

Welcome BLMS Panthers to the 2019-2020 school year! We look forward to working with all of our families in the Batesburg-Leesville community. As you read the student handbook, remember our goal is to provide a safe learning environment for our students as well as growing them academically. Please do not hesitate to contact the school if you have any questions.

Our school focus is developing a Growth Mindset that will allow all students to believe in themselves. With a strong Growth Mindset, students will successfully master all three areas of the Profile of the South Carolina Graduate.

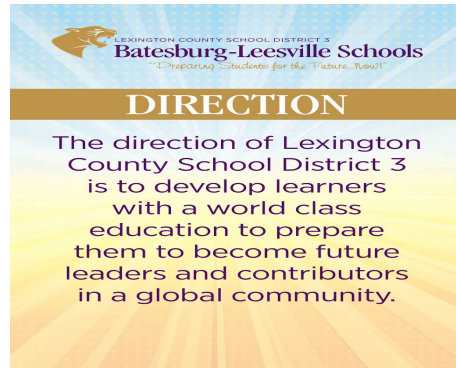
Sharah Clark, Principal



LEXINGTON COUNTY SCHOOL DISTRICT 3
Batesburg-Leesville Schools
"Preparing Students for the Future... Now!"

PURPOSE

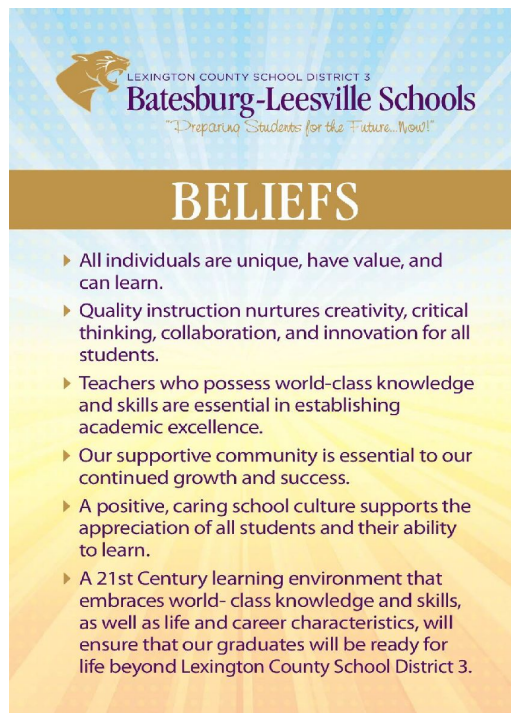
Preparing students for the future... now!



LEXINGTON COUNTY SCHOOL DISTRICT 3
Batesburg-Leesville Schools
"Preparing Students for the Future... Now!"

DIRECTION

The direction of Lexington County School District 3 is to develop learners with a world class education to prepare them to become future leaders and contributors in a global community.



LEXINGTON COUNTY SCHOOL DISTRICT 3
Batesburg-Leesville Schools
"Preparing Students for the Future... Now!"

BELIEFS

- ▶ All individuals are unique, have value, and can learn.
- ▶ Quality instruction nurtures creativity, critical thinking, collaboration, and innovation for all students.
- ▶ Teachers who possess world-class knowledge and skills are essential in establishing academic excellence.
- ▶ Our supportive community is essential to our continued growth and success.
- ▶ A positive, caring school culture supports the appreciation of all students and their ability to learn.
- ▶ A 21st Century learning environment that embraces world-class knowledge and skills, as well as life and career characteristics, will ensure that our graduates will be ready for life beyond Lexington County School District 3.

Profile of the South Carolina Graduate



World Class Knowledge

- Rigorous standards in language arts and math for career and college readiness
- Multiple languages, science, technology, engineering, mathematics (STEM), arts and social sciences

World Class Skills

- Creativity and innovation
- Critical thinking and problem solving
- Collaboration and teamwork
- Communication, information, media and technology
- Knowing how to learn

Life and Career Characteristics

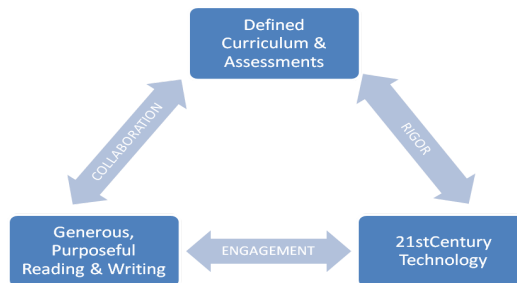
- Integrity
- Self-direction
- Global perspective
- Perseverance
- Work ethic
- Interpersonal skills



Approved by SCASA Superintendent's Roundtable and SC Chamber of Commerce



LEXINGTON THREE PRIORITIES



RULES AND REGULATIONS IN THIS HANDBOOK ARE SUBJECT TO CHANGE WHENEVER STATE OR FEDERAL LAWS, SCHOOL BOARD POLICIES, OR ADMINISTRATIVE RULES ARE CHANGED.

ABSENCES AND EXCUSES

Attendance is a key factor in student achievement and any absence from school represents an educational loss to the student. However, the district recognizes that some absences are unavoidable.

Any student who misses school must present a written medical excuse, signed by his/her licensed physician, dentist or medical practitioner within three (3) days after the student has returned to school in order to have an excused absence. The excuse must contain the date of the absence and a detailed reason for the absence. The school administration will keep all excuses confidential.

If a student fails to bring a valid excuse to school within 3 days after the student has returned, the absence will be recorded as an unexcused or unlawful absence. Unlawful student absences will be one of the factors to be taken into consideration in making grade-level promotion decisions. If a student brings a false, forged or altered excuse, the student is referred to the school administration for appropriate action.

The district will consider students lawfully absent under the following circumstances:

- ✓ Student's chronic or extended illness that is verified in writing by a licensed physician, dentist or other medical practitioner within three (3) school days after the student has returned to school;
- ✓ Appointment with a licensed physician, dentist or other medical practitioner that is verified in writing by a licensed physician, dentist or other medical practitioner within three (3) school days after the student has returned to school;
- ✓ Serious illness or death in the student's immediate family (defined as mother, father, stepmother, stepfather, sister, brother, grandmother or grandfather) that is verified in writing by the parent/legal guardian within three (3) school days after the student returns to school;
- ✓ Student's observation of religious holidays of the student's faith that is explained in writing by the parent/legal guardian within three (3) school days after the student returns to school;

- √ Student's participation in a school related activity (field trip, college visitation, etc.) that is explained in writing by the parent/legal guardian for which the student has received prior approval from the principal (Note: Each individual student is limited to three activity related absences per semester);
- √ Student's compliance with an order issued by the Department of Social Services, a law enforcement official, or a judicial officer. A copy of the order must be provided to the school within three (3) school days after the student returns to school; or
- √ Extenuating circumstances that have been investigated and approved by the principal.

The district will consider students unlawfully absent under the following circumstances:

- √ They are willfully absent from school without the knowledge of their parents/guardians.
- √ They are absent without acceptable cause with the knowledge of their parents/guardians.

UNLAWFUL ABSENCES AND TRUANCY REPORTING

Under the No Child Left Behind Act of 2001, states are required to establish uniform management information and a reporting system, which includes the collection of information on truancy rates on a school-by-school basis.

The State Board of Education recognizes that truancy is primarily an educational issue and that all reasonable, educationally sound, corrective actions should be undertaken by the school district prior to resorting to the juvenile justice system. An intervention team made up of the Assistant Principal, Guidance Counselor, Attendance Clerk, and other school personnel when appropriate, will work with parents to provide tools and resources to prevent truancy.

Students who have unlawful absences will be considered Truant based on the following definitions:

Truant-A child, ages 6 to 17, meets the definition of a Truant when the child has three consecutive unlawful absences or a total of five unlawful absences.

Habitual Truant-A child, ages 12 to 17, meets the definition of a Habitual Truant when the child fails to comply with the intervention plan developed by the school, the child, and the parent/guardian and who accumulates two or more additional unlawful absences.

Chronic Truant-A child, ages 12 to 17, meets the definition of a Chronic Truant when the child has been through the school intervention process, has reached the level of "habitual" truant, has been referred to Family Court and placed on an order to attend school, and continues to accumulate unlawful absences.

In order to encourage and assist students in attending school regularly, the school Intervention Team will administer the following intervention procedures:

After 3 consecutive unlawful absences or a total of 5 unlawful absences occur, the Intervention Team will do the following:

- Notify the parents/guardians of the absences by letter and by phone.
- Code the student as Truant in the student database.
- Hold a conference with the student and parents/guardians at which time they will identify the reasons for the absences and develop an intervention plan to improve future attendance. The student and the parents/guardians will sign this plan.

After a total of 7 unlawful absences occur, the Intervention Team will do the following:

- Notify the parent/guardian of the absences by letter and by phone.
- Code the student as Habitual Truant in the student database.
- School officials will hold a second conference with the student and parents/guardians to review the intervention plan for improving attendance and re-clarify the consequences of continued absences which may include a referral to Family Court.

If the student is referred to Family Court, has been placed under court to attend school, but continues to accumulate unlawful absences, the Intervention Team will do the following:

- Code the student as Chronic Truant in the student database.
- Refer the student back to Family Court for violation of the previous court order.

The Intervention Team will maintain an attendance folder for each student that will contain a current list of all unlawful absences, parent/guardian contact information, a completed and signed Intervention Plan, along with any Child Protective Services or Family Court referrals.

This attendance folder will travel with the student from year to year and school to school along with the permanent record. A new Intervention Plan will be written, if needed, for each school year, but the new school year information will be added to last year's data in the attendance folder. When a student transfers to another district, a copy of the attendance folder must be forwarded along with all other school records.

STUDENT MAKE-UP WORK FOLLOWING AN ABSENCE

Students are responsible for requesting make-up work from individual teachers, for complying with the arrangements and standards for the make-up work at the teacher's convenience, and for making such arrangements within the allowable period of time (within three days for each day of absence; actual make-up of work may occur later as long as arrangements are made with the teacher within the allowable time period). Failure to do so will be a conscious choice on the student's part and will result in the automatic recording of the grade of F for any work not completed.

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Students who are absent 1-2 days should speak to his/her teacher upon returning about making up work. Students who are absent for an extended period of time (2 or more days), may contact the office for assistance with collection of missed assignments. Teachers are willing to prepare missing assignments for students during their planning periods. Instructional time will not be interrupted to ask for assignments; therefore, the following procedures are to be followed for assignment requests:

1. Assignment requests telephoned to the office before 8:30 a.m. should be ready to be picked up by 3:30 p.m. that same day. The school office is open until 4:30 p.m. each day.
1. For assignment requests telephoned to the office after 8:30 a.m., assignments will be available twenty-four (24) hours from the time the request is received by the office. For example, if assignments are requested at 1:00 p.m. on Monday, they will be ready at 1:00 p.m. on Tuesday.
2. When requesting assignments, make sure to ask for assignments for the entire length of the absence. Call by the second day you plan to be out if possible. Please do not wait until the day before you plan to come back to get assignments.
3. The office and guidance staff cannot collect books, etc. from a student's locker. A classmate or a parent/guardian will need to collect all needed materials from the locker.
4. When a student has an extended absence (3 days or more) due to illness or any other circumstance that should occur, the parent or guardian should contact the school office as soon as possible concerning the absence.

ACADEMIC RECOGNITION (Honor Rolls)

At the end of each quarter grading period, grades are reviewed to determine qualification for the Principal's List or for the Honor Roll. Students who qualify for the Principal's List have earned a grade of A (90-100) in every subject they have taken for the quarter. To qualify for the Honor Roll, students must have earned a grade of A (90-100) or B (80-89) in every subject they have taken for the quarter.

ACADEMIC TEAMS

Batesburg-Leesville Middle School will sponsor an academic team during the school year. These activities are designed to offer students the opportunity to utilize their intellectual capacities in a competitive setting. School personnel will sponsor the activities and practices will be held during and after school. The competitions will be scheduled after the regular school hours.

AGENDAS

Each student will be issued an agenda the first day of school. **Students are required to use the agenda as their hall pass.** To be out of class, students should have signed permission from the teacher or staff member in their agenda along with the dismissal time and destination. Students in the hallways without permission in their agenda will be considered out of assigned area and will receive a consequence for this offense. It is important to keep the agenda/planner with them at all times. If the agenda is lost the student will pay \$5.00 to replace it. The agenda is also a useful tool for students to write down all class assignments and to use as a communication tool between home and school and to document Level 1 offenses.

ALCOHOL/DRUG USE (Level 3 Offense)

The possession, sale, distribution, or use, in any amount of alcoholic beverages, marijuana, hallucinogenic drugs, or any other illegal narcotic on the school grounds is strictly prohibited. This includes in the school buildings, on buses, at any school-sponsored event, or during any other time that the student is under the administrative

jurisdiction of the school whether on or off the school grounds. Any student who violates this policy may be immediately suspended from school and may be recommended for expulsion.

Students must have a doctor's statement or parental permission in order to have uncontrolled and prescribed medicine on school premises. The statement from a physician or authorization from a parent or legal guardian must be presented to the school office upon arrival at school. Prescribed medication must be brought immediately to the school nurse's office upon arrival at school. Medications will not be allowed on the school buses. Medications should be delivered directly to the school nurse or office staff in the appropriate container. Violation of this rule may result in expulsion, suspension, or a lesser penalty as deemed appropriate by the principal.

Students who come to school or any function in an intoxicated condition or under the influence of alcohol or drugs, or conduct themselves in a disorderly or boisterous manner may be arrested for a misdemeanor under Section 16-17-530 SC Code as well as suspended or expelled from school.

Students may seek advice from a counselor or school officials concerning drug and alcohol treatment without fear of expulsion, arrest or being reported to law enforcement authorities.

Legal Ref: SC Code 59-3-280, Act #445, 1991

ARRIVAL AND DEPARTURE

Morning arrival begins at 7:15 a.m. No students should wait unsupervised outside of the building without an adult present. All car riders must wait in a car until supervision is present.

Students will be dismissed to class beginning at 7:45 a.m. ***Students are tardy to school at 7:55 a.m.***

1. When students arrive each morning, they are to report directly to the cafeteria.
2. The cafeteria opens for breakfast at 7:15 am - 7:40 am.
3. The teacher on duty will issue passes for the library at 7:30 in the cafeteria.
4. Students are not allowed in unauthorized areas of the building without an agenda pass.
5. If a student needs to leave the cafeteria or gym to go to the restroom, nurse, office, library, etc., he/she must see a teacher on duty and have his/her agenda signed.
6. ***Umf gpu'ct g'gpeqwt ci gf 'lq'y qtmly kj 'vgcej gt u'dghqt g'yj g'9-77'co 'dgm "dw"they must have a pass from that teacher which may be written the previous day.***
7. When students report to the cafeteria or gym in the morning, they will sit quietly as assigned. Students are encouraged to bring appropriate materials to read or study during this time.
8. Parents are to drop students off in front of the school in the drop-off area. **NO drop off or pick-up at the bus loop area is allowed.**

Students who arrive late to school (come into school after the tardy bell for first period) must sign in before going to class. A student is tardy to school if he/she comes in after the 7:55 a.m. bell. Failure to sign in properly will result in disciplinary actions.

The following late to school policy will be in effect:

- 1st and 2nd offense (each Quarter): Warning Issued/Parent Contact
- 3rd offense (each Quarter): Silent Lunch
- 4th offense (each Quarter): Administrative Referral- 1 day ISS
- 5th and subsequent offense (each Quarter): Administrative Referral- 1-2 days ISS

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Afternoon Departure:

1. Students are to quietly exit the buildings.
2. Buses leave promptly at 3:10 pm.
3. Parents should pick up car riders at beginning at 3:10.
4. Parents should pick-up car riders in the pick-up lane, not the parking lot.
5. Students are not to be in any building after 3:15 unless attending a supervised school activity.

6. Students who attend an after school activity must be picked up at the appointed time or risk being restricted from future after school activities.
7. Walkers are to exit the front door of the building and use the sidewalk. NO EXITING the bus area behind the school.

PROCEDURES FOR SIGNING STUDENTS OUT OF SCHOOL

Early dismissals are discouraged and should not occur on a regular basis. It is important that your child completes a full day in school. The end of the school day is an important time for students. Teachers review the school day, complete lessons and/or review assignments, and students plug up chromebooks.

Doctor appointments should be made after school hours if at all possible. If this becomes impossible, a note requesting early dismissal must be submitted to the office for verification prior to first period. Students are to be dismissed from school only to parents, guardians, or others who are designated on the school release form. This information will be kept on file.

Driver’s License or Picture ID is required, name on the list of who may check out/pick up student, and a parent will be called if name is not on the list.

No student will be allowed to leave campus with anyone who has not been designated to pick him/her up. Those designated to pick up a child early must first sign out the student on the computer system and someone from the office will call the child from his/her class.

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BELL SCHEDULE

6th Grade	7th Grade	8th Grade	Related Arts (RA)
7:55 Tardy Bell 7:55-8:00 Homeroom	7:55 Tardy Bell 7:55-8:00 Homeroom	7:55 Tardy Bell 7:55-8:00 Homeroom	
8:03-8:48 Panther Period	8:03-8:48 Panther Period	8:03-8:48 Panther Period	8:03-8:48 Panther Period
8:51-9:48 Core 1	8:51-9:48 Core 1	8:51-9:48 Core 1	Planning
9:51-10:48 Core 2	9:51 -10:35 Related Arts 1	9:51-10:48 Core 2	9:51-10:35 7th grade RA 1
10:51-11:48 Core 3	10:38-11:22 RA 2	Halftime-10:50-11:10 Lunch- 11:12-11:35	10:38-11:22 7th grade RA 2
Halftime- 11:51-12:10 Lunch/Recess 12:13--12:40	11:25-12:22 Core 2	11:38-12:20 RA 1	11:38-12:20 8th grade RA 1
12:43-1:40 Core 4	Halftime - 12:22-12:42 Lunch 12:42-1:05	12:23-1:05 RA 2	12:23-1:05 8th grade RA 2
1:41-2:22 Related Arts 1	1:07-2:04 Core 3	1:07-2:04 Core 3	1:04-1:40 Lunch
2:25-3:05 Related Arts 2	2:06-3:05 Core 4	2:06-3:05 Core 4	1:41-2:22 6th grade RA 1
3:05-3:10 HR/Announcements/ Chromebook plug in	3:05-3:10 HR/Announcements/ Chromebook plug in	3:05-3:10 HR/Announcements/ Chromebook plug in	2:25-3:05 6th grade RA 2

BETA CLUB

The National Junior Beta Club recognizes outstanding achievement, promotes character and social responsibility, encourages service involvement to school and community, fosters leadership skills, grants scholarships, and provides settings for a student to develop interpersonal relationship skills. At Batesburg-Leesville Middle School, eligibility for membership into our chapter of the Junior Beta Club is determined using year end grades for 5th, 6th, and 7th graders. The overall grade average has to be 90 or above (which would include exploratory/ related arts classes) with no year end average for any class below 85. Induction for new members will be held each October.

Members are encouraged to serve in volunteer positions throughout our school and community. Students who serve at least 5 volunteer hours will be recognized at the BLMS year-end awards program. The annual Junior Beta Club convention attendees earn the privilege to attend by committing to compete in various activities. In order to be eligible to attend, a student must be a second year member or more here at the middle school. The annual convention is held in January therefore, students inducted in October will not be able to attend. Members of this Junior Beta Club chapter are required to maintain grades and behavior to remain a member in good standing. Each semester, grades should reflect the original eligibility requirements.

Exceptional behavior and leadership is expected. Should a student receive an OSS, his or her membership shall be dropped. Excessive behavioral issues may cause disqualification. Any student who receives disciplinary action for plagiarism or cheating will also be removed from membership.

BULLYING

Bullying is defined as unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Any student who feels they have been bullied, should report it **immediately** to a teacher or counselor who will then complete a bullying report form. Penalties for Bullying or Retaliation for Reporting Bullying:

Students who commit a bullying offense may be subject to, but not limited to the following penalties as explained:

Ngxgn'3: Insulting or demeaning a student or group of students or family member of a student. Penalty: may be subject to 1-3 days in-school suspension and counseling

Ngxgn'4: Engaging in a 2nd offense of a Level 1 offense of bullying. Penalty: 3-5 days out of school suspension.

Ngxgn'5: Threatening or placing a student, a group of students, or a student's family member, in fear of physical harm or damaging personal property. Penalty: 5-10 days out of school suspension; police report and charges if appropriate; and counseling.

Ngxgn'6: Engaging in aggravated assault, or a 2nd Level 3 offense of bullying, or a 3rd offense Level I bullying. Penalty: police report and charges; Recommendation for Expulsion.

BUSES

Students will not be allowed to ride a bus other than the one which they are assigned at any time with the exception of a catastrophic event in the family (i.e. death in the family, hospitalization of a parent/guardian, etc.). The change must be preapproved by the principal or assistant principal. Temporary changes to transport a student on any bus other than the one assigned for any other reason will not be granted. This is being done to prevent the loss of a child, bus overcrowding, and the rerouting of buses on any given day.

Any parent request for a permanent change of a student to ride another bus as a result of a move to a new residence will require the parent to bring a copy of their power, water, or cable bill to the school for the verification. The bill should have the name of the parent and the address on the bill. The request should be made in writing. Once the address has been verified the student will be placed on a new bus with the approval of the transportation director within seven days of the request. A seven day window is necessary to insure that if a new bus is already full, a rearrangement of bus routes can take place. The change will be made as soon as humanly possible, but no later than seven days.

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BUS DISCIPLINE

District Board of School Trustees in this state may authorize school administrators to suspend or expel pupils from riding a school bus for misconduct on the bus or for violating instructions of the driver. Any student who is suspended from riding a school bus but who continues nevertheless to board or ride the bus will be considered to be a trespasser. A police report and criminal charges will be filed by the school district. "

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CAFETERIA SERVICES

BLMS students are expected to keep the cafeteria a pleasant place for all by being courteous and by keeping the cafeteria neat and clean. Breakfast and lunch are available by the day, week, month or semester. A-la-carte items are available and are individually priced. **Cafeteria food is allowed in the cafeteria only. Food and drink are not allowed in other areas of the building.** Students are responsible for keeping up with lunch money. Our cafeteria cannot offer extended credit to students. The cafeteria opens for breakfast at 7:15 am each morning.

Prices for student meals for 2019-2020 are: Breakfast =\$0.75 and Lunch = \$2.65.

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- If credit limits exceed maximum, no charges may be made.
- Middle, Elementary, and Primary maximum charge - \$10.00

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- Parents will be notified by a phone call from Blackboard Connect and note the first time as student charges.
- Blackboard Connect calls only will be made daily until the charge limit is reached.
- The student will receive the sandwich and milk meal at lunch if their account is not paid and brought to a positive balance.

PLEASE VISIT http://www.lex3.org/pages/Lex3/Departments/Food_Services/Meal_Assistance for more information.

CELL PHONES/DEVICES/ TABLETS

The use of cell phones, tablets, and similar devices at Batesburg-Leesville Middle School is prohibited unless authorized for specific instructional purposes. Students are allowed to possess cell phones, tablets, laptops and similar devices at school after registering the device with the school office. **Any personal device not registered will be confiscated until a parent/guardian completes a registration form.** Students bringing these items to school do so at their own risk. **Devices must remain turned off and placed in locker or secured with teacher during school hours.** Devices are not to be used while riding on school buses to and from school or while waiting in the car drop-off area. On field trips and school sponsored activities away from school a student may use their cell phone or device only during times designated by the administrator, teacher, or parent in charge of the activity.

Should a cell phone or device be misused, visible, emit audible sounds, display a message or otherwise summon or deliver communication, all owners of the telecommunications units that are on will be subject to the following disciplinary action:

1st Offense: The device will be confiscated and held for 24 hours. A parent or guardian may retrieve the device from the school administration.

2nd Offense: The device will be confiscated and held for 3 school days. After this time, a parent or guardian may retrieve the device from the school administration.

3rd Offense: The device will be confiscated and held until the last day of the current school year. A parent / guardian must pick up a device when taken. All devices will be exchanged through the main office. For the remainder of the school year the student will not be allowed to possess or use a cell phone, a telecommunication or non school issued device on school grounds or on a school bus. Any violation of this directive will result in further disciplinary action.

Use of a cell phone or device to cheat on a test or assignment will result in the device being confiscated and returned to the parent or guardian on the last day of the school year. The student will be subject to the school's cheating policy as stated in the student handbook. For the remainder of the school year the student will not be allowed to possess or use a cell phone or device on school grounds or on a school bus. A violation of this directive will result in further disciplinary action.

Any use of a cell phone or device to bully, intimidate, threaten, cause a major school disruption, invade personal privacy, or to publicize or glorify inappropriate activities at school will cause the device to be confiscated and returned on the last day of

school. Depending on the nature and severity of the offense, the student may receive either long term suspension or be expelled from school.

CLUBS/ORGANIZATIONS

Clubs and organizations are chartered by and fall under the established guidelines as outlined below:

1. Extra-curricular activities are intended and should be designed to promote and develop the interest and talent of those served by the activity; to foster and promote interest in the school; and to convey a favorable image of the total school program to the parents of those we serve.
2. Each club may establish its own criteria for membership and may disqualify students for non-compliance with those standards; however, no student shall be excluded for failing to meet monetary requirements. Additionally, non-compliance with one club or organization should not preclude the student's membership or participation in another activity with different standards.
3. Because extra-curricular activities are under the sponsorship of the school, sponsors of clubs, organizations, and teams must always provide staff personnel as supervisors whenever a trip involving vehicular transportation or overnight travel is to take place. In rare circumstances when it is necessary to transport students in automobiles, one member of the staff should be in each vehicle.
4. As a precaution, we always require written permission from the parent whenever a trip is planned for a club or organization (one blanket permission for athletic teams, band chorus, etc. that travel often as a group).
5. No club or organization will be allowed to sponsor or participate in a fund-raising activity without the permission of the principal or the assistant principal.
6. When an organization meets after school, the sponsor of the organization is responsible for supervising the group. The sponsor must remain with the students until all of them have left campus. Students who consistently fail to make arrangements for transportation to arrive at the announced times may be excluded from further participation in such activities.

ATHLETICS ELIGIBILITY

1. A student must have been promoted on his previous year's work.
2. A student who has been placed in the next grade as a social promotion is not eligible to participate.
3. A student who turns 15 before July 1 is not eligible for the 2017-2018 school year.
4. Students who are suspended out of school on or after the first day of practice for a sport will be removed from that team and may not participate in any other sport team during that season. Students may not participate during the time that they are suspended (ISS and OSS) but may return to the team once that period is over.

COUNSELING SERVICES

Guidance and Counseling Services offered at BLMS are designed to enhance academic, social and career development in all students. Counseling offers students opportunities to learn about themselves to improve the ability to work well with others and to reach personal and academic success. Counseling teaches students how to improve communication skills to make responsible personal decisions to become a more helpful and productive member of their school, family and community. The counseling services are data driven to reflect the changing needs of the students and school community.

SERVICES PROVIDED BY THE COUNSELOR

1. Provides individual counseling as needed
2. Small groups and classroom guidance related to career, academics, and personal/social development
3. Partners with teachers, administrators, and parents to identify and serve students
4. Makes appropriate referrals to outside agencies and school-related programs and services
5. Implement all school-to-work activities as required by law.

DELIVERIES OF ITEMS TO STUDENTS

The practice of sending items to students while in school is disruptive to the educational process and places additional demands on school staff. Therefore, flowers, balloons, and other similar items **will not** be accepted during school hours for delivery to students. After school programs are considered to be part of the school day. However, deliveries can be made after school hours for extracurricular events, such as organizational meetings. In these instances, the florist or delivery personnel will be required to contact the school to determine the proper delivery time and location. Neither the school nor the district will incur any responsibility for items delivered.

DISCIPLINE

POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS (PBIS)

The PBIS model will be used to promote an emphasis on school-wide support systems which are proactive in nature. We will seek to provide a positive atmosphere for learning through modeling and teaching common expectations and consistency. Expectations for student behavior and consequences will remain, but our focus will move to introducing, modeling, and reinforcing positive social behavior for all settings. Behavior that goes beyond expectations or is markedly improved will be recognized through school-wide incentives throughout the year.

All students with 0 strikes will be entered into a drawing for rewards throughout the year.

The following policy dealing with regulations governing standards of conduct has been adopted by the Board of Trustees of Lexington County District Three and complies with legal provisions of the State of South Carolina, regulations of the State Department of Education, and opinions of the Attorney General of the state of South Carolina. Students are required to conduct themselves at all times in a manner that will promote the best interest of individuals and the school. Conduct by a student in any manner which will disrupt classwork or involves substantial disorder or invasion of the rights of others is ultimately a basis for suspension or expulsion of students. The conduct rules apply to off-campus behavior if it affects the school or learning environment. The administration will determine the severity of punishment determined by offenses for each incident. The student is responsible for doing all work missed during in school or out of school suspension. The work must be turned in within three days after the student returns to class to receive credit.

SCHOOL EXPECTATIONS

P.A.W.S. - **P**repare to learn, **A**ct responsibly, **W**ork smart, and **S**how respect.

1. No actions should interfere with the educational process.
2. Students are expected to be in the classrooms on time with all materials and remain there until dismissed by the teacher.
3. Respect the property and rights of others.
4. Code 0 indicates no talking; Code 1 indicates low-level talking.

Classroom Disruption Plan for Level 1 Offenses

TIER 1 : 3 STRIKE WARNING PHASE

Strike 1 = Warning

Strike 2 = Warning

Strike 3 = Time out during lunch and recess

TIER 1 : TIME OUT PHASE

1st Time out = Parent phone call with student when possible, Reflection Card, and Silent Lunch/Recess

2nd Time out = Team conference with student, Parent Contact, Counselor Referral, Reflection Card, and Silent Lunch/Recess

TIER 2 : ADMINISTRATIVE PHASE

3rd Time out = 1 day In School Suspension (ISS) and Parent Call

4th Time out = 1 day ISS

5th Time out = 1 day ISS

TIER 3: INTERVENTION PHASE

6th Time out: 2 day ISS, Counselor Referral, Parent Conference with Administrative Behavior Contract

7th Time out: 1 day OSS

8th Time out: 2 days OSS, Referral to Hearing Officer

Student will be rewarded for appropriate behaviors throughout the school year. The school administration reserves the right to determine what constitutes major misbehavior. Altering strikes or being dishonest about the accumulation of strikes will result in an administrative referral.

LEVEL I - DISORDERLY CONDUCT, TARDIES, CHEATING, LYING, ABUSIVE OR PROFANE LANGUAGE, FAILURE TO FOLLOW DIRECTIONS, FORGERY, CUTTING CLASS, CLASSROOM DISRUPTION, LIST NOT ALL INCLUSIVE
Students who commit a Level I offense may be subject to, but not limited to:

- Warning or verbal reprimand

- Withdrawal of privileges
- Lunch Detention
- In-School Suspension

LEVEL II – FIGHTING, THREATS, FAILURE TO IDENTIFY SELF, VANDALISM (MINOR), CUTTING CLASS, PROFANE, OR DISRESPECTFUL LANGUAGE/GESTURE DIRECTED TOWARD STAFF MEMBER, SMOKING, POSSESSION OF SMOKING PRODUCTS, DISCHARGING FIRE EXTINGUISHER, BULLYING, REMOVAL OF DEFACING BAR CODES ON OR FROM DISTRICT PROPERTY, LIST NOT ALL INCLUSIVE

Students who commit a Level II offense may be subject to, but not limited to:

- 3-5 days in-school or out of school suspension and parental conference
- 3-5 days out of school suspension and parental conference
- Expulsion recommendation to the Superintendent

LEVEL III – POSSESSION OF ILLEGAL SUBSTANCES, POSSESSION OR USE OF ALCOHOL/MARIJUANA, EXTREME MISCONDUCT, FALSE 911 CALL, GROSS DISRESPECT TO STAFF, POSSESSION OF OR DISCHARGING FIREWORKS, EXTORTION, VANDALISM (MAJOR), ASSAULT AND BATTERY (MINOR), OTHER CRIMINAL CONDUCT, LYNCHING (ASSAULT ON ONE PERSON BY TWO OR MORE PERSONS) THEFT, POSSESSION OF STOLEN PROPERTY, TRESPASSING, VIOLATION OF SCHOOL PROBATION, SEXUAL HARASSMENT, PULLING FIRE ALARM, BULLYING, LIST NOT ALL INCLUSIVE

Students who commit a Level III offense may be subject to, but not limited to:

- 5-10 days out of school suspension and parental conference
- Expulsion recommendation to the Superintendent

LEVEL IV – AGGRAVATED ASSAULT/BATTERY, POSSESSION OR USE OF A CLASS FOUR DRUG, DISTRIBUTION OF ILLEGAL SUBSTANCE, USE OF AND/OR POSSESSION OF ILLEGAL WEAPON, OTHER SERIOUS CRIMINAL CONDUCT, ARSON, BOMB THREAT, SEXUAL MISCONDUCT, SELLING STOLEN PROPERTY, SECOND OFFENSE ALCOHOL/DRUG USE OR POSSESSION, VIOLATION OF DISTRICT PROBATION, BULLYING, LIST NOT ALL INCLUSIVE

- Expulsion recommendation to the Superintendent

Five suspensions from any combination of levels *o c f* result in a recommendation for expulsion to the superintendent. The suspension starts the first day after the student has had a conference with an administrator unless immediate suspension is necessary. The student, parent, and school office will receive notification regarding the suspension.

IN-SCHOOL SUSPENSION

1. The hours for in-school suspension will be 8:00-3:10.
2. Students may be considered for in-school suspension for level one and level two offenses. Other options may still be considered.
3. In-school suspension may also be used when students are referred to the office for offenses or for dress code violations.
4. Students not behaving or not following required rules during in-school suspension will be suspended out-of-school.

SUSPENSION

1. Suspension shall mean the temporary removal of a student from class and/or school. No student may be suspended in excess of ten days for any one offense. No student may be suspended for more than thirty days in one school year. No student may be suspended during the last ten days of the school year if the suspension will make the student ineligible to receive credit for the school year without the approval of the school board (unless the student constitutes an actual threat to a class at school and a hearing with the parent is granted within twenty-four hours of the suspension).
2. Students who are suspended out of school will not participate in any extracurricular activity (ex. football or basketball games or concerts, etc.) during the suspension. Students who have been suspended out of school during the semester of a field trip may not participate in the trip, and will subject themselves to removal from clubs, organizations, and athletic teams.
3. The suspension starts the first day after the student has a conference with an administrator unless immediate suspension is necessary. The student, parent, and school office will receive notification regarding the suspension. Students suspended out of school will not be allowed at any school functions until the suspension has concluded.

EXPULSION

1. Expulsion shall mean the removal of a student from school for the remainder of the school year or calendar year for some offenses or until readmitted by the board of trustees.
2. The authority to expel students from school rests solely with the superintendent or his designee and may be appealed to the board of trustees.
3. When expulsion proceedings appear to be the only means of solution to a disciplinary problem, the student shall be suspended in accordance with the conditions set forth above.
4. If the superintendent or designee deem appropriate, the student may be placed at the alternative school in lieu of expulsion for a period of time to be designated based on student behavior and progress made during the time assigned to alternative placement.
5. If it is necessary in a discipline case to recommend to the superintendent that expulsion be considered, the student is immediately barred from all school activities until a disciplinary hearing is conducted.

DISCIPLINE FOR EXTRACURRICULAR ACTIVITIES

Students who take part in such activities, in effect, serve as special ambassadors of the school they represent. Therefore, all students participating in extracurricular activities who are charged by law enforcement authorities with criminal conduct or who engage in other acts of "gross misbehavior," e.g.: (A) possession or use of controlled substances at school or at school-sponsored activities, (B) acts of disrespect to a teacher or other school authority, (C) acts of cruelty or violence either physical or emotional, (D) use of profane or vulgar language – shall, at the discretion of the principal or assistant principal, be subject to suspension and/or possible exclusion from participation in extracurricular activities.

Before taking disciplinary action, pursuant to this rule, the principal/assistant principal shall meet and confer with the student's teacher and extracurricular sponsor(s). The decision shall be final unless reversed or modified on appeal to the Superintendent or the Superintendent's designee, in which event the decision of the Superintendent or the Superintendent's designee shall be final.

If a student is found to be in violation of the above rule, the following consequences shall be applied:

- First Offense – The student shall be suspended from participation in all extracurricular activities for not less than five (5) consecutive school days. If the offense involves use or possession of a controlled substance, the student must enroll in an approved drug/alcohol abuse program and complete the program. If, at any point, the student fails to follow all rules and regulations for attendance and participation in the program, he/she will immediately become ineligible to participate in any activity until the program is fully completed. The student's eligibility to resume participation is contingent upon his/her agreement to participate in a random controlled substance testing program for a period of not less than six school months.
- Second Offense – The student shall be suspended from all extracurricular activities for the remainder of the school year. However, if the second offense occurs with less than six (6) weeks remaining in the school year, the principal may, if he/she chooses, extend the suspension to include the first six (6) weeks grading period of the ensuing year.
- Criminal Offenses – Charges brought by law enforcement for general sessions criminal offenses shall result in immediate ineligibility for a calendar year from the date of the charge *qt 'wprklyj g'ej cti g'ku't guqrxgf "dl' 'lj g'eqwtv."* *y j ke j g xgt 'ku' rpi gt* If a student is found to be not guilty of such charges, he/she shall be eligible, following review by the principal, for immediate reinstatement. If a charge brought forth by law enforcement is of a high and serious nature, but may be classified as a misdemeanor offense in magistrate or municipal court, the charge may be determined, by review of the principal, to be treated the same as a general sessions offense for purposes of this rule.

Any violation of this rule under a court ordered penalty or performance obligation (i.e. pre-trial intervention) of some kind would remain ineligible, as the rule should apply, until the court order has been fully satisfied.

NOTICE OF DECISION AND RIGHT TO APPEAL –

Notice of a decision by the principal to suspend or exclude shall be given to the student's parent/guardian in writing. In those instances where the principal's decision is to suspend the student from participation in activities for more than five (5) consecutive school days, the notice shall conclude with a final sentence that stands alone and in bold print that reads as follows:

This decision may be appealed to the Superintendent or Superintendent's designee within five (5) days of this decision by submitting the following request in writing and addresses to:

Office of the Superintendent
338 West Columbia Avenue
Batesburg-Leesville, SC 29006

“Please schedule at the earliest available time a hearing to review the decision of _____, Principal of _____ School, to (suspend) (exclude) my son/daughter, _____, from participating in activities.”

Nothing herein shall be construed as limiting the responsibility or authority of school officials to initiate standard disciplinary processes or other disciplinary action as may be deemed appropriate.

DRESS CODE

The appropriateness of dress is a subject on which opinions can and do vary. To be “fashionably” dressed is not necessarily to be “appropriately” dressed for school. Student dress and personal appearance must not be disruptive to the orderly function of the school or interfere with classroom instruction.

DRESS FOR SUCCESS and Where/Wear Are you Headed Wednesdays- every 1st and 3rd Wednesdays of each month, students are encouraged to dress for a job interview or for a specific job they would like to have. Each 2nd and 4th Wednesdays students are encouraged to wear college shirts to represent where they would like to go to college.

Students should adhere to the following expectations for school dress on all days:

- Clothing should be worn as it is intended to be worn.
- Clothing will not be worn inside out or backwards.
- Clothing, jewelry, and accessories will not depict or promote alcohol, drugs, tobacco, gangs, cults, sexual innuendo, obscene gestures, weapons, firearms, violence, etc.
- Strapless tops or tops with spaghetti straps are not to be worn at school.
- Pants will not be worn in a sagging manner. Pants should be worn on the waist as not to expose any undergarments or shorts beneath.
- **Pants, skirts, or shorts with holes, tears, rips, etc., that show skin above the knee are not to be worn to school.**
- Hats and/or hoods or other headgear are not to be worn inside the school building. Items will be confiscated. The purpose of this policy is to promote courtesy and respect and to increase safety on campus.
- Muscle **shirts/tank tops** that expose excessive shoulders, back, and rib cage areas are not to be worn at school unless t-shirts are worn underneath. Tank tops must be at least 2-3 inches in width.
- Blouses, shirts or tops that expose the midriff or cleavage are not to be worn at school.
- Short, skirts, and tunics must be of appropriate length. Items worn over tights must still be of appropriate length. Shorts and skirts should extend no more than **4 inches from the top of the knee.**
- Tights and similar stretch pants should not be worn to school without appropriate over-garments of appropriate length (see above).
- Wearing clothes in such a manner to expose any undergarments is not acceptable.
- Bedroom slippers, pajamas, bed clothes and blankets are not allowed.

NOTE: The administration reserves the right to require students to change clothes if what he or she is wearing is deemed to be inappropriate for school. The misconduct will be handled with disciplinary action if it occurs more than once. Students who are out of compliance with the dress code may go to ISS for the day if clothes are not changed to meet compliance.

EARLY DISMISSALS

All students must be signed out when leaving school early. Once a student arrives on campus, he/she is considered “at school” and may not leave campus without following the proper procedures for early dismissal. *DNO U l w f g p v u ' c t g ' f k u o k u a g f ' v q ' c ' r c t g p v l ' r g i c h ' i w e t f k e p ' q p r f O '* If someone other than the parent/legal guardian will pick up a student, the student must bring a written request from the parent/legal guardian. All early dismissal requests must be turned in to the office before first period begins so in order to be verified by phone.

Any student who does not bring a written request from the parent/legal guardian will not be allowed to leave school unless the parent/legal guardian comes to the school and signs them out. The Emergency List is for emergencies only such as when the student is hurt at school and the parent/legal guardian cannot be reached.

Students should not be dismissed during the last 30 minutes of the school day except in the case of extreme emergencies.

FIELD TRIPS

Students must be in good standing at their respective school in order to participate in the activity (final determination is made by principal based on academic standing, acceptable discipline and attendance). Any student who is suspended out of school during the semester of a given field trip will not be allowed to participate in the field trip. If the student has paid for the trip and receives out of school suspension after payment has been made, the cost of the trip will not be refunded. All student fees must be paid in full prior to participation in a field trip.

FIRE/ INTRUDER/ TORNADO/ EARTHQUAKE AND OTHER CRISIS DRILLS

Crisis drills are held throughout the school year. Students should remember these basic rules:

1. Move quickly and quietly to designated area.
2. Listen carefully and follow all instructions.
3. Stay with the designated school official until the drill is complete.

INSURANCE

All students enrolled in Lexington County School District Three are covered under an accidental injury policy. If a student is injured while at school or during a school sponsored event and the injury requires medical attention, the parent/guardian must first file the claim with his/her own private insurance policy and then the district can file the remaining balance with the district's policy. This policy will not pay the claim in full, but will pay a portion of the claim. Parents/guardians will be responsible for any remaining balance once the school insurance has paid its portion.

The injury must be reported to the school nurse or coach immediately following the injury. The school nurse or coach will complete the top portion of the claim form and submit it through proper channels.

INTERNET USE POLICY

The use of the computer network is a privilege. Inappropriate use will result in cancellation of all privileges, disciplinary action, and possible restitution.

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LIBRARY / MEDIA CENTER

Read! Research! Learn Something New!

The BLMS Media Center is open each day from 7:30 am – 3:15 pm.

The library is an educational space for everyone. Visiting the media center is a privilege.

MEDIA CENTER RULES

- Be respectful of all library media users and staff.
- A pass is required to come to the library before school and from a class.
- Enter the library quietly, sign in and put your pass in the appropriate place.
- Have the pass signed by the media staff before leaving.
- Maintain a studious atmosphere.
- Bring proper and necessary materials;
- **Be sure to have pencil.**
- Use a whispering voice.
- Use computers for academic purposes. Sign clipboard.
- Follow all the rules in the student handbook.
- Students may not have gum or food in the library.

CHECK OUT PROCEDURES

- Students may check out 4 different types of materials for two weeks, but they may be returned anytime during the two weeks and exchanged for other books.
- Students may check out 1 magazine for 1 week.
- Students may check out 1 recorded book for 1 week.
- Overdue materials must be returned before more materials may be checked out.

- Overdue notices will be generated every Tuesday.
- Damaged or lost items will be charged at replacement cost.

LIBRARY BOOK AND MAGAZINE ABUSE

Any student caught defacing or in any way destroying a library book or magazine will be expected to pay for the defaced or damaged book or magazine. If payment is not made, the student will be on the delinquent list at the end of the year. Pictures or illustrations for projects or reports should come from home or discarded books and magazines and not from library books or magazines.

OVERDUE BOOKS

A library book is considered to be overdue the day after the two week due date of the book. An overdue list is completed weekly with the list of names of people with overdue books placed in teachers' boxes by Monday afternoon of each week.

LITERACY

Our BLMS literacy goal for 2019-20 is for each student and staff member to read **20** books during the school year. Books should be recorded on the reading log **IN** the **Student Data Notebook**. The reading log will include title of book, author, number of pages, start date / completion date, Fiction (F) or Nonfiction (NF), and a one-word review. *Uwf gpur'c'pf 'luc'lt'y j q'o ggv's wct vgt r f "*
i qcn't'y knldg't geqi pkj gf .

LOCKERS

Lockers are school property and are subject to search at any time. Only locks installed on lockers may be used. Students are not to install personal locks on lockers. Doing so will result in the student losing locker privileges for the remainder of the school year. Sharing lockers is prohibited and may result in the loss of locker privileges for the remainder of the school year.

NURSING SERVICES

The school nurse is available if a student gets injured, becomes sick, or needs medication.

Specific health room procedures are as follows:

- When a student appears to be sick or injured, the teacher will send the student to the nurse.
- Students may not come to the nurse's office for ice unless the injury has occurred at school.
- All medications must be checked-in at the health room and only administered by the nurse. A "permission for medication" form should be filled out by the parent for any medication sent to the nurse. Morning medication will be dispensed between 8:00 and 8:25 a.m. Afternoon medication will be dispensed between 12:00 and 12:25 p.m.
- Over-the-counter medicines **will not** be dispensed without proper written permission.

PANTHER PRIDE

At the end of each quarter, students who have maintained the following will be awarded a Panther Pride Period: ALL A's, B's and C's in every class, 3 or less absences in every class, 3 or less tardies to school, NO timeouts, and NO discipline referrals. Students who maintain the following for the entire school year will receive a Panther Pride Award: ALL A's, B's, and C's in every class, 10 or less absences in every class, 5 or less tardies to school, NO timeouts, and No discipline referrals.

PROMOTION/RETENTION POLICY

In grades six through eight the student must pass language arts, math, science, and social studies to be promoted to the next grade level. If in grades three through eight, the school's administrative staff and the student's teacher(s) feel that it is in the student's best interest to be retained, the staff will consider the student's academic progress; physical, social and emotional development; academic aptitude; and attendance.

RANDOM DRUG AND ALCOHOL TESTING

Testing will be conducted on students in grades 7-12 who participate in athletics or extracurricular activities. Eligibility for testing begins upon the submission of the Student Random Alcohol and Drug Consent Form. The consent form must be submitted at least two weeks before the first day of participation in a practice or meeting. The student remains eligible for random testing from the date the consent form is turned in until the student graduates, leaves the school district, or asks in writing that his/her name be removed due to withdrawal from sports, competitions, and/or all extracurricular activities. Testing will occur only on the 180 days during the academic year.

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RE-DO POLICY

Students are expected to meet mastery on all summative classroom assessments (summative tests, major projects, etc.). Meeting mastery is defined as earning a minimum of 70. Teachers will provide additional opportunities for students to show mastery (re-dos) with the following stipulations:

The original assignment may be modified at the teacher's discretion.

The original assignment must have been submitted by the due date.

No more than 2 re-do summative assessments will be done per class per quarter.

The student must attend a tutorial or complete an enrichment assignment to receive extra help before he/she is allowed to re-do the assessment.

Tutorials are arranged by the teacher, student and parent and should take place within 5 days of receiving feedback on the original assessment. **Re-dos will not be available during the last three days of a grading period.**

A parent/guardian signature is required on the original assessment in order for the student to be given the opportunity for a re-do.

The higher grade will replace the original grade.

Students who score higher than a 70 on a summative assessment and wish to retake an assessment may do so using the above requirements. The student must request the opportunity to re-do the assessment from the appropriate teacher.

Students may not re-do year-end/cumulative exams.

High school credit courses will be eligible for one re-do opportunity per quarter.

Uwf gpu'y j q'o kmug'qt 'c dwug'vj g't g/f q'r rke{ 'y kn'dg'iwllgev'vq'dgkpi 'ho kxf 'vq'qrr qt wplkku'vq't gvcng'cp'cuuguo gp'o

CATCH-UP CAFÉ/HALFTIME

The purpose of Catch-Up Cafe or Halftime is to ensure all students master state standards by having an opportunity to complete or redo work. Students will be able to re-do summative classroom assessments before, during, or after school. If a student and teacher agree to complete the re-do during school, it will take place during lunch times. (see p. 7 for schedule)

REPORT CARDS

Report cards are issued at the end of each nine weeks grading period. Interim reports are issued four times a year during the mid-point of each quarter. Report cards are to be signed by parents and returned to school. Parents have an opportunity to request a conference by contacting the school. Report cards and interim reports are important documents, and parents and students are recommended to carefully study them.

The grading system is as follows:

90-100 – A

80-89 – B

70-79 – C

60-69 – D

0-59 – F

SEARCHES

Pursuant to State Law, persons entering school property are deemed to have consented to a search of their person and property. Act #373, 1994

STUDENT DATA

Each student will maintain and utilize a data notebook that will contain the following: MAP scores, SC State assessment scores, quarter grades, absences, Reading Log, goal setting and other pieces of data necessary. The data notebook will be kept in the class is not to leave school. Parents are encouraged to set up a conference with the teacher to periodically review these pieces of data or arrange with the teacher to have a student led conference.

STUDENT SMOKING/TOBACCO POLICY

The Board of Trustees of Lexington School District 3 prohibits smoking by students at all times in all buildings under its jurisdiction. The Board further prohibits any student smoking during the school day on all campuses. Students are also prohibited from smoking while participating in or attending any extracurricular activities. Smoking or using tobacco products

such as snuff or chewing tobacco will not be permitted any place on the campus. Possession of smoking tobacco products or their use is a Level II offense and requires suspension. Being in the company implies guilt and will be punished equally. Students must use good judgment and not associate with smokers or tobacco users. This policy also covers Vaping and any items associated with electronic smoking devices.

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TEXTBOOKS AND CLASSROOM NOVELS

All textbooks are loaned to students for their use during the school year. Books will be issued directly to the students at the beginning of school via the *UE'F gunkp/* textbook management system using barcodes. If a barcode becomes missing or is defaced beyond capability of being scanned, the student will be charged \$5 for replacing the barcode. If both barcodes are missing, the student will be charged the cost of a lost book. When a student loses or damages a book, he/she is expected to pay for the book. The lost and damage fees are set by the SC State Department of Education. Students will be fined \$7 for lost and damaged books from the novel collection. Textbooks for students withdrawing from school must be turned in to the Assistant Principal.

USE OF TELEPHONE BY STUDENTS

Students will be allowed to use the telephone in case of an emergency. Permission and assistance should be obtained from a member of the office staff. **Students are not to use personal cell phones without permission-this includes texting or calling a parent to come pick them up in cases of illness. If a student is ill, the nurse will contact the parent/guardian to pick up student.** Students will not be permitted to receive a phone call. Only urgent emergency phone messages will be delivered to students.

VALUABLES

Unfortunately items belonging to both students and staff are sometimes stolen. Students and staff are cautioned not to bring valuables to school, to include electronic devices. Under no circumstances should students bring excessive money, jewelry, or personal items of value to school. The school is NOT responsible for replacing any stolen items. Students are cautioned not to allow other students to handle or possess their valuables, electronic devices or private property. Any item of value should be placed in a locked locker.

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VISITORS

Parents are welcome at Batesburg-Leesville Middle. For the safety of our students, all persons (including parents) visiting the school are required to check-in with the greeter at the front desk or an administrative assistant in the main office to receive a visitor's badge to be worn throughout the visit. All visitors should park in the lot near the front entrance of the school. Teacher-parent conferences should be scheduled with teachers in advance. It is important for student safety that access to the school be monitored. For safety purposes, all visitors will be required to have their driver's license scanned. Visitors should only go to the area designated on the visitor's badge unless accompanied by a school staff member. Visits to teacher's classrooms during times of instruction should be prearranged with the teacher and administration.

WATER POLICY

All students may have water bottles per the following: **"Food and drinks will not be allowed in classrooms and the gym, with the exception of a capped, clear bottle containing untampered water. No liquids are allowed around Chromebooks. If water bottles cause a disruption in class, they may be confiscated."**

WEAPONS

A student is considered as being in possession of a weapon if the weapon is found on his/her person, discovered in a book bag, a pocketbook or any other carrying device, or stored in a locker or vehicle. Students are reminded that should they discover that they are carrying a weapon unintentionally; it is the student's responsibility to notify school staff so that the weapon may be surrendered. Students are encouraged to report any weapons violation immediately to the teacher, SRO or administration.