

Devereux | MASSACHUSETTS
ADVANCED BEHAVIORAL HEALTH & RHODE ISLAND

Devereux School Student Handbook



Go Bulldogs!

Our Mission

Devereux Advanced Behavioral Health changes lives – by unlocking and nurturing human potential for people living with emotional, behavioral or cognitive differences.

Our PBIS Values

Be Respectful, Be Responsible, Be Safe

STUDENTS HAVE THE RIGHT TO LEARN AND BE TAUGHT IN A SAFE ATMOSPHERE.

STUDENTS ARE EXPECTED TO FOLLOW ALL SCHOOL RULES AND PRACTICES.

If homework is assigned, students are responsible for making sure they bring it to school the next day.

The school day begins at 9:00 a.m. and ends at 3:00 p.m. Punctuality and regularity of attendance is important. A school calendar is available from the School Office or the Case Managers.

To report an Absence, the parent/guardian must call the school office at (508) 886-4746, extension 352 between 8:30 a.m. and 9:00 a.m.

Devereux Main Phone: (508) 886-4746
School main Fax: (774) 234-0818

The main phone line is answered by a Receptionist. You may ask for individuals by name, and the receptionist will transfer you to that person's extension. At times, the main phone line is automated in which case you may listen for a list of extensions.

Please attempt to keep phone lines open during inclement weather and refer to the protocol regarding school cancellations.

Directors of Student Services/Principals:

Shanna Connor x 395
Ann Minihane x 309

School Office:

Liz Webber x 335
Darcy Janel x 352

Clinical Supervisor:

Heather Audette x 276

School Nurse:

Norah Momanyi x 482

Your Health

Medications

All medications must be given to your bus driver from your parent via locked medication box when you get on the bus.

Illness/Contacting Parents

If you become ill during the school day, you will be seen by nursing and your parent/guardian may be called.

Bus Safety and Protocol

If you take a bus, you are expected to follow all transportation requirements. This includes wearing a seatbelt, keeping an appropriate tone of voice, using appropriate language, and ensuring good boundaries with peers. The bus driver is concentrating on transporting students safely to and from destinations. Distractions by the students can lessen the ability of the driver to focus on the task of driving. You may be assigned a seat on your bus.

If behavioral difficulties arise on the bus, they will be reported to the school and the family.

Students are allowed to bring hand-held game electronics, MP3 players, and books on the bus to help pass the time during the ride. Items with cameras will be checked randomly to ensure that privacy of other students is protected at all times. These items must be placed in your locker upon arrival. Devereux is not responsible for lost, damaged, or stolen items. If you refuse to give these items to staff/place in locker, then you will not be allowed to continue bringing the items to school.

All students will be searched and security wanded upon entering the school. This includes turning your pockets inside out and allowing staff to examine backpacks. Items should not be brought to school. If serious safety issues arise, we will call your parent/guardian in order to conduct a more intensive search.

Your Conduct and Responsibilities

- All students have the right to learn and be taught in a safe atmosphere.
- You are expected to follow all school rules and expectations.
- It is important to use your coping strategies.
- There may be times when you will be asked to leave your classroom for safety reasons.
- You will have the opportunity to speak to your clinician on a regular basis.
- If you would like to speak to a Principal or Director of Student Services, please notify your teacher.
- If you have a complaint or a concern, please put it in writing, with staff help if needed, to submit to the Principal.
- Your voice at Treatment Reviews and IEP meetings is important.
- If homework is assigned, you are responsible for making sure you bring it to school the next day.

Safety

Hazing

The initiation of any student by another into a group or organization is prohibited. If a student is suspected of engaging in hazing, the guardian and school district will be notified. Discipline for this infraction may include suspension or expulsion from the team/organization and a response from the Therapeutic Behavior Change Guidelines.

Bullying

Any person can report a suspicion of bullying. If such a report occurs, the parent/guardian and school district of all parties will be contacted. A Client Care Monitoring meeting will be held to discuss the information attained from a fact finding and decide how to respond. The parent/guardian and school district will be informed of the outcome. The Devereux School will follow its Bullying Prevention Plan in the event of a report of bullying.

Behavior Management

Devereux uses a therapeutic approach to problem behavior. Positive Behavior Intervention and Support (PBIS) is the foundation upon which the program is constructed. Individual behavior plans may be created on an as needed basis.

PBIS program expectations that are taught and reinforced daily: **Being Respectful, Being Responsible, Being Safe**

Physical Management

Staff may need to engage in physical management techniques when a student is being unsafe. If you have any questions about our physical management policy, please ask to speak to your Case Manager or your Principal.

Suspension Policy

Suspension may result from any behavior viewed as unsafe for the student and others.

There are two types of suspensions. These are viewed as a last resort and each case will be looked at on an individual basis.

In-school suspensions: In an in-school suspension, you may be spending the day away from your peers completing school work.

Out of school suspensions: These are usually due to unsafe behaviors and a team meeting will happen prior to your returning to school.

Your Rights at Devereux

1. The right to be treated kindly and with respect for your individual differences.
2. The right to see the rules of the program and the consequences for behavior. This will be posted for you to read.
3. The right to bring up any concerns with staff and to have them addressed.
4. The right to have a treatment plan that is set up just for you.
5. The right to help plan the care you will receive.
6. The right for you and your family to be told about the care and the medicine that you will receive, and how it may make you feel.
7. The right to be kept safe by staff when you are hurting yourself or others, destroying property or severely disrupting the program.
8. The right to feel safe in your program, and to tell staff when other students are making you feel unsafe.
9. The right to have a private place to visit with people who come to visit you, unless your treatment team thinks this would not be good for you.
10. The right to talk on the phone with family and friends in private, unless your treatment team thinks this would not be good for you.
11. The right to send mail and receive mail without showing it to staff, unless your treatment team thinks this would not be good for you.
12. The right to communicate with your social worker, your attorney, your physician, and your clergy.
13. The right to be paid for work performed at Devereux. This does not include daily chores such as cleaning your room.
14. The right to request and have opportunities to shop for personal items and clothing; and to know your current balance and how your money is being spent.
15. The right to have your own personal property unless the treatment team thinks this would not be good for you.
16. The right to look at and review your record with your clinician, as long as we have permission from your legal guardian.
17. The right to have freedom from any form of abuse and neglect, and from invasive searches.
18. The right to participate, or not, in religious worship of your choosing.
19. The right to have your personal hygiene needs met in a reasonable manner.
20. The right to participate in regular physical exercise.
21. If you are eighteen years of age or older, you have the right to make decisions about your treatment and sign your own permission forms unless there is a court order which does not allow you to be your own legal guardian.
22. The right to accommodations for students with disabilities such as bed shakers, hearing devices, etc.

23. The right to have your drug screens conducted in a manner which preserves your dignity and accommodates any medically confirmed inability to give urine by providing for an alternate effective means of screening such as oral swab.
24. The right to contact the Department of Public Health.
25. Provisions for the vision impaired, deaf & hard of hearing and those students with language barriers will be provided as deemed necessary through collaboration and consultation with the treatment team, including funding agencies and guardians. Accommodations, as indicated in a student's Individual Education Program (IEP) will be coordinated via the Education Coordinator.

If you feel that your rights have been violated, please talk to your Case Manager.

Filing a Grievance (making a complaint)

You can file a grievance with your Principal. There is a written form that you can request from your Case Manager. You may also schedule an appointment to meet with your Principal. You have the right to the prompt and equitable resolution of complaints alleging discrimination based on legally protected categories (race, color, sex, gender identity, religion, national origin, sexual orientation, disability or homelessness) that includes specific timelines and the appeals process.

Academic Policies

Grading

You will be graded based on progress towards your IEP goal through both your classroom work and your assignments and tests. Your classroom behavior and work effort are also taken into consideration for your grade. You will receive progress reports and report cards every quarter (every 3 months).

If you are worried about your grades, please speak to your teacher for support. This can be coordinated through your Case Manager.

Graduation Requirements:

- 4 credits in English Language Arts
- 4 credits in Mathematics
- 3 credits in Science
- 3 credits in Social Studies
- 1 credit in PE/Health
- 9 Elective credits
- Scores of 220 or higher on the ELA, Math and Science MCAS

Make up Policy

If you receive an incomplete, you will be given the option to complete the missed work within a specified time determined by you and your teacher, taking into consideration the accommodations outlined in your IEP.

IEP Process

Your current IEP will be implemented and followed by all school personnel. If you are over 14, you have the right to attend all your IEP meetings. If you have concerns with your IEP or the IEP process, you may request a meeting. If you have any questions or concerns about the process, you can contact your Case Manager or the Director of Student Services

Extracurricular Activities

Many of the activities, such as basketball, softball, soccer, art club, etc. are run after school time. If you wish to participate, you will need approval from your treatment team and you may require transportation.

Student Dress Code

- No hair picks to be brought to school
- No gloves to be worn inside buildings
- No bandanas
- No hats, do-rags, or hoods at School, cafeteria, or Main House
- No sweat bands
- No heavy long chains or wallet chains. Chains sewn into pants or other clothing are not permitted.
- No gang-related clothing or beads (staff will determine if clothing is gang-related)
- No tank tops or spaghetti straps. Sleeveless shirts must be at least 2 inches wide at shoulder with no bra straps showing.
- No clothing with anything about drugs or alcohol or statements that demean any group or individual
- Appropriate neck length on shirts/blouses (no cleavage showing)
- Undergarments must not show. Boxer shorts or underwear should not be noticeable at any time (even when bending over or sitting)
- Shorts and skirts should be worn no shorter than 3 inches above the knee
- Shorts must be worn under skirts/dresses
- Shirt length should always cover back/stomach (raising arms above head would work as an appropriate test for this)
- The waistline on pants, shorts and skirts should be high enough to cover stomach, hips, and underwear
- Sunglasses should not be worn in buildings
- No large hoop earrings bigger than the size of a quarter
- No steel tipped boots
- No more than one piece of camouflage clothing to be worn at one time
- Camouflage clothing may be restricted based on student history of running away