

SLC Student and Parent Handbook

2025 - 2026



**15801 S Padre Island Dr
Corpus Christi, TX 78418
(361) 949-1222**

www.seashorecharterschools.com

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BACKGROUND AND GOVERNANCE

Mission

The mission of Seashore Learning Center (SLC) is to provide an educational program dedicated to developing self-esteem, confidence, and social skills in each student while providing a foundation for a child's high level of academic achievement.

Purpose of Handbook

This handbook is to serve as a guide for students and parents of Seashore Learning Center. The information set forth in this handbook is intended to be informational and not contractual in nature. It is not intended and shall not be construed to constitute a contract between the Island Foundation and any student, prospective student, agency of the local, state or federal government, or any other person or legal entity of any nature whatsoever.

Administration hereby reserves and retains the right to amend, alter, change, delete or modify any of the provisions of this handbook at any time, without notice, in any manner that the administration and Board of Principals deems to be in the best interest of Seashore Learning Center.

This handbook is revised periodically, and any questions regarding the policies set forth in this handbook should be directed to the school's administration.

Island Foundation Philosophy

The Island Foundation operates on a community-based philosophy.

- Our schools were founded using the values that create great neighborhoods with outstanding schools.
- Our staff and faculty members give their best to the school every day.
- Our families are an integral part of our schools and our community programs; they share their expertise and their time to help make education a lifelong, enriching experience.
- Our students are here for scholastic excellence as well as to become part of the fabric of the community through volunteer work and field experiences.

Please contact our Campus Directors/Principals for more information about our programs.

Seashore Early Childhood Academy (18mos - 5 years) Director: Dawna Nims (361) 949-1530 dawna.nims@seashorecharterschools.com	Seashore Learning Center (K-4th) Principal: Elizabeth Jackson (361) 949-1222 ejackson@seashorecharterschools.com
	Seashore Middle Academy (5th - 8th) Principal: Tara Haney (361) 654-1134 tara.haney@seashorecharterschools.com

Island Foundation Board of Directors

Unless otherwise posted within required time limits, the Island Foundation Board meets at 6 p.m. the third Monday of each month at Seashore Middle Academy (SMA). Prior to each meeting, the agenda is posted at each campus. Approved minutes and board member names are posted on the Foundation's website, www.seashorecharterschools.com. For more information about the role of the board or about becoming a board member, please contact Jon Reynolds at: jon.reynolds@seashorecharterschools.com.

Campus Liaison

The campus liaison is an Island Foundation board member who, as needed, mediates concerns or disputes on the respective campus. Preferably, staff members should address concerns to the Principal and parents should address concerns first with the teacher and then with the campus Principal. Should staff or parents desire a mediator, however, the liaison is available to help.

Liaison for All Campuses: Sarah Greaud
sarah.greaud@seashorecharterschools.com

Title IX Coordinator

This school complies with Title IX of the Education Amendments of 1972, as amended. Reports of discrimination based on sex, including sexual harassment, may be directed to the Title IX Coordinator. The person designated to coordinate the school's efforts to comply with Title IX of the Education Amendments of 1972, as amended is:

Name: Elizabeth Jackson
Position: Title IX Coordinator
Email: ejackson@seashorecharterschools.com

ADA/Section 504 Coordinator

This school complies with Title II of [the Americans with Disabilities Act](#) of 1990, as amended and Section 504 of the Rehabilitation Act of 1973, as amended. For more information concerning Section 504 of the Rehabilitation Act of 1973, see the school's Notice of Rights for Disabled Students and their Parents under Section 504 of the Rehabilitation Act of 1973. Reports of discrimination based on disability may be directed to the ADA/Section 504 Coordinator. The person designated to coordinate the school's efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended and Section 504 of the Rehabilitation Act of 1973, as amended is:

Name: Megan Blanton

Position: ADA/Section 504 Coordinator

Email: megan.blanton@seashorecharterschools.com

Dispute Resolution Policy

In order to provide a fair and efficient procedure to facilitate the resolution of disputes and to preserve the integrity of Seashore Learning Center, the following guidelines have been established:

A "dispute" may include any disagreement or conflict between individuals or with the policies of Seashore Learning Center or any disagreement with actions or decisions of the administration.

A student who has a dispute with another student or with a teacher has the following options:

- Resolve the dispute in an amicable manner with the other person
- Bring the dispute to the attention of the teacher
- Discuss the dispute with his/her parent
- Hold parent, student, teacher meeting
- Parent and/or student may discuss the dispute with administration

A parent who has a dispute with a teacher or administration, or a parent who disagrees with a policy of Seashore Learning Center should bring the matter to the attention of the teacher or administrator, if appropriate, and attempt in good faith to work out the dispute directly with the person in question. If the dispute remains unresolved, or if the dispute relates to a policy of Seashore Learning Center, then the matter should be brought to the attention of the Seashore Learning Center administration.

Should the parent of a student of Seashore Learning Center or any member of staff or administration of the school have a dispute, or should any such person disagree with the decision or conduct of the school with respect to the resolution of disputes between others, or should any such person disagree with the policies of the school or the action or decision of administration after consulting with administration, then such person may communicate the dispute or disagreement orally or in writing to the Seashore Learning Center Liaison on the Island Foundation Board. See page 8 for contact

information.

The Seashore Learning Center Liaison may either resolve the matter or recommend that the parent file a Formal Grievance.

Alternative Reporting Procedure

A student shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX Coordinator or ADA/Section 504 Coordinator, may be directed to the Superintendent. A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.

POLICIES AND PROCEDURES

General Admissions and Enrollment Information

Admission and enrollment of students shall be open to persons who are eligible for admission based on lawful criteria identified in the charter and in state law. The total number of students enrolled in the school shall not exceed the number of students approved in the charter or subsequent amendments. Total enrollment may further be limited by Seashore Learning Center based on occupancy limitations, code compliance and staffing requirements as deemed necessary.

In accordance with State law, Seashore Learning Center does not discriminate in its admissions policy on the basis of sex, national origin, ethnicity, religion, disability, academic, artistic or athletic ability, or the district a student would otherwise attend.

Admissions Lottery Process

SLC may require applicants to submit a completed application form in order to be considered for admission. An admissions lottery will be conducted if the total number of applicants exceeds the number of open enrollment spots. Each applicant will be assigned a number, and all numbers will be placed in a container and randomly drawn one number at a time by the principal or designee. Each applicant whose number is drawn will be offered admission. Notification will be made by telephone, email or U.S. Postal Service. Failure of an applicant to respond within 48 hours of the date of the telephone call or email, or within three business days of a postmarked letter, will result in the forfeiture of his or her position in the application process. Parents notified by mail should call the admitting campus immediately upon receipt of the notice in order to preserve their child's position in the lottery.

All incoming students must complete an application for admission, including siblings of current SLC or SMA students.

Once all enrollment spots have been filled by the lottery, the remaining numbers will be drawn and the applicants assigned to these numbers will be placed on a waiting list in the order in which they were drawn. If a vacancy arises before the commencement of the school year, the individual on the waiting list with the lowest number assignment will be offered admission and then removed from the waiting list. If an application is received after the application period has passed, the applicant's name will be added to the waiting list behind the names of the applicants who timely applied.

Exceptions to Admission

As authorized by the Seashore Charter Schools charter and Texas Education Code § 12.111(6), students with a documented history of a criminal offense, a juvenile court adjudication, or other school discipline problems under Texas Education Code Chapter 37, Subchapter A, will be excluded from admission and enrollment in Seashore Middle Academy. This would include students expelled or undergoing disciplinary action from another school.

Federal guidelines permit the School to exempt from the lottery students who are already attending the School; siblings of students already admitted to or attending the School; and children of the School's founders, teachers and staff, so long as the number of these students constitutes only a small percentage of the School's enrollment.

Provisional Enrollment

A student can be enrolled provisionally for no more than 30 days if he or she transfers from one Texas school to another, and is awaiting the transfer or the immunization record. A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate required vaccine. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school. SMA shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. After 30 days, a student has not received a subsequent dose of vaccine, then the student is not in compliance and the school shall exclude the student from school attendance until the required dose is administered.

A student who is homeless, as defined by the McKinney Act (42 U.S.C. § 11302), shall be admitted temporarily for 30 days if acceptable evidence of vaccination is not available. The school shall promptly refer the student to appropriate public health programs to obtain the required vaccinations. See more immunization details on page 31.

Attendance and Absences

1st Day of School Attendance

Students are expected to be present on the 1st day of school in order to maintain their grade level spot. Exceptions to this expectation will be considered in very limited circumstances by administration. Vacation extensions will not be considered as an exception.

Attendance for Credit or Final Grade

To receive credit or a final grade in a class, a student must attend at least 90 percent of the days the class is offered. These days include both excused and unexcused absences. Additionally, based on 6-week attendance reports, students at-risk for loss of class credit will be provided opportunities for attendance recovery throughout the school year. If a student continues to be at-risk for not meeting the 90 percent attendance requirement, he/she may be referred to the Attendance Committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit or earn a final grade

The Attendance Committee may impose any of the following conditions to regain compliance with the 90% attendance requirement: completing additional assignments (possible pull-out from other activities to complete), maintaining attendance standards for the rest of the year, providing documentation when a student is absent, completion of all make-up work missed due to absences (possible pullout from other activities to complete), and mastery of the required Texas learning standards for that grade level.

In determining whether there were extenuating circumstances for the absences, the Attendance Committee will use the following guidelines:

1. All absences, whether excused or unexcused, must be considered, with consideration given to special circumstances as defined by the Texas Education Code.
2. In reaching consensus about a student's absences, the committee will attempt to ensure that its decision is in the best interest of the student.
3. The committee will consider whether the absences were for reasons over which the student or parent could exercise control.
4. The committee will consider the acceptability and authenticity of documentation expressing reasons for the student's absences.
5. The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
6. The student, parent or other representative will be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit.

If credit is lost because of excessive absences, the attendance committee will decide how the student may regain credit or earn a final grade. If the committee determines there are no extenuating circumstances and that credit or a final grade may not be earned, the student or parent may appeal the committee's decision to the Board of Principals by filing a written request with the Principal. The appeal notice must be postmarked to the following address within 30 days following the last day of instruction in the semester for which credit was denied:

Name: Elizabeth Jackson

Position: Principal

The appeal will then be placed on the agenda of the next regularly scheduled Board meeting. The Principal or designee shall inform the student or parent of the date, time, and place of the meeting.

Excused vs. Unexcused Absences

In accordance with state law, students are required to attend 90% of the days a class is offered in order to receive course credit. If a student's absences (both excused and unexcused) exceed 10%, credit may be denied.

An excused absence is defined as any absence resulting from personal illness, illness or death in the family, observance of a religious holiday, or for a cause which is determined to be "uncommon or unavoidable" by the principal or a designee. For an absence to be appropriately classified as excused, the reason for the absence must be stated in writing and signed by the parent or other person standing in parental relation to the student. For this category, makeup work is allowed for major grades and any other assignments deemed necessary by the teacher. All previously assigned major projects and tests must be completed upon the date of return.

An unexcused absence is defined as any absence which is not excused, in accordance with the definition cited above. Absences involving family trips, participation in non-school activities or other similar absences will be classified as unexcused in accordance with Education Code 25.087.

Additionally, students may not participate in any school related activities on or off campus that would require, permit, or allow a student to be absent from class in any course more than five times during each semester of the academic year.

If a student is absent, the parent is required to notify the attendance office via email. On the morning following the absence, the student is required to bring a note signed by his parent explaining the reason for the absence. If a student is absent from school, they may not participate in extracurricular or athletic events on the day of their absence.

The attendance committee may impose any of the following conditions to regain compliance with the 90% attendance requirement: completing additional assignments (possible pull-out from other activities to complete), maintaining attendance standards for the rest of the year, providing documentation when a student is absent, completion of all make-up work missed due to absences (possible pullout from other activities to complete), and mastery of the required Texas learning standards for that grade level.

Excused Absences - Extenuating Circumstances

State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. These include the following activities and events:

- Religious holy days;
- Required court appearances;
- Activities related to obtaining United States citizenship;
- Documented health-care appointments for the student or a child of the student, including absences for recognized services for students diagnosed with autism spectrum disorders. A note from the health-care provider must be submitted upon the student's arrival or return to campus;
- For students in the conservatorship (custody) of the state;
- Mental health or therapy appointments; or
- Court-ordered activity or visitations provided it is not practicable to schedule the student's participation in activities outside of school hours.

Absences of up to five days will be excused for a student to visit with a parent, step-parent, or legal guardian who has been called to duty for, is on leave from, or immediately returned from certain deployments.

For religious holy days, a required court appearance, and activities related to obtaining citizenship, one day of travel to the site and one day of travel from the site shall also be excused by the School.

No more than five parent-written notes will be accepted to excuse the student's absence. If your child is absent three consecutive school days a doctor's excuse is required.

Notification to School

Parents/legal guardians are asked to notify the school office by 8:30 a.m. on the day of an absence and send a written note or email within 3 days of the absence. Please include the student's name, date of note, day(s) absent with the reason for the absence(s), and the parent's signature.

Upon arrival at Seashore Learning Center, students may not leave campus at any time or for any reason without permission from the teacher or administration. Parents must sign out their child in the office, pick up and wear a visitor's badge, and then go to the classroom to have their child released by the classroom teacher. If returning to campus the same day, parents must sign the child back in at the office prior to taking the child to his/her classroom to account for the child's presence back on campus. Please make every effort possible to limit absences from class including signing out early.

Notification to Parents

The School will notify the parent by mail when the student is absent from school, without excuse, on three days or parts of days within a four-week period. The notice will inform the parent that it is the parent's duty to monitor the student's school attendance and require the student to attend school. The parent is also subject to prosecution for contributing to nonattendance under Texas Education Code § 25.093.

Withdrawal for Non-Attendance

The District may initiate withdrawal of a student under the age of 18 for non-attendance under the following conditions: 1) The student has been absent seven (7) consecutive school days; and 2) Repeated efforts by school administration to locate the student have been unsuccessful.

Tardiness

Arriving after 7:40 a.m. is considered tardy and a Tardy Slip must be received from the office before the student will be allowed in the classroom. Only doctor or dentist appointments (a note from them is required) will be accepted for excused tardiness.

Tardiness impacts learning of the tardy student as well as the entire classroom. On the fourth tardy, a teacher/student conference will be held to address tardiness. On the sixth tardy, the teacher will contact the parent. The Principal will contact parents for a conference to jointly resolve the issue if tardiness continues. "Excused" tardies such as doctor appointments, religious observation or a funeral will not be included in the count. The School Secretary will update the 8 a.m. attendance for "excused" tardies once written documentation is received.

Additionally, three tardies in one state reporting period (6 weeks) excludes a student from being recognized for perfect attendance during that reporting period.

Attendance and Field Trip Eligibility

Students who have over 10 absences are not eligible for extra- curricular field trip participation unless the Principal makes an exception for extreme circumstances.

Drop Off /Pick Up

Transportation to and from school is provided by the parent/guardian. For their safety, students may not leave campus with anyone who is not on their emergency card. Please keep this information updated with the office, and inform emergency/pick up contacts that they will be expected to show identification.

Staff members are outside from 7:30-7:40 a.m. to greet your children and 3:15 – 3:30 p.m. to help

them into vehicles. They are not there to direct traffic. Please follow the established traffic patterns provided at the beginning of the school year, and exhibit patience and courteous behavior at all times. You are welcome to park at the office or in the parking lot adjacent to Encantada if you would like to walk your child to the classroom or building door.

Early Checkout

Occasionally, parents/guardians find it necessary to check students out during the day. The office staff checks the child's enrollment card to verify which adults have permission to take a child.

PARENTS MUST SHOW A PICTURE I.D. WHEN PICKING UP A CHILD DURING THE SCHOOL DAY.

The parent must also obtain a visitor's badge and wear the badge if picking up from the classroom. If there is a court order denying visitation privileges, that documentation must be a part of the child's permanent record. A student will not be released to anyone that is not listed on his/her enrollment card.

Seashore Charter Schools funding is based on attendance, Therefore, parents are encouraged to arrange appointments on non-student contact days, or if necessary, make appointments after 10:00 am which is the state-designated attendance accounting time.

Check Acceptance Policy

All personal checks written to the School should be written to "Seashore Charter Schools" and must include the current address and phone number of the account holder. The account holder's name should also be legible and printed on the check. The School may collect any applicable services fees in the event that a check written to the School is returned unpaid by the bank.

Injuries/Accidents While on Campus

An accident report will be filled out by the staff member that witnesses an injury within 24 hours of the incident. The report will be submitted to the Principal for investigation; including interviewing all witnesses and/or persons involved in the incident. Parent contact will be made as appropriate during the investigation process. A copy of the accident report will be sent home as well as placed in the student's cumulative file.

Possession/Use of Personal Communication Devices

In accordance with House Bill 1481, the use of personal communication devices, including but not limited to: cell phones, smart watches, tablets, and personal laptops - are prohibited during the instructional day on all Seashore Charter School campuses. This includes classrooms, hallways, restrooms, cafeteria, and instructional field trips.

There is a telephone available in the office for students to use if they need to call home. With teacher permission, the students can use the classroom phone. Students are allowed to bring cellphones to school, however, they must be turned off during school hours and stored out of sight in the student's backpack/bag OR stored in a teacher designated area. If a cell phone is used during school hours or disrupts class by ringing, it will be confiscated and returned only to the student or their guardian(s). Electronic equipment found on school grounds during the prohibited times or seen in the student's clothing will be confiscated. A fine of \$15 will be charged to return any confiscated device.

Gaming devices must be left at home, and music systems may be allowed only with teacher permission for school related activities.

Discipline Overview

Students who violate the Student Code of Conduct are subject to disciplinary action. The severity of the offense will determine the consequences. The range of consequences could include: lunch detention, in school suspension, out of school suspension, alternative educational placement, and expulsion. Please see the Student Code of Conduct on the website for more information.

Procedures for Use of Restraint and Time-Outs

School employees, volunteers or independent contractors are authorized to use restraint in the event of an emergency and subject to the following limitations:

Only reasonable force, necessary to address the emergency, may be used.

- The restraint must be discontinued at the point at which the emergency no longer exists.
- The restraint must be implemented in such a way as to protect the health and safety of the student and others.
- The student may not be deprived of basic human necessities.
- At no time, however, may a student be placed in seclusion. A student with a disability may not be confined in a locked box, locked closet or other specially designated locked space as either a discipline management practice or a behavior management technique.

No Put-Down Policy

In an effort to deal with bullying and to ensure student safety, Seashore Learning Center has a “No Put-Down Policy.” This policy will be addressed by the teacher and students will be instructed in some strategies to prevent bullying, whether physical, verbal, or electronic. Students who violate this policy will be subject to disciplinary action.

Seashore currently uses [Kelso’s Choice](#), a conflict-management curriculum focused on the role of each child as a peacemaker. The program offers nine options students can choose from to resolve minor conflicts on their own, and training on how to determine the difference between minor problems and more serious problems that require an adult’s help.

Bullying occurs when a student or group engages in written or verbal expression, expression through electronic methods, or physical conduct against another student on school property, at a school-sponsored or related activity, or in a district-operated vehicle, and the behavior:

- Results in harm to the student or the student’s property,
- Places a student in reasonable fear of physical harm or of damage to the student’s property, or
- Is so severe, persistent, and pervasive that it creates an intimidating, threatening, or abusive educational environment.

This conduct is considered bullying if it exploits an imbalance of power between the perpetrator(s) and the victim, and if it interferes with a student’s education or substantially disrupts the operation of the school.

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent to notify the teacher or Principal as soon as possible. The Principal will investigate any allegations of bullying. If the results of the investigation indicate bullying has occurred, the Principal will take appropriate disciplinary action. The Principal will contact the parents of the victim and of the student who was found to have engaged in bullying. The Principal may, in response to identified bullying, decide to transfer a student found to have engaged in bullying to another classroom on campus. The parent of a student who has been determined to be a victim of bullying may request their child be transferred to another classroom on campus. Available counseling options will be provided to these individuals, as well as any identified witnesses to the bullying. Any retaliation against a student who reports bullying is prohibited. Disciplinary action may be taken even if the conduct did not rise to the level of bullying.

Technology Use and Internet Access

Your child's safety and security are our top priorities. Students do have access to the internet while on campus. While SLC makes every effort to avoid inappropriate material through blockers, we cannot guarantee that students will not come across objectionable material while utilizing the internet. Parents are provided the opportunity in the student registration paperwork to opt-in or opt-out of allowing their child school access to these services while on campus.

Dress Code and Uniform Guidelines

Student Appearance

Uniforms are a great equalizer which encourage pride in personal appearance as well as eliminate self-consciousness. Uniforms are mandatory for all students at Seashore Learning Center. Only uniforms purchased from the approved vendor are allowed and are available throughout the year.

Information packets for complete uniform guidelines are available at the school office. There will be no substitutions. Every child is required to come in complete uniform each day. All children are expected to wear a collared uniform shirt (no uniform t-shirts) and uniform bottom on field trips unless otherwise instructed.

A recycling program for gently worn uniforms is also available throughout the year in the school office.

General Clothing

Make sure items worn to school are school uniform items. Shirts need to be purchased from the designated vendor. Shorts and skirt lengths need to be at an appropriate length for each of the day's activities. Shorts, shirts, and pants must be khaki and without cargo pockets or outside stitched pockets. Capri's are acceptable as pants. Collared shirts are required Monday through Thursday. School designed and approved T-shirts are optional on Fridays only. Uniforms should be worn with pride, free of holes and/or tears.

Tommy Hilfiger is the uniform vendor for Seashore Learning Center. Please view the required uniforms at <https://www.globalschoolwear.com/>. All student tops should be purchased from Tommy Hilfiger. However, bottoms can be purchased anywhere as long as the bottoms meet *all* the following requirements:

- Uniform style
- Khaki
- Interior pockets (no exterior pockets which includes cargos and carpenter pants)
- All bottoms must have at least a 3" in seam or be fingertip length
- Design free

General Criteria

A student's personal dress and grooming shall not:

- Lead staff to reasonably believe that such dress or grooming will disrupt, interfere with, disturb, or detract from School activities; or
- Create health or other hazards to the student's safety or to the safety of others.

Layers

Leggings or tights may be worn under uniform bottoms as long as they are solid red, white, blue, or black. Non-uniform shirts may not be worn under the student's uniform, with the exception of a solid red, white or blue long sleeve shirt during cold weather.

Shoes and Socks

Students must wear closed-toe athletic tennis shoes that are ankle height or lower and secured with laces or velcro to ensure safety during daily activities. Shoes must be appropriate for an active school day. The following footwear is not permitted: Backless shoes, flip-flops, crocs, sandals, boots, ballet slippers, Mary Jane shoes, light-up shoes, shoes with wheels.

Exceptions may be made by the Principal for special events, such as Winter Tea.

Students are also required to wear solid red, white, blue, or black matching socks. Socks with prints or decorations are considered out of uniform and must be rolled down to the ankle.

Jewelry

Most jewelry should be left at home while attending school. It can become a distraction during class time and a safety issue during physical activity time. Seashore motif earrings or small necklaces will be allowed to accent uniforms. Body piercings are not allowed.

Make-Up

No make-up or tattoos (including fake tattoos/henna) are allowed.

Field Trip Uniform

All children will be asked to wear a collared uniform shirt (no T-shirts) and khaki bottoms while attending a field trip during school time, unless otherwise instructed.

Outerwear

Coats, sweatshirts, etc. should be neat, clean and in good repair. No inappropriate logo designs and/or advertisements will be permitted. Please place your child's name on any outerwear so that it can be returned in the event it is misplaced or left behind.

Dress Code Enforcement Procedures

If a student's dress or grooming is inappropriate or objectionable under these provisions, the Principal or designee shall request the student to make appropriate corrections and send a note/email home to the parents. If a student is out of uniform, the student may be asked to change into a donated uniform if there is one available. If the student continues to violate the dress code after written correction, the Principal or designee shall take disciplinary action under the Student Code of Conduct, including removal from class until the student complies with the dress code. Decisions of the Principal or designee regarding dress and grooming are final.

Vandalism Policy

Students are expected to treat the school and the grounds with respect. If a student vandalizes school property, the punishment will range from in-school suspension to expulsion and financial liability for the damages.

STUDENT INFORMATION

School and Office Hours

School hours are: 7:30 a.m. – 3:15 p.m., Monday thru Friday. Office hours are 7:30 a.m. – 4:00 p.m., Monday thru Thursday, 3:30 p.m. on Fridays. Buildings are closed at other times unless the student is attending an activity supervised by a staff member, such as tutoring and after-school clubs.

Aftercare

Aftercare is offered by Seashore Early Childhood Academy. Please call 361-949-1530 for more information. Aftercare is hosted on the Seashore Learning Center campus from 3:05-5:55 p.m. each school day.

It is the parent's responsibility to notify the classroom teacher in advance if a student will be attending Aftercare. It is also the parent's responsibility to notify Aftercare if their student will be absent, attending after school tutorials, participating in an afterschool club, or in any way will have a change in their regular Aftercare participation.

Pledges, Moment of Silence, and National Anthem

Each school day, students recite the Pledge of Allegiance to the United States flag, Pledge of Allegiance to the Texas flag, and sing the Star Spangled Banner. One minute of silence precedes the recitation of the pledges and singing. Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others. In addition, state law requires that the school provide for the observance of one

minute of silence at the beginning of the first class period when September 11 falls on a regular school day in remembrance of those who lost their lives on September 11, 2001. Parents may submit a written request to the Principal to excuse their child from reciting a pledge.

Recitation of the Declaration of Independence

State law requires students in social studies classes in grades 3–12 to recite a portion of the text of the Declaration of Independence during “Celebrate Freedom Week.” A student will be exempted from this requirement if a parent provides a written statement requesting that the student be excused, the School determines that the student has a conscientious objection to the recitation, or the parent is a representative of a foreign government to whom the United States extends diplomatic immunity.

Student’s Right to Pray

Each student has the right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instruction or other school activities. The school will not require, encourage, or coerce a student to engage in or refrain from prayer or meditation.

Student Curriculum Overview

Seashore Learning Center offers a child-centered, developmentally-appropriate curriculum designed to support the whole child. The instructional approach emphasizes the principles of child development, encourages individual interests, and honors cultural and linguistic diversity. Learning is viewed as a social process, and the curriculum promotes active student engagement through:

- Interdisciplinary instruction aligned with the Texas Essential Knowledge and Skills (TEKS)
- A variety of instructional methods, including learning stations, cooperative learning, discovery lessons, direct instruction, peer tutoring, and technology integration
- Real-world experiences such as community field trips
- Differentiated strategies such as tiered assignments, modeling, discussions, problem-solving tasks, and hands-on manipulatives

This well-rounded approach fosters meaningful learning and student growth in a supportive, engaging environment.

Assessment and Accountability

Assessing and evaluating is an on-going process and is accomplished by using:

- Portfolios
 - Student-led conferences (parents must attend)
 - Instructional assessment
 - Observation
 - Professional judgment
- TEA approved Reading Screener (Grades K – 2)

State Testing

STAAR

- [STAAR](#) (State of Texas Assessments of Academic Readiness) Grades 3–4 In addition to routine tests and other measures of achievement, students at certain grade levels will take state-mandated assessments, such as the STAAR, in the following subjects:
 - Mathematics, annually in grades 3–4
 - Reading, annually in grades 3–4
- Accommodations are available for eligible students on the STAAR assessment. Eligibility is determined by special program committees. These committees include: ARD (Admission, Review, & Dismissal) committee for special education students, 504 committee for students receiving 504 accommodations, RTI (Response to Intervention) for students receiving certain classroom interventions, and the LPAC (Language Proficiency Assessment Committee) for English Language learners. [Texas English Language Proficiency Assessment System](#) (“TELPAS”)

TELPAS

The Texas English Language Proficiency Assessment System (“TELPAS”) is a system of statewide assessments administered to all Limited English Proficient (“LEP”) students in grades K–4. The TELPAS measures English ability based on the stages of language development of second language learners. These results will further the understanding of the educational needs of LEP students by providing a state-level measure of both their current academic English levels and their annual progress in English.

Fitness Testing

According to requirements under state law, the School will annually assess the physical fitness of students. The School is not required to assess a student for whom, as a result of disability or other condition identified by rule or law, the assessment exam is inappropriate.

Enrichment Program

- Seashore Enrichment Academic Program (SEA Program) offers curricular opportunities above and beyond the Texas Essential Knowledge and Skills
- Accelerated instruction and project-based learning benefit children with exceptional capabilities in the areas of reading/language arts and math
- An assessment period at the close of the academic year will be held for acceptance into the SEA Program the following academic year

Special Programs

ESL

Seashore Learning Center offers English as a Second Language (“ESL”) services for English language learners who are limited in their English proficiency. ESL support services are designed to assist students identified as having Limited English Proficiency with development in language – listening, speaking, reading, and writing. The goal of this program is to provide additional English language assistance to students, enabling them to become academically successful in all classes. Students are assessed with a state-approved Oral Language Proficiency exam and a Norm-Referenced Test to qualify for services. If the test results indicate either limited oral or limited academic English ability, the student (with parent approval) is provided additional English language support. All decisions are determined in a Language Proficiency Assessment Committee (“LPAC”).

Special Education Services

Seashore Learning Center has the responsibility of identifying, locating, and evaluating individuals with disabilities who are 5 to 21 years of age and who fall within the School’s jurisdiction. If you know or suspect that your student has a disability, please contact the school’s Special Programs Coordinator for information about available programs, assessments, and services.

Seashore Learning Center provides a free appropriate public education to each qualified student with a disability, regardless of the nature or severity of the student’s disability. An appropriate education is the provision of regular or special education and related services that are (1) designed to meet the student’s individual educational needs as adequately as the needs of students who do not have disabilities are met; and (2) based on adherence to procedures that satisfy federal requirements for educational setting, evaluation and placement, and procedural safeguards.

Special education services are specifically designed to meet the unique needs of students with disabilities. Each student who receives special education services has an Individual Education Plan (IEP) which is developed by the student’s Admission, Review, and Dismissal (ARD) Committee. The ARD Committee considers the student’s disability and determines appropriate accommodations, supplementary aids, and/or services that are necessary for the student to participate in the general curriculum.

All special education services are provided in the least restrictive environment which may be special education settings, general education settings, or a combination of both. Qualified students with disabilities will be placed in the regular educational environment, unless the School demonstrates that education in the regular environment with the use of supplemental aids and services cannot be achieved satisfactorily. Should an alternate educational environment be necessary, the School will comply with all legal requirements regarding least restrictive environment and comparable facilities

for students with disabilities. In providing or arranging for nonacademic and extracurricular services and activities, the School will ensure that a qualified student with a disability participates with students who do not have disabilities to the maximum extent appropriate. All students receiving special education services are educated to the maximum extent appropriate with their non-disabled peers as well as participating in all school activities on the same basis as students who are not disabled. The *Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities*, can be obtained from the Special Programs Coordinator or at the Texas Education Agency Special Education Website:

https://tea.texas.gov/Academics/Special_Student_Populations/Special_Education/Special_Education/. For further information, please contact the School.

At any time, a parent is entitled to request an evaluation for special education services by presenting a written request to the Special Education Coordinator or Principal. The School must, within 15 school days of receiving the request, either (1) give the parent an opportunity to give written consent for the evaluation or (2) refuse to provide the evaluation and provide the parent with written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parents of their rights if they disagree with the School. Additionally, the parent will receive a copy of the *Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities*.

If consent for evaluation is obtained, then School must complete the evaluation and report within 45 school days of the date the School receives the written consent. The School must give a copy of the evaluation report to the parent. A meeting to discuss results will be held within 30 days from the report date.

Section 504 Services

To be eligible for services and protections against discrimination on the basis of disability under Section 504 of the Rehabilitation Act, a student must be determined, as a result of an evaluation, to have a “physical or mental impairment” that substantially limits one or more major life activities, has a record of having such impairment, or is regarded as having such impairment. Classroom and assessment accommodations will be provided to eligible students. If a student has or is suspected of having a disability, or requires special services, parents or teachers should contact the Special Programs Coordinator for information concerning available programs, assessments, and services.

Dyslexia and Related Disorders

Students who exhibit difficulties in phonological awareness, single word reading, fluency, and spelling may be evaluated for dyslexia in accordance with programs, rules and standards approved by the state. Parents will be notified should the School determine a need to identify and serve their student for dyslexia and related disorders.

Multi-Tiered System of Supports

Multi-Tiered System of Supports (MTSS) is a whole child approach to provide targeted interventions and support to struggling students. MTSS supports academic growth and achievement; as well as behavior, social-emotional learning needs and absences. MTSS grew out of the integration of two other intervention-based frameworks: Response to Intervention (RTI) and Positive Behavior Interventions and Supports (PBIS). MTSS provides a framework to respond and intervene to students with challenges that interfere with their ability to learn. The MTSS model can help general education students receive interventions earlier. It can also help identify which students need special education. Students are screened throughout the year to measure progress. Adjustments to small group instruction, after school tutorials, and reteaching opportunities for those needing support after each assessment window.

If a student is experiencing learning difficulties, the parent may contact the Curriculum and Instructional Coordinator to learn about the School's overall general education referral or screening system for support services.

Field Trips and Travel

Field Trip Guidelines for Volunteers

Thank you so much for being willing to help on Seashore Learning Center field trips. Here are some guidelines to help make the experience as safe and enjoyable as possible for everyone.

- State law and Island Foundation policy requires that all volunteers must have completed a background check before the event. This includes any adult riding in a vehicle with the children. (Forms are available at the office.) A copy of current vehicle liability insurance and driver's license must also be on file in the office.
- Volunteers need to show up at the time requested by the teacher. Please fuel ahead of time. There will be a necessary pre-field trip briefing led by the organizing teacher. This will include maps and directions.
- Teachers will have pre arranged student groups. Do not switch students without the direct permission of the teacher organizer. This could result in leaving a student behind or an unnecessary wait while someone searches for the student. This includes vans, cars, hotel rooms, teams, etc. Please take a headcount before and after any transition to ensure your group stays together.
- For the safety of all students, the driver may not talk or text on cell phones while driving with students. Please assign a student to help you with the phone. Every driver will have the organizer's phone number.
- Planned routes, directions, and tours must be adhered to including meal stops and rest stops. Convoys must follow lead vehicles. This will allow all students to arrive at the activity at the

planned time and ensure an opportunity for all students to benefit from the trip.

- Behavior, language, and attire of all participants should always best represent Seashore Learning Center as described in the Student Handbook. There is no smoking on field trips, at any time or any place, including leaving the group to take a “smoke break.” Unscheduled stops, buying students treats/food, and showing movies not rated G in a vehicle are all examples of activities that are not acceptable.
- Students who do not comply with directions should be taken to the organizing teacher. We take full responsibility for disciplinary issues.
- In any situation that a volunteer may have a problem, he or she needs to talk to the organizing teacher. Help make this a positive and productive trip by supporting the organizing teacher and staff.
- At no time should a parent volunteer take students anywhere on his or own. This is a liability issue for the parent and the school. Drivers should stay with the convoy and not make unscheduled stops. Should you experience or have to make an emergency stop, please notify the teacher organizer immediately.
- We understand there may be unexpected conflicts, so once you have committed to driving, please notify the teacher well in advance if you will be unable to participate. An inadequate number of drivers jeopardizes the field trip for all students, and could result in the cancellation of the experience. If you must cancel at the last minute. It would be a huge help if you could find another parent to take your place.

Tutorials

Tutorials are used to give teachers the opportunity to re-teach certain objectives and concepts to students, thus allowing these students to master objectives and improve their success level by supporting their specific areas of difficulty. Teachers offer after-school tutorials based on their assessment data. Due to student privacy and confidentiality in these small groups, parents are not invited to these sessions.

Academic Expectations and Grading Guidelines

Plagiarism

Plagiarism is defined as the act of representing the work of another as one's own without giving appropriate credit, regardless of how that work was obtained, and submitting it to fulfill academic requirements. Seashore Learning Center believes in the importance of honesty and integrity. Students must not plagiarize or copy from others and present the work as their own.

Students shall not:

- Use any books or materials that do not meet with the teacher's approval.
- Communicate verbally or otherwise with other students during exams.
- Communicate with other students about exams that have previously been taken.
- Copy another student's homework.
- Steal another student's property in order to prepare for an exam.
- Present or represent someone else's ideas or work as their own.

Doing academic work requires that the work you turn in is your own. A paper that is written by Artificial Intelligence (AI) is not considered your own original work. It does not matter which AI program/software you use. Using any of these to write your papers is considered a form of plagiarism. It is important to note that tools that check your writing are okay to use. Examples can include the autocorrect feature in Google Docs and the app Grammarly. These tools, which scan pieces of writing for errors and/or make suggestions for edits, are very different from AI programs that write entire papers. The key difference is that it is your own original writing that is being scanned for possible mistakes versus AI that does all the writing for you.

The consequence for cheating or plagiarism may result in parent/guardian contact, a grade of zero, and/or disciplinary follow-up.

Homework Guidelines

Homework reinforces previously taught skills – no new content.

Teachers communicate expectations clearly and provide timely feedback.

Late/Make-Up Work

Students receive number of days missed + 1 to turn in assignments.

After the deadline, assignments may be marked late.

Report Cards

Report Cards: Sent at the end of each 9-week period

Seashore Learning Center – K-4 Grading Policy

2025–2026 School Year | 9-Week Reporting Periods

Fine Arts and PE

Music, art, and physical education will be indicated by an "E" denoting excellent achievement, an "S" denoting satisfactory achievement, an "N" denoting needs improvement, or a "U" denoting unsatisfactory. Parents are urged to carefully examine their child's report card and promptly return the report card envelope to school with their signature. Parents are invited to conference with their child's teachers regarding any questions they might have about the report card.

Kindergarten – 2nd Grade

Standards-Based Reporting

A skills checklist is used to report progress of the grade level standards. These standards are derived from the state-required Texas Essential Knowledge and Skills (TEKS). The skills checklist is issued every 9 weeks. Student progress of grade level standards is determined using assessments, running records, checklists, and surveys.

Mastery Scale:

ES = Exceeds Grade Level Standards

MS = Meets Grade Level Standards

AS = Approaches Grade Level Standards

GN = Growth Needed

Blank = Unintroduced standard

3rd - 4th Grade

Grading Scale (Grades 3–4)

A = 90–100

B = 80–89

C = 70–79

F = Below 70

Grade Weighting Policy

All assignment types are weighted equally when calculating student grades. To maintain fairness and consistency:

- Each assignment, regardless of type (classwork, homework, quizzes, tests, projects, or benchmarks), contributes equally to the overall average.

- Benchmark assessments may be recorded twice in the gradebook to emphasize their importance; however, each entry is still weighted equally with all other assignments.

Example:

If a student has 8 total grade entries—6 different assignments and 1 benchmark test entered twice—the final grade will be the average of those 8 entries.

Minimum Grades Per 9 Weeks

Subject	Minimum Grades
Math	12
RLA	12
Science	6
Social Studies	6

- **A minimum of one (1) grade per instructional week should be entered for Reading, Math, and Science or Social Studies.**

Redo/Retake Opportunities

- Allowed once per subject per 9 weeks on failing grades.
- Must be completed within 5 school days of grade posting.
- Maximum grade that can be earned: 70.
- Original grade stands if retake grade is lower.

Late Work Policy

- 1 Day Late: -10 points
- 2 Days Late: -20 points
- 3+ Days Late: -30 points
- Teachers may waive penalties for special circumstances.

Progress Reports

Progress Reports: Sent mid-quarter

**** Please note that Individual Education Plans (IEP's) or 504 Individual Accommodation Plans may address components within the grading policy. In such cases, the IEP or 504 Plan supersedes the SLC Grading Policy. All teachers will follow the IEP or 504 Plan in terms of grading and assessment.*

Transportation Device Guidelines

Bicycle racks are available in front of the gymnasium and playground areas. Bicycles should be locked. Students are not permitted to use skateboards, scooters, roller blades, or bicycles/e-bikes on campus at any time. If a student is using any of the above instruments as a means of transportation to or from school, he or she must walk and/or carry the means of transportation while on campus.

STUDENT HEALTH AND SAFETY

Illness Procedures

When a child becomes ill at school, the child's teacher or administration will contact the parent/guardian on the emergency list. A child cannot leave the campus unless a parent/guardian or emergency contact has been notified.

There are some conditions that will require you to keep your student at home while he/she is contagious. These conditions include fever, diarrhea, vomiting, chicken pox, ringworm or pinkeye. Students must be fever, vomit and diarrhea free for 24 hours before they will be allowed to return to school. Students will also be sent home from school for the above conditions as well as for other illnesses or injuries which, in the Principal's opinion, keep the student from being able to participate in school.

Emergency Medical Treatment

If a student has a medical emergency at school or a school-related activity and the parent cannot be reached, school staff will seek emergency medical treatment unless the parent has previously provided a written statement denying this authorization. Parents should keep emergency contact information current (e.g., name of doctor, emergency phone numbers, allergies, etc.) with the school.

Medication Policies

Prescription and Over the Counter

Seashore Learning Center does not have a school nurse. Designated personnel dispense medication to students after a completed request form is filled out by the parent and as prescribed by doctors and directed by parents/guardian to include cough drops and throat lozenges. Any medicines (including over-the-counter) must be in their original containers. Prescribed medications must bear the original label showing the student's name, dosage, physician's name, pharmacy and date filled.

All medicines are to be taken to the office immediately upon arrival to school, accompanied by a medication request form from the parent requesting administration of medication.

Parents are encouraged to schedule the administration of student medicine so that medication brought to school is kept at a minimum.

Asthma and Anaphylaxis Medication

Asthma and anaphylaxis are life threatening conditions, and students with those conditions may be allowed to possess and self-administer prescription medication for those conditions during the school day or at School-related events. Student possession and self-administration of asthma or anaphylaxis medication at school require the student to demonstrate his or her ability to self-administer the medication for the physician or licensed health care provider and the Principal or designee. Requirements also include written authorization from the student's parent and physician or other licensed health care provider on file in the School office indicating the student is capable of independently administering his or her own asthma or emergency anaphylaxis medication. With these safeguards in place the student may possess and self-administer his or her prescribed medication at his or her discretion during school hours or at School-related events.

Written authorizations to self-administer asthma or anaphylaxis medication should be updated annually unless otherwise indicated by the student's physician.

Medication in a student's possession must be in an original container with a prescription label. Please note that most pharmacies will place a label on the inhaler device upon request.

Bacterial Meningitis

Texas Education Code 38.0025 requires Seashore Learning Center to provide the following information:

What is meningitis?

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is common and most people recover fully. Parasitic and fungal meningitis are very rare. Bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

What are the symptoms?

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms. Children (over two years of age) and adults with meningitis commonly have a severe headache, high fever, and neck stiffness or joint pains. Other symptoms might include nausea, vomiting, discomfort looking into bright lights, confusion, and sleepiness. In both students and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body. The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

How serious is bacterial meningitis?

If diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases, it can be fatal or a person may be left with a permanent disability.

How is bacterial meningitis spread?

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing and sharing drinking containers, utensils, or cigarettes, coughing or sneezing). The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

How can bacterial meningitis be prevented?

Maintaining healthy habits, including getting plenty of rest, can help prevent infection. Using good health practices such as covering your mouth and nose when coughing and sneezing and washing your hands frequently with soap and water can also help stop the spread of the bacteria. Students should not share food, drinks, utensils, toothbrushes, or cigarettes. Students should limit the number of persons they kiss. There are vaccines available to offer protection from some of the bacteria that can cause bacterial meningitis.* The vaccine is safe and effective (85-90 percent). It can cause mild side effects, such as a redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

What should students do if they think they or a friend might have bacterial meningitis?

Students should seek prompt medical attention.

Where can students get more information?

A family doctor and the staff at the local or regional health department office are excellent sources for information on all communicable diseases. Parents and students may also call the local health department or Regional Texas Department of Health office to ask about the meningococcal vaccine. Additional information may also be found at web sites for the Centers for Disease Control and Prevention (<http://www.cdc.gov>) and the Texas Department of State Health Services ("TDSHS") (<http://www.dshs.state.tx.us>).

*Please note that the TDSHS requires at least one meningococcal vaccination between grades 7 and 10, and state guidelines recommend this vaccination be administered between age 11 and 12, with a booster dose at 16 years of age. Also note that entering college students must show, with limited exception, evidence of receiving a bacterial meningitis vaccination within the five-year period prior to enrolling in and taking courses at an institution of higher education.

Immunization Requirements

A student is required to be in compliance with the Texas Minimum State Vaccine Requirements for Students Grades K-12. It can be found at <http://www.dshs.state.tx.us/immunize/school>. Proof of immunization from a licensed physician or public health clinic (with signature, rubber-stamp validation, titer levels) must be provided to Seashore Learning Center. In the case of Varicella (chicken pox), a signed statement is required from the parent indicating the approximate month and year in which the student had the illness.

Provisional Enrollment

A student can be enrolled provisionally for no more than 30 days if he or she transfers from one Texas school to another, and is awaiting the transfer of the immunization record. A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate required vaccine. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the School. Seashore Learning Center shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. If at the end of the 30-day period, a student has not received a subsequent dose of vaccine, then the student is not in compliance and the School shall exclude the student from school attendance until the required dose is administered.

A student who is homeless, as defined by the [McKinney Act \(42 U.S.C. § 11302\)](#), shall be admitted temporarily for 30 days if acceptable evidence of vaccination is not available. The School shall promptly refer the student to appropriate public health programs to obtain the required vaccinations.

Exclusions from Immunization Requirements

Exclusions from immunization requirements are allowable on an individual basis for medical reasons, reasons of conscience (including a religious belief), and active duty with the armed forces of the United States.

To claim exclusion for medical reasons, the student must present a statement signed by the student's physician (M.D. or D.O.), duly registered and licensed to practice medicine in the United States who has examined the student, in which it is stated that, in the physician's opinion, the vaccine required is medically contraindicated or poses a significant risk to the health and well-being of the student or any member of the student's household. Unless it is written in the statement that a lifelong condition exists, the exemption statement is valid for only one year from the date signed by the physician.

To claim an exclusion for reasons of conscience, including a religious belief, a signed DSHS

affidavit must be presented by the student's parent, stating that the student's parent declines vaccinations for reasons of conscience, including because of the person's religious beliefs, the affidavit will be valid for a two-year period. The form affidavit may be obtained by writing the TDSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347, or online at <https://webds.dshs.state.tx.us/immco/default.aspx>. The form must be submitted to the Principal within 90 days from the date it is notarized. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student. Students, who have not received the required immunizations for reasons of conscience, including religious beliefs, may be excluded from school in times of emergency or epidemic declared by the commissioner of public health.

Immunization Records Reporting

The School's record of a student's immunization history, while private in most instances, may be inspected by the Texas Education Agency, local health departments, and TDSHS and transferred to other schools associated with the transfer of the student to those schools.

Physical Education and Health Screenings

Physical Education Requirements

All students in grades K–4 will engage in at least 150 minutes of physical activity each week as part of the physical education curriculum.

Physical Education Exemption

Short-term exemptions from physical education are possible for students who have physical handicaps, illnesses, or other incapacities that a physician deems severe enough to warrant exemption or severe enough to warrant modified activity in such classes. Each case is handled on an individual basis as follows:

- Each request for exemption or for modified activity must be accompanied by a physician's certificate. Such certificates are honored, but must be renewed each year.
- When the certificate will allow modified activities in class, the student should remain in physical education class. The teachers adjust the activities of the student to the disability.
- An exempted student may be admitted to regular physical education activities only upon presentation of a written statement from the same physician who signed the original exemption.

Physical Examinations/Health Screenings

Health screenings that are required such as vision, hearing, and diabetes will be given throughout the year. Request for authorization is on the enrollment form. Parents will be notified of your child's results.

Exemption: A student is exempt from screening requirements if screening conflicts with the tenets and practices of a recognized church or religious denomination of which the individual is an adherent or a member. To qualify for the exemption, the individual or, if the individual is a minor, the minor's parent, managing conservator, or guardian, must submit to the Principal or designee on or before the day of admission an affidavit stating the objections to screening.

Interrogations and Searches

In the interest of promoting student safety and attempting to ensure that the School is safe and drug free, School officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law. Administrators, teachers and other professional personnel may question a student regarding the student's own conduct or the conduct of other students. In the context of school discipline, students have no claim to the right not to incriminate themselves.

Students shall be free from unreasonable searches and seizures by school officials. School officials may search a student's outer clothing, pockets, or property by establishing reasonable cause or securing the student's voluntary consent. A search is reasonable if (1) the school official has reasonable grounds for suspecting that the search will uncover evidence of a rule violation or a criminal violation and (2) the scope of the search is reasonably related to the circumstances justifying the search, such as the extent of the search, the objectives of the search, the age and sex of the student, and the nature of the infraction.

Desk/Backpack/Bag Searches

Students should have no expectation of privacy in the contents of their lockers, desks or other school property. Desks assigned to students remain at all times under the control and jurisdiction of the school. The school will make periodic inspections of desks at any time, with or without notice or student consent. School officials will remove any item that violates school policy or that may potentially be dangerous. Students have full responsibility for the security of their desks, and shall be held responsible for any prohibited items found therein. A student's parent shall be notified if any prohibited articles or materials are found in a student's desk, or on the student's person.

Safety and Security Procedures

Our first concern is always the safety and emotional well-being of our students. Access to the SLC classrooms is through the keycard locked door ONLY. Side doors are locked throughout the school day. To further facilitate student security there is a designated area for parents who pick up their

children at dismissal time. While the School has implemented safety procedures, the cooperation of students is essential to ensure school safety. Students should:

- Avoid conduct that is likely to put the student or other students at risk;
- Follow the behavioral standards in this Handbook, as well as the Student Code of Conduct and any additional rules for behavior and safety set by the Principal or designee, teachers, or school staff;
- Remain alert to and promptly report to school staff safety hazards, such as intruders on campus and threats made by any person toward a student or school staff member;
- Know emergency evacuation routes and signals; and
- Immediately follow the instructions of school staff who are overseeing the welfare of students.
- Seashore Charter Schools maintains an Emergency Operations Plan (EOP) that includes active threat protocols and coordination with local law enforcement. The school regularly conducts threat assessments and ensures access control on all campuses. A school safety committee meets regularly to review procedures.

School Marshals

District Appointed Personnel of Seashore Charter Schools are trained and licensed by the Texas Commission on Law Enforcement (TCOLE) as school marshals. As such, they are armed and authorized by the district to use any force necessary to protect our students, staff, and community members while on our premises.

Safety Drills

SLC will conduct periodic drills for different types of emergencies, such as active shooter, fire drills, lockout, lockdown, evacuate, shelter, or hold. Teachers will take emergency cards and their emergency backpack and call roll in their assigned areas. All students are expected to listen and follow directions.

Seashore Charter Schools maintains an Emergency Operations Plan (EOP) that regularly conducts safety drills and ensures access control on all campuses. A school safety committee meets regularly to review procedures.

Safe Schools Choice

A student may be allowed to transfer out of Seashore Learning Center to attend a safe public elementary or secondary school within the student's home district, if the student:

- Attends a persistently dangerous public elementary or secondary school, as defined by the Texas Education Agency, or
- Becomes a victim of a violent criminal offense, as determined by state law, while in or on the grounds of Seashore Learning Center

A student may be allowed to transfer into Seashore Learning Center if the grade level position of the victim is available. If not, the student will be eligible for the school's waiting list and will be directed to attend the local home school district.

Prohibited Substances and Items

Alcohol-Free School Notice

In order to provide a safe and alcohol-free environment for students and employees, all alcoholic beverages are prohibited on Seashore Learning Center property at all times, and at all School-sponsored activities occurring on or off School property. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Tobacco-Free School Notice

Smoking and using smokeless tobacco, including electronic cigarettes, is not permitted in School buildings, vehicles, on or near School property, or at all School-sponsored activities occurring on or off School property. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Drug-Free School Notice

Seashore Learning Center believes that student use of illicit drugs is both wrong and harmful. Consequently, the School prohibits the use, sale, possession, or distribution of illicit drugs by students on School premises or any School activity, regardless of its location. The School also prohibits the use, sale, possession, or distribution of look-alike substances and/or synthetic substances designed to imitate the look and/or effects of illicit drugs. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Child Sexual Abuse and Other Mistreatment of Children

It is important to be aware of warning signs that could indicate a child may have been or is being sexually abused. Sexual abuse in the Texas Family Code is defined as any sexual conduct harmful to a child's mental, emotional, or physical welfare as well as a failure to make a reasonable effort to prevent sexual conduct with a child.

Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS) division of the Texas Department of Family and Protective Services at 800-252-5400 or on the Web at <http://www.txabusehotline.org>.

School administrators will cooperate with law enforcement investigations of child abuse, including investigations by the Texas Department of Protective and Family Services. School officials may not refuse to permit an investigator to interview at school a student who is alleged to be a victim of abuse or neglect.

School officials may not require the investigator to permit School personnel to be present during an interview conducted at school. Investigations at school may be conducted by authorized law enforcement or state agencies without prior notification or consent of the student's parents.

As a parent, if your child is a victim of sexual abuse, the school counselor will provide information regarding counseling options for you and your child. The Texas Department of Family and Protective Services (TDFPS) also manages early intervention counseling programs. To find out what services may be available, see: <http://www.helpandhope.org/hotlines.html>

The following Web sites might help you become more aware of child sexual abuse:

<http://www.tea.state.tx.us/index2.aspx?id=2820>

<http://sapn.nonprofitoffice.com/>

<http://www.taasa.org/member/materials2.php>

http://www.oag.state.tx.us/AG_Publications/txts/childabuse1.shtml

http://www.oag.state.tx.us/AG_Publications/txts/childabuse2.shtml

DAILY PROCEDURES AND EXPECTATIONS

Lunchtime Procedures

Students at Seashore Learning Center are required to bring their own lunch to school. Our lunch program provides the opportunity for children to learn life skills such as table manners, social cues, and appropriate behavior. Each student participates in the preparation and clean-up of lunch. Please have your child bring a healthy lunch and something that is easy for your child to prepare himself. No sodas are allowed at lunchtime. Microwaves and water fountains are available. However, the use of the microwave is limited to 60 seconds per student. Please prepare lunch ready to eat, in containers appropriate for the food, from which the students can eat, such as microwave safe plastic ware for heat-ups and thermoses for soup. For example, apples should be cut and oranges should be peeled or sliced. Send a water bottle and/or other drink every day. Students are encouraged to recycle containers from their lunch, and to take home any uneaten food, as appropriate.

Food in Classrooms/Nutrition

Class schedules are designed to allow a morning snack break. Please send your child with a healthy snack that can be easily opened and consumed. Students are prohibited from sharing food due to

individual dietary limitations and sanitary purposes. On occasion, the teacher or families may provide a treat for a celebration. If your child has dietary restrictions, it is encouraged that you provide allowable treats that can be stored in the classroom that your child may consume during a celebration.

Birthdays and Celebrations

Invitations for parties outside of school may be delivered on campus if the child's entire class is invited.

Fundraising Procedures

Student classes, outside organizations, and/or parent groups occasionally may be permitted to conduct fundraising drives for approved school purposes. Permission must be received from the Principal before the event. Fundraising activities not approved by the Principal are not permitted on school property.

Display of Student Work

Teachers may display student work in classrooms or elsewhere on campus as recognition of student achievement. However, the school will seek parental consent before displaying student artwork, special projects, photographs taken by students, and other original works on the school's website, on any campus or classroom website, in printed materials, by video, or by any other method of mass communication. The school will also seek consent before displaying or publishing an original video or voice recording in this manner.

Videotaping and Media Consent

Students are occasionally videotaped/photographed by local news, print media, and school personnel for performances, showcasing work, or honorable mentions. If this exposure is deemed inappropriate by parents/guardians, please notify the office in writing. We recognize parents take pictures of their children at school events, but we request that you respect the privacy of others when posting pictures to social media sites.

Valuables and Lost & Found

All "Lost and Found" items will be held in the office or gym. Please encourage your child to check for lost items. Unclaimed items will be donated to charity at the end of each semester.

Students are responsible for all personal possessions; therefore the following guidelines are suggested:

- Do not send valuables to school
- Send checks for all school related purchases. Teachers do not have cash in their classrooms
- Make sure all items are labeled with the student's name

Deliveries to Classrooms

Please drop off all forgotten, but necessary items at the office, such as forgotten homework, lunch, or a backpack. The teacher will be notified of such items and pick them up. Packages such as flowers, balloons, etc., delivered by a carrier will not be taken to the classroom. These items may be picked up from the office at the end of the day.

PARENT AND COMMUNITY INVOLVEMENT

Parent Responsibilities and Communication

The parents of the student body play a crucial role at Seashore Learning Center. Seashore was started by parents and community members. Its continued existence and survival will always be dependent on them. Remember, parents are the first and primary educators of their children and continue in this role even while their child is in school. Parents are strongly encouraged to be active team members in the education of the students at Seashore Learning Center. This partnership will help assure the most appropriate education for every student. Some of the parents' specific responsibilities include:

- Attend two nine-week Parent/Student/Teacher portfolio conferences held in October and January, others as needed
- Inform teachers of any educational concerns or ideas
- Actively participate in parental involvement opportunities throughout the year
- Provide timely transportation to and from school for their child
- Send their child to school daily with a nutritious lunch (no carbonated drinks allowed)
- Adhere to the School Uniform Guidelines
- For safety purposes, any field trip driver shall not use a cell phone while transporting students in private vehicles
- Emails are sent from the office on Tuesdays and Thursdays to keep our families informed of campus activities.
- All parents are strongly encouraged to participate in the various involvement opportunities throughout the year, including providing enrichment opportunities in the classroom. We encourage you to share your real world experiences with our children!
- Visitors: *All visitors must check in at the school office and receive a visitor's badge and door key. Students will not be allowed to open doors for any adult on campus at any time. Doors will be opened only by Seashore employees and only to adults who have checked in and acquired a badge at the office. Students will not be released to an adult without a badge.*

Visitors and Volunteers

Visitors

All visitors must sign-in at the office and obtain a visitor's badge in order to visit teacher's classrooms. The only exception to the sign-in procedure is community events hosted in the gym (ex: Winter Tea, Lone Star Stampede) where visitors may proceed directly to the event.

All parents/guardians must stop by the office desk if they plan to pick up a child early. Parents/guardians/others who pick up children need to provide proper identification being allowed to remove a child from campus.

Any visitor identified as a sex offender shall be escorted by school personnel at all times during a school visit and shall have access only to common areas of the campus, or other areas as permitted by the Principal or designee.

Visits to individual classrooms during instructional time are permitted only with approval of the Principal or designee and teacher, and as long as the duration or frequency of the visits do not interfere with the delivery of instruction or disrupt the normal school environment.

Occasionally, community events may be held on campus during school hours

All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted.

Volunteers

All volunteers for classroom activities will attend a brief informational meeting. They will have the opportunity to discuss and/or clarify understanding of "*The Seashore Way*" and procedures put in place to ensure a positive experience for all. Additionally, visitors are required to wear visitor badges.

WITHDRAWALS AND RECORDS

Student Withdrawal Process

Parents must inform Seashore Learning Center administration of their intent to withdraw their child from school at least 48 hours before their last day in school so records can be cleared, withdrawal forms issued, and teachers contacted. Parents must see that all textbooks and other school property are returned to the classroom before their last day of school.

Student Records and FERPA

Any student admitted to the school must have records such as report cards and/or transcript from the previous school attended to verify his or her academic standing. Verification of residency and current immunization records are also required. Every student enrolling in the School for the first time must present documentation of immunizations as required by the [Texas Department of State Health Services](#).

No later than 10 days after enrolling in the School, the parent and school district in which the student was previously enrolled shall furnish records that verify the identity of the student. These records may include the student's birth certificate or a copy of the student's school records from the most recently attended school.

Seashore Learning Center will forward a student's records on request to a school in which a student seeks or intends to enroll without the necessity of the parents' consent.

Federal and state law safeguards student records from unauthorized inspection or use. All academic and disciplinary records are considered confidential education records. Release of this information is restricted to: parents – unless parental rights have been legally terminated; district staff members with “legitimate educational interest”; some governmental agencies; and a school to which a student transfers or enrolls.

The [FERPA](#) law specifies some information as “Principal Information” and it can be released to anyone who follows procedures for requesting it. This information includes: name, address, telephone number, date of birth, photograph, grade level, dates of attendance, and honors and awards. A student's name, address, and phone number may be omitted from the Principal if the parent so chooses.