day, meaning the hours between the starting and ending time of the school day as defined by the district, electronic communication devices must be turned off and stored out of sight unless during an emergency, which for the purpose of this policy is defined as an actual or imminent threat to public health or safety that may result in loss of life, injury, or property damage.

This policy does not prohibit a student from using an electronic communication device if the use is necessary as an effective communication accommodation pursuant to the federal "Americans with Disabilities Act of 1990," 42 U.S.C. sec. 12101 et seq.; to comply with the student's individualized education program, as defined in section 22-20-103, C.R.S., or the student's section 504 plan, as defined in section 22-20-123, C.R.S.; or to monitor or address the student's medical condition.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

At no time may students use electronic communication devices in any manner that disrupts the learning environment or otherwise disrupts school or district activities or events, that compromises academic integrity, that violates an individual's right to privacy, or that otherwise promotes or facilitates any conduct that violates the student code of conduct or other district policies.

It is the student's responsibility to ensure that their electronic communication device is turned off and stored out of sight during the instructional day. Violation of this policy and/or use that violates any other district policy will result in disciplinary as prescribed in JICJ-R and applicable district student discipline policies.

Confiscated devices shall be returned to the student at the end of the school day. If the building principal or designee believes a student's possession or use of an electronic communication device may involve a violation of the law, the building principal or designee may also refer the matter to law enforcement, as appropriate.

The district shall not be responsible for loss, theft, or destruction of electronic communication devices brought onto school or district property or while the student is attending school- or district-sponsored activities or events.

Adopted: June 25, 2013
Revised: August 26, 2025
Revised: June 23, 2026

LEGAL REFS.: C.R.S. 18-7-109 (posting, possession, or exchange of a private image by a juvenile)
C.R.S. 22-1-149 (Board required to adopt policy regarding student communications devices in schools)

CROSS REFS.: JIC and subcodes, Student Conduct
JIH, Interviews and Searches
JK and subcodes, Student Discipline
JS, Student Use Technology, the Internet and Electronic Communications

JICJ-R: Student Possession and Use of Cell Phones and Other Electronic Communication Devices

In accordance with Policy JICJ, schools shall implement the following procedures regarding student possession and use of electronic communication devices.

Students who violate Policy JICJ shall be subject to progressive discipline measures intended to support appropriate student behavior while minimizing disruption to the educational environment. All violations must be reported to the student's parent/guardian.

1. First offense: A student who violates Policy JICJ for the first time shall receive a verbal warning and redirection from school staff. The student shall be directed to immediately turn off and properly store the electronic communication device.
2. Second offense: A student who commits a second violation of Policy JICJ shall have the electronic communication device confiscated by school personnel for the remainder of the school day. The device shall be returned to the student at the end of the school day in accordance with building procedures.
3. Third offense: A student who commits a third violation of Policy JICJ shall have the electronic communication device confiscated for the remainder of the school day and shall be required to participate in a conference with the student's parent/guardian and appropriate school personnel.
4. Subsequent Repeated or serious violations: Subsequent Repeated violations of Policy JICJ or, refusal to surrender an electronic communication device when directed by school personnel, or use of an electronic communication device in a manner that substantially disrupts the educational environment shall result in additional disciplinary action consistent with Board policy and the district's student discipline code.
5. Serious violations: Use of electronic communication devices involving harassment, bullying, academic dishonesty, unlawful conduct, recording individuals without permission, or violations of privacy shall result in more serious disciplinary consequences and referral to law enforcement when appropriate.
6. Refusal to surrender an electronic communication device when directed by school personnel or use of an electronic communication device in a manner that substantially disrupts the educational environment or that violates another Board policy shall result in disciplinary action consistent with Board policy and the district's student discipline code.

This regulation shall be implemented consistent with any individualized education program (IEP), Section 504 Plan, health plan, or other legally required accommodation.

School personnel have the authority to implement these procedures at their discretion in exigent circumstances, which must be reported to the school supervisor. Building principals or designees shall establish building-level procedures for implementation of this regulation consistent with Policy JICJ and this regulation.

Adopted: June 23, 2026

JICJ-E: Possession and Use of Cell Phones and Other Electronic Communication Devices. *See complete exhibit.**

JLCB: Immunization of Students

The Board directs the superintendent or designee(s) to annually provide parents/guardians of each student enrolled in the district a copy of the standardized immunization document developed by the Colorado Department of Public Health and Environment. The standardized immunization document includes a list of required and recommended immunizations and the age at which each immunization should be given, the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine for the school's enrolled student population for the previous school year compared to the vaccinated children standard, and a statement that the school is required to collect and report the information, but the school does not control the school's specific immunization rates or establish the vaccinated children standard.

No student is permitted to attend or continue to attend any school in this district without meeting the legal requirements of immunization against disease unless the student has presented one of the following, as provided by law:

1. a written authorization signed by a parent/guardian requesting local public health officials administer the immunizations;
2. a certificate of medical exemption;
3. a certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment; or
4. a certificate of nonmedical exemption

Students who do not submit an up-to-date certificate of immunization or a written authorization signed by one parent/guardian requesting local health officials to administer the immunizations or a valid certificate of medical or nonmedical exemption will be suspended and/or expelled from school according to regulation JLCB-R.

All information distributed to parents/guardians by the district will inform them of their rights to seek an exemption from immunization requirements.

Adopted: July 16, 1996
Revised: June 25, 2013
Revised: January 25, 2022

LEGAL REFS.: C.R.S. 22-32-140 (annual distribution of standardized immunization document required)
C.R.S. 22-33-106 (grounds for suspension, expulsion and denial of admission)
C.R.S. 25-4-901 et seq. (school entry immunizations)
6 CCR 1009-2 (school immunization requirements)

CROSS REFS.: JF, Admission and Denial of Admission
JF-R, Student Admission and Denial of Admission (Procedures for Students in Out-of-Home Placements)
JKD/JKE, Suspension/Expulsion of Students
JRA/JRC, Student Records/Release of Information on Students

JLCB-R: Immunization of Students

1. No student may attend school in the district unless the student has presented to the school an up-to-date certificate of immunization, a written authorization signed by a parent/guardian requesting local public health officials administer the immunizations or a valid certificate of medical or nonmedical exemption form. *[Note: please refer to current standardized immunization documents developed and updated by the Colorado Department of Public Health and Environment for a list of immunization requirements and recommendations.]*
2. A student will be exempted from required immunizations only upon submission of:
   a. a completed certificate of medical exemption from a licensed physician, qualified physician assistant, or advanced practice nurse that the student's physical condition is such that immunization would endanger the student's life or health or is otherwise medically contraindicated due to other medical conditions (see paragraph 5, below),
   b. a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment (see paragraph 4, below), or
   c. a completed certificate of nonmedical exemption signed by a parent/guardian or an emancipated student and physician assistant, or advanced practice nurse (see paragraph 4, below).
3. In the event of an outbreak of disease against which immunization is required, no exemption will be recognized and those students will be excluded from school.
4. Parents/guardians or emancipated students who assert a nonmedical exemption must submit either a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment or a completed certificate of nonmedical exemption that is signed by a parent/guardian or emancipated student and a physician, qualified physician assistant, or advanced practice nurse on an annual basis. Such submission will occur at the beginning of each school year that the nonmedical exemption is asserted.

5. Parents/guardians or emancipated students who assert an exemption from immunizations based on a medical reason must submit the required medical exemption form to the school one time. The medical exemption form must be maintained on file at each new school the student attends.
6. Each school in the district annually provides the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine [optional: the school may also include immunization and vaccination rates for any other vaccine] for the school's enrolled student population for the previous school year compared to the vaccinated children standard.
7. The district will provide upon request an immunization reporting form. The school nurse is responsible for seeing that required information is included on the form and transferred to an official certificate of immunization as required.
8. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished by telephone, e-mail, or in person. If this is not possible, contact will be by physical mail. Emancipated Students must be contacted directly rather than through their parents/guardians.

   The parent/guardian or emancipated student will be notified of the following:

   a. that up-to-date immunizations are required under Colorado law.
   b. that within fourteen (14) days of notification, the parent/guardian must submit one of the following: (i) an authorization for administration of the immunization by public health officials; (ii) a completed certificate of medical or nonmedical exemption; (iii) a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment; (iv) or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.
   c. that if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.

9. A student who fails to comply shall be suspended by the principal for up to five days and notice of the suspension sent to the Health Department.
10. If no certificate of immunization is received during the period of suspension, the superintendent will institute proceedings for expulsion.
11. Any suspension or expulsion under this policy will terminate automatically upon compliance.
12. Record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation, not in the student's disciplinary file.

Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate, but will be included in the annual report to the State Board of Education.

Students in out-of-home placements

The following procedure shall apply to students in out-of-home placements, as that term is defined by C.R.S. 22-32-138(1)(e).

Unless the district or school is otherwise authorized to deny enrollment to a student in out-of-home placement, the district or school shall enroll the student regardless of whether the district or school has received the student's immunization records. Upon enrolling the student, the school shall notify the student's legal guardian that unless the school receives the student's certificate of immunization or a written authorization for administration of immunizations within fourteen (14) days after the student enrolls, the school shall suspend the student until such time as the school receives the certificate of immunization or authorization.

Approved: July 16, 1996
Revised: March 14, 2006
Revised: January 25, 2022

KFA: Public Conduct on District Property

Persons using or upon school district property, including all District buildings, parking lots, and any District vehicle used to transport students, will not engage in the conduct described below.

Any person considered by the Superintendent or designee to be in violation of this policy will be instructed to leave District property and law enforcement may be contacted. Any person who has engaged or District officials reasonably believe will engage in conduct prohibited by this policy may be excluded from District property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with District operations or any activity sponsored or approved by the District.
2. Physical abuse or threat of harm to any person or District property.
3. Damage or threat of damage to District property regardless of the location, or property of a member of the community when such property is located on District property.
4. Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on District property, at District or school-sponsored functions or in any District vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine). If, however, the administration of

medical marijuana is in accordance with the Board's policy on administration of medical marijuana to qualified students, such possession shall not be considered a violation of this policy.

6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto District buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon or dangerous weapon, as defined in state law or applicable Board policy, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: May 28, 2015
Revised: August 23, 2016
Revised: August 26, 2025

LEGAL REFS.: 21 U.S.C. 860 *(crime to distribute or manufacture controlled substances within 1,000 feet of a school)*
C.R.S. 18-1-901 (3)(e) *(definition of deadly weapon)*
C.R.S. 18-9-106 *(disorderly conduct)*
C.R.S. 18-9-108 *(disrupting lawful assembly)*
C.R.S. 18-9-109 *(interference with staff, faculty or students of educational institutions)*
C.R.S. 18-9-110 *(public buildings – trespass, interference)*
C.R.S. 18-9-117 *(unlawful conduct on public property)*
C.R.S. 18-12-105.5 *(unlawful carrying/possession of weapons on school grounds)*
C.R.S. 18-12-214 (3)(a) *(person with valid concealed handgun permit may have a handgun on school property as long as hand gun remains in his or her vehicle and if, while the person is not in vehicle, the gun is kept in a compartment and the vehicle is locked)*
C.R.S. 18-18-407 (2) *(crime to sell, distribute or possess with intent to distribute any controlled substance on or near school grounds or school vehicles)*
C.R.S. 22-1-119.3 (3)(c), (d) *(no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event)*
C.R.S. 25-1.5-106 (12)(b) *(possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)*
C.R.S. 25-14-103.5 *(boards of education must adopt policies prohibiting tobacco and retail marijuana use on school property)*
C.R.S. 25-14-301 *(Teen Tobacco Use Prevention Act)*
C.R.S. 44-3-901 (1)(i)(1)(A) *(prohibits consumption of alcohol in any public place without a license or permit)*

CROSS REFS.: ADC, Tobacco-Free Schools
GBEB, Staff Conduct
GBEC, Alcohol and Drug-Free Workplace
JICH, Drug and Alcohol Involvement by Students
JICI, Weapons in School
KI, Visitors to Schools
JLCDB, Administration of Medical Marijuana to Qualified Students

NOTE: *The exceptions in state law that permit possession of a deadly weapon on school property are that the person:*

a. has legal authority to carry or possess a deadly weapon. C.R.S 18-12-105.5 (3).
b. is presenting an authorized public demonstration or exhibition for the school or an organized class. C.R.S. 18-12-105.5 (1).
c. is carrying out duties for the school district which require the use of a deadly weapon. C.R.S 18-12-105.5(1).
d. is participating in an authorized extracurricular activity or on an athletic team. C.R.S. 18-12-105.5 (1).
e. has possession of the weapon for use in an approved educational program which includes but is not limited to any course designed for the repair and maintenance of weapons. C.R.S. 18-12-105.5 (3)(h).
f. is a school resource officer or peace officer on duty. C.R.S. 18-12-105.5 (3)(e).