



Students are expected to arrive on time and ready to learn. All students should be in their seats by 7:40. If your child eats breakfast at school, he/she must arrive in time to eat and be in class by 7:40. Students are tardy for school at . All tardy students must be signed in by an adult. Students are expected to be picked up on time.

Riding the bus is a privilege and not a right. Students must behave in a safe and orderly manner. The primary goal of the bus driver is to get students home safely. Drivers should be treated with respect.

Students are expected to sit in assigned seats.

The bus aisle should remain clear and free of arms, legs, and book bags.

By state regulations, no student is allowed to get on or off the bus anywhere other than their assigned bus stop.

Major and minor bus offenses will result in write-ups and conferences with

longer than 45 minutes to an hour.

Northside Elementary acknowledges parents as full partners, with teachers and staff, in the education of their children. Northside maintains an open, friendly environment and welcomes parents to visit the school and their children's classroom during a normal school year. Our concept of Parents as Partners goes far beyond the traditional understanding of parent involvement. An involved parent is one who is involved in their children's whole life and who has the opportunity to be active in nearly every aspect of the school's operation. Parents can support their child's learning in a number of ways. We invite parents to join with us in this partnership, committing themselves in a variety of ways. If you are there to volunteer, please inform the office staff so they can also have you record your volunteer hours properly. If you would like to come and observe your child's class, please check in at the front office when you enter the building. In a proactive measure to ensure the safety of students in Rock Hill Schools, a nation-wide offender check will be conducted on each visitor by the district's School Check in System. Upon entering the school, all visitors/volunteers will sign into the School Check In System on the computer in the office. A printed visitor/volunteer badge will serve as verification of approval to enter the building/event. Then you will be given access into the school areas.

Each volunteer must be approved and regist

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posted in each room. During these drills, students should follow the directions of staff members.

You will be notified of crisis situations through our school district's Parent Link communication system. For this reason, do not telephone the school during such an emergency. Telephone lines may be needed for emergency communication. In the event of inclement weather, parents will be informed through ParentLink phone calls, local TV and radio stations. This information will also be posted on the district website.

_____ Providing as many telephone numbers as possible increases the chances of our being able to contact you in the event of an emergency.

Please talk with your child(ren) as to what they are to do if (1) they are dismissed from school early or if (2) they have to stay at school until an emergency has ended. It is especially important for you to talk with young children so they will feel comfortable if they have to remain at school longer than usual.

No one wants to think about a crisis occurring in our community. However, during a crisis that impacts the schools, it is essential that parents follow the guidelines set forth above by York County Emergency Assistance and FEMA and allow school officials to focus on the prescribed procedures required for an emergency. We must be able to depend upon you to help us keep your child(ren) safe.

Be helpful and responsible

- classroom tardiness
- cheating on examinations or classroom assignments
- lying
- acting in a manner so as to interfere with the instructional process
- abusive or profane language between or among students
- failure to complete assignments or carry out directions
- use of forged notes or excuses
- cutting class
- leaving school without permission
- school tardiness
- truancy
- excessive unexcused absences
- cell phone violation
- dress code violation
- failure to display ID when one is required
- internet violations
- unauthorized or inappropriate use of electronic devices
- unauthorized distribution or presentation of a publication or material

The staff will follow these basic enforcement procedures in instances of disorderly conduct:

- 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 maintain a record of the misconduct and the sanction.
- If a particular misconduct is not immediately correctable, the staff member should refer the problem to the appropriate administrator for action specified under this administrative rule.
- The administrator should meet with the reporting staff member, and, if necessary, the student and the parent/legal guardian, and should apply the appropriate disciplinary action.
- The administrator will maintain a complete record of the procedures.

The staff may apply sanctions in cases of disorderly conduct that may include, but are not limited to, the following:

- verbal reprimand
- withdrawal of privileges

- detention
- in-school suspension/recovery room
- out-of-school suspension
- confiscate item
- academic penalty (cheating)

Level II - Disruptive Conduct

Disruptive conduct includes those activities in which students engage that are directed against persons or property and the consequences of which tend to endanger the health or safety of themselves or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings.

- failure to cooperate fully with school officials in the investigation of a Level II offense
- disrupting lawful assembly
- bus misconduct
- horseplay, hitting, tripping, or pushing that could cause injuries or damage to property
- gambling

The staff will follow these basic enforcement procedures in instances of disruptive conduct:

- bomb threat
- false fire alarms
- fighting – Middle and High Schools
- possession/use of fireworks or explosive devices
- failure to report knowledge of weapons or explosive devices to school authorities
- possession, use, or transfer of dangerous weapons
- possession or transfer of look-a-like weapons
- sexual offenses
- sextortion
- vandalism (major)
- theft, possession, or sale of stolen property
- arson
- furnishing or selling unauthorized substances, as defined by board policy
- furnishing, selling, or possession of controlled substances (drugs, narcotics, or poisons)
- distribution, sale, purchase, manufacture, or unlawful possession of a controlled substance while in or within a radius of one-half mile of school grounds
- threatening to take the life of or inflict bodily harm upon a teacher, principal, or members of their immediate family

The staff will follow these basic enforcement procedures in instances of criminal conduct:

- The administrator will contact law enforcement.
- When an administrator observes (or is notified of and verifies) an offense the administrator will confer with the staff involved, apply the appropriate disciplinary action, and if appropriate, meet with the student.
- 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.

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- assignment to alternative schools
- expulsion
- restitution of property and damages, where appropriate (should be sought by local school authorities)

Extenuating, Mitigating, or Aggravating Circumstances

Administrators are to take appropriate action when student misconduct away from school grounds or school activities has a detrimental effect on the educational environment, safety, or general welfare of students or staff of the district. Student misconduct includes any action performed in person, in writing, or electronically. The administrator should take into consideration the protection of students and staff from the effects of violence, drugs, and/or disruptions. At a minimum, administrators or their designees should meet with the student upon his/her arrival at school, give the student notice of the concerns, and allow the student an opportunity to present his/her side of the story. The administration may either permit the student to attend classes as usual or may take appropriate disciplinary action including, but not limited to, in-school suspension or out-of-school suspension in order to conduct an investigation into the matter. The parents/legal guardians of students will be notified of any action taken by the administration and offered the opportunity for a conference with the administration.

In the event the student is incarcerated based on his/her out-of-school conduct, the principal or his/her designee will notify the student that he/she is to meet with the administration prior to returning to school. At the conclusion of the inquiries to obtain more information on the matter, the administrator or his/her designee should take appropriate action which may include, but is not limited to, one or more of the following:

- returning the student to his/her normal class schedule and removing all evidence of suspension
- placing the student on probation and allowing the student to resume his/her normal class schedule
- placing the student on probation, allowing the student to continue classwork, but restricting the student's participation in extracurricular activities and/or designated school activities; for example, clubs, study halls, pep rallies, student government activities, and so forth
- suspending the student
- recommending expulsion of the student from regular school and placement in the district's alternative school
- recommending expulsion but allowing access to virtual school programs through the district's

education plan, except that a staffing committee may not prohibit the initiation of proceedings for suspension or expulsion that are conducted in accordance with regulation.

Suspensions

alternative educational setting. The decision of the superintendent or his/her designee may be appealed to the Rock Hill School District Three of York County Board of Trustees.

Within three school days of the hea

ELEMENTARY SCHOOLS

Guidelines for Implementing Student Attendance Regulations

Any student who misses school must present a written excuse, signed by a parent/guardian, or a medical or legal e Office within three days after the student is back in school, this absence will be unexcused.

The maximum number of parent notes accepted and recorded for illness as a lawful/excused absence is five per school year. Tardies: All students who are not in their classroom by 7:45 a.m. will receive an unexcused tardy. The only exceptions are for students who are tardy are due to a medical appointment or a late bus. A tardy will only be excused when a medical note is presented at the time of arrival to school or approved by the principal for extenuating circumstances.

Students will be considered absent lawfully and excused when:

ness in their immediate family with proper documentation (bulletin, death notice)

-school hours.

Students will not be excuse or receive a lawfully absent for family vacations, non-sponsored school event or any personal reason not associated with the school will not be excused. This is part of SC State Compulsory Attendance Law.

Early Dismissal: Students are not allowed to leave school after 1:45 p.m. UNLESS a doctor's excuse/appointment card is presented to the office by the parent at the time of dismissal. In addition, no transportation changes will be made AFTER 1:45 p.m.

Student Attendance Intervention Plans After three consecutive or a total of five unlawful absences, regulations require that school officials contact the parent/guardian for a conference. The purpose of this conference is to identify reasons for your student's absences and to complete a Student Attendance Intervention Plan.

The maximum number of days a student allowed to miss is TEN per school year (lawful or unlawful.) When a student is absent more than 10 days, attendance is a key factor used in the promotion/retention decisions for grades K-5.

Citation: South Carolina Code of Laws 59-65-50, 60 & 70, and South Carolina Board of Education Regulations.