

Scappoose Adventist School

'Restoring the image of God in every child'

54287 Columbia River Highway . Scappoose, OR 97056

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School Hours

Monday-Thursday

Preschool & PreK 8:00AM to 12:00 PM

K - 8th Grade 8:00 AM to 3:00 PM

Friday

Preschool & PreK 8:00 AM to 12:00 PM

K – 8th Grade 8:00 AM to 12:00 PM

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MISSION STATEMENT

With Jesus

**We grow
We love
We lead**

OUR COMMITMENT

Empowering every child to their highest potential.

Scappoose Adventist School is...

Compassionate with others and ourselves.

Outstanding in all we do and say.

Understanding of our differences.

Respectful to others at all times.

Accountable to teachers, classmates, and our community.

Giving. We always want to give others another chance.

Energetic to come to school and be present.

Open-minded about challenges that come our way.

Unshakable in our commitment to honesty and integrity.

Self-Assured in our relationship with God and that heaven is our goal.

PHILOSOPHY

We believe that with an affirming environment supported by a committed community and staff, who provide an educational experience that pursues whole child development, students will excel as scholars, community leaders, and servants of Christ.

TEACHER PLEDGE

- Communicate with each child as a unique creation designed by God
- Hold students accountable to the vision statement, with grace
- Provide balanced, relevant, rigorous, and integrated instruction
- Work as a team with parents and staff to maximize student's potential



Adventist education is much more than the academic excellence for which it is renowned. It also fosters a faith in God, respect for others, independent thinking and moral integrity. It is education based on the development of the whole person—building mind, body, spirit and community one student at a time.

ACCREDITATION

Scappoose Adventist School is accredited by the North Pacific Union Conference Board of Education, the North American Division Commission on Accreditation and the Board of Regents of the General Conference of Seventh-day Adventists. SAS is registered with the State of Oregon, and all teachers meet certification requirements.

ABOUT US

Scappoose Adventist School is a private Christian Pre-K—8 school funded by tuition, the Oregon Conference of Seventh-day Adventists and the local Adventist church. Our school is one of more than 30 Adventist schools in Oregon operated by the Oregon Conference of Seventh-day Adventists. These schools serve more than 2,400 students ranging from Kindergarten through high school. Beyond the Oregon Conference, there are over 1,000 K-12 Adventist schools and 15 Adventist colleges and universities in North America. The Seventh-day Adventist school system is the second largest private school system in the nation. The Seventh-day Adventist Church operates schools worldwide.

Scappoose Adventist School admits students of any race to all the rights, privileges, programs and activities generally accorded or made available to students at the school and does not discriminate on the basis of race, color, ethnic background, country of origin, or sex in the administration of education policies, applications for admission, scholarship programs, and extracurricular programs. We are committed to fostering an environment of diversity, equity, and inclusion. Our diversity makes us stronger. We desire to nurture an inclusive staff and student body. As followers of Christ, our greatest desire is to love like Jesus by recognizing the value of every person. We strive to treat all humanity with unconditional dignity, respect, and love, while celebrating our differences. We pray to live out God's kingdom by doing all within our power to create an environment where every student experiences safety, belonging, inclusion, and love. Therefore, it is unacceptable to tolerate or propagate slurs or jokes that target others. Furthermore, we promote a culture where no one remains silent when others suffer, are victimized, or marginalized. We will not tolerate any form of racism, discrimination, bullying, harassment, hatred or bigotry.

SAS SCHOOL BOARD

The School Board is comprised of representatives from the local Adventist church, the Oregon Conference Superintendent, and members with key positions at the school. The board meets monthly to determine operating guidelines and policies. Board meetings are open to parents and constituents, with the exception of executive sessions. Parents may request to address the school board by contacting the principal in advance.

PARENT AND STUDENT CONNECTION

Parents are an integral part of a child's success at school. Scappoose Adventist School promotes parent involvement and desires clear and frequent communication between home and school. We encourage parents to communicate directly with teachers by utilizing published teacher contact information, Google Classroom, Class Dogo and Smore apps and TeacherEase. To protect teacher/student relationships, we ask that students contact their teachers only through approved applications and not through texting on personal devices. The school policy requires teachers to also avoid contacting students privately on any social media sites. The school uses the following methods to communicate:

- Weekly newsletter, SAS website & SASsy Families Facebook page
- Teachers available in person, by phone, email, and text message
- Quarterly grade reports
- Midterm parent teacher conferences

UNIFORM CLOSET

SAS offers all families the opportunity to shop for free uniform pieces for their children in the uniform closet which is located in Krenzler Hall. The uniform closet is open every day during school hours.

Families new to SAS as well as families who haven't donated uniforms may select any components they want or need. All uniform pieces are free. You are invited to take as many items as you would like.

The program relies on family participation. Families are encouraged to turn in uniform items that their children have outgrown and that are clean and in good condition. Please drop donations at the office or place donations in the closet in an orderly fashion. The closet is well marked with sizes and items.

The purpose of this program is to help our families save money, recycle and offer the value of giving to others.

PARENT PLEDGE

Understanding that the school has created a community to help students excel Spiritually, Academically, Physically, and Emotionally, I agree to be a partner with the school by:

- Providing adequate sleep and nutrition for my child
- Making time as needed at home to help my child succeed
- Communicating questions or concerns directly to the teacher
- Supporting the school's vision
- Accepting financial responsibility
- Volunteering my talents or time to benefit the school as I am able

VOLUNTEERS

SAS depends on volunteer support to offer a full and complete program. Volunteers have endless opportunities to serve. Some of the ways are:

- Home and School
- Hot Lunch Program
- Marketing
- Classroom helpers and Field Trips

All volunteers must complete a Volunteer Background Check. Screening instruction may be obtained at the school office. Individuals who have committed physical or sexual abuse may not volunteer for any school sponsored activity. ***Volunteers must be known by the school for six months prior to service and this screening must be completed before an applicant can serve as a volunteer;*** however, parents are always invited to attend our weekly chapel and all school events.

HOME & SCHOOL ASSOCIATION

Our Home & School Association is an organization much like a PTA. It is made up of all parents, grandparents, and/or caregivers of Scappoose Adventist School students. Those who choose to actively participate in HSA meet as needed to work with each other and the school to provide support in many areas.

The purpose of HSA is to help unite the home, the school, and the church in their endeavors to provide a better Christian education for our children. It plays a very important and supportive role for the school through sharing perspective, lending a hand during school functions, fundraising, and providing our hot lunch program.

The HSA is multifaceted in its approach to support our school. HSA provides fundraising, event support, hot lunch, and classroom support among other things.

As a parent or guardian of a student at our school, your family contributes \$50 to jump start our funding base for the upcoming year. When you see communications from, to, or about Home and School, it involves you. The HSA will meet throughout the school year to plan events. Attend a meeting, join the fun and get to know the other parents of your student's classmates! This is the most efficient way to become involved and see where you can best support our school.

Parents are invited to join our Facebook closed group page SASsy Families where parents and teachers are free to share photos and communicate with one another.

SERVICE UNITS PROGRAM

For Gr. K-8 Families

SERVICE = Sharing Energy, Resources, & Vocation In Christian Education

Scappoose Adventist School is committed to educating the whole child. In order to fully accomplish this task, assistance is needed from our SAS families. Research has clearly shown that effective schools are schools in which parents are involved in the education of their children. Further, there is great value in parent engagement which has shown to contribute to student success.

SAS believes that most parents wish to be involved but may not be aware of the opportunities that are available. The SAS SERVICE program was developed in an effort to improve communication between the school and SAS parents, as well as to increase opportunities for parental involvement.

Through this program, families share their time and talents with the school and, in doing so, earn SERVICE units. One hour of service is equal to one SERVICE unit, and these units can be earned in a variety of ways.

Almost anything you do that shows your involvement with SAS can be applied to your SERVICE commitment.

SERVICE UNITS FACTS & FAQ

Purpose:

To inspire involvement and service and thus enrich our school community. Secondly, to help conserve money through our own efforts. This helps keep the tuition costs low and builds school spirit.

Requirements:

4 hours per quarter (16 hours per school year) per two-parent family;

2 hours per quarter (8 hours per school year) per single-parent family

Rules:

Teachers and the Home & School organization will share opportunities in newsletters and at Home & School meetings. At-school, in-the-community, and at-home volunteer activities will be available. It is the parent/guardian responsibility to become informed of opportunities to earn SERVICE units.

All on-campus SERVICE hours are to be pre-arranged with the appropriate SAS teacher, staff member, or Home & School representative.

Each family is responsible for recording SERVICE hours online through Parents Corner on our SAS website or on the SERVICE form which is then submitted to the teacher, principal, or Home & School leader for a verification signature. SERVICE units will then be tracked on a computer spreadsheet, and, at the end of each quarter, families will each receive a SERVICE statement with SERVICE unit totals.

At the end of each quarter, non-completed service hours will be billed at a rate of \$10 per hour and added to the school bill. All on-campus volunteers must complete a volunteer information form for a background check.

MANY activities will count for SERVICE hours, such as driving for field trips, serving hot lunch, grading papers for a teacher, Home & School meetings, etc. The following activities will NOT count toward SERVICE hours:

- Parent/teacher conferences
- Attending parent night, chapels, programs, science fair, etc.
- Helping your child with homework

Thank you for your willingness to participate in the SAS SERVICE program. It is our sincerest hope that you will be richly blessed by the experience of serving at SAS. Your help is not only helpful and appreciated, it is vital to SAS's success.

SCHOOL HOURS

Monday through Thursday	8:00 am to 3:00 PM
	8:00 am to Noon—Preschool/Pre-K
Fridays and Half Days	8:00 am to Noon

VISITORS

Parents are always welcome. Parents and other visitors are asked to pre-arrange your visit with the classroom teacher.

DROP-OFF AND PICK-UP PROCEDURES

Preschool students are dropped off and picked up in their classroom. All other students are dropped off and picked-up in front of the gym. Classrooms open at 7:45 AM, and supervision is not available prior to that time. No child shall be left unattended.

After school, students are individually brought out and dismissed to their designated person. Students and vehicles are to abide by the direction of the safety officer. Preschool pickup is at the preschool door.

Pick-up Times

K—2nd Grades	2:45 PM
Grades 3-5	2:50 PM
Grades 6-8	3:00 PM

NOTE: SAS will only allow students to leave the school with persons who are designated on their applications, unless written authorization (text, email or note) is provided from their parents or legal guardians. Please notify your child’s teacher in writing each time your child will leave campus with someone who is not listed on the application.

SAFE DRIVING PROCEDURES

Anyone driving on school grounds is to drive safely, at or below the posted 10mph speed limit, and watch for children. CHILDREN HAVE THE RIGHT-OF-WAY. The driveway is to be followed in a counter-clockwise circle, as marked. Do not pull directly into the lower lot against the one-way traffic. Park in the spaces provided and not on the grass. For safety precautions, we ask that you back your car into the spaces in the lower parking lot. Students are to use the stairs and sidewalks at all times.

CURRICULUM AND ACTIVITIES

Scappoose Adventist School offers hands-on, developmentally appropriate programs that foster a child's development in physical, social, emotional, cognitive, language, and spiritual growth

PRESCHOOL/PRE-K

CREATION Kids Early Childhood Education Curriculum is designed to promote children's physical, mental, and spiritual knowledge and health. The acronym CREATION represents 8 principles that will lead children to a happier and healthier life. Three and four-year-old children are often fearful to leave home and find the surroundings of an unfamiliar school to be new and different.

In this unit, the children will be introduced to their Creator. The lessons will lead the children to know that God made everything and that He is with them at home and at school.

KINDERGARTEN

Our Kindergarten program is designed to provide a caring and nurturing environment. The love of learning is initiated with an academic curriculum that is developmentally appropriate for the young child. The curriculum includes Language Arts, Mathematics, Science, Social Studies and Bible. We believe that children learn best when they are actively engaged and enjoying themselves. This atmosphere allows for the growth and development of the whole child. Enrichment activities include separate instruction in music and physical education. In Kindergarten the joy of learning is rooted in the process of discovery. It is our purpose to attend to each child's spiritual, mental, physical, social and emotional well being.

GRADES 1, 2, 3, & 4

Here, students begin to leave behind some of the dependency they clung to in Kindergarten and are encouraged to take a more active role in deciding what paths they will take. They are given choices and are encouraged to behave in a responsible way toward others and their environment. The teacher fosters an atmosphere of caring, open communication and trust. In addition to educating scholastically, teachers also focus on each student's spiritual, emotional, ethical and physical life. Units are generally taught with a central theme in mind that is woven throughout the curriculum. Technology is introduced as a learning and research tool while being integrated into various areas of the learning process.

GRADES 5-6

More emphasis is placed on independence, ownership and responsible behavior choices. Students in these grades have more opportunities to make choices about what they learn within the curriculum structure. Teachers facilitate learning as much as they direct the learning. Much of the learning for these students is accomplished through project-based thematic instruction.

GRADES 7-8

The core subjects in the middle school program include Religion, English, Math, Science, and Social Studies as well as ongoing instruction in Music and Physical Education.

LEARN MORE about Adventist Education curriculum standards.

MAP TESTING

Children learn better—and faster—when teachers have a clear picture of what each student knows and is ready to learn next. That’s why a group of educators and researchers founded NWEA®, a not-for-profit organization that has created some of the most trusted and reliable assessment solutions available. More than 9 million students in the US and in 140 countries worldwide use MAP® Growth™.

MAP Growth is a computer-adaptive test. If your child answers a question correctly, the next question is more challenging. If they answer incorrectly, the next one is easier. This type of assessment challenges top performers without overwhelming students whose skills are below grade level. MAP Growth uses a RIT scale to accurately measure what students know, regardless of their grade level. It also measures growth over time, allowing you to track your child’s progress throughout the school year and across multiple years. Once your child completes a MAP Growth test, they receive a RIT score. RIT scores have the same meaning across grade levels. If a fourth-grade student and an eighth-grade student have the same RIT score in reading, then they are testing at the same level in that subject.

NWEA provides schools with norms every three years. This is anonymous data from more than 10 million students around the country. Knowing the top, middle, and bottom scores of all these students combined allows teachers to compare where your child is to other students and help them grow.

Unlike a standardized test, MAP Growth is administered periodically during the school year. Instead of asking all students the same questions, it adjusts to each child’s performance— giving a more accurate measure of what they know. Teachers also receive results right away, which enables them to react more quickly.

BIBLE CLASSES

The Christian curriculum taught in Bible classes has been developed by the Seventh-day Adventist church and is Bible-focused and Christ-centered. The Adventist Encounter Curriculum is a seamless curriculum that is intentional about exploring big-picture, spiritual concepts with the goal of making a difference for eternity. This curriculum help build a life-long relationship with Jesus Christ, using the Bible as a source of truth. Through rigorous pedagogical practice and 21st century learning strategies, it explores and develops personal reasons for faith, healthy choices and ethical decision-making while nurturing interpersonal relationships and service to others. A life-long relationship with Jesus Christ that transforms our teachers' and students' lives is the goal.

ART

Art instruction teaches not only skills, but also styles, famous artists, and an appreciation for the spatial and emotional quality of art.

MUSIC

K-8 students receive music instruction. Grades K-3 learn rhythm and patterns and are exposed to a wide variety of musical experiences. Grades 4-8 learn music notation and rhythm skills. As proficiency increases, they may be moved to traditional band instruments. Attendance is expected at all music performances, including weekend performances at other locations.

PHYSICAL EDUCATION

Physical Education is taught in grades K-8. In grades 2-8 students begin a PE program that will teach individualized and team sports skills. Students participate in PE four days per week. Students in grades 5-8 must dress down for PE.

SWIMMING

Scappoose Adventist School arranges for swimming lessons for students in Pre-K through 5th grade. Parents will receive specific information prior to the start of the lessons, including date, times, and costs.

WINTER SPORTS PROGRAM

Each year the students participate in a Winter Sports Program. For five weeks students will receive lessons in skiing, snowboarding or indoor sports. In addition to weekly lessons, students will have time to practice and enjoy their developing skills. Parents will receive specific information prior to the start of

the Winter Sports Program, including date, times, and costs.

FIELD TRIPS

Off campus trips that relate to the curriculum or season are an important part of our curriculum. Parents are welcome to participate by providing transportation and chaperoning. Parent drivers must provide proof of insurance and a copy of driver's license prior to trip. Drivers and chaperones must also complete the volunteer form and be approved prior to field trips

Per Oregon state law, children must be restrained in approved child safety seats until they weigh 40 lbs. Children over 40 lbs. must use boosters until they are 4'9" tall or age 8 and the adult belt fits correctly. Parents with children meeting these criteria will be required to provide approved boosters or safety seats for any off-campus activity.

PRE-K GRADUATION

There will be a special school-wide ceremony in June to honor their graduation from Pre-K.

KINDERGARTEN GRADUATION

There will also be a special school-wide ceremony in June to honor their graduation from Kindergarten.

SIXTH GRADE OUTDOOR SCHOOL & GRADUATION

Sixth grade students have a four-day Outdoor School. Outdoor school is a science-focused academic segment of the student's year. At Outdoor School, students also have an opportunity to enhance their love and appreciation for nature, develop personal skills and bond more closely as a class. The cost for Outdoor School is approximately \$200.00 and is subject to change. A special school-wide ceremony in June honors the 6th graders as they graduate to Middle School.

EIGHTH GRADE CLASS TRIP & GRADUATION

The eighth grade students have the opportunity to participate in a class trip event near the end of the school year. There will also be a special school-wide ceremony in June to honor their graduation from elementary school. The eighth grade class raises funds throughout the year for graduation and class trip expenses. Fundraisers must be approved by the principal. The classroom teacher is the designated sponsor and will organize all aspects of the class trip and gain approval from the school board prior to the class trip.

HOMESCHOOLED STUDENTS

Scappoose Adventist School provides opportunities to enrich homeschoolers' education. In order to participate, homeschool students must meet entrance qualifications, enroll, and pay fees. After completing an enrollment packet and receiving approval from the admissions committee, homeschooled students will be permitted to attend specified classes, programs, and field trips. Enrollment must be pre-approved by each teacher involved. Admission is subject to class size limits. All policies outlined in the handbook apply to homeschooled students who take advantage of these opportunities.

AFTER SCHOOL ENRICHMENT PROGRAM

The purpose of our After School Academy is to introduce students to a variety of extracurricular activities as well as support those students who need assistance in excelling in their studies. Activities throughout the year may include Lego Club, Basketball, Sewing, Culinary Arts, STEM, Drama Club, Ukulele Club, Pathfinder Club and Tutoring. Parents will receive the activity schedules and details at the beginning of our school year. Registration fees will vary with activity.

ADMISSIONS POLICIES

Scappoose Adventist School admits students of any race, gender, ethnic background and religious belief who are willing to support all of the principles and policies of the school.

CRITERIA FOR ADMISSION

Families must:

- be in agreement with the vision and policies of the school as outlined in this handbook.
- desire to be part of a Christian community.
- make satisfactory financial arrangements.
- complete all admissions forms and supply all necessary documents.
- be in compliance with Oregon law regarding age attendance and immunizations.

ENTRANCE AGE

By September 1st, Preschool/prekindergarten students must be three years old (and potty-trained), Kindergarten students at least five years old, and 1st Grade students at least six years old.

PROCESS FOR ADMISSION

Once the registration fee and completed application have been accepted, an enrollment or re-enrollment package will be sent to you.

Re-enrollment is considered complete when:

1. current immunization records are turned in to the school.
2. signed financial arrangements have been completed with the school.

Enrollment for new or transferring students is complete when:

3. Items 1 and 2 are completed
4. a copy of the student's birth certificate is filed with the school.
5. parents and student have met with the prospective teacher.
6. the school receives a copy of a recent report card.
7. the student's record request form for their prior school is completed.

When enrollment is complete and the student has been *accepted by the admissions committee*, the applicant will receive an acceptance letter from Scappoose Adventist School. Students are accepted on a nine-week trial basis. The *admissions committee* will review all student applications. The school reserves the right to evaluate any student before placement in the appropriate grade level.

Students with a past debt must have an approved payment plan.

ENROLLMENT PRIORITY

All families who are presently enrolled at Scappoose Adventist School and who are current in their account will be given first priority for enrollment for the following school year.

Priority will also be given to siblings of current students.

Families who are members of the constituent Seventh-day Adventist church have priority.

FINANCIAL POLICIES

All rates quoted in this handbook are subject to change by action of the School Board.

ANNUAL REGISTRATION FEE

For grades K-8, a non-refundable registration fee of \$295 is due prior to the first day of school for each student, regardless of entrance date. Entrance fees are due sooner if using an 11- or 12-month payment plan. The pre-K registration fee is \$150 (curriculum/registration fee), also due prior to the first day of school. A Home and School registration fee of \$50 per family is also due by September 1st.

KINDERGARTEN-8TH GRADE TUITION

A.) \$6,050/year or \$5,746, a 5% discount (\$304) if paid in full by Sept 1st

OR choose one of the following payment plans:

B.) \$605/mo. for 10 mo., Sept through June

*C.) \$550/mo. for 11 mo., Aug through June; registration fee due Aug 1st

*D.) \$505/mo. for 12 mos., July through June; registration fee due July 1st

*To use the 11 or 12-month payment options, arrangements must be made with the treasurer prior to June 15, 2023.

PRESCHOOL/PRE-KINDERGARTEN TUITION

A.) Full week—\$4,000/yr. (\$400/mo. for 10 mo.), Sept. through June

B.) 3 days/week—\$2,400/yr. (\$240/mo. for 10 mo.), Sept. through June

C.) 2 days/week—\$1,600/yr. (\$160/mo. for 10 mo.), Sept. through June

First monthly payment due September 1st.

Afternoon Care for Preschool: Childcare will be provided after preschool until 3 PM at the rate of \$20/day.

DISCOUNTS

Pre-payment Discount: K-8 Families who pay the entire year's tuition by September 1 may deduct 5% from their payment, excluding the registration fee.

Family Discount: When several children from the same family are enrolled, entrance fees must be paid for each child. The first child will be billed at regular tuition rates; the second child at 15% discount; the third child at 35% discount. Additional children are billed at 50% of the monthly tuition rate.

New Member Subsidy: The North Pacific Union Conference of Seventh-day Adventists offers a substantial discount to students whose parents have recently joined the Seventh-day Adventist church and who have not previously been enrolled in an Adventist school.

PAYMENT

Statements are sent on the 1st day of the month. Payment is due on the 10th. A late charge of \$20-will be assessed if payment is not received by the 25th of each month. Arrangements other than those stated must be requested in writing and approved by the finance committee.

Checks should be made payable to “Scappoose Adventist School” or “SAS”. The bank will not accept variations of the school’s name. Payments can be mailed to the school at 54287 Columbia River Highway, Scappoose OR, 97056 or delivered to the secure payment drop box beside the school office door. An electronic payment option is available on the school’s website. For a service fee, credit cards are accepted at sas.plastiq.com.

Checks returned due to insufficient funds will be subject to a \$25 charge.

Payment plans make tuition easier to manage. Early withdrawal does not cancel your financial obligation. Pro-rated tuition will be computed by the treasurer.

DEFAULT

Families experiencing temporary difficulty in making payments should contact the school immediately. The school will make every effort to work with the family in an understanding manner. Families are required to keep their tuition accounts current or do one of the following by the 20th of each month:

1. Notify the treasurer in writing (e-mail or letter) of your plan to bring the account current; or
2. Request to meet with the finance committee to develop a payment plan.

TUITION ASSISTANCE

Limited needs-based tuition assistance funds are available to help those who qualify. To apply for a grant or tuition assistance, you will find the FACTS tuition assistance application at <https://online.factsmgt.com/signin/4K657>. The finance committee will review the applications received and determine the distribution of these funds. Needs-based grants are also available to kindergarten and first-grade students who are new to SAS. The same FACTS application is required.

ATTENDANCE

Student attendance in class is important. Instruction and participation are essential to academic excellence. SAS expects regular daily attendance. Absences are excused for illness, death in the family, emergency, or when previously and satisfactorily arranged with the teacher.

A K-8 student who is excessively tardy, or absent (both excused and unexcused absences) more than 20% of the school days in any grading period will be reported to the school board and/or state attendance authorities, and the student's grade, and/or credit may be affected.

For the safety and security of our students, we request that a parent call the school or text the teacher by 9 AM the day of your child's absence. If we do not hear from you, we will attempt to contact you to confirm your child's absence.

Students are not permitted to leave the school grounds while school is in session without a written request (note, email, text) from a parent or legal guardian.

ILLNESS & HEALTH CONCERNS

In order to help prevent exposure and spread of illness, please follow these guidelines for keeping your child at home:

- Fever of 100 degrees or higher (below 100 degrees for 24 hours before returning to school)
- Signs or symptoms of eye infection (pain, redness, or eye drainage)
- Excessive coughing or wheezing
- Signs or symptoms of vomiting or diarrhea (free of symptoms 24 hours before returning to school)
- Any sign of a skin rash

LICE

If a student is found to be infected with head lice, they will be sent home. Students must be lice- and nit- free before returning to school. In order to re-admit the student, a parent/guardian must come to the school with their child and wait while their child is re-checked by a staff member.

MEDICATION

State regulations do not allow any prescription or over-the-counter medications to be given to students without written permission. The medication must be sent from home with the student's name on it and with a completed Medication Permission and Administration form. No treatment can be given for major injuries, infections or illness. All medications are to be kept with the teacher.

POLICY FOR VACCINE-PREVENTABLE ILLNESSES

If a child at SAS is diagnosed with a vaccine-preventable disease, all SAS students who are not complete in their immunizations for that disease will be excluded from school during the incubation period of that disease. For example, if an SAS student is found to have pertussis (whooping cough), all children who are incomplete in their vaccinations for pertussis will be exempt from school for 14 days. The number of days exempt from school for a particular illness will be determined by the principal, in consultation with medical professionals.

STUDENT INJURY

Minor injuries will be treated with first-aid supplies under the care of the teacher on duty. In cases of injury or sudden illness that prevents the student from participating fully in normal school activities, the parent or other parent-designated contact will be contacted to take the student home. In the case of serious injury or illness which requires immediate medical attention, emergency services will be requested and the student's parent will be contacted.

Concussion Policy - Oregon Conference Schools

1. Required Training and Signatures

a. All school staff, teachers, athletic directors, and coaches, including volunteers, are required to participate in annual concussion training.

b. Free and approved Concussion Training Courses:
<https://nfhslearn.com/courses?searchText=Concussion>

c. All parents of students participating in competitive sports are required to sign a concussion awareness form.

2. Recognize

Any student who receives a witnessed or suspected blow or jolt to the head must be removed and observed. School personnel are required to use the **Concussion Signs and Symptoms Checklist**. Students are to be monitored for a minimum of 30 minutes. Using the checklist, symptoms are monitored at 0 minutes, 15 minutes, and 30 minutes. Student may be released to class/play if no signs/symptoms are observed or reported.

3. Respond

If no signs/symptoms are observed: (1) Teachers/coaches are to be informed of the incident and must continue surveillance; (2) An Incident Report Form must be completed and provided to parents the same day.

4. Remove/Refer

If the student exhibits signs, symptoms, or behaviors consistent with a concussion, he or she shall not be permitted to return to interactive play for recess, sports, or any other athletic contest or practice on that same day. An incident report must be completed and provided to parents, and the student is to be referred to a healthcare professional. Send a copy of the Concussion Signs and Symptoms Checklist with the student for the healthcare professional to review.

5. Return

When a student has suffered a concussion and is no longer experiencing signs, symptoms, or behaviors consistent with concussion, he or she must obtain a medical release form signed by a Qualified Health Care Professional to return to any type of physical exercise, recess, sports, or any other athletic contest or practice.

References for Oregon Law

Max's law (OAR 581-022-0421)

SB348 or ORS 336.485

Oregon Administrative Rule 581-022-0421

<https://www.oregon.gov/ode/educator-resources/standards/physicaleducation/Pages/Concussions.aspx#:~:text=This%20law%20requires%20individuals%20engaged,suspected%20of%20having%20a%20concussion.>

STUDENT ACCIDENT INSURANCE

For student injuries occurring at school or during school-sponsored activities, any medical costs that are not paid by personal insurance will be covered by school accident insurance. There is no coverage for loss of personal property. Accidents must be reported to the administration immediately to qualify for insurance coverage

INCLEMENT WEATHER

Scappoose Adventist School, in most cases follows the Scappoose School District for school closure, late start and early dismissal due to extreme weather.

Notifications of late starts or school closures will be sent to you via email. We will also post these notifications on our SAS Facebook page. If you have questions, you may call SAS at 503-543-6939.

DRESS & APPEARANCE POLICY

In our dress, as in all things, it is our privilege to honor our Creator. Student clothing shall reflect the Christian principles of our school community and shall be neat, modest, clean and appropriate.

Since parents largely control the clothing worn by students, their responsibility and cooperation in guiding their children in these areas is greatly appreciated. It is the prerogative of the SAS staff and administration to determine whether styles of dress and grooming are consistent with the standards of the school. These standards apply for school attendance and all school functions.

1. Appropriate shoes must be worn at all times while at school. Flip-flops, slippers and *high-heels should not be worn, and closed-toed shoes must be worn for recess. For PE and sports activities, students must wear supportive athletic shoes in order to participate. Cleated shoes are not permitted in the school building. (*high-heeled dress shoes may be appropriate for school programs.)
2. Clothing must be neat, clean, well-fitted, and in good repair (not ragged or torn). PE uniforms and sleepwear/loungewear are not appropriate for daily school attire. Sheer, revealing, and tight clothing is not permitted, and undergarments should remain covered at all times.
3. No hoods, caps, or hats are to be worn indoors.
4. Clothing and all school-related materials (notebooks, backpacks, pencil boxes, etc.) should not display non-Christian graphics or promote non-Christian messages (i.e. alcohol beverages, drugs, tobacco products, skulls, anti-Christian products, offensive language, rock groups, etc.)
5. Shorts that are mid-thigh or longer may be worn. Skirts and dresses must be no shorter than the top of the knee when standing.
6. Shirts and tops must be long enough to completely cover the midriff at all times. Tank tops and shirts with low-cut or revealing necklines are not to be worn. Sleeveless tops with fitted armholes are acceptable.
7. Necklaces, rings, hoop or dangling earring, bracelets, and facial jewelry are not to be worn at school, nor at any school function. Simple stud earrings are allowed.
8. Hair should be neat, clean and out of the eyes. Unnatural or extreme colors of hair are not acceptable. Excessive makeup is not allowed.

UNIFORM GUIDELINES

Classroom

- Navy blue, black, gray, white or Khaki cotton twill uniform pants and shorts, or knee-length or longer skirts and polo dresses from a uniform clothing line (no denim, or tight-fitting styles. (leggings and tights may only be worn under skirts and dresses.)
- Any solid color in uniform line polo shirts, blouses with collars, or turtlenecks, logo-free except for optional SAS logo
- Any solid color, logo-free sweater or jacket or SAS jacket
- Shoes must be worn at all times and be appropriate for school, classroom and outside activities (no slippers or flip-flops). Snow/rain boots may be worn outside.
- Hats and sunglasses may be worn outside only.
- Preschool/Pre-K—Optional dress

Field Trips

Scappoose Adventist School logo shirts will be worn on field trips with appropriate uniform pants or shorts, unless otherwise directed by the classroom teacher.

Music Programs

All students participate in music performances held at SAS. For programs, students are expected to dress up (church clothes or nicer). Clothing for performances must meet school standards. The specific attire for music programs will be announced several weeks prior to each program.

Friday Casual Day

As a fundraiser for each classroom, students who donate \$1 on a Friday may dress casually, although modestly, on that Friday.

Suggested places to purchase uniforms: The Children's Place, www.frenchtoast.com, JC Penney, Target, Burlington, Sears, Lands End, Dennis Uniforms, The Gap, Old Navy, www.walmart.com, Fred Meyer

A courtesy reminder, with a copy of the dress and appearance policy, will be sent home with students who are out of compliance. Repeated violations may necessitate a behavior agreement and/or a call to parents.

DISCIPLINE AND STUDENT CONDUCT

Guiding Principles

Scappoose Adventist School has established and maintained discipline policies with the intent to “train up each student in the way they should go” (Proverbs 22:6). SAS desires to be just, firm, loving, and caring in its disciplinary approach. SAS believes discipline should be redemptive in nature, seeking to restore in each child the image and character of God. Discipline is training that corrects, shapes, and strengthens a student. The goals of disciplinary actions are threefold:

- 1) to help each student develop a biblical life view,
- 2) to create a safe and secure climate that facilitates maximum learning for each student, and
- 3) to help each student move from external control to self-control.

The cooperation of parents is highly valued regarding student conduct at school and allows for the optimal effectiveness of disciplinary actions.

CAMPUS CONDUCT

Love and concern characterize our interaction with each other. Courtesy and politeness are keys to good interpersonal relationships. Communication between the home and school is essential to a well-disciplined school. Our four basic expectations are that each student:

1. Follow the standard operating procedures of the school
2. Recognize the authority in any situation
3. Be constructive, not destructive
4. Respect the right of others

STUDENT ATTITUDE

Scappoose Adventist school is a special school, not only spiritually and academically, but also because of the many activities provided for the students. We have a special group of students. A student’s poor behavior or attitude can threaten the positive spirit of the school and may jeopardize his/her participation in various school activities or his/her enrollment.

Student Pledge:

As a student of Scappoose Adventist School, I will:

- show respect to all.
- demonstrate a positive and caring attitude.
- do my best in school.
- use my strengths and abilities to serve others.
- take responsibility for my actions.
- care for school property.
- complete my work and prepare for tests.
- seek help when I encounter problems.
- uphold the principles and guidelines of Scappoose Adventist School.

CONDUCT OUTSIDE SCHOOL HOURS

Students' conduct outside of school hours that is not in harmony with the basic standards of the school may jeopardize their standing at the school.

PROHIBITED & RESTRICTED ITEMS

Cell Phones & Smart Watches

If a cell phone or smart watch is brought to school, it must be turned off and stored in the student's backpack or locker. Cell phones are not to be used during school hours or on field trips. Teachers reserve the right to collect cell phones during the school day. Cell phones used inappropriately during school hours will be confiscated and returned to the parent.

Electronic Devices

Electronic games (Nintendo Switch, Playstation Portable, etc.), Ipads, tablets and other such devices are not to be brought to school or on field trips without the explicit permission of the teacher. Any of this equipment found will be taken and returned at the discretion of the teacher or principal.

Possession of Firearms or Weapons

The possession of firearms, knives, weapons, fireworks, and matches is prohibited. Toys of these descriptions are also prohibited. In addition to other disciplinary actions, these items will be confiscated.

Other Student Conduct Items

Students are to be drug free, tobacco free, and weapon free. Abuse will result in immediate suspension. Administration has the right to test inappropriate substances. Students under the influence of inappropriate substances or found to be in possession of prohibited or illegal items or substances will face school disciplinary action, arrest, and/or prosecution.

A student is considered subject to school discipline from the time he/she arrives at school until the time he/she leaves school, as well as at all school functions.

NOTE: Administration may search a person and/or their personal property. Searches may be conducted at any time on our property or when the student is under the supervision of a school-sponsored activity. Administration may seize any item which is suspected to be or is not in accordance with school or state policy, and has potential to interfere with the safety of others. Such items may include backpacks, purses or any other personal belongings. The administration reserves the right to ask for electronic devices to be unlocked. Any confiscated property may be returned at the discretion of the school administration or turned over to the law enforcement as needed. Administration may perform random searches. Administration will use the right for individual search and seizure to the best of their ability when there is reasonable suspicion to believe there is evidence of a violation of school policy or state law.

BULLYING AND HARASSMENT POLICY

Introduction

The Scappoose Adventist School Board believes that all students and staff have the right to a safe, positive, caring, and healthy school environment. As such, the school and the community have an obligation to promote mutual respect, tolerance, and the acceptance of individual and other differences.

Scappoose Adventist School further believes that all students attending SAS have the right to a school environment where intimidation, bullying, harassment, and hazing do not exist. Recognizing that these interactions negatively impact the school and classroom environment and students' ability to take full advantage of the educational or extracurricular opportunities offered, the School Board strictly prohibits, by all students and personnel, all acts of intimidation, bullying (including, without limitation, electronic intimidation or cyberbullying), harassment (including sexual harassment), and hazing on school property, in school buildings or

at school-sponsored events or activities whether occurring on or off campus. Relative to electronic intimidation or cyberbullying these acts are prohibited in any form and in any place if they create or negatively impact the school environment or a student's ability to take full advantage of the educational extracurricular opportunities offered by the school.

Scappoose Adventist School also strictly prohibits, by all students and personnel, any acts of retaliation directed to any person who reports an incident of intimidation, bullying, harassment, or hazing; who provides information during an investigation of an act; or who has witnessed or has reliable information about an act that has occurred.

Any act of intimidation, bullying, harassment, and hazing will not be tolerated and shall be just cause for disciplinary action. This policy shall be interpreted and applied in a manner consistent with all applicable state and federal statutes, laws, or regulations.

Bullying/Cyberbullying

Bullying is an intentional act or series of acts whose goal is to inflict physical hurt, emotional distress, or psychological harm to one or more students or employees. It may involve any purposeful unwanted written, verbal, nonverbal, or physical behavior or interaction by an adult or student that includes, but is not limited to, a threat, insult, or dehumanizing gesture that has the potential (a) to create an intimidating, hostile, or offensive educational environment; (b) to cause long-term discomfort, damage or humiliation; (c) to unreasonably interfere with the individual's school performance or participation; or (d) to substantially disrupt the orderly operation of the school.

Bullying is often characterized by an imbalance of power, and such acts may involve, but are not limited to:

1. Unwanted teasing, ridicule, taunting, harassment, or public humiliation
2. Intimidation, threats, extortion, or creating a fear of physical harm
3. Stalking, cyberstalking, or cyberbullying
4. Hazing and physical violence (e.g. hitting, kicking, spitting, pushing, invading one's personal space in an aggressive manner)
5. Theft, hiding, or the destruction of school or personal property
6. Spreading malicious or other rumors or falsehoods, negatively manipulating social relationships or environments, engaging in social exclusion
7. Those motivated by or calling attention to differences due to gender, race, color, religion, national origin, age, disability (physical, mental, or educational), marital status, socio-economic background, ancestry, ethnicity, gender identity or expression, linguistic preference, political beliefs, sexual orientation, or social/family background

Oregon Conference Sexual Harassment Policy

The Oregon Conference of Seventh-day Adventist Office of Education (The Oregon Conference) prohibits unlawful discrimination and harassment of any kind. This policy defines these terms and provides a complaint procedure for all persons described in subsection (5)(b) of Senate Bill 197 (SB197) who believe they have been victims of prohibited conduct. This policy includes sexual harassment of students by students or staff members; sexual harassment of staff members by students or other staff members; and sexual harassment of persons described in subsection (5)(b) of SB197 by students or staff members. It may also encompass any conduct that a reasonable person in the individual's circumstances would consider unwelcome, hostile, intimidating, threatening, humiliating, abusive, offensive, or violent behavior that is not necessarily illegal, but is still prohibited by this policy.

Discrimination and Harassment

It is the Oregon Conference policy to provide a learning environment free from discrimination or harassment on the basis of race, color, religion, sex, national origin, marital status, age, or physical or mental disability, or any other characteristic protected by federal or state law. Beyond the legal requirements, it is the expectation for all members of our school community that we follow Biblical counsel and Jesus' example to respect and affirm every person as made in the image of God and loved deeply by Him.

It is our policy that all students, staff members, volunteers, and visitors to the school are entitled to a respectful and productive learning environment free from behavior, action, or language that constitutes harassment or discrimination. The "school" includes when any individual is on school premises, at a school-sponsored off-site event, traveling on behalf of the school, or conducting school business, regardless of location.

Sexual Harassment

Sexual harassment is a form of harassment and includes, but is not limited to 1) unwelcome sexual advances, requests for sexual favors, or other conduct of a sexual nature, explicit or implicit; 2) unwelcome verbal or physical conduct that is sufficiently severe or pervasive to have the purpose or effect of unreasonably interfering with performance or creating a hostile, intimidating or offensive environment.

Sexual Abuse or Assault

Sexual Abuse or Assault is 1) conduct of a sexual nature directed toward a person younger than the age of consent or a person who is unable to give consent; 2) unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, psychological or emotional manipulation, threat, or intimidation.

Prohibited Conduct

This policy prohibits conduct based on an individual's protected status. The following examples, while not comprehensive, represent prohibited behavior:

- Physical harassment, including but not limited to unwelcome physical contact such as touching, impeding or blocking movement, or any physical interference;
- Verbal harassment, including but not limited to disparaging or disrespectful comments, jokes, slurs, innuendoes, teasing, and other sexual talk such as jokes, personal inquiries, persistent unwanted courting and derogatory insults;
- Nonverbal harassment, including but not limited to suggestive or insulting sounds, obscene gestures, leering or whistling;
- Visual harassment, including but not limited to displays of explicit or offensive calendars, circulation of derogatory content, posters, pictures, drawings or cartoons that reflect disparagingly upon a class of persons or a particular person;
- Sexual harassment, as described above, including but not limited to unwelcome sexual advances or requests for favors in exchange for conduct of a sexual nature;
- Sharing, requesting, or having possession of inappropriate photos of a sexual nature. (Sexting is the sending of nude or sexually explicit images by cell phone, smartphone, or other electronic devices. Teenagers in Oregon who share nude or sexual images of minors may be prosecuted under the state's child pornography laws.)

Disciplinary Action

The Oregon Conference will not tolerate discriminatory conduct, harassment, or sexual assault. Any individual found to have engaged in such conduct may face disciplinary action, up to and including expulsion.

Protection Against Retaliation

The Oregon Conference prohibits retaliation against any individual for filing a complaint regarding conduct in violation of this policy. The Oregon Conference will not tolerate retaliation against any student or staff member for raising a good faith concern, for providing information related to a concern, or for otherwise cooperating in an investigation of a reported violation of this policy.

Reporting Procedure

1. Any student or staff member aware of or experiencing discrimination, harassment, or sexual assault at school or participating in school-related activities should report that information immediately and may make the report verbally or in writing to an immediate supervisor or school administration.

2. The school administrator/principal shall contact his/her superintendent to report any information or incident he/she becomes aware of regarding discrimination, harassment, or sexual assault.

3. If the report is of sexual abuse or assault and involves a student, the staff member shall also immediately fulfill his or her duties as a mandatory reporter by contacting either local law enforcement or the Child Abuse Hotline for their state.

4. The Oregon Conference will work in cooperation with the principal to coordinate efforts to ensure the student/staff is protected and to promote a nonhostile learning environment by:

- a. providing resources for support measures to the student/staff
- b. taking any action necessary to remove future impact on the student/staff
- c. investigating and document all complaints
- d. communicating with involved students/staff and parents. The individual who initiated the complaint and, if applicable, the student's parents shall be notified:
 - i. when an investigation is initiated
 - ii. of the protected rights of the student reporting
 - iii. when an investigation is concluded and whether a violation of this policy was found to have occurred
- e. documenting action(s) taken.

5. Local law enforcement may be involved if required by the facts of the incident.

Time Limitations

Nothing in this policy precludes any person from filing a formal grievance to the Bureau of Labor and Industries' Civil Rights Division or the Equal Employment Opportunity Commission.

Note that Oregon state law requires that any legal action taken on alleged discriminatory conduct (specifically that prohibited by ORS 659A.030, 659A.082 or 659A.112) commence no later than five years after the occurrence of the violation. Other applicable laws may have a shorter time limitation on filing.”**OREGON LAW – SEXTING**

Under Oregon's law, it's a crime to possess sexually explicit images of minors, create or share sexually explicit images of minors, or use a minor in a display of sexually explicit contact. Both adults and minors can be prosecuted under these laws. And because the law doesn't require images to be of another minor, taking or sexting sexually explicit selfies count as crimes.

OR. Rev. Stat. SS163.665 to 163.689 (2020)

CONFLICT RESOLUTION

Parents wanting to discuss a concern, misunderstanding, or difficulty should schedule an appointment with the appropriate staff member to resolve a concern while applying the principles of Matthew 18. The following steps can be taken for best results:

- Strive for harmony through a spirit of Christian love using the fruits of the Spirit (Galatians 5:22, 23).
- Talk privately to the staff member.
- Be a good neighbor by not endorsing a bad report about another. Kindly advise the complainant to go directly to the individual or people involved.
- If the problem should persist, then it is appropriate to consult the principal. If the situation is still unresolved, the principal will work with the superintendent.

DISCIPLINE

Every situation that arises at school is unique. School officials assess a variety of factors in determining the best disciplinary action to take for each individual situation. Scappoose Adventist School's discipline process is grounded in the fundamental principle of trust and endeavors to demonstrate the Biblical process of accountability, repentance, reconciliation, and restoration. Students are expected to accept responsibility for choices and follow a process for redeeming the damage caused by those choices.

Each teacher is equipped with a grade-appropriate Behavior Agreement form that may be used when a student needs correction. This form will guide the teacher and student through the redemptive discipline process.

LEVEL 1 INFRACTION

Depending on the behavior in need of correction, various consequences may result. The following chart identifies general categories for determining consequences of misbehavior.

Infraction	<ul style="list-style-type: none">● Minor disrespect and non-compliance● Disrupting the teaching environment● Minor physical contact and aggression● Dress code violation
Examples	<ul style="list-style-type: none">● Not responding to instruction● Repeatedly being reminded about the same minor offense● “Talking out” in class● Minor pushing/shoving● Use of cell phone on campus
Potential Consequences	<ul style="list-style-type: none">● Counsel with teacher● Note/email sent home to parents● Removal from class● Loss of other privileges● Restitution of wrong

LEVEL 2 INFRACTION

<p>Infraction</p>	<ul style="list-style-type: none"> • Defiance and repeated disrespect • Fighting or cheating • Inappropriate language or gestures • Bullying/harassment • Theft/vandalism • Inappropriate internet use • Public displays of affection • Possession of weapon • Repeated Level 1 infraction
<p>Examples</p>	<ul style="list-style-type: none"> • Disobedient which is rebellious and could result in an unsafe environment for students/staff or undermines authority of school staff • Kicking, hitting, wrestling, choking, spitting or biting • Cursing, using discriminatory language or offensive speech • Physical or verbal bullying based on race, age, gender, disabilities, ethnicity or personal matters • Stealing or destroying someone else's or school property, graffiti • Accessing inappropriate websites, pictures or other material.
<p>Potential Consequences</p>	<ul style="list-style-type: none"> • Parent-Staff-Student Conference • In-school or out-of-school suspension • Behavioral probation • In-school supervision by parent • Restitution of wrong • Counseling of school official or trained professional

LEVEL 3 INFRACTION

<p>Infraction</p>	<ul style="list-style-type: none"> • Fighting • Inappropriate language or gestures • Bullying/harassment • Theft/vandalism • Sexual misconduct • Possession of a weapon • Repeated level 2 infraction
<p>Examples</p>	<ul style="list-style-type: none"> • Kicking, hitting, wrestling, choking, spitting, biting which requires medical attention, or repeated fighting • Recurring cursing or offensive speech/threatening comments • Continued, documented, and targeted bullying of another individual based on race, age, gender, disabilities, ethnicity or personal matters • Inappropriate touching, inappropriate use of cell phones or social media, assault
<p>Potential Consequences</p>	<ul style="list-style-type: none"> • In-school or out-of-school suspension • Expulsion • Involvement of law enforcement • Counseling by trained professional • Behavioral probation

In the event of insubordination, rebellion, or repeated severe misbehavior, a teacher may suspend a student immediately from the classroom. The principal may issue an out-of-school suspension.

Every reasonable effort shall be made, in unity with the parents, to regain a disciplined student's cooperation. Expulsion of a student is always the last resort. This will entail a meeting between the family, the teacher and the principal. The student's parents have the right to appeal to the school board.

Behavioral Probation

Probation will include an individualized behavior contract which will indicate the desired behavior, the problematic behavior, and the consequences as well as any specific requirements of the student/family.

Documentation may be placed in the student file at the 3rd infraction at the teacher's discretion.

Academic Probation

When lack of academic effort becomes excessive, the student may be put on academic probation, which results in a loss of extra-curricular activities and social interactions. A plan of action may also be set up through a meeting with the teacher(s) and parent(s).

Safety

Because of safety considerations, rollerblades, wave boards, skateboards, scooters and shoes with wheels are not to be used on school property.

GENERAL INFORMATION

CUSTODIAL GUARDIANSHIP

As a school, we do our best to follow legal documentation for custodial requests. We cannot make custody accommodations for your child without appropriate court orders. If there are any custody orders or restrictions regarding your family that impact your student in this school, please inform us and provide copies of legal documentation.

STUDENT RECORDS

Our school operates in compliance with the Family Educational Rights and Privacy Act (FERPA). It is our goal to maintain confidentiality regarding student information and records. Student information and records will not be disseminated without parental or legal guardian permission. A parent, legal guardian, or eligible student may inspect and review education records upon request. We will comply with a request for access to records by a parent, legal guardian, court order, or eligible student within a reasonable period of time.

INCIDENT REPORTING

Parents and students are encouraged to speak with administration or a trusted staff member when they have a safety concern.

ASBESTOS

Federal law requires a public announcement to be given to school patrons regarding any asbestos material in the school.

The Scappoose Adventist School facilities have been checked by a certified asbestos inspector. The report is in the school file. This document is available for those wishing to view it.

The asbestos in the school is in a non-friable condition and presents no hazard to anyone at the present time. It will be checked at stated periodic intervals to ascertain any change in the material.

LOST AND FOUND

Lost and found items are kept in a container in Krenzler Hall. Efforts will be made to reunite lost items with their owners. Unclaimed items will be donated to a charitable organization monthly.

DRILLS

Each month the students will have a safety drill. Drills include: fire, earthquake, or unwelcome visitor. Children are taught appropriate procedures and locations for safety.

HOT LUNCH

Parent volunteers prepare and serve hot lunches at least two days per week in the school cafeteria. Pricing and menus will be communicated via the weekly school newsletter and the monthly calendar. Volunteers strive to provide well balanced, nutritional, tasty, vegetarian meals at an affordable price.

On days when hot lunch is not served, emergency lunch is available for students who do not have a lunch from home. For emergency lunch, a student will generally receive instant macaroni, fruit, a granola bar, and milk.

Hot lunches and emergency lunches are billed to your tuition account and will show on your monthly statement. Payment in full is due by the 10th of each month.

Pizza is available on Wednesdays at \$2/slice.

AFTERNOON CARE FOR PRESCHOOL/PRE-K STUDENTS

Childcare will be provided from Noon until 3:00 PM at the rate of \$20/day.

TECHNOLOGY—COMPUTER AND INTERNET USE

Those who utilize SAS's wifi to connect to the internet must understand that neither Scappoose Adventist School, nor any staff member, controls the content of the information available on the internet. Through filtering devices, Scappoose Adventist School will do all in its power to limit the availability of controversial and offensive materials on our system. We do not condone the use of such material by any student or staff member. The use of Scappoose Adventist School computer network and internet access is a privilege and not a right. Inappropriate use will result in restriction or cancellation of access privileges. Behaviors that can result in suspension/revocation of access privileges include but are not limited to:

- Involvement in any activity prohibited by law
- Using profanity, vulgarities, obscenities or other language which is offensive or degrades others
- Intentional use of invasive software such as "viruses", "worms," and other detrimental activities
- Attempts to log on as a system administrator
- Viewing, storing, transferring or transmitting obscene, sexually explicit or pornographic materials

- Using, or transmitting, any type of chain letter, hate mail, threatening messages, harassment or racial, sexist or discriminatory remarks
- Sharing your own or another's password or using another's password
- Transferring, utilizing or storing materials in violation of copyright laws or license agreements
- Cell Phones & Smart Watches

ADVENTIST EDUCATION OPPORTUNITIES

Columbia Adventist Academy is a 9-12th grade high school located in Battle Ground, WA
<https://www.caaschool.org/>

Milo Adventist Academy is a Christian boarding school for 9-12th students located in Days Creek, OR.
<http://miloadventistacademy.com/>

Portland Adventist Academy is a 9-12th grade high school located in SE Portland.
<https://paasda.org/>

Tualatin Valley Academy is a preschool-10th grade private school in Hillsboro, Oregon
<https://www.tualatinvalleyacademy.org/>

Walla Walla University is a private Christian university located in College Place, WA. The university has five campuses throughout the Pacific Northwest.
<https://www.wallawalla.edu/>

