



TUITION-FREE  
PUBLIC CHARTER SCHOOL

# SEASIDE SCHOOL CONSORTIUM



**PARENT HANDBOOK**

**2023-2024**

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Dear Seaside Families,

Welcome to the Seaside Charter Schools Family. At Seaside, we view families as partners in our journey to ensure all students thrive. The Seaside staff have been working hard to reflect upon the feedback and experiences of students, families, and staff in our previous year and we are looking forward to improving in the coming school year.

Our staff has also chosen to be at Seaside School because they believe in educating the whole child - head, heart, and hands. Seaside's vision is to nurture every student's intellectual, social, emotional, and physical development to prepare students to be well-rounded changemakers who will make a positive impact in the 21st century. We utilize a curriculum, rooted in child development, to create a joyful and rigorous learning environment for our students. At Seaside, your child is more than a number, we see them as a whole human being who brings their individual gifts to the world.

We utilize the Seaside Golden Rules across Seaside to create a safe and welcoming environment for students and families.

**Be kind and respectful  
Be honest, always tell the truth  
Everyone belongs, we are a family at Seaside**

The following handbook outlines some of the policies and procedures we ask families adhere to for us to uphold the Seaside Golden Rules and ensure that all of our schools operate in a safe and efficient manner that aligns with our Waldorf-inspired mission and vision.

The Seaside staff looks forward to getting to know all of our children and families at Seaside this school year. We encourage you to contact us if you have questions or concerns. Please utilize ParentSquare, email, or phone to reach out to the front office, teachers, or school and consortium administration. More contact information can be found on our website – [www.seasidecharter.org](http://www.seasidecharter.org)

With gratitude and kindness,

Richard Pinchot  
Superintendent  
Seaside Charter Schools

*"Receive the children in reverence, educate them in love, and send them forth in freedom."*

*-Rudolf Steiner*

Revised 9/19/2023

## Locations

Beach Campus  
2865 Mayport Rd. Jacksonville, FL 32233  
Early Learning Center and K-8<sup>th</sup>

Mandarin Campus  
10850 Old St. Augustine Rd. Jacksonville, FL 32257  
Early Learning Center and K-8<sup>th</sup>

North Campus  
1429 Broward Rd. Jacksonville, FL 32218  
K-6<sup>th</sup>

## School Office Hours

Monday through Friday, 8:30 AM - 4:00 PM during regular school days.  
Monday through Thursday, 10:00 AM - 2:00 PM during summer break.  
Please see the [2023-24 school calendar](#) for school closures.

## School Hours

School hours are from 8:30 AM - 3:30 PM, except for early release Wednesdays when children are dismissed at 1:00 PM. Refer to the [2023-24 school calendar](#) for early release Wednesdays.  
Please note that the last week of school we dismiss at 12:00 daily.

Summer office hours are Monday – Thursday from 10:00 AM – 2:00PM.

## Office Directory

Phone: 844-973-2743

Fax: 904-310-7956

Beach Campus  
[info@seasidecharter.org](mailto:info@seasidecharter.org)

Mandarin Campus  
[info@seasidecharter.org](mailto:info@seasidecharter.org)

North Campus  
[info@seasidecharter.org](mailto:info@seasidecharter.org)

## Our Mission

At Seaside Charter School, we provide a rigorous, arts-integrated educational program guided by the 7 Core Principles of Public Waldorf Education to meet and exceed the Florida State Standards. By cultivating the Head, Heart, and Hands our school:

- Provides a joyful, safe, compassionate, and creative environment for learning.
- Nurtures the intellect, imagination, and emotional life of each child.
- Provides a rigorous Waldorf-inspired curriculum aligned to Florida State Standards that is approached through excellent, well-planned teaching resulted in deep-rooted learning.
- Benefits students of a variety of backgrounds.
- Nurtures students' environmental stewardship and civic responsibility.
- Inspires children to live engaged and successful lives, prepared to meet the demands of their world.

## Our Vision

Seaside's shared vision is to foster each student's intellectual, social, emotional, and physical development in a nurturing, Waldorf-inspired public charter school setting that inspires deep learning, a sense of environmental stewardship, and an appreciation for all cultures, the arts, and the ever-changing world. At the heart of this approach is the recognition that curriculum and instruction must be presented to children in a way that fills them with wonder, reverence, and enthusiasm. By teaching children to care for and respect their physical environment and the earth, it instills global responsibility and promotes environmentally conscious living. We strive to build a deep and meaningful community full of students, staff, and parents who are committed to the development of head, heart and hands through our shared values and sense of responsibility to each other and the world around us. Seaside strives to be a full-member of the Alliance for Public Waldorf Education.

## Commitment to Diversity and Inclusivity

Seaside School Consortium supports and embraces diversity in all its forms, including socio-economic background, ethnicity, physical ability, geographic origin, family structure, religious heritage, age, gender and gender identity, and sexual orientation. We seek to ensure that all aspects of school life - including curriculum, admissions, retention, hiring practices, and support for students, families, and employees – reflect our commitment to diversity, equity, and inclusion, and will be diligently assessed and actively supported.

We recognize that diversity within our community is an asset and sustains the health of a school while reflecting and enriching the community in which it exists. Learning at Seaside School Consortium involves listening to and working with others, considering, and embracing different points of view, and empathizing with and understanding multiple perspectives. Through open, honest dialogue and active, ongoing inquiry in an authentically diverse context, all members of our community gain awareness, wisdom, and the capacity to act as responsible, engaged citizens.

As a public charter school, we adhere to students' individual education plan and 504 plans.

## Curriculum

*The Seaside School Consortium curriculum meets the Florida State Standards and is also guided by the Core Principles of Public Waldorf Education and supports a multicultural approach that includes racial, ethnic, and religious diversity. Any new curriculum we are looking at adopting must be available for review for 20 days by all stakeholders. Once the 20 days have occurred, and if it is approved, we will be able to purchase materials, and assign implementation training for our staff to happen prior to the new school year starting.*

### Homework

Homework is an opportunity for parents to take a glimpse into the classroom to see what their child is learning throughout the week. Homework may be sent home on Tuesdays and should be returned on or before the following Tuesday. Students should have the entire week to complete any assignments, however, the intent is for homework to only need to be completed Monday – Thursday.

Any homework assignments given should not exceed the recommended time frame given below unless classwork is being sent home for incompleteness AND there has been communication between the parent and teacher agreeing to this process.

**Homework should be a support and not a burden.** If your child is struggling to complete these assignments in general or within the recommended time frame, please reach out to their teacher for support.

K-1: No required homework; “can do” assignments that take no more than 10 minutes per night, M-TH

2-3: No more than 15 minutes per night, M-TH

4-5: No more than 20 minutes per night, M-TH

6-8: No more than 30 minutes per night, M-TH

### Elementary School

In kindergarten our focus is on foundational reading skills, phonological awareness, and early phonics skills. Students are introduced to these concepts through imaginative letter stories and fairy tales, and use play and movement to stimulate phonological awareness and work towards becoming readers. In math, students practice counting, sorting, and exploring addition and subtraction within 10 and learn two dimensional shapes.

In first grade our focus is on fairy tales around the world, seasons, and nature. First graders are captivated by the beauty within the world and see the world as a good and true place. We harness that love by connecting them with nature and learning to care and respect nature. Our students also explore how people live differently in places and cultures around the world through the fairy tales. In math they continue working with addition and subtraction within 100, explore foundations of measurement, and continue studying 2 dimensional shapes.

In second grade the curriculum continues with a focus on nature studies but also has stories featuring fables and hero biographies from around the world. As second graders mature, the duality and contradiction between the trickster characters in the fables and the courageous biographies offer opportunities for students to begin to explore their own moral compass and deepen their own sense of what is right. Exploration of addition and subtraction continues through 1000, students study more complex forms of measurement and 2 and 3-D shapes, as well as lay the foundation for multiplication and division.

In third grade students often experience a significant developmental shift known as the nine-year change. Third graders are increasingly aware of the larger world and have complex inner thoughts separate from others around them. As they become more aware of problems and conflict, they need curriculum that gives them a sense of empowerment through doing. Third graders hear legends from around the world, they study farming, shelters, and animal adaptations. Third grade curriculum is full of hands-on projects, also giving them a sense of more responsibility for their work and performance. In math they work within all four operations and focus on multiplication. They study perimeter and area in geometry and begin to explore fractions. In third grade students are introduced to cursive writing which continues through fourth and fifth grade.

In fourth grade the student's confidence is arising and a new ego is emerging. Fourth graders possess a zest for life, strive to learn new things, and maintain an intense desire to socialize. The fourth grade curriculum provides the child with many examples of conflict and separation, of confrontation, indicating paths for resolving problems and providing justice. The curriculum focus is on state history, including a deep Native American study and the impacts of the first settlers. Additionally, they study Norse mythology and the Vikings. In math fourth graders focus on fractions and how parts are related to the whole. Students continue working with more complex multiplication and geometric shapes.

In fifth grade students can show an intense need for justice and making things right. Fifth grade is often referred to as the "golden year" or year of balance in which students have come into their maturity of childhood and approaching puberty. They quest for the truth and question ideas. The fifth-grade curriculum focuses on ancient cultures and how civilizations have developed over time. They study Ancient India, Mesopotamia, Egyptian Mythology and History, Greek Mythology and History. Greek History leads them into the foundations of a democracy which is a perfect transition to end the year with studies of North American geography and the age of exploration. In math they study fractions and explore the metric system and decimals. They dive into three dimensional shapes and learn about volume. Fifth graders work with the coordinate plane and explore data in a more complex way. Fifth graders are challenged to be more responsible and take charge over their learning. They act as safety patrols for our campus and help remind students to follow our golden rules. This sense of empowerment prepares them to middle school where they will be held to higher expectations and must take more independent responsibility for their own learning.



## Middle School

In sixth grade students step firmly out of the protected experience of the lower grades into an outer world where their individuality can mature and be asserted socially and academically. The instructional program shifts in the sixth grade to address new conceptual capacities that are developing in the children as they approach adolescence. As students approach age 12, major changes in their physical bodies can be seen as their limbs begin to grow and seem heavier as hormones begin to impact development more significantly. The curriculum themes explored in 6th grade are chosen expressly to assist both the inner and outer questing of these young people to find balance in their rapidly changing bodies. Students study Roman History, Medieval History, Islam and Muhammed, The Crusades & The Plague, World Literature, Informational and Argumentative Writing, General Mathematics, Geometric Drawing, Physics, Forces of Motion, and Human Body Systems

In seventh grade children are focused both out into the world that they are moving quickly towards and on themselves and their growing and deepening emotional and intellectual inner life. The seventh-grade year is one of great change and challenge for the students as they explore limits and express their own opinions. Students begin to question more authority and assert their independence. This requires a curriculum that echoes the energy of the seventh grader, mirroring their own self-discovery with an historical age of remarkable discovery, the Renaissance, as a parallel to the child's adolescence experience. The Renaissance, The Reformation, African History & Geography, Civics, Creative Writing and Formal Writing/Research Papers, World Literature, Pre-Algebra, General Mathematics, 2-D Geometry, Chemistry, and Astronomy.

In eighth grade students are filled with ideals and opinions; they offer unsolicited judgments and are eager for opportunities to test their powers. Here we are making the end of childhood and an entrance into a new phase of young adulthood as a high school student. The curriculum needs to offer hope and empower students to view themselves as capable changemakers in the world. Because of this, students study Revolutions, Economic Geography, US History, Creative Writing and Formal Writing/Research Papers, American Literature, Algebra 1, General Mathematics and 3-D Geometry, Biology, Chemistry, and Human Physiology

## Middle School Sports

Middle school students can try out for sports at their neighborhood schools given they meet the following requirements:

- Seaside School Consortium cannot offer that specific sport at school. (The principal will have a letter stating that the school does not offer that sport to provide the neighborhood school. Seaside School Consortium does not currently offer sports programs.)
- The student holds a 2.0 or higher GPA and does not have two F's.
- Lives within the school zone they intend to play sports at.
- The student does not turn 15 before September 1<sup>st</sup> of that year.

Students only have three years of eligibility once they begin 6<sup>th</sup> grade.

## School Supplies

[2023-24 school supply lists](#) are found on ParentSquare. Waldorf supplies and main lesson books can be purchased through your [school store](#).

## Media, Technology, and Internet Use at School

Teachers will use media (video, internet, music) in limited amounts as instructional tools for their students to meet the Florida B.E.S.T standards. Students may use the computer/internet for research and to achieve the communication writing B.E.S.T. Standards.

## Media Guidelines

The philosophy of Seaside School Consortium is based on a deep respect and understanding of the developing child. We believe that it is important to nurture the imagination and healthy development of the whole child. Direct, hands-on interactions with others, the environment, and with nature are an integral part of the curriculum.

Electronic media can often interfere with natural experiences. The quality of play and the ability to fully absorb the curriculum is greatly enhanced when media viewing is minimized or eliminated.

Seaside School Consortium understands that most parents/guardians do their best to avoid media/tv/video/games. We encourage you to continue your work as advocates for your children. We recommend avoiding media such as television and video games during the school week. We also recommend delaying smartphones, unsupervised internet access, and social media accounts for Seaside elementary and middle school children. This will strengthen your child's ability to focus and become fully immersed in the day's curriculum. This will also further facilitate a nurturing, child-focused environment for all Seaside children to grow and thrive. The American Academy of Pediatrics has issued new guidelines on media use <http://pediatrics.aappublications.org/content/132/5/958> (Note: Parents that need communication (text/call) and tracking devices, may benefit from exploring other non-smart devices widely available on the market today).

Limiting media protects against the negative effects that research shows are associated with increased media exposure, including obesity, impairment of neurological development, increase in aggression and desensitization to violence, shortened attention span, and other cognitive and social deficits.

## Lottery Policy

When the number of applications for a particular grade at a specific campus exceeds the capacity of the available openings, applicants will have an equal chance of being admitted through a random lottery. Seaside School Consortium may give enrollment preference to the following student populations:

- Students who are siblings of a student enrolled at a Consortium school.
- Students who are enrolled in a VPK program operated by the Governing Board of Seaside School Consortium.
- Students who are the children of an employee working at the school.
- Students who are the children of a member of the Governing Board of Seaside School Consortium, provided that the number of students admitted under this preference constitutes only a small percentage of the school's total enrollment.
- Students who are the children of an active-duty member of any branch of the military.

Applicants must indicate on the application of interest that they are eligible for an enrollment preference, with such preference subject to verification by Seaside School Consortium. Enrollment preferences may vary at times, where a school is subject to a restriction based on participation in a state or federal program, e.g., CSP grant. Any variation on enrollment preferences for a particular campus or the organization will be posted on the school's website.

## Recruitment and Retention Policy

Seaside School Consortium complies with Section 5203(b)(3)(I) of ESEA, that requires CSP applicants to inform students in the community about the charter school and to give each student "an equal opportunity to attend the charter school" (20 U.S.C. 7221b(b)(3)(I)).

Seaside School Consortium recruits in a manner that does not discriminate against students of a particular race, color, national origin, religion, or sex, or against students with disabilities.

Additionally, section 5203(b)(3)(E) requires that charter schools receiving federal funds to involve parents and other members of the community in the planning, program design, and implementation of the charter school. 20 U.S.C. 7221b(b)(3)(E).

Once a student has been admitted to Seaside School Consortium he or she may remain in attendance through subsequent grades.

## Non-Discrimination

Seaside School Consortium does not discriminate on the basis of race, color, national origin, gender, age, disability or marital status in its educational programs, services or activities. Students with disabilities and students served in English for Speakers of Other Languages programs have equal opportunity of being selected for enrollment in Seaside schools. Requests for additional information regarding discrimination or harassment may be sent to:

Richard Pinchot, Superintendent  
Seaside School Consortium  
10850 Old St. Augustine Rd, Jacksonville, FL 32257  
Phone 844-973-2743 Fax: 904-310-7956  
[rpinchot@seasidecharter.org](mailto:rpinchot@seasidecharter.org)

## Requesting Teachers and Classrooms

We will consider requests for

1. Siblings/twins on the same grade level to be placed together or separate
2. Students to be separated in extenuating circumstances

\*ALL requests must be made directly to the principal\*

## Student Records

A student's school records are private and confidential. Student's parents, guardian's and authorized school personnel may see school records. Others may access the records only with a request and written permission from a student's parent or guardian.

## Student Assessment and Progress Reports

The Seaside School Consortium's Education Committee, consisting of parents, teachers, and administrators work diligently to develop a comprehensive assessment of the whole child, addressing their head, heart, and hands in combination with the Florida B.E.S.T Standards in both a checklist and narrative format.

In addition to the narrative, families receive an i-Ready report. For more information about how to interpret the i-Ready reports, please refer to the i-Ready Family Center videos [here](#).

We follow [DCPS student progression plan](#).

## Communication

Communication between school and home is an essential part of Seaside School Consortium. The school office is open Monday to Friday from 8:30 AM - 4:00 PM during the school year. Please see the calendar for office closings. Due to high volume, calls made to the office may be answered by the answering machine.

When children are at school, they are the focus of the principal, faculty, and staff. Meetings, phone calls, and electronic communication will generally take place when children are not at school. All Seaside School Consortium employees have unique email. Official communication is sent via the school email and Parent Square.



ParentSquare is Seaside School Consortium's communication platform. For new families requiring assistance, please email Becky Haning, [bhaning@seasidecharter.org](mailto:bhaning@seasidecharter.org).

Each Tuesday (unless notified otherwise), your child will bring home their Family Communication folder. The Family Communication folder is our method of sharing important information from the school and classroom teacher. Please ensure your child brings their folder back to school by Tuesday morning each week. If your child does not bring home a folder, email the child's teacher or use ParentSquare to contact your student's teacher. Please check ParentSquare frequently.

Parents can expect communication responded to within 48 business hours and in a courteous manner.

Contact your school's office administrative assistant via email (pg. 4) if you have:

- Changes in your family situation
- Medical issues that arise or change
- Illness that will lead to the child being absent
- Safety issues, change in behavior at home
- Family emergencies, sleepless nights, play dates, appointments (send a note)
- Ongoing and pervasive problems/concerns at school or home
- When you need to change a scheduled appointment
- Change of Address and/ or Phone number

When you have last minute information for the teacher:

- Send a note and follow-up with a ParentSquare message or email to the teacher
- Call the office and leave a message for the teacher

## Etiquette

Please do not email urgent information to your child's teacher during school hours as it may not be read until after school. For specific concerns regarding your child, please send an email message to set up an appointment to speak face-to-face. Please be respectful in your language when emailing teachers or staff members. Email communication is subject to public records requests, so avoid putting sensitive information or referring to other students or families in emails. Please do not use social media to communicate with teachers, school staff or the principal. Our social media pages are used to share the "good news" about our students and schools, not as two-way communications with families.

## Grievances

If you have a concern about your child's education, please contact your child's teacher to resolve the situation. Our teachers will respond in a civil and respectful manner. If you have unsuccessfully attempted to resolve a situation with your child's teacher, please schedule an appointment with the school principal. If have worked with both your child's teacher and the school principal and do not feel your needs have been adequately addressed, please contact [rpinchot@seasidecharter.org](mailto:rpinchot@seasidecharter.org)

Your interactions with the staff and board will be documented and we will work towards a resolution for all parties. Your interactions are confidential but may be shared with the appropriate school staff and the Board to find a resolution.

## Parental Concern Procedure

Parents should follow the steps below to resolve classroom or student concerns:

1. Attempt to resolve concerns directly with the classroom teacher.
2. Contact the Principal of the school to resolve the concern.
3. Contact the Superintendent or Director of Curriculum.
4. Contact the Parent Liaison to the Board

In the event that a child's guardian feels unable to resolve an issue with their student's instructor and/or the school administrators, they should escalate their concerns to the parent liaison at each school and include all the individuals listed above. The parent liaison will present concerns to the board in an appropriate way that protects each student's privacy.

Parent Liaisons to the Board:

*Cheryl Albert, Beach*  
[calbert@seasidecharter.org](mailto:calbert@seasidecharter.org)

*Jacob Reedy, Mandarin*  
[jreedy@seasidecharter.org](mailto:jreedy@seasidecharter.org)

*Jayme Hillyer, North*  
[jhillyer@seasidecharter.org](mailto:jhillyer@seasidecharter.org)

If the parent/guardian does not feel the issue is resolved within 7 days, they should contact DCPS at [duvalcharter@duvalschools.org](mailto:duvalcharter@duvalschools.org). If DCPS cannot resolve the issue within 30 days, the parent/guardian may request the appointment of a Special Magistrate using the form linked [here](#).

If a person suspects misconduct by school staff is affecting the health, safety, and welfare of a student, they should contact the school principal, the superintendent, and the parent liaison. If a child is in immediate danger, call 911.

Anyone who knows or has reasonable cause to suspect that a child is abused, abandoned, or neglected must report such knowledge or suspicion to the Florida Abuse Hotline: 1-800-96-ABUSE. You may also visit [Florida DCF Web Site](#) for additional information.

Parents may also follow our Grievance Policy for any perceived wrongdoing on the part of another individual, including, but not limited, instances of harassment, discrimination, bullying, unprofessional conduct, unsafe conditions, violations of the law, violations of Seaside policies and procedures, or other misconduct that is contrary to the values of Seaside.

## Governing Board

The Seaside School Consortium Governing Board is comprised of local business owners, professionals, community supporters, and parents committed to bringing the first tuition-free public charter school inspired by Waldorf methods to Duval County and the State of Florida.

The Board is responsible for legal and financial obligations, establishing policy consistent with the Consortium's mission, and ensuring that the programs and operations of the schools are faithful to the terms of the charter. If you have school-specific issues, please contact the school principal, as he or she is responsible for school operations.

The Governing board members and parent liaison are posted on the school website under governance. The parent liaison information is also posted in the school office. The Seaside School Consortium Board Meeting Calendar is available on the school website and in the school office. Written public comments should be emailed to [publiccomments@seasidecharter.org](mailto:publiccomments@seasidecharter.org) by 4:30 pm of the day of the Seaside Board meeting. Be advised that this email address will be used only for obtaining public comments for Seaside Board Meetings and should not be used for any other purpose or question. Individuals must include their name, address, and the organization, if any, they represent. Anonymous comments will not be accepted. Written comments must be limited to 3 minutes (approximately 400 words). Written comments must refrain from direct questions to Board members, the Superintendent, School Staff, or members of the audience. All emails received will be retained as public records pursuant to chapter 119, F.S. Comments that include profane or vulgar language or personal attacks will not be included.

Interested in joining the Seaside School Consortium Governing Board? [Apply here](#).



## Student Code of Conduct

Seaside School Consortium has adopted [DCPS Code of Conduct](#). Here is an example of progressive discipline.

Level I Infraction	1st Occurrence	2nd Occurrence	3rd Occurrence	4th Occurrence	5th Occurrence
<b>1.06 (ZZZ)</b> Nonconformity to the General Code of Appearance (see appendix for general code of appearance)	<ul style="list-style-type: none"><li>• School Determined Consequence</li><li>• Parent Contact</li></ul>	<ul style="list-style-type: none"><li>• Parent Conference</li><li>• Detention</li><li>• Behavior Contract w/progress monitoring</li></ul>	<ul style="list-style-type: none"><li>• 1-2 days ISSP</li></ul>	<ul style="list-style-type: none"><li>• 2-4days ISSP</li></ul>	<ul style="list-style-type: none"><li>• 5-7 ISSP</li><li>• SOS</li></ul>

## Conscious Discipline

Seaside School Consortium trains staff members to use Conscious Discipline in their classrooms. Conscious Discipline is an evidence-based, trauma-informed approach. It is recognized by the Substance Abuse and Mental Health Administration's (SAMHSA's) National Registry of Evidence-based Programs and Practices (NREPP) and received high ratings in 8 of 10 categories in a Harvard analysis of the nation's top 25 social-emotional learning programs. The Harvard study's authors say, "Conscious Discipline provides an array of behavior management strategies and classroom structures that teachers can use to turn everyday situations into learning opportunities.

For more information on Conscious Discipline visit: <https://consciousdiscipline.com/about/parents/>

## 1003.44 Patriotic Programs

The pledge of allegiance to the flag, "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all," shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state. Each student shall be informed by a written notice published in the student handbook or a similar publication pursuant to s. 1006.07(2) that the student has the right not to participate in reciting the pledge. Upon written request by his or her parent, the student must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes, as provided by Pub. L. ch. 77-435, s. 7, approved June 22, 1942, 56 Stat. 377, as amended by Pub. L. ch. 77-806, 56 Stat. 1074, approved December 22, 1942.

## Dress Code

Seaside School Consortium emphasizes a nurturing and healthy physical school environment. Part of this effort involves students' clothing. Students at Seaside School Consortium are actively involved in learning inside and outside the classroom. Clothes worn to school are to be comfortable and simple. The students will get dirty -- plan accordingly.

Seaside School Consortium requires:

- Bottoms - Shorts and skirts must be no more than 3 inches above the knee. Pants, jeans, capri pants, leggings – worn with a long shirt/dress/tunic covering bottom, etc. All clothing must be hole free.
- Tops - All tops must cover midriff and chest area. No spaghetti straps, see through or shirts with holes.
- Dresses – Shorts or leggings should be worn under dresses for active play outside.
- Shoes - Must be secured to the feet and are suitable for playing and walking in dirt and sand. Sandals must be secured in the back and have not loose heels. Flip-flops are not acceptable. Due to the nature of the property and the need for children to be ready immediately in case of fire or emergencies, kindergarten children will have regular shoes on in the classroom.
- Please avoid media characters, cartoons, graphics, distracting designs, costumes, dress up items or corporate logos on clothing, shoes, gear (lunch box and bottle) and outerwear (jackets, sweaters, hats). We ask that you avoid clothing and gear that will interfere with play or imagination (i.e., Disney characters) or are not age appropriate. The Seaside School Consortium shirt is allowed, other logos (i.e., sports teams, Dr. Seuss) will be allowed as part of community building.
- Jewelry – no watches (they get lost or broken), necklaces, bracelets, hoop/hanging earrings, or rings. Post earrings are permitted.
- Hats (hoods, baseball caps, beanies) can be worn outside only.
- Sending in a change of clothes is recommended.

Seaside Charter Schools official shirt of the year is an orange tie-dyed short sleeve shirt with a screen-printed black seaside logo. You can purchase your shirt through the [school spirit wear order form](#).

## Backpack Policy

Students may carry a backpack while on campus providing that the following requirements are met:

All backpacks MUST BE SEE THROUGH (plastic or mesh material)

All items in the backpack must be visible at all times

Purses must be no larger than a sheet of paper (8.5" x 11")

## Cell Phone Policy

Students are NOT to possess cell phones or electronic devices on their person during the school day. If a student brings a cell phone or an electronic device to school, the cell phone must be turned into the teacher each day at school to be locked away during school hours. If a student needs to call home, they will ask their teacher for permission to do so from the school office phone. If a parent has a family emergency, they should contact the school office and school personnel will contact the student.

Violation of this policy results in immediate confiscation of the device. A parent or guardian will be responsible to pick up the device in person after school. Seaside School Consortium is not responsible for cellphones or other electronic devices brought to school by students and will not be liable for lost, damaged, or destroyed cell phones or devices.

Volunteers are not to use their phones on school grounds and are not permitted to photograph students or reshare photos from ParentSquare on their personal social media accounts.

## Bullying

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behavior that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

What bullying is not

- A single episode of social rejection or dislike
- A single act of nastiness or spite
- A random act of aggression or intimidation
- Mutual arguments, disagreements, or fights.

These actions can cause great distress. However, they do not fit the definition of bullying and they're not examples of bullying unless someone is deliberately and repeatedly doing them.

CONFLICT	RUDE	MEAN	BULLYING
Occasional	Occasional	Once or Twice	Is REPEATED
Not planned; in the heat of the moment	Spontaneous; unintentional	Intentional	Is planned and done on purpose
All parties are upset	Can cause hurt feelings; upset	Can hurt others deeply	The target of the bullying is upset
All parties want to work things out	Based in thoughtlessness, poor manners or narcissism	Based in anger; impulsive cruelty	The bully is trying to gain control over the target
All parties will accept responsibility	Rude person accepts responsibility	Behavior often regretted;	The bully blames the target
An effort is made by all parties to solve the problem			The target wants to stop the bully's behavior; the bully does not
Can be resolved through mediation	Social skill building could be of benefit	Needs to be addressed/ should NOT be ignored	CANNOT be resolved through mediation

## Drop-off & P

Drop off begins at 7:30 AM. Children are dropped off in the front office. Children are dropped off in our early care program. For early care information see [Early Care & Extended Day](#).

Source: Jennifer Astles, DASA Newsletter, January 2014, TST BOCES

Pick up begins at 3:30 PM, except for early release Wednesdays when children are dismissed at 1:00 PM. Ensure your car tag is visible when you are in the car line. Vehicles without the proper car tag will be asked to park and go to the main office to verify identity. If there is an unauthorized adult scheduled to pick up your child, you must notify the front office in writing/email. Children not picked up by 3:55 PM will be sent to our extended day program and parents may be charged a drop-in fee. For information about our extended day program see [Early Care & Extended Day](#).

Please be considerate of other families in the car line and remember to follow our Golden Rules. Each campus has a traffic flow system in place to keep all students and families safe. Do NOT exit your vehicle, our staff will assist children to enter and exit your vehicle. Do not use your cell phone during car line. Do not leave excessive space between your vehicle and the one in front of you.

## Tardy Policy

Parents and guardians have an obligation to ensure that their student is at school and in class on time. Some of the most important learning and community building happens in the morning between 8:30 and 9:15 AM. When students are late, they miss opportunities to learn and connect with peers and can also cause disruption to the classroom rhythm when they come in after an activity has started.

Tardiness is defined as the physical absence of a student in the classroom at the beginning of a regularly scheduled session at which he or she is to be present. Examples of acceptable reasons for tardiness are the same as the examples of acceptable reasons for excused absences (illness, appointments with medical providers, emergencies, etc.) Once on campus, the student has the responsibility to be in class on time. A student repeatedly failing to attend class in a timely manner may be considered truant and the parents may be contacted, at the discretion of the principal or designee.

Accumulation of tardiness shall be on a nine-week grading period. Schools with electronic tardy tracking systems (FOCUS) shall track tardiness on an aggregate basis. Students who accumulate more than seven (7) tardies in a nine-week period will receive a tardy letter from the school and a copy of the letter will be placed in the child's cumulative file. Continued excessive tardiness may result in a disciplinary action being entered into the FOCUS system or a meeting with your school administrator.

## Car Tags

All seaside families will receive two car tags when they turn in the [Emergency Contact Information Form](#). You MUST turn in an [Emergency Contact Information Form](#) to receive your car tags. Car tags and [Emergency Contact Information Form](#) ensure students are only leaving with designated adults. Adults listed on your [Emergency Contact Information Form](#) are authorized to pick up your student. If your family needs additional car tags, contact our front office staff.

## Early Check Out

A student may be checked out by a parent, guardian, or approved adult before 2:45 PM on traditional school days and before 12:30 PM on early release Wednesdays. Students will not be released after these times unless the principal recognizes an emergency or excused event.

## Early Care & Extended Day

Early care begins at 7:00 AM. Please drop off and sign in your child at your campus designated space. Children should eat breakfast prior to arriving to our early morning care.

Extended day begins immediately following dismissal. Students not picked up in car line will be brought to extended day and parents will be charged a drop-in fee.

Pick up your student no later than 6:00 PM from your campus designated space. Students are only released to parents, guardians, and authorized adults. You may be asked to provide photo ID. Please pack an extra snack for extended day.

All fees are invoiced via ParentSquare,  
If payment is not made within 7 days a late fee will be charged.  
*There is a one-time registration fee per student.*

Families may enroll children in:

- Early care 7:00 AM - 8:15 AM
- Extended day 4:00 PM - 6:00 PM
- Both early care and extended day

Siblings may enroll at an additional discounted rate.

A daily drop-in fee may apply.

To register [click here](#).

Questions? Email Becky Haning, [bhaning@seasidecharter.org](mailto:bhaning@seasidecharter.org)

## After School Clubs

Seaside School Consortium offers various clubs at our schools. Clubs are operated by staff members, teachers, substitutes, administration, and volunteers screened by a Level II background check. Some clubs may be available only to designated grade levels. Examples of clubs from previous years were fishing, running, flag football, Lego, science, gardening and greenspace and drama.

Clubs are offered during the first, second, third, and fourth nine weeks for a fee. Please see Parent Square for registration and invoices for clubs.

## Attendance Policy

Seaside School Consortium follows [DCPS attendance policy](#).

Attendance at school each and every day, for the full school day, is essential to your child's academic and social wellbeing. Open communication between parents/guardians and schools is an integral component of the educational process. Parents/guardians shall work with school administration and staff to encourage students to attend school regularly. Regular attendance in each grading period is necessary for a student to be successful in school.

For the purposes of this policy, excessive absenteeism, tardiness, and early checkout without an acceptable excuse are seen as violations of 1003.21, F.S. (compulsory attendance).

School attendance shall be the direct responsibility of parents/guardians and students. All students are expected to attend school regularly, receive total instructional time, and to be on time for classes to benefit from the instructional program and to develop habits of punctuality, self-discipline, and responsibility.

Seaside School Consortium will track excused and unexcused absences, tardiness, and late arrivals and contact the home in case of unexcused absences or absences for which the reason is unknown.

For the purpose of meeting the state requirement of recording attendance in an attendance register, students shall be counted in attendance if they are actually present at school for any part of the instructional day or are away from school on a school day and are engaged in an educational activity which constitutes a part of the school-approved instructional program for students.

## Excused Absences

Students returning from an absence shall be required to present a written explanatory excuse from their parent(s) or legal guardian, stating the cause for the absence. Parents and guardians may also email excuses to the school receptionist.

The following causes are acceptable excuses for being absent:

- Illness or injury of the student
- Serious illness or death in the student's family
- Conditions rendering attendance impossible or hazardous to student health or safety.
- Official religious holiday of a religious sect or for religious instruction
- Special circumstances as determined by the school principal or other designated district or school personnel such as court order, family emergency, etc.; and,
- Visiting with a parent or legal guardian who is in the military service in the armed force and has been called to duty for or is on leave from overseas deployment to a combat zone or combat support post. The student may be excused for a maximum of 5 days per school each year.
- Students participating in educational activities which constitute a part of the school-approved instructional program shall be deemed in attendance.

A student shall be excused from attendance on a particular day or days, or for part of a day, and shall be excused from any examination, study, or work assignment for observation of a religious holiday or because the tenets of his or her religion forbid secular activity at such time.

*After fifteen (15) days of absence, whether excused or unexcused, a student must present verification from a licensed doctor for all subsequent absences due to illness.*

Non-school related activities and vacations are considered unexcused, including but not limited to:



- Shopping
- Vacations or Trips
- Oversleeping
- For convenience of parents/guardians
- Older students providing childcare for siblings.

## Readmittance of Students After Head Lice/Nits/Fever/Vomiting/Illness

### **Head Lice/Nits:**

Students sent home for treatment of head lice will be readmitted through the school office only when they are personally accompanied by a parent, guardian, or other responsible adult. Trained staff will carefully examine the hair and scalp of returning students. If head lice are present, the student will not be admitted. If a student returns to school with lice, the parent, guardian, or other responsible adult should be given the ["Refusal to Admit Student Due to Head Lice"](#) Date rescreened and returned to school will be documented on the Monthly Pediculosis Control Program Log. A follow-up screening will be scheduled in 7-10 days.

### **Fever:**

Students must be fever free without the use of medication for 24 hours before returning to school.

### **Vomiting:**

Do not return your student to school if they have vomited in the last 24 hours.

### **Illness:**

Students may return to school if they are fever free without medication for 24 hours and without symptoms of their illness.

Please remember to write or email a written excuse upon the students return. Refer to our [office directory](#) for your campus office email.

## Medication

Administration and storage of medication during the school hours by school personnel will be permitted only upon receipt of the Seaside School Consortium Authorization for Medication Administration form issued by the student's licensed physician indicating that the medication is necessary for a potentially life-threatening medical condition or in order to interact appropriately in the school setting, and detailing the method, amount, and time schedule by which such medication is to be taken. Parents/guardians must bring the medication along with the Authorization for Medication Administration form to the school office.

[Seaside School Consortium Authorization for Medication Administration form](#) is valid ONLY for the current school year. It must be updated whenever changes are made in the treatment plan or at the beginning of each new school year.

All medication stored and dispensed by the school must be in the original prescription or over-the-counter container, clearly labeled with the following information:

- Student's name
- Name of prescribing physician
- Name of pharmacy dispensing
- Name of medication (generic or brand)
- Dosage route of administration
- Administering medication regulation
- Frequency of administration
- Duration of administration
- Expiration date, if any

All medication will be kept in a securely locked cabinet or drawer or in the teacher's desk (i.e., inhalants for asthma, Epi-Pens for severe bee-sting allergies, Benadryl for other severe allergy reactions), except those medications that a physician requests the student be allowed to carry. Any medication that is stored on the school premises and which requires refrigeration and/or other

special storage considerations (i.e., insulin for diabetes) must be accompanied by a lockable container provided by the parent/guardian.

Students may not self-medicate or possess any over the counter or prescription medication while on School property. Please note that even over-the-counter medications such as cough drops, and Chap Stick are considered medication and cannot be in the possession of children.

Parents/guardians must pick up all expired or remaining medications and any medications that do not have a current Administration of Medication form. Any remaining or expired medications and medications with expired Administration of Medication forms are discarded after July 31st of each year.

## Allergies

Parents/guardians must list allergies on student forms and clearly communicate with their students' teachers. Staff and faculty need to be made aware of food and other triggers your child should avoid. Seaside School Consortium makes every effort to protect children from their allergy triggers.

A form from the child's licensed doctor must be given to the school to identify serious life-threatening allergies, symptoms, and appropriate steps to take if the identified symptoms occur.

If a student has a prescribed Epi-pen, the parent/guardian should provide one for school. The parent/guardian must complete an Authorization for Medication Administration form. The pen and completed form are placed in a zip bag labeled with the student's name, and kept out of children's reach, but accessible to staff.

Seaside School Consortium conducts in-service training in the proper use of the Epi-pen.

Resources for parents with children with severe allergies to navigate schools: <http://www.foodallergy.org/managing-food-allergies/at-school> <http://www.kidswithfoodallergies.org/page/sample-section-504-plan-for-food-allergy.aspx>

*It is important to note that we are peanut-free facilities.*

## Lunch, Snack and Birthday Treat Guidelines

As part of our Waldorf philosophy, Seaside School Consortium believes that we should teach our children to eat healthy. Eating habits are built early. We ask that you carefully consider the nutritional quality of your child's school food. It is important that children have snacks and lunches that provide proper nutritional support for their school day. Fill your child's lunch box with many healthy, wholesome, nutritious foods – no processed foods, added sugar, candy, chocolate or juice boxes. Students may have allergies that affect what they can eat. For this reason, we do not allow our students to share food. **No cupcakes for a birthday celebration** – other birthday treats must be approved by administration and/or classroom teacher.

Seaside School Consortium is peanut-free. We do not permit peanut products on campus: peanuts or peanut products (e.g., boiled peanuts, peanut butter, etc.) - foods with peanuts listed in the ingredients list (e.g., most trail mixes, granola bars, many crackers, etc.)

Seaside School Consortium has a food service program at the North campus. Our PTO/PTA supplements children who need a little more through their Sunshine kitchens. If you are able to donate to the sunshine kitchen, please connect with your campus PTO/PTA or drop off healthy nonperishable snacks to the front office.

## Incident/Accident Reports

Despite our best efforts and safety practices students are sometimes hurt at school. When these instances are minor the supervising staff member completes and signs an incident report that briefly explains what happened and the treatment administered. These reports will be sent home. Please contact your school office if you have questions or concerns regarding the report.

Accident reports are completed when an injury is more serious and requires immediate medical attention. These reports are a thorough record of the event and requires supervising staff, principal, and parent/guardian signatures. Every attempt to contact the child's parent or guardian will be made after such an injury. If a parent or guardian is unable to be reached after multiple attempts, staff will attempt to contact authorized adults on the student's emergency contact form. If no one in relation to the student is contacted and immediate medical attention is needed, a staff member will accompany your child to care according to the [Emergency Contact Information Form](#) on file.

Designated staff are trained and certified in CPR.

## School Safety

All schools are required to have an approved confidential, comprehensive safety and security plan approved by the Duval County Public Schools. Seaside School Consortium's plan is on file in the school office and at the district office.

All employees and vendors and board members go through the State required FDLE Level II screening/background process as required by law.

All volunteers are screened by DCPS.

There is a sign-in and out procedure in place for all visitors/vendors, requiring a photo ID, in the main office/reception area before entering the school. Visitor badges will be displayed at all times.

Teachers, staff, and regular volunteers receive safety, CPR, and first aid training and assigned tasks for various situations that might occur— teachers will have cell phones and communication systems in place.

We have a system in place to contact parents/guardians in the event of an emergency.

Children are not left unattended; procedures are in place for going to bathroom, and office.

We have regularly scheduled and unscheduled drills for all possible emergency events as well as safety inspections. In the event of an actual emergency, team leaders and staging areas will be utilized, and parents informed of staging areas.

All visitors will adhere to Seaside School Consortium's Golden Rules. If a guest exhibits unruly or disruptive behavior, they will be asked to leave the campus. If they refuse, the Jacksonville Sheriff's Office may be called.

## Right to Search

Seaside School Consortium has the right to search school property such as lockers, desks or storage places provided for student use. These areas and the contents, therefore, are subject to random search as needed. Administrators and campus security are also authorized to conduct reasonable searches of students and items brought on school grounds such as backpacks and lunch boxes when there is a reasonable cause to believe that a student may be in possession of evidence that a law or school rule has been violated.

## Visitor Policy

Immediately upon entering any school building or grounds, any person who is not a student at the school or a district officer or employee must report his/her presence and the reason for visiting the school to the office and register. Visitors will receive a badge indicating they have signed into the office. At time of departure, they must sign out on the log.

Any person the principal or designee asks to leave school grounds shall promptly comply.

Any visitor who fails to register after entering the school grounds, who fails to leave upon request of the principal or designee, or who returns after leaving pursuant to such a request has committed an unlawful act and may be prosecuted according to law.

Any possession of unauthorized dangerous instruments, weapons or devices shall be reported immediately to the principal or designee and will be reported to the local law enforcement agency

Any person who complies with the principal or designee's request to depart from school grounds may appeal to the Board of Trustees, designee or principal. The written request for a hearing must be made within five days after the person's departure from school and must state why the request to depart was improper. The request also must provide an address to which a hearing notice may be sent. Upon receipt of the request for a hearing, the Board, designee or principal shall mail a notice of the hearing to the person requesting it. The hearing shall be held within seven days after receipt of the request.

The Board shall consider and decide the matter at the next regular public Board meeting for which it can be placed on the agenda. The Board's decision shall be final.

## Volunteers

Our school emphasizes service. Parents/guardians who have chosen Seaside School Consortium for their children have chosen to be active participants in their children's education. We ask each family to donate a minimum of 20 hours (30 hours if you have more than one child at the school) over the course of the school year.

Children benefit from parent involvement. Without past volunteers, Seaside School Consortium would not exist today. We recognize that volunteer time requirements can be challenging to manage, and there are times within every family when you are able to give more, and sometimes less. We focus on the joyful giving that is inherent in community life, while recognizing that we truly need and appreciate the active support and gifts of our volunteers.

In order to volunteer, you must have clearance through Duval County Public Schools.

This form is required by law and includes a free background check.

Get started here: [Duval County Public Schools \(samaritan.com\)](https://www.samaritan.com/duval-county-public-schools)

A few things to remember:

- All volunteers must have a set appointment with a teacher or the school prior to arriving on campus.
- All volunteers must check in with the front office upon arriving on campus and wear the appropriate volunteer badge.
- We love our Seaside families. However, for volunteer purposes our policy is *adults only*. Please do not bring younger siblings or other unapproved visitors on campus during volunteer hours.

Volunteers are not to use their phones on school grounds and are not permitted to photograph students or reshare photos from ParentSquare on their personal social media accounts.

# School Calendar



Seaside Charter Schools  
Educating the head, heart and hands

## 2023-2024 CALENDAR

JULY '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**4** All School Offices Closed  
**31** Teacher Training

**1-5** All School Offices Closed  
**8** Employee Inservice  
**10** Early Dismissal @1:00 PM  
**15** All School Offices Closed  
**23** Open House  
**31** Early Dismissal @1:00 PM

JANUARY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST '23						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**7-11** Employee Inservice  
**9-10** Meet & Greet  
**14** First Day of School  
**18** Rose Ceremonies  
**22** Open House  
**29-31** Weather Days (Idalia)

**5-9** Seaside Spirit Week  
**7** Early Dismissal @1:00 PM  
**19** All School Offices Closed  
**23** Oratorical Festival  
**28** Early Dismissal @1:00 PM

FEBRUARY '24						
S	M	T	W	Th	F	S
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SEPTEMBER '23						
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24	25	26	27	28	29	30

**4** All School Offices Closed  
**13** Early Dismissal @1:00 PM  
**15** Special Friends Day  
**15** AGC Kick Off  
**22** Festival of Courage  
**27** Early Dismissal @1:00 PM

**13** Early Dismissal @1:00 PM  
**14** Fun Run  
**15** Employee Inservice  
**18-22** All School Offices Closed  
**23** Early Dismissal @1:00 PM  
**29** All School Offices Closed

MARCH '24						
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31						

OCTOBER '23						
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29	30	31				

**7** Fall Festival @ Mandarin  
**11** Early Dismissal @1:00 PM  
**16** Employee Inservice - NO SCHOOL  
**25** Early Dismissal @1:00 PM

**1** In Session Make Up Weather Day  
**5** 6<sup>th</sup> grade celebration (@ North)  
**12** 7/8<sup>th</sup> grade celebration (@ Mandarin)  
**10** Early Dismissal @1:00 PM  
**15-19** Gnome Swap  
**24** Early Dismissal @1:00 PM  
**26** Fifth Grade Pentathlon

APRIL '24						
S	M	T	W	Th	F	S
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NOVEMBER '23						
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26	27	28	29	30		

**7-9** Lantern Walk  
**10** All School Offices Closed  
**15** Early Dismissal @1:00 PM  
**22-24** All School Offices Closed  
**29** Early Dismissal @1:00 PM

**3** Maypole  
**4** May Festival @ Beach  
**8** Early Dismissal @ 1:00 PM  
**23-24** Field Day  
**27** All School Offices Closed  
**28** Kindergarten Bridge Ceremony  
**28** Mandarin 8<sup>th</sup> Grade Graduation  
**29** Fifth Grade Step Up  
**29** Beach ELC Graduation Ceremony  
**30** Mandarin ELC Graduation Ceremony  
**30** Beach Eighth Grade Graduation  
**28-31** Dismissal @ 12:00  
**31** Last Day of School

MAY '24						
S	M	T	W	Th	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DECEMBER '23						
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24	25	26	27	28	29	30
31						

**1** In Session Make Up Weather Day  
**2** Winter Art Market @ North  
**5-7** Winter Spiral  
**13** Early Dismissal @1:00 PM  
**22-31** All School Offices Closed

**3-5** Weather Days  
**6-7** Employee Inservice

JUNE '24						
S	M	T	W	Th	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Revised 09/01/2023

## CODE OF CONDUCT AND PARENT/STUDENT HANDBOOK ACKNOWLEDGMENT FORM

This Code has been adopted to help your son/daughter gain the greatest possible benefit from their education. Please read and discuss the Code with your student.

FAILURE TO RETURN THIS ACKNOWLEDGEMENT FORM WILL NOT RELIEVE A STUDENT OR THE PARENT/ GUARDIAN OF THE RESPONSIBILITY FOR COMPLIANCE WITH THE CODE OF STUDENT CONDUCT OR ACCOUNTABILITY FOR LOSS OR DAMAGE TO SEASIDE CHARTER SCHOOLS PROPERTY.

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STUDENT NAME

GRADE

TEACHER

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PARENT NAME

PARENT SGNATURE

DATE

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PARENT NAME

PARENT SIGNATURE

DATE