



HAWTHORNE ELEMENTARY SCHOOL PARENT HANDBOOK 2023-2024

As an AVID elementary school, we believe all students will achieve their full academic potential through student-centered classrooms, standards-based instruction and targeted interventions in a caring, safe and collaborative learning environment.

We are student-centered and commit to be better everyday!

Refer to the full RUSD Parent Handbook at riversideunified.org for further information.

Daily Schedule 2023-2024

8:00-8:30	Arrival
8:05-8:30	Breakfast/100 Mile Club
8:30-8:35	Morning Bell -Teachers Pick Up Students
8:35	Instruction Begins
8:35	Tardy Bell

Morning Recess

9:25 -9:45	TK/K - Hasson/Little/Trent
9:50-10:10	TK/K Haas/Barnett/Mofsie
10:00-10:20	1st/2 nd /3 rd Grade Recess/Hara/OK
10:30-10:48	4 th /5 th /6 th Grade Recess/Cardenas/Martinez



Lunch Schedule

11:00-11:45	TK/Kindergarten/Mofsie/Hara
11:30-12:15	1st/2nd/OK
12:00-12:45	3rd/4th/Lopez/Martinez
12:30- 1:15	5th/6th Grade



PM Recess

1:45-2:00	1st Grade/TK/Kindergarten
2:00-2:15	Kindergarten



Dismissal

2:55-3:10	ALL Students (1:40 p.m. on Wednesdays)
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Student supervision begins at 8:00 a.m.

Please do not drop off your child or allow your child to walk to school too early.

Eating Breakfast at School: Please make sure that your child arrives by 8:15 each morning if they want to eat breakfast. Breakfast is served to all students who wish to eat and who are able to complete their breakfast during the 20 minute breakfast period. Breakfast is free of charge this school year.

Tardy Students: Students who are not on campus prior to the tardy bell must report directly to the office to be marked tardy. Tardies are recorded and impact attendance and trancies.

School Dismissal: All students will be released at 2:55 p.m. on Monday, Tuesday, Thursday, and Friday. Wednesday is an early release day and all students will be released at 1:40 p.m. All students are expected to go directly home unless they are participating in previously approved school activities. We ***do not*** release students early the last 15 minutes of the instructional day.

Late Pick Up of Students: To ensure student safety, any student not picked up by 3:10 p.m. will be walked to the front office for parent pick up. Late parents must come into the office to pick up their child. Please be reminded that anyone (including parents) picking up a student in the office must produce picture identification, be over the age of 18, and must be previously authorized to pick up the child on the child's completed emergency authorization form.

SCHOOLWIDE EXPECTATIONS

At Hawthorne, each student is responsible to conduct themselves in a manner that supports our high expectations which are Be Safe, Be Respectful, Be Responsible, and Be Ready to Learn. Our staff works collaboratively toward achieving these high expectations. Students are taught school and classroom expectations as well as what will occur if those expectations are not met. It is our first priority to teach and guide students regarding positive behavior and choices with many different strategies.

	<u>Be Safe</u>	<u>Be Respectful</u>	<u>Be Responsible</u>
Hallway	Walk Stay in the walkway Face forward in line Keep your hands to yourself	Use a quiet voice Listen to directions Hands and feet to yourself Open doors for others Go to your destination and return quickly	Listen to directions Go directly to your destination Return to class quickly
Cafeteria	Walk to the line Keep hands, feet, etc to yourself Stay seated when eating until dismissed Eat only your own food	Clean up after yourself Listen to all adults and raise hand to get up Use nice words like "please," "thank you" and "excuse me."	Report concerns to supervisors Throw trash away in your area Enjoy your food quickly
Classroom	Listen and follow directions Ask before leaving your seat Use walking feet	Take turns Raise your hand Keep hands, feet, and objects to yourself	Take turns Raise your hand Keep hands, feet, and objects to yourself
Library	Use walking feet Follow instructions	Work quietly Use nice words Share resources	Put books away in their proper place Take good care of books
Pick Up/Drop Off	Stay on the sidewalk Walk Use the crosswalk Exit/Enter cars ONLY at the curb Look both ways Be aware of your surroundings	Follow directions Hands and feet to self Respect our neighbors Leave nature alone	Stay in waiting areas with your class Look and Listen for your grown up Be ready to leave Use cell phone for pick-up

Playground	Listen to the adults in charge. Stay in your designated area. Use equipment properly. Walk on the blacktop. Keep hands and feet to yourself. Report concerns to a supervisor or teacher immediately. Use building D and E restrooms only.	Include and invite others to play. Take turns and play fair. Follow agreed upon game rules Pick up and throw away trash. Use kind words and actions. Take ownership for your actions. Eat snacks on benches.	Wait your turn. Respect all property and take care of equipment. Use bathrooms and fill water bottles. Report concerns to supervisors. Freeze when the bell rings. Return equipment and walk to class promptly when the whistle blows.
Restroom	Use walking feet Hands to Self Feet on the floor	Respect everyone's privacy Knock on Stall door Wait Outside if stalls are being used Take turns and wait patiently	Wash your hands Keep it Clean Throw away trash Keep water in the sinks & toilets Put used toilet paper in the toilet Nothing else goes in the toilet Keep phones in your backpack Do your business and go!
Assembly	Use walking feet to enter and exit Sit criss-cross applesauce	Hands and feet to yourself Use nice words Be supportive	Pay attention Participate

Parents: We encourage all students to communicate their school experiences with their parents. If your child informs you of something and you need more information, your best first contact is your child's teacher. Your child's teacher interacts on a daily basis with your child and can provide the most timely and relevant information. Following this protocol provides your child's teacher an opportunity to clarify, investigate, intervene, and/or respond to concerns.

The School Administration Team's Responsibility: The School Administration team is responsible to the Superintendent for the conduct of the school. The Principal shall have the responsibility and the authority to formulate school expectations, rules and regulations to enforce the district policies relating to standards of behavior, in alignment with the procedures established by the Superintendent. The administration team shall, in developing these expectations, rules and regulations, involve representatives of the teaching staff and, as appropriate, classified personnel, pupils, and/or parents or guardians.

Teacher's Responsibility - Teachers shall be directly responsible for adequate control of pupils under the supervision of the principal. This responsibility shall extend to the enforcement of general school rules and appropriate classroom and campus behavior.

Please Note: *The Principal, Assistant Principal, Principal's Designee and/or Police Officer is permitted by the Ed Code 35391 to call students into the office to discuss any situation that could hinder the safety of any student or staff member without first contacting parents.*

Law Enforcement and/or Investigations: In some situations, law enforcement may be called to the campus. It is important that all parents and guardians understand that law enforcement is legally allowed to speak to a student without first notifying parents.

Progressive Discipline

Tier 1 TEACHER-STUDENT SUPERVISOR-STUDENT	Your child's teacher will work with your child and reteach or clarify expectations and may provide reminder consequences.
Tier 2 TEACHER-STUDENT PARENT	If Tier 1 support does not result in positive change, your child's teacher will contact you by telephone, email, or note in writing to meet about the behaviors to discuss further interventions to support your student.
Tier 3 PRINCIPAL-STUDENT- PARENT	If Tier 2 support does not result in positive change, your child's teacher will continue to communicate with you and your child will likely receive a Major/Continual Minor Office Referral, which will involve administration. At this level, student behavior and consequences will be documented in the Aeries student discipline management system. <i>Tier 3 consequences may include alternate placement, outside referral, and/or suspension for 1-5 days.</i>
Tier 4 DISTRICT-PRINCIPAL STUDENT-PARENT	Tier 4 is for students who demonstrate Major behaviors (or who do not respond to Tier 3 supports) that harm, hurt, intimidate, harass, are illegal, and/or interfere with one's safety or the safety of others. This might include <i>disregard for safety that puts others at risk, hands on with intent to harm, vandalism, use of profanity, stealing, possession of a weapon, habitual bullying/harassment, and/or obscene behavior/language</i> . Parents will be contacted, and the behavior and resulting consequences will be documented in the Aeries student discipline management system. <i>Tier 4 consequences may include alternate placement, outside referral, suspension for 1-5 days and/or expulsion.</i>

PARENT EXPECTATIONS, VOLUNTEERING, PORTAL INFORMATION

The following RUSD Board policy is detailed regarding expected parent conduct while on school grounds: While a guest on our campus, parents and visitors are expected to follow the same school rules that students follow. This privilege can be revoked per Board policy 1250.99(a), 1.3:

- Parents and/or visitors are not allowed to have conversations with children who are not their own, except under the direction and supervision of the classroom teacher, administrator, or designee.
- Parents and/or volunteers who have questions are to bring them to the attention of the teacher or principal.
- Parents and/or visitors are not allowed to use their cell phones at any time while on campus. Pictures, videos, etc. are prohibited for confidentiality reasons. If a volunteer needs to use a cell phone, please do so in the front office.

Volunteer Policy & Application Process:

- Volunteers must be cleared through the RUSD Volunteer process in order to be on campus, attend field trips, etc. You may visit https://www.riversideunified.org/parents/volunteer_opportunities to fill out the applications. Remember that the applications need to be updated every year.
- Parents must reach out to the teacher in advance to schedule time to volunteer in the classroom.
- We ask that all visitors respect the existing lesson schedule and arrange for individual conferences with the teacher outside of the instructional day.
- Per RUSD Board Policy, volunteers and visitors must be under the direct supervision of a certificated teacher at all times. This means that parent volunteers/visitors may not be on the playground, in the cafeteria, in the teacher workroom and/or staff-lounge unless the supervising teacher is present.

- Please note: Due to confidentiality and the individual needs of our students in special education classrooms, all visits to these classrooms must be accompanied by the Principal/Assistant Principal/Designee and must be arranged at least 72 hours in advance.

Volunteer Check in & Check Out Process:

- **Be prepared with a valid ID to scan into the RAPTOR system.** All visitors will indicate their destination and a visitor sticker printed through the RAPTOR system will be provided.
- When leaving campus, please exit through the front office and **give back your RAPTOR sticker.**

Maintaining Updated Parent Contact Information:

It is important that the school has accurate and up-to-date information. This includes the family's current email, address, and telephone number of the legal parent/guardian in the event of an emergency. It is also important that parents list multiple emergency contacts and telephone numbers on the emergency contact list. You can update this information via the Aeries Parent Portal. *Please be reminded that we cannot and will not release students to anyone who you have not previously authorized us to release your child to.*

AERIES Parent Portal (Required)

Website: www.riversideunified.org

Parent tab

Parent Aeries Portal

Create new account or forgot password

OPPORTUNITIES FOR PARENT INVOLVEMENT

Parents who participate in SSC and ELAC are nominated and serve for a period of two years. Interest and nominations take place in August of each year. All meetings are open to the public and parents are invited. The agenda for each SSC and ELAC meeting is posted in the display case outside the front office.

School Site Council: School Site Council is a committee made up of the Principal, staff, parents, and community members. The purpose of the SSC is to monitor student achievement to ensure an alignment of services and an impact on student learning.

English Language Advisory Council (ELAC): ELAC is a committee composed of our parents whose child's first language is not English. The purpose of ELAC is to serve as an advisory to SSC by monitoring the achievement of our English Learner (EL) students. A secondary function of ELAC is to support parents through literacy, vocational, technology, and/or community resources and training.

Parent Teacher Association (PTA): Hawthorne has an active group of parents, teachers, and staff dedicated to supporting student learning. The PTA meets monthly for one hour to discuss fundraising, programs, and services that will benefit our students. **PTA association meetings are for all to attend and will be held at Back to School Night and at Open House.**

STUDENT PROGRESS

Any parent may request an in person, video conference and/or telephone parent-teacher conference at any time to discuss the progress of their child by emailing the teacher, calling (951) 352-6716 to leave a message on the teacher's voicemail or by leaving a message with the front office.

There are various ways throughout the year that parents are informed of their child's progress:

- **Progress Reports:** Parents of students who are not performing at grade level will have three opportunities to receive formal Progress Reports on their child's progress. These Progress Reports will come home with students who are "at risk" on currently taught grade level standards once every trimester.
- **Parent Teacher Conferences:** Parent teacher conferences provide an opportunity for teachers to meet with each parent to discuss student learning and success skills. Parent teacher conference invitations are sent home. Regular school is NOT in session on parent teacher conference days.
- **Report Cards:** Students receive Report Cards at the end of each trimester. Look for a Report Card to come home with your child during Parent Teacher conferences for the first trimester and then at the end of each trimester thereafter. The Report Card can be held for any student who owes library fines for a lost or damaged book or technology.

SAFE ROUTES TO SCHOOL & REMINDERS

We want every Hawthorne student to arrive and get home safely to school each day. To accomplish this, here are some things that every parent can do to help:

- **Walk:** We suggest that parents park off campus and walk onto the school grounds, or if your home is within walking distance, walk your child to school. We encourage all parents to establish a safe pick up place and/or show their child how to walk to and from school safely.
- **Bikes/Scooters/Skateboards:** Only upper grade (4-6) students are allowed to ride bikes/scooters by themselves to school. Bicycle helmets must be worn and are required by law. Students who do not wear helmets will get a 1 reminder to do so and/or a parent phone call. If continued, the staff will hold the bike, call the parent and the parent can pick up.

Drop Off / Pick Up: There are three ways to drop off / pick up your student:

1. **Park:** Park on the street just in front of the parking lot (DO NOT PARK IN FRONT OF HOUSES ON IRVING). You may also park on the dirt across from the school. Use the crosswalk to walk your child onto campus.
2. **Parking lot pull through:** The pull through is a moving lane along the white curb in the parking lot and *no parking* is allowed. Please follow the directions of school staff to pull forward. Do NOT cut in front of cars. This is dangerous and slows the traffic down for everyone. *Please practice safe driving and model courteous behavior for your child and our students.*
3. **Handicapped Access:** If you have a handicapped placard or license plate, the handicapped spaces are in the parking lot and can be accessed by driving through the first lane of parking.
4. **Fire Lane:** The fire lane is marked in red. **No Parking is allowed in the fire lane.**

Some reminders to help ensure everyone's safety, we ask that you:

- ❖ **Use the crosswalks at all times.** Do not cross in the middle of the street as this is not safe for you or your child.
- ❖ **Stay with your car in the white zone,** remember, the lanes are moving lanes and there is NO PARKING ALLOWED.
- ❖ **At all times, please follow the directions of staff.** Remember, our purpose is to ensure the safe and timely arrival and exit of ALL children.

DAILY STUDENT ATTENDANCE

Our teachers work hard to prepare instruction to ensure that every student excels and learns to their full potential. To support this, we closely monitor all attendance (absences, late arrivals, early dismissals). A student leaving early “from” school misses valuable instructional time, just as a student who is tardy arriving “to” school misses valuable instructional time. The number of tardies and early releases are noted on each student’s report card.

If needed, we will set up a **School Attendance and Review Team (SART) meeting** to discuss your specific attendance circumstances, your child’s learning, and identify solutions to help your child. Complete information is available in the RUSD Parent Handbook.

DAILY ABSENCE REMINDER: An automatic telephone call will be generated anytime your child is absent or tardy. If you believe your child was marked absent in error, you have **5 days to contact the attendance clerk (951-352-6716)**. Per the State of California Ed Code, the school must receive verification within 5 days of the absence or the absence will remain marked TRUANT. If your child’s absences become excessive (i.e. 3 or more consecutive days), a medical statement from your child’s physician will be required.

WRITTEN ABSENCE VERIFICATION: Please provide a complete written explanation for each absence. If the absence is due to illness, be specific stating the type of illness. Call: 951-352-6176, *press 1*, where you may report an absence 24 hours a day.

- All written permission notes must include the following:
 - o Name (first and last) of the person picking up the student.
 - o Date student is being picked up.
 - o Purpose for removing the student early.
 - o Must have the signature of parent/guardian.
 - o Notes for ongoing or future appointments will not be accepted.

TRUANCIES/UNEXCUSED ABSENCES & EXCESSIVE ABSENCES: Anytime your child is absent, tardy, or leaves early without a valid and excused reason for the absence it is a truancy. ***A truancy means that your child is not in school and no one called or notified the school (or the reason given is not a valid and excused absence).*** Truancies are serious. Excessive truancies/absences will generate a **Notice of Truancy** from the RUSD Pupil Services department and a school level SART/District SARB meeting will be scheduled.

EARLY STUDENT PICK UP/RELEASE POLICY: California Education Code: 49408

ALL individuals are required to show their Photo ID and complete Student Sign-out.

- **Early Check-out Slips are required to be completed for all students leaving early.** Students will not be allowed to check out the last 15 minutes of the school day.
- **Students’ leaving from the health office due to illness/injury:** The school will contact the parent/legal guardian or emergency card contacts. You may update this information via Aeries parent portal.
- **Students’ being picked up early for any reason other than from the health office:** If someone other than the parent/guardian picks up the student, they **MUST HAVE WRITTEN PERMISSION** from the parent/guardian, even if they are listed on the emergency card and the site administrator will be notified. Photo ID of the person picking the student up will be copied, attached to the parent’s note and recorded in the student’s electronic file.

LATE STUDENTS – If your child has an early medical appointment and will be tardy to school, a note from the doctor will be required to make it an excused tardy (subject to school verification). ***When you do return your child to school, please walk your child to the front office.*** Unexcused tardies are reported as truancies and will generate a *Letter of Truancy* from the RUSD Child Welfare and Attendance Department.

INDEPENDENT STUDY

If a student will be out for **five or more days** for reasons other than illness, the parent may request an **Independent Study Contract**. Teachers are required at least 5 school days' notice prior to the first date of the Independent Study Contract. *Please read the Independent Study Contract carefully to be sure that you understand the requirements.* There are specific state guidelines for completing and turning in an Independent Study contract:

- Independent Study may not be obtained during the first 10 days or the last 10 days of the school year.
- It will be 6 hours of work that will require assistance from an adult each day with a total of 30 hours (minimum 5 days) of work time.
- It will cover all subjects.
- ALL work must be completed fully and turned in to the school office by the Independent Study contract end date. If one assignment is skipped or incomplete, the Independent Study Contract will be void and the student will be marked **unexcused** for the number of days the student was absent.

LIBRARY & TECHNOLOGY

At the beginning of each year, textbooks and Chromebooks are checked out to students. Students also visit our school's library on a weekly basis to read and check out books. Students and parents are responsible for taking care of books and/or equipment checked out of the library.

We ask parents to impress upon their child the importance of taking proper care of checked out materials both on campus and at home and to never leave checked out materials unattended or lend checked out materials to others. Students are responsible for reporting any noted concerns with books or technology promptly to the teacher and library media assistant. *An RUSD Acceptable Use Policy is included in the Aeries data confirmation. Please complete the Aeries data confirmation in order for your student to have a Chromebook checked out to them.*

Fines for damaged, lost or stolen books/technology: Parents are responsible for the replacement costs of any damaged, lost, or stolen library book, technology, and/or textbooks checked out in their child's name. Report cards and records will be held for any student whose parent/guardian has not made arrangements for payment of fines incurred by their child.

STUDENT HEALTH

MEDICATION - State Education Code: The school health clerk may assist any pupil who must take medication prescribed for them by a physician or other designated school personnel. The school must receive the following information:

1. A Riverside Unified School District Form with written instructions, physician signature, **and** parental or guardian signature requesting assistance in administering medication. Students who are on regularly scheduled medication **MUST** have a form on file in the school office and it **must be updated every year.**
2. **Students MAY NOT bring medication to school.** The parent must bring all medication into the office where the parent may administer it to his/her child.

Please DO NOT send your child to school with asthma inhalers, pain relievers, or other over-the-counter products. In order for students to be able to take over-the-counter medicines at school, a doctor's prescription as well as a RUSD medical form with directions will be required.

INJURIES, CASTS, BRACES or SPLINTS - Students who require any reinforcement or restrictive equipment must present a release from a doctor that describes any limitations. A follow-up doctor's release will also be needed after the equipment is no longer needed.

DELIVERIES & MESSAGES

Teacher Messages: Telephone messages left with office staff will be placed in the teacher's box and teachers routinely check messages in their inbox, email, and telephone at the ***end of their workday***. Please give teachers 24 hours to return non-urgent communication.

Change of Plans for Your Child: It is important to communicate the pick up information with your child ***before your child arrives*** at school. If there is an emergency, we ask that you contact the office before 1:00 p.m. or send another adult (identified on the child's emergency contact information card) to the school. Again, the best approach is to ensure that you and your child understand at the end of the day pick up procedures prior to arriving at school each day.

Forgotten Items Left at Home: If your child has forgotten their instrument, lunch or backpack, they should know to check in the office during recess to see if it has been delivered. The office will NOT deliver items to students. Arrange with your student prior to drop off to come to the front office to look for what was forgotten. Every student eats free per California law this school year so even if they forget their lunch at home they will be provided a hot lunch at school.

Policy on deliveries to students (includes lunch items): We ask that parents not arrange for deliveries of flowers, balloons, lunch etc. While such things are enjoyable to the student who receives them, they cause a disruption to classroom instruction. **NOTE:** Lunch continues to be offered for free for students in the cafeteria. If deliveries are made, they will be held in the office until after school for pick up. Note that balloons are not allowed on campus.

CELEBRATIONS

After much review and keeping in mind the safety of all our students at the forefront of what we do, our classroom treat policy for birthdays has changed from previous years. PTA is donating birthday pencils for all of our students, and students will be recognized at school. We will not be accepting birthday treats or items to be passed out.

CELL PHONE POLICY

E.C. 48901.5; R&R #5136.69

The District has established policies, rules and regulations concerning the possession or use of cell phones, smart phones, and personal technology devices by students while on or near school property, in school vehicles and buses, at school-sponsored activities, or while students are under the supervision or control of school district employees, as well as using district technology resources via off-campus remote access. Students may bring personal technology, including computers, smart phones, network access devices, or other electronic signaling devices to school provided that such technology is used for instructional purposes (and that cell phones are used for instructional or personal safety purposes). While students are on campus, all cell phones & cellular watches ***need to be turned off***. Cell phones must be stored in the student's backpack. Watches can be worn only if the cellular part is turned off.

Students shall abide by the instructions provided by teachers and other school staff in the use of such personal technologies. If the use of cell phones, smart phones, and personal technology devices is abused and the use violates school district policy or rules and regulations, the principal or designee has the right to revoke the privilege and prohibit a student from possessing such device(s) at school or school-related activities as defined above. Misuse of personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities may result in disciplinary action up to and including expulsion from the schools of the District.

The District assumes no liability for personal technology, including computers, cell phones, smart phones, network access devices, or other electronic signaling devices, if such devices are damaged, lost or stolen. No student is prohibited from possessing or using cell phones, smart phones, and personal technology devices when it has been determined and documented that such possession or use is an essential health need for that student by a licensed physician, and this need has been verified by the principal or designee in consultation with District health services personnel.

RIVERSIDE UNIFIED DRESS CODE

The student dress code provides expectations to students, staff, and families regarding appropriate attire for school. When students come to school, they will dress in accordance with the following guidelines.

Students Must Wear:

- Shirt/Top/Dress (must have at least one strap to secure over the shoulder or neck during school)
- Pants/Sweatpants/Shorts/Skirt/Dress (that cover undergarments; straps on undergarments and visible waistbands are acceptable)
- Shoes: activity-specific shoes are required for physical education (PE), outdoor and co-curricular activities
- Students shall be allowed to wear sun-protective clothing, including school-appropriate hats and sunglasses for outdoor use during the school day, without a physician's note or prescription. School sites are authorized to establish a policy regarding the use of sunscreen. (EC 35183.5)

Students Cannot Wear:

- Clothing or accessories with images or language that: Is violent, Depicts drugs or alcohol (or any illegal item or activity) or their use
- Includes hate speech, profanity, or pornography (including symbols)
- Is likely to create a hostile or intimidating environment based on any protected class
- Undergarments, sheer materials and swimwear of similar design worn as outerwear.
- Headwear or clothing that obscures the face (except as a religious observance or health/safety-related guidelines, including health and safety facial coverings).
- In consultation with law enforcement or other gang experts, the school administration may limit clothing or apparel where there is a reasonable basis for identifying such clothing or apparel where a gang is affiliated. Limitations and prohibitions will be applied equally to all students. In no instance will a student's clothing or apparel be identified as gang-related based on the student's race, national origin, or ancestry.

MANDATORY REPORTER- CHILD ABUSE

RIVERSIDE UNIFIED SCHOOL DISTRICT Rules and Regulations #5141.4 (c) (Ref. Policy 5141.4)

Certificated employees and classified employees shall report known or suspected child abuse/neglect as specified by district procedures. All staff receive Mandatory Reporter training at the beginning of each school year. No supervisor may impede the reporting of suspected child abuse/neglect under penalty of law.

1.2.1 "Child Abuse/Child Neglect" includes the following:

- a. A physical injury inflicted by other than accidental means on a child by another person.
- b. Sexual abuse of a child.
- c. Willful cruelty or unjustifiable punishment of a child, or willfully inflicting unjustifiable physical pain or mental suffering, or failure to safeguard a child from these injuries when the child is under a person's care or custody.
- d. Unlawful corporal punishment or injury resulting in a traumatic condition.
- e. Neglect of a child including neglect of a child's medical condition, or abuse in out-of-home care.

1.2.2 "Mandated Reporters:

1.2.2 Mandated reporters are those people defined by law as "child care custodians," "health practitioners," "child visitation monitors" and "employees of a child protective agency." Mandated reporters include **all school employees.**

1.4 Legal Responsibility and Liability:

1.4.1 Mandated reporters have absolute immunity from liability unless the report was made with reckless disregard for the truth. School employees as mandated reporters are not civilly or criminally liable for filing a required or report of known or suspected child abuse/neglect. The name of the reporting employee is confidential. Parents shall not be told the name of the reporting employee in any school conference unless the employee agrees to disclose the information. State law governing reports of suspected child abuse/neglect prescribes that the name of the reporting party is confidential (unless criminal proceedings are brought against an abuser).

1.4.2 It is a misdemeanor to fail to report an instance of child abuse/neglect.

The misdemeanor is punishable by confinement in jail for up to six months, a fine of up to \$1,000, or both. The mandated reporter may also be held civilly liable for damages resulting from any injury to the child after a failure to report.

Signature Page

I have received and reviewed Hawthorne's Parent Handbook.

Printed Parent Name: _____

Parent/Guardian Signature: _____

Child's Name: _____

Teacher: _____