

# THE STUDENT HANDBOOK & CODE OF CONDUCT

Guide for Elementary School Students  
School Year 2024-2025

St. Mary's County Public Schools



# SCHOOLS HELP YOU LEARN...

When you are at school, the school acts in place of your parent(s)/legal guardian(s).

Your teacher, principal, and other school personnel are here to help you learn and develop good personal habits.



# NEW THIS SCHOOL YEAR

Cell phones shall not  
to be used at anytime  
during the school day.

Cell phones should be  
OFF and AWAY.



# No Phone Zone

Please remember to

Turn cell phones

**OFF**

&

Put cell phones

**AWAY**



# NEW THIS SCHOOL YEAR

If you use your cell phone in school, your administrator will keep it in the office and call your parent to pick it up.



# ATTENDANCE IS REQUIRED

- All children beginning at the age of 5 years old are required to attend school.
- Attend school every day to get ready for the next grade.
- You are expected to be at school for the whole school day and on time.



# ATTENDANCE IS REQUIRED

If you are sick, your absence is lawful.



Sleeping late and not coming to school, your absence is unlawful.

Taking vacations during school, your absence is unlawful.

- Your parent(s)/legal guardian(s) must notify the school when you are absent:
  - write a note, email, use the school website portal, call the school
- Do your parents have questions? They can call the school for help.

# MAKE-UP WORK

If you “lawfully” miss school, you need to ask your teacher for make-up work.





# NEED MEDICINE IN SCHOOL?

- Do not bring any medicine to school
- Only your parent(s)/legal guardian(s) can bring medicine to the school nurse
- Your doctor has to sign a school form and your parent(s)/legal guardian(s) need to talk to the nurse



# DO YOU NEED HELP?

You can ask these adults:

- Principal
- Assistant Principal
- Counselor
- Nurse
- Teacher



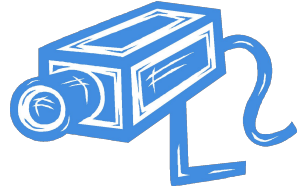
# WHAT ARE YOU WEARING ?

## Know the STUDENT DRESS CODE

- School is a place for learning
- Dress comfortably and neatly
- Make a good impression and feel good about yourself!



# SMILE: YOU MIGHT BE ON CAMERA



**Cameras on the bus record your words or take pictures of your actions.**

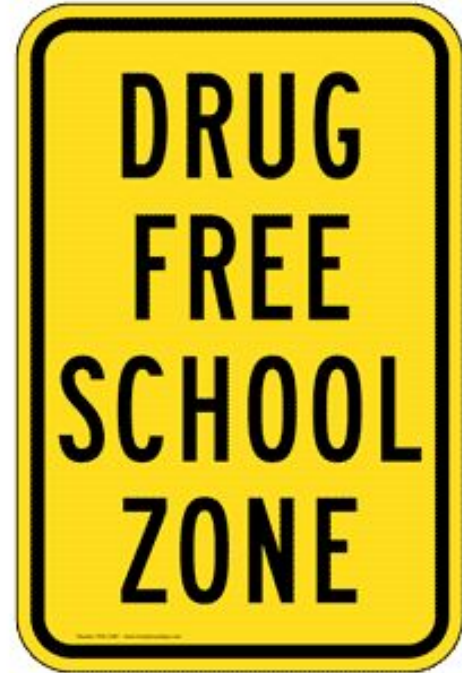
**Stay in your seat and talk quietly.**

**Cameras in your school building take pictures of your actions.**

**Obey all school rules.**

# SCHOOLS ARE DRUG-FREE ZONES

- **No drugs are allowed on school property**
- **Let your teacher/school counselor know if you think there are drugs in your school**
- **Keep your school safe and drug free**





# BULLYING/HARASSMENT



- If someone bothers you and does not stop, let your teacher or school counselor and parent(s)/legal guardian(s) know.
- Your parent(s)/legal guardian(s) may want to talk with someone at school, too.



# NO WEAPONS AT SCHOOL



Schools need to be safe places.

Tell an adult if there is a weapon or something dangerous at school RIGHT AWAY.

On the bus...let the bus driver know RIGHT AWAY.

Let your parent(s)/legal guardian(s) know if you feel unsafe at school or any place.

**IF YOU SEE SOMETHING, SAY SOMETHING!!**

# WEAPONS



A weapon is anything that could be used to hurt someone, like...a knife, gun, firecracker, or razor.

Leave toy guns  
and weapons at home!





# TOBACCO-FREE SCHOOL ENVIRONMENT

Be healthy - stay away from cigarettes and vaping.

NO ONE is allowed to smoke or vape on school grounds.



OOPS! I brought something to school that I should not have...



- Tell any adult at school right away!
- If you are on the bus, give it to the bus driver right away!

# ENJOY SCHOOL COMPUTERS

Follow directions and work carefully.

Your teacher will monitor your computer activity.



Every year, please update your SMCPs Acceptable Use Policy [Form](#)

# WE WANT YOU TO DO WELL IN SCHOOL

- What should your behavior look like in your classroom?
- What should your behavior look like in your school cafeteria, hallways, bathrooms, nurse's office, counselor's office, on the bus?

Do you know?





**and think**

**Good  
Choice**



**or**

**Bad  
Choice**



**Will this be  
your BEST  
school year  
ever?**



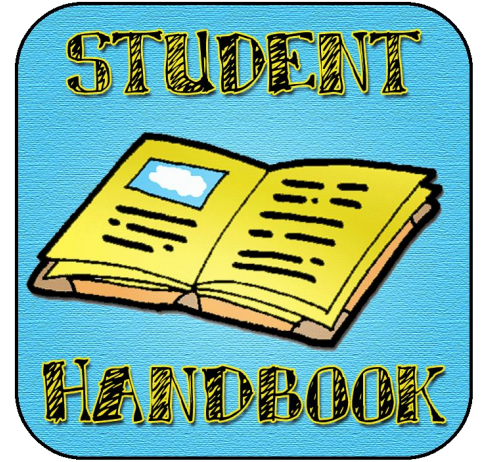
# Tips for Success

- Stay Positive
- Establish a routine
- Stay on track
- Set goals
- Make the most out of your resources
- Ask for help if needed



**REVIEW YOUR HANDBOOK WITH  
YOUR PARENT/LEGAL GUARDIAN**

**If you have  
questions, ask your  
teacher.**



HAVE A WONDERFUL  
SCHOOL YEAR!

