

Black River Preschool
2019-2020 School Year Handbook



Black River Preschool
257 County Road 40
Sullivan, Ohio 44880
419-736-2161
Linda Coad, Director

Draft Copy

TABLE OF CONTENTS

IMPORTANT CONTACT NUMBERS	3
PROGRAM LICENSING	3
PHILOSOPHY AND GOALS	3
ADMISSION REQUIREMENTS	4
ROSTER	5
TUITION	5
ARRIVAL AND DEPARTURE	5
CLASS TIMES	6
DAILY SCHEDULE	6
ATTENDANCE	7
EMERGENCY CLOSINGS	7
APPROPRIATE DRESS	7
SUPPLIES	7
PARENT INVOLVEMENT	8
HEALTHY SNACK AND CELEBRATIONS	8
FIELD TRIP AND TRANSPORTATION	8
COMPLAINTS	9
HEALTH AND SAFETY	9
EMERGENCY OPERATIONS MANUAL	9
IMMUNIZATIONS	10
LICE AND COMMUNICABLE DISEASES	10
MEDICATION	11
ALLERGIES	11
DISCIPLINE	12
TECHNOLOGY	13-17
MEDICAID INFORMATION	18-19

Important contact numbers:

Preschool Director: Linda Coad	419-736-2161
Website:	www.blackriver.k12.oh.us
Elementary Phone:	419-736-2161

Program Licensing

This program is licensed by the Ohio Department of Education and follows the requirements of Chapter 3301-37 of the Ohio Administrative Code. The program's current license and most recent compliance report, corrective action plan, if applicable are posted in or near your child's classroom. To obtain copies of inspection reports, please contact the Elementary Office at 419-736-2161.

Philosophy and Goals

Black River Preschool uses developmentally appropriate programming, activities, and an environment to meet the needs of young children. The teaching staff accepts all students as they are. It is the objective of the teaching staff to help each child develop a healthy self-concept so that he/she feels confident about learning. The teacher carefully prepares the environment with many interesting play-based centers to stimulate self-motivated learning. A balance between free choice and structure fosters responsibility, self-discipline and confidence. Children have opportunities to enjoy learning together to develop social emotional and preacademic skills simultaneously. Through continuous observation of each student, the teacher recognizes individual interests and can help each child pursue his/her personal goals and satisfy his/her own needs.

- ❖ The educational system which most effectively promotes significant learning is one that encompasses:
 - The uniqueness of the individual is regarded as worthwhile and is deeply respected.
 - The child is free to explore the materials and resources that are available to him/her in light of his/her own interests.
- ❖ Additional goals of the Black River Preschool Program:
 - To provide an environment for students 3-5 years old which is supportive of play based academic learning.
 - To provide a preschool program which establishes a classroom environment and curriculum that is developmental in nature and will involve each child physically, socially, psychologically and intellectually to meet the needs of all of the students.
 - To provide a program where the child is able to make decisions about what he/she is going to do and how he/she is going to do it.
 - To provide a program where the child's ability to express him/herself will be developed. The ability to communicate, write, dramatize and graphically represent his/her experiences as well as communicate those experiences to others.
 - To provide a program where the child's spirit of inquiry and openness to knowledge would be developed and begin to respect the points of view of others.

- To provide activities that are concrete, real and relevant to the child's cognitive ability in order to enhance the child's life.
- To provide an intriguing physical environment with offerings for indoor and outdoor exploration.
- To provide a positive relationship with families and extend learning to home.

Admission Requirements

Black River Preschools (public and integrated) are open to all children ages 3, 4 and 5, however, priority will be given to Black River residents. Students must be 3 by August first of the current school year. Children attending the public preschool program must be potty trained. An application must be completed and accepted to be a part of the public preschool or the integrated preschool. Applications will be accepted on a first come, first serve basis. The following forms must be completed by the first day of school and kept at the Black River Education Center:

1. Black River Registration Form-providing a cumulative record for each child.
2. Black River EMIS Student Information-to be entered into computer records.
3. Emergency Medical/Transportation Authorization-permission of parent for emergency medical and dental care, transportation of child in case of an emergency and names/phone numbers of persons, other than the parents, to call in case of an emergency.
4. Child's Medical Statement-completed by the child's physician.
5. School Health Record-list of all allergies, medications, food supplements, modified diets, chronic physical problems and any diseases the child may have.
6. Photo/Video/Audio Release-permission given by the parent/guardian to use photographs taken during the school year in publication.
7. Permission to Pick Up-names of people other than the parents/guardians who have permission to pick up the child from school.
8. Proof of Custody/Guardianship- if applicable.
9. A copy of your child's original birth certificate.
10. Proof of residency (Deed, Mortgage Statement, Building Permit, Rental Agreement, Property Tax Statement, Current Voter Registration Card).

Roster

According to Administrative Code 3301-37, we must prepare a roster for each group of children and make this available to parents upon request. We will ensure that this roster will not be furnished to anyone other than the parent. Please see the Roster Permission Form in the appendix to approve or deny your child's inclusion in the roster.

Tuition

Preschool services for students with disabilities are provided at no cost to the family per state and federal law. Preschoolers without disabilities may attend four half days per week.

Tuition for the 2019 - 2020 school year will be based on the classroom you choose for your child and a sliding scale schedule for families whose family income is at or below 200% of the federal poverty level will be offered to any family who applies. Tuition payments will start September 1 with the last payment being due on May 1. **Deductions will not be made for calamity days or a child's absence due to illness.** There also will be no deductions for family vacations as vacations are built into the district calendar.

Payment by check, cash, or money order is to be made directly to the office or given to the classroom teacher. Tuition payments can also be paid by credit card or debit card through "Payforit.net.". This is an easy, online payment system that can be accessed through the Black River Local School's website.

Upon enrollment of your child, a \$25.00 non-refundable registration fee is required.

The enrollment process for typical students is based on screening results and teacher selection.

If tuition has not been paid by the end of the month, your child will be removed from the class roster and replaced by a child on the waiting list.

Arrival and Departure

Children should arrive no earlier than 10 minutes before the scheduled time. The children should be picked up at the end of the morning class (11:30 a.m.) and should be dropped off at the beginning of the afternoon class (1:00 p.m.). Students are able to ride the bus if parents choose to on the way to school in the morning for the a.m. classes and in the afternoon home in the p.m. classes.

Parking for the preschool is in the elementary parking lot. The teacher will pick up students at the auditorium doors if they are dropped off. Parents can pick up their child outside the auditorium doors at the end of the preschool day.

If someone other than the parent/guardian is picking up a child, the teacher must be notified in writing from the parent. Children will not be dismissed to someone other than a parent without prior notification. If someone other than a parent will regularly pick up and drop off, their name on the permission to pick up form must be kept on file with the school and teacher.

Class Times

Public Preschool:

Monday, Wednesday a.m. class 9-11:30 a.m.

Tuesday and Thursday a.m. class 9-11:30 a.m.

Monday through Friday p.m. class 1-3:30 p.m.

Integrated Preschool:

Monday through Thursday a.m. class 9-11:30 a.m.

Monday through Friday p.m. class 1-3:30 p.m.

Daily Schedule

The preschool day will consist of many activities designed to develop decision making, self-esteem, coordination, attention span, small and large motor skills, and academic and school readiness skills. While the schedule is generally designed to build routine, days may vary and may include (but are not limited to) the following:

Arrival and Arrival Time Activities

Circle Time

Gross Motor Skills

Snack

Center Time

Circle Time

Dismissal

These activities will include the following developmental and academic areas:

Social Emotional

Approaches to Learning

Cognitive Development and General Knowledge (Math, Science, and Social Studies concepts)

Language and Literacy

Physical Well Being and Motor Development

Attendance

Regular attendance is very important to promote a positive attitude toward school. Please encourage the development of this important habit by seeing that your child gets enough sleep and comes to school having had breakfast or lunch. If for some reason your child will be absent, please notify the teacher prior to the absence or contact the school at 419-736-2161.

Emergency Closings

Black River Preschool follows the same schedule and closings as the Black River Education Center. When the weather or any unforeseen calamity forces us to either close the school all day, delay the start of school or dismiss the students early, please be advised the following procedures will be implemented:

1. The decision to close school all day will be made as early as possible.
2. The following news stations will be notified: FOX 8, WEWS, WOIO and WKYC 3.
3. Closings and delays will be listed on the school website.
4. There is also a One Call Now message sent out to families who provide cell phone numbers on the emergency medical forms.

If Black River is delayed in the morning, (1 hour or 2 hour) there will be no morning preschool class. Afternoon classes will be held at the regular time.

Appropriate Dress

Children should dress for play. We often play with “messy stuff.” An extra set of clothes will be kept in the classroom that you send in. Keep in mind when purchasing boots, coats and gloves, that children are encouraged to dress themselves. Please label all removable clothing, hats, boots, coats, gloves, etc. with your child’s name.

Supplies

Please send in the following supplies with your child on the first day of school:

Book Bag

A change of clothes in a labeled plastic bag.

Your child’s teacher will provide a school supply list.

If your child is in the integrated preschool and is in diapers or pull-ups please provide diapers or pull-ups and wipes to be kept in the classroom for your child. Please make sure you label the wipes and diapers/pull-ups.

Parent Involvement

We encourage parents to take an active part in the preschool program through classroom participation and field trips. Parent-teacher conferences are held twice a year to discuss your child’s progress and needs. These conferences are an essential part of our educational program and parents are encouraged to attend. No report cards are issued to preschoolers.

Newsletters will be sent home to keep you up to date on the activities in the classroom. We ask that you check your child’s book bag daily for important notes and information. Parents and guardians are welcome to observe and visit classrooms at any time. If you would like to schedule a classroom visit please discuss this with the classroom teacher.

Healthy Snack and Celebration Policy

Families are asked to sign up to bring snacks for the class. The teacher will discuss the procedures with families. As of May, 2018, we have partnered with the Medina County Health

Department and the Ohio Department of Health to participate in the Ohio Healthy Program. In order to help develop healthy eating habits, we require the snacks brought in meet the program guidelines. Students will not be served fried foods, sugar sweetened beverages, highly processed meat products, or cereals that contain more than 6 grams of sugar per serving. A list of suggested snacks will be sent to all families of our students.

Traditionally, celebrations, birthdays and holidays encompassed lots of cakes, candies and unhealthy foods. The goal of the Healthy Celebrations Policy is to help promote a healthier lifestyle and show children that there are more to holidays than just cakes and cookies. The Black River Preschool follows the Ohio Healthy Program guidelines to promote healthy eating during celebrations. A list of suggested snacks for celebrations will be sent home to all families.

Field Trips and Transportation

Whenever children are transported or escorted away from the preschool building for field trips or outings and under the supervision of preschool staff, the following guidelines will be followed:

1. The preschool shall have written permission from the parent or guardian of each child including the child's name, date of trip, destination and signature of parent or guardian. The permission shall be valid only for the date and destination indicated on the written permission.
2. A first-aid kit will be available on the trip.
3. Each child shall wear identification/name tag.
4. The emergency medical and transportation authorization forms shall be available for each child.
5. Only children enrolled in the Black River Preschool program are permitted to attend field trips, unless otherwise specified.

Procedure for Parent Complaints

Resolving parent questions and complaints in a timely manner is a priority for our preschool. Please let us know when you have an issue. To efficiently resolve complaints, parents should take the following steps:

1. First discuss the concern or complaint with the preschool teacher.
2. Continued concerns can be discussed by calling or scheduling a meeting with the preschool director. 419-736-2161.

Health and Safety

CLINIC - A person is assigned to the Black River School District to coordinate and provide health services to all students. If a student is injured at school or becomes ill, he/she will be escorted to the nurses office by a school staff member. School personnel are only permitted to

administer minor first aid. In case of any serious illness or injury, parents or an emergency contact person will be contacted. Only persons listed on the student's emergency medical form will be authorized to transport the student. Photo ID is required at pick-up. The school cannot provide transportation. Parents are responsible to transport students home when a child is ill. The rescue squad will transport a student to a hospital in all emergency situations.

SECURITY- All doors to the BREC will be locked throughout the school day, and all visitors must buzz in at the front or auditorium doors. Upon entering the building please report to the identified office and sign in. All visitors must receive a visitor's badge before proceeding to any other place in the building. Students may not bring visitors to school without prior written notice from the principal.

Emergency Operations Manual

A formal operations plan for the district will be followed in the event of an emergency situation. The plan outlines procedures that will be followed by all employees. This plan is reviewed and updated regularly. A school safety drill is conducted each year in accordance with state policy.

Immunizations Of Students

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the Board of Education requires all students to be immunized in accordance with State and local statutes, unless specifically exempt for medical or other reasons. (Board Policy JHCB). Documentation of immunizations must be part of each student's health file and must be received by the completion of the second week of school. Until documentation is received, any student, not on an IEP, will not be permitted to attend school. (See District Homepage: Nurse's Tab for Immunization requirements)

Lice and Communicable Diseases

We make every attempt to avoid the spread of all communicable diseases, including lice. Any student judged by the principal or school nurse to be suffering from or exposed to communicable disease may be excluded from the building.

If lice are found on a student:

1. The child will be sent home when lice or nits are found.

2. The parent will treat the child.
3. The child will be rechecked by the school nurse when he/she returns to school.
4. The child will remain only if NO signs of lice are found.

In accordance with Ohio Revised Code 3301-37-11, the following precautions shall be taken for children suspected of having a communicable disease:

1. The program shall notify the parent or guardian of the child's condition immediately and discharged the student to his parent or guardian.
2. A child with any of the following signs or symptoms of illness shall be isolated immediately and discharged to his parent or guardian:
 - a) Diarrhea (more than one abnormally loose stool within a 24-hour period);
 - b) Severe coughing, causing the child to become red or blue in the face or to make a whooping sound;
 - c) Difficult or rapid breathing;
 - d) Yellowish skin or eyes;
 - e) Conjunctivitis;
 - f) Temperature of 100 degrees Fahrenheit, taken by the auxiliary method, when in combination with other signs of illness; **All children must be free of a fever for 24 hours without the aid of medication before returning to school.**
 - g) Untreated infected skin patch(es);
 - h) Unusually dark urine and /or grey or white stool;
 - i) Stiff neck; or
 - j) Evidence of lice, scabies or other parasitic infestation.
3. A child with any of the following signs or symptoms of illness shall be isolated immediately from other children. Decisions regarding whether the child should be discharged immediately or at some other time during the day shall be determined by the director and the parent or guardian. The child, while isolated at the program, shall be watched carefully for symptoms listed in paragraph 2 of this rule as well as the following:
 - a) Unusual spots or rashes;
 - b) Sore throat or difficulty in swallowing;
 - c) Elevated temperature;
 - d) Vomiting

Medication

Before any prescribed medication or treatment may be administered to any student during school hours, the Board shall require the written prescription from the child's physician accompanied by written consent of the parent. For purposes of this policy (Board Policy JHCD), "medication" shall include all medicines including those prescribed by a physician and any non-prescribed over-the-counter (including cough drops, throat lozenges, inhalers for asthma and epi-pens) drugs, preparations, and/or remedies. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization. Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. All medication must be brought to

school by a parent and accompanied by an “Authorization to Administer Medication Form”. This form must be completed by the parent and physician. Failure to follow this procedure will result in school personnel being unable to administer the child’s medication. With proper authorization, students may carry inhalers or epi-pens. However a second one must be in the school office.

Student Allergy Policy

Parents of students with life threatening allergies must provide a doctor’s note with diagnosis, and the completed Allergy Action Plan (forms are available on the district website and in the nurse’s office) along with a current student photo to the Black River Local School District. All Allergy Action Plans must be completed and returned within 14 days of the student start date. A new Allergy Action Plan must be submitted annually, and should be updated if any major changes occur to the food-allergic student. In all Black River buildings, the principal/school administrator, and school nurse shall ensure that all school employees and other adults who may be involved in the care of a student diagnosed with severe food allergies are provided with copies of the child’s Allergy Action Plan. If your student must carry an Epi-Pen on his/her person at all times you will need to complete an additional form.

Discipline

The goal of discipline is to help children build their own self-control, and ultimately, direct their own behavior. We recognize the important role self-esteem plays in the process and strive to enhance each child’s feelings of self-worth. A well planned and supervised classroom will prevent many behavior problems. Clear and responsible rules are established for each child’s safety and rights. These rules are discussed and reviewed periodically with all children and shared with parents.

Problem solving techniques are encourage in the classroom, during which time staff often acts as facilitators, helping young children express feelings and generate solutions as well as redirecting a child’s interests/frustrations to another activity. These problem solving techniques are also used if a preschool child exhibits any act of bullying. Additional guidance will be provided through separating the child from problem situations, talking with the child about the situations and praising the child for appropriate behavior. Some of the other methods of discipline may be:

Setting limits and clear expectations.

Positive reinforcement and praise for appropriate behavior.

Stating suggestions or directions in a positive manner.

Modeling appropriate behaviors.

Behavior Management/Discipline Per Preschool Program Licensing Rules

- (1) There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.
- (2) No discipline shall be delegated to any other child.

- (3) No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, so the child may regain control.
- (4) No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box, or a similar cubicle.
- (5) No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or other verbal abuse.
- (6) Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.
- (7) Techniques of discipline shall not humiliate, shame, or frighten a child.
- (8) Discipline shall not include withholding food, rest, or toilet use, and food shall not be used as a reward for behavior.
- (9) Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability, and the child shall be within sight and hearing of a preschool staff member in a safe, lighted, and well-ventilated space.
- (10) The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

TECHNOLOGY POLICY NOTICE

The Internet offers valuable educational opportunities for students of Black River Local School District. Every student at Black River has the opportunity to use the Internet via the district's network. It is important to remember when accessing the Internet all students are to use it in an ethical and productive manner for educational purposes.

All students when surfing the Internet should apply the following guidelines:

- Unless permitted within the class all electronics and wireless communication devices (WCD) are to be **completely turned off and in the student's assigned locker.**
- The use of any wireless communication/electronic devices to place phone calls, send emails, text, or any other social media is **prohibited.**
- **No** student should have any **expectation of confidentiality** while using wireless communication/electronic devices on school premises or property.
- Any use of a wireless communication/electronic device that violates the Black River Student Code of Conduct will result in **confiscation** of the wireless communication/electronic device and will be reported to the office. Discipline will be based on the Black River Student Code of Conduct. Depending on the offense and whether it is considered an illegal act the student may be referred to law enforcement.
- Students are **prohibited** from using wireless communication/electronic device to capture, record or transmit the words and/or images of any student, staff member or any other person in the school or while attending a school-related activity, without the express prior notice and explicit consent for the capture, recording or transmission of such words or images.

- Students are **prohibited** from using a wireless communication/electronic device in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.
- Students are also **prohibited** from using a wireless communication/electronic device to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating or academic dishonesty. Likewise, students are prohibited from using their wireless communication/electronic device to receive such information.

The use of wireless communication/electronic device at school is a privilege not a right that may be forfeited by any student who fails to follow the terms of the Black River Board of Education Policies 5136 (Wireless Communication Devices) and 7540.03 (Acceptable Use) or any student who otherwise engages in the misuse of this privilege.

TECHNOLOGY

A technology fee will be assessed each year in some grade levels.

Student Acceptable Use Policy

The Acceptable Use Policy is for your use of the (Black River Local School) District network and the Internet. This is a privilege. Consequences will be determined based upon the section violation according to the Student Code of Conduct.

A. Educational Purpose

1. The District has a network for classroom activities and career development.
2. The District network is not a public access service or a public forum. The District network has the right to restrict the material you access or post through the system.
3. You may not use the District network for financial or commercial gain.

B. Student Internet Access

1. Students will have access to Internet information resources while on campus.
2. Students are not permitted to access personal e-mail accounts or maintain personal web pages through the District network.
3. Google Docs supports the educational and administrative activities of the school and serves as one means of communication by and among users.
 - a. Content connected with Google Docs needs to remain appropriate to the District's AUP.
 - b. Google Sites are provided as an online tool in support of a collaborative work effort at Black River. Their use is therefore restricted to the District.

C. Network Policy

1. Personal safety

- a. You will not post or retrieve personal information about yourself or any other person. Personal information includes, but is not limited to your home address, telephone, school address, work address, photographs, etc.
- b. You will promptly disclose to your teacher or other school employees any information you receive that is inappropriate or makes you feel uncomfortable.

2. Illegal Activities

- a. You will not access or attempt to gain unauthorized access to the District network or to other computer systems through the District network or go beyond your authorized access. This includes attempting to log in through another person's account, access another person's files, access resources, features or go beyond any other restriction, including bypassing the proxy. These actions are illegal.
- b. You will not use resources so as to cause damage to or alter the operation, functions, or design of the information technology facilities or content of any other computer network.
- c. You will not use the District network to engage in any other illegal act.

3. System Security

- a. You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person.
- b. You will immediately notify a teacher or the system administrator if you have identified a possible security problem. By not reporting problems, this may be construed as an illegal attempt to gain access.

4. Inappropriate Language

- a. Restrictions about inappropriate language apply to public messages, private messages, and material posted on web pages.
- b. All manners of inappropriate language, including but not limited to obscene, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or harassing language is strictly forbidden as stated in the student code of conduct.
- c. You will not infringe on the rights or liberties of another person.
- d. You will not post information that could disrupt or cause damage.

5. Respecting Resource Limits

- a. You will use the District network only for educational and career development activities.
- b. You will not download large files unless authorized by your teacher or library media specialist.
- c. You will not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.

6. Plagiarism and Copyright Infringement

- a. You will not plagiarize works that you find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were your own.
- b. You will respect the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. If you are unsure whether or not you can use a work, you should request permission from the copyright owner.

7. Access to Inappropriate Material

- a. The District will monitor the Internet and will use content filtering software programs. Nevertheless, students may still find Internet sites that contain inappropriate materials. Parents and students should be aware of this possibility.
- b. You will not use the District network to access or reproduce material that is harmful to minors, which includes but is not limited to material containing profanity, obscenity, child or other forms of pornography, or material that advocates illegal acts, or that advocates violence or discrimination, including hate literature.
- c. If you mistakenly access inappropriate information, you should immediately tell your teacher or library media specialist. This will protect you against a claim that you have intentionally violated this acceptable use policy.

8. Waiver of privacy

- a. Due to the inherent lack of security in some information systems, and due to the right and need of the Black River Local Schools to monitor compliance with this policy, utilization of information systems that require privacy of any kind for any purpose are not supported and are prohibited. Any person utilizing any information system of the Black River Local Schools understands and agrees that they are specifically waiving any expectations of privacy in their communications, data, programs and other personal information stored, displayed, accessed, communicated, or transmitted on the system. Those utilizing the network who require security for district-related purposes shall contact Black River Local Schools' Technology Coordinator to arrange for specific project or program arrangements.

D. Your rights

1. Limitations

- a. The District may restrict your speech on the network for educational or other appropriate reasons or may limit offensive, lewd or disruptive speech.

2. Search and Seizure

- a. Routine maintenance and monitoring of the District network may lead to the discovery that you have violated this acceptable use policy, the District code of conduct, or the law.
- b. The District network, any files on that network, or on any peripherals, including but not limited to flash drives, memory sticks, or iPods, attached to the network including personal files are the property of the Board of Education and the contents are subject to random search at any

time without regard to whether there is a reasonable suspicion that the network or the files therein contains evidence of a violation of a criminal statute or a school rule.

3. Due process

a. The Black River Local School District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the District network.

b. In the event there is a claim that you have violated this acceptable use policy, the privilege of using the network may be revoked. In addition, you will be disciplined in accordance with, and receive the due process rights under, the District student code of conduct.

E. Limitation of liability

The Black River Local School District makes no guarantee that the functions or the services provided by or through the District network will be error-free or without defect. The Black River Local School District will not be responsible for any damage you may suffer, including but not limited to, loss of data or interruptions of service. The Black River Local School District is not responsible for the accuracy or quality of the information obtained through or stored on the system. The Black River Local School District will not be responsible for financial obligations arising through the authorized or unauthorized use of the District network.

F. Personal responsibility

It is unlawful to deface, damage or destroy any computer that is property of the board of education. You are responsible to report any damage.

1. Personal Property

a. The Black River Local School District will not be responsible for any personal property used to access the District network or Internet access.

b. Digital Media, including but not limited to flash drives, memory sticks, or iPods, by law, school administrators have the authority to review the contents. In the event that items are discovered which violate state law or the District code of conduct, appropriate disciplinary action will result which may include prosecution.

G. Video and Photo Release

a. The Black River School District reserves the right to use your child's image (photographs or video footage) and schoolwork for the purpose of school-related displays, performances and activities as well as typewritten articles in which Black River students are featured during the school year.

b. Throughout the year, numerous identified photos of Black River students are supplied to local public media. Photos identified by first name only may be used to illustrate news items, programs or projects on school or District web pages.

c. Photos with six or more children will be exempt from the District's withholding permission, provided that the photograph is reasonably related to the subject matter and the identifiable people are not the focus of the photograph.

d. Portraits taken with the intent to be used for school identification or the school yearbook will be exempt from the District's withholding permissions.

Ohio Department of Medicaid

Healthchek and Pregnancy Related Services Information Sheet

Healthchek-Check It Out!

Did you know Ohio's Medicaid program includes Healthchek services for children up to 21 years of age? (These services are also called EPSDT sometimes). Healthchek services help children stay healthy and reduce the chance of sickness by treating health problems early. All Healthchek services are free. You can get help and information by contacting your county Healthchek Coordinator or your managed care plan and by going to <http://medicaid.ohio.gov/FOROHIOANS/Programs/Healthchek.aspx>

Screening Service: Doctors want children to have well-child check-ups (screenings) while they are growing up so that health problems can be found early. Check-ups covered by Healthchek include:

- | | |
|---------------------|---------------------------|
| -Physical check-ups | -Nutrition screenings |
| -Vision Checks | -Mental health screenings |
| -Dental checks | -Developmental screenings |
| -Hearing checks | -Immunizations, if needed |

Mothers should have at least one prenatal exam and children should have exams at birth, 3 to 5 days of age and at 1, 2, 4, 6, 9, 12, 15, 18, 24 and 30 months of age. After that, children should have at least one exam per year. All children should have tests for lead poisoning.

Treatment Services: If the doctor finds a problem during a checkup, the doctor may provide the treatment or refer you to another doctor. Healthchek covers treatment services. Some services may need prior approval. If your child is not in a managed care plan and needs prior approval for a service, your doctor will need to request it from Ohio Medicaid. If your child is in a managed care plan, your doctor will request prior approval from the plan. If you disagree with the decision made by Ohio Medicaid or your child's managed care plan, you can ask for a hearing. Check with your Healthchek Coordinator for more information.

Support Services: The names, addresses and phone numbers of Healthchek Coordinators for all counties can be found at <http://medicaid.ohio.gov/Portals/0/For%20Ohioans/Programs/countycoordinators.pdf> or by calling your County Department of Job and Family Services. If you need to find a doctor, dentist or other healthcare provider, your county Healthchek Coordinator can give you a list. Your Healthchek Coordinator can also help you make doctor's appointments and help you get transportation to the doctor. If your child is in a managed care plan, the plan can also help make

doctor's appointments and may provide transportation to the doctor. The plan can also give you a list of doctors in their plan. You can go to the plan's website for more information.

You can ask your Healthcheck Coordinator to make referrals for you to Head Start, the Women, Infants and Children (WIC) program, Help Me Grow, and the Bureau for Children with Medical Handicaps. Your Healthcheck Coordinator can give you names of other agencies that can help you get clothing, housing, food, and other services. You may also submit questions using an online form found at <http://medicaid.ohio.gov/CONTACT.aspx>

