SPARTAN PATHFINDER

PARENT HANDBOOK
62nd EDITION

2019.2020
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a) All persons residing in this Commonwealth between the ages of 6 and 21 years are entitled to a free and full education in the Commonwealth’s public schools.

b) Parents or guardians of all children between the ages of 8 and 17 are required by the compulsory attendance law to ensure that their children attend an approved educational institution, unless legally excused. Students who have not graduated may not be asked to leave school merely because they have reached 17 years of age if they are fulfilling their responsibilities as students. A student may not be excluded from the public schools or from extracurricular activities because:

1) The student is married.
2) The student is pregnant.
3) The student has a disability as identified by Chapter 15 (relating to protected handicapped students).
4) The student is an eligible student identified under Chapter 14 (relating to special education services and programs).

Authority
The provisions of this §12.1 amended under section 2603-B of the Public School Code of 1949 (24 P. S. §26-2603-B).

PA Code 12.2. Student Responsibilities.

1. Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to school rules and regulations. Most of all, students are responsible to share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.

2. No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.

3. Students should express their ideas and opinions in a respectful manner.

4. It is the responsibility of the students to conform to the following:
   1) Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.
   2) Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
   3) Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.
   4) Assist the school staff in operating a safe school for the students enrolled therein.
   5) Comply with Commonwealth and local laws.
   6) Exercise proper care when using public facilities and equipment.
   7) Attend school daily and be on time at all classes and other school functions.
   8) Make up work when absent from school.
   9) Pursue and attempt to complete satisfactorily the courses of study prescribed by local school authorities.
   10) Report accurately in student media.
   11) Not use obscene language in student media or on school premises.

Authority
The provisions of this §12.2 amended under section 2603-B of the Public School Code of 1949 (24 P. S. §26-2603-B).

a) The governing board has the authority to make reasonable and necessary rules governing the conduct of students in school. The rulemaking power, however, is not unlimited; it must operate within statutory and constitutional restraints. A governing board has only those powers that are enumerated in the statutes of the Commonwealth, or that may reasonably be implied or necessary for the orderly operation of the school.

b) Governing boards may not make rules that are arbitrary, capricious, discriminatory or outside their grant of authority from the General Assembly. A rule is generally considered reasonable if it uses a rational means of accomplishing some legitimate school purpose.

c) Each governing board shall adopt a code of student conduct that includes policies governing student discipline and a listing of students’ rights and responsibilities as outlined in this chapter. This conduct code shall be published and distributed to students and parents or guardians. Copies of the code shall also be available in each school library.

Authority

The provisions of this §12.3 amended under section 2603-B of the Public School Code of 1949 (24 P.S. §26-2603-B).
INTRODUCTION

SCHOOL BOARD DIRECTORY

Members of the Board of School Directors
Sonya L. Brajdic — President
Dr. Jeanne S. Smith — Vice President
Pamela A. Gibasiewicz — Secretary

Dr. Paul S. Adams
Michael F. Alfery
Diane S. Ciabattoni

Michele V. Fischer
Dr. David F. Iwig
Dr. Scott E. Learn
Paul J. Ward

Michael L. Brungo, Maiello Brungo & Maiello, LLP — School Board Solicitor
Andrews & Price LLC — Special Education Solicitor

Superintendent of Schools
DR. TAMMY S. WOLICKI

Student Representatives
Ben Graham, President of Student Council
(School Board Student Representative)

Olivia Persin, Vice President of Student Council
(School Board Student Representative)

Hempfield Area Administrative Office Personnel
4347 Route 136, Greensburg, PA 15601
Phone 724-834-2590

THE MISSION STATEMENT OF HEMPFIELD SCHOOLS

The Hempfield Area School District, in its commitment to excellence, shall engage and educate all students for personal success through a shared responsibility with the student, family, and community in a safe, secure and nurturing environment.
## ADMINISTRATIVE PERSONNEL

**Hempfield Area Administrative Office Personnel**  
4347 Route 136, Greensburg, PA 15601  
Phone (724) 834-2590  
[www.hasdpa.net](http://www.hasdpa.net)

<table>
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<tr>
<th>Position</th>
<th>Name</th>
<th>Phone</th>
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<tbody>
<tr>
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Hempfield Area Senior High School ................................................. 4345 Route 136, Greensburg, Pa 15601
Phone: 724-834-9000
Fax: 724-850-2090

High School Principals
Ms. Kathleen Charlton, Principal ..................................................... charltonk@hasdpa.net
(724) 850-2058
Mr. Steven DeLisle, Assistant Principal ........................................... delisles@hasdpa.net
(724) 850-2060
Mr. Gregory Saraceni, Assistant Principal ...................................... saracenig@hasdpa.net
(724) 850-2086
Mrs. Anita Mash, Assistant Principal .............................................. masha@hasdpa.net
(724) 850-2054

High School Counselors
Mr. Joe Altman ............................................................................... altmanj@hasdpa.net
(724) 850-2063
Mrs. Julie Razza ............................................................................ razzaj@hasdpa.net
(724) 850-2064
Mrs. Terri Reiss ........................................................................... reisst@hasdpa.net
(724) 850-2065
Mrs. Julie Scott ............................................................................ scotti@hasdpa.net
(724) 850-2066
Mr. William Swan ........................................................................ swanw@hasdpa.net
(724) 850-2068

High School Nurses
Mrs. Vicki Santry (Stoner) ................................................................ santryv@hasdpa.net
(724) 850-2074
Mrs. Amanda Szczera ................................................................. szczerbaa@hasdpa.net
(724) 850-2098

Home School Visitor
Mrs. Darci Markovic ...................................................................... markovicd@hasdpa.net
(724) 850-2059

School Psychologist
Mrs. Lisa Holtzman ........................................................................ holtzmanl@hasdpa.net
(724) 850-2453
GENERAL INFORMATION

ENTRANCE REQUIREMENTS

Documentation: The law requires that a parent or guardian show duly certified evidence of age for all children entering school for the first time.

Documentation of age may be satisfied by:

- Birth Certificate
- Baptismal Certificate
- Notarized statement from the parent indicating Date of Birth
- Certified transcript of birth which appears satisfactory to the local school— if none of the other above proofs are available.
- It is also recommended that students have a Social Security Number. This information must be recorded in the school on the child’s information form.

Immunizations Requirements

LEGAL CUSTODY

Separated or divorced parents are advised of their obligation to inform the school about the situation in the home and provide written documentation about the custody status of the child. This would involve making available:

- Court orders or directives related to custody and access to the child
- Shared custody plans
- Documents fixing responsibility for child’s education
- Informal parental understandings, expectations and agreements regarding the child’s education and welfare
- Information verifying a non-legal “custodial parent” arrangement

Both the federal Family Educational Rights and Privacy Act and Pennsylvania Law (Act 115 of 1981) provide each natural parent with access to the school records. Act 115 also gives the parent access to medical and dental records and the residence address of their children and of the other parent. No matter what form the custodial arrangement takes, one parent may not prohibit the other from viewing the records of the child. The only way a parent loses that right is through a specific order of the court restricting access. It is the policy of the Hempfield Area School District to remain neutral in concerns of custody issues. We provide both parents, upon proper request, access to school records and school functions.

Please be aware that the Hempfield Area School District is not to be included in any custody order as a third party or in any way involved in the exchange of children for visitation or a change in children’s custody.

ATTENDANCE

The attendance procedures can be found in the Student Handbook, Page 12. Questions or concerns regarding your child’s attendance can be directed to the Home and School Visitor.

EMERGENCY CLOSING OF SCHOOL

Due to possible severe or hazardous weather conditions, we could experience school delays and cancellations. Skylert Emergency Notification System will be activated in the event of school closings and cancellations.

All District information concerning these will be broadcast over the following radio and TV stations:

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<td>WHJB - 620 AM</td>
<td>WPXI - Channel 11</td>
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<tr>
<td>KDKA - Channel 2</td>
<td>KDKA - 1020 AM</td>
</tr>
<tr>
<td>WTAE - 1250AM</td>
<td>WTAE - Channel 4</td>
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Information may also be obtained about closings, delays, or early dismissals by calling the district at 724-834-2590 or by calling HEAR HERE! at the Tribune Review at 724-830-4770 go to extension 6000 when asked for a four digit category number then 436 when asked for the first three letters of the school district.

As a parent you must be concerned and provide for your child in the event of an early dismissal or closing. It is requested that you and your children have an “emergency plan” in the event of an early dismissal. You may wish to contact a relative, neighbor, or friend to make these plans for your children.

Please check with your local principal as to additional emergency procedures and plans to be contacted in the event of any unplanned event or emergency at your child’s school.

SCHOOL HOURS

The school day is organized differently in each school because the buses arrive at different times. Check with
the child’s local school office concerning the specific hours for beginning and ending the school day.

**PARENT – SCHOOL COMMUNICATION**

Problem Solving: During the course of the school year, problems may arise which may affect students, parents, and the school. Parents are urged to solve a problem as soon as it develops by contacting the staff member most directly involved with the problem. Often, a problem is caused by a lack of communications among the parent, student, and school.

By keeping in contact with the child’s school and teacher, parents can often solve and also avoid problems or misunderstandings which may otherwise arise. If parents or students are unsure whom to contact, call the building level administrator.

**FIRE DRILLS**

The school laws of Pennsylvania require that each school have at least one drill each month.

**DISORDERLY CONDUCT**

Refer to Hempfield Area School District Student Handbook Section I, Students, Page 17.

**GIFTS TO SCHOOL PERSONNEL**

During the holiday season parents and pupils have traditionally expressed gratitude to teachers in the form of personal gifts. While teachers have appreciated the gesture, there is the problem of financial burdens to some parents and possible embarrassment for some children. Therefore, in an effort to avoid embarrassment, parents and pupils are requested to refrain from sending gifts to school personnel. The most valuable gift a parent can give the school and the teacher is interest and support.

**STUDENT ACCIDENT INSURANCE**

The Hempfield Area School District makes available Student Accident Insurance at a very low rate. The policy covers injuries to the child occurring while traveling to and from school and while attending school.

At the beginning of the school term, insurance information will be sent to all parents.

**STUDENT PARKING**


**USE OF SCHOOL FACILITIES**

The following regulations are established relative to the use of school facilities: Unlicensed vehicles, motorcycles, skateboards, bicycles, etc. and/or unauthorized persons are prohibited on school property to ensure the general safety and welfare of the school community.

**VISITORS**

To ensure the safety of the children, **ALL VISITORS**, including parents, must report to the school office upon entering a school building. Students from other schools are not permitted to attend school or visit classrooms.

**PARTNERS IN EDUCATION (PIE)**

The high school welcomes parents and other adult volunteers to assist with various activities at the high school. This is a wonderful opportunity for adults to learn more about the high school. If you are interested in finding out more about the volunteer program, please call the main office of the high school (834-9000).

**CIVILITY PROCEDURES FOR CONFERENCES**

Meetings involving parents, the administration, and teachers are to be conducted in a non-aggressive and civil environment. The majority of the meetings between staff and parents are conducted in this positive atmosphere. For those meetings that the nature of the meeting might involve intense emotions and/or those meetings that deteriorate into heated exchanges, the following procedures should be implemented.

A. The administrator conducting the meeting will inform the participants of the ground rules for the meeting, described below:

1. The purpose of the meeting will be stated so as to keep the participants focused on the problem.

2. Each participant needs to allow the other person to speak without interruption so that all sides can be heard.

3. Each participant needs to actively listen to the other side to see where agreement can be reached.

4. The meeting will be terminated if shouting, rude or threatening remarks are made, or profanity is used.

5. The meeting will be stopped and, if necessary, rescheduled by the administrator.

B. A teacher or union representative has the right to ask for a private conference away from the parents to discuss the meeting topics or atmosphere. The administrator will reevaluate the situation at that point in order to decide on what should be done.

C. If a teacher is alone with a parent, it is the teacher’s responsibility to indicate the ground
rules as stated in A. The teacher also has the right to stop the meeting and reschedule it for when an administrator can be present.

D. Phone calls are included in this policy. The teacher or administrator is responsible to indicate the ground rules as stated above.

These procedures are a part of administrative guidelines for conducting parent conferences. They are meant to provide an atmosphere that promotes civility and an environment in which problems can be discussed without escalating emotions and disagreements.
PROCEDURES, RULES & REGULATIONS

GUIDELINES FOR CHANGE OF HEMPFIELD RESIDENCE
Please notify the school in writing of any changes of address, telephone number or bus stop. If you are relocating within the district and wish to remain at your present school, place your request in writing to your current building principal. An administrative team will review your request.

STUDENT LOCKERS

DISPLAYING/SHARING STUDENT WORK

PHONE CALLS
PHONE CALLS TO / FROM THE SCHOOL:
When possible, all instructions should be given to a child before he/she leaves for school. Student use of office telephones will be restricted to emergencies only. Forgotten items such as lunch, instruments, homework, money, etc. do not constitute an emergency. Parents should only phone the school in cases of emergency.

PHONE CALLS TO SPEAK WITH TEACHER:
When calling to speak with a teacher, please understand that a teacher will not be excused from class to speak with a parent. The parent should leave a telephone number with the office, and when available, the teacher will return the call. The parent and the teacher should speak when the teacher is at school so that the information on the student is available and a more meaningful conversation can take place.

DELIVERY OF ARTICLES TO CHILDREN
If it is necessary to bring articles of clothing, lunches, instruments, etc., to school during the day, please leave them in the appropriate grade level office. This procedure will prevent many classroom interruptions because delivery can usually be made at a time when the child is free. Articles are not permitted to be personally delivered to classrooms and / or children.
HEALTH SERVICES

IMMUNIZATIONS

Immunizations for all grades

- 4 doses of tetanus, diphtheria, acellular pertussis * (1 dose on or after the 4th birthday)
- 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given)
- 2 doses of measles, mumps, and rubella**
- 3 doses of hepatitis B
- 2 doses of varicella (chickenpox) vaccine or evidence of immunity

Children attending 7th through 12th grade ADDITIONAL immunization requirements for attendance:

- 1 dose of tetanus, diphtheria, acellular pertussis (Tdap)
- 2 doses of meningococcal conjugate vaccine (MCV)
  - First dose is given 11-15 years of age; second dose is required at age 16 or entry into grade 12
  - If dose was given at 16 years of age or older, only one dose is required

*Usually given as DTP or DTaP or DT or Td
**Usually given as MMR

TWO EXEMPTIONS PERMITTED:

Medical: Submit a SIGNED statement from your child’s physician indicating that a certain immunization would be harmful to your child’s health.

Religious, Moral/Ethical: Children do not need to be immunized if a parent/guardian OBJECTS IN WRITING to immunization on religious grounds or strong moral or ethical conviction.

However, children exempted from immunization may be required to be excluded from school during the outbreak of above listed diseases as directed by the PA Department of Health.

Provisional Enrollment

The child, when moving or transferring into a school in this Commonwealth, is unable to provide immunization records immediately upon enrollment into the school. The child’s parent or guardian shall have 30 days to provide immunization records to the school to show proof of immunization as set forth in §23.83, medical certificate as set forth in subsection € or to satisfy the requirements for an exemption as set forth in §23.84. A child who is unable to provide the necessary records, medical certificate or exemption may be excluded at the end of the 30-day period and in subsequent school years until the requirements of this subchapter are met.

SPECIAL HEALTH PROBLEMS

Parents having a child with special health problems should notify the school in writing on the Emergency Information Card each year. Such notification may include special directions or precautions for school personnel. Parent/student/nurse conferences are available upon request. If a student has a severe allergy to bee sting or foods, the parent should request a Severe Allergic Reaction Form from the school nurse.

If your child needs accommodations due to an injury or illness, it is the parents’ and students’ responsibility to contact the nurse. This would include leave early passes, elevator usage, and assistance with books. No student using crutches is to use the stairs.

SCREENINGS

Vision, height, weight and body mass index (BMI) screenings are performed annually on each student. BMI is calculated using height, weight, age and gender information. This number is compared with other children with the same statistics to determine a percentile. BMI may help to identify those who are at risk for problems associated with being underweight or overweight. Hearing screenings are done in seventh (7) and eleventh (11) grades and on other children as needed.

- Height, weight, BMI and Vision (K-12) results will be available on Skyward in the health portal section. If a student fails a screening, a Referral Letter will be sent to the parent by United States mail or email.

The following schedule indicates the type of other screenings performed at each grade level.
In Parents may elect to satisfy mandated examinations by having these services performed by their family physician/dentist. Parents electing to do so should contact the school nurse to obtain the appropriate forms which must be completed by the physician. Parents will be given notification, via their children, as to the approximate dates of all medical and dental examinations.

All instances, parents will be notified of any abnormal findings obtained through the various screening programs.

Height, weight, BMI and vision results will be available on Skyward in Health Portal section. All referrals will be sent to parents via US mail.

ATHLETIC PHYSICALS
Athletics Physicals will be offered one time a year by the school district. The school athletic physicals will be scheduled at the end of the current school year so students may participate in the following school year’s sports. Students may choose a private physician to perform the physical at the student’s expense. This exam must be completed after June 1st. If a student has a physical and plays more than one sport, the second sport would require a recertification form to be completed prior to the start of the second sport’s season. For example, if the student played football and had a physical and wants to play basketball, only a recertification form is required to play basketball. The exception is the student had an injury or an accident after the initial physical but prior to the start of the second sport’s new season, a physician clearance or release form may be necessary.

DOCTOR AND DENTAL APPOINTMENTS
If the appointment cannot be arranged during other than school hours, children may be permitted to arrive late or be dismissed early. A note from the parent must be presented to the school confirming the appointment. A note from the doctor is required when the student returns to school.
be notified of the student's Health Room (Nurses' Office) visit at the discretion of the nurse.

2. **Administering first aid and health assessments** for students who report to the Nurses' Office with complaints of injury and/or illness during the school day.

Secondary Level:
Emergency needs are met as they occur. In a non-emergency situation, a student is expected to obtain a written pass from the teacher of the class from which he/she will be absent and then report to the Nurses' Office. Class time spent in the Nurses' Office is considered class absence.

3. **Dismissing ill and injured students.** Ill and injured students are dismissed through the Nurses' Office. Students are not to make prior arrangements for dismissal from other telephones. The Nurses always attempt to notify a parent/guardian to dismiss a student. In cases when a parent/guardian cannot be reached, an attempt to contact other adults listed on the Emergency Information Card will be made. A student can only be sent home with persons listed on the student's Emergency Information Card unless other directions from a parent/guardian are received. At the secondary level, disciplinary action will be taken against any student who gives false information to the nurses. The parent/guardian or designated adult must follow the protocol for dismissal for the student's school building. Students will not be released until the parent/guardian or designated adult arrives and is identified.

An early dismissal from school through the Nurses' Office is considered a school absence although a written parent/guardian excuse is not required for that day. An exception is when a student is required by the Attendance Office to have written medical excuses because of high absenteeism. The Home and School Visitor would have notified the parent/guardian of the student who requires written medical excuses.

A student that has driven to school that becomes ill or injured and deemed necessary and able to drive home, after assessment of the school nurse, may drive home from the nurse's office only with parent/guardian permission.

Upon immediate arrival home, parent/guardian is requested to advise school nurse of safe arrival by calling 724.850.2074 or 724.850.2098.

4. **Administering medication** according to our district medication policy. The nurses will work with you to safely administer medication(s) to your child.

5. **Scheduling and assisting with school physical examinations** which are mandated and at the secondary level, athletic examinations. ALL school physical examinations require written parent/guardian permission. Notices informing the parent/guardian of state mandated physicals are to be completed by the parent/guardian and returned to the school nurse by the designated date. The information requested is necessary to facilitate scheduling.

6. **Performing mandated health screenings.** If you do not want your child screened, please notify the school nurse.

7. **Maintaining current Emergency Information Cards** for students.

8. **Maintaining student immunization and health records** for students.
# FIRST AID AND STUDENT CARE

## HEMPFIELD AREA SCHOOL DISTRICT

### POLICY REGULATING ADMINISTRATION OF MEDICATIONS AND TREATMENTS BY SCHOOL NURSE

### STANDING ORDERS FOR FIRST AID AND STUDENT CARE

#### 2019-2020 SCHOOL YEAR

<table>
<thead>
<tr>
<th>PROBLEM (Condition)</th>
<th>TREATMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parents will be notified if their child requires medication or ambulance transport to a hospital</td>
<td></td>
</tr>
<tr>
<td>Minor Sore Throat</td>
<td>Warm saline gargle, 1/2 tsp of salt per 8 ounces of water</td>
</tr>
<tr>
<td>Burns: First degree, minor second degree</td>
<td>Bacitracin ointment or Bacitracin Zinc, apply topically</td>
</tr>
<tr>
<td>Skin: Irritation: poison ivy, mosquito bites, etc.</td>
<td>*Calamine, apply topically to affected area</td>
</tr>
<tr>
<td></td>
<td>*Clear Caladryl, apply topically to affected area</td>
</tr>
<tr>
<td>Abrasions, minor lacerations</td>
<td>Bacitracin ointment, apply topically, sterile dry dressing after cleansing with Dial antibacterial soap — hydrogen peroxide</td>
</tr>
<tr>
<td>Dry skin</td>
<td>Vaseline Intensive Care Lotion, apply topically to affected area</td>
</tr>
<tr>
<td></td>
<td>Eucerin, apply topically to affected area</td>
</tr>
<tr>
<td>Mouth: Toothache/Pain</td>
<td>Orajel or Orastat with benzocaine, apply to affected area</td>
</tr>
<tr>
<td>Chapped lips</td>
<td>Vaseline</td>
</tr>
<tr>
<td>Eye Irritation:</td>
<td>Water irrigation</td>
</tr>
<tr>
<td>Soft contact lenses</td>
<td>Saline Solution for rinsing soft lenses</td>
</tr>
<tr>
<td>Allergic reaction:</td>
<td></td>
</tr>
<tr>
<td>Localized reaction to insect sting, food, or medication</td>
<td>*Sting-Kill swabs, apply topically to sting sites</td>
</tr>
<tr>
<td></td>
<td>*Benadryl orally (age/weight appropriate dose)</td>
</tr>
<tr>
<td>Systemic Reaction</td>
<td>Epipen/Epipen Jr - following directions. Epipen Jr if wt. 70 lb. Transport to hospital via ambulance</td>
</tr>
<tr>
<td>Infectious Process:</td>
<td>*Tylenol orally every 4-6 hours</td>
</tr>
<tr>
<td>Temperature (oral)</td>
<td>36 — 47 lbs. 240 mg.</td>
</tr>
<tr>
<td>&gt;= 102.5 F.</td>
<td>48 — 59 lbs. 320 mg.</td>
</tr>
<tr>
<td>Parent will be requested to take student home.</td>
<td>60 — 71 lbs. 400 mg.</td>
</tr>
<tr>
<td>Suspected Drug Overdose</td>
<td>72 — 95 lbs. 480 mg.</td>
</tr>
<tr>
<td></td>
<td>96 lbs and over 650 mg.</td>
</tr>
<tr>
<td></td>
<td>Naloxone nasal spray or auto injector</td>
</tr>
</tbody>
</table>

The above standing orders are in addition to treatment as outlined by American Heart Association First Aid. If symptom persist, physician follow-up is suggested.

*Generic equivalent may be used.*

Dated 7/1/19

Dr. James Masterson, 724-689-1070
School Physician for Hempfield Area School District
<table>
<thead>
<tr>
<th>Disease</th>
<th>Incubation Period</th>
<th>First Signs</th>
<th>How Long is the Student Contagious?</th>
<th>Time Excluded From School</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CHICKEN POX</strong></td>
<td>12-21 days (usually 13-17 days)</td>
<td>Slight fever; loss of appetite followed in 36 hours by small, raised pimples which become filled with clear fluid; rash most common on scalp, back, and chest</td>
<td>From 1 day before onset to 6 days after appearance of rash</td>
<td>Minimum 7 days; until all crusts are dried; average of 10 days off</td>
</tr>
<tr>
<td><strong>GERMAN Measles</strong></td>
<td>14-25 days (usually 18)</td>
<td>Mild “cold”; slight fever; sore throat; possible swollen glands, followed by a fine pinkish rash on face, arms, and hands – spreading rapidly over body</td>
<td>From onset of first symptom until rash disappears in 4-7 days</td>
<td>Usually 4-7 days after onset</td>
</tr>
<tr>
<td><strong>MEASLES</strong></td>
<td>7-14 days (usually-10)</td>
<td>Slight fever; red, watery, puffy eyes; dry, hard cough; small red spots with white in centers in mouth; 3-4 days after first symptoms rash of large, itchy red blotches start at hairline and spread over body</td>
<td>From 4 days before rash appears until rash disappears in 7-8 days</td>
<td>Minimum of 7 days; longer if child is still ill</td>
</tr>
<tr>
<td><strong>MUMPS</strong></td>
<td>11-26 days (usually 18)</td>
<td>Moderate fever; upper respiratory congestion; head-ache and vomiting followed by painful swelling of glands near ear and under jaw</td>
<td>From 1-2 days before onset until all swelling disappears</td>
<td>Usually 7-10 days or until all swelling has gone down</td>
</tr>
<tr>
<td><strong>STREP THROAT/ SCARLET FEVER</strong></td>
<td>1-7 days (usually 2-5)</td>
<td>Fatigue, restlessness and sometimes vomiting followed by fever and sore throat; fine red rash indicates scarlet fever</td>
<td>Uncertain; usually from first symptoms to complete recovery— until well 14 days</td>
<td>24 hours after beginning treatment</td>
</tr>
<tr>
<td><strong>WHOOPING COUGH</strong></td>
<td>5-21 days (usually 7)</td>
<td>Low fever; dry cough; “cold” symptoms; later, spells of coughing which end with a noisy gasp</td>
<td>From first symptoms of “cold” to 3 weeks after onset of cough</td>
<td>5-7 days after beginning treatment</td>
</tr>
<tr>
<td><strong>IMPETIGO</strong></td>
<td>4-10 days</td>
<td>Purulent skin lesion develops an orange-tinged crust</td>
<td>As long as lesion drains</td>
<td>Until treatment confirmed by a physician</td>
</tr>
<tr>
<td><strong>RINGWORM</strong></td>
<td>10-14 days</td>
<td>Flat spreading ring-shaped lesions, reddish; dry and scaly or moist and crusted</td>
<td>As long as lesions are present</td>
<td>Until treatment confirmed by a physician</td>
</tr>
<tr>
<td>Incubation Period Disease</td>
<td>First Signs</td>
<td>How Long is the Student Contagious?</td>
<td>Time Excluded From School</td>
<td></td>
</tr>
<tr>
<td>--------------------------</td>
<td>------------------------------------------------------------------------------</td>
<td>-------------------------------------</td>
<td>--------------------------</td>
<td></td>
</tr>
<tr>
<td>PINKEYE</td>
<td>Irritation redness, discharge, itching of eye. Edema of lids. Sensitive to light</td>
<td>During active infection</td>
<td>Until treatment confirmed by a physician</td>
<td></td>
</tr>
<tr>
<td>FIFTH’S DISEASE</td>
<td>Rash appears, can be mistaken for measles</td>
<td>Rash can remain as long as 2 weeks</td>
<td>Until diagnosed by physician or until rash disappears</td>
<td></td>
</tr>
<tr>
<td>SCABIES</td>
<td>Lesions or rash prominent between fingers, spreads to rest of body, extremely itchy especially at night; secondary infections from scratching</td>
<td>Until treated</td>
<td>Until treatment confirmed by a physician</td>
<td></td>
</tr>
<tr>
<td>LICE</td>
<td>Infestation of scalp; extreme itching; nits are small, silvery, teardrop shaped eggs attached to individual hairs</td>
<td>Until lice and eggs are destroyed</td>
<td>Time excluded from school until treatment confirmed as directed by the school nurse</td>
<td></td>
</tr>
<tr>
<td>AIDS</td>
<td>Determined on an individual basis according to approved school board policy.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**AIDS policy determined on an individual basis according to approved school board policy.**

*If a student has not been immunized due to exceptions, the child may be excluded from school during an outbreak as directed by the Pennsylvania Department of Health.*

**STUDENT PHYSICAL EXAM FORM INFORMATION**

DEPARTMENT OF HEALTH  
HEMFPIELD AREA HIGH SCHOOL  
4345 Route 136  
Greensburg, PA 15601

The Pennsylvania School Act approved by the PA Department of Public Education requires all students in grades K or 1, 6, and 11 to have a physical exam. This exam may be performed by the family physician in his/her office or by the school physician at school.

Students choosing to have this exam conducted by their family physician instead of by the school physician are to have the Pennsylvania Private or School Physical Examination Form completed by the family physician and returned to the school nurse the first week of school. This form can be obtained at school or on the District website [www.hasdpa.net](http://www.hasdpa.net) under Student Services / Health Services / forms.

The cost of the private exam by the family physician is the responsibility of the student’s parent / guardian.
STUDENT SERVICES

CHILD ABUSE
Under the Child Protective Service Act of 1975, all school district personnel (administrator, teacher, nurse, etc.) are MANDATED by law to report suspected child abuse. Reports of suspected abuse will be made to the Children’s Bureau immediately by telephone; a written report will be submitted within 48 hours.

Concerned citizens may also make a report of suspected child abuse with reasonable cause by calling toll-free Childline at 800-932-0313 and/or the Children’s Bureau at 834-2191. All reports made are strictly confidential and you may remain anonymous. Parents may use the Childline directly without notifying the school especially in cases of pre-school children.

STUDENT RECORDS
The district’s policy on student records guarantees that parents and eligible students (age 18) shall have the right to review and inspect the records. Parents may challenge its contents; refuse individual consent where permission is needed for releasing certain information and file complaints with the Family Educational Rights and Privacy Act Office (FERPA), US Department of Education, 400 Maryland Avenue, S.W., Washington DC 12020. This right is extended to parents of students in Westmoreland Intermediate Unit Classes within Hempfield Area Schools.

Parents should put their request in writing if they wish to review their child’s records. If a parent or eligible student believes the education record relating to the student contains information that is inaccurate, misleading or in violation of the student’s rights of privacy, he or she may ask the principal to amend the record. The principal shall decide whether to amend the record within a reasonable time after receiving the request. If the principal decides not to amend the record, she or he will inform the parent of the decision. If the record is not amended, the parents have the right to a hearing to challenge the record. As a result of the hearing, the District shall either amend the record accordingly or notify the parents that the record shall not be amended. If the record is not amended, the parents may submit a written statement contesting the records, which will be placed in the student’s educational file.

The different categories of information maintained by the school district are as follows: directory information, personally identifiable information and educational and health records. Directory information includes data which would be considered not harmful or an invasion of privacy if disclosed. This information may include student’s name, address, phone number, study interest, photograph, videotaping, participation in officially-recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, degrees, awards received, and other similar information.

Directory information about a student may be included in publications such as sports, programs, newspapers, radio and television reports, newsletters, award and graduation programs, professional portfolios, yearbooks, musical and performance programs, and other school publications. Directory information can be released without consent. Parents who wish to have their children exempted from such information may do so by sending a letter specifically indicating the directory information data that should not be released to the Director of Pupil Services, at Hempfield Area School District, 4547 Route 136, Greensburg, PA 15601-9315.

Parents may request that records be sent to private agencies, physicians, etc. by using either the district release of records form or the agencies’ release form. These records will not be given to the parent but mailed directed to the designated agency. Parents may obtain a copy of the records being sent

STUDENT PROGRESS REPORTS
Secondary: Secondary level report cards are issued each quarter being posted online through Hempfield School District’s Parent Portal. Two grades are given for each subject each grading period. Percentage grades are used to rate student academic achievement. Additionally, numbers—1, 2, 3, or 4—are given to evaluate student’s citizenship. For the year, students receive four (4) academic grades for each subject and a final grade/average at the end of the year.

Senior high school report cards also provide a percentage grade for the midterm and final tests.

Any student having academic difficulty, performing below ability level, and/or in danger of failing, will receive an UNSATISFACTORY PROGRESS REPORT. This report will be posted at the mid-point of each grading period and should alert the parent/guardian to the problem and the possible need for a conference to provide insight and solutions to correct the problem before the grade is given at the end of the nine weeks.

CONFERENCES CAN BE ARRANGED WITH THE APPROPRIATE COUNSELOR OR TEACHERS BY CONTACTING THE SCHOOL. Before the final report card is given to the student all obligations must be completed (fulfilled).

Academic Recognition Programs: Eligibility for district honor programs is based upon percent average which is calculated by multiplying course percent average times credit value times course weight. Further
Promotion Criteria: While the school district provides guidance regarding requirements for promotion and graduation, it is the students’ and parents’ ultimate responsibility to ensure proper credits to be promoted or graduate. Further information may be found in individual building student handbooks.

WORK PERMIT & EMPLOYMENT CERTIFICATE
A Vacation/Transferable Work Permit is issued if you desire part time employment which does not interfere with regular school attendance. Applications should be obtained from your grade level office. Upon completion of the application form, you must bring a copy of your birth certificate, driver’s license or permit, baptismal certificate, or passport and the application to the MAIN OFFICE.
A parent or guardian MUST sign the application form.
STUDENT SERVICES

STANDARDIZED TESTING PROGRAM

In accordance with the school district’s “Guidelines for the Collection, Maintenance, and Dissemination of Student Records,” it is our policy to announce the standardized testing program schedule and the education purpose for the administration of the tests:

<table>
<thead>
<tr>
<th>TEST</th>
<th>GIVEN IN GRADE</th>
<th>PURPOSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIMSweb Assessments</td>
<td>K-8</td>
<td>To measure and monitor student performance in reading, math, writing, and spelling. They are given periodically throughout the school year.</td>
</tr>
<tr>
<td>Fountas &amp; Pinnell Benchark Assessment</td>
<td>K-5</td>
<td>To assess reading skills</td>
</tr>
<tr>
<td>OLSAT Test</td>
<td>1, 2, 7</td>
<td>To assess cognitive abilities used for gifted screening</td>
</tr>
<tr>
<td>Keystone Exams</td>
<td>9, 10, 11</td>
<td>To assess and measure academic performance for any student taking Algebra I, Literature and/or Biology</td>
</tr>
<tr>
<td>PA System of School Assessment (PSSA) –</td>
<td></td>
<td>To assess achievement of student learning outcomes and to assist in strategic planning.</td>
</tr>
<tr>
<td>Reading &amp; Math</td>
<td>3, 4, 5, 6, 7, 8</td>
<td></td>
</tr>
<tr>
<td>Writing</td>
<td>5, 8</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>4, 8</td>
<td></td>
</tr>
<tr>
<td>CDT (Classroom Diagnostic Tools)</td>
<td>3 through 11</td>
<td>To provide benchmark assessments in math, reading, science, and English to estimate performance on the PSSA and Keystone exams.</td>
</tr>
</tbody>
</table>

Students may voluntarily participate in these tests:

| Armed Services, Vocational Aptitude Battery (ASVAB) | 11,12 | Vocational Aptitude Test |
| PA Career                                           | 9-12  | To assess work skills and career plans |
| School Climate Survey (Anonymous)                   | 3-12  | Survey given to students, teachers, families and community members to measure school safety, academic rigor, student support, and social-emotional learning. |
| PAYs Survey (Pennsylvania Youth Survey; Anonymous)  | 6, 8, 10, & 12 | To assess behavior, attitude and knowledge concerning alcohol, tobacco, other drugs and violence |

At times in order to assess an individual student’s progress or to determine if there is a need for a special education evaluation, individual tests will be administered by either the school counselor, reading teacher and/or intervention coordinator. These tests can include an individual achievement test, behavior or social rating scale, individual abilities test, reading or math diagnostic test, etc. Parents will be notified.
SUPPORT SERVICES

SPECIAL EDUCATION

Hempfield Area School District provides a free, appropriate, public education to exceptional students. To qualify as an exceptional student, the child must be of school age, in need of specially-designed instruction and meet eligibility criteria for one or more of the following physical or mental disabilities, as set forth in the Pennsylvania State standards: autism, deaf-blindness, deafness, emotional disturbance, hearing impairment, mental retardation, multiple disabilities, orthopedic impairment, other health impairment, specific learning disability, speech and language disability, traumatic brain injury, and visual impairment including blindness.

The district engages in identification procedures to ensure that eligible students receive an appropriate educational program consisting of special education and related services, individualized to meet student needs. At no cost to the parents, these services are provided in compliance with state and federal law and are reasonably calculated to yield meaningful educational benefit and student progress.

Signs that Your Child May Need Special Education Services

A child may need special help to make progress in school that is not normally needed by other children in the regular education classrooms. Your child may be exceptional if they have a physical, sensory, mental or emotional disability and need special education as determined by an Individualized Education Planning (IEP) Team. Children who are determined exceptional have a right to a free and appropriate public education (FAPE).

Some indicators that your child may be a child with a disability include:

- Difficulty in academic subjects
- Receiving failing grades
- Repeating a grade
- Exhibition of a serious emotional disturbance over a long period of time which affects your child’s ability to learn
- Consistent problems in getting along with others
- Difficulty communicating
- Lack of interest or ability in age-appropriate activities
- Resistance to change

- Difficulty seeing or hearing that interferes with the ability to communicate
- Health problems that effect educational performance

How to Make a Referral

If you believe that your child is in need of special help in order to make progress in school, help that is not normally needed by other children, contact your child’s principal, school counselor or the Director of Special Education at (724) 850-2458. Hempfield Area Elementary schools utilize the Response to Intervention and Instruction (RtII) model and your child’s teacher, school counselor or principal can provide you with information on this helpful process.

All requests for evaluations must be made in writing. District forms are available through the School Counseling Office at your child’s school.

To identify students, who may be eligible for special education, various screening activities are conducted on an ongoing basis. These screening activities include review of group-based data (cumulative records, enrollment records, health records, report cards, ability and achievement tests scores); hearing, vision, physical, and speech/language screening; and review by a building-level team. When screening results suggest that the student might be exceptional, the district seeks parental consent to conduct a multidisciplinary evaluation. At any time through a written request to the school principal, a parent may request an evaluation. The district will provide a form letter for a parent to request an evaluation.

Services designed to meet the needs of exceptional students include the annual development of an Individualized Education Program (IEP), biennial or triennial multidisciplinary reevaluation, supportive intervention in the regular class, supplemental intervention in the regular class or in a special education resource program, placement in a part-time or full-time special education class in a regular school, or placement in a full-time special education class at a location other than the regular school. The extent of special education services and the location for the delivery of such services are determined by the IEP team and are based on the student’s identified needs and abilities, chronological age, and the level of intensity of the special intervention. The district also provides related services, such as transportation, physical therapy, and occupational therapy, required for the student to benefit from the special education program.

Parent may obtain additional information regarding special education services and programs and parental due process rights by contacting the child’s school.
principal or the Director of Special Education at (724) 850-2458.

**PROTECTED HANDICAPPED STUDENTS**

Hempfield Area School District will provide to protect handicapped students services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the extent appropriate to the student's abilities. These aids are provided without discrimination or cost to the student or family.

In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability, which limits or prohibits participation in or access to an aspect of the school program.

Services for protected handicapped students are distinct from special education services. For further information about the evaluation procedure and provision of services contact the school counselor at your school.

**SERVICES FOR PRESCHOOL CHILDREN**

Act 212, the Early Intervention Services System Act, entitles all preschool children with disabilities to appropriate early intervention services. Young children experiencing developmental delays of physical or mental disabilities and their families are eligible for early intervention services. At-risk children are eligible for screening and tracking.

The Pennsylvania Department of Education is responsible for providing services to preschool children from ages three through five. For information, contact the Westmoreland Intermediate Unit at (724) 836-2460.

**GIFTED EDUCATION**

Hempfield Area School District provides an appropriate public education to students who qualify for gifted programs. The district engages in identification procedures to ensure that eligible students receive an appropriate education program. When screening results suggest that a student might qualify for the gifted program parental consent is obtained for further evaluation. Parents of students enrolled in Hempfield Area may obtain additional information about this program from the building principal or Supervisor of Pupil Services at (724) 850-2224.

The district’s policy on student records guarantees that parents and eligible students shall have the right to review and inspect the student’s record, request amendment of its contents, refuse individual consent where permission is needed for releasing certain information; and file complaints with the Family Educational Rights and Privacy Act Office (FERPA), U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20201. This policy is in compliance with the Pennsylvania State Board of Education’s regulations and with FERPA.

If a parent or eligible student believes the education record relating to the student contains information that is inaccurate, misleading or in violation of the student’s rights of privacy, they may ask the building principal, to amend the record. The principal shall decide whether to amend the record within a reasonable time after receiving the request. If the principal decides not to amend the record, the parents will be informed of the decision. If the record is not amended, the parents have the right to a hearing to challenge the record. As a result of the hearing, the district shall either amend the record accordingly or notify the parents that the record shall not be amended. If the record is not amended, the parents may submit a written statement contesting the record which will be placed in the student’s educational file.

The different categories of information maintained by the school district are as follows: directory information, personally identifiable information, educational and health records.

Directory information can be released without consent. Parents who do not wish to have directory information released may do so by sending a letter to the Director of Pupil Services specifically indicating the directory information data that should not be released.

Directory information includes data which would be considered not harmful or an invasion of privacy if disclosed. This information may include student’s name, address, phone number, study interests, photograph, videotaping, participation in officially-recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, degrees, awards received and other similar information.

Directory information about a student may be included in publications such as the district website, sports programs, newspapers, radio and television reports, newsletters, award and graduation programs, professional portfolios, yearbooks, musical and play programs, and other school publications. Directory information is also released to military recruiters.

Personally identifiable information, educational and health records cannot be disclosed or released without written parent consent or if a student is eighteen or
older without the student’s consent, with the exception that the district sends these records to receiving school districts without consent.

**Personally identifiable information** includes but is not limited to the social security number and date of birth.

**Educational records** include but are not limited to progress reports, attendance, standardized test scores, grades, aptitude/interest information, disciplinary records and standardized mental ability scores. For special education and gifted students educational records include but are not limited to the IEP, GIEP, ER, GCER, NOREP, NORA and permissions to evaluate and reevaluate.

**Health records** include but are not limited to medical and dental forms, immunizations, emergency cards and state required testing results.

The request for consent must: specify the records which may be disclosed, purpose of the disclosure, identify the party or class of parties to whom the disclosure may be made and contain the signature of the parent or student who is age eighteen or older. Requests for release of educational, health, or personally identifiable records are to be conducted at the school counseling, nurse or principal’s office at each respective school.

**COMPLIANCE STATEMENT**

The Hempfield Area School District, an equal opportunity employer, will not discriminate in employment, educational programs or activities, based on race, sex, handicap, or because a person is a disabled veteran or a veteran of the Vietnam Era. This policy on non-discrimination extends to all other legally protected classifications. Publication of this policy in this document is in accordance with state and federal laws including Title IX of the Educational Amendments of 1972, sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Inquiries should be directed to the Supervisor of Pupil Services, Hempfield Area School District, 4347 State Route 136, Greensburg, PA 15601, (724) 850-2224.

**SCHOOL SURVEYS**

**SCHOOL CLIMATE SURVEY**

In the spring, our school district will once again take part in the Pennsylvania School Climate surveys provided by The Pennsylvania Department of Education. The survey asks questions about school climate and measures four main domains: Social/Emotional Learning, Student Support, High Expectations/Academic Rigor & Challenge and, Safe and Respectful School Climate. These surveys are intended to provide our school with formative and summative climate data for use with our needs assessments, program development and short and long term improvement planning. The survey is anonymous and parent/guardians will have the opportunity to opt out of their child’s participate in the survey.

**PENNSYLVANIA YOUTH SURVEY (PAYS)**

In the fall, our school district will once again take part in the Pennsylvania Youth Survey. This is a survey of school students in the 6th, 8th, 10th and 12th grades to learn about their behavior, attitudes and knowledge concerning alcohol, tobacco, other drugs and violence. The ‘Pennsylvania Youth Survey,’ or PAYS, is sponsored and conducted every two years by the Pennsylvania Commission on Crime and Delinquency. The data gathered in PAYS serve two primary needs. First, the results provide school administrators, state agency directors, legislators and others with critical information concerning the changes in patterns of the use and abuse of these harmful substances and behaviors. Second, the survey assesses risk factors that are related to these behaviors and the protective factors that help guard against them. This information allows community leaders to direct prevention resources to areas where they are likely to have the greatest impact. The survey is anonymous and parent/guardians will have the opportunity to opt out of their child’s participate in the survey.

**FOOD SERVICE PROGRAM**

Students eat their meals in the school cafeteria. Well balanced, hot breakfasts and lunches are available daily to student at a minimal price. Students are also permitted to carry their lunches. These students may purchase milk, juice and snack items in the lunchroom. If the opening of school should be delayed two hours, breakfast will not be served.

Classroom teachers supervise students during lunch time. No child is forced to eat his/her lunch; however, good eating habits are encouraged. To promote a comfortable and friendly atmosphere, students are encouraged to talk in conversational tones.

Federal regulations allow one meal per student per day for breakfast and lunch. Extra meal items may be purchased at the a la carte prices. State and Federal regulations prohibit exchanging food or taking uneaten food from the lunchroom.

The USDA requires that students who take a reimbursable lunch must take a fruit and/or vegetable with their meal in order to receive the regular reimbursable price or a free or reduced price meal. If a fruit or vegetable is not taken with the meal, a la carte pricing will be charged.
In case of an **allergy to milk**, a signed written request from the parent or doctor is required to substitute a nutritionally equivalent beverage for milk on meal pattern lunches. This request must be renewed each school year. The Medical Plan of Care form is available on the district website under Food Service, General Information.

If you notify the district with regard to a special “food” medical concern, this information will also be placed in the system to alert our staff to help monitor their meals. The Medical Plan of Care form is available on the district’s website, under Food Service, if needed for this diet.

Menus can be found on the bulletin board in each classroom and on the district website: [www.hasdpa.net](http://www.hasdpa.net).

HEMPFIELD AREA SCHOOL DISTRICT
2019-2020 STUDENT MEAL PRICES

<table>
<thead>
<tr>
<th>Daily Cash Prices</th>
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</thead>
<tbody>
<tr>
<td>High School Breakfast</td>
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<tr>
<td>Reduced Breakfast</td>
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<tr>
<td>High School Lunch</td>
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<tr>
<td>Reduced Lunch</td>
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<tr>
<td>Milk</td>
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<tr>
<td>Juice &amp; Snack Items</td>
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<tr>
<th>Weekly (5 Day) Ticket Prices</th>
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<tbody>
<tr>
<td>(Ticket valid only for the week purchased.)</td>
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<tr>
<td>Breakfast</td>
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<tr>
<td>Reduced Price Breakfast</td>
</tr>
<tr>
<td>High School Lunch</td>
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<tr>
<td>Reduced Price Lunch</td>
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</tbody>
</table>

The Food Service Department uses an electronic meal ID system called PrimeroEdge. Each student has their own account number. Parents can use this account number to track their child’s purchases and account balances and make deposits (using PayPal). Go to the district website, [www.hasdpa.net](http://www.hasdpa.net), Our District tab, Food Service, to find the link to www.schoolcafe.com. Register yourself, and then add your child to your account following the instructions on screen. Be sure to put the Balance Alert to “on” and put in a dollar amount that will send a notification to you should your child’s balance get below that amount. Cash and checks will still be accepted in the meal lines.

Each student receives a unique ID number when registered in the district: Please have your child(ren) memorize their number as it will remain with them until graduation.

Upon arrival at school, students should report to the school cafeteria where our staff will receive your child’s check or cash which will be deposited into their private school meal account. Please place deposits in an envelope accompanied by the **student’s name and ID number**. (Please do not write the student ID on the outside of the envelope.) If there is more than one student in a family and in the same building, one student may make deposits to their sibling’s accounts as long as the ID number and the amount to deposit for each student are specified.

**Example:**
A $30.00 check ... Billy Doe – Grade 9 #11111 $15.00
Judy Doe – Grade 12 #22222 $15.00

All money received on behalf of your child will be deposited into their meal accounts. At Breakfast/Lunch, they will simply pick up their meal, punch in their ID number on the keypad, or scan their Student ID card, and the money will be subtracted from their account. The denomination of prepayments can be in any amount.

**Question:** What will stop the student from purchasing more than the parent allows?

**Answer:** If this is a problem with your child, simply notify us in writing with your limitations, and we will enter it into the system.

**Example:** A student desires to purchase their meal plus an additional entrée daily and you only permit one meal per day. Information will be placed in the system that the student is not permitted a la carte purchases, which will be seen by the cashier.

If a student’s meal account gets low and you have registered in www.schoolcafe.com, an email will be sent and our staff will also remind the student. Money in the student’s meal account at the end of the school year will be carried over to the next school year.

Per Hempfield Area School District Policy 808, the school district may pursue the collection of negative balance(s) through appropriate collection measures, including referral to a collection agency or similar entity, referral to the local magistrate or any means deemed effective as identified by the school district. All fees associated with collection activity, in addition to the negative account balance, will be the responsibility of the parent/guardian.

**CHECKS WRITTEN FOR PAYMENT OF MEALS MUST BE MADE PAYABLE TO HEMPFIELD AREA SCHOOL DISTRICT FOOD SERVICE OR H.A.S.D.F.S.**

**Free and Reduced Price Meals**
Under the federally funded National School Breakfast and Lunch program, free and reduced price breakfasts and lunches are available to needy families. Applications for Free & Reduced Price Meals are sent home with all children during the first week of school. Only one application is needed for both the breakfast and lunch program. Families that believe they are eligible should complete one application per family and return it to the school cafeteria in the morning. All questions must be completed on the application. If an application is needed during the school year, it may be obtained from the office in your school building.

Families that have children attending a public school district can apply for free or reduced price school meals through the National School Lunch Program online using the Internet. This can be done using www.schoolcafe.com. Applying online will speed up the determination process and benefits can be utilized sooner. If you apply for free or reduced price school meals through School Cafe, you do not need to submit a paper application.

During the month of September, only those students who were eligible for the Free & Reduced Price breakfasts and lunches last year in the Hempfield Area School District will be given breakfast or lunch free or reduced while a NEW application is being processed.

New applicants will not receive free or reduced price meals until their applications have been processed and approved. In order to qualify, you must complete a new household lunch application at the beginning of each school year, regardless of your child’s status at the end of the previous school year, unless you have been notified by the Food Service Office. Even if you believe that your status will not change this year, a new application must be submitted at the beginning of the school year.

Children who receive free or reduced price meal benefits are treated the same as children who pay for meals. In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

### RULES AND REGULATIONS REGARDING SCHOOL BUS TRANSPORTATION

1. Students are to arrive at the pick-up spot five (5) minutes before their bus is scheduled.
2. Students are to wait in an orderly manner and stand a safe distance away from the edge of the road.
3. Students are required to cross in front of the bus when loading and unloading.
4. Students must wait for the bus to come to a complete stop before entering.
5. Students are to enter and leave the bus with a minimum of disturbance to others.
6. Students must remain seated until the bus comes to a complete stop. Standing is prohibited while the bus is in motion.

7. Students must avoid excessively loud talking and shouting. Conversation is to be kept to the student’s immediate seating area. PROFANE LANGUAGE WILL NOT BE TOLERATED.

8. Students must keep all objects inside the bus at all times. Students must not extend hands, arms, and heads through the bus window.

9. Students are not permitted to smoke, use a tobacco product, or spit while on the bus. Students violating this rule will be subject to suspension of bus riding privileges.

10. Students are expected to conduct themselves in an acceptable manner. Fighting may be cause for immediate withdrawal of bus riding privileges.

11. Students must respect district property. Defacing or damaging bus seats will be just cause for withdrawal of bus riding privileges and restitution for the property damage will be required.

12. STUDENTS’ PERSONAL ITEMS: Students are not permitted any live animals, firearms, explosives, or anything of a dangerous or objectionable nature on the bus.*

13. Gym bags, band instruments, or any school project shall not be placed in aisles or area near entrance or emergency door. Items of this nature must not be allowed on bus unless they can be held on the pupils lap without endangering the safety of other pupils.* Students who must take BIG, HEAVY OBJECTS to school should arrange for private transportation.

*(Reference: Pennsylvania Department of Transportation Pub. 91, 1986)

14. Articles should be small enough to be put in a book bag. No potentially dangerous or disruptive articles should be transported on the bus.

15. Radios, including head-sets, or tape recorders of any type will not be permitted on bus.

Violations of any of the above rules and regulations will be reported to the building principals for disciplinary action.

Please be advised that video and audio surveillance may be in effect on Hempfield Area School buses.

MISCONDUCT PROCEDURE: In instances of student misbehavior, the bus driver will file a bus conduct report with the building principal. The principal will contact the student and discuss the violation. Each building principal disciplines a student according to established procedures considering the nature of the violation. Repeated violations could result in suspension of bus riding privileges.

Students removed from the bus are not excused from attending school. Transportation becomes the responsibility of the parent or an illegal absence will result.

BUS PASS PROCEDURE: Students shall not be permitted to ride a different bus unless they have a student bus pass to ride that bus. A written request from the parent/guardian must be submitted to the building principal. A bus pass will be issued to the student for the bus driver. Students requesting this service must use authorized stops normally used by the school bus.

INSURANCES: Insurance is state mandated according to first party benefits. If a school bus is involved in an accident and a student suffers bodily injury or requires ambulance service, the costs will revert back to any automobile insurance policy in force in the household. If there is no automobile insurance policy in force in the household, the responsibility for payment reverts back to the school district bus fleet.
STUDENT PROGRAMS

HIV/AIDS
The State Board of Education requires each school district to provide instruction regarding prevention of human immunodeficiency virus (HIV) infection/acquired immunodeficiency syndrome (AIDS) and related issues to its students at least once in the elementary grades, once in the middle school grades, and once in the senior high grades.

Hempfield Area School District, in compliance with the state’s regulation, developed an AIDS education curriculum for grades 3, 4, 5, 6, 8, and 10 with the support of parents, teachers, administrators, and others. Copies of the detailed curriculum outlines and all curricular materials used in the instruction are available for public review during regular school hours and/or during parent teacher conferences.

HOME SCHOOLING
Home Schooling is a program that may be conducted by a parent, guardian, or person having legal custody of the child or children. The supervisor is responsible for providing and supervising the home instruction. This person must have a high school diploma or equivalency. Before a Home Education program may begin, a Home Education Packet must be requested from the Director of Pupil Services at the Administration building (724-850-2224). The forms must be completed and submitted to the Office of the Superintendent for authorization/approval. An approval letter must be received by the Home Education Supervisor before the Home Education can begin.

For optimal learning conditions, it is recommended the Home Education programs start at the beginning of the school year and continue through the end of the school year.

Once a Home Education Program is started, it extends through that school year.

Forms are completed by the Home Education Supervisor and submitted to the Director of Pupil Services by August 1. Thereafter, for each subsequent year, they must be submitted by August 1.

When a Home Education student transfers into the school district’s public schools at the middle or high school level, the Home Education portfolio is reviewed for a listing of prerequisite courses to determine if the student is able to continue in the next level course specifically in the areas of math, science, and world language. The portfolio helps us to determine if the courses have been taken. The Home Education evaluator’s report helps us to determine if students have been successful in their Home Education program overall. Based on a positive report from the evaluator and a complete portfolio, HASD acknowledges that the courses have been taken and that they satisfy prerequisite requirements. Grades from Home Education do not appear on the HASD transcript.

Portfolios of students entering at the elementary level are reviewed by the principal and school counselor to assist in determining grade level placement. Curriculum-based assessments are also frequently administered by reading teachers to determine the student’s reading level and to help with grade placement decisions.

Specific requirements for initial approval for Home Schooling, as well as approval verification of a successful completion of a school year of home schooling, come from the Office of the Supervisor of Pupil Services. Questions regarding Home Schooling, please call 724-850-2224.

HOMEBOUND INSTRUCTION PROCEDURES
Homebound instruction can be provided for any student K-12 whose absences will extend beyond ten (10) days. It can also be planned in advance in situations in which a physician through a written statement will verify the need following an operation, an extended illness, an accident. A mental health diagnosis requires a psychiatrist’s or a licensed psychologist’s written verification.

Homebound instruction consists of five (5) hours of in-home instructions by the assigned teacher per week. Therefore, homebound students will need to complete homework assignments between sessions in order to keep pace with their classes. To help the high school students keep current; they should utilize the Homework Hotelmen to obtain assignments during the time that homebound instruction is being arranged.

To arrange homebound instruction, please follow these steps:

1. The parent/guardian should contact the Home & School Visitor for the High School (724) 850-2059 to obtain the Homebound Instruction Form, which needs to be completed by the parent/guardian and the physician.

2. In completing the form, the physician should indicate the identified illness, the date that the student will be unable to attend school and the projected length of confinement. PLEASE MAKE SURE THAT THE PHYSICIAN COMPLETES THE FORM IN ITS ENTIRETY.

3. The parent/guardian should return the completed form to the Home & School Visitor within one week.
GENERAL GUIDELINES

1. The student’s classroom instructors give the opportunity to provide the homebound instructions. If they are unable to do so, then the teachers within the student’s building are contacted. On occasion homebound instructors will be obtained from within the district or from the board-approved list of substitute teachers.

2. The homebound instructor will contact the student’s parent/guardian within two days to introduce oneself, arrange for instruction times, and establish lines of communications regarding cancellations.

3. A parent/guardian or responsible adult must be present when the homebound instructor arrives and must remain in the home for the entire session. The homebound instructor cannot stay if the parent/guardian or responsible adult must leave for any reason. The parent/guardian must sign the homebound teacher’s payroll forms to verify services.

4. Students on homebound instruction will be required to have re-authorization every thirty (30) days. This is secured by the Home & School Visitor via contact with the medical practitioner.

5. The District reserves the right to withhold homebound instruction when:
   a. The instructor’s presence in the place of a student’s confinement presents a hazard to the health of the teacher
   b. A parent or adult in authority is not at home with the student during the time of the instruction
   c. The condition of the student is such as to preclude his/her benefit from such instruction
   d. The student does not adhere to his/her responsibilities or is uncooperative

6. A STUDENT MAY NOT ATTEND SCHOOL-SPONSORED ACTIVITIES WHILE ON HOMEBOUND INSTRUCTION.

7. A STUDENT MAY NOT WORK WHILE ON HOMEBOUND INSTRUCTION.

8. NON-COMPLIANCE WITH THE ABOVE STATED PROCEDURES WILL RESULT IN THE TERMINATION OF HOMEBOUND INSTRUCTION.

9. The district reserves the right to have the district’s physician or a specialist verify the initial need or continued need for homebound instruction.

10. Questions and or concerns regarding ongoing homebound instruction should be referred to the appropriate Home & School Visitor, building principal, or school counselor.

PHYSICAL EDUCATION
Refer to Hempfield Area School District Student Handbook, Page 2.

SEX EDUCATION
Sex education is provided through the health curriculum. Parents may review the curriculum and resources used by school district personnel by contacting the building principal.

FRESHMEN TRANSITIONAL ACTIVITIES
In providing a smooth transition to the high school, the following freshmen activities occur:

February
Grade 8 Parents attend a meeting from 6:15 - 7:00 PM to discuss the long-range curriculum, honors’ courses, counseling, health, and home and school visitor services at the high school.

An additional meeting will be held from 7:00 - 9:00 PM for parents who wish to attend. There will be seven (7) different subject areas discussed by department chairpersons. The intended focus is on curriculum.

March
High school counselors in teams of two visit the grade 8 classes at the middle schools to discuss “life in the high school” with the students.

Honor Forum- 9th grade honors students talk with 8th grade students and parents concerning the rigors of the Honors program.

April - Usually last Thursday
Grade 8 students come to the high school for an orientation program and tour of the building.

August - Usually Third Week
Grade 9 students brought in for private day of orientation to the high school and teacher’s schedule given.

Day 2 of School
There is a freshmen assembly in the auditorium. Many topics are covered, and the freshmen will get a chance to ask any additional questions to the freshman principal. This is the ‘getting down to business’ talk.

First Month of School
High school counselors visit homerooms for orientation talks. Activities Fair conducted for incoming freshmen and new students. Seminar class designed specifically to transition freshman successfully mandated in semester.

Throughout the School Year
Numerous visits will be made by the high school counselors and the grade 9 principal to homerooms. Topics of discussion could focus on tutoring, student activities, Keystone testing, behavior, etc.
SPECIAL SERVICES/SCHOOL BOARD MEETINGS – NALOXONE POLICY

DIRECTORY OF SPECIAL SERVICES
The principal or school counselor can provide specific information about these support services.

HEMPFIELD AREA SCHOOL DISTRICT SERVICES

HOME SCHOOL VISITOR
Administration of school attendance laws, homebound instruction, case work service, liaison between home school and community agencies.

READING RESOURCE TEACHER
Supplemental reading services (developmental corrective, remedial).

SCHOOL NURSE
Pupils’ general health and welfare.

SCHOOL PSYCHOLOGIST
Individual psychological testing, parent-teacher consultation, liaison with Westmoreland County Intermediate Unit classes.

RESPONSE TO INTERVENTION (RTI)
Provide Tier I, II or III interventions to academically or behaviorally at risk students.

SCHOOL COUNSELORS
Implement a K-12 developmental program through counseling, consultation and coordination for school success.

SPECIAL PROGRAMS

HEMPFIELD ENRICHMENT PROGRAM (HEP)
Program of instruction and consultation for students K-12 who are gifted.

DEAF/HEARING/IMPAIRED SUPPORT
Itinerant K-12 for students with language or articulation deficits.

SPEECH AND LANGUAGE SUPPORT
Itinerant K-12 for students with language or articulation deficits.

LEARNING SUPPORT
Supplemental and self-contained classes for students who primary deficit is academic.

EMOTIONAL SUPPORT
Self-contained class K-5 for students whose primary deficit is emotional or behavioral.

ESL (ENGLISH AS A SECOND LANGUAGE)
Itinerant K-12 for students with limited English skills.

AUTISTIC SUPPORT
Self-contained classes K-8 for students whose primary disability is autism.

COMMUNITY RELATED SERVICES

WESTMORELAND COUNTY CHILDREN’S BUREAU
Child Welfare Services (Child Abuse).

COMMUNITY MENTAL HEALTH CLINIC
Psychiatric, psychological, social work services.

WESTMORELAND COUNTY JUVENILE PROBATION OFFICE
Services for delinquent and deprived children.

WESTMORELAND COUNTY CONFERENCE FOR ECONOMIC OPPORTUNITY INC. – PROJECT HEAD START
Child development program, comprehensive education, nutrition, health, parent involvement and social services; for low income families and children with special needs or handicaps; preschool children, ages 3-5.

WESTMORELAND INTERMEDIATE UNIT-7 SERVICES
WIU offers a variety of special education programs throughout Westmoreland County. There are several classes located within Hempfield Area School District: Autistic Support for 6-8 grades, Life Skills Support for 9-12 grades, Hearing Support Itinerant classes for K-12, and Vision Support Itinerant classes for K-12 grades. WIU provides Early Intervention Services throughout the County for children that are 3-5 years old.

SCHOOL BOARD MEETINGS
District residents are cordially invited to attend any of the regular School Board meetings. Public School Board meetings are held the second and third Monday of every month unless otherwise changed through public notice. A time segment is provided at the third Monday meetings for comment and questions from the audience, and concerns of local resident are taken under consideration at that time. To ensure an opportunity to speak to the Board, a resident should follow the sign-in procedure.
PHILOSOPHY OF EDUCATION

A democratic society is founded on the worth of each individual and the value of his/her unique contribution to that society.

The Board, as the agent responsible for the education of children of the Hempfield Area School District, directs the development of a planned program of learning which meets the needs of the students in the district.

ADOPTED: November 16, 1987

Information is made available to parents through a variety of sources in addition to the Parents Handbook: Building newsletters and calendars of events sent home with students, PTA and PTO meetings and reports, and the district newsletter mailed twice a year to resident’s household.

REHABILITATION ACT – SECTION 504 AND TITLE IX

The Hempfield Area School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex, age or handicap/disability in its activities, education programs or employment practices as required by the Title VI, Title IX, and Section 504. Publication of this statement is in accordance with state and federal laws including Title IX of the Educational Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. Information regarding civil rights or grievance procedures of inquiries regarding compliance with Title IX or Section 504 of the Rehabilitation Act of 1973 may be directed to the Director of Pupil Services, Title IX Coordinator at Hempfield Area School District, 4347 Route 136, Greensburg, PA 15601 (724.850.2229).
NALOXONE POLICY

Book Policy Manual
Section 800 Operations
Title Naloxone
Number 823 Vol I 2016
Status 30-Day Review

Authority
As a means of enhancing the health and safety of its students, staff and visitors, the district may obtain, maintain and administer doses of an opioid antagonist and other facilities, specifically Naloxone, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing an opioid overdose.[1][2]

Definitions
Drug overdose - shall mean an acute medical condition, including, but not limited to, severe physical illness, coma, mania, mania or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. An individual’s condition may be deemed to be a drug overdose if a person, possessing knowledge of medicine and health, would reasonably believe that the condition is in fact a drug overdose and requires immediate medical attention.[1]

Naloxone - shall mean a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.

Opioid - shall mean illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone, hydrocodone, fentanyl, hydromorphone, and buprenorphine.

Delegation of Responsibility
The Superintendent or designee, in consultation with the school nurse(s) and the school physician, shall establish appropriate internal procedures for the acquisition, stocking and administration of Naloxone and related emergency response procedures pursuant to this policy.

The school physician shall be the prescribing and supervising medical professional for the district’s stocking and use of Naloxone. The Superintendent or designee shall obtain a standing order from the school physician for administration of Naloxone.

The school nurse or other authorized individual shall be responsible for building-level administration of Naloxone and management of Naloxone stocks.

Guidelines
The school nurse shall develop a plan for annually informing all parents/guardians, students and staff about this policy and specifically:

1. The availability of Naloxone to treat opioid drug overdoses and what it does;
2. The symptoms of opioid drug overdoses;
3. How students and staff should report suspected overdoses;
4. The protection from criminal prosecution provided by law for persons who report a suspected overdose using their real name and remain with the overdosing person until emergency medical services (EMS) or law enforcement arrive, as well as for the person whose overdose they report; and[1][2]
5. The protection from civil liability provided by law for persons who report overdoses or administer Naloxone in overdose emergencies.[1][2]

Standing Order From the School Physician
The school physician shall provide and annually renew a standing order for administration of Naloxone to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose.

The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and/or auto-injector).
2. Date of issue.
3. Dosage.
4. Signature of the school physician.

The standing order shall be maintained in the department chair nurse’s office, and copies of the standing order shall be kept in each location where Naloxone is stored.
Training

Before any school district employee may have custody of Naloxone or administer Naloxone under this policy, the employee must successfully complete an online Pennsylvania Department of Health training program about recognizing opioid-related overdoses, administering Naloxone and promptly seeking medical attention for drug overdoses. Evidence that such training has been completed shall be placed in the employee’s personnel file. [2][3]

A list of school district employees who successfully complete such training shall be maintained, updated and kept in the Student Service’s office and the school district administration office.

Acquisition, Storage and Disposal

Naloxone shall be safely stored in the school nurse’s office or other location designated by the school nurse in accordance with the drug manufacturer’s instructions.

Naloxone shall be made readily accessible to those employees who have completed the required training to administer it in the event of a suspected drug overdose. All properly trained employees shall be informed of the exact location where Naloxone is being stored within the school nurse’s office or other location.

The school nurse shall obtain sufficient supplies of Naloxone pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh Naloxone stocks, and maintain records thereof, in accordance with the established internal procedures, manufacturer recommendations and Department of Health Guidelines.

Administration of Naloxone

When responding to a suspected drug overdose, district employees shall follow the steps outlined below:

1. Call for medical help immediately (Dial 9-1-1).
2. Check for signs of opioid overdose.
3. Perform initial rescue breathing (or CPR if needed), as instructed in training.
4. Administer Naloxone, as instructed in training.
5. Continue rescue breathing (or CPR if needed), as instructed in training.
6. Administer second dose of Naloxone if needed, as instructed in training.
7. Place in recovery position, as instructed in training.
8. Stay with the individual until emergency medical help arrives.
9. Cooperate with EMS personnel responding to the incident.
10. Notify the building administrator or designee of the incident.

Referral to Law Enforcement and Parental Notification

The Superintendent or designee shall immediately report incidents involving the use of controlled substances on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to the local police department that has jurisdiction over the school’s property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement agencies and Board policies. [4][5][6][7][8][9][10]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving use of controlled substances immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian. [4][9][10][11]

Referral to Student Assistance Program

Any student who experiences a drug overdose shall be referred to the district’s Student Assistance Program. [12]

Indemnification

The school district shall indemnify and hold harmless any employee who administers Naloxone in good faith to another individual experiencing a suspected drug overdose, if all of these conditions apply: [2][13][14]

1. The employee did not act with the intent to harm or with reckless indifference to a
substantial risk or harm in administering Naloxone to that individual.

2. The employee successfully completed the training contemplated by this policy.

3. The employee promptly sought additional medical assistance before or immediately after administering Naloxone.

4. The employee is administering Naloxone pursuant to this policy.

{} Volunteers

{} The term employee as used in this policy shall include approved volunteers who have received the required training.[15]

NOTE: If not using the Volunteer option, please remove the Policy 916 reference.

Legal

1. 35 P.S. 780-113.7
2. 35 P.S. 780-113.8
3. Pol. 324
4. 22 PA Code 10.2
5. 22 PA Code 10.21
6. 22 PA Code 10.22
7. 24 P.S. 1302.1-A
8. 24 P.S. 1303-A
9. Pol. 227
10. Pol. 805.1
11. 22 PA Code 10.25
12. Pol. 236
15. Pol. 916

Last Modified by Pam Gibasiewicz on May 31, 2016
SECTION II DISTRICT POLICIES

For additional information, a list of relevant school board policies can be found in the School Board Policy Handbook online at: WWW.HASDPA.NET - SCHOOL BOARD POLICY MANUAL

It is the responsibility of each high school student to have an understanding of the policies that are applicable and relevant with regard to their actions within the school community.

STUDENT POLICIES

103.1 Nondiscrimination Qualified Students with Disabilities
104 Nondiscrimination in Employment & Contract Practices
105.1 Review of Instructional Materials by Parent/Guardians and Students
113.1 Discipline of Students with Disabilities
200 Enrollment of Students
201 Admission of Students
201.1 Early Admissions
202 Eligibility of Nonresident Students
203 Immunizations and Communicable Diseases
203.1 HIV Infection
204 Attendance
205 Postgraduate Students
206 Assignment Within District (Parent appeal of a school district’s placement of twins or multiple birth siblings)
207 Confidential Communications of Students
208 Withdrawal From School
209 Health Examinations/Screenings
209.1 Food Allergy Management
209.2 First Aid Emergency Care
210 Medications
210.1 Possession/Use of Asthma Inhalers/Epinephrine Auto Injector
211 Student Accident Insurance
212 Reporting Student Progress
214 Class Rank
215 Promotion and Retention
216 Student Records
216.1 Supplemental Discipline Records
217 Graduation
218 Student Discipline
218.1 Weapons
218.2 Terroristic Threats
219 Student Complaint Process
220 Student Expression/Distribution and Posting of Materials
221 Dress and Grooming
222 Tobacco
223 Use of Motor Vehicles
224 Care of School Property
226 Searches
227 Controlled Substances/Paraphernalia
228 Student Government
229 Student Fundraising
230 Public Performances by Students
231 Social Events and Class Trips

232 Student Involvement in Decision-Making
233 Suspension and Expulsion
234 Pregnant/Parenting/Married Students
235 Student Rights and Responsibilities
235.1 Surveys
236 Student Assistance Program
237 Acceptable Use of Personal Electronic Devices
238 AIDS and ARC
239 Foreign Exchange Students
239.1 Study Abroad
240 Distinguished Alumni Recognition and Wall of Fame
241 Early Admission to College
246 Student Wellness
247 Hazing
248 Unlawful Harassment
249 Bullying/Cyberbullying
250 Student Recruitment
251 Homeless Students
252 Dating Violence
253 Tobacco
254 Use of School Facilities
255 Building Security
256 School Police Officer-Use of Force and Weapons
257 Title I Parental Involvement
258 Safe2SAY Something
259 School Day
260 Child Abuse
261 Transportation
262 Transportation-Video/Audio Recording
263 Acceptable Use of Internet, Computers and Network Resources
264 Technology Resource Ethics Code
265 Public Relations Objective
266 Publications Program
267 Public Participation in Board Meetings
268 Public Attendance at School Events
269 Citizen Advisory Committee
270 Public Complaints
271 School Visitation
272 Relations with Parents and Guardians
273 Municipal Government Relations
274 Community Engagement
275 News Media Relation
276 Relations with Educational Institutions
277 Volunteers
278 Nonschool Organizations/Groups/Individuals
279 Title I Parental Involvement