

Blountstown Middle School



**Respect Organization Attitude
Responsibility**

**Student - Parent Handbook
2017-2018**

Blountstown Middle School

Student / Parent Handbook

2017-2018

Calhoun County Schools

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Calhoun County School District

Calhoun County School District strives to be a world class school system; by preparing today's students for tomorrow's world.

Blountstown Middle School

Mission

Blountstown Middle School is committed to providing students with quality educational experiences that will encourage and enable them to be productive citizens and lifelong learners in an ever-changing world.

Beliefs

Blountstown Middle School believes:

- Students should be responsible for their own learning with the guidance and support of teachers, parents, and the community.
 - In an environment that fosters positive self-esteem and develops responsibility in all.
 - In addressing the unique developmental needs of the students.

Pupil Services

Lunchroom: Students are encouraged to participate in the school lunch program. Lunch prices will be announced. All lunches and snacks must be eaten in the lunchroom.

No competitive food deliveries from outside vendors will be allowed. Lunch deliveries from a parent will be accepted **only** for that parent's child.

Deposits to student lunch accounts should be made on a timely basis. It is the parent's responsibility to keep abreast of their child's lunch account balance. Parents may access their child's account through Meal Pay Plus or call the cafeteria office for information. **STUDENTS WHO HAVE A NEGATIVE BALANCE WILL NOT BE ALLOWED TO PARTICIPATE IN EXTRA-CURRICULAR ACTIVITIES UNTIL THE BALANCE IS PAID.**

Medication: All medications/prescriptions must be checked in through the school office **by the parent** and a permission to dispense form must be completed and signed by the parent. The medication must be in the original prescription container with the student's name on the prescription label. The student will be excused from class at the appropriate time in order to take the dosage. A log of the dispensed medication will be maintained by the office and/or health personnel.

Telephone Use: Students will be allowed to use the office phone before school, at break, at lunch, and during class exchanges. In the event of illness a student will be allowed to call home **immediately**. The delivery of messages causes the interruption of instruction; therefore messages will be delivered to students **ONLY** in emergency situations.

Attendance Information

ATTENDANCE POLICY AND TRUANCY PROCEDURES Grades K-12

Each parent of a child within the compulsory attendance age shall be responsible for such child's school attendance as required by **F.S. 1003.24. Florida Statute 1003.26** requires the parent of a student to justify each absence of the student. The justification will be evaluated based on adopted district school board policies that define excused and unexcused absences.

Excused absences may only be used for the following legitimate, documented reasons:

- Illness and/or medical care
- Absence for treatment of autism spectrum disorder (HB 7069)
- Death in the Family
- Legal Reasons
- Religious Holidays or instruction
- Financial or other insurmountable circumstances as determined by the prior approval of the principal
- Head lice, a maximum of two days for each occurrence
- Planned absence approved in advance by the principal/designee

Examples of unexcused absences may include:

- Missing the school bus
- Oversleeping
- Shopping and/or pleasure trips
- Excessive illness (without physician verification that medical condition justifies a pattern)
- Failure to communicate the reason for the absence with the school

It is the responsibility of the parent(s) or guardian(s) to provide a written statement indicating the reason for **ALL** absences within **three (3) days** of the student's return to school.

A parent note will be accepted for **any three (3)** absences during the grading period. Any other absences will only be excused with a note from a doctor, dentist, school health nurse/aid, funeral program of an immediate family member, or documentation for a legal reason. Final determination of whether an absence or early dismissal is excused or unexcused is the responsibility of the local school principal/designee. Any planned absences, other than medical appointments, must be approved in advance by the principal/designee.

When a student has **three (3) or more unexcused absences** in a class during a nine (9) week grading period, the student will receive a grade of no more than 59 (F).

When a student receives a 59 (F) as a result of unexcused absences, a meeting will be scheduled with the student and/or their parents to discuss the attendance issues. An attendance contract will be offered to allow the student to replace the 59 grade(s). If the student completes the terms of the contract, the 59 grade(s) will be forgiven and replaced with the appropriate grade earned for that grading period at the end of the school year.

Make-Up Work

- Student must contact their teacher upon returning to school for make-up and assignments
- Make-up work must be turned in within 5 school days from the absence
- When given advance notice of a test or assignment, it must be turned in on the day the student returns to school after the absence
- Missing work due to an absence will be given a grade of "1" until the work is made up. When the make-up period has expired and the work is incomplete, the grade will be changed to "0"

- If the teacher is absent when a student returns to school from an absence, the time to make up work may be extended
- Extension of the amount of time to make-up work can be approved by the principal

For students in grades 6-12, when attending a school sponsored club event or field trip, they must be present the day before the trip and day after the trip for the school sponsored trip to be an excused absence. The principal may excuse the absence for a legitimate, documented reason.

Recurring Illness

When a student has a recurring or chronic illness, parents will be required to have their medical doctor certify the extent of the illness each nine weeks. **F.S. 1003.24** states if a student is continually sick and repeatedly absent from school, he or she must be under the supervision of a physician in order to receive an excuse from attendance. Such excuse provides that a student’s condition justifies absence from more than the number of days permitted by the district school board. The **Physician’s Certification Form** must be picked up from the school principal.

Tardiness

Students are expected to be in class on time and remain in class until the end of the class period. Students who arrive to class 10 minutes late or leave class 10 minutes early will be issued a Late Absence for that period. The school principal will determine if the Late Absence is excused or unexcused. Three unexcused Late Absences in a grading period will be considered an unexcused absence for that period.

Blountstown Middle School Tardy Policy (as recorded per grading period)

- 1st Tardy – warning
- 2nd Tardy – detention X 1
- 3rd Tardy – detention X 2
- 4th Tardy – detention X 3 and parents to be notified by administration
- 5th Tardy – 1 day of ISS
- 6th and subsequent tardy – additional days of ISS per additional tardy.

Incentives for good attendance are encouraged, but will be at the direction of the individual school principals.

Students with a continued pattern of absence will be referred to Truancy Court.

SCHOOL RESPONSIBILITY AND AUTHORITY RELATED TO TRUANCY

If a student has had at least five (5) unexcused absences, or absences for which the reason is unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reason is unknown, within a 90 calendar day period, the student’s primary teacher shall report to the school principal/designee that the student may be exhibiting a pattern of non-attendance.

The principal shall, unless there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school’s child study team to determine if early patterns of truancy are developing.

If the child study team finds that a pattern of nonattendance is developing, whether the absences are excused or not, a meeting with the parent must be scheduled to identify potential remedies.

After fifteen (15) unexcused absences accumulate within any ninety (90) calendar days, the District will determine the appropriate steps for the enforcement of the Florida Compulsory Attendance Statute, **Florida Statute 1003.21**.

Attendance at BMS is recorded by the class period. Please keep this in mind when monitoring your child’s absences.

School Hours: The normal school day is from 7:45 a.m. to 2:38p.m. Town students should refrain from coming on campus before 7:15 each morning and leave campus by 3:00 p.m. each afternoon as adequate supervision will not be present to guarantee their safety. **THERE IS NO STUDENT SUPERVISION PROVIDED BEFORE 7 A.M.** In the event of inclement weather, students will proceed indoors as directed by duty teachers.

Parent Drop-off and Parent Pick-up Locations: Students should be dropped off in the morning and pick up in the afternoons in the traffic circle located behind the school cafeteria. The pick-up/drop-off area may be accessed via the Folsom Avenue entrance. The drop-off entrance will be locked after the 7:48 a.m. tardy bell and tardy students with their parent must enter through the main office. Upon arrival at school, all students should report to the lunchroom and follow the direction of the duty personnel and follow the posted cafeteria procedures. **Parents are advised not to arrive before 2:30 p.m. for afternoon pick-up.**

Tuancy: Any student who has excessive unexcused absences during a grading period may be referred to a truancy hearing.

Promotion and Grading Information

Regular School Promotion: In order to be promoted to the next higher grade a student must;

1. Meet the state approved curriculum framework outcomes.
2. Pass ALL core courses (Reading, Math, Language Arts, Science, and Social Studies.)

Grading Policies and Determination:

1. Each nine weeks average grade in each subject shall be derived as follows: There shall be a minimum of 13 recorded grades in a grading period, at least nine of the thirteen should be daily grades and four derived from tests, reports, notebooks, book reports, projects, and special assignments. The daily average grade will count as 33%, and the average test grade will count as 67% of the nine week grade in any subject.
2. Explanation of daily grades
Examples of daily grades are routine homework assignments, both written and/or reading assignments, daily papers done in class, participation when discussions are being held in class or when a question and answer session is taking place, evidence of diligent study when reading assignments are made in class, or a brief daily test. When necessary, each teacher should keep at least six to nine samples of daily work each nine weeks to document the quality of work that is being done and the daily grades being given. At least one daily grade will be recorded each week of the nine week grading period to reflect that week's work.
3. Absences
An **excused** absence will be given if a student has a written statement from the parent or legal guardian (see "Attendance policy") indicating that the absence was due to one of the following reasons:
 - a. Illness and/or medical care
 - b. Death in the Family
 - c. Legal Reasons
 - d. Religious Holidays or instruction
 - e. Financial or other insurmountable circumstances as determined by the prior approval of the principal
 - f. Head lice (a maximum of two days for each occurrence)
 - g. Planned absence approved in advance by the principal/designee

When a student is absent from school and wishes to make up a test or work missed, the student must contact the teacher upon returning to school unless the teacher is absent, in which case each day of the teacher's absence would extend the time allowed for a student to request make-up work. Make-up work must be done within 5 school days or extended with administrator approval. If a student has been given advance notice of a test or assignment the student must take the test and hand in the assignments on the day of his/her return to school.

4. The semester average grade will be determined as follows:
 - 6th, 7th, and 8thGrade
 - a) Each nine weeks grade will be 50%
5. When a final grade is given in a subject at the end of the school year such grades will be derived by averaging the semester grades.
6. At the teacher's discretion, extra credit points may be earned by a student during a nine weeks session in a subject. From 1-3 points may be earned by each student for an assigned project, report, or other special assignment which is approved by the teacher in advance provided the assignment relates to appropriate classroom studies. Special assignments must be above and beyond any other classroom assignments made during the nine weeks grading period. Extra points are to be added to the average grade for the nine weeks.

Florida Statewide Grading Scale:

Grade	Percent	Grade Point Value (GPA)
A	90-100	4.0
B	80-89	3.0
C	70-79	2.0
D	60-69	1.0
F	0-59	0.0

Report Cards: Report cards will be issued after the close of the nine weeks grading period as directed by the district schedule. Students should make sure that parents receive their report cards.

Honor Roll: Students who make all "A's" for any nine weeks period will make the A honor roll for the nine weeks. No grade below an "A" will be allowed. Students who make all "A's and B's" for any nine weeks period will make the "B" Honor Roll. No grades below a "B" will be allowed.

Eighth Grade Recognition Ceremony: All eighth grade students will be recognized at the end of the school year in the Eighth Grade Recognition Ceremony. This recognition does not indicate promotional status.

Suspension Policies

Suspension: In the event of suspension, the student will be given a letter describing the type of suspension, the nature of the offense, the period of the suspension, the effective date, and the date in which the student may return to regular classes or school. This letter is to be taken home to parents.

In-School and Out-of-School Suspension (ISS and OSS): At the discretion of the Principal or Designee, a student may receive In-school suspension (ISS) or Out-of-school suspension(OSS) for a period of not more than ten consecutive days. A student may not return to school until the ISS or OSS assignment is completed. Class work missed as a result of the Out-of-school suspension must be requested by and picked up by the parents. The work is due upon returning to school from the suspension. Each student shall receive full credit for such work.

Dress Code

Students have the responsibility to dress appropriately while on the school grounds during the regular school day. A student's dress should show respect for self and others and shall not be permitted to disrupt the teaching and learning environment. Each school board shall adopt a dress code policy that prohibits a student, while on the grounds of a public school during the regular school day, from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. **F.S. 1006.07(2)(d)**. The final determination shall be that of the Principal or their designee.

Students Grades 3-12

Student dress and personal grooming are the responsibility of the student and parent. In the final analysis, the building administrator has the responsibility to interpret that which negates a reasonable standard of conduct and appearance. For students in grades PK-3, the principal will determine if the circumstances require implementation of these guidelines. Students whose personal attire or grooming distracts or may distract others from school work shall be subject to the following:

1st offense –Verbal warning, parents called, allowed appropriated time to make required changes and return to class. (Class time missed will be unexcused.)

2nd offense - Disciplinary action will be taken after required changes are made. The student is ineligible to participate in any extracurricular activity for a period not to exceed 5 days and the school principal must meet with the student's parent or guardian.

3rd offense - Three days of In-School Suspension will be assigned after required changes are made, the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal must call and send a written notice of such to the student's parent or guardian.

All additional infractions will be treated as Insubordination.

Students must comply with the following rules:

1. Footwear is required while on school property for reasons of health and safety.
2. Shirts must be worn at all times. Tank tops, see-through materials worn without undershirts, and halter tops shall not be worn to school.
3. Shirts must be long enough to cover the stomach and back area completely at all times. (When hands are fully extended above the head, etc.)
4. Spaghetti-strap or strapless shirts or dresses are not permitted. Sleeveless shirts or dresses for females must be 4 fingers wide at the shoulder.
5. Male students cannot wear sleeveless shirts.
6. Female clothing shall not expose any cleavage.
7. A student's attire must cover all undergarments.
8. Appropriate shorts and skirts are allowed if they are no more than 5 **inches** above the kneecap when the student is standing. This rule applies even if biking shorts, tights or leggings are worn under the shorts or skirts.
9. No biking shorts, spandex material, or tight fitting shorts/clothing may be worn.
10. Jeans with holes, the holes can't be any higher than 3 inches above the kneecap when the student is standing.
11. Drop pants or shorts (those worn below the waistline or those that display what is or appears to be an undergarment) will not be permitted for any students.
12. Hats, caps, and head scarves are not allowed to be worn in the building, but individual schools may impose more stringent rules with School Board approval. Pajamas, bedroom slippers, bandanas, kerchiefs, head stockings, hair rollers, and combs shall not be worn at school. This attire may be allowed for special occasions with principal approval.
13. Clothing that promotes or endorses vulgar, alcoholic, tobacco, sexual, or offensive themes are prohibited.
14. Tattoos or body art that promotes or endorses vulgar, alcohol, tobacco, sexual, gang or offensive themes must be covered at all times.
15. Any clothing that is or could be interpreted as gang related is prohibited at school.
16. Wallet chains, "dog" collars, or other inappropriate chains or jewelry will not be allowed.
17. No visible body piercing except earrings will be allowed for students in grades PK-8
18. Any other items worn or carried that are deemed inappropriate by the Principal are prohibited.
19. Inappropriate items confiscated (tongue rings, nose rings, inappropriate items of clothing, etc.) may be picked up in the office by the parent or legal guardian.

ADDITIONAL RULES AND/OR REGULATION OF INDIVIDUAL SCHOOLS

Individual schools shall provide copies of specific rules and/or regulations that may be indigenous to that specific school and a copy of same shall be provided for each student. No rules shall be promulgated and enforced which are inconsistent or in violation of school board policy as set forth.

Cell Phone and Electronic Device Policy

Cell Phones and Other Electronic Devices

Upon entering the school campus, **students in grades PK-8**, must have cell phones and other electronic devices turned off and stored in their backpack, purse, or locker. The use of cell phones and other electronic devices is not allowed during the school day or anywhere on the school campus at any time unless the classroom teacher or administrator allows the use of the devices for a particular lesson or activity. Students who violate the district policy shall be deemed to have created a disruption to the instructional environment and are subject to disciplinary action. Individual schools may impose more stringent rules with School Board approval.

For **students in grades 9-12**, cell phones and electronic devices can only be used before school, at break, during lunch, after school and while being transported on district vehicles. During class time all cell phones and other electronic devices shall be turned completely off and kept out of sight. Cell phones and other electronic devices cannot be visible or utilized during class without the teacher's permission; this includes restroom visits or the library during class time. Students who violate the district policy shall be deemed to have created a disruption to the instructional environment and are subject to disciplinary action.

1. Students shall be personally and solely responsible for the security and their cell phones and electronic devices. The school and the Calhoun County School District shall not assume responsibility for the theft, loss, or damage of a device, or unauthorized calls made on a cell phone.
2. Students may not have cell phones and personal electronic devices in their possession during testing, including state testing, as it may invalidate test results.
3. Emergency calls to students should be made through the school office.
4. Any disruptive, harassing or other inappropriate use of a cell phones and electronic device in violation of this policy or school rules, shall be cause for disciplinary action. Inappropriate use includes, but is not limited to:
 - a. texting, phoning or web browsing during prohibited times;
 - b. taping conversations, music or other audio at any time;
 - c. photography or ideography of any kind at any time;
 - d. sexting;
 - e. any activity that could in any manner infringe upon the rights of other individuals, including but not limited to students, teachers, and other staff members.
5. The school administration reserves the right to confiscate **cell phones** and electronic devices if there is reasonable suspicion that the student was using the device in violation of school policy or law.

1 st Offense	Warning/Contract	Parent/Guardian Must Pick up the Confiscated Device
2 nd Offense	Grades 6-12---3 days ISS	Parent/Guardian Must Pick up the Confiscated Device
3 rd Offense	Grades 6-12---5 days ISS	Parent/Guardian Must Pick up the Confiscated Device and loss of cell phone privileges while at school.
4 th Offense	Recommendation expulsion or The option of a CARE placement pending Administrative Review	Parent/Guardian Must Pick up the Confiscated Device

Gum/Candy/Eating outside of assigned areas

Blountstown Middle School has a no gum and candy policy as well as students are not allowed to eat outside of assigned areas. The yearlong consequences for doing so are as follows:

1st offense – Warning, recorded in office

2nd offense – 2 days detention, letter to be signed by parent, referral

3rd offense – Corporal punishment, work detail or detention, parent notified, recorded in office, referral

4th offense – ISS and parent conference, recorded in office, referral

General Information

Student Activities Eligibility: BMS sponsors several extra-curricular activities. A 2.0 cumulative GPA for the two previous grading periods is required in order for a student to be eligible. It is up to each activity sponsor to check on the students GPA. All first time 6th graders who are regularly promoted, will be eligible at the beginning of their 6th grade year to participate. If a student's GPA falls below a 2.0 any time during a yearlong extra-curricular activity, the student will be on probation for one grading period, and after that time the cumulative GPA for the two previous grading periods must be pulled up to at least a 2.0 GPA or the student will be dismissed from the extra-curricular activity. Students must also not have more than two N's or no U's from the two previous grading period.

Student Athletic Eligibility: BMS sponsors several extra-curricular activities. A 2.0 cumulative GPA for the two previous grading periods is required in order for a student to be eligible. It is up to each activity sponsor to check on the students GPA. All first time 6th graders who are regularly promoted, will be eligible at the beginning of their 6th grade year to participate. If a student's GPA falls below a 2.0 any time during a yearlong extra-curricular activity, the student will be on probation for one grading period, and after that time the cumulative GPA for the two previous grading periods must be pulled up to at least a 2.0 GPA or the student will be dismissed from the extra-curricular activity. Students must also not have more than two N's or no U's from the two previous grading period. Any player receiving in-school or out-of-school suspension during the season will be subject to consequences as outlined in team rules.

Athletic Contest and Extra-Curricular Activities: Any student that conducts his or herself in an unsportsmanlike manner or is corrected for misbehaving at either middle school or high school events will be barred from future games. These games are for enjoyment and not to be used for any other purpose. Behaviors such as running, horse playing, throwing paper, ice, or any other objects will not be tolerated. All rules which apply in school hours also apply during athletic events as this is a school function. Students should be picked up by a responsible person within 15 minutes of the end of the activity. Parents without phones are to make previous arrangements to pick up their child. The school gates will be locked 30 minutes after an extracurricular event.

Energy Drinks: Beginning with the 2013-2014 school year, "Energy Drinks" will not be allowed to be brought to school or consumed at any time during the school day, school sponsored activities, and/or athletic events. If seen, the energy drink will be confiscated. Unopened drinks may be picked up by the parent. Bringing such drinks to school will be seen as defiance of the school's authority and will be disciplined as such.

Track Meet: Students attending the county wide track meet must meet the following criteria:

1. A 2.0 GPA for the school year,
2. No U's in conduct for the school year.
3. no more than one N in conduct for the 3rd nine weeks,
4. not be 16 years of age the day of the track meet, and
5. No more than 3 days suspension during the 2nd semester.

Check-out Policies: Under no condition should a student leave the school grounds during the school day without permission from the office. Doing so will be seen as skipping and ISS will be issued. In the event of

illness or medical appointments, the student should get a pass from the teacher and report to the office. The office will contact the student's parents. Once on campus, a student becomes the responsibility of the school and therefore must remain on campus at all times. This includes the time before school in the morning. Anyone not signing out before leaving the campus will be considered for discipline action.

Debts: Students owing debts (including, but not limited to, lunch debts, book debts, library debts, homeroom debts, athletic debts, school picture debts, etc.) may be held out of school day activities and extracurricular activities until the debts are satisfied. It is the parent's responsibility to keep abreast of their child's debts. Parents may call the school office for information. Debts incurred in the previous school year and not satisfied, will be brought forward to the new school year.

Restroom Trips: Trips to the restroom should be made before school, during break, at lunch, and during class exchanges. Trips to the restroom from classes should be emergencies only. Students who have to leave the room for any reason must have a hall pass and sign the classroom sign-out sheet. Students who have to go to the restroom frequently must have a medical statement on file confirming incontinence.

Procedure for Leaving the Classroom: Each student should make every effort to stay in class and be present for teacher instruction and class discussions. No student should leave the classroom without permission from the teacher. Before leaving the classroom, the student should acquire a hall pass from the teacher and sign the classroom sign-out sheet.

School Trips: Any trip taken by any class, grade, organization, or group must be planned and cleared through the office at least one month in advance. Make up work for school trips may be done either before or after the trip is taken. Arrangements for work must be made immediately after the trip or the student will receive a zero for the work missed and a report will be made to the sponsor. Students must submit a trip authorization slip for the teacher's signature 3 days prior to the trip. School dress code is still in effect.

Field Trips: Students who are excessively absent and/or chronically disruptive and unmanageable in the classroom or on the bus may be suspended from field trips if recommended by the teacher and principal under the following conditions:

- a. The student has four office visits and/or bus referrals for the year; or
- b. The student has 2 or more U's in conduct during the year; or
- c. The student has 4 or more ISS and/or OSS days for the year, or
- d. The student has chronic attendance issues.

Textbooks The student is responsible for the security and maintenance of all textbooks and materials placed in their care by the school. Books that are carelessly damaged, lost, or stolen will be charged to the student. Books are generally secure when in the possession of the owner or in a locked locker with a private combination. Books must have the owners name inside the front. Book checks will be held periodically. Students not paying damages or replacement costs are prohibited from participating in extra-curricular activities until they are receipted as paid or satisfy the indebtedness through community service on campus as provided by state law.

Student Areas: All students are expected to follow the instructions of the duty teachers at all times. The sixth grade area is off limits to seventh and eighth grade students at all times except when attending scheduled classes. Sixth graders are prohibited from the seventh and eighth grade areas except for attending a scheduled class. In case of inclement weather students will proceed indoors as directed by duty teachers.

Student Lockers: All students will be issued a locker equipped with a combination lock. When lockers are issued by homeroom teachers, students will be given the locker combination. Students are **not** to give their locker combination to others, are not to share lockers, and are not to trade locker assignments with other students. Students will visit their lockers before school, at break, lunch, and after school to secure supplies and reduce their book load. Students will be given ample time in the afternoon to go to their lockers before busses run.

Corridors: Students are to keep to the right at all times, walk orderly, and exit congested areas of the corridors.

Care of the Building and Grounds: The care of the school building and grounds should be considered the responsibility of every student. It is the joint responsibility of the teachers and students to take proper care of a room and its equipment. If vandalism or safety becomes an issue in any area an **open upon request** policy will be implemented.

Bus Students: Students should follow rules established by the driver. Misbehavior will result in a loss of privilege of riding the bus. If a bus is equipped with seat belts, students must buckle up immediately upon taking their seat, and remain buckled until the bus comes to a complete stop at their destination.

Emergency Procedures: Emergency procedures are posted in each room. Please familiarize yourself with them and act accordingly.

Balloons and Floral Arrangements: Balloons will not be accepted from florists or parents for delivery to students at school due to safety hazards on busses and other vehicles. Floral arrangements must be in a non-breakable container to be allowed on buses.

Visitors: PARENTS AND GUARDIANS ARE WELCOME BUT MUST SIGN IN THROUGH THE OFFICE AND RECEIVE A VISITOR'S PASS. No student visitors will be allowed.

Physical Education: All students are expected to participate in physical education. Please observe the following rules as your grades in Physical Education will be influenced by cooperation and participation.

- a. All students are expected to dress appropriately for Physical Education (including tennis shoes).
- b. Students who are unable to participate in P.E. for medical reasons must bring a doctor's note. This note will remain in the student's folder. If there are short periods of time a student is not to participate, the parent must send a note to the P.E. teacher.
- c. Valuables should be checked in to the teacher and not left lying around. Clothing and shoes should be properly marked for identification purposes. All gym lockers should have locks on them and remain locked at all times when a student is not removing or placing clothes in the locker. Anyone caught stealing will be suspended from school and referred to the law enforcement authorities.
- d. If there are any physical defects, such as asthma, heart trouble, etc. which your child may have it is important to advise the P.E. teacher and the school.

Statement of Non-Discrimination: Calhoun County School Policy prohibits discrimination in employment and program access, on the basis of race, sex, national origin, marital status, handicap, religion, and age.

General Reminders

1. Items not related to school activities will not be allowed on campus **and will be confiscated**. These items include but are not limited to: knives, brass knuckles, nun-chucks, razor blades, shaving razors, laser pointers, lighters, toys that resemble weapons, pagers, and **ANY ELECTRONIC DEVICES UNAPPROVED BY THE TEACHER**. Any student who is found in possession of any item of this type will be dealt with in accordance with the **Student Code of Conduct**.
2. There is to be no throwing of any objects at time other than supervised play.
3. Obey **all** school personnel. Do not feel that only one teacher has authority over you. Don't argue with school personnel. If an adult's actions cannot be discussed **privately and politely**, there should be no discussion at that time.
4. Address all school personnel by "Mr." and "Mrs." or "Ms.", then the last name. Respond in a polite yes or no manner.
5. The following behaviors will not be permitted:
 - a. Running, pushing, hitting, slapping, thumping, kicking, or horse playing in the corridors or any other area of campus.
 - b. Eating food or candy in class.
 - c. Throwing paper on the ground or floor.

- d. Breaking in line.
- e. Failing to clean up any spills or dropping of paper or plastic items that may have occurred in the cafeteria.
- f. Picking up anything from a student's desk other than your own or handling or touching anything on the teacher's or secretary's desk.
- g. Chewing gum on campus at any time.

6. **Other rules will be brought to your attention as needed.**

Parent's Right-to-Know

In compliance with the No Child Left Behind Act, The Calhoun County School District is hereby notifying every parent of a student in a Title I school that you have the right to know, at a minimum, the following information:

- The qualifications of the school staff providing instruction to your child.
- Your child's level of achievement in each state academic assessment.
- Whether your child has been assigned to or has been taught for four or more consecutive weeks by a teacher of a core academic subject who is not highly qualified.

An LEA receiving Title I funds will, at the beginning of each school year, also notify the parents of students attending a Title I school that they may request information regarding the professional qualifications of the student's classroom teachers.

Upon the parent's request, the LEA is to provide the following information:

- Whether the teacher has met state qualifications and licensing criteria for the grade level and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any graduate certification or degree held by the teacher and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Notices to parents are to be in a uniform format unless an alternative format is requested and, to the extent practicable, in a language that the parents understand. This information will be provided within ten school days of the request.

Patriotic Program Rules 1003.44 F.S.

When the national anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes.

The pledge allegiance to the flag shall be rendered by students standing with the right hand over the heart. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state.

Students have the right not to participate in reciting the pledge. Upon written request by his or her parent, the students must be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused must show full respect to the flag by standing at attention, men removing the headdress, except when such headdress is worn for religious purposes.

Additional Educational Choice Options 1003.3101

A parent may request his or her child be transferred to another classroom teacher by contacting the school's principal by written notice or email. Parents do not have the right to choose a specific classroom teacher.

The school principal must approve or deny the transfer within 2 weeks after receiving the request. If the request for transfer is denied, the school principal must notify the parent by certified mail and specify the reasons for the denial.

Teacher Teaching Out-of-Field

A parent whose student is assigned an out-of-field teacher may request that his or her child be transferred to an in-field classroom teacher within the school and grade in which the student currently is enrolled. The school district must approve or deny the parent's request and transfer the students to a different classroom teacher within a reasonable period of time, not to exceed 2 weeks, if an in-field teacher for that course or grade level is employed by the school and the transfer does not violate maximum class size pursuant to s. 1003.03 and s. 1, Article IX of the State Constitution. If a request for the transfer is denied, the school may notify the parent and specify the reasons for the denial. A parent does not have the right to choose a specific teacher.