

# 2017-18 Family Handbook Table of Contents

<b>Part I – School Organization and Curriculum</b> -----	2
<b>School Overview</b> -----	2
<b>Waldorf Education</b> -----	3
<b>School Organization</b> -----	3
Faculty and Specialty Teachers -----	3
Administration -----	3
Board of Trustees -----	4
Tamarack Parent Association – Community Circle -----	4
<b>Curriculum</b> -----	4
Grade School Curriculum -----	4
Student Assessment -----	4
Standardized Tests -----	5
8 <sup>th</sup> Grade Graduation Requirements -----	5
Early Childhood Overview -----	6
Festivals -----	6
<b>Enrollment &amp; Re-Enrollment</b> -----	7
Transfer of Credit Policy -----	7
Transfer of Records Procedure -----	7
Application Appeals Process -----	7
Enrollment Probation -----	7
Classroom Requests -----	7
Re-Enrollment Issues -----	7
Extended Absence from School -----	8
<b>Part II - Daily Policies, Procedures and Guidelines</b> -----	8
<b>Attendance and Tardiness</b> -----	8
Attendance Policy -----	8
Truancy -----	9
Tardiness -----	10
Absentee and Tardy Reporting -----	11
Morning School Bells -----	11
<b>Visitor Policies</b> -----	11
General Procedures -----	12
Adult School Visitors -----	12
Student-Aged Visitors -----	12
<b>Child Custody Information</b> -----	12
Access to Pupils on School Grounds and Special Release of Pupils -----	12
<b>Drop-Off and Pick-Up Policies</b> -----	13
Entry to School Building -----	13
Speed Limit & Parking Policies -----	13
Drop Off -----	14
Pick-Up -----	14
<b>Before and After Care</b> -----	15
Drop-in Aftercare -----	15

<b>Transportation</b> .....	<b>15</b>
Public Transportation .....	15
Bicycles .....	15
Independent Departures .....	15
<b>Conduct in School</b> .....	<b>16</b>
Pledge of Respect .....	16
School Rules .....	16
Cell Phone Use .....	16
Conduct Outdoors .....	17
Non-Harassment Policy .....	17
<b>Pulaski Park</b> .....	<b>17</b>
Park Procedures .....	17
Playground/Outdoor Rules .....	17
<b>Disciplinary Action</b> .....	<b>18</b>
Consequences for Grades 1-3 .....	18
Consequences for Grades 4-8 .....	18
After School Detention for Grades 6-8 .....	19
Guidelines for Suspension .....	19
Probation .....	19
Expulsion .....	19
Sequence of Disciplinary Actions .....	20
Due Process .....	20
Parental Behavior at School .....	20
<b>Dress Code</b> .....	<b>20</b>
Dress Code Rationale .....	20
Dress Code .....	21
Assembly Dress .....	21
Kindergarten Dress Code .....	21
<b>Food Guidelines</b> .....	<b>22</b>
<b>Health and Safety Policies</b> .....	<b>23</b>
Emergency Contact Forms .....	23
Illness and Injury at School .....	24
Special Medical Needs .....	24
Immunizations .....	24
Communicable Conditions .....	24
Head Lice Policies .....	24
Weather Concerns .....	24
<b>Tamarack Sports</b> .....	<b>25</b>
<b>Part III - Parent Involvement, Communication &amp; Fundraising</b> .....	<b>26</b>
<b>Parent Involvement</b> .....	<b>26</b>
The Role of Parents at a Waldorf School .....	26
Pledge of Understanding .....	26
Parent-Teacher Conferences .....	27
Class Meetings .....	27
All-School Meetings .....	27

Tamarack Parent Association – Community Circle -----	27
Class Leaders and TPA-CC Reps -----	27
Parent Education Opportunities -----	27
<b>Volunteer Policies -----</b>	<b>28</b>
Parent, Grandparent and Community Volunteers -----	28
Alumni Volunteers -----	28
Concerns about Volunteers -----	29
Parent Drivers on Trips -----	29
<b>Communication -----</b>	<b>29</b>
School Office - -----	29
School Website and Emails -----	29
Newsletters -----	29
Parent Mail Folders -----	29
Parent Information and Bulletin Boards -----	30
Faculty, Staff and Board of Trustee Mail Folders -----	30
Notice of School Closings or Urgent Information -----	30
School Messenger -----	30
Family Directory and Faculty & Staff Contact Information -----	30
Community Agreement -----	31
Specific Communication Guidelines -----	31
Grievance Procedure and Conflict Resolution Guidelines -----	31
<b>Home Life, Sleep, and Screen Time Guidelines -----</b>	<b>32</b>
Rhythm, Repetition and Reverence -----	32
Sleep/Rest Requirements -----	32
Television and Other Media -----	32
<b>Fundraising Activities -----</b>	<b>33</b>
Annual Appeal -----	33
Fundraising Events -----	33
Class Fundraising - -----	33
School Store -----	34
“Painless” Fundraisers -----	34
<b>Part IV – Additional Information -----</b>	<b>34</b>
<b>Miscellaneous Topics -----</b>	<b>34</b>
Cell Phone Use -----	34
Video Recording and Photography at School -----	34
Donations -----	34
Gifts -----	35
Bringing Pets to School -----	35
Lost and Found -----	35
Supervision of Students -----	35
Building Use -----	35
Social Media -----	35
<b>Part V - Payment Policies -----</b>	<b>36</b>
<b>Payment Policies -----</b>	<b>36</b>

Payment Contracts .....	36
Collection Policy for Private Pay Families .....	36
Choice Funding .....	37
Supplies Fees .....	37
Before/Aftercare Payment .....	37
<b>Tuition Assistance Program .....</b>	<b>37</b>
Tuition Assistance .....	37
TAC Policies .....	37
TAC Considerations .....	38
Steps in the Tuition Assistance Application Process .....	38
Deadline for Applications for Tuition Assistance .....	38

**Part VI – High School Specific Policies and Information ----- 39**

Please note that the contents of the TWS High School Handbook Addendum are considered to be a complement to the TWS Family Handbook. Tamarack High School students agree to read, understand and comply with both handbooks.

Communication.....	41
Community .....	41
Conduct.....	42
Evaluation of Students .....	46
Criteria for Granting a High School Diploma.....	47
Student Course Load.....	47
Transfer of Credits and Student Enrollment Policy.....	47
Academic Standards: High School .....	48
Academic Conduct.....	48
Guidelines for Academic Warning .....	50
Attendance .....	51
School Arrival & Departure / Check-in & Check-out .....	51
Absences: Excused and Unexcused.....	52
Tardiness .....	52
Academic integrity.....	53
Senior Projects .....	53
Students in the Community.....	53
Special Privileges.....	54
Non-Discrimination Statement .....	55
High School Letter of Understanding.....	56