

SCHOOL-BASED DECISION MAKING

School: The Marion C. Moore School

Subject of the Policy: Protection of Instructional Time

Policy Statement

Marion C. Moore School ensures that every student will be actively engaged in instructional activities throughout the school day. It is important that interruptions to the instructional process be kept to a minimum. Instructional time will be protected by implementing the following:

- Broadcasted messages will occur on an emergency basis.
- Students will begin classroom activities immediately upon arrival.
- Only emergency or expected calls will be sent to classrooms.
- School schedules will reduce the amount of time students spend transitioning from one classroom to another
- Videos and television broadcasts will be used for instructional purposes only and will support the core content.
- Our School Discipline and Classroom Management Policy, along with the *School Safety Plan*, will be utilized for the purpose of reducing behavior problems.

Field Trips

Many opportunities for learning exist outside of the classroom. Field Trips are part of the students' instructional day. Therefore all field trips must be an extension of the curriculum taught in the classroom. For field trips to be approved, the relationship between the curriculum and the field trip must be evidenced in the Request Form complete by the teacher(s). This request must be submitted following appropriate procedures and timelines. (As outlined in Jefferson County Board of Education [JCBE] Policy IICA, these procedures and timelines are reviewed each year with the staff and are in the *Faculty Handbook*.) Additional chaperones may be needed on field trips to ensure the safety of all students. When parent volunteers' chaperone field trips, a background check must be completed or be on file (as required by law for all volunteers). Chaperones will be transported to the event in the same manner as the student, and only students in the class will be allowed to participate in the field tri

Date of First Reading:

Date of Second Reading:

Date Adopted:

Signature: _____
(SBDM Council Chairperson)