



Family and Student Handbook 2024-2025

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Mission Statement

Dreamers Academy develops bilingual, biliterate, and cross-cultural leaders of character within a caring environment that encourages family engagement and celebrates America.

Family and Student Handbook 2024-2025

This document is not all-inclusive, nor does it restrict *Dreamers Academy* and/or *Board of Directors'* authority to take actions that are appropriate to maintain a safe and orderly educational environment.

Family Educational Rights and Privacy Act - Student records maintained by *Dreamers Academy* are subject to the protections, restrictions, and potential penalties mandated by FERPA:
<http://www.ed.gov/policy/gen/guid/fpco/ferpa>

Child Abuse and Neglect - All *Dreamers Academy* team members are mandated by law to report suspected cases of child abuse or neglect to the Department of Children and Family Services. Staff who suspect child abuse or neglect will immediately report this to DCF and report the incident to the school nurse.

Nondiscrimination in Services - *Dreamers Academy* does not discriminate on the basis of race, color, gender, religion, age, disability, marital status, national origin, or other legally protected categories in its educational programs, activities, employment, or student admissions policies, or practices. Inquiries regarding compliance with the above can be directed to:

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TABLE OF CONTENTS

Section I: Contracts	3
Parent / Guardian & Student Contract 2024-2025	3
Title 1 Home - School Compact 2024-2025	4
Section II: Attendance	5
Excused Absences	5
Absence Reports	5
Arrival (Tardiness) and Departure (Early Dismissals)	6
Arrival And Dismissal Process	6
Car Rider Dismissal Procedures	6
Early Dismissal / Late For School	6
Section III: Dress Code/Uniform Policy	6
Regular School Day Uniform	7
Enforcement of School Uniform	7
Section IV: Academic Achievement	8
Academic Excellence Recognition	8
Benchmark Universe Curriculum	8
Character Education	8
Dual Language 50/50 Instructional Model	8
Homework	9
Mastery Learning, Standards-Based Grading and Report Cards	9
Promotion And Retention	9
Reveal Math Curriculum	9
Section V: Student Rights and Responsibilities	10
Bus Transportation	10
Communication Devices	10
Cubbies	10
Enrollment	11
Extended Care	11
Fire/Emergency/Lockdown Drills	11
Food And Nutrition Services	11
Health Services/Accidents/Safety and Sanitation	11
Lost And Found	12
Media Consent	12
Releasing Students to Persons Other Than Parent / Guardian / Caregiver	12
School Materials and Personal Property	12
Technology: Acceptable Use Policy	12
Section VI: The Code of Student Conduct	13
What Is the Code of Student Conduct?	13
When Is the Code of Student Conduct Enforced?	13
Establishing A Positive School Environment	13
Marjory Stoneman Douglas High School Public Safety Act & FortifyFL Appq	13
Restorative Practices	13

SECTION I: CONTRACTS

PARENT / GUARDIAN & STUDENT CONTRACT 2024-2025

Dear Family,

Thank you for choosing **Dreamers Academy (DA)** for your child. We look forward to working with you to create a positive learning environment in our school. Our mission is to implement data-driven best practices to develop bilingual, biliterate, and cross-cultural leaders of character, delivered in a caring environment that encourages family engagement and celebrates America. As parents/guardians, you play an integral part in your child’s education. The teaching you do by example and by direct involvement is extremely important to your student’s development and success. Working as a team, we can help DA achieve a high level of excellence. The primary purpose of school is to learn. In order to provide the best atmosphere for learning, and as a designated **Title I school**, specific policies have been established for your child’s benefit. Please review this contract with your child and have a discussion with him/her about his/her responsibility as a student at DA and sign to acknowledge that you agree to all commitments.

As the Dreamers Academy Parent/Guardian of (Student’s name)

_____, **I agree to the following responsibilities:**

- Support DA’s vision, mission, and dual language program; strive to learn about and advocate about its educational approach.
- Set high expectations and plan accordingly to ensure my child attends school daily, regularly and punctually.
- Take an active role in supporting my child’s mastery of academic skills in speaking, listening, reading and writing in both English and Spanish.
- Comply with the Sarasota County Schools Code of Student Conduct and work with the school on disciplinary matters.
- Comply with DA school’s uniform policy.
- Be prepared to provide official photo identification before entering the school building.
- Respond promptly to all calls, inquiries, concerns, and requests for information from the school.
- Keep all contact information up-to-date and inform the school promptly of any change in address and/or emergency contact information (and provide required documentation).
- Notify the school about any changes in transportation (bus stops, car rider) in written form and any last minute changes prior to 12:00 noon via phone call to the main office as well.
- Establish a parent portal account and check my child’s grades regularly.
- The primary form of communication from school in case of emergencies will be via an approved platform/app.
- Mandatory attendance to my student’s parent/teacher conference in October and/or when assigned.
- Encourage a minimum of four (4) hours of volunteer time at school-wide events during the school year.
- Pay all obligations to the school (i.e. before/after school program payments, replacement of lost or damaged school materials, devices and/or property) within the required timeframe.
- Collaborate with my child’s educators to support his/her academic and character development.
- Maintain a positive relationship with my child’s educators and school administration.
- Help my child to make connections between learning and their impact on our community.
- Encourage my child to persevere when something is difficult and practice to improve.
- Help my child to view obstacles as opportunities to become the best version of themselves.
- Help my child understand the importance of showing respect and gratitude toward others.
- Model an attitude of acceptance and tolerance of others.

I have read the Parent/Guardian Contract and abide by its terms.

Print Parent/Guardian Name

Signature Parent/Guardian

Date

Print Student’s Name

Grade

TITLE 1 HOME - SCHOOL COMPACT 2024-2025

As a parent/guardian of a Dreamers Academy Student, I agree to

- Support DA's vision, mission, and dual language program; strive to learn about and advocate for its educational approach and model an attitude of acceptance and tolerance of others.
- Plan accordingly to ensure my child attends school well-rested, regularly, punctually, and in the proper uniform.
- Take an active role in supporting my child's mastery of academic skills in speaking, listening, reading and writing in both English and Spanish and encourage positive social skills and behavior.
- Respond promptly to all calls, inquiries, concerns, and requests for information from the school. and keep all contact information up-to-date.
- Participate in the school community by attending special events, volunteering, and/or participating in Familia Connect
- Attend mandatory student/parent/teacher conferences in October and/or when assigned otherwise.
- Collaborate with my child's educators to support his/her academic and character development.
- Advocate for my child's needs and hold them accountable for their actions.
- Support the DA's Core Values of empathy, happiness, perseverance, integrity, collaboration, and wonder.
- Join in the decision making process by attending PTC, Title I, ESE, and ESOL meetings.

As a student at Dreamers Academy, I agree to

- Come to school each day on time, prepared, and ready to learn.
- Show respect toward myself, staff members, volunteers, peers and their families, and their property.
- Follow, learn, and practice all school and classroom rules.
- Take time to reflect daily, strive to improve, and take responsibility for my actions.
- Display a positive attitude and believe that I can be successful.
- Learn and practice the Dreamers' Core Values of empathy, happiness, perseverance, integrity, collaboration, and wonder.

As a staff member at Dreamers Academy, I agree to

- Maintain a safe and positive learning environment
- Challenge students to meet their potential
- Foster positive relationships with students and families through frequent communication and feedback.
- Serve as a role model, both educationally and socially.
- Provide meaningful and appropriate learning opportunities through differentiated instruction.
- Practice and teach DA Core Values of empathy, happiness, perseverance, integrity, collaboration, and wonder.

I have read the Parent/Guardian Contract and abide by its terms.

Print Parent/Guardian Name

Signature Parent/Guardian

Date

Print Student's Name

Grade

SECTION II: ATTENDANCE

School attendance is the responsibility of the parent and the student. There is a strong relationship between attendance and academic performance. Florida Statute §1003.24 states that the parent/legal guardian of a child of compulsory age is responsible for the child's daily school attendance. School staff, parents, students and state agencies are expected to work together to ensure that all applicable school attendance laws are obeyed, including but not limited to referral to the state designated agency for possible court action for truancy.

All absences are considered unexcused until the school receives written explanation from the parent/guardian within three days of the absence. The Head of School or designee has the authority to determine whether or not an absence is excused. Excessive excused absences for illness may result in the student being required to provide a doctor's note or other substantiating medical evidence.

Students have a **RIGHT** to:

- Information defining rules for absences, tardiness, withdrawal and make-up assignments.
- Transportation within the student's school zone, but outside the two-mile limit from school.
- Appeal a decision about an absence.
- Make up all work missed during an out-of-school suspension or an unexcused absence, including tests and quizzes.

Students have a **RESPONSIBILITY** to:

- Attend classes daily and be on time.
- Provide notification from a parent/guardian when absent.
- Abide by school bus rules and regulations.
- Request make-up assignments from teachers upon their return to school after an absence and to complete this work within a reasonable length of time, as specified in school and district attendance procedures and the Student Progression Plan.

EXCUSED ABSENCES

- Student illness (if documented by parent/guardian or medical doctor)
- Observance of a religious holiday or service that is recognized as such by members of the student's faith
- Medical appointment with documentation
- Death in the family
- Subpoena by law enforcement agency or mandatory court appearance
- Other individual student absences beyond the control of the parent or student, as determined and approved by the Head of School or designee
- Therapeutic services appointment (i.e. speech, occupational, physical, behavioral therapy)
- Students will be afforded the opportunity to make up work for an excused absence.
- Students have the responsibility to turn in work on time that was assigned while on field trips or school-sponsored activities unless they have made prior arrangements with the teacher.

ABSENCE REPORTS

- Absences should be reported in accordance with school policy, documented by a written note, and submitted within three days following the absences. The Head of School may make exceptions in cases of need.
- The report must come from a parent/guardian or a physician and give the date(s) of the absence and the reason for it.
- Parents may be asked to provide written medical documentation when excused absences for illness are excessive. Over 9 absences for illness per semester or 18 for illness in a school year is considered excessive.
- A student who has 15 unexcused absences within 90 calendar days is a habitual truant under state law. The student may be dealt with as a child in need of services under §984, F.S. In addition, the parent/guardian may be subject to criminal prosecution under §1003.24, F.S.
- Students will be afforded an opportunity to make up work for an unexcused absence. There may be some academic penalty in accordance with attendance policies and procedures.
- When students are late to school or leave school early without an adequate excuse, the tardy or early dismissal will be unexcused.
- Family vacations are not automatically excused absences and are at the discretion of the Head of school or designee. Parents are encouraged to contact the school prior to family vacations.

ARRIVAL (TARDINESS)

- Tardiness is disruptive to the learning environment and has a negative impact on student achievement.
- Tardiness without a reasonable excuse will be documented in the attendance record.
- For student safety, parents should ensure that their children do not arrive at school until appropriate supervision is available on campus.

ARRIVAL AND DISMISSAL PROCESS

Morning Schedule:

- 7:00 am – Before Care Program begins and breakfast provided
 - 7:30 am – School opens for all students and students report to the cafeteria for breakfast
 - 7:45am – Students go to homeroom and start morning routine
 - 8:00 am – Instructional day begins and morning announcements
- *NOTE: All students arriving to their classroom after 8:00 am are considered late and must be signed in by an adult in the Main Office.*

Afternoon Schedule:

- 1:30 pm – Students with an early dismissal must be picked up from the Main Office by this time. *Otherwise, families will follow dismissal protocols.
- 2:45 pm – End of school day; Car Rider and Bus Rider dismissal begins
- 3:00 pm – Dismissal completed. After School Program Begins
- 5:30 pm – After School Program ends

CAR RIDER DISMISSAL PROCEDURES

- Parents MUST display an approved Car Rider hang-tag in their car's rear-view mirror / dashboard for student(s) to be dismissed in the order the car enters the school.
- Access to the parking lot for dismissal will start at 2:25 pm.
- The Car Rider hang-tags will not be read before 2:30 pm.
- If a parent / guardian does not have the Car Rider hang-tag, the student(s) assigned to that tag will not be dismissed in the order the car entered the school. Park your vehicle and wait patiently to be confirmed by admin
- If the car rider line is long and there is traffic, park your vehicle and wait patiently to get back in the car rider line again.
- Walk-ins will be last in the dismissal process.

*Always bring your ID.

*Update the family portal with your emergency contacts and who can pick up the student..

*Visitors are not permitted to enter the school during dismissal time unless approved by the Head of School or designee.

*No pets are allowed on school premises (outside of vehicle).

EARLY DISMISSAL / LATE FOR SCHOOL

At Dreamers Academy, we believe that coming to school on time and remaining in school for a full day is imperative for a successful educational career. Every effort should be made to assure that students arrive at school on-time and stay in school until dismissal (7:45 am-2:45 pm).

- Early departures without a reasonable excuse will be documented in the attendance record.
- Parent/Guardian with whom the student resides must inform the school in writing if an early dismissal is to occur.
- For early dismissals, the Main Office must be notified **before 1:30 pm**. This notification should include your child's name, the time your child will be picked up, reason for early dismissal, and the name of the person who will be picking up your child. Written notification with a parent/guardian signature is required if someone other than an authorized contact is picking up the child.
- After 1:30 pm students are expected to be dismissed as a car or bus rider.

Instructional time is lost when a student misses any portion of the academic day. When a student accumulates any combination of 3 or more unexcused late arrivals and/or unexcused early dismissals, parents/guardians will be notified to address the matter. Administration will review their attendance records for compliance with school policy. Consequences for excessive unexcused tardies/early dismissals will be at the discretion of the Head of School or designee.

SECTION III: DRESS CODE & UNIFORM POLICY

The purpose of the School Uniform Policy is to promote school pride and safety, improve discipline and enhance the learning environment. At Dreamers Academy, we believe a school uniform helps create a culture of equity and unity among students, staff

and families. It allows students to focus on academic achievement. Students are expected to wear the prescribed uniform in a neat and clean condition each day.

Dreamers Academy expects student dress and grooming to be neat, clean and in keeping with community standards, so that each student may share in promoting a positive, healthy and safe atmosphere within the School. This expectation includes the school day and school sponsored extracurricular activities. Personal appearance that constitutes a distraction is not permitted and parents will be contacted.

Apparel is expected to conform to reasonable student standards of modesty, and as such, no excessive or inappropriate areas of skin or undergarments may be exposed. No apparel or grooming which presents a safety concern is permitted. No apparel displaying messages that are gang-related, laden with offensive racial slurs, sexually explicit, vulgar, violent, or advocating illegal activities is permitted. Further, clothing or personal grooming that disrupts, or can be forecasted to disrupt, the educational environment of our school setting is not permitted.

The Head of School or designee shall ensure that strict dress code expectations via a formal Uniform Policy are made available to students and parents at the start of each school year, which will include examples of acceptable and unacceptable attire. The consequences for non-compliance with the school uniform policy is addressed at the end of this section. **Final approval/disapproval is at the discretion of the Head of School.** Please refer to the school website or the Main Office for uniform vendor information.

REGULAR SCHOOL DAY UNIFORM

For the convenience of our families, *Children's World* is the only uniform company approved by Dreamers Academy and the only vendor with permission to use our logo. *Children's World* is located at 4525 Bee Ridge in Sarasota. If you have questions, please contact the Head of School.

Dreamers Academy's ONLY approved uniform vendor:

Children's World Uniform Supply

4525 Bee Ridge Rd., Sarasota, FL / 941.955.6999 / www.childrensworlduniform.com

Regular uniform

- Red polo-type shirt with school logo
- Plain navy and khaki shorts with red star and magnet belt
- Plaid, khaki skorts with red star
- Socks must match each other.
- Closed-toe athletic shoes with a back are required. Boots, sandals, and crocs are not allowed.

Physical Education uniform twice a week

- Gym shirts and pants with school logo

Winter Options

- Long sleeve red polo with school logo
- Sweater with logo (you can personalize with your student's name)
- Plain navy, khaki pants with red star and magnetic belt
- Red long-sleeved shirts are allowed to be worn underneath the uniform shirt but must be a uniform color

***Class Picture Day** - Full regular uniform required

***Field Trip Day** - Full regular uniform required

***Dress Down Days** will be done as fundraisers or Spirit days and will be communicated to families in advance.

- Click [here](#) for dress down days expectations and guidelines.

ENFORCEMENT OF SCHOOL UNIFORM

We expect our families that choose to be in our school and have signed the charter agreement to honor our uniform policy. If the uniform policy is not followed, the following actions will be taken:

- Student's parents will be contacted to bring the proper uniform to school by homeroom teachers.
- Homeroom teachers and /or Admin will follow up regarding uniform expectations and needs.
- Administration will follow up after repeated violations of the uniform policy and will result with parent/guardian conference, referral, and disciplinary action.

SECTION IV: ACADEMIC ACHIEVEMENT

At Dreamers Academy, we believe in providing a rigorous standards-based curriculum and preparation for state assessments delivered in two languages. Parents, extended family and the community are engaged as our staff is primarily bilingual and trained in the cultural competencies that are essential to promote a **safe, caring and nurturing environment** where children develop a strong sense of self-efficacy, preserve their cultural heritage and native language while fully mastering their second language, all with a strong **sense of belonging** and achievement. This philosophy and accompanying set of practices are equally beneficial for both English-dominant and Spanish-dominant students. Our approach to learning includes the measurement of academic and character growth.

ACADEMIC EXCELLENCE RECOGNITION

For grades K-5, the following recognitions take place:

- 1) Biliteracy Academic Excellence Awards – Given to students who earned a level of proficiency and mastery in English and Spanish or both.
- 2) Core Values Awards – Given to students who are role models and represent our core values.

BENCHMARK UNIVERSE CURRICULUM

Benchmark Advance is the core English Language Arts curriculum and Benchmark Adelante is the core Spanish Language Arts curriculum. Components of Benchmark Advance / Adelante along with various supplemental resources will be utilized to provide comprehensive reading instruction that is Florida B.E.S.T. Standards aligned, print/digital rich, systematic, and promotes differentiated responsive instruction. Training and materials will be provided to support the use of high-quality small group instruction during the reading block to ensure instruction is scaffolded and specifically designed to meet varying student needs. Lesson plans will provide quality core instruction by utilizing a variety of strategies such as: standards-based lesson planning, teacher content and language pedagogical knowledge, direct instruction, peer collaboration and accountable talk, independent practice and application, student ownership of learning, inclusion of interdisciplinary literacy, and content area literacy strategies.

CHARACTER EDUCATION

It is the philosophy of the school that students and staff should be proactive in their approach to building character, modeling our core values of collaboration, happiness, wonder, perseverance, integrity, empathy, and behavior management. Proactive strategies will be used to assist students and staff in addressing conflict and discipline issues. Dreamers Academy supports the implementation of **Positive Action** curriculum and **Responsive Classroom** strategies which embraces a fostering of community, based upon teaching socially responsible behaviors, as well as promoting the use of proactive strategies at the building, classroom, and individual level. This approach offers clear expectations for behavior and actively teaches children how to live up to those expectations.

DUAL LANGUAGE 50/50 INSTRUCTIONAL MODEL

- Monday thru Friday, students will rotate daily on a **A/B** schedule where one day (**A**) they are immersed in English and the next day (**B**) they are immersed in Spanish.
- Instruction is delivered in only one language at a time without translation.
- Co-Teacher model: Teacher **A** delivers instruction in English and Teacher **B** in Spanish. Both share two classes and students switch classes daily
- Based on enrollment, one teacher model may be implemented. The same teacher delivers 50% instruction in English and the other 50% in Spanish.
- Literacy and academic content are taught daily in English and Spanish.
- Students participate in the following special area classes weekly: Music, Physical Education, Science Lab, and Visual Arts.

Research shows that learning a second language at an early age has benefits:

- Increases cognitive flexibility that results in higher-order thinking, problem-solving abilities, creativity and focusing skills.
- Allows students to become fully proficient in a second language at no cost to their native language development.
- Enriches and enhances a child's mental development.
- Improves a child's understanding of his/her native language.
- Gives a child the ability to communicate with people he/she would otherwise not have the chance to know.
- Increases job opportunities in many careers.
- Provides an opportunity to learn and understand other cultures and countries.

- Gives a student a head start in language requirements for high school and college with the attainment of the Florida Seal of Biliteracy.

HOMEWORK

Dreamers Academy believes that homework reinforces the learning happening in the classroom as well as gives students the opportunity to learn important lessons in discipline, responsibility, and accountability. Therefore, if homework is given, it needs to deepen the understanding of concepts and provide practice for the mastery of grade level standards formally instructed in the classroom.

- Homework is designed to promote student responsibility and independent work habits.
- Homework shall not be used as a punitive measure (i.e. grades, removal from recess, etc.).
- Homework assignments should be consistent with the ability, age and grade level.
- Assignments are most valuable when they meet the needs of the individual student and extend the learning from daily classroom activities.
 - Reinforcement: Strategy & skill practice, reading library books to parents, etc.
 - Drill and Practice: Vocabulary, sight words, basic math facts
 - Extension: Research, books reports, etc.
 - Enrichment: Research & science projects, speech contests, etc.
 - Make-up work: Work not completed during the day/week.

Students 2nd-5th grades will be urged to use their student planner daily to write their homework in, reinforcing the idea of teaching our students responsibility and accountability.

MASTERY LEARNING, STANDARDS-BASED GRADING AND REPORT CARDS

In the State of Florida, all public schools and districts are required to base their instruction on the Benchmarks for Excellent Student Thinking State (BEST) Standards. In **mastery learning** classrooms, the focus is on a student's performance over multiple opportunities, not simply the grading and averaging of tests and quizzes. Standards are specific learning goals applied to all students and provide consistent targets for students to meet. Standards provide a focus for aligning curriculum, instruction and assessment. They are the general categories that organize knowledge within a discipline, describing both content (what we want students to learn) and performance (what we want students to be able to do) in a particular area of study.

The report card is designed to stimulate an ongoing conversation between teachers, parents/guardians and students about what is expected of students in a rigorous dual language academic program. The purpose of the report cards is to provide a clear and accurate description of each child's progress in three areas:

- Performance relative to the *Benchmarks for Excellent Student Thinking State* (BEST) Standards in students' language of proficiency.
- Academic performance relative to Benchmark Universe (Advance and Adelante) curriculum, Reveal Math curriculum, grade level benchmarks and expectations in Science, Social Studies, and Specials.
- Demonstration of the characteristics of a successful learner.

PROMOTION AND RETENTION

The educational philosophy at Dreamers Academy is that all students can learn. We believe that each student is an individual who grows and matures within his/her own unique pattern of development. Varying rates of time are, therefore, needed to accommodate differing developmental growth patterns, which may at times necessitate a retention. The purpose of grade level promotion and grade level retention is to provide maximum consideration for the long-range academic welfare of the student and to provide an opportunity for each student to progress through school according to his/her own needs and abilities.

It is expected that most students will be promoted annually from one grade level to another upon completion of satisfactory work, however, a student may be retained when his/her standards of achievement or social, emotional, mental, or physical development would not allow satisfactory progress in the next higher grade. Retention can be beneficial if it occurs before the student leaves the primary grades. Parents/guardians who wish to appeal the decision for retention must first contact the Head of School or designee. If parents/guardians do not accept the decision of the Head of School, an appeal may be made in writing to the Governing Board. All appeals must be requested within two (2) weeks after the close of school.

Retention will be handled on a case-by-case basis with the support of parent/caregiver and the SWST/MTSS committee **with the exception of 3rd graders** who do not pass the state standardized test. These students would attend Summer Reading Camp (SRC) to receive intensive instruction and be tested again for promotion.

REVEAL MATH CURRICULUM

Reveal Math is designed around the belief that all students can be doers of mathematics! It engages students in learning by prioritizing student agency—encouraging them to explore at their own pace and discover how math skills transcend the classroom and apply to the real world. *Reveal Math* breaks down the standards into a coherent scope and sequence that emphasizes and reinforces each grade level's major content areas to develop a strong foundation.

SECTION V: STUDENT RIGHTS AND RESPONSIBILITIES

BUS TRANSPORTATION

Riding the bus is a privilege and considered an extension of the classroom. Our primary goal is that students arrive safely to and from school. Bus transportation is available within Sarasota County. Routes are established to maximize safety and minimize travel time. The bus driver has the authority of a classroom teacher. In order to keep that privilege, students must abide by our school rules while waiting for the bus at their designated bus stop, on the bus, and exiting the bus to return home.

Our **DREAM** Expectations are the following:

Discover:

- Listen to the driver and follow the driver's directions.
- Look both left and right for cars, make sure the RED lights are flashing, and wait for the driver's signal when crossing the street to board the bus. Always cross the street in front of the bus.
- Keep a safe distance (at least 10 feet) from the bus before boarding and after exiting the bus.
- Enter the bus promptly, immediately take my seat, and remain seated at all times.

Respect

- Conduct yourself appropriately and in such a way that will not distract the driver. Distracting the driver puts everyone's safety on the bus at risk.
- Remain properly seated at all times.
- Keep your hands and feet to yourself.

Elevate

- Use language that is appropriate and demonstrates care towards others.
- Keep hands and feet away from the emergency equipment on the bus (emergency doors, windows, roof hatches, body fluid/first aid kits, two-way radios, etc.) except when directed by the driver or during an actual emergency.
- Keep the bus windows closed unless the driver grants permission to open them.

Accept

- Finish and dispose of all food and drinks before entering the bus.
- Keep all objects inside the bus.
- Keep the bus clean, sanitary, and orderly.

Motivate

- Always stay seated inside the bus, except upon arrival at my assigned bus stop or at school.
- Ride your assigned bus to and from your assigned stop.
- Be at the bus stop on time (at least 15 minutes prior). Parent(s)/Guardian(s) must pick up their student(s) promptly at the bus stop. Failure to pick up students promptly may result in loss of bus privileges.

Following the Bus Safety Rules and Regulations will ensure safety, prompt arrivals, and departures of buses. This requires positive attitudes on the part of students. Students who struggle to follow the reasonable requests of the bus driver jeopardize their riding privileges. Bus misbehaviors will result in an incident report which will then be handled by the administration. Consequences for subsequent bus misbehaviors will result in suspension of bus riding privileges for a period of time or complete bus removal, which is determined by the administration.

COMMUNICATION DEVICES

Communication devices such as, but not limited to, cellular phone, wearable technology (airpods, smart watches, wireless headphones), and/or electronic signaling devices, may not be used at school, on field trips, and/or on the school bus without permission from a Dreamers Academy staff member. The device must be turned off and secured in students' backpacks. Students violating this policy will have the item confiscated and turned over to an administrator. A parent/guardian will have to make arrangements to pick up the device in the Main Office. Dreamers Academy is not responsible for lost, stolen and/or damaged personal property.

CUBBIES

Students in Kindergarten through 5th grade will have an assigned “cubbie” located inside their homeroom. Students are responsible for keeping their cubbies neat and orderly. Student cubbies are the property of Dreamers Academy and may be subjected to search at any time with or without reasonable suspicion.

ENROLLMENT

Dreamers Academy’s Dual Language program accepts all students from Sarasota and Manatee Counties. Open enrollment information is available on our website. Please contact our main office at 941-888-4000 or send email to info@dreamersacademy.org for more information. *[Click here](#) for our enrollment and admission process.

EXTENDED PROGRAM

The extended program offers before care and after school clubs, tutoring, and activities that speak to a variety of interests. The before care program runs from 7:00 am - 7:30 am. The cost is a flat rate per month. The program is open only on scheduled school days.

The after school program runs from 3:00 pm - 5:30 pm and space is limited. There is a flat monthly fee per student and it includes the following: supper, literacy enrichment program, tutoring, sports, arts and crafts, and more. The program is open only on scheduled school days. In the event that school is closed or that students are dismissed early from school, (for example, but not limited to inclement weather) all activities for that day will be canceled. Some extracurricular activities will require registration with a third party, such as drama kids, soccer or girls scouts to name a few.

Payments are due in advance and accounts that become past due will result in suspension or dismissal from the program. A Late Fee of \$10.00 will be assessed if a student is picked up after 5:30 pm. Various automated payment options are available on our website * [Click here](#) to apply and/or [Click here](#) to make payments after you are confirmed a seat by our Liaison.

Consequences for Misbehavior in the Extended Program

Students at Dreamers Academy must understand that their academic and behavioral performance will impact their participation in school-sponsored events. The school administration has the right to evaluate, limit, and determine whether a student is not meeting the school's expectations. If such a determination is made, the student may not be permitted to participate in the activity or event. Students must be in school for at least half of the day (minimum of 3.5 hours) in order to participate in after-school activities. Students who disregard the rules shall receive consequences within the program. Should the student’s behavior not improve, the parents shall be given written warning advising them that the student is at risk of no longer being allowed to utilize the before and after school program services. The Head of School retains the right to use the school’s discipline policies as described in the Sarasota County School District Code of Student Conduct.

FIRE/EMERGENCY/LOCKDOWN DRILLS

Fire/Emergency/Lockdown drills are held throughout the year at unspecified times. It is important that students learn the correct procedure in each of their classes. Students should remain quiet and follow the instructions provided by their teacher during any drills. We will conduct at least two drills each month during the school year.

FOOD AND NUTRITION SERVICES

Dreamers Academy promotes healthy eating habits. We encourage students to bring a water bottle and snack (both labeled with the student’s name) to be consumed during specified snack times in the classroom. Teachers may provide a list of healthy snack ideas to parents. Breakfast and lunch will be provided by the Sarasota County School District. Dreamers Academy is designated a *Title I* school, therefore, **free and reduced lunch** is available. *[Click here](#) to apply for free and reduced lunch.

To pay for school lunch, **My School Bucks** is a convenient online service that allows you to securely pay for your student's meals online using your credit/debit card. You can do the following: Set up automatic recurring payments, track and review meal history, create low balance alerts, and make payments with the mobile app (click on myschoolbucks.com to apply).

***On a different note, please understand that teachers are not authorized to host student’s birthday parties on campus. That means no cupcakes, candy or cakes to school. You should plan to host your child’s birthday parties elsewhere.**

HEALTH SERVICES/ACCIDENTS/SAFETY AND SANITATION

If a student becomes ill, they should get permission from their teacher to report to the clinic. If a student is not in class or there is a real health emergency, the student may report directly to the clinic. Parents/guardians should report to the Main Office to pick up a child who is ill. **Students running a fever or vomiting should stay at home until 24 hours after**

symptoms have ended. Any student returning to school after having a communicable disease or after having a limb cast must first go to the clinic before proceeding to a classroom.

In addition, the clinic aide is available to assist when injuries/accidents happen (those requiring a Band Aid, ice pack). If applicable, you will receive an accident report. For more serious injuries where emergency action is needed, staff will provide immediate care, contact 911, and notify a parent/guardian as soon as possible. An accident report will be signed and kept on file.

Parents/guardians must complete the school medical forms prior to the start of the school year. This information enables the clinic aide to notify parents or guardians in case of illness or injury. Please note that parents/guardians need to inform the clinic and Main Office if anyone other than those listed on the form will be sent into school to pick up a child. Upon arrival, a picture ID will be required before that person will be allowed to leave with the child. If a student requires special medication, the student must register the medicine with the clinic aide and the medicine must be taken in their presence. All prescription medication must be in the original container with clearly labeled directions and accompanied by a parent's/guardian's note. A student may have an asthmatic inhaler in his or her possession for self-medication as long as it is a prescription drug and a parent/guardian permission slip for the student to self-medicate is on record in the clinic. The inhaler **MUST** be used in the clinic and an asthma action plan must be kept on file.

Chronic illnesses must be documented with yearly physician updates. All emergency medications require current directives from a doctor and will be stored in the clinic. The clinic aide must be informed of any chronic conditions or life-threatening allergies and provided with appropriate medication. Any student who has sustained an injury requiring doctor's care must have written permission to resume physical education class or other physical activity. In addition, readmission to school from the emergency room requires written clearance from that student's health care provider.

LOST AND FOUND

We urge students to label all articles of clothing, especially Dreamers Academy books and school uniform items, as well as items that students may own such as water bottles and lunch boxes. Students are encouraged not to bring large sums of money or items of great value to school. Dreamers Academy staff members are not responsible for the loss of any item. All lost items are sent to the Main Office. Uniform items and non-uniform items that are not claimed will be donated. If an item is not in the lost and found, a student or parent/guardian should report the missing item to the main office and/or homeroom teachers.

MEDIA CONSENT

From time to time, Dreamers Academy may receive requests from the media to publicize its educational programs and student activities. In addition, your child's teachers and/or administrators appreciate the opportunity to photograph, quote and record our students for use in the school newsletter, calendar, website and other promotional or training/educational materials.

RELEASING STUDENTS TO PERSONS OTHER THAN PARENT / GUARDIAN / CAREGIVER

If someone other than a parent, guardian, or relative caregiver as identified on the Student Information System (SIS) requests a student to be released to their care, a notification from the student's parent or guardian is required. Notification from the parent/guardian may be provided via a phone call, email, or a written note to the Main Office. The person picking up the student will be asked to show photo identification. Dreamers Academy may call the phone numbers listed on SIS to verify information. If verification cannot be ascertained to the satisfaction of Dreamers Academy administration, the student will not be released.

SCHOOL MATERIALS AND PERSONAL PROPERTY

Students are recommended to handle school materials/property with care. Students are responsible for the replacement cost of any school property that may be damaged, lost, or stolen. The responsible person (i.e., the student and his/her parent/guardian) must make restitution to the school in the amount of the full replacement cost. Students should not bring expensive clothing, valuables, or large amounts of money to school. Students should not share their personal property with other students. **Dreamers Academy is not responsible for damaged, lost, or stolen personal property.**

TECHNOLOGY: ACCEPTABLE USE POLICY

The use of technology at Dreamers Academy is a privilege – not a right. Inappropriate use or vandalism by students will result in disciplinary action and limitation/cancellation of user privileges appropriate to the offense. If damage occurs due to willful misconduct, the user may be permanently restricted from the use of technology and charged for the cost of repair or replacement for such damage. Before students are permitted to use Dreamers Academy technology, all students and their parents/guardians must sign the Acceptable Use Policy and Chromebook Agreement. These signed documents must be returned to your student's teacher as soon as possible. The documents include, among other things, appropriate use of technology such as using computers only with permission of a teacher and for academic purposes.

SECTION VI: THE CODE OF STUDENT CONDUCT

WHAT IS THE CODE OF STUDENT CONDUCT?

Dreamers Academy follows the Sarasota County Schools District Code of Student Conduct and abides by all state and federal regulations. We also expect that our students and their families will embrace our school's philosophy and policies. The success of our school requires the cooperation of the entire team – school, family and student. Rules and guidelines have been established to set high standards for student conduct. With the cooperation of our parents/guardians and students, these expectations will lead to a safe and positive learning environment. The Code of Student Conduct applies to all students (K-5th). Because developmental levels vary greatly in the earlier grades, discretion is used when working with our early childhood students (K-1). Sometimes, students in this age group will receive modified or more gradual consequences as we work with them to build the skills needed for self-control and responsibility. Regulations also pertain to special education students. Due process will always be followed in the event that the student's infraction is related to the disability. The school will also establish behavioral guidelines to maintain an environment that is conducive to education without stifling expression and appropriate social interaction. As a student of Dreamers Academy, you are responsible for your actions both in and out of school. Any serious violations of school policy and/or any illegal or immoral behavior could result in serious disciplinary action. This is especially true in cases where the good reputation of the school within the neighboring community is compromised or jeopardized.

WHEN IS THE CODE OF STUDENT CONDUCT ENFORCED?

The Code of Student Conduct is enforced:

- On school property prior to, during and following regular school hours, including but not limited to, when school is in session or when school activities are in operation.
- On school buses, which includes, but it is not limited to, students at a bus stop.
- At all school-sponsored events and other activities where school administrators have jurisdiction over students.
- When a student's out-of-school conduct indicates that the student presents a threat to the health, safety, or welfare of other students and staff.

ESTABLISHING A POSITIVE SCHOOL ENVIRONMENT:

The Code of Student Conduct recognizes the need for a working, cooperative relationship among students, parents / guardians, and school personnel. All teachers are expected to use a Responsive Classroom approach to address misbehavior in the classroom prior to referring a student to an administrator for disciplinary action, except in cases of severe or emergency circumstances. An administrator or designee enforces the Code of Student Conduct when a student has been referred for disciplinary action. Identifying the specific Code of Student Conduct violation and corresponding disciplinary action is the responsibility of the administrator or designee.

MARJORY STONEMAN DOUGLAS HIGH SCHOOL PUBLIC SAFETY ACT & FORTIFYFL APP

The Marjory Stoneman Douglas High School Public Safety Act ([SB 7026](#)) is a comprehensive law that focuses on public and school safety. An important component of the legislation is providing students and their families' access to mental health services. Parents/Guardians of new or transferring students will be required to note referrals to mental health services on the Student Registration Form. District policies and procedures relating to the prevention of violence on school grounds and the provision of mental health services will be updated per this legislation. The Marjory Stoneman Douglas High School Public Safety Act has funded the development of a mobile suspicious-activity reporting tool that allows students and the community to relay information anonymously concerning unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials. The *FortifyFL App* is available for download in the Apple App Store and Google Play.

RESTORATIVE PRACTICES

Restorative practices hold students accountable for their actions. By involving them in face-to-face mediation, the students will work to repair any harm done. Simply put, to be "restorative" means that decisions are best made, and conflicts are best resolved by those most directly involved in them. These practices seek to develop good relationships and restore a sense of community in the classroom and the school setting. They are based on the notion that through discussion about the impact of the incident on others and by seeking a way to correct things, or make things right again, relationships, behavior and decorum will be improved. Restorative practices follow a continuum which allows for incidents to be resolved through discussions using affective statements and questions, small impromptu conferences, via community circles or a formal conference. Restorative practices will be a resource used inside the classroom whenever possible or mediated outside the classroom by the school administration or designee. Restorative practices may occur in lieu of a detention or suspension, or in addition to these, whenever deemed appropriate by administration.