

## **APPROVAL OF HANDBOOKS AND DIRECTIVES**

In each school building, the Principal, in consultation with the school council, shall prepare and distribute to each student a handbook setting forth the rules pertaining to conduct of students. The school council shall review the handbook each spring to consider changes in the disciplinary policy to take effect in September.

It is essential that the contents of all handbooks conform to School Committee policies. It is also important that all handbooks bearing the name of the school district or one of its schools be of a quality that reflects credit on the school department. Therefore, the School Committee expects handbooks requiring approval to be approved prior to publication by the Committee and/or the Superintendent.

School Committee approval will be necessary for any handbooks that pertain to required standards of conduct for employees or students so that their contents may be accorded the status of Committee-approved policy or regulation. The Superintendent will use their judgment as to whether other specific handbooks need School Committee approval; however, all handbooks published will be made available to the Committee for informational purposes.

ADOPTED: November 13, 1995

AMENDED: May 28, 2013

AMENDED: September 24, 2018

LEGAL REFS.: M.G.L. 71:37H, 71:59C

CROSS REF.:

BGD, School Committee Review of Procedures