Turning Point 6-12 School

2026-2027 Student and Parent/Guardian Handbook

350 Hunter Creek Drive, Reno, NV 89509
775-337-7560

https://turningpoint.washoeschools.net/

TABLE OF CONTENTS

1. Welcome!
2. School Purpose Statement
3. About This Handbook
4. School Hours and Daily Schedule
5. Parent/Guardian Contact Information
6. Attendance and Absence Notification
7. Transportation, Arrival, and Dismissal
8. Morning Arrival and Safety Check-In
9. Late Arrival
10. Early Dismissal
11. Cell Phones and Personal Items
12. Student Meals and Drinks
13. Medication and Health Information
14. Student Conduct and School Expectations
15. PBIS Expectations and Point System
16. Major Safety Violations
17. School-Provided Technology
18. Testing Requirements
19. Student Transition Planning
20. Visitors and School Access
21. Emergency Operations Procedures
22. Counseling Department
23. Student and Parent/Guardian Acknowledgment
24. WCSD Policy Links

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1. WELCOME

Welcome to Turning Point 6-12 School! We are happy to welcome our middle and high school students and their parents/ guardians to the 26-27 school year. We look forward to working together to help every student learn, grow, and succeed.

At Turning Point, we believe every student can make positive progress. Our goal is to help students build the academic, social, emotional, and behavior skills they need to be successful. We work to prepare students for the less restrictive environments of their futures, in school and in life.

Families and our community are important partners in each student's success. When we work together, we can help students reach their goals. We encourage open communication and we value the support and ideas that our students' families bring to our school.

This handbook will help you learn about the policies, procedures, and expectations at Turning Point. Please read it carefully and refer to it as a guide throughout your student's time at Turning Point. We are excited to work with you and wish your family a safe, successful, and rewarding school year!

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2. SCHOOL PURPOSE STATEMENT

Turning Point 6-12 School prepares students for success by teaching grade-level academics and by developing the behavioral, social, and emotional skills needed to thrive in less restrictive environments. Turning Point 6-12 School provides education to assist students in successfully transitioning to comprehensive school and life environments.

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3. ABOUT THIS HANDBOOK

This handbook provides important information for students and parents/guardians of Turning Point 6-12 School students. It explains school procedures and expectations.

Our goal is to provide a safe and supportive place where students can learn, grow, and build skills for future success.

Students and their parents/guardians are asked to review this handbook together. Please contact the school office at 775-337-7560 (this is a voice phone number, not a text number), if you have questions or need help understanding any part of this handbook.

Some district policies and school procedures may be updated during the school year. Please see the links at the end of this handbook for current WCSD Board Policies and Administrative Regulations. The school will share important changes with students and parents/guardians.

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4. SCHOOL HOURS

Monday: 8:00 a.m.–2:30 p.m.
Tuesday: 8:00 a.m.–2:30 p.m.
Wednesday (unless announced otherwise): 8:00 a.m.–1:40 p.m.
Thursday: 8:00 a.m.–2:30 p.m.
Friday: 8:00 a.m.–2:30 p.m.

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5. PARENT/GUARDIAN CONTACT INFORMATION

Good communication between home and school is important.

Parents/Guardians, please make sure your contact information is always correct and current. This includes:

- Phone numbers
- Email addresses

- Home address
- Emergency contacts
- Other important contact information

The school must be able to reach a parent/guardian when needed.

The district uses Infinite Campus as its student management platform. Families may use Infinite Campus to access important student and school information. If you need help accessing Infinite Campus, please call the school office at 775-337-7560 for assistance.

Communication About Your Student

Each student has a special education case manager who is the primary point of contact regarding the student's *Individualized Education Program (IEP)* design and implementation.

All teachers will communicate with parents/guardians about specific classroom information and student progress.

Parents/Guardians are encouraged to stay in regular contact with the school.

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6. ATTENDANCE AND ABSENCE NOTIFICATION

Regular attendance is important for student learning and progress. When students will be absent for the day, families are encouraged to log into Infinite Campus to report an absence and/or call the school office at 775-337-7560. For students who will be arriving late or leaving early for an appointment, please call the school office at 775-337-7560.

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7. TRANSPORTATION, ARRIVAL, AND DISMISSAL

Students receive district-provided transportation as determined by their individual education program (IEP) transportation accommodations.

School staff greet each student as the student gets off their buses each morning. Students are escorted through the arrival and check-in process each day.

At the end of the school day, staff escorts students to their buses at afternoon dismissal.

Parent/Guardian Transportation

To help plan for students' safe arrival and departure, if a parent/guardian will be transporting a student to school instead of using the student's regular transportation that day, please inform the school office as early as possible by calling the school office at 775-337-7560.

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8. MORNING ARRIVAL AND SAFETY CHECK-IN

All students complete the school's morning arrival and safety check-in process each day.

The process is designed to support a safe and organized start to the school day.

Morning Arrival Process

Students will:

1. Be greeted by school staff as they get off their bus.
2. Wait at the front door until they are called into the front vestibule.
3. Check-in all cell phones and personal items.
4. Place cell phones and personal items in their own personal storage folder.
5. Enter the front vestibule for a safety scan (staff uses a hand-held metal-detecting wand. The student's personal storage folder is then securely locked-up for the entire school day).
6. Be escorted into the school building by staff.
7. Pick-up breakfast from the breakfast cart in the front hall.
8. Go to the first-period classroom.

All students are expected to follow school safety procedures and staff directions.

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9. LATE ARRIVAL

Students who arrive late must complete the school's arrival and safety check-in process.

A parent/guardian must come into the school building to physically sign-in the student.

Please do not drop a student off at the curb when the student is arriving late.

The parent/guardian must enter the school and complete the sign-in process.

A student arriving late will:

- Be signed-in by a parent/guardian.
- Complete the metal-detection safety scan. There are no exceptions to this requirement.
- Check in all cell phones or personal items.
- Have personal items securely stored for the school day.
- Enter the school and classrooms according to staff directions.

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10. EARLY DEPARTURE FOR THE DAY

If a student needs to leave school early for an appointment or another reason, a parent/guardian must come into the building and come to the front office to physically sign-out the student.

Please allow enough time for front office staff to complete the dismissal process and bring the student to the office.

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11. CELL PHONES AND PERSONAL ITEMS

Leave Personal Items at Home

Students are strongly encouraged to leave all personal items at home.

The school provides all classroom materials and electronic devices students need for instruction and assessment.

Students will not have access to personal items during the school day.

Cell Phones

Turning Point does not allow personal cell phone use for the entire duration of the school day, from morning arrival until afternoon dismissal.

Students are strongly encouraged to leave cell phones at home.

If a student brings a cell phone to school, the phone must be checked-in during morning arrival. It will be securely stored for the entire school day. School administration stores cell phones and personal items in a locked and safe location. Only authorized front office staff have access to this area.

Properly checked-in cell phones and other personal property will be returned to students at afternoon dismissal.

If a student is found with a cell phone during the school day, the phone will be confiscated and the student will receive a major behavior write-up. Parent/Guardian will be contacted and further action may be taken. A confiscated cell phone will be released only to a parent/guardian.

Smartwatches and Earbuds

Smartwatches and personally-owned earbuds/headphones may not be worn or used at school; the school provides listening device assistance as needed for classroom instruction.

If brought to school, these items will be checked-in and securely stored for the entire school day.

Other Personal Items

Any personal items brought to school will be:

- Checked-in during arrival.
- Securely stored during the school day.
- Returned to the student at afternoon dismissal.

Only authorized front office staff have access to stored personal belongings.

Students should leave personal items at home whenever possible.

The school provides the materials students need for the school day.

Any personal item needed as part of a student's individualized educational program (IEP) needs will be managed by school administration and the student's case manager.

Confiscated Items

A confiscated item might not be returned to the student at afternoon dismissal. If an item is confiscated, a school administrator will contact the parent/guardian about the item. Confiscated cell-phones will only be released to a parent/guardian. Any illegal contraband will be confiscated. Possible school police involvement may be warranted.

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12. STUDENT MEALS AND DRINKS

Breakfast and lunch are provided each school day at no-charge to families.

Breakfast

Students may pick-up breakfast from the breakfast cart in the front hall after completing the morning check-in process and take the food to their first period class.

Sack Lunches

Students may bring a sack lunch from home.

A sack lunch must be turned in to staff during morning arrival. Staff will place the lunch in the school refrigerator until lunchtime when it will be given to the student.

Drinks

Appropriate drinks brought from home must be unopened and in **factory-sealed containers**. Staff will place the drink in the school refrigerator for student to have at lunch break.

Metal drink bottles are not allowed for student use during the school day.

If a student brings a metal drink bottle to school or if the drink container is not factory-sealed, it will be securely stored for the day and returned to the student at afternoon dismissal.

Food Allergies and Dietary Accommodations

Parents/Guardians should communicate all food allergies and dietary accommodations to the student's case manager.

This information should also be noted in **Infinite Campus**, the district's student management platform.

If you need help accessing Infinite Campus, please contact the school office at 775-337-7560.

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13. MEDICATION AND HEALTH INFORMATION

Students may not transport medication to school themselves.

All medication must be brought to the school clinic in person by a parent/guardian.

Medication must have the student's prescription pharmacy label. The label must include:

- The medication name
- The dosage
- The student's legal name

Medication must be given directly to the school clinic.

Parents/Guardians should contact the school office or school clinic with questions about medication procedures.

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14. STUDENT CONDUCT AND SCHOOL EXPECTATIONS

A safe school requires everyone to work together.

Students are expected to:

- Follow all safety guidelines.
- Follow staff directions at all times.
- Use respectful and appropriate language at all times.
- Follow all school procedures.

- Participate appropriately in the school day.
- Treat other people and school property with respect.

These expectations apply throughout the school day and in all locations, including:

- Arrival
- Classrooms
- Hallways
- Meals
- School activities
- Emergency drills
- Dismissal
- School transportation, as applicable

Dress Expectations

Clothing may not represent or promote:

- Gang activity
- Drugs
- Alcohol
- Violence

Students are expected to follow school and district dress expectations.

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15. PBIS EXPECTATIONS AND POINT SYSTEM

Turning Point uses Positive Behavioral Interventions and Supports (PBIS) system to teach, support, and recognize positive student behavior. Students earn daily points when demonstrating pro-social/emotional skills of: Self-Awareness, Awareness of Others, Self-Management, Responsible Decision-Making, and Relationship Skills. Incentives are offered during each morning and each afternoon; examples of rewards are table-tennis, extra

basketball time, art projects, and board games. Students earn points each day that are applied to a weekly total which may be spent as Owl Bucks at the student store. Students may opt to save their earned bucks for larger store purchases- bucks can accumulate with no penalty. As students demonstrate increased skill in their pro=social/emotional skills, students work toward a higher transition level, which brings them closer to readiness for exposure to a comprehensive campus and eventual transition.

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16. BEHAVIOR

Student and staff safety is a priority.

Please see the WCSD Behavior Manual linked at the end of this document.

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17. SCHOOL-PROVIDED TECHNOLOGY

The school provides electronic devices needed for instruction and assessment.

Students are not to bring personal electronic devices to school.

Students are expected to:

- Use school technology for school purposes.
- Follow staff directions when using technology.
- Handle school devices carefully.
- Follow school and district technology rules.

Personal cell phones, smartwatches, earbuds, and other personal electronic items are subject to Turning Point's personal-item procedures.

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18. TESTING REQUIREMENTS

Students are expected to participate in all required standardized and specialized testing and may be required based on school, district, state, or individual student requirements.

Students are expected to attend school on all scheduled testing days unless the parent/guardian is notified otherwise.

Parents/Guardians should make every effort to support student attendance on testing days. Parents/guardians and students will receive notification regarding scheduled assessments.

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19. STUDENT TRANSITION PLANNING

A goal for every student is to gain the skills needed to successfully function in a less restrictive environment.

Student growth and readiness are individual. Students may need different types of support and different amounts of time to build skills.

Turning Point staff works with students and parents/guardians to support student growth in areas needed for future success.

The Turning Point Transition Plan is designed to guide students through six progressive phases to determine readiness for less restrictive environments and increased participation in general education settings.

Key Components of the Plan:

- The Turning Point Transition Plan consists of six progressive phases: Foundation, Integration, Personal Growth, Monitor, Link to Transition 1 & 2, and Transition.

- Students must meet phase criteria for a specified number of days (10, 15, or 30+ days) to progress to the next phase. In phases 1-4, students cannot regress to a previous phase, but may reset or pause. Phases 5 and 6 can be fluid.

- Each phase has specific criteria for points earned, and skills developed based on desirable behaviors, occurrences of problem behaviors, and work completion.

- Progress through the phases 1-4 is continuous; however, when students engage in major problem behaviors (such as verbal threats, physical aggression, stealing, or leaving campus), their progress in the current phase resets to day 1 of their current phase.

- Upon reaching the Monitor phase, students are gradually introduced to practice sites (nearby middle and high schools), starting with a walking tour and lunchtime visits, gradually increasing to classroom time.

- Link to Transition 1/ Link to Transition 2, and Transition are interconnected. As part of the Link to Transition 2 phase, students will begin a new point sheet. This point sheet will continue to be used for the entirety of the Link to Transition 2 and Transition phases as the student moves to concurrent enrollment at the practice site.

- A flow between Link to Transition 1/ Link to Transition 2, and Transition will be administratively determined according to the student's behavior.

- Parents will be kept informed of their child's transition progress through personal conversations, phone calls, hardcopy distribution, and digital means. Once a student is ready to transition to a comprehensive school according to the presented plan, a meeting is held with the student's IEP team to review the transition progress and determine the best possible placement for the student.

- The plan is individualized to each student's needs to ensure a personalized and supportive transition experience.

The Turning Point Team is here to collaborate with parents and the IEP team every step of the way to provide support for the student's educational journey.

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20. VISITORS AND SCHOOL ACCESS

The school uses controlled entry procedures to support campus safety.

Visitors are asked to come to the school's front door and push the call button.

Visitors will be asked to provide information for identification and admittance.

After entering the building, all visitors must report to the front office.

Please have the following ready:

- Personal identification
- The student's name
- The reason for the visit

Visitors will complete the school's check-in process and receive a visitor name badge.

Visitors are expected to follow all school safety procedures and staff directions while on campus.

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21. EMERGENCY OPERATIONS PROCEDURES

The school practices emergency procedures throughout the school year. Schoolwide emergency drills are conducted monthly.

Drills may include:

- Evacuation drills
- Shelter-in-place drills
- Lockdown drills

During all emergency drills, students are expected to:

- Follow staff directions.
- Follow all safety procedures.
- Remain with their assigned group unless directed otherwise.
- Use respectful and appropriate behavior.
- Take all drills seriously.

Emergency drills help students and staff practice what to do during an emergency.

22. COUNSELING DEPARTMENT

The protocol for requesting Counselor or Mental Health Professional services is as noted below:

- The student will need to sign up at the office during the passing time.
- The student will enter his/her name on the Counselor Sign-up Form.
- If no one is in the office to provide the student the sign-up sheet, accommodations will be provided such as having the para or teacher communicate to the office.
- The counselors regularly check the sign-up form throughout the day.
- The counselor will send a pass to the student when they are available to meet with them.

*Please note the pass indicates “immediately,” “last 15 minutes of class,” or “any time.” Just because a pass is sent, it does not mean that the student leaves class immediately. We want to be able to support the student’s academic and emotional/behavioral needs, thus mental health professional and teacher collaboration is paramount.

*There will be times that a counselor will need to meet with a student even when they have not signed up to see the counselor. During those times a pass will be sent based on counselor discretion.

23.STUDENT AND PARENT/GUARDIAN ACKNOWLEDGMENT

Handbook Acknowledgment

We have received and reviewed the Student and Parent/Guardian Handbook.

We understand that the handbook explains important school expectations and procedures, including:

- School hours
- Attendance and arrival

- Transportation
- Morning safety screening
- Cell phones and personal items
- Meals and drinks
- Medication procedures
- Student conduct
- PBIS expectations
- Testing requirements
- School-provided technology
- Visitor procedures
- Emergency drills
- Dismissal procedures
- Counseling appointment sign-ups

We understand that students are expected to follow school safety procedures, school expectations, and staff directions.

We understand that Parents/Guardians may contact the school office with questions or for assistance.

Student Name: _____

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

25. WCSD Policy Links

Safe and Respectful Learning Environment:	Board Policy 5700
Student Behavior	Board Policy 5100
Student Bullying, Harassment	Admin Reg 5701
Gender Identity	Admin Reg 5161
Student Dress Code	Admin Reg 5102
Student Uniforms (for Uniform Schools)	Admin Reg 5106
Homework	Admin Reg 6154
Plagiarism and Cheating Prohibited	Admin Reg 6642
Use of Personal Electronic Device by Students	Admin Reg 5810
Responsible Use and Internet Safety	Admin Reg 7211
Student E-mail	Admin Reg 5007
Student Attendance	Board Policy 5400
Service Animals	Admin Reg 7521
Transportation of Students	Admin Reg 7501
Release of Students during School Hours	Admin Reg 5146
Student Records and Information	Board Policy 5000
Student Activities (secondary)	Board Policy 5300
District Recognized Athletics (secondary)	Board Policy 5325
Volunteer Screen and Background Checks	Admin Reg 1501
Protocols for Visitors to District Property	Admin Reg 1506
Student Behavior Manual	Student Behavior Manual