



2023/24

Student & Family Handbook

Parent/Guardian
Acknowledgement Signature Page

Thank you for taking the time to review the Handbook.
Please return this 2-page form to Mill Falls, no later than Friday, Sept. 18, 2023

The Handbook may also be viewed on our website here: <https://millfalls.org/parents/>

Please be sure to **check each box below** indicating you have reviewed that section, and then **please sign below** to acknowledge that you have thoroughly reviewed the Handbook.

Thank you, Your Mill Falls Administrative Team

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- ABOUT US** Who We Are; Our Mission; Our History; Our Model
 - MILL FALLS: A PUBLIC CHARTER SCHOOL**
 - ABOUT MONTESSORI**
 - MILL FALLS: A PUBLIC MONTESSORI LEARNING ENVIRONMENT:** Educational Characteristics; Areas of Study; Classroom Configurations; Exploring the World Outside of the Classroom; Afterschool Programs; Parent/Guardian Involvement
 - SCHOOL GOVERNANCE & ORGANIZATIONAL STRUCTURE:** Mill Falls Charter School Board of Trustees; Mill Falls Charter School Foundation; Parent/Guardian Volunteer Partnership
 - ADMISSION & ENROLLMENT:** Enrollment Policy & Process
 - GOING TO SCHOOL:** School Calendar; School Supplies; Student Information Files, School Day; Arrival & Dismissal by Car; Bus Transportation
 - ATTENDANCE GUIDELINES:** Absence Policy & Procedures; Tardiness; Early Dismissal; School Closings or Delays; Chronic Late Pickups
 - FOOD:** Snacks; Lunch; Allergies; Recycling
 - CHILD CARE PROGRAM:** Before Care
 - SCHOOL CULTURE:** Social Events; Celebrations; Field Trips; Appropriate Dress; Indoor Slippers or Shoes
 - COMMUNICATION BETWEEN HOME & SCHOOL:** Weekly Newsletter & ALMA; Mill Falls Charter School Website; Student Progress Conferences & Reports; Observations; Communicating with Staff; Parent Education; Technology & Social Media Guidelines
 - HEALTH RELATED POLICIES & PROCEDURES:** Injury, Illness & Infectious Disease; Administration of Medications at School; Suicide Prevention & Related Information
 - SUPPORT SERVICES:** Special Needs; 504 Plans; Student Support Coordinator; Reading Interventionist; ESOL (English for Speakers of Other Languages)
 - OPERATIONAL POLICIES:** Cell Phone Policy; Personal Property; Computer Use; Photography & Video Taping; Lost & Found
 - BEHAVIORAL EXPECTATIONS:** Process for Dealing with Disruptive Behavior; Grounds for Suspension; Bullying & Intimidation; Grounds for Immediate Suspension or Expulsion; Appeals/Grievance Procedures
 - SCHOOL SAFETY & EMERGENCIES:** Locked Doors; Criminal History Record Checks; Fire Drills; Emergency Response; Fire, Weapons, Illegal Substances & Tobacco; Child Abuse & Neglect; Harassment & Discrimination; FERPA

APPENDICES:

- Policy for Transporting Mill Falls Students in Personal Vehicles (*Appendix A*)
- Parent/Guardians' Guide to Classroom Observation (*Appendix B*)
- Common Code of Online Conduct (*Appendix C*)
- Student Safety & Violence Prevention Anti-Bullying Policy (*Appendix D*)
- Student Discipline & Due Process Policy (*Appendix E*)
- Grievance & Appeal Policy (*Appendix F*)
- Parent/Guardian Code of Conduct (*Appendix G*)
- Suicide Prevention Policy (*Appendix H*)
- Notification of FERPA Rights (*Appendix I*)
- 2023 Fall COVID Protocol (*Appendix J*)

By checking each of the boxes above, and signing below, I acknowledge that I have received and reviewed **The Mill Falls Charter School Student & Family Handbook**. I further understand that adhering to school guidelines is critical to the well-being of all members of our school community – students, families and staff.

Parent/Guardian Names & Signature(s):

Parent/Guardian Names: _____
(please print)

Signature: _____ Date: _____

Signature: _____ Date: _____

The following is/are the name(s) of my Mill Falls Student(s):

Student 1: _____

Student 2: _____

Student 3: _____

Student 4: _____