



Sun Valley Middle School
1409 Wesley Chapel Road
Indian Trail, NC 28079
Phone 704.296.3009
Fax 704.296.3045
svms.ucps.k12.nc.us

Sun Valley Middle School 2011-2012 Student Planner

This planner belongs to:

Name: _____

Address: _____

City _____ Zip Code _____

Phone Number _____ Email _____

Homeroom Teacher's Name _____ Grade Level _____

In compliance with federal law, Union County Public School System administers all educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military service, disability, or gender, except where exemption is appropriate and allowed by law.

UCPS maintains a comprehensive web-site at www.ucps.k12.nc.us. The homepage contains the Board of Education Policy Manual, news, current events, and links to each department and school. Parents and students can find curriculum resources, calendars, lunch menus, school assignment maps, and many other items of interest.

Methods of communicating on a regular basis

INTERNET:

<http://svms.ucps.k12.nc.us/>
<http://moodlemid.ucps.k12.nc.us/>
<http://svband.blogspot.com>
<http://ucps.k12.nc.us>

Sun Valley Middle School Website (school events, policies, activities)
Homework/Tests and classroom websites for individual teachers
Band Blog (calendar of events, music resources)
Union County Public Schools (school calendar, lunch menus, and policies)

PAPER:

Newsletter

A school-wide newsletter is sent with progress reports and report cards
Student progress in 5 classes is sent home in the form of a progress report, three weeks into every grading period

Progress Reports

Report Cards

Student progress in 7 classes is sent home in the form of a report card at the end of every grading period

Student Planner

ALL school policies are included in your child's planner for easy reference. In addition, teachers often communicate by writing notes in your child's planner and asking you to sign the planner once you have read it yourself. Using the student planner properly and regularly is the key to staying organized and informed at SVMS!

PHONE:

Connect-Ed

A UCPS service that allows our principal to pre-record important messages for the entire student body and have them electronically sent to your phone line at a predetermined time.

Please be sure to make appointments in advance if you need to meet with an administrator, counselor, or teacher.

Sun Valley Middle General Information:

Mascot: Spartans

School Colors: Maroon, Gold, and White

Address: 1409 Wesley Chapel Road, Indian Trail, NC 28079

Business Phone Number: 704-296-3009

Fax Number: 704-296-3045

School Hours: Homeroom 8:45; Dismissal 3:49

SVMS website: svms.ucps.k12.nc.us

SV Athletic Booster Club: www.svabc.org

Sun Valley Middle has a Face Book fan page, please feel free to join!

SVMS students have 6 classes in a day; 4 of them are Core (Math, Language Arts, Science, and Social Studies); 2 of them are Encore (Ex. Physical Education, Art, Drama, Band, etc.). Core classes are 70 minutes in length and Encore classes are 40 minutes in length. Depending on the grade level, rotation, and specific Encore class, Encore classes are either on an A/B-day schedule, for a year-long, semester-long, 9-weeks or 6-weeks in length.

End of Grade (EOG) Score History

	Reading			Math		
	Developmental Score	Level	Growth (+ / -)	Developmental Score	Level	Growth (+ / -)
4 th Grade						
5 th Grade						
6 th Grade						
7 th Grade						
8 th Grade						

Benchmark Assessment Scores

	Reading		Math		Science (8 th grade only)	
	Benchmark Score	Growth (+ / -)	Benchmark Score	Growth (+ / -)	Benchmark Score	Growth (+ / -)
1 st Benchmark						N/A
2 nd Benchmark						
3 rd Benchmark						

Report Card Grades

6-weeks Report Period	LA	Math	Social St	Science	P.E. Rotation	Skills Rotation	Encore
1st							
2nd							
3rd							
1 st Semester Average							
4th							
5th							

Parent/Guardian Signature

Report Period	Parent/Guardian Signature	Report Period	Parent/Guardian Signature
1st		4th	
2nd		5th	
3rd		6th	

SVMS and UCPS Policies and Accountability

Each student at Sun Valley Middle School is responsible for understanding the school expectations, dress code, school discipline policy, and the policies set forth by Union County Public Schools BOE and NCSBOE. Families are requested to review the information below and discuss so that students will not be confused or misunderstand the expectations of Sun Valley Middle and UCPS. Policies are continuously reviewed and revised regularly. Updated information is available on the UCPS website, www.ucps.k12.nc.us.

GENERAL POLICIES (in alpha-order)

Absentees/Attendance:

Class attendance is essential to student achievement. All students are expected to be in attendance each day school is in session. Following any absences, a student is required to present a written document from the parent or guardian stating the reason for the absence. All absences will be coded unlawful in the computer until a written note is received from the parent or guardian. Written documentation must be presented within three (3) school days after the student returns to school; otherwise the absence will be recorded as unlawful. Lawful absences are excused, but not automatically waived. See criteria to Waive Absences in UCPS's Middle School Attendance Policy. Unlawful absences are unexcused; the absence will be coded accordingly.

Lawful reasons for an absence or tardy includes:

- Illness or injury
 - Death in immediate family
 - Medical or dental appointment
 - Court or administrative proceedings
 - Religious observance
 - Educational opportunity—this must be pre-approved by the Principal and does not include family vacations!
 - Quarantine
 - Military Deployment—for students attending ceremonies related to military deployment of family members.
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- Parents will be notified when their child reaches 3 unexcused absences, 6 total absences or 6 unexcused absences, 10 total absences or 10 unexcused absences, 15 total absences, and 20 total absences. Parents/guardians will also be notified of the Compulsory Attendance Law and may be prosecuted if the absences cannot be justified under the established attendance policies of NC and the UCBOE. A student must remain at school for ½ day to receive attendance credit for that day. 12:15 p.m. marks the ½ day at SVMS.
 - If a student must leave school for a part of the day and another person besides the guardian/parent/emergency contact is picking them up, a written request signed by the parents/guardians must be submitted with contact information to the office. The authorized party must come to the office and show identification to sign the student out of school.
 - Upon returning from a lawful absence, the student is responsible for obtaining missed assignments. He/she will be given two school days to make up the work missed for each day absent. When arrangements are not made to complete the work, the student will receive no credit.
 - A student shall be recorded present for any day that he/she is present at a place other than the school with the approval of the Principal for the purpose of attending a school activity which has

been officially authorized under the policies of the BOE of the School's Administrative Unit. This may include field trips, athletic contests, music festivals, student conventions, and similar activities. Students who go on these out-of-school trips, MUST get assignments and make them up.

- According to UCPS's policy, students in middle school who have in excess of 14 absences will not pass their grade and will be retained pending acceptable completion of attendance recovery.
- Absences include those excused, unexcused, or due to suspension.
- Students who exceed 29 absences will automatically be retained in their grade level.
- When students accumulate 15 or more absences and documentation is on file at the school which indicates circumstances beyond the control of the student and parents contributed to the accumulation of 15 or more absences, an appeal may be made to the principal to waive absences and allow the student to pass. An appeal of the principal's decision may be made to the Superintendent.

Address/Contact:

Parents/Guardians must keep the school apprised of all address changes made during the school year. Proof of residency is required with each change. Please provide current daytime telephone numbers and/or an emergency contact that agrees to take responsibility for the student in the event emergency assistance is needed. Student contact information is considered confidential and will not be issued to other students and families of Sun Valley Middle School.

Annual Notification of Rights:

The superintendent/designee is responsible for providing parents or eligible students (those at least 18 years old or married) with annual notification of their rights under the Family Educational Rights and Privacy Act (FERPA). The notice must contain all information required by federal law and regulations, including the following:

- the right to inspect and review the student's educational records and the procedure for exercising this right;
- the right to request amendment of the student's educational records that the parent or eligible student believes to be inaccurate, misleading or in violation of the student's privacy rights, and the procedure for exercising this right;
- the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent;
- the type of information designated as directory information and the right to opt out of release of directory information;
- that the school district releases records to other institutions that have requested the information and in which the student seeks or intends to enroll;
- the right to opt out of releasing the student's name, address and phone number to military recruiters or institutions of higher education that request such information;
- a specification of the criteria for determining who constitutes a school official and what constitutes a legitimate educational interest if the school discloses or intends to disclose personally identifiable information to school officials without consent; and
- the right to file complaints with the Family Policy Compliance Office in the U.S. Department of Education.

Arrival/Dismissal

- School doors will open promptly at 8:00 a.m. Do not bring or drop off your child prior to 8:00 a.m.; they will not be allowed inside and there will be no adult to supervise them. As of 8:00 a.m., students may either report to the cafeteria to partake in breakfast (as of 8:00 a.m.) or to the gymnasium until the bell rings (8:30 a.m.) to dismiss to homeroom. Students will not be able to eat breakfast if they reported to the gymnasium first; they are to report directly to the cafeteria if they choose to purchase breakfast (charging is not allowed).
- Bus riders will be released from buses as of 8:25 a.m. Students getting off the bus who want to purchase breakfast must go directly to the cafeteria to do such via the front hallway. Those bus riders who report anywhere but the cafeteria first will not be permitted to purchase breakfast.
- Students who wish to use the media center or are going to a teacher's room for tutoring prior to 8:30 must have a signed teacher's pass, giving them permission.
- If you arrive to school after 8:40 a.m., report to the office and receive a tardy pass.
- If you plan to leave school before the end of the day, you must bring a signed note from home stating such with available contact information. Also, the person who picks you up must sign you out in the front office and be ready to present identification.
- Once anyone arrives on any part of this campus, regardless of transportation mode, he/she is subject to all school rules and regulations. For example, a student cannot arrive on campus, then leave campus for any reason without going through the appropriate protocol.
- Do not bring visitors to school with you. Also, visitors are not permitted to ride our buses. All visitors must be registered with the Principal or designee in the school office. They must, also, display a visitor's sticker/badge and make their true, valid purpose known when signing in.
- All students are expected to be off campus no later than 4:00 p.m. unless they are under a staff member's supervision. The school day ends at 3:49 p.m. Students must be picked up prior to 4:00 p.m. Teacher's are off duty as of 4:00 p.m.

Assignments/Homework:

Homework is assigned on a regular, and daily, basis. Students are responsible for turning in all completed work according to teacher direction and on a timely basis. Students who have been ill and absent from school may request homework assignments from their teachers. Parents are encouraged to contact the school to request assignments if it is anticipated that a student will be absent for three (3) or more days. All missed assignments and tests must be made up within three (3) days of a student's return to school. Make-up work is the sole responsibility of the student.

Attendance Recovery Program

Attendance Recovery Program allows students to make up absences based upon recommendation of the principal and/or a school committee established for this purpose. Students who have a chance to pass academically, but who are in danger of failing due to absences will be the target population for attendance recovery. Schools will have the flexibility to conduct recovery opportunities as needed.

In order to participate in this program, students must meet the following criteria:

- Must have accumulated 15 absences or more.
- Must have satisfactory academic progress on all make up work.

Parameters of the program are as follows:

- Students may make up a maximum of eight days.
- All recovery activities will be monitored and/or supervised by a staff member.
- All school and school system rules and policies apply while students participate in the recovery program.
- Recovery opportunity will be made known to all students through general announcements and letters to parents.

Behavior at School Sponsored Events:

Students are expected to follow school and county discipline rules at all school-sponsored events. Students not complying will be subject to disciplinary action and may be unable to participate in, or attend, future events. A high level of citizenship and sportsmanship will be expected by all participants and spectators at UCPS and Sun Valley Middle events. The school/system discipline policy will be followed at all athletic and extra-curricular events. When a student serves after or before school or period detention, out-of-school or in-school suspension, he/she may not participate in any school sponsored activities on that day.

Book Bag Policy:

Book bags are **not allowed** to be carried during the regular school day; only to and from school. Students will empty and store their book bags and materials in their lockers before homeroom. Locker breaks will be assigned during the school day at various intervals. At the end of the day, students may restock their book bags and return home. However, small pull-string/cinch sacks/gym bags (no larger than 14X17) may be used all day to carry needed materials. Tote bags, duffle bags, and book bags are not allowed.

Cafeteria:

	PAID BREAKFAST 2011-2012	REDUCED BREAKFAST 2011-2012	PAID LUNCH 2011-2012	REDUCED LUNCH 2011-2012
Middle Schools	\$.85	\$.30	\$2.05	\$.40
UCPS Employees	A la carte		A la carte	
Visiting Child	A la carte		A la carte	
Visiting Adult	A la carte		A la carte	

- Breakfast is served daily at a minimal cost to students. Breakfast may not be charged at any school.
- Students may bring a bag-lunch from home or may buy a lunch from the school cafeteria.
- Side items and desserts are available to be purchased if a student has bought or brought their lunch. Outside lunch vendors may be brought in the cafeteria by a parent or guardian for their individual child only.
- Beverages brought from home must be in an unopened can or plastic bottle and must be consumed during lunch.
- *Energy drinks of any sort are not allowed at SVMS; if found these items will be confiscated and discarded.*
- All food/drinks must remain in the cafeteria (except for water, in a clear plastic container with a lid).
- Middle School students may only charge up to 5 days' worth (\$2.05 X 5= \$10.25) on their cafeteria account. Students that owe \$10.25 or more may not charge and will not be able to eat without payment. Beginning after EOG's and/or the last week of May, students will not be able to charge anything regardless of the amount owed on their personal account.
- Please contact the school cafeteria at 704-296-3047 if you have any questions regarding your child's account.
- Free and Reduced Lunch Rate forms are available in the school office or from a member of the Child and Nutrition staff.
- To use the online prepay system, parents will need to visit www.LunchPrepay.com and set up an account. The only information needed to set up an account is the child's NCWISE number and the child's name. When the child reaches the low limit you have established, you will receive notification via email that your child needs more money in their lunch account. Parents will also be able to monitor account activity to see how their child is spending lunch money.

Cafeteria expectations continued:

- Only one visit is allowed into the serving area. Attaining condiments, silverware, desserts, etc. should take place during the one trip through the line;
- Eating is not allowed in the serving area; cutting in line is prohibited;
- Stealing is not tolerated—proper disciplinary action will be taken;
- Students are to remain seated during their meal;
- Shouting, yelling, and loud-talking are not allowed; everyone is required to properly dispose of his or her plate, silverware, and trash;
- Students will make appropriate lunch selections upon entering the cafeteria;
- Students with nut products may not sit in the Nut-free zone area of the cafeteria;
- Any student who causes disturbances or does not follow reasonable requests will lose their privilege to eat in the cafeteria.

Cheating and Plagiarism

Each person is responsible for his/her honesty and integrity. A person must not copy, receive, or give information or answers on a test, project, homework, or other type of school work.

Plagiarism is defined as using others' ideas and words without clearly acknowledging the source of that information. Cheating and plagiarism will be addressed according to the current SVMS Student Code of Conduct.

Closings—emergency or weather related school closings:

WBTV(3), WSOC(9), WCNC(6), WBT(1110 AM), and WSOC(103.7 FM) will broadcast school closings and delays. Please stay tuned to media stations during the working day in the event school may be closed early due to inclement weather. Due to communication demands at the school, please refrain from calling SVMS in order to keep telephone lines open. Remember that a Connect-Ed message will be issued from the school district office in the event school is cancelled or delayed.

Conduct in Hallways:

Safe and proper conduct in the hallway is a responsibility of each student. The following rules apply to transitions in the hallways:

- Do not cut through the media center or other classes.
- Always stay on the right side of the hallway; no more than two students are to be side-by-side.
- Students are to keep hands and feet to themselves at all times; NO HORSEPLAYING!
- No congregating or loitering in the hallways or bathrooms at any time.
- No loud talking, screaming, or hollering in the hallways.
- Students are expected to arrive in their classes on-time.
- Students must carry a written pass, signed by a teacher, when traveling the hallways during class time.

Conferences:

Parents are encouraged to meet with their child's team of teachers for the purpose of discussing their child's work. These conferences may be scheduled by calling, emailing, or sending a written request to any of your child's teachers. A conference time will be selected which will not conflict with the teachers' instructional responsibilities. Classroom concerns should be directed to the teacher first.

Cutting class and/or leaving campus without permission:

is strictly prohibited and very dangerous. Students choosing not to report to assigned areas or leaving campus face strict consequences which include suspension.

Drills--Fire, Tornado, and Safety Alerts:

Fire drills, tornado drills, and safety alert/lockdown drills are held at scheduled times throughout the school year. Teachers will explain rules, procedures, and routes to take for their individual classes. Good behavior, following of directions, and regular school and county rules apply during these drills.

Field Trips:

Criteria for participation on field trips will be established by the students' team of teachers. Students may be denied the privilege of participating in a field trip for violations of the school and county code of conducts. The trip leaders and school administrators will review the student's discipline prior to the approval of each student's participation. Refunds of field trip costs cannot be made once checks have been cut for trip expenses. Chaperones must undergo a screening process implemented by Union County Public Schools.

Grading Scale—Grades on report cards are assigned by numerical equivalents rather than a letter grade. The following scale can be used in comparing numerical grades to letter equivalents: 93-100=A; 85-92=B; 77-84=C; 70-76=D; Below 70=F

Guidance:

The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, emotionally, and socially. We try to do this in several ways: Helping new students feel at home in our school among new teachers and friends; Individual conferences whenever a student, teacher, or counselor deems it necessary; Counselor welcomes the opportunity to talk things over with students, parents, or teachers.

Honor Roll (Honor Rolls are submitted to the Monroe Enquirer-Journal and Union Observer):

The Honor Roll is published at the conclusion of each six-week grading period. Included are: **"A" Honor Roll** - All A's in all classes (excluding conduct grades). **"A/B" Honor Roll** - No grade lower than B in all classes (excluding conduct grades) but inclusive of at least one "A".

Injuries or Accidents--Students:

If a student is involved in an accident or is injured in any way during school or at school-sponsored activities, a teacher, coach, or administrator should be notified as soon as possible. An accident report form will be completed and placed on file in the school office.

Insurance (student-school):

School insurance is available to all students if they desire this form of protection. The cost of school insurance is set annually by the covering company. School insurance must be purchased at the beginning of the academic year, and information is available in the school office.

Items That Cannot Be Seen, Heard, or Used at School:

Items include but are not limited to: Skateboards, MP3 players, Ipods, Radios, CD players, cell phones, cameras, headsets, trading cards, laser pens, video games, and other nuisance items are not permitted throughout the school day. If these items are seen, used, or heard, they will be confiscated and turned in to the school office for a parent to come retrieve. Failure to turn items over as requested or repetitive sighting, using, or hearing of these items will result in an additional consequences.

Late Arrival/Early Dismissals (to or from school—this does pertain to transitions between class changes):

- The first five (5) unlawful tardies or unexcused early dismissals accumulated by a student will result in an In-School Suspension (ISS) or an After-school-detention (ASD). Each accumulation of 5 unlawful tardies or unexcused early dismissals thereafter will result in other corrective measures, which may include, but is not limited to: multiple days of ISS or ASD, parent shadowing, Saturday School, or some other penalty at the discretion of the principal/designee. Unlawful tardy is defined as a reason that is not defined as a lawful absence by the SBOE.
- Documentation to verify lawful tardies or early dismissals must be received within two days of the tardy/early sign-out.
- Students arriving to campus after school has begun must check in at the office before going to class. Students are not permitted to leave campus at any time during the school day without permission from the school administration/office. Students leaving prior to the end of the school day must be signed out through the office by a guardian or approved emergency contact. Students leaving with anyone other than their guardian must have written permission from their parents and approval from the school office. Remember, a student must remain at school until 12:15 p.m. to be considered "present" for the academic day.

Lockers:

Lockers are the property of UCPS and Sun Valley Middle School. SVMS's administration has the right to search any and all lockers and the items within each locker. Lockers will be assigned when a combination lock is purchased through SVMS for \$6.00 and a protective rubber lock cover for \$1.00—no other locks are permitted. SVMS locks may be used each year of attendance at SVMS. Students may only visit lockers when approved or designated by teachers and administration. Students are not to share lockers. Students are never to swap lockers or assume ownership of a locker that has been vacated. Students that do not purchase a SVMS lock will have to carry their books and supplies as no locker will be assigned and book bags are not allowed.

Lost and Found:

Please remember to write student names inside jackets, book bags, winter hats, gloves, etc. Lost and found items are kept in a large bin outside of the media center on the back hallway. Students may check for lost items before school, at lunch (pending teacher permission), or after school. Items left for an extended time are donated to a nonprofit organization. Remember to leave handheld games, media players, and other nuisance items at home. SVMS is not responsible for lost, damaged, or stolen items.

Media Center

- Students may use the Media Center before school during the posted times if they have a signed pass provided by their teacher. Students may use the Media Center after school during the posted time the Media Center is open. Students are not allowed in the Media Center before or after school without Media Center staff or a teacher.
- Students are allowed to check out 3 books at a time and may keep each book for a two-week period. Students with an overdue book may not check out until the book is returned, or if the item is lost, it is paid for.
- All discipline policies in place in the school apply to students using the Media Center.
- Students are expected to use the Media Center quietly, efficiently and in a manner that is not disruptive to other students or staff also using the Media Center.
- Gum, food, and drinks are not allowed in the media center at any time.

Medicine:

In order for students to receive medicine at school the following procedures must be followed: *The school reserves the right to reject a request for medicine administration.*

Daily prescription and over the counter medicines (short-term or long-term) requires the following before school designees may give medicine:

- A Medication Consent Form on file that has been completely filled out, signed, dated and with doctor's orders and signature that give complete administration instructions. (Medication Consent forms are available in the school office.)
- Parent's signature on the same form, requesting medicine administration.
- A fresh supply of medicine delivered in the original packaging, labeled with child's name, and medicating instructions.

As Needed prescription and over the counter medicines (used to treat chronic conditions like asthma, headaches, etc.) require the following before school designees may give medicine:

- A Medication Consent Form on file that has been completely filled out, signed, dated and with doctor's orders and signature that give complete administration instructions.
- Parent's signature on the same form, requesting medicine-administration.
- A fresh supply of medicine delivered in the original, unopened packaging, labeled with child's name, and medicating instructions and dosages.
- If the student will need to carry and/or administer their own medicine, an *Authorization for Self-medication by UCPS Students Emergency Medications* form must be filled out and signed by a parent and doctor. Carrying of this medicine (Epi-pen and inhalers) is only allowed for specific emergency-conditions (asthma, diabetes, and life-threatening allergies).

THE SCHOOL WILL NOT ASSUME RESPONSIBILITY FOR STUDENTS WHO SELF-MEDICATE. STUDENTS WHO ARE IN POSSESSION OF ANY TYPE OF UNAUTHORIZED MEDICATION MAY FACE DISCIPLINARY ACTION. Any change in medicine, dosage, or administration time requires a new Medication Consent Form be appropriately filled out and signed and kept on file in the school office.

National Junior Beta Club:

The National Junior Beta Club is a non-secret, non-profit, leadership service club. It's purpose is to encourage effort, to reward merit, and to promote qualities of character that make for good citizenship. Members must exhibit worthy character, good mentality, creditable academic achievement, and a commendable attitude. The teachers and principal of the school must approve prospective members. SVMS follows the National Junior Beta Club bylaws, rules, and regulations.

Peanut/Tree-Nut Alert:

Sun Valley Middle School has encountered an increase in the number of students identified with life-threatening allergies. Specifically, there are students enrolled at school who have severe reactions to peanuts/tree nuts. Contact with these substances, or traces of these substances, can result in anaphylactic shock, serious injury, or even death within a short amount of time. Our most difficult task in keeping a student safe from this life-threatening allergy is avoidance. It is difficult to achieve complete avoidance of all allergenic food because they can be hidden in sources or made in facilities that had contact with nuts. Our efforts to reduce a student's exposure to peanuts/tree nuts must be enhanced within the total school setting so that all students may be safe.

Peanut/Tree-Nut Alert continued: The following are strategies our school has put into place in order to keep students with life-threatening food allergies safe:

- Sun Valley Middle requests that peanut and tree nut products not be brought to the school, any school function/activity, or on the bus. However, if a student so chooses to consume peanut/tree nut products it can only be done in the cafeteria during their lunch time and not in the area clearly marked "Nut-free Zone".
- Food preparation is peanut-safe. There are no peanut/tree nut products sold through the cafeteria and/or at directly sponsored school functions. However, products must still be read for allergy alerts!
- Sun Valley Middle requires that all students refrain from eating and drinking on the bus. This includes opening of any food container or package.
- Regular hand washing is encouraged at all times.
- Parents that bring food to school for class parties or socials are asked to purchase pre-packaged goods that have the ingredient labels clearly posted and that they contain no peanut/tree nut products or that they have no peanut/tree nut warning.
- Students are requested not to share/trade any food or drinks.
- Please know that any student who is identified as harassing, teasing, or aiding in causing harm to any student with an allergy will be disciplined according to the UCPS discipline policy and/or bullying/harassment policy.

Planner—student/Homework Organizer:

Use of the homework organizer is a requirement and will be supplied to students, free of charge. If the homework organizer (planner) is misplaced or lost at any time during the year, the student will be required to purchase a replacement copy for \$5.00. The planner is a vital tool in the communication between school, student, and parent.

Progress Reports: Approximately halfway through each six-weeks grading period, an interim progress report is sent home with each student. It is each student's responsibility to carry all graded material home to parents on a regular basis. Interim reports provide information about academic progress and any behavior concerns. Parents are requested to sign the report and return it to the teacher on the following school day. **Parents wishing to discuss problems or the progress of their child should contact the guidance department or the teacher to arrange a conference.**

Promotion Standards: Students must complete local and state standards in order to be promoted to the next grade level. Thus, students are to meet instructional requirements set forth by each teacher. Note that a passing grade is any average of 70, or higher, in Union County Public Schools. Scoring a ***Level III or IV on any or all End of Grade (EOG's) tests does not guarantee promotion to the next grade level. In addition to scoring a Level III or IV on any or all End of Grade (EOG's) tests, students must pass their LA and Math classes and two of the following classes: Science, Social Studies, or PE/health; and maintain an acceptable attendance rate (14 days or less) in order to be promoted.***

Property (school):

All students and visiting adults are expected to care for and use school property appropriately. Anyone causing damage to school property, including school transportation, will be held liable and/or suspended.

Reporting/Grading Periods: Grading periods are arranged on a six-week basis. Report cards are issued approximately one week following the conclusion of each grading period. Parents are requested to sign the report and return it to the teacher on the following school day. **Parents wishing to discuss problems or the progress of their child should contact the guidance department or the teacher to arrange a conference.**

School Safety:

Cameras are located at various locations inside and outside of the school; and on some school buses. Parents/students should be aware that these cameras may become non-functional without warning. Students and parents should be aware that the UC Sheriff's Department can bring the Passive Law Enforcement Drug Dog on campus, either randomly or at the request of a school administrator.

Selling of Items at School:

All sales not connected/approved in any way with Sun Valley Middle School are prohibited. Items illegally placed on sale will be confiscated.

Sick Students

There is no sick bed at SVMS. Students who are too sick to remain in class will be encouraged to call their parents and go home. *SVMS can only offer soap, water, Band Aids, and ice.* SVMS does have a nurse (subject to change and availability), yet the school nurse is not a doctor nor should she be expected to act as one.

Tardy Policy (class-to-class)

Students are allotted four minutes between Core and Encore classes and three minutes between Core and Core classes. Classroom teachers record tardiness *if the student does not make it to his/her next period within the allotted time transition.* A consistent pattern of arriving to class late will be handled according to SVMS's Student Code of Conduct, and may result in an office referral for alternative options and/or appropriate consequences.

- (1st offense—warning; 2nd offense—silent lunch; 3rd offense—silent lunch with parent contact; 4th offense—after school detention with parent contact; 5th offense—office referral; every additional 3rd offense—office referral. Tardy is defined as five or less minutes late to class without a note or permission. All office referrals could lead to ISS or OSS.)

At random we will call for a "Tardy Lockout". This is where teachers close and lock their classroom doors so tardy students cannot enter unless they have an approved pass. Tardy students will be logged and progressively given greater consequences if the tardiness continues.

Telephone Calls/Messages:

Parents may make appointments for conferences with teachers, counselor, or any member of the administration by telephoning the school office, 704-296-3009. Teachers will do their best to return calls during their planning periods and/or within 24 business hours. Parents are encouraged to make travel, social, or extra-curricular arrangements with their children **BEFORE COMING TO SCHOOL.** We are aware that emergencies sometimes occur. Parents may leave urgent messages with the school office or administration; otherwise students will not receive phone calls, deliveries, and/or messages at school.

Telephone use by students:

The telephone in the main office is reserved for student use in emergencies only. The telephones in teacher work areas are available for student use only with teacher permission/pass. Students are not allowed to call for homework, assignment, or other forgotten items. Students are not allowed to call for social or transportation reasons—please plan ahead.

Textbooks/Instructional Materials:

Text books and/or instructional materials are issued at the discretion of the teacher. Students are responsible for all issued books or instructional materials issued and must pay replacement/damage fees.

Visitors:

Parents are welcome to visit the school at any time. All visitors to the school are required to register their visit in the school office and to wear a visitor's pass while they are on campus. Visitors are only to be in the needed, appropriate, specific areas designated on the sign-in sheet. Visitors should not assume that when visiting classrooms that the teacher will have time to conference with them. Please schedule an appointment for a conference. Under no circumstances is a student to bring a visitor to school. Brothers and sisters from other schools are not allowed at SVMS.

Reporting Problems or Resolving Issues that Arise

Bullying Issues:

All bullying incidents should be reported to a teacher, guidance counselor, or administrator. There are "incident forms" and boxes throughout the school and in the front office that students may fill out as needed. If we do not know about it, we cannot assist! If incidents continue, students are to see an administrator.

Instructional/ Classroom Issues:

When a problem arises in the classroom, please be sure to contact the teacher or team leader. If a face-to-face meeting is desired, please call and set up an appointment with your child's team of teachers. If your problem can't be solved at the teacher level, please contact the appropriate grade level assistant principal, guidance counselor, or school principal. Please note that the administrator or guidance counselor will not address the problem until time to investigate the problem has been allowed.

Disciplinary Issues:

School rules are clearly established for safe and orderly operations. The discipline policies of Union County Public Schools serve as governing guidelines in establishing school rules and procedures. Teachers will institute classroom rules and consequences for the purpose of providing optimum learning environments for all students. Teachers or Administrators will contact parents regarding the disciplinary progress or concern of each student as necessary. Students who excessively break established rules, guidelines, policies, and expectations will face certain consequences, which may include but is not limited to: warnings, confiscation of items, office referrals, loss of privileges, silent lunch, before or after school detention, Saturday-school, parent notification/conferences; in school suspension, and out of school suspension.

Cafeteria Accounts:

Contact the cafeteria manager (704-297-3047) to discuss the problem.

Payments and Check Writing Privileges:

SVMS gladly accepts checks that are made payable to "Sun Valley Middle School;" however, in the event a check is returned, the payee's account will be debited electronically for the face amount **AND** service charge fees (\$25.00). NSF checks will be handled by the Tiger Trans, which is contracted by UCPS. Please include the following on a check: Full Name, Street Address, and Phone Number. Please note: Checks must be written for the purchase amount ONLY. We're sorry, but we cannot make cash change out of a check at any time.

Transportation/Buses

UCPS Transportation designs all bus routes for Sun Valley Middle. For information or questions about bus routes or drivers, please contact 704-296-3015. If you experience a discipline problem on the bus, please contact your child's grade level administrator through the school office.

Bus/Transportation-Rules:

Please remember that riding a school bus is a privilege, not a right. We encourage parents to accompany students to their assigned stop. We ask that students wait at their stop 10 minutes prior to the bus stop time. While the riding or waiting on the bus, students shall observe the directions given by the driver at all times. Students shall abide by the following expectations:

Duties and Responsibilities of Riders—

1. Be at the designated pick-up stop each morning to board the bus at the appropriate time. Please be ready 10 minutes before the estimated time.
2. Students are expected to obey the bus driver concerning conduct on the bus.
3. No inappropriate language is permitted on the bus.
4. Please talk softly.
5. Cameras, phones, mp3 players, Ipods, electronic games, animals, and other nuisance items are not permitted on the bus.
6. Eating and drinking is **absolutely not permitted** on the bus.
7. Refrain from damaging the seats or other bus equipment. Students will be required to pay for any damages they cause.
8. Please help keep the bus clean, sanitary, and orderly.
9. Students are expected to sit in assigned seats.

Safety Rules for Riders—

1. Stay clear of the roadway while waiting for the bus.
2. Wait until the bus comes to a complete stop before attempting to get on or off.
3. Enter or leave the bus only by the front door, unless the bus driver gives you different directions.
4. Keep head and hands inside the bus at all times.
5. Do not lean out of the window.

Crossing a Street at a Bus Stop—

1. Make sure the bus has stopped, the signal arm is out, and the door is open.
2. Look both ways before crossing the street.
3. Cross in front of the bus within sight and hearing of the bus driver.
4. Walk quickly and directly to the safety of the curb or edge of the road.
5. Please do not walk behind the bus.
6. Please do not run.

Bus Riding Privileges may be Revoked (Public School Law 115-C-245)—

1. Refusing to be seated after entering the bus.
2. Refusing to remain seated or moving up and down the aisle while the bus is in motion.
3. Not allowing others to be seated.
4. Fighting.
5. Possession or use of tobacco products.
6. Possession or use of alcohol or drugs.
7. Use of profanity.
8. Distracting the driver.
9. Refusing to obey the driver.
10. Delaying the bus schedule.
11. Boarding and exiting the bus at the wrong place/time.
12. Using the emergency exit when there is no emergency.
13. Possession of weapons.
14. Disrespecting the driver.
15. Participation in any inappropriate behavior on the bus.
16. Throwing items from the bus or on the bus.
17. Vandalism to school bus.

An adult may be Prosecuted (Public School Law 115-C-399)—

1. Entering a school bus after being told not to do so.
2. Refusing to leave the bus upon request.
3. Damaging a school bus.
4. Trespassing upon a school bus.

Other Pertinent Information regarding the bus:

1. Bus routes have been designed to be equitable in time for all students. Routes will be driven the same in the AM and the PM. Please allow seven school days for routes to be fully established and operating efficiently.
2. Keep in mind that the bus may run later due to inclement weather, mechanical problems, and congested traffic problems.
3. Bus drivers will assign seats and students are expected to sit in these designated seats unless otherwise instructed.
4. Students are not permitted to sit on book bags, band instruments, or knees while in seats. Book bags and band instruments are to be held in lap unless otherwise instructed by the bus driver.
5. Do not bring large objects, projects, or packages on the bus without seeking prior approval from the driver or an administrator.
6. Students who need to get on or off the bus at another stop other than their normal stop must have a written note from parents and must have it approved by an administrator or office personnel or transportation coordinator **before** the beginning of the school day. Students must present a copy of this note to the driver when entering the bus.
7. Students are not encouraged to bring a visitor home on the bus. Do not assume that they will be allowed to do such. Such requests must be handled and approved according to the above number 6 explanation. If it is not approved the visiting student cannot ride on that bus. Please assume that students will not be approved to ride on a different bus/route.

The school-based administration reserves the right to discipline students for other acts that disrupt the safe operation of the bus, but are not specifically mentioned above.

Bus Transportation/Rule-Violation Consequences:

If your child does not meet the expectations, appropriate action will be taken. Each driver will complete a School Bus Incident Report and submit it to the school administrator.

1ST OFFENSE- Warning issued to student. Parent/Guardian notified.

2ND OFFENSE- Denial of bus privileges up to 3 days depending on maturity of student and severity of offense. Additional consequences will be based on the Student Code of Conduct for elementary, middle, and high school students according to UCPS Board of Education Policy, 4-3. Parent/Guardian notified.

3RD OFFENSE- Denial of bus privileges up to 5 days depending on maturity of student and severity of offense. Additional consequences will be based on the Student Code of Conduct for elementary, middle, and high school students according to UCPS Board of Education Policy, 4-3. Parent/Guardian notified.

4TH OFFENSE- Denial of bus privileges up to 10 days depending on maturity of student and severity of offense. Additional consequences will be based on the Student Code of Conduct for elementary, middle, and high school students according to UCPS Board of Education Policy, 4-3. Parent/Guardian notified.

5TH OFFENSE- Denial of bus privileges up to 20 days depending on maturity of student and severity of offense. Additional consequences will be based on the Student Code of Conduct for elementary, middle, and high school students according to UCPS Board of Education Policy, 4-3. Parent/Guardian notified.

6TH OFFENSE- Removal of bus privileges for the remainder of the school year. Additional consequences will be based on the Student Code of Conduct for elementary, middle, and high school students according to UCPS Board of Education Policy, 4-3. Parent/Guardian notified.

THE PRINCIPAL OR DESIGNEES MAY "SKIP" INITIAL STEPS OF DISCIPLINE AND MOVE TO MORE STRINGENT STEPS IF SEVERITY OF THE OFFENSE JUSTIFIES MORE SEVERE CONSEQUENCES.

ACTIONS INVOLVING EXCEPTIONAL CHILDREN WILL BE TAKEN IN COMPLIANCE WITH EXCEPTIONAL CHILDREN'S GUIDELINES AND PROCEDURES.

PRINCIPALS or DESIGNEES MAY USE DISCRETION AND GRANT A CHILD'S BUS PRIVILEGES BE RESTORED IF ALL PARTIES INVOLVED AGREE TO A WRITTEN CONTRACT AND SPECIFIC STEPS AND CONSEQUENCES FOR FUTURE INAPPROPRIATE SCHOOL BUS BEHAVIOR.

WRITTEN NOTIFICATION OF CONSEQUENCES SHALL BE PROVIDED TO THE STUDENT'S ASSIGNED BUS DRIVER.

Sun Valley Middle School Dress Code 2011-2012:

Students and parents need to be familiar with this dress code as students are required to adhere to the policy while on school grounds. Field trips will be addressed on an individual basis depending on the nature of the trip.

Miscellaneous information that applies to the dress code:

Manufacturer's logos may be visible on approved dress code tops, outer wear, and/or bottom garments as long as they are no larger than 2 inches.

Approved, SV-Spirit Wear-crewneck-t-shirts (only) and outerwear may be purchased from any vendor as long as the graphics **only** include: the **approved** "Sun Valley Spartans" and Spartan-mascot or any combination of such. Approved, SV-spirit crewneck t-shirts or outerwear may also have SV or SVMS-group-team affiliation text or graphics (football, Science Olympiad, cheer, band, etc.). All approved spirit wear crewneck t-shirts and approved outerwear may be only on the following **SOLID** colors: white, yellow, maroon, gray, or black.

TOPS—polo/golf-styled shirts with collars, or plain, CREWNECK-only t-shirts, or approved, SV-affiliated spirit wear CREWNECK t-shirts:

1) Golf shirts, crewneck t-shirts, and approved SV spirit wear crewneck t-shirts must be one of the following **SOLID** colors:

WHITE, YELLOW, MAROON, GRAY, or BLACK

2) Golf shirts and crewneck t-shirts must not have any words or graphics. SV-spirit wear crewneck t-shirts may only have the above mentioned, approved SV-spirit wear graphics/text.

3) Shirts must be cotton or cotton blend (no sheer fabric) and meet the following style specifications:

a) crewneck only for t-shirts; b) short sleeves; c) three quarter length sleeves; d) long sleeves. Scoop neck, v-neck, and sleeveless are not allowed for any apparel.

4) Shirts must be long enough to be **TUCKED in at all times**.

5) Shirts may not be tight or low-cut (polo's must be buttoned to the top two buttons); they must be loose fitting, but not oversized.

6) Undershirts, if worn, must be one of the approved solid colors without graphics, text, or logos of any sort.

BOTTOMS-- Pants, Shorts, Capris (females only), Skirts (females only), and Skorts (females only).

1) Bottoms must be one of the following solid colors: **KHAKI or NAVY**

2) Bottoms must be cotton twill or cotton blend twill or corduroy--no denim or the appearance of denim-like, velvet, velour, sweat, nylon, flannel, lycra, or knit.

3) Bottoms must not have any words or graphics.

4) Bottoms must fit appropriately at the waist and may not be tight or of the "skinny" and or "legging"-style.

5) Bottoms must not have cargo or painter pockets, holes, tears, rips, chains, laces, extra zippers, straps, or buckles.

6) Bottoms must not sag, be oversized, be baggy in the seat, worn below the waist, or cover the entire shoe.

7) Bottoms must be **to-the-knee in length or longer with no slits above the top of the knee**.

OUTERWEAR: SWEATERS, SWEATSHIRTS, and LIGHT JACKETS

1) Sweaters, sweatshirts, and light jackets must be one of the following solid colors: **WHITE, YELLOW, MAROON, GRAY, or BLACK**

2) **The following are acceptable styles for sweaters, sweatshirts, and light jackets:** crew neck, hoodie, v-neck, cardigan, zip-front; (no vests or blazers).

3) Sweaters, sweatshirts, and light jackets must be fleece, wool, cotton, nylon or poly-blend (no denim or thermal or waffle-style).

4) Sweaters, sweatshirts, and light jackets **must not have any words or graphics** other than approved Sun Valley spirit-outerwear.

5) Sweaters, sweatshirts, and light jackets may not be cropped; and must be to-the-waist in length from all angles/sides; vests of any sort are not allowed.

6) Sweaters, sweatshirts, and light jackets must be worn over approved polo/golf or approved SV-spirit wear crew neck t-shirts.

7) Hats, gloves, and heavy coats are NOT permissible in the classroom; they must be placed in the locker before homeroom and remain until dismissal.

BELTS (optional) and ACCESSORIES

- 1) If worn, belts may be of any color/design/graphics as long as it does not have any inappropriate graphics, play on words, innuendos, illegal drugs, alcohol, or gang affiliation.
- 2) If worn, belts must be buckled and the tail must be tucked into belt loops.
- 3) Jewelry, collars, bracelets, necklaces, or belts with spikes, safety pins, or oversized chains are not permitted.
- 4) One (1) **pull-string bag** is allowed to be carried all day with appropriate items (books, deodorant, gym clothes, notebooks, etc.) as long as it is **no larger than 14 x 17**. Females may have a purse (**no larger than 11 x 14**) and a pull string bag.
Totes and duffel bags are not allowed.

SHOES (Required) and SOCKS

- 1) Shoes with strings must be tied, and buckles, straps, or Velcro must be fastened at all times.
- 2) Shoe heels and soles must not exceed 2" in height.
- 3) Socks may be of any color/design/graphics as long as it does not have any inappropriate graphics, play on words, innuendos, illegal drugs, alcohol, or gang affiliation.

Physical Education Class Dress Code: dressing out is a requirement, not an option!

Plain (no text/graphics), solid black shorts (that must be **to the knee** in length) sweat pants, or basketball pants; plain, solid white or light gray t-shirt (no text/graphics), and fastened athletic shoes that cover the entire foot. In cold weather, appropriate outer wear may be worn. Expect that students will go outside if the air temperature and/or wind chill temperature is over 32 degrees F. However, the purchasing of an "official" SVMS PE uniform is *optional*.

STUDENTS MAY NOT WEAR:

- 1) bandanas; hats; headscarves; sunglasses; do rags; stocking caps; sweat bands; vests, cropped outerwear; or any non-approved SV-affiliated spirit wear
- 2) PE uniforms outside of gym class
- 3) hair color (dyed or sprayed on) that is outside the normal spectrum in which hair grows
- 4) clothing with holes, rips, or tears
- 5) local athletic association or recreation league athletic uniforms, spirit-wear, or other such supported garments
- 6) bedroom shoes, slippers, cleats, or heellies
- 7) clothing or makeup that causes a disruption to the learning environment
- 8) book bags. Book bags may be brought to and from school, yet may not be carried through out the school day.

OUT-OF-UNIFORM DAYS:

Specifics will be offered however minimally clothing **may not be**: sleeveless, over sized, tight, see-through, shorter than the top of the knee in length, low cut, have holes in bottom garments, or have inappropriate graphics, play-on-words, innuendos, drugs, alcohol, or gang affiliation, etc. and leggings/tights may not be worn as the bottom garment.

Compliance is expected and parents are to bring an appropriate change of clothing as necessary for each violation. If parents cannot be reached, violators will be housed in ISS. Consequences for failing to comply with the dress code will be as follows: 1st offense—documented warning; 2nd offense—lunch detention; 3rd offense--before or after school detention; 4th offense--1 day of In School Suspension (ISS); 5th offense--1 day of ISS; 6th offense--Out of School Suspension (OSS).

The SVMS administrative team may use discretion in determining whether or not dress is inappropriate or distracting to the educational environment. The administrative team also has discretion to amend the dress code if circumstances deem it necessary.

Sun Valley Middle School Code of Conduct 2011-2012

SVMS's Student Code of Conduct is a guideline for students, parents, and faculty members. Faculty members have the discretion to alter the number or type of consequences given to students with the below violations. However, equitable, fair, and balanced consequences will exist. The SVMS administrative team also has discretion to amend the SVMS Code of Conduct if circumstances deem it necessary.

Authority of adult, school employees: All of the adult employees of SVMS have certain responsibilities to the school. In order to carry out these responsibilities, they have certain authority to correct and/or redirect students when the need arises. If any student is corrected by any adult-employee whether the employee is faculty, clerical, cafeteria, custodial, or substitute, the student is expected to abide by such correction.

Guidelines (including, but not limited to):

1. Students are to take responsibility for their learning. They are to be in class on time and prepared with needed supplies and assignments; listen and follow directions; do their own work; and appropriately participate and cooperate in class.
2. Students are to conduct themselves in accordance with **decent, polite, honorable, and honest** standards. Students should use courteous and proper language at all times; listen to all staff members; refrain from pushing others and throwing objects; dispose of trash appropriately; refrain from harassing other students or name-calling; demonstrate good sportsmanship and team-fellowship; take care of furniture, equipment, materials, facilities, peers and yourself, and assist often! Show your "Spartan S.P.I.R.I.T."
3. Students must have a hall pass when out of class, unsupervised by an adult. Passes must be from the teacher whose class you leave. They must include the student name, time, date, destination and adult signature.
4. Running, pushing, shoving, rowdiness, horse-playing, pinching, physical contact, and rough-housing are unacceptable behaviors.
5. Reckless and belligerent behavior will not be tolerated.
6. Name-calling, taunting, bullying, and/or teasing will not be tolerated.
7. Students are not allowed to leave campus without permission from an administrator or designee.
8. Threatening, intimidating, harassing, or causing bodily harm to students or school employees will not be tolerated.
9. Misbehavior in assemblies or after school activities will result in the student losing the privilege of attending future assemblies and after school activities. Students will also be removed from the assembly or after school activity at the time of misbehavior.
10. Cell phones, cameras, mp3 players, Ipods, game systems and other similar electronics **are not allowed to be accessed, seen, heard, or used** once on campus or on a bus. Items will be confiscated and returned only to a parent. **SVMS will not be responsible if these items are lost, damaged, or stolen.**
11. Students not picked up within fifteen (15) minutes from which an after-school activity (dances, basketball games, clubs, etc.) dismisses will not be allowed to attend or take part in future activities.
12. Lockers are the property of Sun Valley Middle School. SVMS's administration has the right to search any and all lockers and the items within each locker.
13. Buying or selling items on school property without permission from the office is prohibited.
14. Students, parents, and community members are asked to seek permission from the administration or designee before placing posters or similar signs in the building.
15. Students are only allowed to have clear-container water bottles. Food and drinks (other than clear-container water bottles, containing water) are not allowed outside of the cafeteria. Energizer (*Monster, Vault, Red Bull, etc.*) drinks are prohibited.
16. UCPS employees and/or SVMS and their employees are not responsible for lost, damaged, or stolen items.
17. When a student serves after or before school or period detention, out-of-school or in-school suspension, he/she may not participate in any school sponsored activities on that day.
18. Students should refrain from hugging, kissing or any other display of public affection.
19. Keep to the right in passing through the halls. No more than two students, side-by-side in the hall.
20. Be in the right place, doing the right thing, at the right time!

Students who do not meet SVMS's behavior guidelines, rules, policies, regulations, and/or expectations will face certain consequences, which may include but is not limited to: warnings, confiscation of items, office referrals, loss of privileges, silent lunch, before or after school detention, Saturday-school, parent notification/conferences; in school suspension, and out of school suspension. It must be understood that if one of the above rule infractions is extremely severe upon the first

Sun Valley Middle School Code of Conduct 2011-2012 (continued)

occurrence, out-of-school suspension (OSS) may be recommended by the school administration. For any rule violation, a maximum of three (3) ISS's will be allowed in a semester. Any offense that warrants an ISS and the student is over their limit of three (3) will automatically receive an out-of-school suspension (OSS). Students may be denied the privilege of participating in school activities (including ballgames, dances, club meetings, field trips, etc.) for violations of the school and county code of conducts.

<p>GROUP 1</p> <p>Repeated non-adherence to classroom rules Gum-chewing Any unlisted behavior which the administration thinks should fit under this category</p>	<p>CONSEQUENCES BY OFFENSE</p> <p>1st Warning 2nd Silent Lunch 3rd After School Detention with parent contact 4th Team initiated parent conference (4th offense and thereafter of gum-chewing could result in "Gum Removal Duty") 5th Office Referral</p>
<p>GROUP 2</p> <p>Having nuisance items Minor Disrespect Loitering/Littering Misbehavior in hall (running, pushing, yelling, etc.) Misbehavior in cafeteria Deliberately disrupting class Open displays of affection Any unlisted behavior which the administration thinks should fit under this category</p>	<p>CONSEQUENCES BY OFFENSE</p> <p>1st Silent Lunch 2nd Silent Lunch 3rd After School Detention with parent contact 4th Team initiated parent conference 5th Office Referral</p>
<p>*Students may receive a total maximum of 3 silent lunches per teacher for the year in Group 1 and/or in Group 2. After any third silent lunch, the next infraction will result in After School Detention (ASD).</p>	
<p>GROUP 3</p> <p>Lying to, deceiving, defying, showing disrespect to faculty or staff. Failure to stay with or report to teacher or staff member upon due notice. Staple throwing/shooting, paper throwing/shooting, rock throwing, paper clip throwing/shooting, pencil throwing/shooting rubber band shooting/popping, smutting, or participating in any other such behavior. However, if an injury results from such behavior, a greater consequence will be assigned which could lead to ISS or OSS and medical compensation. Obscene gesture, profanity, abusive language <u>NOT</u> personally directed—2nd occurrence will result in ISS and may lead to OSS Any unlisted behavior which the administration thinks should fit under this category</p>	<p>CONSEQUENCES BY OFFENSE</p> <p>1st After School Detention with parent contact 2nd Team initiated parent conference 3rd Office Referral</p>
<p>GROUP 4</p> <p>Blatant, excessive belligerence toward staff member Distribution/sale of unauthorized items Possession/distribution/creation of inappropriate material "Shanking" Failure to comply with a reasonable request or rule direction. Skipping class WITHOUT leaving campus; Skipping is defined as more than five minutes late to class without a note or permission. Skipping school or leaving campus without permission Unauthorized presence on campus, school transportation, or at a school event on a day not present at school Forgery Any unapproved video, film, or digital imaging or recording of student or staff and/or possession, posting, or distribution of such Plagiarism and/or Cheating—1st offense= "0" on assignment and team meeting and parent contact; 2nd offense= "0" on assignment and 1 day ISS; 3rd offense and thereafter—"0" on assignment and OSS. Any unlisted behavior which the administration thinks should fit under this category</p>	<p>CONSEQUENCES BY OFFENSE</p> <p>ALL Office Referrals (which may lead to ISS or OSS)</p>

Sun Valley Middle School Code of Conduct 2011-2012 (continued)

After school detention (ASD) is held 3:50-4:40 p.m. on specific, planned days. Detention is used to deter misbehavior. Students will be participating in a self-reflection activity as well as school beautification/clean-up activities. Students attending ASD will have to be picked up at 4:40 p.m. on that assigned day.

Lunch Detention/Silent lunch-- Students present at school who fail to attend Silent Lunch will receive After School Detention (ASD) for THAT infraction. If ASD is not a viable option, it will become an office referral for administration to work with students and parents.

Gum Removal Duty--students will be given gloves and a dull tool to scrape gum from under tables, chairs, desks, etc.

Saturday School--can be assigned at the discretion of SVMS's Administration in lieu of or in addition to other consequences if deemed appropriate. Academia, behavior skills activities, and school beautification activities will be included in Saturday School.

In School Suspension--The program is in place to deter misbehavior but to also modify the behaviors of students who violate the Code of Conduct so this will not be repeated. In School Suspension program (ISS) will be divided into 8 periods. These periods will include the following core classes: language arts, math, science and social studies, the remaining periods will include: remediation, character education, behavior and social skills instruction. In addition to this, the daily ISS schedule will also include two periods in which the students will be involved in school beautification projects. Any student who is assigned to ISS and refuses to comply with the program or violates any school or county policies while serving in ISS will be assigned an Out of School Suspension (OSS). A second occurrence of such behavior while in ISS will result in two days of OSS and the child being excluded from participating in the ISS program for the remainder of the school year.

Tardy to School/Unexcused Early Dismissal-- 5th tardy to school or unexcused early dismissal will result in an In-School Suspension (ISS) or an After school-detention (ASD). Each accumulation of 5 unlawful tardies or unexcused early dismissals, thereafter will result in other corrective measures, which may include, but is not limited to: multiple days of ISS or ASD, parent shadowing, Saturday School, or some other penalty at the discretion of the principal/designee.

Tardy to Class-- 1st offense—warning; 2nd offense—silent lunch; 3rd offense—silent lunch with parent contact; 4th offense—after school detention with parent contact; 5th offense—office referral; every additional 3rd offense—office referral. Tardy is defined as five or less minutes late to class without a note or permission. All office referrals could lead to ISS or OSS.

Dress Code Violation--with each violation, compliance is expected and parents are expected to bring an appropriate change of clothing if necessary; if parents cannot be reached, violators will be housed in ISS. **Consequences for failing to comply with the dress code will be as follows:** 1st offense—documented warning; 2nd offense—lunch detention; 3rd offense—before or after school detention; 4th offense—1 day of In School Suspension (ISS); 5th offense—1 day of ISS; 6th offense--Out of School Suspension (OSS).

Bus Violations-- riding the bus is a privilege, not a right: 1st offense—warning; 2nd offense—up to 3 days bus suspension; 3rd offense—up to 5 days bus suspension; 4th offense—up to 10 days bus suspension; 5th offense—up to 20 days bus suspension; 6th offense—removal of bus privileges for the remainder of the school year. Severe infractions—students can be removed from the bus for up to 20 days and/or permanent removal for: violating the law, fighting, continuous rule violations, and other severe, disruptive, or unsafe behaviors.

1:1 Netbook Violation (not including theft, vandalism, or violation of the "Internet Acceptable Use Guidelines"): 1st offense—Lunch detention*; 2nd offense— Lunch detention*; 3rd offense— Lunch detention* with parent contact; 4th offense— ASD and parent contact; 5th offense— Office referral w/possibility of losing netbook privileges. *Lunch detention will be assigned per incident, not per teacher; so, one student will only receive three closed lunches in total for computer-expectation-violations. **If chatting or accessing chat, social, game, or other sites w/o permission during school hours:** 1st offense—run history, SVMS takes possession of netbook, parent contacted and ASD assigned; netbook returned after ASD is served. 2nd offense---run history, SVMS takes possession of netbook, parent contacted, and ISS assigned, netbook returned in "lockdown" status after ISS is served. 3rd offense--run history, SVMS takes possession of netbook, parent contacted, and 2-days of ISS or 1 day of OSS, and loss of privileges for semester. **If students access/possess porn/inappropriate materials/sites:** 1st offense--run history, SVMS takes possession of netbook, UCPS's Student Code of Conduct policy 4-1b/15-e will be followed, parent contacted, netbook returned in "lockdown" status after OSS is served. 2nd offense—run history, SVMS takes possession of netbook, UCPS's Student Code of Conduct policy 4-1b/15e will be followed, parent contacted, and loss of privileges for semester, and/or possibly the remainder of the school year.

THE PRINCIPAL OR DESIGNEE MAY "SKIP" INITIAL STEPS OF DISCIPLINE AND MOVE TO MORE STRINGENT STEPS IF SEVERITY OF THE VIOLATION JUSTIFIES MORE SEVERE CONSEQUENCES. All students will be subject to the regulations and disciplinary procedures outlined in UCPS BOE Policy Manual and SVMS Rules.

The purpose of the Union County Public School System is to provide education for all students enrolled.

The Union County Public Schools Board of Education believes that self-discipline is the key element in a positive school climate. In order to foster and nurture self-discipline among students, schools shall implement programs, practices, and procedures designed to encourage and recognize positive and responsible student behavior. Such programs can be a part of or logical extensions of the schools' character education curriculum. In addition, schools shall provide regular staff development opportunities on such topics as positive discipline, recognition of bullying, conflict resolution, etc. Furthermore, schools shall develop intervention strategies to prevent bullying including bullying via electronic devices (including, but not limited to, phones, computers, pads, and other electronic media/devices).

These proactive measures on the part of schools will provide a balanced approach to the Union County Public Schools' goal of expecting, encouraging, and enforcing acceptable student behavior in all schools, and further serve to promote the school district's core value of design in quality and prevention.

Proper procedural due process shall be followed. A student shall be given an opportunity to seek clarifying information of an incident that may lead to disciplinary action, or contest the appropriateness of a disciplinary action. Ignorance of these policies does not excuse inappropriate behavior.

The welfare of the individual student and of the larger school community is best served when all disciplinary actions and procedures support a positive educational environment.

Each school will establish and enforce reasonable regulations for student behavior.

Students shall receive a handbook containing Attendance Policy and Code of Student Conduct (formerly Student Discipline) at the beginning of each school year. Additional copies may be obtained upon request. Copies of handbooks shall be available in the library, the school office, school counselor's office, and other locations as directed by the principal.

STUDENTS ARE RESPONSIBLE FOR KNOWING THE OFFENSES AND DISCIPLINE/CONSEQUENCES SET IN THE POLICIES. Each student is required to return documentation (provided by school) verifying parents have received and read the Union County Public Schools Code of Student Conduct (formerly Student Discipline). Failure to comply will result in disciplinary action to be determined by the school.

Any student or parent who disagrees with disciplinary action shall have the right to an informal conference with the principal or his/her designee. After exhausting this remedy, the student or parent shall have the right to make a formal protest in writing or in person to the Superintendent of schools. (See policy 4-18 for the appeals process.) Appeals from the decision of the Superintendent shall be in writing or in person to the Union County Board of Education.

1. Penalties for violation of the Code of Student Conduct include:

A. Short Term Suspension is any out of school suspension of 10 days or fewer (6 days for condensed academic terms).

The principal/designee shall have authority to suspend for a period of 10 days or fewer (6 days for Condensed Academic Terms) any student who willfully violates policies of conduct established by the Board of Education. A student suspended short term shall be provided an opportunity to take any quarterly, semester, or grading period examinations missed during the suspension period.

- B. Long Term Suspension is any out of school suspension more than 10 days (6 days for Condensed Academic Terms) and/or for the remainder of the semester or school year.

The Superintendent/designee, upon recommendation of the principal, may suspend a student for periods in excess of 10 days (6 days for Condensed Academic Terms) up to the remainder of the semester or school year, but not exceeding the time remaining in the school year. Students and parents should note that, generally, long-term suspensions are for the balance of a semester or school year. In cases where there are fewer than 10 days (6 days for Condensed Academic Terms) left in the semester or school year, the long-term suspension can be fewer than 10 days (6 days for Condensed Academic Terms). The student or his parents may appeal the decision of the Superintendent/designee to the local Board of Education.

- C. Expulsion is permanent removal from the school system.

The Board of Education may, upon recommendation of the principal and Superintendent, expel any student 14 years of age or older whose continued presence in school constitutes a clear threat to the safety and health of other students or employees. At any time after July 1, that is at least 6 months after the Board decision to expel a student, a student may request that the Board reconsider that decision.

2. Any student facing possible suspension or expulsion from a Union County Public School is guaranteed procedural due process. The basic elements of procedural due process are:

- A. The student is expected to know the rules of conduct as written in the Board Policies and Student Handbooks.
- B. The student shall be informed of the specific behavior(s) that may result in disciplinary action. (Notice)
- C. The student shall have an opportunity to express his/her views and give a rebuttal regarding the specific behavior(s). (Hearing and Appeal)
- D. Decisions shall be made based upon the evidence relative to the specific behavior(s).

3. Definitions include:

- A. Parent also means guardian or custodian.
- B. School property includes all school campuses, school offices, school vehicles, and any school property owned by the School Board. It also includes any property inside the district, and outside the district where the Board of Education exercises any of its duties.
- C. School sponsored event or function includes events in which any Union County School participates to any extent, whether in or out of the school district.
- D. The district is all of Union County and any property outside the county where the Board of Education exercises any of its duties.

4. Corporal Punishment

The Board of Education prohibits corporal punishment, believing that other consequences are more appropriate and effective for teaching self-control. No principal, assistant principal, teacher,

substitute teacher, any other school system employee, or volunteer may use corporal punishment to discipline any student. Corporal punishment is defined as the physical use of a hand, paddle, or other instrument to administer corrective discipline such as paddling, spanking, or otherwise striking a child.

School personnel may use reasonable force in the exercise of lawful authority to restrain or correct pupils and maintain order to prevent immediate threats of harm to person or property:

- (1) To quell a disturbance threatening injury to others;
- (2) To obtain possession of weapons or other dangerous objects on the person, or within the control, of a student;
- (3) For self-defense;
- (4) For the protection of persons or property; or
- (5) To maintain order on school property, in the classroom, or at a school-related activity on or off school property.

5. **Seclusion, Isolation, Restraint, and Training in Management of Student Behavior** The Board hereby adopts the Deborah Greenblatt Act (NCGS 115C-391.1) effective at the beginning of the 2006-2007 school year as policy. The Superintendent of Schools is directed to provide the necessary notices and copies of NCGS 115C-391.1 to all school personnel and to parents and guardians at the beginning of each school year. The Superintendent shall make known rules and guidelines to direct school personnel in the permissible use of seclusions and restraints and to provide for notices to parents and guardians of the specified incidents where prohibited procedures have been used.
6. The Board hereby adopts the Jessica Lunsford Act (N.C.G.S. §115C-391(d)(2)) as school policy. The Act provides that the local board of education may expel any student who is a convicted sex offender. If the local board of education determines that a student shall be provided educational services on school property, the student who is a convicted sex offender must be under the supervision of school personnel at all times.

UCPS CODE OF STUDENT CONDUCT- MIDDLE & HIGH SCHOOLS 4-3(b)

REVISED: 5/3/11

The Union County Public Schools Board of Education believes that self-discipline is the key element in a positive school climate. In order to foster and nurture self-discipline among students, schools shall implement programs, practices, and procedures designed to encourage and recognize positive and responsible student behavior. Such programs can be a part of or logical extensions of the schools' character education curriculum. In addition, schools shall provide regular staff development opportunities on such topics as positive discipline, recognizing bullying, and conflict resolution, etc. Furthermore, schools shall develop intervention strategies to prevent bullying.

These proactive measures on the part of schools will provide a balanced approach to the Union County Public Schools' goal of expecting, encouraging, and enforcing acceptable student behavior in all schools, and further serve to promote the school district's core value of design in quality and prevention.

The school has a basic responsibility to educate all students. The ultimate responsibility, however, rests with the parents. The school and the parents should work together to support the students in any disciplinary incident.

As educators we pledge to parents and students that we will conduct ourselves in a manner that will set a positive example and encourage appropriate student behavior.

All students have a right to be free from fear, harm, and violence while in attendance at school, on buses, and at school sponsored activities. A student shall not by use of violence, force, noise, threat, intimidation, passive resistance, or any other conduct intentionally cause the substantial and material disruption or obstruction of any lawful mission, process, or function of the school.

In the event a student of Union County Public Schools becomes the victim of violence while on school property during the school day or while attending school sponsored events outside the school day or while attending a school sponsored event not held on school property, the parents of the victim will be notified as soon as possible. The parents will be informed of the nature of the violence, the physical condition of the student, where the student is located and the care being given the student.

Middle School and High School Principals are encouraged to develop alternative discipline programs which would offer students and parents another method for correcting behavior problems other than the traditional in-school suspension and suspension programs. Alternative discipline programs could be a Saturday School for three hours of academic or physical work on campus, an after-school detention program for two hours, an evening school for three hours emphasizing self-control and/or academic needs or like programs.

All alternative discipline programs must receive approval from the Superintendent before being implemented.

A student who is suspended from school for any of the following offenses may be required to participate in a conference with his/her parent/guardian and the school administrator. Federal laws and court rulings may limit the extent to which the penalties required by this policy can be applied to students who are identified as exceptional children and are receiving special education services.

When students are suspended for violation of this policy, those absences may affect academic standing and promotion. Please refer to the attendance policies (#4-1(b) and #4-1(c)) for further information. Furthermore, these are not the only rules of conduct which students are expected to abide. Additional school level rules will be set by the school site (including but not limited to dress code, honor code and insubordination). A copy of school level rules will be distributed to each student at the beginning of the academic year.

A copy of this policy will be disseminated annually to all students.

DEFINITIONS

1. Parent includes legal guardians and custodians.
2. Long Term Suspension is an out of school suspension in excess of 6 days for high schools on condensed academic terms and 10 days for middle schools and traditional schedule high schools up to 90 school days or the end of the current school year, whichever comes first.
3. School property is the physical premises of all school campuses, bus stops, all vehicles under the control of the district (including but not limited to Yellow School and Activity Buses), school sponsored curricular and extracurricular activities, regardless of where they occur. The administration may also impose consequences for conduct which occurs off campus if it results in a disruption on school property.
4. Multiple Offense designations. For offenses where different consequences are applied depending upon the number of violations, the offense is of the overall (numbered not lettered) rule. For example, violations under the Illegal/Unauthorized Substances rule, number 9, will be considered, not under the individual types of substance. Additionally, the number of violations carries throughout one academic year. The nature of the violation may be considered by the principal when assigning discipline.
5. Bans from School Property. Students who are suspended are not entitled, except with the express permission of the site principal, to enter any property of Union County Public Schools. Failure to abide by such restriction will be considered trespassing and will be reported to law enforcement.
6. Parent Conferences: A meeting between the student, parent and administrator may be required for any length suspension but is mandatory for all 365 day school suspensions.

7. **Suspension:** Unless otherwise noted references to suspension are out of school suspension.
8. **School Authority:** The school has the authority to address any act that takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, use of the district Internet system, use of a personal digital device on campus, or off-campus activities that cause or threaten to cause a substantial and material disruption at school or interference with the rights of students to be secure.

REPORTS TO OUTSIDE AUTHORITIES

1. **Law Enforcement –** Under North Carolina Law, principals are required to report the following acts to law enforcement: “assault resulting in serious personal injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a weapon in violation of the law, or possession of a controlled substance in violation of the law.” Additionally, any conduct which may be both a violation of this policy and law will be reported to the School Resource Officer. If a student is arrested in compliance with this provision, school officials will notify the parent of the location where their child is taken by law enforcement officials.
2. **Department of Motor Vehicles (DMV) –** Under North Carolina Law, students who receive a long-term suspension for engaging in any of the following conduct will be reported to the DMV: possessing or selling alcoholic beverages or an illegal controlled substance on school property, bringing, possessing, or using on school property of a weapon or firearm, and physically assaulting a teacher or other school personnel on school property.

PROHIBITED BEHAVIOR

For these prohibited behaviors, the following system-wide disciplinary actions shall be taken (in addition to any consequence enumerated below each behavior, students will be referred to the school counselor for possible counseling and may be banned from school property and a parent conference required, as described in the Definitions Section above):

1. **Aggressive Behavior:** Students will not engage in any form of aggressive behavior toward any other student, staff member or other adult in the school.
 - a. **Physical violence directed toward any school employee.**
 1. 10 days suspension with recommendation for long-term suspension, unless on a Condensed Academic Terms (Block Schedule) where the suspension is for 6 days. There will be a recommendation for long-term suspension in either case.
 2. For assaults resulting in serious injury, the superintendent shall upon recommendation of the principal suspend for no less than 300 days but no more than 365 days any student who is at least 13 years old. If the student is under the age of 13, the suspension may be up to the remainder of the current school year.
 - b. **Physical Violence directed toward a student. Violations include but are not limited to any assault, fight, threat (including but not limited to threatening gestures, threats communicated via electronic technology where a connection to the school exists and/or school assignments) or attempt to cause physical harm to a student or students by another student or students.**
 1. **First Offense (where there were no serious injuries, multiple aggressors/participants or serious disruption to the academic day):** 3-10 days suspension, 2-6 days for Condensed Academic Terms (Block Schedule), (the

- exact number of days will be based upon severity of fight and compliance with school staff).
2. **Second Offense** (where there were no serious injuries, multiple aggressors/participants or serious disruption to the academic day): 10 days suspension. 6 days suspension for Condensed Academic Terms (Block Schedule).
 3. **Third Offense** (where there were no serious injuries, multiple aggressors/participants or serious disruption to the academic day): suspension for the remainder of school year; the same penalty applies for Condensed Academic Terms (Block Schedule).
 4. **For assaults which result in serious injury or those involving multiple aggressors:** 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule) and recommendation for long term suspension.
- c. **Threats:** Any physical, verbal, or written threat (including but not limited to threatening gestures, threats communicated via electronic technology where a connection to the school exists and/or school assignments) directed toward or about any school employee which threatens force, violence, or disruption, or any sign or act which constitutes a threat of force, violence, or disruption.
- 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule), with recommendation for long-term suspension dependent upon severity of threat.
- d. **Extortion or blackmail** includes threats to take property of another student under threat of physical harm.
- 1-10 days suspension, 1-6 days for Condensed Academic Terms (Block Schedule) with possible recommendation for long-term suspension. The exact length of the suspension will be based upon nature of extortion or blackmail.
- e. **Behavior that incites to riot** (defined as behavior which encourages other students to join in to a potentially volatile situation, or disrupts or has the potential to disrupt the school environment).
- Up to 10 days suspension, up to 6 days for Condensed Academic Terms (Block Schedule), with possible recommendation for long-term suspension.
2. **False Alarms:** In the absence of an emergency, students will not call 911, signal or set off an automatic signal indicating the existence of an emergency.
 - a. **First Offense:** 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule).
 - b. **Second Offense:** Contact law enforcement – Automatic 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule), with recommendation for long-term suspension.
 3. **Bomb Threats/Acts of Terror:** Students will not make notification (false or otherwise) indicating the presence of a bomb or explosive or threatening an act of terrorism (false or otherwise), in any format, written or verbal, on school property as defined above.

- a. **Bomb Threats (false or otherwise):** Making, aiding, and/or abetting in making a bomb threat or perpetrating a bomb hoax against school district property by making a false report that a device designed to cause damage or destruction by explosion, blasting, or burning is located on school property or at a school-sponsored or school-related activity or concealing, placing, or displaying a device on school property or at a school-sponsored or school-related activity with the intent to cause others to believe the device is a bomb or concealing, placing or displaying a device on school property or at a school-sponsored or school-related activity with the intent to cause others to believe the device is a bomb, or communication, by any means, knowing or having reason to know it is false, that such a device or components are present or one who intending to perpetrate a hoax brings any such artifacts onto school property or to a school sponsored event.
 - North Carolina Law requires that a suspension of 365 days shall be imposed for violations of this rule. Upon recommendation of the Superintendent, the Board of Education may modify this consequence after a review of the facts and circumstances surrounding the incident and considering alternative educational options for the student.

4. **Terrorist Threats:** Making, aiding, conspiring, and/or abetting in making a terrorist threat or perpetrating a terrorist hoax against school district property by making a false report that a device, substance, or material designed to cause harmful or life-threatening illness or injury to another person is located on school property or at a school-sponsored or school-related activity, or possessing, bringing onto school property, concealing, placing, disseminating, or displaying (or threatening any of the above) a device, machine, instrument, artifact, letter, package, material, or substance on school property or at a school-sponsored or school-related activity with the intent to cause others to believe the device is a substance or material capable of causing harmful or life-threatening illness or injury to another person or

Threatening to commit on school property or at a school-sponsored or school-related activity an act of terror that is likely to cause death, with the intent to cause a significant disruption to the instructional day or school-sponsored activity which actually causes such disruption or

Making a false report that there is about to occur or is occurring on school property or at a school-sponsored or school-related activity an act of terror that is likely to cause serious injury or death, with the intent to cause a significant disruption to the instructional day or school-sponsored activity or which actually causes such disruption.

Conspires to commit any of the above-described acts.

- Up to 365 calendar days of school suspension will be assigned pursuant to North Carolina law.

No student may knowingly or willfully cause, encourage, or aid another student to make or engage in any of the activities defined under Rules 2 or 3 (False Alarm and Bomb Threats/Acts of Terror). Any student who becomes aware that another student or other person intends to violate either of these rules must notify a teacher or principal immediately. Failure to do so may result in disciplinary action up to and including a maximum of 10 days of suspension (6 days for condensed academics).

5. **Weapons (not including firearms and explosives):** Students will not possess, handle, use, or transmit, whether concealed or open, any weapon, or any instrument that reasonably looks like a weapon or could be used as a weapon. All weapons will be confiscated immediately and turned over to law enforcement.

Weapons include all of the following:

knife¹, including a pocket knife, bowie knife, switchblade, dirk, dagger or machete; slingshot; leaded cane; blackjack; metal knuckles or numb-chucks; BB gun; air rifle or air pistol; stun gun or other electric shock weapon; ice pick; defensive sprays; razor or razor blade (except solely for personal shaving); fireworks; and any sharp pointed or edged instrument except unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance.

Examples of other objects that could be considered weapons are box cutters and other types of utility blades and blowguns. Also included are other instruments that are capable of being used to inflict bodily injury and the circumstances indicate a probability that injury is intended. Also included is LIVE ammunition (shotgun shells, bullets, etc.)

This section does not apply to students who are members of the Reserve Officer Training Corps and who are required to carry arms or weapons in the discharge of their official class duties; nor does this apply to weapons used in school-approved instruction or ceremonies.

Students who become aware of a weapon, as defined above, on campus or in their possession must immediately notify a staff member and surrender the weapon. Such report and surrender may be considered in evaluating consequences.

- a. Possession: Regardless of the manner in which received and the length of time the weapon is possessed - 3-10 days suspension, 2-6 days for Condensed Academic Terms (Block Schedule).
 - b. Use of weapon and/or proven intent: Recommendation for long-term suspension, 365-day suspension or expulsion. Upon recommendation of the superintendent, the Board of Education may modify this consequence after a review of the facts and circumstances surrounding the incident and considering alternative educational options for the student.
6. Firearms and explosives: Students will not bring, possess (regardless of the manner received or the length of time possessed) or use a firearm, (gun, rifle, pistol, shotgun), loaded or unloaded or powerful explosive on a school campus or at a school event wherever held as defined by North Carolina General Statutes § 14-269.2b. All firearms and explosives will be confiscated immediately and turned over to law enforcement.
- a. A suspension of 365 days shall be imposed for violations of this rule. Upon recommendation of the Superintendent, the Board of Education may modify this consequence after a review of the facts and circumstances surrounding the incident and considering alternative educational options for the student.

No student may knowingly or willfully cause, encourage or aid any other student to possess, handle or use any of the weapons or weapon-like items listed above (under rule 5 or 6 above). A student who finds a weapon or weapon-like item, who witnesses another student or other persons with such items, or becomes aware that another student or other persons intends to possess, handle or use such items, must notify a teacher or principal immediately. Failure to do so may result in disciplinary action up to and including a maximum of 10 days suspension (6 days for condensed academics).

7. Arson: Students will not start or further a fire on school property, including but not limited to the burning of school property.

¹ When blade is 2 ½ inches or longer student will be charged.

- a. **Setting or attempting to set fire on school property**
 1. 10 days suspension with possible recommendation for long-term suspension, automatic 6 days with possible recommendation for long-term suspension for Condensed Academic Terms (Block Schedule).
 2. Students and/or parents will be responsible for restitution to the school system. Students may be required to perform after-school community service work on behalf of school upon return from suspension. The principal will refer to school counselor and contact parent.

8. **Theft or Vandalism:** Students will not steal or vandalize the property of the school, school employees, students or any other person resulting in loss or damage – Student and/or parents will be responsible for restitution or return of the property in good condition to the school system or victim.
 - 1 to 10 days suspension, 1-6 days for Condensed Academic Terms (Block Schedule) through long-term suspension, depending upon the value or importance of the property taken or vandalized, or the number of thefts involved. The principal will refer to school counselor and contact parent.

9. **Illegal/Unauthorized Substance:** The following is prohibited on school property or buses, in a private vehicle in a school parking lot, or at any school function wherever held, as defined above. All substances will be immediately confiscated and provided either to law enforcement or a parent, as appropriate.
 - a. **Over-the-Counter Medication:** outside of the routine, normal usage of medication.
 1. **Coming on campus under the influence:**
 - Principal discretion of warning to 2 day (high schools on block schedule) or 3 day (middle schools and traditional schedule high schools) suspension
 - Required drug counseling class if student is suspended
 2. **Possession:**
 - Principal discretion of warning through possible suspension up to 3 days (high schools on block schedule) or up to 5 days (middle schools and traditional schedule high schools)
 - Required drug counseling class if student is suspended
 3. **Use at School:**
 - Principal discretion of warning through possible suspension up to 3 days (high schools on block schedule) up to 5 days (middle schools and traditional schedule high schools)
 - Required drug counseling class if student is suspended
 4. **Distribution:**
 - Principal discretion of 3 days suspension (high schools on block schedule) or 5 days suspension (middle schools and traditional schedule high schools) through Long Term suspension for remainder of semester (high schools on block schedule) or remainder of semester or 45 school days whichever is longer (middle schools and traditional schedule high schools)
 - b. **Prescription Medication** (Students with legal drugs *prescribed for them* in their possession must follow school guidelines to avoid consequences under this policy.)

1. **Coming on campus under the influence:**
 - Up to 3 day (high schools on block schedule) or 5 days (middle schools and traditional schedule high schools) suspension at principal discretion
 - Required drug counseling class if student is suspended
 - Suspension not included in coming to campus under the influence when used in compliance with prescription directions of prescription drugs prescribed for user.

2. **Possession of a prescription drug by a person OTHER than for whom the drug was prescribed:**
 - a. **First Offense:**
 - 4-6 days suspension (high schools on block schedule) or 6-10 day suspension (middle schools and traditional schedule high schools) at principal discretion
 - Required drug counseling class

 - b. **Second Offense:**
 - 6 days suspension (high schools on block schedule) or 10 days suspension (middle schools and traditional schedule high schools) and Long Term suspension recommendation at principal discretion.
 - Required drug counseling class

3. **POSSESSION OR USE OF PRESCRIPTION DRUGS PRESCRIBED FOR THE INDIVIDUAL IN POSSESSION OF THE DRUG: (Possession only; this does NOT include distribution) STUDENT MUST SECURE THE MEDICATION IN SCHOOL OFFICE IN LOCKED CABINET PER UCPS BOE POLICY 4.6.**
 - a. **First Offense**
 - Warning and/or up to 2 day (high school on block schedule) or 3 day (middle schools and traditional schedule high schools) suspension at principal discretion
 - Required drug counseling class if student is suspended

 - b. **Second Offense**
 - to 3 days (high school on block schedule) or 5 days (middle schools and traditional schedule high schools) suspension at principal discretion
 - Required drug counseling class if student is suspended

4. **Use at School:**
 - a. **First Offense:**
 - 4-6 days suspension (high schools on block schedule) or 6-10 days -suspension (middle schools and traditional schedule high schools)
 - Required drug counseling class

 - b. **Second Offense:**
 - 6 days suspension (high schools on block schedule) or 10 days suspension (middle schools and traditional schedule high schools)

schools) and Long Term at principal discretion. Required drug counseling class

5. Distribution:
- Long Term suspension.
 - Required drug counseling class

c. Alcohol (Includes wines, beer, non-alcoholic beer, and energy drinks containing alcohol)

1. Under the influence, possession or use on school property, as defined above:

- a. First Offense:
- 6 days suspension (high schools on block schedule) or 10 days suspension (middle schools and traditional schedule high schools)
 - Required drug/alcohol counseling class
- b. Second Offense:
- Long Term suspension for remainder of school year
 - Required drug/alcohol counseling class

2. Distribution

- a. First Offense:
- Long Term suspension for remainder of school year
 - Required drug/alcohol counseling class

d. Illegal Drugs, Counterfeit Drugs, Huffing (or misuse of inhalants), and/or Drug Paraphernalia (including but not limited to rolling papers and scales) and misuse of chemical/material (organic or otherwise) that causes or is purported to cause a hallucinogenic/mind altering effect.

1. Under the Influence or Possession

- a. First Offense:
- 6 days suspension (high schools on block schedule) or 10 days suspension (middle schools and traditional schedule high schools)
 - Required drug/alcohol counseling class
- b. Second Offense:
- Long Term suspension for remainder of school year
 - Required drug/alcohol counseling class

2. Use on School Property, as defined above

- a. First Offense:
- Long Term suspension
 - Required drug/alcohol counseling class
- b. Second Offense:
- Long Term suspension for remainder of school year
 - Required drug/alcohol counseling class

3. Possession with intent to distribute

- Long Term suspension for remainder of the semester
 - Required drug/alcohol counseling class
4. Distribution
- Long Term suspension for remainder of school year
 - Required drug/alcohol counseling class

NOTE: No student will be readmitted to the regular school program until the student has completed the required drug counseling class.

- e. **Tobacco Products:** Students will not possess or use tobacco products on school property (as defined above). For rolling papers, see drug paraphernalia, above. All tobacco products will be confiscated.
1. First Offense: Traditional and Block Schedules – 1 day suspension and 1 hour Tobacco Education required. Failure to complete tobacco education class will result in 1 additional day of suspension.
 2. Second Offense: 3 days suspension reduced to 2 days upon completion of Alternative to Suspension (ATS) program. Two days suspension reduced to 1 day contingent upon completion of Alternative to Suspension (ATS) program for Condensed Academic Terms (Block Schedule).
 3. Third Offense: 3 days suspension with Cessation Class recommended, 2 days suspension with Cessation Class recommended for Condensed Academic Terms (Block Schedule).
 4. Fourth Offense: 5 days suspension, 3 days for Condensed Academic Terms (Block Schedule).
 5. Fifth Offense: Traditional and Condensed Academic Terms (Block Schedule) – Recommendation for long-term suspension or placement by principal in the Alternative Disciplinary Program (Item #19 in Middle/High School Discipline Policy, #4-3(b)).
- f. **Mercury and other dangerous chemicals.** In the case of mercury or like substances abuse, parents will be responsible for the cost of any clean-up, repair or damage.
1. First Offense: Confiscate item and return only to parents. Discretionary action by principal which may include suspension – dependent upon specific circumstances.
 2. Second Offense: 1-10 days suspension, 1-6 for Condensed Academic Terms (Block Schedule).
 3. Third Offense: 5-10 days with possible long-term suspension, 3-6 days with possible long-term suspension for Condensed Academic Terms (Block Schedule).
10. **Nuisance Items:** Students will not possess or use nuisance items including but not limited to: laser pointers, beepers, two-way radios, matches, cigarette lighters, electronic cigarettes or other like items. These are prohibited on campus, buses, and/or school events that are extensions of the classroom. Nuisance items kept in locked private vehicles are exempt. No skateboards are allowed on campus at any time. All nuisance items will be immediately confiscated and returned to the parent where appropriate. School is not responsible for loss or damage of any of the above named items. Any nuisance item that results in property damage to the school system or individual will require restitution by the parents of the perpetrator.

- a. **First Offense:** Confiscate item and return only to parents. Discretionary action by principal which may include suspension – dependent upon specific circumstances.
 - b. **Second Offense:** 1-10 days suspension, 1-6 days for Condensed Academic Terms (Block Schedule).
 - c. **Third Offense:** 5-10 days with possible long-term suspension, 3-6 days with possible long-term suspension for Condensed Academic Terms (Block Schedule).
11. **Electronic Devices:** Except pursuant to an authorized instructional purpose and as an instructional tool under the guidance and direction of a staff member during a school activity, student will not use Cellular Phones, CD players, IPOD's, MP3 players, and DVD players on campus from the first bell of the day through the last dismissal bell. Except as identified above, cell phones must be turned off and out of sight (in book bag, pocket, or purse) at all times. Use of a cell phone is defined as phone ringing, talking on phone, taking pictures, and text messaging.
- These items may be kept on campus in a locked vehicle without violating school policy. School is not responsible for loss or damage of any of the above-named items.
- a. **First Offense:** Confiscate items and return only to parents. If use of cell phone results in violation of other policies (including but not limited to school based rules) further discipline may be applied.
 - b. **Second Offense:** Parent conference required and may include 1 day of in-school suspension, after school detention, or Saturday School.
 - c. **Third Offense:** Parent conference required and may include 1 day of in-school suspension, after school detention, or Saturday School and cannot bring item to school for remainder of the school year, except as authorized in writing by the school principal.
12. **Abusive Language and Gestures:** Students will not use insulting, abusive, profane, obscene, words, signs, gestures, and other acts toward or about any school employee, adult on campus or other student. The discipline to be applied may be dependent upon the severity of offense. This provision includes but is not limited to written assignments and/or electronic technology where a connection to the school exists.
- a. **Toward a school staff member or other adult on campus.**
 - 1. **First Offense:** 1-10 days suspension, 1-6 days for Condensed Academic Terms (Block Schedule).
 - 2. **Second Offense:** 5-10 days suspension with possible recommendation for long-term suspension, 3-6 days with possible recommendation for long-term suspension for Condensed Academic Terms (Block Schedule).
 - b. **Toward another student or between students.**
 - 1. **First Offense:** Violation of this policy may lead to suspension.
 - 2. **Second Offense:** 1-3 days suspension, 1-2 days for Condensed Academic Terms (Block Schedule).
13. **Bullying:** Bullying is a form of harassment. Under North Carolina Law, bullying is “any pattern of gestures or written, electronic, or verbal communications, or any physical act or any threatening communication, that takes place on school property”, as defined above, “reasonably perceived as being motivated by any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, socioeconomic status, academic status, gender identity, physical appearance, sexual orientation or mental, physical, developmental, or sensory disability, or by association with a person who has or is perceived to have one or more of these characteristics”.

Bullying may include, but is not limited to, verbal taunts, name-calling and put-downs, extortion of money or possessions, implied or stated threats.

- a. **First Offense:** 0 to 10 days (2-6 for Condensed Academic Terms - Block Schedule) suspension at the discretion of the principal dependent upon the severity of the incident.
 - b. **Second Offense:** Automatic 3-10 days of suspension, 2-6 days for Condensed Academic Terms (Block Schedule).
 - c. **Third Offense:** Automatic 5-10 days of suspension, 3-6 days for Condensed Academic Terms (Block Schedule), with recommendation for long-term suspension.
14. **Hazing:** Students will not engage in hazing which is defined as “to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group including any society, athletic team, fraternity or sorority, or other similar group.” For purposes of this policy, hazing may include annoying any student by playing abusive or ridiculous tricks upon him/her, to frighten, scold, beat or harass him/her, or subject him/her to personal indignity. Per North Carolina General § 14-35 hazing is strictly forbidden on campus and at all off campus school events.
- a. Up to 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule), and possible recommendation for long-term suspension dependent upon severity and circumstances surrounding the incident.
 - b. Students convicted of Class 2 misdemeanor hazing may be recommended for expulsion from Union County Public Schools.
15. **Sexual Behavior:** Students will not engage in any sexual activity on school property as defined above.
- a. **Indecent Exposure:** Students will not expose private body parts on school property.
 1. **First Offense:** 5 days suspension, 3 days suspension for Condensed Academic Terms (Block Schedule), and contact parents.
 2. **Second Offense:** 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule).
 3. **Third Offense:** Suspension for remainder of school year. The same penalty applies to Condensed Academic Terms (Block Schedule).
 - b. **Consensual Sexual Activity**
 1. **First Offense:** 10 days suspension; 6 days for Condensed Academic Terms (Block Schedule).
 2. **Second Offense:** Recommendation for long-term suspension.
 - c. **Sexual Harassment includes but is not limited to:**
 - Any “unwelcome” contact of a sexual nature with another’s body. (Two or more students engaged in this type of behavior against another student will receive consequences as prescribed below in d.).
 - Any suggestive comments, propositions or gestures.
 - Any sexually provocative commentaries about the body.
 - Any suggestive writings, artworks, or notes.
 - Any slurs or innuendos.

1. First Offense: 3-5 days suspension and seek counseling at the school level, 2-3 days for Condensed Academic Terms (Block Schedule).
 2. Second Offense: 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule).
 3. Third Offense: Suspension for remainder of school year. The same penalty applies to Condensed Academic Terms (Block Schedule).
- d. **Sexual Assault:** includes sexual activity by force, threat and/or fear, includes but is not limited to situations where legal authorities determine that a sexual offense or assault has taken place at school or school event (as defined by North Carolina General Statutes §§ 14-27.2, 14-27.3, 14-27.4, 14-27.5, 14-27.7A).

The principal will refer to school counselor and contact parent. If charges or a petition is initiated, homebound instruction may be provided to the student(s) until adjudication of the charge against them.

- e. **Possession of Pornographic Material** (included but is not limited to print materials, drawings, photographs, email or text message attachments, or on a cellular phone).
1. First Offense: 3-5 days suspension, 2-3 days for Condensed Academic Teams (Block Schedule).
 2. Second Offense: 10 days suspension, 6 days for Condensed Academic Terms (Block Schedule).
 3. Third Offense: Suspension for remainder of school year. The same penalty applies to Condensed Academic Terms (Block Schedule).

16. **Chronic Disruptive Behavior:** Students will not engage in behavior which disrupts classroom and/or school activities. This rule does not address situations where the student poses a threat of injury to students or staff which may qualify the student for an alternative disciplinary program. The use of an alternative disciplinary program will occur at the discretion of the principal when he/she believes a student may respond to a behavior change program that involves the student's parent(s).

The School Board encourages principals to consider providing an alternative disciplinary program to the traditional long-term suspension disciplinary actions under the following conditions:

1. The principal and the student's teachers agree the student has potential for success in school; and
2. The student's parent(s) agree to take an active role in the alternative program and to provide full support to the student and the school during the implementation of the alternative program.

The student must take full advantage of the alternative program and demonstrate by his/her actions that, first, he/she is cooperating fully during the implementation of the program, and secondly, he/she is changing his/her behavior so that further disruptions do not occur.

When the principal, the student's teachers, and the student's parent(s) agree to allow an alternative disciplinary program to be implemented, the following events will occur:

- a. The principal will meet with the student and parent(s) to explain that a long-term suspension recommendation will occur unless an agreement can be reached to participate in an alternative disciplinary program. The principal will refer to school counselor.
- b. Upon agreement by the principal, parent(s), and student, the long-term suspension recommendation will be held in abeyance.

- c. The principal and teachers of the student will provide the student and parent(s) a written alternative disciplinary program with milestones that must be met by the student.
 - d. Upon completion of the alternative disciplinary program the long-term suspension recommendation will become null and void.
 - e. Should the student not meet the requirements of the alternative disciplinary program, or the parent(s) fail to meet their obligation, the long-term suspension recommendation will go forward.
 - f. A student will be offered an alternative disciplinary program only once. Failing to meet the alternative disciplinary program requirements and/or continuing chronic misbehavior will result in a long-term suspension.
17. **Conduct which is a clear threat to the safety of others:** Students will not engage in behavior that constitutes a clear threat to the safety of other students or employees as defined in North Carolina Law. This includes students, but is not limited to students who are registered sex offenders (who will be constantly supervised, if allowed to attend any educational program). Violation of this section may result in long-term suspension, 365-day suspension, or expulsion dependent upon the severity of the offense.
18. **Leaving the assigned area/school grounds without permission:** Students will remain on campus and in areas designated by school officials at all times.
- a. **First Offense:** 0-3 days suspension and principal discretion for further action.
 - b. **Second Offense:** 1-5 days suspension

Internet Acceptable Use Guidelines

The Internet, a worldwide network of computer networks, allows a user to communicate with any person on any of the Internet networks or login to a variety of computer services that reside on the Internet. The Internet includes more than 5,000 regional, state, federal, university and corporate networks in the United States, Canada, Europe, Japan, Australia, Central America and South America and South America. There are more than 750,000 computers and workstations connected to the Internet, with millions of users.

Each school in Union County will have access to the resources of the Internet to enhance instruction. The goal of the school system in establishing Internet access is to provide an additional informational resource to students and teachers, to facilitate collaborative instructional projects, and to communicate with others in support of the instructional goals of the Union County Public Schools. Possible instructional uses of the Internet include:

- accessing information in many libraries, companies, agencies
- participating in discussion groups on a variety of subjects
- collaborating with other educators and/or student on instructional projects
- sending and receiving electronic mail.

Through the Internet, students and teachers have access to a worldwide electronic information superhighway. With access to computers and subscribers all over the world, students and teachers may access materials that may not be appropriate in a school setting and that do not conform to the guidelines of the Union County Instructional Materials Selection Policy. On a global computer network, as with print media, it is impossible to control all materials and the determined user may find controversial materials, racially insensitive content or information that may even be offensive to some. Although the school system will provide software that blocks access to sexually explicit materials on the Internet, new sites appear daily. Benefits to students of access to information resources, the practice of electronic research skills, and opportunities for collaboration far exceed the disadvantages of possibly accessing controversial

materials. Union County school personnel will monitor student use of the Internet as much as reasonable possible to insure that the Internet connection is used to access appropriate materials that support the curriculum.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. The smooth operation of the network relies upon the proper conduct of the user who must adhere to strict guidelines that mandate ethical and legal usage of the network resources as well as adherence to school and system codes of conduct. If a student violates any of these provisions, his or her privilege to use the Internet will be terminated and future access can be denied, as well as disciplinary measures being imposed.

Internet Access – Terms and Conditions:

Acceptable Use – The use of the account must be in support of education and research and consistent with the instructional objectives of the school system. Non-educational games are not consistent with this philosophy and may not be played on the school's account.

Use of other networks or computing resources must comply with the rules of that network. Transmission of any materials in violation of federal or state regulation is prohibited. This includes, but is not limited to: copyrighted materials, threatening or obscene materials, or material protected by trade secret. Use for commercial activities, product advertisement or political lobbying is also prohibited.

Privileges – While the Internet can provide access to information and encourage the exchange of ideas among all students, the use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. School and district administrators will decide what is inappropriate use and their decision is final. An account may be closed or access denied to a student at any time deemed necessary for unacceptable Internet use. Additional disciplinary action may be determined at the building level if needed.

Network etiquette- Students are expected to abide by the generally accepted rules of network etiquette, including, but not limited to, the following:

- Be polite. Do not become abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden.
- Do not reveal your school name and address, your personal address or phone number or those of others.
- Remember that electronic mail (e-mail) is not guaranteed to be private. System operators do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by others.
- All communications and information on the Internet are assumed to be private property.

Warranties – The Union County Public School System makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Union County Public School System will not be responsible for any damages suffered, including loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by negligence, errors, or omissions. Use of any information obtained via the Internet is at the learner's own risk. The Union County Public School System is not responsible for the accuracy or quality of information obtained through the Internet.

Security – Security on any computer system is a high priority, especially when the system involves many users. If a student can identify a security problem, he/she must notify a system administrator and must not demonstrate the problem to other users. A student must not use another individual's name or account. Attempts to login to the system as any other user or as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or that has a history of problems with other computer systems may be denied access to the Internet.

Vandalism – Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user or agency connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses.

Signature Page Regarding UCPS and SVMS Procedures and Policies:

I have read and understand the policies, rules, and procedures provided in the SVMS Student Planner/Handbook, UCPS's MS Handbook (available online), as well as the supplemental packet of information provided during the first few days of school; and/or I know where to access such information online. Below is a list of some, but not limited to, the referenced/provided/online information:

Annual Parent Notification Process	Middle School Attendance and Tardy Policy
Anti-discrimination Policy	Notice of Right to Withhold Consent
Bus regulations	Prohibition of Gangs and Gang Activities
Car rider and Walker Information	School Closings
Deborah Greenblatt Act	Sexual Harassment Complaint Procedure
Extra-Curricular and Co Curricular Activities Guidelines	SVMS's Dress Code
Food Allergen Information and Request	SVMS's Student Code of Conduct
Grading scales	UCPS's Middle School Attendance Policy
Internet-Use Policy	UCPS's Student Code of Conduct
Lock/Locker Information	Use of Tobacco Products
Medication Procedures	Visitor Procedures

Please complete this form, neatly remove from planner, and return to your Homeroom Teacher by August 29, 2011.

I (*print student name*), _____, understand and will abide by the Internet Use Guidelines. I further understand that any violation of the regulations listed above is unethical and in some instances may constitute a criminal offense. If I commit any violation, my access privileges may be revoked, and if school behavior codes are involved or laws broken, school disciplinary and/or appropriate legal action may be taken. In addition, I have read and understand the policies, rules, and procedures provided in the SVMS Student Planner/Handbook, UCPS's MS Handbook (available online), as well as the supplemental packet of information provided during the first few days of school; and/or I know where to access such information online.

Student Signature _____ Date _____

As the parent or guardian of _____, I have read the Internet Use Guidelines. I understand that this access is designed for educational purposes only and that Union County Schools will make every effort to monitor use of the Internet. However, I also recognize that it is impossible for the Union County Schools to restrict access to all controversial materials and I will not hold the school system responsible for materials acquired on the network either at home or at school. I accept full responsibility for any vandalism that my child should commit on the Internet and for my child's compliance with the Terms and Conditions. I hereby give permission for my child to use the Internet for educational purposes. In addition, I have read and understand the policies, rules, and procedures provided in the SVMS Student Planner/Handbook, UCPS's MS Handbook (available online), as well as the supplemental packet of information provided during the first few days of school; and/or I know where to access such information online.

Parent or Guardian (please print) _____

Parent Signature _____ Date _____