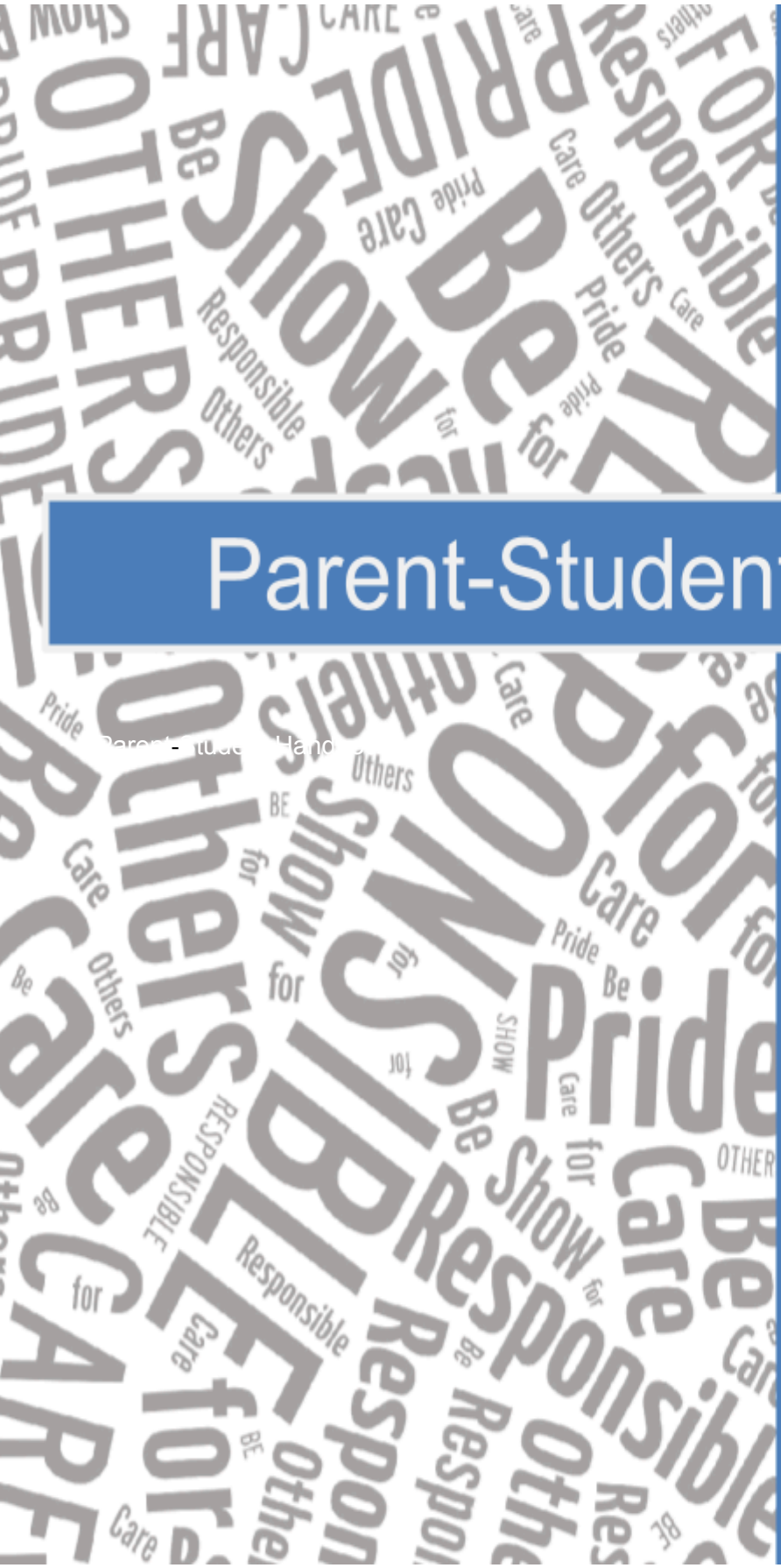


2026-2027

Parent-Student Handbook

Bethany

Community

School

44 Peck Road
Bethany, CT 06524
203-393-3250
www.bethany-ed.org

PREFACE

The material covered within this Parent-Student Handbook is intended as a method of communicating to students and parents mandated federal and state laws and regulations and is not intended to replace any Board Policy, Administrative Regulation, or negotiated agreement. Material contained herein may, therefore, be superseded by such Board policy, administrative regulation, or negotiated agreement. Any information contained in this handbook is subject to unilateral revision or elimination from time to time without notice.

This handbook is written as a reference for our students and their parents. It contains required and useful information. Because it cannot be as personal a communication as we would like, we address students not directly as “you” but rather as “the student,” “students,” or “children.” Likewise, the term “the student’s parent” may refer to the parent, legal guardian, or another person who has agreed to assume responsibility for the student.

The Parent-Student Handbook is designed to be in harmony with Board Policy and Administrative Regulations. Please be aware that the handbook is updated yearly, while policy and administrative regulations adoption and revision may occur throughout the year. Changes in policy and administrative regulation that affect portions of the handbook are available on the District website, www.bethany-ed.org, or by clicking the links throughout this handbook.

Mission Statement

We inspire and empower children to thrive in the world of tomorrow.

Policies and Information

Board of Education Members back to top

Board Member	Email	Term Expires
Angelo Amato, Vice Chair	aamato@bethany-ed.org	December 31, 2027
Susan Bradford	sbradford@bethany-ed.org	December 31, 2027
Joe Cafasso	jcafasso@bethany-ed.org	December 31, 2027
Matthew Erickson	merickson@bethany-ed.org	December 31, 2029
Dr. Shannon Lane	slane@bethany-ed.org	December 31, 2027
Johanna Fernandez	jfernandez@bethany-ed.org	December 31, 2029
Amy Lestinsky	alestinsky@bethany-ed.org	December 31, 2027
Allyson Wuerth	awuerth@bethany-ed.org	December 31, 2029
Melissa Zaldo	mzaldo@bethany-ed.org	December 31, 2029

More information on the Board of Education can be found in the Board of Education section of the District website, www.bethany-ed.org.

Board of Education Meetings back to top

The Regular and Special Board of Education Meetings are open to the public. All meetings begin at 6:30 p.m. unless otherwise posted. Meetings will be held in the Bethany Community School Learning Commons or virtually. All meeting information is available on the District website and is posted in Bethany Town Hall. Refer to Policy 1120 for more information.

District Contacts back to top

Superintendent of Schools	Mrs. Kai Byrd	kbyrd@bethany-ed.org
BOE Executive Assistant Human Resource Director	Mrs. Brandy Spargo	bspargo@bethany-ed.org
Business Manager, Lunch Program Coordinator	Ms. Donna Ricciardi	dricciardi@bethany-ed.org
BOE Office Assistant/Food Service Coordinator	Mrs. Teri Brunelli	tbrunelli@bethany-ed.org
Director-Special Services, Curriculum, and Instruction	Ms. Cheryl Kiesel	ckiesel@bethany-ed.org
Administrative Assistant to the Director	Mrs. Karen Egan	kegan@bethany-ed.org

Channels of Communication back to top

When you have a question about your child's classes or work in school, it is best to first contact the person who is closest to the situation. In most cases, this is the teacher. If you do not come to a resolution or you need to discuss a matter further, we ask you to use the following information path. Using this path will help you get the information you seek quickly and efficiently. Parents/guardians have the right to appeal any decisions by contacting the Superintendent.

Teacher

⬇

Principal

⬇

Director of Special Services, Curriculum and Instruction

⬇

Superintendent's Office

Equal Opportunity/Non-Discrimination back to top

The Bethany Public School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding non-discrimination policies:

Section 504 Inquiries

Cheryl Kiesel
Director of Special Services, Curriculum, and
Instruction Bethany Public School District
44 Peck Road
Bethany, CT 06524
(203) 393-1170 x807
ckiesel@bethany-ed.org

Title IX, Americans with Disabilities Act, and Age Discrimination Act Inquiries

Brandy Spargo
HR Director
Bethany Public School District
44 Peck Road
Bethany, CT 06524
(203) 393-1170 x800
bspargo@bethany-ed.org

Refer to Policy 0521, Policy 0523, Policy 5145.4, Administrative Regulation 5145.4, Policy 5145.44, Administrative Regulation 5145.44, and Policy 6121 for more information.

Financial Reports back to top

The Superintendent shall be responsible for accounting for all monies expended from within the school budget, shall keep files of all invoices and payroll authorizations, and shall keep a record for the information for the Bethany Board of Education of the expenditures broken down into the same categories and numbered accounts as the budget and the approved accounting system. On a quarterly basis, the Superintendent shall post the Board's current and projected expenditures and revenues on the District's website. Refer to Policy 3432 for more information.

Notice of Video Monitoring back to top

In accordance with Connecticut General Statutes, notice is hereby given to all employees, parents, and students that the Bethany Public School District conducts electronic monitoring in the school building and on school property. Video cameras are set up throughout the District and are monitored regularly. Refer to Policy 5131.111 for more information.

Academic Policies

Admission/Ages of Attendance/Placement back to top

A resident student is a student whose parent or person having control of the student resides in the Town of Bethany or who meet state requirements for school accommodations. Each such child shall have and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the District's programs and activities without discrimination on account of race, color, sex, religion, national origin, sexual orientation, gender identity, or expression, marital status, genetic information or membership in any other protected class. Students who are classified as homeless under federal law, and therefore do not have a fixed residence, will be admitted pursuant to federal law and Board Policy or Regulation. Refer to Policy 5111 for more information.

Care of Instructional Materials back to top

Bethany Public School District textbooks, paperbacks, library books, and other educational materials and equipment, including technology devices and accessories, are loaned to students for their use and they are responsible for the proper care of these books, materials, and equipment entrusted to their use. Students must pay the current value of any book, educational material, and equipment that is lost or damaged regardless of intent. The student and their parents/guardians have an equal responsibility to care for these loaned books, materials, and equipment, including technology devices and accessories. All damaged, destroyed or lost materials or equipment including technology devices and accessories, regardless of the reason or intent, must be paid in full before a replacement will be issued and before the end of the school year in which the damage or loss occurs or before a student officially withdraws from the District. Refer to Policy 6161.2 and Administrative Regulation 6161.2 for more information.

Computer Use & Internet Safety back to top

The Bethany Board of Education recognizes that an effective public education system develops successful digital citizens live safely and with civility in an increasingly digital world. Therefore, the District will use electronic resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is the District's goal to provide students with rich and ample opportunities to use technology for important purposes in school just as individuals in workplaces and other real-life settings. The District's technology will enable educators and students to communicate, learn, share, collaborate, and create, to think and solve problems, to manage their work, and to take ownership of their lives. The use of technology in support of learning shall be balanced against student needs and parental consent. The Board directs the Superintendent or designee to create strong electronic educational systems that support innovative teaching and learning, to provide appropriate staff development opportunities, and to develop procedures to support this policy. Refer to Policy 5134, Administrative Regulation 5134, Policy 6141.3291, and Administrative Regulation 6141.3291 for more information.

Curricular Exemptions back to top

Upon the written request of a parent/guardian received by the School District prior to planned instruction in the areas set forth below, the Board shall permit curricular exemptions for instruction in the following areas:

1. Dissection;
2. Family Life Education;
3. HIV/AIDS; or
4. Sexual abuse and assault awareness and prevention program.

Refer to Policy 6144.1 for more information and Forms & Information for the Exemption Form.

English Learner Students back to top

In accordance with the Board's philosophy to provide a quality educational program to all students, the District shall provide an appropriate planned instructional program for identified students whose dominant language is not English. The purpose of the program is to increase the English proficiency of eligible students so that they can attain the academic standards adopted by the Board and achieve academic success. Students who have limited English proficiency will be identified, assessed, and provided appropriate services. Refer to Policy 6141.311 for more information.

Examination/Grading/Rating back to top

The Bethany Board of Education seeks, through performance objectives in its instructional program, to make achievement both recognizable and possible for students. The issuance of grades on a regular basis serves to promote a process of continuous evaluation of student performance, to inform the student, the student's parents/guardians of the student's progress, and to provide a basis for bringing about change in student performance if such change seems necessary. Refer to Policy 5121 for more information.

Homework back to top

It is the policy of the Board of Education to ensure that all students comply with the homework requirements imposed by the school. It is also the policy of the Board of Education that any imposition of homework should be related to the curriculum goals and standards recognized as appropriate for the student's grade. Refer to Policy 6154 for more information.

Promotion, Acceleration, and Retention back to top

The Board of Education is dedicated to the best total and continuous development of each student enrolled in the school. Therefore, the District will establish and maintain the highest standards required for each grade and monitor student performance in a continuous and systematic manner. The school administration and faculty shall establish a system of grading and reporting academic achievement to students and their parent/guardian. The system will be used to determine if promotion requirements are met. The decision to promote a student to the next grade level shall be based on demonstrated and assessed successful completion of the curriculum, attendance, standards, performance on statewide assessments, and other testing instruments. Retention should take place as early in a student's educational career as possible. Refer to Policy 5123 for more information.

Ceremonies and Observances back to top

The school administration will provide students and staff with appropriate direction and guidance regarding holiday celebrations ceremonies and observances, recognition of religious holidays, the United States Flag, the Pledge of Allegiance, and Silent Meditation. Refer to Policy 6115 for more information.

Sexual Abuse Prevention and Education Program back to top

Students in grades K-6 will be involved in a prevention-oriented child sexual abuse program which teaches students age-appropriate techniques to recognize child sexual abuse and how to report it. Parents may permit their child to opt-out of the awareness program or any part of it. Refer to Policy 5145.511 for more information on the program and Policy 6144.1 for more information on opting out of the program.

Social and Emotional Learning back to top

The Bethany Board of Education believes that children's social and emotional development are essential underpinnings/foundations to school readiness and academic success. Therefore, the District will incorporate social and emotional learning and development into the education program. Refer to Policy 6142.102 and Administrative Regulation 6142.102 for more information.

Statewide Proficiency/Mastery Examinations back to top

Each enrolled in grades 3 and 6 inclusive shall annually take a mastery examination that measures essential and grade-appropriate skills in reading, language arts, and mathematics during any month of the school year. The State Board of Education shall approve the provision and administration of all mastery examinations. All examinations shall take place during a regular school day. Refer to Policy 6146.2 for more information.

Talented and Gifted Program back to top

Talented and gifted students are those with outstanding talent in the creative arts and/or outstanding learning abilities. The District may provide educational programs for the talented and/or gifted, within budgetary constraints that include a broad spectrum of learning experiences which increase knowledge and develop skills necessary for the student to function successfully in society while encouraging students to excel in areas of special competence and interest. The identification process is based on a multi-criteria assessment process, typically including both subjective and objective data. It is recognized that identified students may be accommodated in a variety of ways, such as, but not limited to, the provision for supplementary materials, extensions to the curriculum, and accelerated placement options. Refer to Policy 6172.1 for more information.

Teacher and Paraprofessional Qualifications back to top

Parents have the right to request information about the professional qualifications of their child's teachers, support staff, and paraprofessionals. Available information includes whether the teacher is certified for the subject matter and grade taught; the teacher's undergraduate major and any graduate degrees or certifications the teacher may have. To view teacher and paraprofessional qualifications go to the Faculty & Staff webpage and find the name of the staff member to view their qualifications. Refer to Policy 4111/4211 for more information.

Attendance Policies

Attendance and Truancy back to top

Regular and punctual student attendance in school is essential to the educational process. Connecticut state law places responsibility for assuring that students attend school with the parent or other person having control of the child. To assist parents and other persons in meeting this responsibility, the Board of Education, through the Superintendent, will adopt and maintain procedures to implement this policy.

In addition, the Board of Education takes seriously the issue of chronic absenteeism. To address this issue, the Board of Education, through the Superintendent, will adopt and maintain procedures regarding chronic absenteeism in accordance with state law.

Any student five (5) years of age or older, inclusive, who has four (4) unexcused absences from school in any one month or ten (10) unexcused absences from school in any school year is considered Truant. Refer to Policy 5113 and Administrative Regulation 5113 for more information.

Conduct Policies

Bullying Prevention and Intervention back to top

The Bethany Board of Education is committed to creating and maintaining an educational environment that is physically, emotionally, and intellectually safe and thus free from bullying, teen dating violence, harassment, and discrimination. In accordance with state law and the Board's Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function, or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by Board of Education.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Students who engage in bullying behavior or teen dating violence shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies and any accompanying administrative regulations on student discipline, suspension, and expulsion, and consistent with state and federal law.

Refer to Policy 5131.911 and Administrative Regulation 5131.911 for more information.

Search and Seizure back to top

The Bethany Board of Education seeks to ensure a learning environment that protects the health, safety, and welfare of students and staff. To assist the Board in attaining these goals, District officials may, subject to the requirements in Board policy, search a student's person or property, including property assigned by the District for the student's use. Such searches may be conducted at any time on District property or when the student is under the jurisdiction of the District at school-sponsored activities. Refer to Policy 5145.12 and Administrative Regulation 5145.12 for more information.

Student Conduct back to top

Each student shall learn to respect the rights of others as individuals and as groups. The student shall learn the rules that govern appropriate behavior in the school and at all school-related activities and obey the rules established by the Board of Education.

Areas of Responsibility

Board of Education
The Board holds all Bethany Public School District (District) employees responsible for the proper conduct and control of students while legally under the supervision and jurisdiction of the school.

Principal
The principal may implement necessary procedures and school rules on student behavior consistent with Board policies and administrative regulations. The Principal may involve representatives from school personnel, students, parents/guardians, and citizens of the community in developing standards, specific rules, regulations, and procedures for student conduct at school or during school-related activities.

Teachers
Teachers are responsible for the instruction of students in rules and regulations of proper conduct, as well as be responsible for proper and adequate control of students. The responsibility and authority of any teacher extend to all students of the Bethany Public School District (District) under the assigned supervision of the teacher and to other students so situated with respect to the teacher as to be subject to the teacher's control.

Classified Support Staff
All classified staff are responsible for reporting to teachers and administrators any inappropriate student behavior, to preserve their personal safety, the safety of other students and/or staff, and to safeguard District property.

Parents/Guardians
Parents/Guardians are expected to cooperate with and to support school authorities regarding the behavior and discipline of their children. Parents shall be held responsible for willful misbehavior of their children and for any destructive acts on school property.

Student Behavior
Students shall be properly instructed in rules of acceptable conduct and are responsible for complying with the District standards of behavior. Students who fail to comply with these rules and regulations are liable to suspension or expulsion.

Notification of Behavior Code
The Superintendent shall, at the beginning of each school year and at such time as it may deem appropriate, provide for an effective means of informing all students and parents/guardians of this policy. Refer to Policy 5114 and Administrative Regulation 5114 for more information.

Student Discipline back to top

It is the goal of the Board of Education to ensure the safety and welfare of all students in attendance and to maintain an atmosphere conducive to learning. In keeping with this goal, students are expected to comply with school rules and regulations, as well as Board policies and administrative regulations. Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a Board policy or administrative regulation. Students may be disciplined for conduct off school grounds if such conduct is seriously disruptive of the educational process and violates a Board policy or administrative regulation.

Students are expected to conduct themselves in a manner that reflects positively on themselves, their families, and the Bethany Public School District. It is expected that respect and cooperation will be the basis of interactions with staff and fellow students.

Refer to Policy 5114 and Administrative Regulation 5114 for more information.

Weapons and Dangerous Instruments back to top

The Board of Education determines that possession, concealment, and/or use of a weapon by a student is detrimental to the welfare and safety of the students and school staff within the District. Possession and/or use of any dangerous instrument, deadly weapon, electronic defense weapon, firearm, martial arts weapon, or destructive device in any District building on District grounds, in any District vehicle, or at any District-sponsored activity is prohibited. Refer to Policy 5131.7 for more information.

Food Service Policies

Breakfast and Lunch Programs back to top

The goal of the Bethany Breakfast and Lunch Program is to provide nutritious, attractive, and tasty meals at an affordable price. The National School Lunch Program (NSLP) is governed by federal and state guidelines set by the U.S. Department of Agriculture and the State Department of Education. Meals are planned to meet the Dietary Guidelines for Americans and one-third of the Recommended Dietary Allowances for school-age children.

School breakfast and lunch menus are available through the Nutrislice website at www.nutrislice.com. Nutrislice works on all smartphones. You will be able to see what is being served, nutrition data, allergy data, and much more. Children bringing lunch may purchase milk, water, juice, or snacks separately.

Paying for School Lunches back to top

Bethany Community School uses a computerized “Point of Sale” program where all students have an account ready to be used for the purchase of school lunches. All students are issued a unique lunch code that each child memorizes and enters at the serving line. Students can pay for lunch in cash or by depositing money into their lunch account.

Parents can send in cash or check/money order payable to “Bethany Community School Lunch Program.” Payments can be sent to the cafeteria in the morning before lunch for deposit into the student’s account or the student can make payment/deposit in the lunch line. Parents can also make deposits to the student account online at www.myschoolbucks.com.

Bethany participates in the National School Lunch Program where families who qualify can receive free meals or reduced-price meals. Family applications will be distributed on the first day of school to each child in the school. Applications are also available on the District website under Resources > Family> Lunch Program. Only one application per family is required.

2026-2027 Lunch Prices	
Students	$3.50
Adults	$5.00
Milk	$0.75
Reduced Lunch	Free

The Bethany Community School makes every effort to promote positive social interactions and a pleasant environment during lunch. Rules of cleanliness are to be observed at all times. All students are expected to demonstrate good behavior during lunch.

Please refer to Policy 3542.43 and Administrative Regulation 3542.43 regarding Food Service Charging.

Health and Well Being Policies

Accommodating Students with Food Allergies and/or Glycogen Storage Disease back to top

The Bethany Public School District (District) recognizes that food allergies, Glycogen Storage Disease (GSD), and diabetes may be life-threatening. For this reason, the District is committed to developing strategies and practices to minimize the risk of accidental exposure to life-threatening food allergens and to ensure prompt and effective medical response should a student suffer an allergic reaction while at school. The District is also committed to appropriately managing and supporting students with GSD and diabetes. The District further recognizes the importance of collaborating with parents/guardians and appropriate medical staff in developing such practices and encourages strategies to enable the student to become increasingly proactive in the care and management of his/her food allergy, GSD, or diabetes, as developmentally appropriate. It is the Board's expectation that school guidelines/actions will take into account the health needs and well-being of all children without discrimination or isolation of any child. It is the Board's belief that education and open and informative communication are vital for the creation of an environment with reduced risks for all school personnel, students, and their families. Refer to Policy 5141.25 and Administrative Regulation 5141.25 for more information.

Administration of Student Medications in School back to top

It is the policy of the Board to determine who shall administer medications in the school and the circumstances under which self-administration of medication by students shall be permitted. The Board allows students to self-administer medication and school personnel to administer medication to students in accordance with the established procedures, and applicable state laws and regulations Refer to Policy 5141.21 and Administrative Regulation 5141.21 for more detailed information.

General Policies on Administration of Medications

1. Except as provided below in Section D of the regulation, no medication, including non-prescription drugs, may be administered by any school personnel without:
    a. the written medication order of an authorized prescriber;
    b. the written authorization of the student's parent/guardian or eligible student; and
    c. the written permission of a parent for the exchange of information between the prescriber and the school nurse necessary to ensure safe administration of such medication.
2. Prescribed medications shall be administered to and taken by only the person for whom the prescription has been written.
3. Except as provided in Section D of the regulation, medications may be administered only by a licensed nurse; or, in the absence of a licensed nurse, by:
    a. a full-time principal, a full-time teacher, or a full-time licensed physical or occupational therapist employed by the school district. A full-time principal, teacher, licensed physical or occupational therapist employed by the school district may administer oral, topical, intranasal, or inhalant medications. Such individuals may administer injectable medications only to a student with a medically diagnosed allergic condition that may require prompt treatment to protect the student against serious harm or death.

b. students with chronic medical conditions who are able to possess, self-administer, or possess and self-administer medication, provided all of the following conditions are met:

   i. an authorized prescriber provides a written medication order, including the recommendation for possession, self-administration, or possession and self-administration;

   ii. there is a written authorization for possession, self-administration, or possession and self-administration from the student's parent or guardian or eligible student;

   iii. the school nurse has developed a plan for self-administration, or possession and self-administration and self-administration and general supervision, and has documented the plan in the student's cumulative health record;

   iv. the school nurse has assessed the student's competency for self-administration and deemed it safe and appropriate, including that the student: is capable of identifying and selecting the appropriate medication by size, color, amount, or other label identification; knows the frequency and time of day for which the medication is ordered; can identify the presenting symptoms that require medication; administers the medication appropriately; maintains safe control of the medication at all times; seeks adult supervision whenever warranted, and cooperates with the established medication plan;

   v. the principal, appropriate teachers, coaches, and other appropriate school personnel are informed the student is self-administering or possessing and self-administering prescribed medication;

   vi. such medication is transported to school and maintained under the student's control in accordance with this policy; and

   vii. controlled drugs, as defined in this policy, may not be possessed or self-administered by students, except in extraordinary situations, such as international field trips, with approval of the school nurse supervisor and the school medical advisor in advance and development of an appropriate plan.

c. a student diagnosed with asthma who is able to self-administer medication shall be permitted to retain possession of an asthmatic inhaler at all times while attending school, in order to provide for prompt treatment to protect such child against serious harm or death, provided all of the following conditions are met:

   i. an authorized prescriber provides a written order requiring the possession of an inhaler by the student at all times in order to provide for prompt treatment in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written order is provided to the school nurse;

   ii. there is a written authorization from the student's parent/guardian regarding the possession of an inhaler by the student at all times in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written authorization is provided to the school nurse;

   iii. the conditions set forth in subsection (b) above have been met, except that the school nurse's review of a student's competency to self-administer an inhaler for asthma in the school setting shall not be used to prevent a student from retaining and self-administering an inhaler for asthma. Students may self-administer medication with only the written authorization of an authorized prescriber and written authorization from the student's parent or guardian or eligible student; and

iv. the conditions for self-administration meet any regulations as may be imposed by the State Board of Education in consultation with the Commissioner of Public Health.

d. a student diagnosed with an allergic condition who is able to self-administer medication shall be permitted to retain possession of a cartridge or injector at all times while attending school, in order to provide for prompt treatment to protect such child against serious harm or death, provided all of the following conditions are met:

i. an authorized prescriber provides a written order requiring the possession of a cartridge or injector by the student at all times in order to provide for prompt treatment in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written order is provided to the school nurse;

ii. there is a written authorization from the student's parent or guardian regarding the possession of a cartridge or injector by the student at all times in order to protect the child against serious harm or death and authorizing the student's self-administration of medication, and such written authorization is provided to the school nurse;

iii. the conditions set forth in subsection (b) above have been met, except that the school nurse's review of a student's competency to self-administer cartridge injectors for medically-diagnosed allergies in the school setting shall not be used to prevent a student from retaining and self-administering a cartridge injector for medically-diagnosed allergies. Students may self-administer medication with only the written authorization of an authorized prescriber and written authorization from the student's parent or guardian or eligible student;

iv. the conditions for self-administration meet any regulations as may be imposed by the State Board of Education in consultation with the Commissioner of Public Health.

e. a student with a medically diagnosed life-threatening allergic condition may possess, self-administer, or possess and self-administer medication, including but not limited to medication administered with a cartridge injector, to protect the student against serious harm or death, provided the following conditions are met:

i. the parent or guardian of the student has provided written authorization for the student to possess, self-administer, or possess and self-administer such medication; and

ii. a qualified medical professional has provided a written order for the possession, self-administration, or possession and self-administration.

f. a coach of intramural or interscholastic athletic events or licensed athletic trainer, who has been trained in the administration of medication, during intramural or interscholastic athletic events, may administer inhalant medications prescribed to treat respiratory conditions and/or medication administered with a cartridge injector for students with medically diagnosed allergic conditions which may require prompt treatment to protect the student against serious harm or death, provided all of the following conditions are met:

i. the school nurse has determined that a self-administration plan is not viable;

ii. the school nurse has provided to the coach a copy of the authorized prescriber's order and parental permission form;

iii. the parent/guardian has provided the coach or licensed athletic trainer with the medication in accordance with Section J of the regulation, and such medication is separate from the medication stored in the school health office for use during the school day; and

iv. the coach or licensed athletic trainer agrees to the administration of emergency medication and implements the emergency care plan, identified in Section H of the regulation, when appropriate.

g. an identified school paraprofessional who has been trained in the administration of medication, provided medication is administered only to a specific student in order to protect that student from harm or death due to a medically diagnosed allergic condition, except as provided in Section D of the regulation, and the following additional conditions are met:

i. there is written authorization from the student's parents/guardian to administer the medication in school;

ii. medication is administered pursuant to the written order of (A) a physician licensed under Chapter 370 of the Connecticut General Statutes, (B) an optometrist licensed to practice optometry under Chapter 380 of the Connecticut General Statutes, (C) an advanced practice registered nurse licensed to prescribe in accordance with Section 20-94a of the Connecticut General Statutes, or (D) a physician assistant licensed to prescribe in accordance with section 20-12d of the Connecticut General Statutes;

iii. medication is administered only with approval by the school nurse and school medical advisor, if any, in conjunction with the school nurse supervisor, and under the supervision of the school nurse;

iv. the medication to be administered is limited to medications necessary for prompt treatment of an allergic reaction, including, but not limited to, a cartridge injector; and

v. the paraprofessional shall have received proper training and supervision from the school nurse in accordance with this policy, administrative regulation, and state regulations.

h. a principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach, or school paraprofessional, provided medication is antiepileptic medication, including by rectal syringe, administered only to a specific student with a medically diagnosed epileptic condition that requires prompt treatment in accordance with the student's individual seizure action plan, and the following additional conditions are met:

i. there is written authorization from the student's parents/guardians to administer the medication; and

ii. a written order for such administration has been received from the student's physician licensed under Chapter 370 of the Connecticut General Statutes; and

iii. the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach, or school paraprofessional is selected by the school nurse and school medical advisor, if any, and voluntarily agrees to administer the medication; and

iv. the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach, or school paraprofessional annually completes the training program established by the Connecticut State Department of Education and the Association of School Nurses of Connecticut, and the school nurse and medical advisor, if any, have attested, in writing, that such training has been completed; and

v. the principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by the Board, coach, or school paraprofessional receives monthly reviews by the school nurse to confirm competency to administer antiepileptic medication.

i. a director of a school readiness program or a before or after school program, or the director's designee, provided that the medication is administered:

i. only to a child enrolled in such program; and

ii. in accordance with Section L of the administrative regulation.

j. a licensed practical nurse, after the school nurse has established the medication plan, provided that the licensed practical nurse may not train or delegate the administration of medication to another individual, and provided that the licensed practical nurse can demonstrate one of the following:

i. training in administration of medications as part of their basic nursing program;

ii. successful completion of a pharmacology course and subsequent supervised experience; or

iii. supervised experience in the administration of medication while employed in a healthcare facility.

4. Medications may also be administered by a parent or guardian to his/her own child on school grounds.

5. Investigational drugs or research or study medications may be administered only by a licensed nurse. For FDA-approved medications being administered according to a study protocol, a copy of the study protocol shall be provided to the school nurse along with the name of the medication to be administered and the acceptable range of dose of such medication to be administered.

Asbestos back to top

The Bethany Board of Education, in compliance with federal law, has developed an asbestos management plan, concerning the presence or suspected presence of asbestos-type materials within District school buildings, and required inspections and preventive measures related thereto. In accordance with federal law, members of the public, including parents, teachers, and other employees, shall be permitted access to the asbestos management plan of the Bethany Public School District. Upon request, the District shall permit members of the public, including parents, teachers, and other employees, to inspect any asbestos management plan. The District shall grant access to such management plans within five working days after receiving a request from a member of the public. Contact the Office of the Superintendent at (203) 393-1170 to request access to the Bethany Board of Education Asbestos Management Plan.

Concussions back to top

A coach or the school nurse will notify a student's parent or guardian when he/she is removed from play due to a concussion or suspected concussion within 24 hours of removal but will make a reasonable effort to provide such notice immediately after the student's removal. Refer to Administrative Regulation 4116.3 for more information.

Communicable and Infectious Diseases back to top

Students with any medical conditions which within the school setting may expose others to disease or contagious and infectious conditions may be excluded from school and referred for medical diagnosis and treatment. Refer to Policy 5141.22 and Administrative Regulation 5141.22 for more information.

Drugs and Alcohol Use by Students back to top

The Bethany Board of Education is required by Connecticut law to prescribe rules for the management and discipline of its school. In keeping with this mandate, the unlawful use, sale, distribution, or possession of controlled drugs, controlled substances, drug paraphernalia, as defined in Connecticut General Statutes Section 21a-240, or alcohol on or off school property or during any school-sponsored activity is prohibited. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents in the schools involving the unlawful possession, distribution, sale, or use of substances that affect behavior. Refer to Policy 5131.6, Administrative Regulation 5131.6, and Policy 6164.11 for more information.

Green Cleaning Program back to top

It is the policy of the Bethany Board of Education to implement a green cleaning program in which the Board procures and properly uses environmentally preferable cleaning products in school buildings and facilities. Refer to Policy 3524.2 for more information. Visit the District's Government Compliance webpage for a list of products used in BCS.

No parent, guardian, teacher, or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize, or disinfect.

Health Assessments back to top

The Board of Education requires each student enrolled in the Bethany Public School District to have health assessments as mandated by state law. Refer to Policy 5141 for more information.

Homeless Students back to top

In accordance with federal law, it is the policy of the Bethany Board of Education to prohibit discrimination against, segregation of, or stigmatization of, homeless children and youth. In the event of a conflict between federal and/or state law and the administrative regulations, the provisions of law shall control. Refer to Policy 5118.1 and Administrative Regulation 5118.1, and McKinney-Vento Act for more information.

Immunizations back to top

In accordance with state law and accompanying regulations, the Board of Education requires each child to be protected by adequate immunization against diphtheria, pertussis, tetanus, poliomyelitis, measles, mumps, rubella, Hemophilus influenza type B, hepatitis A, hepatitis B, varicella, pneumococcal diseases, meningococcal disease and any other vaccine required by the schedule for active immunization as determined by the Commissioner of Public Health pursuant to Connecticut General Statutes Section 19a-7f, prior to enrolling in any program or school under its jurisdiction. Refer to Policy 5141 for more information.

State of Connecticut immunization requirements for enrolled students in Connecticut schools for the 2024-2025 school year.

Pesticide Application back to top

It is the policy of the Bethany Board of Education to implement an integrated pest management plan to reduce the amounts of pesticides applied in any building, or the grounds of the school, by using all available pest control techniques including judicious use of pesticides, when warranted, to maintain a pest population at or below an acceptable level, while decreasing the use of pesticides.

Parents/guardians of children and/or staff members may register for prior notice of pesticide application

at the school. The school shall maintain a registry of persons requesting such notice and shall provide notice to registered individuals in accordance with applicable Connecticut statutory and regulatory provisions. Refer to Policy 3524.1 and Administrative Regulation 3524.1 for more information and notification requirements.

Recommendations for Psychotropic Drug Use back to top

The Board of Education, consistent with state statutes, prohibits school personnel from recommending the use of psychotropic drugs for any child. Moreover, personnel may not require that a child obtain a prescription for a controlled substance (as defined in the Controlled Substances Act, Title 21 U.S.C. 801 et seq.) in order for the child to 1) attend school; 2) receive an initial evaluation or reevaluation to determine a child's eligibility for special education; or 3) receive special education and related services. Refer to Policy 4119/4219 for more information.

Reporting of Child Abuse and Neglect back to top

Connecticut General Statutes Section 17a-101 et seq. requires school employees who have reasonable cause to suspect or believe 1) that any child under eighteen (18) has been abused or neglected, has had a nonaccidental physical injury, or injury which is at variance with the history given of such injury, or has been placed at imminent risk of serious harm, or 2) that any person who is being educated by a local board of education, other than as part of an adult education program, is a victim of sexual assault, and the perpetrator is a school employee, to report such suspicions to the appropriate authority. In furtherance of this statute and its purpose, it is the policy of the Board of Education to require **ALL EMPLOYEES** of the Board of Education to report suspected abuse and/or neglect, nonaccidental physical injury, imminent risk of serious harm, or sexual assault of a student by a school employee, in accordance with Board policy. Refer to Policy 5141.4 for more information.

Smoking on School Grounds back to top

The Board of Education prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product, within the District, including in any area of a District building, including but not limited to any indoor facility owned or leased or contracted for, and utilized by the Board for the provision of routine or regular preschool, kindergarten, elementary or other services to children, or on the grounds of such District, or at any District-sponsored activity. Refer to Policy 1331 for more information.

Sudden Cardiac Arrest back to top

The Board recognizes the importance of ensuring the safety of students participating in the District's intramural or interscholastic athletic programs. Any student known to have exhibited signs or symptoms of cardiac arrest prior to, during, or following an athletic event shall be prevented from participating in the athletic activity. Refer to Policy 4116.2 for more information.

Suicide Prevention and Intervention back to top

The Board recognizes that suicide is a complex issue and that, while the school may recognize a potentially suicidal youth, it cannot make a clinical assessment of risk and provide in-depth counseling. Instead, the Board directs the school staff to refer students who may be at risk of attempting suicide to an appropriate service for professional assessment, counseling, and treatment services outside of the school. The Board recognizes the need for youth suicide prevention procedures and will establish programs to identify risk factors for youth suicide, procedures to intervene with such youth, referral services, and training for teachers, other school professionals, and students to provide assistance in these programs. Refer to Policy 5141.5 and Administrative Regulation 5141.5 for more information.

Wellness back to top

It is the policy of the Board of Education to promote the health and well-being of Bethany Public School District students. In furtherance of this policy, the Board has created a Wellness Council to review any available state or federal guidance on wellness issues and to assist in formulating recommendations for specific goals and guidelines aimed at promoting lifelong wellness practices among district students. This Wellness Council involves parents, representatives from the school food authority (i.e., any private company employed to provide food services), teachers of physical education, school health professionals, school administrators, the Board, and members of the public and may also involve a Supplemental Nutrition Assistance Program coordinator or educators. The Wellness Council will be involved in the development and implementation of this policy, the triennial assessment, and periodic updating of the policy. Refer to the District Wellness Council webpage, Policy 6142.101, and Administrative Regulation 6142.101 for more information.

Parent Involvement Policies

Reporting to Parents back to top

The Board of Education encourages regular and effective two-way communication between parent/guardian and teacher through frequent and varied reporting methods. Parent/Teacher conferences, letters, informal notes, emails, and telephone calls to parents/guardians should be used regularly, among other means, to inform parents/guardians of student successes and student needs and to inform teachers of parent/guardian concerns about, suggestions for, and perceptions of their child which may help the teacher in his/her work with the particular child. Refer to Policy 5124 for more information on Parent/Teacher Conferences and Report Cards.

Privacy/Confidentiality Policies

Websites/Pages & Accessibility back to top

The Board of Education allows the school and District to create and maintain Web sites for educational purposes. Websites are avenues for educating, providing information, communicating, and expressing creativity. District and school websites shall be used to share information about school curriculum and instruction, school-authorized activities, and other information relating to the school and our mission. Websites may also provide instructional resources for staff and students.

The content of materials published on the websites should be professional quality and consistent with the educational mission of the District. Websites shall follow standards for ethical behavior in regard to information and technology by showing respect for the principles of intellectual freedom, intellectual property rights, and the responsible use of information and technology. Pages shall reflect an understanding that both internal and external audiences will be viewing the information. The Superintendent or designee will have final determination of the appropriateness of all website publications.

Any pages or links representing the District shall follow applicable guidelines and responsibilities pertaining to content standards, student records, copyright, and technical standards. Refer to Policy 6141.321 and Administrative Regulation 6141.321 for more information.

Protection of Pupil Rights Amendment back to top

The Protection of Pupil Rights Amendment affords parents/guardians of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include but are not limited to, the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas (protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education:
    1. political affiliations or beliefs of the student or student's parents/guardians;
    2. mental or psychological problems of the student or student's family;
    3. sex behavior or attitudes;
    4. illegal, anti-social, self-incriminating, or demeaning behavior;
    5. critical appraisals of others with whom respondents have close family relationships;
    6. legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
    7. religious practices, affiliations, or beliefs of the student or student's parent/guardian; or
    8. income, other than as required by law to determine program eligibility.

- Receive notice and an opportunity to opt a student out of:
    1. any other protected information survey, regardless of funding;
    2. any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
    3. activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)
- Inspect, upon request and before administration or use:
    1. Protected information surveys of students and surveys created by a third party;
    2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
    3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents/guardians to a student who is 18 years old or an emancipated minor under State law.
The Bethany Public School District (District) has developed and adopted policies and administrative regulations, in consultation with parents/guardians, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents/guardians of these policies and administrative regulations at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents/guardians of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parents/guardians to opt their child out of participation of the specific activity or survey. The District will make this notification to parents/guardians at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents/guardians will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents/guardians will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202

Rights of Custodial & Non-Custodial Parents of Minor Children

back to top

The Bethany Board of Education, unless informed otherwise, assumes that there are no restrictions regarding the non-custodial parent's right to be kept informed of the student's school progress and activities. If restrictions are made relative to these rights, the custodial parent will be required to submit to the school administration a copy of the court order which curtails these specific rights. Refer to Policy 5142.1.

Student Confidentiality & Access to Education Records

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Notification of Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g et seq. affords parents/guardians and eligible students certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within forty-five (45) calendar days from the day the Superintendent receives a request for access.

   Parents/guardians or eligible students should submit to the Superintendent a written request that identifies the record(s) they wish to inspect. The Superintendent or his/her designee will make arrangements for access and notify the parents/guardians or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parents/guardians or eligible student believe are inaccurate or misleading, or otherwise violate the student's privacy rights.

   Parents or eligible students who wish to ask the District to amend a record should write the Superintendent, clearly identify the part of the record the parents/guardians or eligible student want changed, and specify why it should be changed.

   If the District decides not to amend the record as requested by the parents/guardians or eligible student, the Superintendent or his/her designee will notify the parents/guardians or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parents/guardians or eligible student when notified of the right to a hearing.

3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception that permits disclosure without consent is disclosure to a school official with legitimate interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Bethany Board of Education; a person or company with whom the District has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee; or a parent/guardian, student, or other volunteer assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

   Upon request, the District discloses a student's education record without consent to officials of another school, including other public schools, and charter schools, in which the student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. Further, and in accordance with state and federal law and guidance, the District may disclose education records to another school for enrollment purposes, which may include exploration of educational placement options by the District or educational placement decisions made by a planning and placement or Section 504 team, or in order to explore placement options for the provisions of alternative educational opportunities.

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:

   Office of the Chief Privacy Officer
   U.S. Department of Education
   400 Maryland Avenue, S.W.
   Washington, DC 20202-5920

Unless notified in writing by a parent/guardian or eligible student to the contrary within two (2) weeks of the date of this notice, the District will be permitted to disclose "Directory Information" concerning a student, without the consent of a parent/guardian or eligible student. Directory Information includes information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to, the parent's/guardian's name, address and/or e-mail address, the student's name, address, telephone number, e-mail address, photographic, computer and/or video images, date and place of birth, major field(s) of study, grade level, enrollment status (full-time; part-time), participation in school-sponsored activities or athletics, weight and height (if the student is a member of an athletic team), dates of attendance, degrees, honors, and awards received, the most recent previous school(s) attended and student identification numbers for the limited purposes of displaying a student identification card. The student identification number, however, will not be the only identifier used when obtaining access to educational records or data. Directory information does not include a student's social security number, student identification number, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems unless the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN or password.

The District may disclose directory information about students after they are no longer in enrollment in the District. Notwithstanding the foregoing, the District will continue to honor any valid objection to the disclosure of directory information made while a student was in attendance unless the student rescinds the objection.

An objection to the disclosure of directory information shall not prevent the District from disclosing or requiring a student to disclose the student's name, identified, or institutional email address in a class in which the student is enrolled. Parents/guardians and/or eligible students may not use the right to opt-out of directory information disclosures to prohibit the District from requiring students to wear or display a student identification card.

The written objection to the disclosure of directory information shall be good for only one school year. In all other circumstances, information designated as directory information will not be released when requested by a third party unless the release of such information is determined by the administration to be in the educational interest of the District and is consistent with the District's obligations under both state and federal law. Refer to Policy 5125 and Administrative Regulation 5125 for more information.

Student Data Privacy back to top

Schools and school districts have always collected data on students. Instead of paper files, much of that data is now collected through computers and online resources. While the systems for organizing and managing this information have changed over the years, our school district's commitment to confidentiality remains the same.

It is our responsibility to ensure the security of each student's education record and we take that responsibility very seriously. There are also existing federal and state laws in place that protect student information. Refer to the District's Student Data Privacy webpage for more information.

Special Education

The Board of Education shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the District as required by state and federal law.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the Individuals with Disabilities Education Act (IDEA).

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in state and federal statutes which govern special education.

In making a determination of eligibility for special education and related services, through use of a variety of tools and strategies designed to gather relevant functional, developmental, and academic information, a student shall not be determined to be a disabled student if the dominant factor for such a determination is a lack of appropriate instruction in reading, including the essential components of reading instruction, as defined in the Every Student Succeeds Act, lack of instruction in math or limited English proficiency or evidence that a child's behavior repeatedly violated disciplinary policy. Further, the District is not required to take into consideration whether a student has a severe discrepancy between achievement and intellectual ability in oral expression, listening comprehension, written expression, basic reading skills, reading comprehension, or mathematical calculation or reasoning.

In determining whether a child has a specific learning disability, the District may use a process that determines if the student responds to scientific, research-based intervention as a part of the evaluation procedures to determine eligibility.

For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student's parent/guardian to examine relevant records, an impartial hearing with opportunity for participation by the student's parent/guardian, representation by counsel, and a review procedure.

The Board of Education in fulfilling its legal duties and responsibilities for providing special education programs for the students of the District may be assisted through membership in the Regional Service Center and through cooperative associations with other school districts. For more information, visit the District's Special Education webpage.

The Board of Education may seek Medicaid reimbursement for eligible medically related services provided to Medicaid eligible special education students in accordance with federal and state law. Refer to Policy 3231 and Administrative Regulation 3231.

The Board of Education directs the Superintendent or his/her designee to take the necessary steps to ensure compliance with the Health Insurance Portability Act of 1996 (HIPAA). Compliance activities may include but not be limited to conducting periodic audits to determine the applicability of HIPAA to District operations, recommending policies to the Board, implementation of administrative regulations, including recordkeeping procedures, preparation of necessary documents, employee training, and all other activities necessary to ensure compliance. Refer to Policy 4112.61/4212.61 for more information.

The Board of Education seeks to foster a safe and positive learning environment for all students. District employees will restrict the use of physical restraint and seclusion of students to emergency situations, in accordance with this Policy and accompanying Administrative Regulations and applicable law. Physical restraint or seclusion of a student may be necessary in an emergency situation to maintain the safety of the student or another individual. The District also regulates the use of exclusionary timeout in accordance with Board policy and accompanying Administrative Regulations and applicable law. Refer to Policy 5144.1 and Administrative Regulation 5144.1 for more information.

Transportation

Transportation back to top

The Board of Education will provide transportation for students enrolled in the Bethany Public School District under provisions of state law and regulations. In determining the provision of transportation, the Superintendent shall consider and administer the operation so as to:

1. provide for the safe transportation of students, including consideration of hazardous conditions whether or not described in Administrative Regulations;
2. provide for appropriate supervision for students while on school transportation, consistent with the Board's Student Discipline policy; and
3. assist identified disabled students by providing appropriate specialized transportation when required by law.

All students and parents/guardians must comply with all bus roles, bus conduct, and responsibilities. Refer to Policy 5131, and Administrative Regulation 5131 for more information.

Bus Conduct back to top

School transportation is a school accommodation provided to students conditional upon their satisfactory behavior on the bus and at bus stops.

Students will be advised that while awaiting or receiving transportation to and from school, they may be suspended from transportation services for improper conduct which endangers persons or property or violates a Board policy or administrative regulation. School administration shall follow procedures in Policy 5114 and Administrative Regulation 5114 on Student Discipline when suspending bus privileges. Refer to Policy 5131.1 for more information.

Bus Rules back to top

It is crucial that students maintain an orderly atmosphere when on the bus. Safety is paramount. Distractions cause the bus driver to divert attention from the road.

1. Be at the bus stop at least five (5) minutes prior to bus arrival.
2. Wait for the bus to come to a complete stop before approaching.
3. Each student is allowed to carry onto the bus items that can fit safely in their lap including musical instruments, projects, and backpacks.
4. Enter the bus in an orderly manner and move as far back as possible.
5. Follow the bus driver's directions and requests at all times.
6. Stay in your seat while the bus is moving. Do not change seats. Wait for the bus to come to a complete stop before standing to get off.
7. Keep all body parts inside the bus.
8. Keep the aisle clear of all body parts and carry-on items.
9. Talk quietly and respectfully. Derogatory and obscene language is prohibited.
10. Keep all body parts and carry-on items to yourself.
11. Food and beverages are not allowed at any time.
12. Do not damage or deface the bus in any way. The student will be liable for any damage.

The bus driver will be in charge of the bus and will not permit any violation of the established rules listed in this section. If a student breaks any of the rules or fails to follow the bus driver's request, the bus driver will report the infraction to the school administrator in writing with a copy going to the parent/guardian and the bus company. Refer to Administrative Regulation 5131.1 for more information.

Bus Routes & Stops back to top

The Bethany Board of Education is committed to providing an effective, efficient, and safe transportation system for all students. Bus routes and stops will be established in accordance with Board of Education Policy 5131 and Administrative Regulation 5131. When determining routes and stops consideration will be given for:

- Time on the Road/Bus
- Hazardous Conditions
- Distribution of Students
- Grade Level
- Access to Stops
- Efficiency

By mid-August each year, student school bus schedules and stops will be developed by the Transportation Coordinator. Bus routes will be published on the District website and in the newspaper prior to the opening of school.

Parent/Guardian Responsibility back to top

Parents/guardians are responsible for ensuring the safety of their children up until the point when students board the school bus or other school-provided transportation and after students get off the bus after school. This responsibility includes the selection of walking routes to/from any bus stop and/or the school building and the provision of supervision that is appropriate to the student's age, maturity, and conditions along the walking route and/or at the bus stop at all times. Refer to Administrative Regulation 5131 for more information.

Bus Stop Changes back to top

The safety and security of all students are paramount.

All school buses have an approved seating capacity that cannot be exceeded. Because school buses are scheduled for maximum use of seated capacity, students must ride to and from school on buses to which they are assigned.

An exception will only be made for permanent and consistent home care/child care arrangements. Child care arrangements must be made in writing to the Transportation Coordinator.

If an emergency situation arises and a student needs to take a different bus, the parent/guardian must contact the Transportation Coordinator.

Parents/guardians must notify the school one week in advance of transportation arrangement changes.

