

McCants Middle School

Student Handbook

2020/21

**“An Anderson Tradition Since
1935”**



#thisismccantsBETTER/STRONGER

Greetings Yellow Jackets!

Welcome to McCants Middle School for the 202-21 school year! What a crazy year we have had thus far! School ending early last year left us longing for things that we feel we missed! But coming back together now means a new way of doing our business at McCants. Our core business is TEACHING and LEARNING and the primary emphasis of our work is YOUR child. McCants prides itself on being a long standing tradition in the Anderson community. This year we are just ramping it up a notch to be sure that along with this primary focus is in the HOW we do school. The dedication to excellence in academics, arts and athletics shows as we strive to motivate each student to succeed to their fullest potential. This will continue along with all of the safety protocols we can use to create our learning environment that is by far the pinnacle of a face to face school structure. We want each child's educational experience to be built around his or her strengths, interests, and needs. Our goal is to help your student excel in a safe surrounding.

Our goal is to be the school that provides opportunities for our students in the arts, athletics, and academics. As we travel through this year, we hope that you take every opportunity to be a part of the culture of McCants. Attend a sporting event! Participate in Jacket Nation! Show the community you love McCants (we have spirit wear)! Be sure to check our website often, follow social media accounts about our school, and read over our weekly school newsletter which will highlight upcoming events. If you want to see what is happening each week in your child's classes, check out the links to each teacher's plans. You get to see live lesson plans and what is happening each day in their classes. Stay in constant communication with your student's teachers; this will allow us to be a team. Middle school can be hard on our youth as they are navigating many obstacles especially in the time we are living. We have to be a team for these three years to support your student in much more than academics. More importantly we want to help them in becoming a productive citizen and to adapt to being young adults. This means you need to be a vital part of what is going on in their school life and in daily events. Creating a great partnership is what it is all about and will make your student's middle school years successful!

Research still tells us that the one thing that has the greatest impact on student achievement is the teacher in the classroom. We are blessed that our teachers are not only very knowledgeable about the content that they are teaching, but they are also outstanding at delivering that content through quality teaching strategies and with much heart! Teachers and staff members are here for you but most importantly for your student. **We encourage you to contact the school often, email with questions, and call if you need us!**

If we can do anything for you, our school office hours will be from 7:45-3:45 Monday-Friday. **Early drop off time will begin at 7:15 each morning at the gym. At 7:30, please drop off in the car loop so those students will report to their hallway.** This is 55 minutes prior to your student needing to be in their homeroom. We have adjusted our end time in the afternoon. Car riders will be dismissed at 3:25 except for 6th grade. They will leave straight from related arts

so be here by 3:15. **Please be sure that your student is picked up before 3:50.** After this time, staff have other responsibilities including athletic events that they must supervise.

Please feel free to contact our team whenever we can assist you.

Sincerely,

Kelly P. Elrod

Kelly P. Elrod, Ed. S
Principal

Stephanie Radford

Associate Principal

Scott Sams

Assist. Principal

J. Corey Davis

Assist. Principal
for Instruction

Insert faculty page

HOT Topics

School Hours: 8:10-3:25 Please try to avoid appointments that take away from instructional time.

Building Open: 7:15-4:00 At 3:00, we cannot call students from the classroom to be checked out due to the confusion of dismissal. Please check out students prior to this time!

Office Hours: 7:45-3:45

Tardies or late arrivals begin at 8:10. A school designee will be in the parking area until 8:10 and students may sign themselves in tardy through the front office. The bell will ring promptly at this time so be aware that if you are pulling up at 8:10, **YOU ARE LATE!** You may see an adult still out there for the safety of all students, but you are late after the bell! After this time, there are not adults in the parking areas for tardy students. Parents will need to park in the lot in the visitor spaces and enter the front office to sign in their student. **(Please do not pull through the bus loop to drop off or drop off on the sides of the school on Cornelius or Marchbanks. This is a safety hazard for our students.)**

Mascot: Yellow Jacket

School Colors: Vegas gold and black

Out of respect for instructional time, parents or guardians must have an appointment with the teacher to visit the classroom. **WE ARE ASKING THAT IF YOU ARRIVE ON CAMPUS THAT YOU CALL THE FRONT OFFICE TO LET US KNOW WHY YOU ARE HERE! WE MAY BE ABLE TO ASSIST YOU WITHOUT YOU ENTERING OUR CAMPUS. WHILE ON CAMPUS, YOU MUST WEAR A MASK! If you are not listed as the custodial caregiver of the student, school information will not be shared and conferences will not be granted without permission from the guardian.

School Goals 2020-2021

- 1. Build a safe community of learners.**
- 2. Communicate regularly with stakeholders.**
- 3. Actively engage students of all socio-economic levels and diverse backgrounds.**
- 4. Create literacy-rich classrooms across the curriculum and embrace the Literacy Design Collaborative initiative.**

Belief Statements 2020-2021

- they feel safe and secure.
- there are no disruptions during instruction.
- they feel comfortable sharing ideas in class.
- they feel like they are cared for and supported at school.
- they have parental support and involvement.
- they have educational tools and materials available.
- teachers' lessons incorporate real world applications and college and career standards.
- they collaborate with each other.
- they are learning in an organized and structured environment.
- they are given clearly defined goals, agendas, and plans at the beginning of each class.
- they are actively engaged in learning.
- feel connected to school faculty and staff.
- they have opportunities for small group learning and instruction on a regular basis.
- learning styles are varied.
- they are taught organizational skills.
- growth mindsets replace fixed mindsets.
- teachers have high expectations.
- teachers show compassion.
- students take ownership of their learning.
- they feel valued and heard.
- instruction is differentiated to meet the needs of students.
- characteristics from the Profile of the South Carolina Graduate are implemented.
- when their personal needs are met (food, home life, materials, resources, relationships, etc.).
- they are guided by a knowledgeable, well-prepared, and skilled teacher with whom each student has a positive relationship.

McCants Middle School Daily Schedule

7:15-7:55 School doors will open and students will report from the parking area to the their hallway. During the 7:15-7:30 time, please drop off in the gym lot!. (Breakfast will be served to all in homeroom.)

7:50-8:10 Students will report to their assigned homeroom. Staff will be located around the campus. All students will report directly to their grade level hall.

8:10-8:25 Homeroom- Students are officially tardy if not in the homeroom door at the sound of the bell. **(PLEASE for the safety of your student-WALK YOUR STUDENT INTO THE SCHOOL through the front entrance. The school is a large facility and an OPEN campus. We want to be sure to know where each student is at all times.)** Parking spaces are available in the main lot closest to the building!

8:10-3:25 School Day

3:20 Afternoon announcements begin. Students will be called for buses at this time. At 3:25, those dismissing by car will report to the upper parking lot. 6th graders will be released first due to arriving there from related arts. Parents picking up students by car should park by grade level in the upper lot at the corner of Marchbanks and Cornelius. 6th grade parents will use the first 3 lanes closest to the building. 7th grade parents will pull through the 2nd set of triple lanes. 8th grade parent will pull through the 3rd set of lanes, the lanes closest to Cornelius. **NO PARKING ON EITHER MARCHBANKS OR CORNELIUS! You will be subject to traffic violations from the city and our school resource officer** if this becomes an issue.

Each grade level has lanes designated for pick up! You may pull in and park if you arrive early in either of the two outer lanes. The center lane is reserved to use once your child has gotten safely in the vehicle. You may use this as an exit lane! **STUDENTS MAY USE THEIR CELL PHONES AT THIS TIME TO HELP YOU LOCATE THEM!** Please asked them to keep masks on in the crowded areas!

Early Dismissal- Students will not be called to the office until the parent arrives to maximize instructional time. Students will only be released to their parent or guardian or contact on the emergency list unless a signed note is provided. **PLEASE DO NOT** call the school to change transportation at the end of the day. For your student's safety, we must have (in writing) the notification or be able to verify that you are the parent. You can FAX the school at 260-5846 or E-mail one of us in the front office.

kellyelrod@anderson5.net

jenniferkent@anderson5.net

stephanieradford@anderson5.net

****If you are picking up by car, please remember that we only have staff on duty until 3:50 each afternoon. If you are running late, please call the school and let us know so your child will not be worried about you! After 3:50, it is considered a late pick up and will be counted as such in our system.**

Anderson School District Five School Attendance and Grading

The faculty and staff at McCants believes that attendance is a key factor in student achievement. Any absence represents an educational loss to the student.

Attendance-State Law requires that students attend school for 180 school days each year. Parents should send a written excuse to the school on the first day back after an absence. A determination will be made as to whether the absence was lawful or unlawful.

Lawful absences include: illness, death or serious illness of immediate family, recognition of religious holiday, doctor or dentist appointment, prearranged absence for other reasons **preapproved** by the principal. (VACATION times are not approved.)

If a student fails to bring a valid excuse to school by the 10th day back to school after an absence, he/she will automatically receive an unexcused absence.

More than five absences or three consecutive absences will result in an intervention meeting. After that point, a referral will be made to student services at the district/county level.

Perfect Attendance will be a culmination of all 3 years at McCants. If you feel that your child qualifies for this at the end of 3 years and for their elementary years, please contact our guidance department at the beginning of May.

The Education Improvement Act of 1984 amended Section 59-65-90 of the 1976 Code of Laws of South Carolina.

A student must attend at least 3 hours of the academic school day to be counted present!!!!

Grading System-Students receive daily, weekly or periodic grades from their teachers. The grading system for students is as follows:

A-90-100 (Excellent Progress)

B-80-89 (Above Average Work)

C-70-79 (Average Work)

D-60-69 (Below Average Work)

F-59 or Below (Failing)

***Make up work will be due on the 3 day after returning or on the 6th day of an A/B day class.**

****A great way to keep up with grades for your student is through our Powerschool portal. Sign up in the front office! Once you sign up, you can access your student's grades at any time.**

Testing Programs

All students participate in standardized state testing programs, nationally normed testing, and district created benchmarks. Other assessments of student progress include chapter tests, unit tests, end-of-book tests, teacher-made tests, portfolio entries, observational checklists and anecdotal records. Please contact your child's teacher for information about your child's progress with these tests and scores as they become available.

Sickness

McCants Middle School has a full-time registered nurse on staff-Ms. Jill Chudyk. She is here to see about the medical needs of students during the school day. The school nurse will keep a record of the student's visit and will take his/her temperature or perform minor first-aid necessary, depending on the symptoms. The health room does not have aspirin or any other medications and the nurse cannot administer any medicine without permission from the parent and without the parent supplying the medication.

Giving Medication at School

- Written permission is required for any medication to be administered during the day. This includes over the counter medication!
- A parent or guardian must deliver the medication to school. **DO NOT SEND IT ON THE BUS!**
- It must be in the original bottle with the prescription on the label or in the original packaging.
- Students requiring daily medication (more than 3 weeks) must bring no more than a month of medication to the school at a time.

We strongly encourage you to give medication at home if appropriate. However, if this is not possible, then we will administer the medication following the above guidelines. **If your child is caught using over the counter or prescription medications at school, there could be disciplinary actions taken!*

DHEC guidelines are used for illnesses. If a student is running a fever, they must be free from fever for 24hours. If a student vomits at school, we must have someone pick them up immediately. This also means that if your child becomes ill at school at 10:00 and vomits then you will need to take them home and keep them home the following day! If a student has lice, they must be checked by the nurse before reentering school.

Immunizations

According to state law, all students must have an up-to-date South Carolina Immunization Form from their doctor or the health department before entering school. When a student enters from another school, the permanent record will be checked to make sure all immunizations have been completed. If not, the student will be required to get the necessary shots. [DHEC Exclusion List](#) [click here](#)

Please remember that we are not allowed to keep sick students at school and we will contact you **immediately** or use the emergency contact information that you provided.

Legal Custody

When a student's parents are separated or divorced, the issue of custody often becomes a matter of concern for the school. In order to protect the child and rights of custodial parents, it is important that the school be given a photocopy of the custodial agreement. Without this document in our files, we must legally release a student to either parent. In addition, school records will be released to either parent without this document.

School Closing

The school closing due to extremely bad weather or other severe emergencies will be announced on the local television and radio stations. Parents are also encouraged to check the district's web site (www.anderson5.net) for current school closing information. In case of an emergency situation during the school day, parents are asked not to call the school for information. The school has detailed plans for the evacuation and safety of all students. Information will be provided over radio and television stations. In an emergency, it is vital that the phone be available for use by those who are directing emergency procedures. In addition, Schoolmessenger will be used to contact parents/guardian! Please keep updated phone and contact information in the front office with Mrs. Kent!

Keep this in mind if there is a 2-hour delay for inclement weather....

Breakfast will not be served at school.

Students **may not** be dropped off before 9:15 AM. School will begin at 10:10.

Buses will be at their stops two hours after their normal time. For example, if the bus picks you up at 6:35 AM, be at your stop by 8:35 AM. Students will be dismissed at their regular time.

For E-learning days, it will be the responsibility of your student to complete work within the district's allotted time. If they do not complete work in their core classes, it will be counted as an absence! Attendance will be taken by each class period.

Pledge of Allegiance

State law requires all students to say the Pledge of Allegiance at a specific time during each school day. Anyone not wishing to participate will not be penalized. Those who do not participate may express his/her non-participation in any form that does not materially infringe upon the rights of others or disrupt school activities.

Moment of Silence

State law requires that all schools provide for a moment of mandatory silence at the beginning of each school day.

Special Services

Students who are identified as needing special services such as gifted and talented or special education will receive service after the identification is made through the district office. Students who struggle with academics or behaviors may be referred to the I-Team process. This team of professionals along with parent involvement will review the student's progress and develop a plan of action. Through this I-Team process, promotion and retention is considered as a team. Board policy and district guidelines will determine placement or advancement to the next level.

Conferences

Parent –Teacher conferences are welcomed at any time that either the teacher or the parent feels that they need to talk about the status of their student. We invite you to get acquainted with your student’s teacher(s). Conferences can be arranged by calling or e-mailing the school or teacher. This year, conferences may be held in a virtual format.

Safety Procedures for Students at McCants Middle School

MASKS MUST BE WORN IF YOU ENTER OUR SCHOOL!

Ø ALL visitors are required to sign in through the front office area. A driver’s license will be required. If you do not have a driver’s license on you, then you will need to sign in through verification of a school administrator. You may not pass the office area without this information and a sticker to prove verification of your visit. Please do not enter any building on campus without permission. These doors remain locked at all times.

Ø Students are expected to arrive at school on time. Speed Limit on school grounds is 15 MPH.

If you are past 8:10, you must walk your student in and sign them into school! Please park in the lot at the corner of Marchbanks and Cornelia! NO traffic through the bus loop at the front of the school!

Ø Students should not be dropped at school prior to 7:15 AM.

Ø The front office/front door does not open until 7:45 every morning.

Ø Students should be picked up in designated areas and not at various points connected or adjacent to the campus.

-Do not sign your child out to avoid waiting in line with everyone else! Do what is right and wait in line to model

being a good citizen! You need to wait in line and not ask your child to come to your vehicle in the road. You

will have a young driver soon and you want them to do the right thing too!

-Pick your child up on time! NO ONE IS AVAILABLE AFTER 3:50PM!

21st Century Skills

*Technology is provided to all students via the use of individual Chromebooks. In our district we have a one-to-one Board policy! Your technology fee covers most incidents for the first two times if it is not intentional. Talk with your student about being safe with their device. Monitor their device at home! Students find ways around our firewalls and find things on the internet that are not age appropriate. In some cases, students can lose their technology usage at school or be punished based on our CODE OF CONDUCT.

Questions or concerns may be addressed through our technology contact. jamiejohnson@anderson5.net

HANDBOOK

Materials Fees

Students are required to pay a fee for materials at the beginning of the school year. This money is used to purchase supplies such as workbooks, art paper, paint, copies, etc. The school also has additional fees for items that will help your student in the classroom. Families who qualify for the free/reduced lunch program will be eligible to pay a reduced fee.

Lunch Fees

Well balanced meals are available to students at the school. Forms are available for free/reduced amounts to be paid for the lunches based on federal guidelines for qualifying. We cannot be held accountable for lost money. **Each year, you must requalify for assistance for your lunch account!!!**

The district has a NO CREDIT lunch policy. If a student owes money, a reminder will be sent home asking for payment of past due lunch money. Accruing a bill above \$15.00 will result in no additional sales being allowed during lunch.

Ø Students are **not** allowed to bring carbonated drinks to school.

Ø Students are **not** allowed to use microwaves. Teachers **may not** heat food for students.

Ø **Parents are asked to not bring in food from restaurants for students.** We will not call for students to come and pick up lunches in the office from fast food locations AND they will not be allowed to eat this in the cafeteria.

Parents are always welcomed to eat with their child in our cafeteria!

A breakfast program is offered to all students in the building each morning from 7:15-7:50 in the cafeteria. If they are not present during this time, they do not qualify.

Meal prices are listed at [Culinary Webpage](#)

NO OUTSIDE LUNCHES MAY BE DELIVERED TO SCHOOL DURING THE DAY! IF A STUDENT FORGETS THEIR LUNCH FROM HOME, THEY WILL NEED TO PURCHASE A LUNCH ON PREMISES!

Snacks

Students are allowed to bring healthy choices for snacks as long as it is not an issue in the classroom to ensure that your child has plenty of energy for learning. NO drinks other than water are allowed at any time and must be in a clear bottle.

District Dress Code

The purpose of this dress code is to promote accepted standards of decency, decorum, health, safety and cleanliness among schools in Anderson School District Five. This code is designed as a guide and is by no means all-inclusive. However, the administration reserves the right to address inappropriate clothing on an individual basis in all grades.

Items that can be worn include:

1. Pants, shorts and skirts that are worn at the waist.
2. Dresses, skirts, shorts or pants that are mid-way down leg. Clothing should not touch the floor. Running shorts are not acceptable unless they are down to the finger tips.
3. Clothing that fits the wearer appropriately, covers all types of underclothing and is designed for wear outside of the home.
4. Pants that are worn with equal pant lengths.
5. Shirts, tee shirts, blouses or dresses that have sleeves and do not show cleavage, backs or midriffs during the course of normal movement.
6. Shoes or sandals.
7. Outerwear, if worn un-tucked, that the length does not exceed the mid-hip when arms are extended beside the body. Outerwear includes shirts, blouses, sweaters, vests, sweatshirts, etc. Outerwear, in this instance, does not include coats.
8. Accessories or clothing that does not pose a safety threat to self or others.
9. Clothing that is not see-through.
10. Items that do not advertise alcoholic beverages, tobacco, narcotics, profane language, weapons, and/or suggestive slogans, pictures, and/or offensive materials.

*Clothing that is required to be worn because of religious reasons will be dealt with on an individual basis.

STUDENT VOLUNTARY INSURANCE

Information about accident insurance for students is available on the district's website under the "Parents" heading (<https://www.anderson5.net/domain/2838>). There are two plans that are available (school-time coverage and 24-hour coverage). While the carrying of insurance is optional, you are urged

to take it, as it will help you with expenses in case of an accident. Most injuries that occur at school are unavoidable and not covered through the district's insurance policy.

If a student is injured, he or she may be treated by his or her own private physician, medical clinic or in the hospital emergency room. The student is responsible for seeking treatment, filing personal insurance and all costs associated with injury accidents.

NON - STUDENT ACCIDENT ON CAMPUS

If a visitor is injured on campus, he or she may be treated by his or her own private physician, medical clinic or in the hospital emergency room. The visitor is responsible for seeking treatment, filing personal insurance and all costs associated with injury accidents.

Change of Address or Phone Number

It is necessary that we have your current address and phone number at all times. The address must be a street address. This information is important in the case of an emergency.

*If you have an unlisted number, the school must have this number for the case of an emergency. The school will not release this information.

Care of Textbooks/Library Books/Technology Devices

Students are responsible for all textbooks, library books, guided reading books or technology devices (such as Chromebooks, IPADS, flip cameras or laptops) issued to them during the school year. All lost or damaged items must be replaced. All monies collected are recorded by the secretary and paid to the proper fund for replacement purposes. If a lost item is found, money paid will be refunded during that school year.

Bus Transportation

Bus transportation is provided to all students who live more than a mile from the school and reside in our attendance zone. Students should ride only the bus they have been assigned. Any changes must be cleared with the office ahead of time. To ensure the safety of all students to and from school, it is important that every student obey the following rules:

- Ø Board and leave the bus in a quiet, orderly manner.
 - Ø While in the bus, students will talk at an acceptable volume level: yelling and other loud noises are not acceptable.
 - Ø Students must remain seated at all times.
 - Ø Obey all other safety rules that the driver has established.
- MASKS ARE REQUIRED ON BUSES.

Guidelines established by the district for bus suspensions and write ups will be followed.

All changes in transportation must be in writing!!!

***Bus services are a privilege and not a right!**
We will strictly enforce all rules and regulations and a student may lose bus privileges for the remainder of the year!

Section 59-67-420 The State, acting through the State Board of Education, assumes no obligation to transport any student to or from school who lives within one and one-half miles of the school he attends, nor to provide transportation services extending within three tenths mile of the residence of any student, nor to furnish transportation for any student who attends a school outside the school attendance zone in which the student reside when the same grade is taught in an appropriate school that is located within the school district in which the student resides.

Parent Responsibilities-

The parent/guardian is responsible for properly registering their student(s) at the designated school and ensuring that all information provided on required forms is accurate and current. The parent/guardian is responsible for updating this information at the school whenever changes occur.

Refer to Board Policy JICC

SEX Offender Registry

State law requires the Anderson County Sheriff's office to provide school and daycare facilities information regarding any sex offender whose address is within one-half mile of a school or childcare facility. This list is mailed annually. A current list can be viewed in the school principal's office or obtained through the internet at www.sled.state.sc.us.

You may be denied entrance if your information returns from any state that you have ever been on a similar list.

Office Referrals

Discipline is a parent matter in which the school and home must work together. It is our belief that discipline in the school centers around respect. With this in mind, we promote the following four concepts:

1. Respect—This includes respect for the adults in the building with all interactions (body language and responses).
2. Responsibility—Students should not bring items to school that are not allowed such as gum, candy, electronic devices, weapons or look alike weapons of any kind.
3. Restraint—Students are not permitted to fight or touch any other student or adult.
4. Recognition of the rights of others—Students are not to bother or touch property of others including school property without prior permission.

Most discipline problems can and should be handled between the teacher and the student. If, however, the offense is serious or if inappropriate behavior continues, the student's parents will be notified.

Prior to a student being referred to the office, it is expected that the teacher will have followed the procedures established in his/her classroom. In extreme cases, the child may be removed from the classroom if the action warrants.

Distractions in the classroom such as fidget spinners and other non-academic items will be dealt with in a disciplinary action!

Cell phones are confiscated if out during instructional time or without the permission of the teacher. The phone is retrieved from the office on the first 3 offenses. After that, it will not be returned until the end of the school year.

The school and district is not responsible for any damage or loss of personal devices!

Athletic issues will be handled according to the athletic policies for discipline. Please note that if you student is an athlete, that if they are not passing core classes, they will not participate in events.

Anderson School District Five Student Code of Conduct

**Anderson School District Five
400 Pearman Dairy Road
Anderson, SC, 29625
Phone: 864-260-5000**

Fax: 864-260-5074

Our Mission

To educate students who are college and career-ready and will positively contribute to an ever-changing world.

Table of Contents

Student and Parent Acknowledgement and Pledge	Section	A
Character Traits	Section	B
Where and When the SCC Applies	Section	C
Student Rights and Responsibilities	Section	D
Parent/Guardian Rights and Responsibilities	Section	E
Infractions and Consequences	Section	F
Level I Infractions and Consequences	Section	G
Level II Infractions and Consequences	Section	H
Level III Infractions and Consequences	Section	I

Conduct While on School Property	Section	J
Basic Enforcement Procedure	Section	K
In-School Suspension	Section	L
Suspension of Students	Section	M
Expulsion of Students	Section	N
Local Law Enforcement/School Resource Officer (SRO) Notification Guidelines	Section	O
Disciplinary Transfer	Section	P
Discipline of Disabled Students	Section	Q
Prohibited Object Disclosure Provision	Section	R
Extenuating, Mitigating, or Aggravating Circumstances	Section	S
Search and Seizure	Section	T
Gang and Gang-Related Activities	Section	U
Participation in Extra-curricular/Co-curricular Activities	Section	V
Student Dress Code	Section	W

**Note: Policies are available online at www.anderson5.net.
Hard copies are available at the schools and district office upon request.**

Anderson School District Five STUDENT CODE OF CONDUCT (SCC)

Section A - Student and Parent Acknowledgement and Pledge

The Student Code of Conduct (SCC) has been developed to help your child receive quality instruction in an orderly educational environment. The school needs your cooperation in this effort. Therefore, please (1) review and discuss the Student Code of Conduct with your child and (2) sign and return this sheet to your child's school. Should you have any questions when reviewing the Student Code of Conduct, please contact your child's school principal. You may access an electronic copy of the Student Code of Conduct on the Anderson Five website www.Anderson5.net. You may also access a paper copy at your child's school or at any Anderson Five school library.

NOTE: FAILURE TO RETURN THIS ACKNOWLEDGEMENT AND PLEDGE WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN FROM BEING RESPONSIBLE FOR KNOWING OR COMPLYING WITH THE RULES CONTAINED WITHIN THE STUDENT CODE OF CONDUCT.

I have reviewed the Student Code of Conduct, and I understand the rights and responsibilities contained therein.

Parent: _____

—

To help keep my school safe, I pledge to show good character, work to the best of my ability and adhere to the guidelines established within the Student Code of Conduct.

Student: _____

Date: _____

—

Section B - Character Traits

Character education is the deliberate effort to help people understand, care about and act upon core ethical values. An intentional and comprehensive character education initiative provides a lens through which every aspect of school becomes an opportunity for character development.

"Intelligence plus character - that is the goal of education."

Rev. Martin Luther King, Jr.

Benefits:

- It promotes character development through the exploration of ethical issues across the curriculum.
- It develops a positive and moral climate by engaging the participation of students, teachers and staff, parents, and communities.
- It teaches students how to solve conflicts fairly, creating safer schools that are freer of intimidation, fear and violence, and are more conducive to learning.

The following character traits are essential for students to compete locally, nationally and internationally! These traits should be modeled and maintained by adults and students.

Trustworthiness*

Be honest • Don't deceive, cheat, or steal • Be reliable — do what you say you'll do • Have the courage to do the right thing • Build a good reputation • Be loyal — stand by your family, friends, and country

Fairness*

Play by the rules • Take turns and share • Be open-minded; listen to others • Don't take advantage of others • Don't blame others carelessly • Treat all people fairly

Respect*

Treat others with respect; follow the Golden Rule • Be tolerant and accepting of differences • Use good manners, not bad language • Be considerate of the feelings of others • Don't threaten, hit or hurt anyone • Deal peacefully with anger, insults, and disagreements

Caring*

Be kind • Be compassionate and show you care • Express gratitude • Forgive others • Help people in need

Responsibility*

Do what you are supposed to do • Plan ahead • Persevere: keep on trying! • Always do your best • Use self-control • Be self-disciplined • Think before you act — consider the consequences • Be

Citizenship*

Do your share to make your school and community better • Cooperate • Get involved in community affairs • Stay informed; vote • Be a good neighbor • Obey laws and rules • Respect authority • Protect the environment • Volunteer

accountable for your words, actions, and attitudes • Set a good example for others

**Character Counts Program, taken from South Carolina Character Education Toolkit*

Section C – Where and When the Student Code of Conduct Applies

The SCC applies to students at all times during the school day, while on school property, while traveling to and from school, at any school-related event, on any vehicle funded by Anderson Five (such as a school bus), and while using the Anderson Five computer network.

The SCC also applies to student behavior outside of school if: (1) a student commits a Level III infraction, and (2) the behavior disrupts or may disrupt the educational process at the school. In other words, students may be disciplined at school for seriously inappropriate behavior off school property and during non-school hours if the behavior will interfere with teaching and learning at the school. This includes seriously inappropriate behavior on social networking websites that disrupts or may disrupt the educational process at the school.

Section D – Student Rights and Responsibilities

Safe and Orderly Educational Environment

Student Right	Student Responsibility
To attend school in a positive school environment	To only engage in behaviors that support positive school environment
To have school staff that is willing to hear the needs and concerns of students	To express needs and concerns appropriately
To feel safe from crime, violence, intimidation, bullying, harassment, racism and other discrimination at school	To understand and follow school behavior expectations and to report instances of bullying and dangerous/unsafe situations to school administrators

Attendance

Student Right	Student Responsibility
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To be informed of school board policies and school rules about absences, recovery and tardiness

To attend school and class daily and to be on time

To appeal a decision about recovery

To provide documentation of the reason for full absence

To arrange to make up classwork, test, or materials for credit within a reasonable period of time after returning from an absence

To request make-up work for an absence and arrange to complete it within a reasonable period of time after returning to school

School Counseling Services

Student Right	Student Responsibility
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To be informed about school guidance services

To utilize guidance services for educational improvement

To have access to school counselors

To request counseling or advisement when needed

To request counseling when needed

To work cooperatively with school staff

Free Speech/Expression

Student Right	Student Responsibility
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To express views (in written or verbal form) without being obscene, disruptive, discriminatory, or provocative

To respect the rights of others when they express their views

To choose to participate in patriotic observances such as the Pledge of Allegiance

To behave respectfully during patriotic observances

To have religious beliefs respected

To respect the religious beliefs of others

To help develop and distribute publications as part of the educational process

To follow the rules of responsible journalism under the guidance of an advisor and administrator, including refraining from publishing material that is inappropriate for the school environment

To be protected from bullying, intimidation and threats

To refrain from bullying, intimidating, and threatening conduct

Privacy and Property Rights

Student Right	Student Responsibility
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To have personal possessions remain private unless school staff have reason to believe that a student is in possession of items prohibited by the Student Code of Conduct, other school policy or the law

To keep prohibited items away from school and school function

To have personal property respected

To respect the personal property of others

Section E – Parent/Guardian Rights and Responsibilities

Parent/Guardian Rights

- To be actively involved in their child’s education
- To be treated respectfully by the school principal, teachers, and other staff
- To access information about the Board’s policies and procedures
- To be notified in a timely manner if their child is disciplined for inappropriate or disruptive behavior and informed of the consequences assigned
- To appeal disciplinary actions taken
- To receive information about their child’s academic and behavioral progress

Parent/Guardian Responsibilities

- To read and become familiar with this policy
- To make sure their child attends school regularly, on time, and to notify the school before the school day begins if their child is absent
- To give the school accurate and current contact information
- To tell school officials about any concerns or complaints respectfully and in a timely manner
- To work with the school principal, teachers, and other staff to address any academic or behavioral concerns regarding their child
- To talk with their child about the behavior expected in school
- To support their child’s learning and school activities at home
- To be respectful and courteous to staff, other parents, guardians, and students
- To respect other students’ privacy rights.

Section F – Infractions and Consequences

On the next several pages, the Student Code of Conduct offers a list of offenses along with recommended or, where appropriate, required administrative disciplinary actions. The Student Code of Conduct divides inappropriate student behavior into the following three categories:

- Level I – Disorderly Conduct
- Level II – Disruptive Conduct
- Level III- Criminal Conduct

The rules and regulations contained in the Student Code of Conduct shall include appropriate due process, hearings and reviews. The Student Code of Conduct was created to protect all members of the educational community in the exercise of their rights and responsibilities.

The removal of a student from the learning environment will occur only for just cause and in accordance with due process of law.

Infractions and Consequences

Section G – Level I Infractions

The administration may reclassify disorderly conduct (Level I) as disruptive conduct (Level II) if the student engages in disorderly conduct (Level I) three (3) times.

Level I Infractions - Disorderly Conduct	
	Description

<p>academic integrity and misrepresentation</p>	<p>student will be honest and submit his/her own work:</p> <ul style="list-style-type: none"> . Altering Report Cards or Notes: Tampering with report cards, official passes, notes or other school documents in any manner, including changing grades or forging names to excuses, is prohibited. . Cheating: Violating rules of honesty, including but not limited to plagiarism or copying another student's test or assignment, is prohibited. . False Information: Making false statements, written or oral, to anyone in authority is prohibited.
<p>Attendance</p>	<p>student must attend every class every day unless there is a lawful reason for the absence. Students who are tardy, cut school or class, be out of area, or have excessive unexcused absences are in violation of this rule. In addition to any administrative response, students with excessive absences may be required to comply with the district's recovery procedures or be referred to Family Court. If a student has accumulated three consecutive unlawful absences or a total of five unlawful absences school personnel will complete a truancy investigation.</p>
<p>Cell phone and electronic devices</p>	<p>refer to Anderson Five policies IFBGA (Technology Resources), IFBGA-R (Internet Responsible Use and Safety) , and JICC (Student Conduct on School Buses)</p>
<p>Disruptive behavior (Classroom)</p>	<p>student will maintain appropriate behavior so as to refrain from disrupting class, school, or any school sponsored activity and be prepared for instruction at all times. A student shall not talk out in class or move from his/her assigned seat/area without permission, throw objects (except as directed by staff for an instructional purpose), horseplay, harass, tease or make rude noises.</p>

<p>Dress code and ID badges</p>	<p>student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and are not disruptive to the educational environment. This will include student clothing that materially and substantially disrupts classes or other school activities, including but not limited to gang items or articles of clothing. Please refer to Anderson District Five Dress Code in Section W.</p> <p>ID badges must be worn by all students at schools where required. ID's should be prominently worn to be easily viewed by staff. Safety eyeglasses are recommended. Elementary school students are not required to wear ID's. Teachers may exempt students from this rule in certain classes or for safety reasons.</p>
<p>Profanity (overheard or observed)</p>	<p>student is expected to refrain from all forms of profanity while in school, participating in a school activity or on school property. Profanity defined as words (or words that sound similar to or can be misconstrued as profane), expressions, gestures (such as flipping the middle finger), or other behaviors that are construed or interpreted as insulting, rude, vulgar, obscene, foul, desecrating, or other offensive terms. This rule applies to any profane behaviors that occur off school grounds (such as those composed on an electronic text and/or social media networking site) that cause conflict with a student/students while in school, participating in a school activity or on school property.</p> <p>Profanity directed at any school staff or authorized volunteer may be treated as a Level II infraction</p>
<p>Refusal to obey/defiance; Failure to complete school work</p>	<p>student will obey the lawful direction of any authorized staff member or volunteer while in school, participating in a school activity or on school property. All students are expected to behave in a respectful manner. This includes, but is not limited to, complying with the direction or instruction of a staff member, not walking away from a staff member while being spoken to, speaking to staff in an appropriate manner, and completing all assigned work.</p>

Consequences for Level I Infractions

- Verbal reprimand
- Withdrawal of privileges
- Demerits
- Detention (before school, lunch, after-school, Saturday)
- In-school suspension
- Referral to outside agency, including but not limited to mental health programs and Tobacco Education Program
- Referral to school or district guidance/counseling services as appropriate
- Referral to school peer jury, peer mediation or peer conferencing
- Teacher, Student, and Parent/Guardian Conference
- Teacher, Student, Resource Person, and/or Administrator Conference
- Individual Behavior Contract
- Mentoring program
- Administrative Discipline Contract
- Documented Teacher and Student Conference focused on expectation violated and practicing expected behavior
- Other sanctions approved by administrators

Infractions and Consequences

Section H – Level II Infractions

Level II Infractions – Disruptive Conduct	
	Description

<p>Aggressive physical or verbal action</p>	<p>Student shall not exhibit any form of aggressive physical or verbal action against another student, staff member or any other adult at school. A student shall not reach another person in a confrontational, provocative or bullying manner. This includes attempts to intimidate or instigate another person to fight or commit other acts of physical aggression. A student shall not use profanity or any other derogatory language towards students, staff, or any other authorized school personnel while in school or school sponsored activity.</p>
<p>Bullying, harassment, and intimidation</p>	<p>Swearing and/or harassing behavior are strictly prohibited in Anderson Five. It is the policy of the Board of Education to maintain learning environments that are free from harassment or bullying. Students are expected to use appropriate language and conduct at school and school functions and possess only appropriate materials. This policy applies to profanity, possessing, sending, or receiving written materials or electronic text and/or images that convey an offensive, racial, derogatory, bullying or harassing message to another person. This includes but is not limited to references to race, color, ancestry, national origin, gender, religion, disability, physical appearance or making offensive statements or gestures.</p>
<p>Disruptive Behavior (school-wide)</p>	<p>Student will maintain appropriate behavior so as to refrain from disrupting class, school, or any school sponsored activity and be prepared for instruction at all times. Behavior resulting in a significant school disturbance such as in hallways, the atrium, cafeteria, etc. will be considered a Level II infraction.</p>
<p>False Alarm</p>	<p>In the absence of an emergency, a student shall not call 911, signal or set off an automatic signal indicating the presence of an emergency.</p>
<p>Fighting</p>	<p>Student shall not exhibit any form of aggressive physical or verbal action against another student, staff member or any other adult at school. Incidents of hitting, biting, kicking, shoving, kicking or throwing objects at a student or adult may be a Level II, or Level III infraction depending on the severity and specific situation.</p> <p>Self-defense: The exchange of mutual aggressive physical contact between students, without injury, is prohibited. Subsequent violations or those that cause injury or property damage shall be a Level III infraction. A student who is physically attacked may act in self-defense without consequence.</p> <p>Self-defense is defined as the act by a non-aggressor victim using reasonable force if being hit in order to enable oneself to get free from the attacker and notify school authorities. It is not self-defense to participate in the fight. Administrators reserve the discretion to recognize the need for self-defense on an incident-by-incident basis.</p>
<p>Gambling</p>	<p>Student will not play games of skill or chance for money or property. In some cases, violations may be a Level III infraction.</p>

<p>appropriate conduct of a student, Physical or Sexual Nature</p>	<p>student shall not engage in any sexual behavior on school property or at a school-sponsored activity.</p> <p>Public Display of Affection: A student shall not engage in physical demonstration of affection for another person while in the view of others, including but not limited to kissing, hugging, snuggling, and holding hands.</p> <p>Indecent Exposure: A student shall not intentionally expose private body parts, including but not limited to the display of the buttocks (mooning).</p> <p>Offensive Touching: A student shall not engage in unwanted touching of another person of a physical or sexual nature.</p> <p>Sexual Harassment: A student shall not engage in unwanted verbal or physical (including but not limited to staring) conduct of a sexual nature which may reasonably be regarded as harassing, hostile or offensive. This includes the communication of (by digital or other means) or the intentional display of sexually explicit material.</p>
<p>Subordination</p>	<p>student will obey the lawful direction of any authorized staff member while in school, participating in a school activity or on school property. All students are expected to interact in a respectful manner. Insubordination may include, but is not limited to, willful refusal to obey, any action requiring immediate intervention of an administrator, or escalation of the behavior.</p>
<p>Stealing (and under)</p>	<p>student will not steal or possess stolen property, or participate with others to do so. Property includes any object that is possessed without the permission of the owner.</p>
<p>Threats against others</p>	<p>student shall not threaten to strike, attack or harm any person, or cause another person to become fearful by intimidation, through any medium, including threats made in person, through another person at the request of the perpetrator, on the telephone, in writing, through the use of gang paraphernalia, or by any digital communication (including cyber-bullying) that pose a disruption to the school environment. The level will be determined by the level of disruption presented by the threat, whether the threat could reasonably be carried out and whether the threatened person was made aware of the threat.</p>

Tobacco	<p>strict does not allow students to use or to possess tobacco products or tobacco paraphernalia, including electric cigarettes. This restriction applies while students are on school grounds, in the school buildings, on buses or during any other time they are under the direct administrative jurisdiction of the school whether on or off the school grounds.</p> <p>Refer to Anderson School District Five Policy JICG (Tobacco Use by Students) for rules and consequences</p>
trespassing	<p>Students will not enter school property or a school facility without proper authority. This policy includes entering any school during a period of suspension or expulsion.</p>

<p>Weapons Person Five by JICDAA)</p>	<p>udent may possess, use, or distribute any object, device, or instrument having appearance of a gun, including, but not limited to, look-a-like guns, water guns, toy non-functioning replicas of guns, and objects that are a facsimile of a real gun. In addition, students may not possess, use, or distribute any object, device, or instrument having the appearance of a knife. When determining the appropriate disciplinary action for the possession, use, or transfer of such an item, the following factors will be considered on a case-by-case basis:</p> <ul style="list-style-type: none"> age of the student; ability of the student to comprehend the requirements of the policy; intent of the student; effect of the presence of the aforementioned items, i.e., was another person injured or frightened; and past disciplinary record, including violent or disruptive offenses. <p>Though each situation is unique and will require an individualized review of the circumstances, the administration will adhere to the following guidelines when determining an appropriate disciplinary consequence for the possession, use, or transfer of the items listed above. The District will discipline students for the possession, use, and transfer of the described items at school, school sponsored activities, and on school buses.</p> <p>If a student possesses one of the described items but does not fire or discharge the item, the student may be suspended for at least one school day, and the item will be confiscated.</p> <p>If a student displays one of the described items in a nonthreatening manner without intent to harm or inflict damage upon someone, the student may be suspended for a maximum of two days, and the item will be confiscated. Additional days of suspension may be imposed based on the circumstances surrounding the discharge and the other factors listed above.</p> <p>If a student displays one of the described items in a threatening manner or uses the item as a weapon, <u>i.e.</u>, with the intent to harm or inflict damage upon someone, the student will be disciplined in accordance with the dangerous weapons portion of Policy 3020.</p>
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<p>of intoxicants; possession of unauthorized substances</p>	<p>student, regardless of age, will possess, use, sell, purchase, barter, distribute or be under the influence of alcoholic beverages or other controlled substances in the following circumstances.</p> <ul style="list-style-type: none"> · on school property (including buildings, grounds, vehicles) · at any school-sponsored activity, function or event whether on or off school grounds (including any place where an interscholastic athletic contest is taking place) · during any field trip · during any trip or activity sponsored by the board or under the supervision of the board or its authorized agents <p>student will aid, abet, assist or conceal the possession, consumption, purchase or distribution of any alcoholic beverage by any other student or students in any of the instances listed above. No student will market or distribute any substance which is presented to be or is substantially similar in color, shape, size or markings of a controlled substance in any of the circumstances listed above. All principals/directors cooperate fully with law enforcement agencies and will report to them all information that would be considered pertinent or beneficial in their efforts to stop the possession and use of controlled substances. The administration will suspend students who violate this policy and may expel them. The board intends to expel all students who distribute any controlled substance on school grounds.</p> <p>refer to Anderson Five Policy JICH-R (Drug and Alcohol Use by Students)</p>
<p>vandalism (and under)</p>	<p>student will not willfully, with or without malice, participate with others to damage or destroy property of another, including property belonging to the school or district, staff, parents or other adults on campus or at a school-sponsored or school-related activity on or off school property. A student or parent/guardian will be held financially responsible, as allowed by law, for willful or malicious destruction of property.</p>

vehicle use	<p>Business Vehicle Use: A student will not operate any motorized or self-propelled vehicle on school grounds in a manner that is a threat to health and/or safety, or a disruption to the educational process. Driving to school is a privilege, which may be granted or revoked at any time by the school principal.</p> <p>Vehicle Parking on Campus: A student will not leave an automobile on school grounds without appropriate authorization and a visible parking permit. Unauthorized vehicles or inappropriately parked vehicles may be towed.</p> <p>These infractions may be a Level I, II, or III infraction depending on the severity and specific situation.</p>
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Consequences for Level II Infractions

oral reprimand
withdrawal of privileges
loss of merits
daily check-in with identified staff member
attention (before school, lunch, after-school, Saturday)
school suspension
out-of-school suspension
referral to outside agency
referral to school or district guidance/counseling services as appropriate
referral to school peer jury, peer mediation or peer conferencing
Teacher, Student, and Parent/Guardian Conference
Teacher, Student, Resource Person, and/or Administrator Conference
Individual Behavior Contract
mentoring program
Administrative Discipline Contract
documented Teacher and Student Conference focused on expectation violated and practicing expected behavior
restitution of property and damages, where appropriate, should be sought by local school authorities
alternative education program
disciplinary Transfer
expulsion
other sanctions approved by administrators

Infractions and Consequences

Section I – Level III Infractions

Level III Infractions - Criminal Conduct	
	Description
Assault and Battery	<p>Assault and Battery occurs if a person unlawfully injures another person, or offers or attempts to injure another person with the present ability to do so and moderate bodily injury to another person results or moderate bodily injury to another person could have resulted.</p> <p>Assault and Battery on a Student: A student shall not physically attack another student. See self-defense as defined in Level II Fighting.</p> <p>Assault and Battery on a Staff Member: A student shall not physically attack a staff member or adult.</p>
Breaking and Entering	A student will not break into any district property. This will include any unauthorized entry into school property with or without destruction to the property.
Bomb Threat	A student shall not make any report or notification, knowing or having reason to know the report is false (verbal or written), indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.

<p>Furnishing, selling, and possession of unauthorized or controlled substances</p>	<p>No student, regardless of age, will possess, use, sell, purchase, barter, distribute or be under the influence of alcoholic beverages or other controlled substances in the following circumstances.</p> <ul style="list-style-type: none">on school property (including buildings, grounds, vehicles)at any school-sponsored activity, function or event whether on or off school grounds (including any place where an interscholastic athletic contest is taking place)during any field tripduring any trip or activity sponsored by the board or under the supervision of the board or its authorized agents <p>No student will aid, abet, assist or conceal the possession, consumption, purchase or distribution of any alcoholic beverage by any other student or students in any of the circumstances listed above. No student will market or distribute any substance which is represented to be or is substantially similar in color, shape, size or markings of a controlled substance in any of the circumstances listed above. All principals/directors will cooperate fully with law enforcement agencies and will report to them all information that would be considered pertinent or beneficial in their efforts to stop the sale, possession and use of controlled substances. The administration will suspend students who violate this policy and may expel them. The board intends to expel all students who distribute any controlled substance on school grounds.</p> <p>Also refer to Anderson School District Five Policy/Rule JICH-R for consequences for first time and multiple offenses</p>
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Possession,
Use or Transfer
of Dangerous
Weapons

A student will not possess, handle, transport or use any weapon, object that can be reasonably considered a weapon, dangerous object or substance that could cause harm or irritation to another individual on school property or at any school function. All items will be confiscated and will not be returned except with the mutual agreement of school and law enforcement. No vehicles parked on school property may contain firearms, knives with a blade of 2.5 inches or more, blackjacks or other items which are generally considered to be weapons. This rule does not apply to school supplies (e.g., pencil, scissors, etc.) unless used as a weapon.

Prohibited items include, but are not limited to:

1. Air soft gun, BB gun, pellet gun
2. Ammunition
3. Bomb (includes but not limited to destructive devices such as an explosive, incendiary or poison gas)
4. Box cutter/razor blade
5. Camouflaged or disguised weapon
6. *Firearms (Policy JIC1; See below)
7. Fireworks
8. Knife
9. **Mace/Pepper Spray (see below)
10. Any object or substance that could cause injury including but not limited to, slingshots, ice picks, metal knuckles, nun chucks, Bowie knives, dirks, daggers, lead canes, switchblade knives, clubs, stun guns, Tasers, starter pistols, BB guns, flare guns, air rifles, air pistols, air soft pellet guns or paint ball guns, mace, fire extinguishers and/or the use of any object or any substance that will potentially cause harm, irritation or bodily injury.

It is a felony offense, punishable by a fine of \$1,000 or imprisonment for five years, or both, to carry a firearm on school property. It is a misdemeanor offense, punishable by a fine of up to \$500 or imprisonment for up to 90 days, to carry a concealed dirk, slingshot, metal knuckles, razor or other deadly weapon.

Firearms (NOTE: The following is specifically directed by Gun-Free Schools Act 20 U.S.C. 3351)

The board will expel any student who brings a firearm to school. The term firearm is defined extensively in the U. S. Code, but generally means a gun or other destructive device (explosive, incendiary). The period of expulsion for firearm offenses generally will be no less than one calendar year. The board directs the superintendent to bring recommendations for expulsion for firearm offenses consistent with this policy except that the superintendent, on a

	<p>case-by-case basis, may modify this expulsion requirement. The district will refer each expelled student to the local county office of the Department of Juvenile Justice.</p> <p>*Mace/Pepper Spray The possession and/or use of mace, pepper gas and any other substance which is generally used for personal defense and which may cause skin and/or eye irritation is prohibited. The possession of such a substance will be considered a violation of disruptive conduct (Level II). The use of mace or any other similar substance, as defined above, may be considered as an assault prohibited under criminal conduct (Level III) depending upon the facts of the incident.</p>
Sexual Offenses	<p>Consensual Sexual Activity: A student shall not engage in consensual sexual activity. "Consensual" means all parties are willing participants in the activity.</p> <p>Sexual Battery: A student shall not attempt to engage in sexual activity against another person by force, threat or fear.</p>

Stealing (\$50 or more in value)	<p>A student will not steal or possess stolen property, or participate with others to do so. Stolen property includes any object that is possessed without the permission of the owner. Stealing resulting in significant financial loss, repeated offenses, or the sale of stolen property may be considered as acts of major stealing.</p>
Threatening life, person or family of public official or public employee	<p>It is unlawful for a person knowingly and willfully to deliver or convey to a public official or to a teacher or principal of an elementary or secondary school any letter or paper, writing, print, missive, document, or electronic communication or verbal or electronic communication which contains a threat to take the life of or to inflict bodily harm upon the public official, teacher, or principal, or members of his immediate family if the threat is directly related to the public official's, teacher's, or principal's professional responsibilities</p>
Use of Fire	<p>A student will neither set fire nor attempt to set fire to anything on school property or participate with others to damage or destroy school property through the use of fire. This includes striking matches, flicking cigarette lighters or using any instrument capable of producing fire on school property or at a school-sponsored or school-related activity that is on or off school property.</p>

Vandalism – (\$50 or more in value)	A student will not willfully, with or without malice, participate with others to damage or destroy property of another, including property belonging to the school or district, staff, students or other adults on campus or at a school-sponsored or school-related activity on or off school property. A student or parent/guardian will be held financially responsible, as allowed by law, for willful or malicious destruction of property.
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Consequences for Level III Infractions

In addition to the consequences stated previously in Level I and II:

- Out-of-school suspension
- Assignment to alternative school/alternative education program
- Expulsion
- Restitution of property and damages, where appropriate, should be sought by local school authorities
- Referral to outside agency
- Referral to local law enforcement

Section J – Conduct While on School Property

Parents are encouraged to be active participants in their child's education. A partnership between parents and the school requires meaningful and appropriate communication. As such, we must be civil in our discourse. This requires that:

1. No one disrupts or attempts to interfere with the operation of a classroom or any other area of a school.
2. School rules for access and visitation are strictly obeyed.
3. Legitimate obligations and time constraints are respected.
4. Information that might help reach our common goal is shared. This includes information about safety issues, academic progress, changes that might impact a student's work or events in the community that might impact the school.

In the event of a violation of the above guidelines, the following steps are available:

1. Students who believe they have been treated in an inappropriate manner should report the behavior to a teacher or school administrator.

2. Parents/guardians or community members who believe they have been treated in an inappropriate manner should report the behavior to the staff member's immediate supervisor.
3. Employees who believe they have been treated in an inappropriate manner shall, if personal harm is threatened, report such to the school administrator.
4. Anyone on school district property may be directed to leave the premises by an administrator or other authorized staff. Anyone who threatens to, attempts to, or actually disrupts school or school district operations may be directed to leave the premises by an administrator or other authorized staff and may have limitations placed on their campus access. Disruptive behavior includes, but is not limited to, the physical harm of someone, the intentional cause of damage, the use of loud or offensive language, the use of tobacco, the appearance of being under the influence of alcohol or other intoxicating substances, the use of inappropriate gestures, profanity, and displays of anger.

Section K – Basic Enforcement Procedures

The staff will follow these basic enforcement procedures in instances of Level I Infractions (disorderly conduct):

- a) When the staff member observes (or is notified about and verifies) an offense, the staff member will take immediate action to correct the misconduct. The staff member will use an appropriate sanction and, where necessary, maintain a record of the misconduct and the sanction.
- b) If certain misconduct is not immediately correctable, the staff member should refer the problem to the appropriate administrator for action specified under this policy.
- c) The administrator should meet with the reporting staff member, and, if necessary, the student and the parent/legal guardian, and should assign the appropriate disciplinary action.
- d) Where necessary, the administrator will maintain a complete record of the procedures.

The staff will follow these basic enforcement procedures in instances of Level II Infractions (disruptive conduct):

- a) When the administrator observes (or is notified and verifies) an offense, he/she will investigate the circumstances of the misconduct and confer with staff on the extent of the consequences.
- b) The administrator will notify the parent/legal guardian of the student's misconduct and related proceedings. The administrator will meet with the student and, if necessary, the parent/legal guardian, confers with them about the student's misconduct, and assigns the appropriate disciplinary action.
- c) The administrator will keep a complete record of the procedures.

The staff will follow these basic enforcement procedures in instances of Level III Infractions (criminal conduct):

- a) When an administrator observes (or is notified of and verifies) an offense, he/she will confer with the staff involved, assign the appropriate disciplinary action, and, if appropriate, meet with the student.
- b) If warranted, the administrator should immediately remove the student from the school environment. The administrator will notify a parent/legal guardian as soon as possible.
- c) If appropriate, school officials should contact law enforcement authorities.
- d) Staff will follow established due process procedures when applicable.
- e) The administrator will keep a complete record of the procedures.

Section L – In-School Suspension (ISS)

In-school suspension program

The purposes of in-school suspension are as follows:

- to reduce the amount of school time lost by students
- to provide a means of punishment in lieu of suspension
- to provide a highly structured educational environment for students temporarily not adjusting to regular classroom expectations
- to provide counseling for students who exhibit a negative classroom attitude
- to provide counseling for students who violate school rules and regulations, or who exhibit unacceptable behavior
- to socially isolate students whose behavior and work habits are disruptive in regular classrooms

Procedure

The administration will assign students (20 maximum) to a room separate from other classes. Students will be given a copy of an in-school suspension form to take to their parent/legal guardian. The parent/legal guardian will be notified by phone and/or letter of the student's assignment to the ISS room.

- Students will be expected to complete regular assignments. Students will be responsible for schoolwork and will not be released until all assignments are satisfactorily completed.
- Students will be expected to be willing to correct the behavior which caused them to be suspended. Prior to release from ISS, a meeting or telephone call between the parent/legal guardian, student counselor, teachers and administrators may occur.

Only the principal or assistant principal will assign students to ISS. Failure of a student to perform as requested in ISS may result in additional ISS time and or a suspension from school.

Section M - Suspension of Students (Policy JKD-R)

Investigation of misbehavior

When it appears that a student has engaged in misbehavior warranting suspension, an administrator will investigate the matter and interview everyone who has knowledge about what occurred. The student and his or her parent(s)/guardian(s) will be advised, verbally or in writing, of the accusations against him/her. The administrator also will advise the student of the evidence against him/her and provide him/her the opportunity to tell his/her side of the story. If the student asks the administrator to talk to other witnesses, the administrator will do so, if possible.

After completing the investigation, and based on the student's prior disciplinary history and the severity of the offense, the administrator will determine if suspension is in order and the number of school days, from one to ten, the suspension should run.

Summary suspension

If the administrator sees or is advised of any student misbehavior and concludes the student should be removed from school immediately in order to restore order or to protect others at the school, for example, if the student threatens to kill a teacher or a student, he/she may summarily suspend the student for up to two school days. In these cases, the administrator does not have to investigate the matter first. By the end of the next school day following the summary suspension, however, the administrator should investigate the matter, as outlined above, and determine what, if any, additional suspension days, not to exceed a total of 10, are appropriate.

If the administrator determines that the student should not have been suspended, arrangements will be made for the student to make up any work he/she missed while on summary suspension. The administrator also will remove any reference to suspension from the student's record.

Sending a suspended student home during the school day

When a student is suspended, the administrator will attempt to contact the parent/legal guardian to request that he/she pick up the student from school. If a parent/legal guardian cannot come for the student, the school may take the student home as long as a parent/legal guardian is at home to take charge of the student. If the administrator cannot reach the parent/adult guardian, the student must stay at school until the end of the school day.

If the student is summarily suspended, he/she may be removed from the school grounds immediately. Depending upon his/her age, however, it may be necessary to keep him/her at school until his/her parent/legal guardian can be reached.

Notification to parent/legal guardian

By the end of the next school day following any suspension, the administrator will notify the parent/legal guardian in writing of the following:

- the act(s) committed by the student
- the rule(s) violated
- the length of the suspension
- the time and place when he/she will be available to meet with the parent/legal guardian for a conference

The conference is to be held not more than three school days after the date of the suspension and, if possible, before the student is to return to school.

Suspension appeals

If, after the conference with the administrator, the parent/legal guardian believes the student's suspension was unjustified, an appeal of the suspension may be taken to the district hearing officer. To request an appeal, the parent/legal guardian must write a letter to the hearing officer, within five days after the conference with the administrator, advising the hearing officer why it is believed the suspension was unfair.

The appeal will be conducted as an informal hearing. The administrator, parent/legal guardian and student may be present. If the hearing officer and the parent/legal guardian agree, the student may be dismissed during portions of the hearing. The parent/legal guardian, student and administrator will be allowed to address the hearing officer.

Within 10 school days of the hearing, the hearing officer will render a decision as to whether the suspension was proper. The hearing officer will report his/her decision in writing to the parent/legal guardian, the superintendent and the school. If the hearing officer decides that the suspension was not proper, all absences resulting from the suspension will be excused and the record cleared. The student will be allowed to make up all missed work.

Limits on suspension

A student may not be suspended for more than a total of 30 school days in one school year. An administrator may not suspend a student from school during the last 10 school days of the school year if the suspension would result in the loss of the course credit unless the school board approves, or if the student is an actual threat to the class or the school, or a hearing is granted by the end of the next school day following the suspension.

Trespassing

Students serving out-of-school suspensions are not allowed to come onto school property, participate in extra-curricular activities, or attend school-sponsored events. A student may be considered trespassing if he or she comes onto school grounds while suspended.

Missed school work

Students who have been suspended will be allowed to make up and receive credit for school work missed. It will be the responsibility of the student to make up the missed work within a reasonable time as specified by the teacher.

Section N - Expulsion of Students (Anderson School District Five Policy JKE)

See also Administrative Rule JKE-R

Expulsion is the removal of a student from a school for the remainder of the school year or until readmitted by the board.

A student may be expelled for any reason listed in the student behavior code JICDA, for the commission of any crime defined by South Carolina Code of Laws, or when the presence of the student is deemed to be detrimental to the best interests of the school. Expulsion means the student cannot attend school or be on the school grounds, cannot attend any school-related events or activities on or off campus and cannot ride a school bus.

Procedures for expulsion

If procedures for expulsion are initiated, the parent/legal guardian of the student will be notified in writing of the time and the place of a hearing before a district hearing officer. The hearing shall take place within fifteen (15) days of the written notification at a time and place designated by the district hearing officer, and a decision will be rendered within ten (10) days of the hearing.

The student may be suspended from school and all activities during the time of the expulsion procedures.

At the hearing, the parent/legal guardian will have the right to legal counsel and to all other regular legal rights, including the right to question all witnesses presented by the administration in a manner determined by the district hearing officer.

Every expelled student will have the right to petition for readmission for the succeeding school year.

Section O – Local Law Enforcement/School Resource Officer (SRO) Notification Guidelines

When a student engages in or is suspected to have engaged in illegal activity or poses a danger to the health or safety of others, it may be necessary for school staff to contact a School Resource Officer (SRO) and/or local law enforcement to seek their assistance. School administrators have the discretion to call 911 in emergency situations if students or staff members are in danger. School officials must assess the situation before determining whether or not to contact the local law enforcement. School officials should consider factors including:

- Whether the student presents a danger to the health, safety, or welfare of others,
- Whether the student intends to cause others physical harm, and
- The student's age.

Once school staff members contact local law enforcement, the responding officers ultimately will determine whether or not to investigate, arrest, and/or take any other steps in response. School principals and staff do not have the authority to decide whether a student will be arrested. Moreover, responding officers do not have the authority to decide whether a student will receive interventions or consequences at school. The school principal will use the SCC to determine the appropriate intervention(s) and/or consequence(s) to address a student's behavior. Parents should be contacted by the SRO (law enforcement) and/or school official if the student is arrested or taken into custody.

Section P– Disciplinary Transfers (Anderson School District Five Board Policy JFABC)

The administration may make disciplinary transfers to another school in lieu of suspension or expulsion but only after a conference or hearing with the parent/legal guardian and consultation with both principals.

Disciplinary transfers of students may be based on any reason listed in the student behavior code JICDA, for the commission of any crime defined by South Carolina Code of Laws, or when the presence of the student is deemed to be detrimental to the best interests of the school.

Section Q – Discipline of students with disabilities

Disciplinary process

A student identified as disabled pursuant to the Individuals with Disabilities Education Improvement Act are not exempt from school disciplinary processes, nor are they entitled to remain in a particular educational program when their conduct substantially impairs the education of other children in the program. However, federal and state laws and regulations require the public schools to meet the individual educational needs of disabled children as adequately as it meets the needs of student without disabilities.

Program prescriptions

A disabled student's Intervention or IEP team may prescribe or prohibit specified disciplinary measures for an individual student by including appropriate provisions in the student's Individual Education Plan (IEP). The IEP team must take into consideration the student's disabling condition when deciding whether or not staff may use a particular form of discipline.

Administrative authorities should observe any such provisions contained in a disabled student's individual education plan, except that an IEP team may not prohibit the initiation of proceedings for suspension or expulsion which are conducted in accordance with regulation.

Duration of Suspensions

If a student with a disability violates the district's code of conduct, a school administrator may remove the student from his/her current placement to another setting or suspend the student, for a maximum of 10 consecutive school days for that particular incident. For separate incidents of misconduct, the school administrator may remove the student for no more than 10 consecutive school days each in that same school year, as long as the suspensions do not constitute a "change of placement." A "change of placement" would likely to occur under either of the following circumstances:

- The student's suspension from school is for more than 10 consecutive days
- The student is subjected to a series of suspensions from school that constitute a "pattern" because they total more than 10 school days in a school year because the child's behavior is substantially similar to the behavior in previous incidents that resulted in the series of removals, and because of such additional factors as the length of each removal, the total time the child has been removed, and the proximity of the removals to one another.

Removals may be applied only to the extent they are applied to students without disabilities.

Services provided during suspensions

The school is not required to provide services to a student with a disability who has been suspended, so long as the student is suspended for no more than ten (10) cumulative school days during a school year, unless the school provides services to a student without disabilities who is similarly removed.

During any subsequent days of suspension beyond 10 total school days, (so long as the suspension does not constitute a “change of placement” as described above and is for no more than 10 consecutive school days), the school administrative personnel, in consultation with at least one of the student's teachers, must determine the extent to which services are needed, to enable the student to do the following:

- continue to participate in the general education curriculum, although in another setting
- progress toward meeting goals set out in the IEP.

Longer-term removals

Longer-term removals are those that constitute a change of placement as defined above.

If a removal is a change of placement either because it is a removal of more than 10 consecutive days, or because it is a pattern of removals, the child's IEP team must determine appropriate services. These services must allow the student to do the following:

- continue to receive educational services so as to enable the child to continue to participate in the general education curriculum, although in another setting
- progress towards meeting the goals set out in the IEP and to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur.

The child's IEP team must also follow, as appropriate, the procedures outlined under the “Procedures to follow” section below.

If a disabled student (1) possesses or carries a weapon to/at school, on school premises or to/at school function; (2) knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises or at a school function; or (3) has inflicted serious bodily injury upon another person while at school, on school premises or at a school function, the school administrator may remove the student to an “interim alternative educational setting” (as determined by the IEP team) for no more than 45 school days regardless of whether the behavior was determined to be a manifestation of the child’s disability.

- A “dangerous weapon” is defined as a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2 ½ inches in length.
- “Serious bodily injury” means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of a function of a bodily member, organ, or mental faculty.

The “interim alternative educational setting” must be determined by the IEP team. Any interim alternative educational setting:

- must enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting goals set out in the IEP
- receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.

If the child is removed for up to 45 school days under special circumstances described in this section, the child's IEP team must determine appropriate services. These services must allow the student to do the following:

- continue to receive educational services so as to enable the child to continue to participate in the general education curriculum, although in another setting
- progress towards meeting the goals set out in the IEP and to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur

The child's IEP team must also follow, as appropriate, the procedures outlined below.

Procedures to Follow

Send Notice to Parents

In addition to appropriate standard notifications sent to parents of non-disabled students regarding disciplinary actions, no later than the date on which the decision is made to impose a removal that would constitute a change of placement because of a violation of a code of student conduct, the District must notify the parents of the decision and provide procedural safeguard notice.

Conduct a Manifestation Determination

The Relevant members of the IEP team as determined by the parent and the District must also conduct a manifestation determination within ten (10) school days of any decision to "change the placement" of a child with a disability because of a violation of a code of student conduct. A manifestation determination may be conducted by the team to review a student's misconduct at a point earlier than required, irrespective of whether any disciplinary action taken would constitute a “change of placement.” Thus, the mere convening of such a meeting does not constitute an admission on the part of the school personnel that the disciplinary action taken amounts to a “change of placement.”

Finding that conduct was related to a student's disability.

The team may determine that the behavior of the student was a manifestation of the student's disability if the team reviews all relevant information in the student's file, including the child's IEP, any teacher observations, and any relevant information provided by the parents, and determines: (i) the conduct in question was caused by or had a direct and substantial

relationship to the child's disability; or (ii) the conduct in question was the direct result of the District's failure to implement the IEP.

If the team determines that either of the above apply, then the behavior must be considered a manifestation of the student's disability.

If the conduct is a manifestation of the child's disability, the IEP team must:

- conduct a functional behavioral assessment and implement a behavioral intervention plan if the District had not already done so before the behavior resulting in the change in placement;
- where a behavioral intervention plan had been developed, review the behavior intervention plan and modify it, as necessary, to address the behavior; and
- except in special circumstances including drugs, weapons, or serious bodily injury as discussed above, return the child to the placement from which the child was removed, unless the parent and the District agree to a change of placement as part of the modification of the behavioral intervention plan.

Finding that conduct was not related to a student's disability.

If the multidisciplinary team determines that an IDEA-disabled student's misconduct was not a manifestation of his/her disability, the student may be disciplined to the same extent that a nondisabled student may be disciplined, subject to procedural safeguards; however, the student must be provided services that enable the student to participate in the general education curriculum and progress toward meeting the goals set out in the student's IEP and a functional behavior assessment and behavioral intervention services and modifications, as appropriate, that are designed to address the behavior violation so that it does not recur. The IEP team shall determine the services to be provided.

Conduct or Review a Functional Behavioral Assessment and Develop or Review a Behavioral Intervention Plan

Either before or no later than ten (10) school days after suspending a student for more than 10 school days in a school year or commencing a removal that constitutes a "change of placement," the school must either:

- convene an IEP meeting to develop an assessment plan to address the behavior (if the school did not conduct a functional behavioral assessment and implement a behavioral intervention plan for the student before the suspension was imposed); or
- if the student already has a behavioral intervention plan, the IEP team shall review the plan and modify it, as necessary, to address the behavior.

If a student is subjected to additional suspension days beyond 10 days in a school year which do not constitute a "change of placement," the IEP team members shall review the behavioral intervention plan and its implementation, as appropriate, to determine if modifications are necessary, and make any such modifications.

Referral to law enforcement

Nothing shall prohibit a school district from reporting a crime committed by a student with a disability to appropriate authorities as provided under Section 59-24-60. In reporting such a crime, the school shall ensure, consistent with the requirements of the Family Educational Rights and Privacy Act, that copies of the special education and discipline records of the student are made available to the appropriate authorities to whom it reports the crime.

Section R – Prohibited Object Disclosure Provision

A student who inadvertently possesses or finds a prohibited object shall immediately notify school staff and surrender the object. A student may approach a school staff member and voluntarily surrender an object prohibited by the Student Code of Conduct without being subjected to discipline so long as the object is one that the student could lawfully possess off school grounds. This rule does not apply to firearms or destructive devices.

If a student discovers an illegal object (i.e., drugs or weapons) or other contraband on school property or at a school function, the student may approach a school official and report the discovery. A student shall not be in violation of the Student Code of Conduct solely for making such a report. School officials shall make a determination after an investigation of the report. The Prohibited Object Disclosure Provision may not apply if a search is ongoing in any location at the school, if the object is surrendered during a search, or if the object is not turned in prior to discovery by school staff with respect to objects that have been turned over to school staff, the parent/guardian must make arrangements to pick up the object from the school, unless it is an object that must be turned over to law enforcement.

Section S – Extenuating, Mitigating, or Aggravating Circumstances

The board may give the appropriate administrator the authority to consider extenuating, mitigating or aggravating circumstances which may exist in a particular case of misconduct. The age of the student could be a mitigating factor when dealing with elementary students. The administrator should consider such circumstances in determining the most appropriate sanction.

Section T – Search and Seizure

School administration has the right to conduct a search that is reasonable in scope of a student or his/her possessions if the administration has a reasonable suspicion that the student may be in possession of a weapon, illegal substance or other items prohibited by or used in violation of law or the Student Code of Conduct. In accordance with SC Act 373 of 1994, any person entering the premises of any school shall be deemed to have consented to a reasonable search of his/her person and effects.

- a) **Search of an Individual and/or his/her Possessions:** A student must cooperate with and may not obstruct or interfere with a reasonable and authorized search of the student and/or his/her possessions based on reasonable suspicion that the student may be in possession of a

weapon, illegal substance or other items prohibited by or used in violation of law or the Student Code of Conduct.

b) **Search of Student Lockers and Desks:** Lockers and desks are the property of the school and are assigned to the student with the understanding that he/she is responsible for all property placed in the locker or the desk. Lockers and desks shall be used only for storage of those items that are reasonably necessary for the student's school activities such as books, gym clothes, coats, school assignments, etc. A student must cooperate with and may not obstruct or interfere with an authorized search of his/her locker or desk.

c) **Search of a Vehicle:** A student must cooperate with and may not obstruct or interfere with reasonable search of the student's vehicle and its contents when it is present on school property or at a school activity. These searches will be based on reasonable suspicion that the student may be in possession of a weapon, illegal substance or other items prohibited by or used in violation of law or the Student Code of Conduct. A violation of this rule may result in the student losing his/her driving privilege, in addition to other applicable discipline.

Section U – Gang and Gang-Related Activities

No student shall commit any act that furthers gangs or gang-related activities. A gang is any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts, or the purposeful violation of any district policy, and having a common name or common identifying sign, colors or symbols. Conduct prohibited by this policy includes:

a) **Clothing:** Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, visible tattoos and body markings, or other items, or being in possession of literature that shows affiliation with a gang, or is evidence of membership or affiliation in any gang or that promotes gang affiliation;

b) **Communication:** Communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.), to convey membership affiliation in any gang or that promotes gang affiliation;

c) **Vandalism or Destruction of Property:** Tagging, or otherwise defacing school or personal property with gang or gang-related symbols or slogans;

d) **Intimidation/Threats:** Requiring payment for protection, money or insurance, or otherwise intimidating or threatening any person related to gang activity;

e) **Coercion:** Inciting other students to intimidate or to act with physical violence upon any other person related to gang activity;

f) **Solicitation:** Soliciting others for gang membership;

g) **Conspiracy:** Conspiring to commit any violation of this policy or committing or conspiring to commit any other illegal act or other violation of school district policies that relates to gang activity.

Unless otherwise specified, Gang and Gang-Related Activities are considered Level II and III infractions.

Section V – Participation in Extracurricular/Co-curricular Activities

In order to participate in extracurricular/co-curricular activities or athletic programs, students must adhere to Board of Education policies, school-level criteria, South Carolina High School League rules (where applicable) and law. The district's behavioral expectations extend beyond the classroom and school campus. Therefore, regardless of when and where the charge arises, any student who commits a felony or is charged with or adjudicated/found guilty of a felony may be excluded from participation in extracurricular/co-curricular activities.

Section W - Student Dress Code (Anderson School District Five Board Policy JCDB)

Purpose: To promote generally accepted standards of decency, decorum, health, safety, and cleanliness among the students in the schools of Anderson School District Five.

Anderson School District Five students are expected to observe the basic standards of cleanliness and good grooming and dress in such a way not to distract or cause disruption in the educational program or orderly operation of the school. Personal appearance of students should promote health and safety, contribute to a climate conducive to teaching and learning, and project a positive image of the district to the community.

This code is designed as a guide and is by no means all-inclusive. An item of dress, article of clothing, or accessory should not be deemed "approved" simply because it is not listed herein. The student dress code does not apply to students in kindergarten, first, second, and third grades. In addition, the administration reserves the right to address inappropriate clothing on an individual basis in all grades.

Grades four and five

Items that can be worn:

1. Pants, shorts and skirts that are worn at the waist.
2. Dresses, skirts, shorts or pants that show no visible skin above the knee. Clothing should not touch the floor. Exceptions to length of shorts may be made for Special Olympics, field days, etc.
3. Clothing that fits the wearer appropriately, covers all types of underclothing, and is designed for wear outside the home.
4. Pants that are worn with equal pant lengths.
5. Shirts, tee shirts, blouses, or dresses that have sleeves and do not show cleavage, backs or

midriffs during the course of normal movement.

6. Shoes or sandals.
7. Accessories or clothing that does not pose a safety threat to self or others.
8. Clothing that is not see-through.
9. Items that do not advertise alcoholic beverages, tobacco, narcotics, profane language, weapons, and/or suggestive slogans pictures, and/or offensive materials.
10. Leggings, jeggings, yoga or exercise pants may be worn with a blouse, sweater or top that comes to mid-thigh.

**** Clothing that is required to be worn because of religious reasons will be dealt with on an individual basis.***

Middle and high school

Items that can be worn:

1. Pants, shorts, and skirts that are worn at the waist.
2. Dresses, skirts, shorts, or pants that show no visible skin above the knee. Clothing should not touch the floor and should be worn at the proper waist level. Exceptions to length of shorts may be made for physical education, Special Olympics, field days, etc.
3. Clothing that fits the wearer appropriately, covers all types of underclothing, and is designed for wear outside the home.
4. Pants that are worn with equal pant lengths.
5. Shirts, tee shirts, blouses, or dresses that have sleeves and do not show cleavage, backs or
midriffs during the course of normal movement.
6. Shoes or sandals.
7. Accessories or clothing that does not pose a safety threat to self or others.
8. Clothing that is not see-through.
9. Items that do not advertise alcoholic beverages, tobacco, narcotics, profane language, weapons, and/or suggestive slogans pictures, and/or offensive materials.
10. Leggings, jeggings, yoga or exercise pants may be worn with a blouse, sweater or top that is
comes to mid-thigh.

Prohibited Items:

1. Hats and/or other head covering including hooded sweatshirts, bandanas, sweatbands, stocking caps, do-rags, etc. worn inside buildings.
2. Items advertising alcoholic beverages, tobacco, narcotics profane language, weapons, and/or

suggestive slogans pictures, and/or offensive materials.

