Handbooks for Students and Parents

Section 1. Annual Publication/Distribution. The East Allen County Schools Guide for Students and Parents shall be published and distributed annually to each student at the start of the school year or such time during the school year when a student initially enrolls in an East Allen County Schools school. Students and parents must sign a receipt indicating that they have received a copy of the East Allen County Schools Guide for Students and Parents.

In addition, each building administrator shall publish a student handbook for his/her school. All students within the school are to receive a handbook at the start of each year. Students enrolling after the initial distribution are to receive a copy at the time of enrollment. Student and parents must sign a receipt indicating that they have received a copy of the building student handbook.

Section 2. Content. Both the East Allen County Schools Guide and the Building Handbook should contain the following:

1. Applicable school year.

2. The statement: "This Guide or Handbook replaces information contained in previously published East Allen County Schools Guides or in prior Handbooks of this school."

The statement: "Further information about students' rights and responsibilities is available in the East Allen County Schools Guide to Students and Parents, distributed annually to all students in the East Allen County Schools. Information in these booklets is based upon the policies approved by the Board of School Trustees of East Allen County Schools. These policies are amended as needed and will supersede any information printed in this handbook or the East Allen County Schools Guide."