

Student Code of Conduct 2024 – 2025

GREG MATHIS CHARTER HIGH SCHOOL

Vision

Greg Mathis Charter High School's Vision is to create an educational environment that will provide unique opportunities for students seeking to re-engage in school.

Mission

The mission of Greg Mathis Charter High School is to provide individualized and authentic learning experiences within an innovative learning environment to prepare each individual for successful citizenship and lifelong learning within a global society.

Belief

GMCHS believes every student deserves a safe, supportive, and engaging learning environment that encourages appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur. We believe a positive school climate encourages students to practice and succeed in making responsible and effective choices in order to reach their academic potential.

Core Values

Respect – A student's success is contingent upon their respect for others and self.

Partnerships – Student success relies on partnerships between schools, families and communities. We will encourage transparency, collaboration and feedback, and strengthen partnerships with every person, agency, and organization invested in our students.

Quality- students will be taught behaviors that will render them high quality learners and achievers along their college or career pathways.

School Motto

"Expect Success"

School Colors

Royal Blue and Gold

School Mascot

Siberian Tiger

Web Site

www.ccsdschools.com

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Non-Discrimination Policy

GMCHS does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap, or veteran status in the provision of educational opportunities and benefits in compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973.

IMPORTANT TELEPHONE NUMBERS

MAIN OFFICE:.....(843) 557-1611

PRINCIPAL:Ext. 5458

SCHOOL COUNSELOR.....Ext. 5463

INSTRUCTIONAL COACHExt. 5462

ADMIN. ASST/DATA CLERK.....Ext. 1611

FAX NUMBER.....(843) 746-8568

STAFF AND SPECIAL ASSIGNMENTS

Principal Ms. Natrice Henriques

Assistant Principal Mr. Darrell Chaplin

Guidance Director..... Mrs. Brittany Lumpkin

Admin. Assistant/Data Clerk..... Mrs. Kathryn Jenkins

Behavior Interventionist/FOCUS Room Mr. Morlon Gibbs

Edgenuity/Cyber Coordinator..... Ms. Latoya Jackson

School Nurse Ms. Karis Brown

Instructional Coach..... Ms. Jacqueline Storts

School Resource Officer (SRO)..... Deputy Robert Wright

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CHARLESTON COUNTY SCHOOL BOARD OF TRUSTEES

Ms. Anita Huggins.....Superintendent
Mr. Keith Grybowski.....Board of Trustees Chair
Ms. Leah Whatley.....Board of Trustees Vice-Chair

Board Members

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Mr. Daron Lee Calhoun, II
Mr. Ed Kelly
Ms. Pamela McKinney
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Dr. Carol Tempel
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CCSD CHARTER SCHOOLS LEA

Mr. Robert Olson: 937-6398- Main line

Greg Mathis Charter High School Board of Directors

Dr. Natalie Johnson.....GMCHS Board Chair
Mr. Vincent McClellan.....GMCHS Board Vice Chair
Ms. Taneal Behrens.....Secretary
Ms. Iroasha Washington.....Treasurer

Board Members

Mr. Dennis Muhammad
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Mr. Henry Smalls
Mr. Eric B. Watson

S t u d e n t C o d e o f C o n d u c t 2024 – 2025

REGULAR BELL SCHEDULE

*7:00 - 7:30	School Opens
7:30 – 7:55	Breakfast
8:00 – 8:12	Homeroom – Advisor/Advisee
8:15 – 9:30	Block 1
9:33 – 10:53	Block 2
10:55 – 11:45	Block 3 (Skinny Block)
11:45 - 12:12	Lunch
12:15 – 1:35	Block 4
1:38 – 2:50	Block 5
2:50 – 3:00	Dismissal
3:00 – 4:30	Afterschool

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Late Start Bell Schedule

9:30 Teachers Arrive

9:45 Breakfast

10:00 - 11:00 1st Block

11:00 - 12:00 2nd Block

12:00 - 12:45 Lunch

12:45 - 1:45 4th Block

1:45 - 2:45 5th Block

2:45 - 3:30 After School (if applicable)

Early Release Schedule

7:00 - 7:30 School Open

7:30 – 7:55 Breakfast

8:00 - 8:50 1st Block

8:55 - 9:45 2nd Block

9:50 - 10:40 3rd Block

10:45 - 11:35 4th Block

11:40 - 12:30 5th Block

12:30 – 12:45 Lunch

Greg Mathis Charter High School does not allow students to enter the building before 7:00 am.

BELL



SCHEDULE

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School wide Goals

- Improve School Climate • Elevate general achievement
- Improve Career Outcomes

Framework for Positive School Climate

Greg Mathis Charter High School believes that a positive school climate and consistent discipline policies and practices are critical to raising academic achievement and establishing safe learning environments. It is the responsibility of all school personnel, students, parents, external stakeholders and the greater community to ensure that the school environment encourages a climate conducive to learning. The GMCHS Student Code of Conduct endorses the following guiding principles to assist school leaders and stakeholders:

1. Create positive climates and focus on prevention, through the use of multi-tiered systems of support (MTSS)
2. Develop clear, appropriate, and consistent expectations and consequences to address disruptive student behaviors; and
3. Ensure fairness, equity, and continuous improvement.

Source: U.S. Department of Education, Guiding Principles: A Resource Guide for Improving School Climate and Discipline, Washington, D.C., 2014.

These guiding principles lay the foundation for creating safe, supportive, and engaging learning environments which ensure the highest level of academic, social, and emotional outcomes for all students. Effective evidenced-based practices include providing multiple tiers of academic/behavior/social-emotional instruction, interventions, and supports with positive and restorative approaches to student behavior. GMCHS' district framework includes establishing multi-tiered systems of support (MTSS) for academics and behavior. Each school should incorporate MTSS and Positive Behavior Interventions and Support (PBIS) to provide universal expectations and systems.

1. Tier One/Universal (School-wide): High quality academic and behavioral instruction designed to meet the needs of all students across all settings.
2. Tier Two/Secondary (Strategic): Targeted interventions and supports for groups of students who are not making adequate progress with Tier One/Universal supports alone.
3. Tier Three (Intensive): Intensive interventions and supports for individual students who are demonstrating considerable academic and/or behavioral needs.

Tiered instruction, intervention, and supports should take place school-wide, in classrooms, in small groups, and with individual students and families with collective ownership and continuous communication and collaboration. Strategic planning occurs on an ongoing basis to evaluate the needs of our students in order to create a positive school climate with a restorative philosophy.



School Achievement Begins With Regular Attendance

Parents/guardians have the responsibility to ensure that all school-age children in their care are in school and on time every day.

Students have the responsibility to be on time and attend all classes.

Lawful Absences (Excused)

- Illness of the student
- Medical or dental appointment
- Court appearance or court ordered activity
- Death in the immediate family
- Observance of a religious holiday
- Activities approved by the administrative team
- Extenuating circumstances as determined by the principal

Unlawful Absences (Unexcused)

- Absence from school for any portion of the day without the knowledge of their parents/guardians
- Absence from school for any portion of the day without acceptable cause with the knowledge of their parents/guardians
- Absence from planned home-bound or home-based sessions

Note: Students are not considered absent when attending approved school field trips, arriving late due to bus problems, or assigned to an in-school suspension program.

Documentation of Absences

All absences require a written explanation from the parent/guardian within three (3) school days of return from the absence. Written explanation of absences must include the student's name, parent/guardian's full name, address and telephone number(s), dates of absence(s), and documentation of the reason for absence.

Absences in excess of ten days per year will not be considered excused with a parent/guardian note unless they are accompanied by official medical or legal documentation.

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Tardiness

It is very important that students be on time at the beginning of the school day. Students are required to follow their school's tardy policy. Schools are required to admit students regardless of their arrival time. Students who arrive late are required to report to the appropriate administrative office before being admitted to any classroom or other school area to assure that the student is recorded as present.

Early Sign-Outs

Parents/guardians are strongly encouraged to ensure that children in their care are in school for the full day every day. Signing out of school early on an ongoing basis establishes a pattern of non-attendance and negatively impacts academic performance. Students with excessive early sign-outs will be addressed on a case-by-case basis by school administration.

All unlawful absences, tardies, and sign-outs will result in school-based and district level interventions. Repeated early sign-outs will require seat time to be made up at Saturday School.

General Information

ACCIDENTS: All accidents should be reported to the nearest staff member as soon as possible.

All students involved in the accident should complete an accident report in the Main Office as soon as it is feasible.

APPOINTMENTS: Doctor, dental and other appointments should be made outside of school hours, when possible. If time is missed from class, the absence is considered unexcused until a note is presented. Attendance is recorded by individual class, not by the school day.

ABSENCES: Students and parents sometimes underestimate the importance of regular attendance. Absences are recorded for each class period, and credit denial is by class/subject.

On the day that a student returns after an absence, he/she should bring a note including the following: (1) student's name, (2) date of note, (3) date(s) of absence(s), (4) reasons for absence, (5) signature of parent or guardian, (6) telephone number at which the parent or guardian may be reached for verification, and (7) name of the student's 2nd period teacher. The absence is considered unexcused and makeup work will not be accepted for a grade until a note is brought and approved.

The school should receive notes within 2 days after the student returns to school for the absence to be considered excused. The student should bring the note to the attendance officer prior to 8:00 a.m. A copy of the note and/or admission slip will be provided for the student. This readmission slip should be presented to the teachers and then filed by the student as part of his/her records. Notes requesting approval for trips should be brought in advance and approved by an administrator. **Excessive absences are the single most important cause of school failure! In order to receive one unit of credit, a student must attend a minimum of 120 hours. A student must attend 60hrs to receive a half unit of credit. Attendance at Saturday school will be required for students to make up missed days. Saturday school for the purpose of making up Attendance is not free. The cost is \$20 per Saturday. This must be paid prior to the day of attending Saturday School.**

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LATE ARRIVALS: Repeated tardiness will result in administrative intervention and documented as discipline infractions. Please be reminded that Parents will be required to attend an attendance Intervention Meeting for students who are repeatedly tardy.

ACADEMIC RECORDS: Report Cards are distributed every nine weeks. Progress Reports are distributed halfway through the nine weeks. Parents are required to pick up the student's Report card. You will be notified of the dates in advance. Academic records will only be distributed to parents, legal guardians or students who are over the age of 18 years.

Make-up Work

A student will be allowed to make up work missed during an absence from school on specified Saturday Mornings as long as he/she makes appropriate arrangements with the teacher(s) within two days after returning to school. Saturday Schools are held at the discretion of the Principal and students are required to pay \$20 for Saturday School sessions if they are making up seat time.

Early dismissal for Professional Development: GMCHS Staff will be engaged in Professional Development for one day per month. On these days, the school will operate on the early dismissal schedule.

Greg Mathis Make-up Work/Missed Assignments Policy

Effective August 21, 2019

STUDENTS AND PARENTS NEED TO GIVE 24 HOURS NOTICE WHEN REQUESTING TO WORK

- If you do not complete your work in class because you sleep, or are removed for disciplinary reasons, the only option to make up work is Saturday school or in ISS/OSS, depending on your consequence from administration
 - You must complete it on the first Saturday school offered by GMCHS following your consequence.
 - Students do not pay for Saturday school if they are doing make-up work or missed assignments. Payment is only required for making up seat-time.
- All assignments are either in Google Classroom or CANVAS for certain courses. You are responsible for knowing your login to both accounts. An excuse of "my teacher didn't give me my missed assignments" or "I forgot my login" doesn't work. You are responsible to see an administrator-Ms. Henriques or Mr. Chaplin for any questions.
 - All online assignments are available to view via Google Classroom, Edgenuity, CANVAS, and PowerSchool.
 - Teachers should be given 24 hours' notice for paper-based assignments to be provided for making up work.
- If you miss assignments because of ISS/OSS and don't complete your assignments while you are out of class, you must complete make-up/missed assignments on the first Saturday school following your ISS/OSS. Assignments will not be taken if this is the case after the first Saturday following your ISS/OSS.
- If you don't finish your work but maximize your time during class by having a good work ethic, you can come in the morning 7:30am-8:00am, after school; except Wednesday's (teachers have faculty meetings every Wednesday). We will be happy to help you! We cannot let you stay in class after your scheduled class time because you have a responsibility to get to all of your classes on time.

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- No student is allowed to go to another class during the day to complete make-up/missed assignments, which is the school policy, because teachers are either conducting class or planning. There are no exceptions to this rule.
- All students have the option to submit incomplete work from home if you didn't finish but participated in class or had an excused absence. Remember, if you slept or left for disciplinary reasons, the last day to submit missed work is the first Saturday school after your consequence.
- Grading criteria for make-up/missed assignments are based on the following criteria:
 - Late assignments:
 - ~ 1-3 days late-no penalty
 - ~ 4 days max grade is 70%
 - ~ 5 days max grade is 60%
 - ~ AFTER 5 days, not accepted 0%
- If you come in late with an unexcused tardy and don't complete the daily work, make-up will be done only in Saturday school or at home based on the criteria above. Do not ask teachers about make-up work or what you missed during class. Missed work and make-up work will only be discussed before or after school.

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AUTOMOBILE USE

When students of the GMCHS drive automobiles to school, the automobile is to be parked in an area designated by the principal. Students are required to purchase a parking sticker. This area is “off limits” to students during the school day, and the student is not permitted to remove the automobile until school is dismissed unless so authorized by the principal. Violations of driving code, leaving campus without permission, or taking someone else off campus will result in loss of driving privileges.

CELL PHONES

Students are not to have cell phones during the regular school day. Absolutely no cell phones allowed. Upon breach of this rule, the consequence will be out of school suspension assigned at the discretion of the administration and according to the Progressive Discipline plan.

CAFETERIA

Before school, the cafeteria will open at 7:45 a.m. Students may eat breakfast or sit and talk in the commons area. Each student is responsible for placing his/her breakfast tray and leftovers in the appropriate areas. Students in the cafeteria must be respectful of others. Students will not be allowed to play in the cafeteria.

CLASS CHANGES

Adequate time is provided for class changes. Plan locker visits and do not loiter. Students will be given extra time to go to their lockers at the beginning of the day, before and after lunch, and after school.

COMPLAINTS AND GRIEVANCES

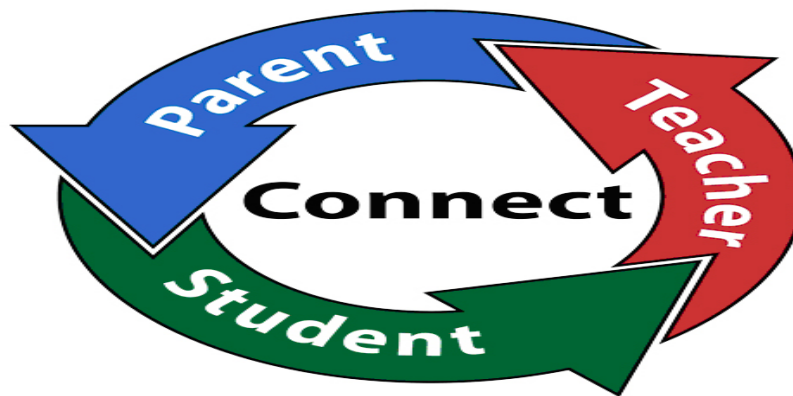
When a student, parent or legal guardian of a student has a complaint relative to punishment by a school administrator, that individual has the right to submit the complaint in a written statement to the Governance Council. First appeal is to the building principal. The Governance Council shall investigate the complaint and render a decision within a reasonable time to the student and parent or guardian.

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CLASSROOM VISITATION BY PARENTS

GMCHS encourages active involvement by parents in their child's education. Parents are welcome to set up conferences with their child's teachers. In order to maintain a supportive learning environment with limited distractions, parents are asked to refrain from visiting classrooms while classes are in session. If a parent would like to meet with a teacher outside class time, please call 557-1611 and allow 24 hours prior notice.

Parents who feel the need to observe a class must meet with the principal to receive permission. Parents must give the principal and teacher at least 24 hours prior notice. Parents must check in at the office when they arrive on campus to help us maintain the safety and security of all.



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South Carolina High School Diploma Requirements

In order to receive a SC state high school diploma, the student must attend the high school issuing the diploma for a least the semester immediately preceding graduation, except in the case of a bona fide change of residence to a location where the sending school will not grant the diploma. (State Regulation 43-259)

Subject	Diploma Requirements
English/Language Arts	4 Units
Mathematics	4 Units
Science*	3 Units
United States History & Constitution	1 Unit
Economics	.5 Unit
United States Government	.5 Unit
Other Social Studies Elective	1 Unit
Physical Education or Junior ROTC	1 Unit
Computer Science**	1 Unit
Foreign Language***	1 Unit
OR	1 Unit
Career & Technology Education	
TOTAL UNITS	17 UNITS
Electives:	7 Units
Must include Comprehensive Health****	
TOTAL UNITS	24 Units

-Keyboarding may count up to one-half unit of the computer science requirement. The student must demonstrate computer literacy as determined by local school district policy.

*All students must take Biology and the Biology End-of-Course Examination in order to meet graduation requirements set by the State Board of Education.

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****All students must earn one unit of credit in computer science. A unit of credit applied toward the computer science requirement may not be used to meet the mathematics requirements or the Career and Technology Education requirements.**

*****The student in a College Preparatory Program must earn one unit in a foreign language. Many colleges and the South Carolina Department of Education recommend that college bound students earn 2 - 3 units in the SAME foreign language. If a student does not plan to enter college, then one unit in Career and Technology Education beyond the computer science unit must be earned.**

******A unit of study which meets the Comprehensive Health Requirements must include a course completed by the student prior to graduation such as Personal Health, Community Health, or another approved health course.**



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Denial of Release of Student Information

The Family Education Rights and Privacy Act, also known as the Buckley Amendment, was amended in July 2000 to revise the definition of directory information. Directory information is defined as information about a student that would not generally be considered harmful or an invasion of privacy if disclosed. The information may include: name, address, telephone number, place of birth, dates of attendance, grade level, participation in officially recognized activities and sports, weight/height of athletes, degrees, honors/awards, most recent education agency attended. As amended, it may also include photographs and e-mail addresses.

The inclusion of photographs means that schools may now publish student photographs (individual or group) in school newspapers, annual newsletters or other publications or on their web pages. They may also provide photographs for publication in public newspapers, education journals and other reputable publications.

GMCHS will not provide e-mail addresses of students as part of directory information. Also, directory information will not be provided to agencies for marketing purposes.

As a parent/guardian or an adult student, you have the right to request that such information not be disclosed. If you do **NOT** wish to have information/photographs released as allowed under the “directory information” exclusion of the Family Educational Rights and Privacy Act, please indicate this on your media consent form in your application packet. If the school does not receive a Media Consent Form from the parent or student (if over the age of 18), the assumption will be that the parent or student does not refuse having their picture taken or published for school business.



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Drug and Alcohol Policy: Zero Tolerance

This policy shall be in effect under the following circumstances:

- On school property (including buildings, grounds, and vehicles)
- **At any school-sponsored activity, function, or event, whether on or off school grounds (including any place where an interscholastic athletic contest is taking place)**
- En-route to or from, or during any field trip
- During any trip or activity sponsored by the Board or under the supervision of the board or its authorized agents

No student, regardless of age, will possess, use, sell, purchase, barter, distribute or be under the influence of intoxicating substances. Such substances shall include, but not be limited to, alcoholic beverages, other controlled substances or prescription drugs for which the student does not have a proper prescription. Such substances may also include improper use of materials that have an intoxicating effect.

In determining whether a student is under the influence of an intoxicating substance, the student's appearance, manner and any statements made by the student may be considered without regard to the amount of alcohol/controlled substance consumed.

No student will aid, abet, assist or conceal the possession, consumption, purchase or distribution of any intoxicating substance.

No student will possess, market or distribute any substance which is represented to be or is substantially similar in color, shape, size or markings to an alcoholic beverage, controlled substance, or improperly obtained prescription drug.

All principals will cooperate fully with law enforcement agencies and will report to them all information that would be considered pertinent or beneficial in their efforts to stop the sale, possession and use of controlled substances.

The administration will suspend students who violate this policy and may recommend expulsion.

The GMCHS Governance Board intends to expel all students who distribute any controlled substance on school grounds.

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Early Dismissal

If early dismissal is necessitated by a previously scheduled appointment, the student will bring a note to the attendance officer prior to 8:00 a.m. This note should include all of the information that is needed for a note explaining an absence (see ATTENDANCE). The student will be called to the office to sign out when the parent or guardian arrives. If an emergency develops and the student needs to leave school but has not brought a note, permission must be obtained from the parent prior to the student leaving school. Every student must have an emergency card on file in the office. Only those adults listed on the emergency card can authorize a student to leave school early. Names may not be added to this card by telephone. Only in “emergency cases” approved by the principal may an adult other than the one listed on the emergency card can authorize early dismissal for a student.

Exam Exemption

All 11th grade students (only students who it is their 3rd year in High School) will be required to take ACT/WorkKeys. All school wide tests are mandatory. Students do not have an option of declining to take EOC, MAP, ACT/WorkKeys, and any other benchmark exams. There will be no exam exemptions.

Other Examinations

All students in his or her third year of high school will be required to take the ACT or SAT and WIN examinations.

Enrollment Requirements

All students who enroll at GMCHS must have the following:

1. A parent or legal guardian must be present during registration enrollment unless students are 18 or older.
2. Two proofs of residency for Charleston County
3. Proof of legal guardianship (if applicable)

Parent should also bring the following:

1. South Carolina Immunization Certificate
2. Birth Certificate
3. Transcript or Report Card from former school
4. Social Security Number
5. Discipline Report or any court documents

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Fire Alarm

1. At the sound of the alarm, proceed immediately through the proper exit and follow procedures for the class you are in at the time.
2. Once out of the building, remain with your class, and move as far away from the building as you can.
3. Maintain silence so that directions from authorities may be heard.
4. Setting off the fire alarm when there is no emergency is considered a felony. The student will be arrested and may be considered for expulsion.
5. Students will return to their classes when the signal has been given.

Field Trip

Parental permission slips must be signed by a parent and turned in to the teacher in charge at least one day before the proposed trip. **All rules** of the school apply during field trips.

Fees

Students will be issued a locker and school ID badge during enrollment.

Parking Fee- \$25.00 (includes a parking decal). Students will need proof of insurance, Driver's License or Driver's Permit.

School Uniform Shirt (students can purchase more than one school shirt)

Regular School Shirt

S – XL \$15.00

2XL – 5XL \$25.00

Sweatshirts

S – XL \$20.00

2XL – 5XL \$25.00

Lost Textbooks - (Fee varies according to the type of book)

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Lost ID Badge: \$5.00 / Temporary ID: \$1.00 (expires after day of use)

Technology Fee - \$5.00

Restitution of Destroyed/ damaged property- Determined on a case by case basis according to what was destroyed / damaged.

Grading Assessment Systems

Reporting/Recording Course Grades

All report cards and transcripts will use numerical grades for courses carrying Carnegie units. Transcripts and report cards will show course title and level/type of course taken. The conversion scale (i.e., numerical grades to letter grades) will be printed on the report card. When transcripts are received from other schools which have recorded only letter grades, the following equivalents will be used to transfer the grades into the student's record: A=96; B=88; C=80; D=73; F=65. Grades lower than 70 received from another school that are indicated as "passing" from the sending institution will be converted to a 73 numerical grade.

Health Regulations

1. A student feeling ill should report to the subject teacher.
2. A student in need of first aid should report to the office or send someone to get help from the office
3. In the event of a serious injury to a student, every effort will be made by school officials to notify parents as quickly as possible.
4. Students who need to take medication while at school should leave the medication in the office. Over the counter (i.e., aspirin, Tylenol, cough medicine, etc.) and prescription drugs will be administered only by a school staff member upon receipt of the Medication Form signed by your physician.

Shot Records

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ALL STUDENTS MUST HAVE A SC IMMUNIZATION CERTIFICATE ON FILE AT GREG MATHIS CHARTER HIGH SCHOOL. TRANSFER STUDENTS HAVE THIRTY (30) DAYS TO GET A SOUTH CAROLINA IMMUNIZATION RECORD.

NO IMMUNIZATION RECORD – NO SCHOOL!

Medication Policy

In order to ensure the health and welfare of your child, GMCHS has established policies and procedures for the administration of medication at school. These policies and procedures are needed due to the variety of student health problems.

Students may not have prescribed or over-the-counter medication in their possession during school or at school events. If a student is to take medicine during school hours, a medication form for each medication must be completed by the parent and the physician. This form will stand as a written order from the physician for the medication. This applies to prescribed and over the counter medication. Medication forms do not carry over from one school year to the next and must be renewed annually.

In a few instances, a student may be allowed to carry rescue-type medication, such as an asthma inhaler. This privilege is at the discretion of the school administration and must be approved beforehand. The school nurse has more information regarding this policy.

It is the parent's responsibility to deliver the medication to the school in the original container. Parents are responsible for obtaining and completing a new medication permission form if there are changes made to the dosage or the medicine. If the medicine is discontinued, it is the parent's responsibility to notify the school in writing and pick up any unused medicine. Discontinued medicine will be destroyed one (1) week after it is discontinued.

All medicines and permission forms should be turned in to the School Nurse or Secretary. Medications will be administered by the designated staff members. Medications will be kept under lock and key and dispensed when the student reports to the School Nurse or Secretary.

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South Carolina Compulsory Attendance Law

South Carolina Code of Laws Section 59-65-10 (as amended) reads:

All parents or guardians shall cause their children or wards to attend regularly a public or private school ~ of this State ~ from the school year in which the child or ward is five years of age before September 1st until the child or ward attains his seventeenth birthday or graduates from high school. All children are required to attend a public or private kindergarten beginning at age five. If parents choose not to send their children to kindergarten, they must sign a waiver, which may be obtained at the local school.

South Carolina Code of Laws of Section 59-65-20

Any parent or guardian who neglects to enroll his child or ward or refuses to make such child or ward attend school shall, upon conviction, be fined not more than fifty dollars or be imprisoned not more than thirty days; each day's absence shall constitute a separate offense; provided, the court may in its discretion suspend the sentence of anyone convicted of the provisions of this article.

South Carolina Code of Laws of Section 59-65-70

If the court determines that the reported absence occurred without the knowledge, consent, or connivance of the responsible parent or guardian or that a bona fide attempt has been made to control and keep the child in school, the court may declare such a child to be delinquent and subject the provisions of the law in such cases.

South Carolina Code of Laws of Section 16-17-510

It is unlawful for a person to encourage, entice, or conspire to encourage or entice a child enrolled in any public or private elementary or secondary school of this State from attendance in the school or school program or transport or provide transportation in aid to encourage or entice a child from attendance in any public or private elementary or secondary school or school program. A person who violates the provisions of this section is guilty of a misdemeanor and, upon conviction, must be fined not more than one thousand dollars or imprisoned not more than two years, or both.

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Truancy: Three Levels

Truant: A child, at least 6 but not yet 17 years old, who has accumulated three consecutive unlawful absences or a total of five unlawful absences

Habitual Truant: A child, at least 12 but not yet 17 years old, who (1) fails to comply with the intervention plan developed by the school, the child, and the parents or guardians, and (2) accumulates two or more additional unlawful absences

Chronic Truant: A child, at least 12 but not yet 17 years old, who (1) has been through the school intervention process; (2) has reached the level of a habitual truant and has been referred to family court and placed under an order to attend school; and (3) continues to accumulate unlawful absences.

Truancy Intervention Procedures

1. The School Level Truancy Intervention Team must communicate positive attendance challenges to the parent/guardian beginning with the first unlawful absence. The school will notify the parent by telephone or mail.
2. When a student accumulates three (3) consecutive or a total of five (5) unlawful absences the principal or designee will complete a truancy investigation.
3. A conference is required with student and parent or guardian to develop a truancy intervention plan designed to improve student attendance and eliminate unlawful absences.
4. A written truancy intervention and attendance contract should be signed by all participants with a copy provided to the parent and student.
5. When a student accumulates seven (7) unlawful absences the school will update the truancy intervention plan, indicate why the plan was unsuccessful, and make amendments as needed.
6. If the student accumulates the 10th unlawful absence and after exhaustive interventions, the School Truancy Intervention Team will file a report with the CCSD Truancy Office/Family Court Liaison for higher level interventions and investigations.
7. In the event that unlawful absences continue following the district level conference, the case will be reviewed for additional interventions and/or further action. The case may be referred to the Department of Social Services, the Ninth Judicial Circuit Solicitor's Office for participation in Family Court, or other interventions.

Note: Suspensions are not counted as unlawful for truancy purposes. A deadline will be imposed for the work to be made-up and the responsibility for getting and completing assignments will be on the student.

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Attendance Requirement for Promotion and/or Credit

All students previously enrolled in the school and those residing in the state who are entering for the first time shall be counted unlawfully absent for each day missed due to late enrollment.

All absences are defined as lawful or unlawful. Students having a lawful absence shall be permitted to make up work missed during the absence. Absences determined as unlawful will not entitle a student to make up work missed during the time of the absence. Principals may use discretion in permitting students to make up work.

High school students will be counted absent for a full period if they miss more than half of the period. The principal may determine the lawful or unlawful nature of the absences. Students in grades nine through twelve must attend:

- Quarter Course: 42 out of 45 days
- Semester or 4X4 Course: 85 out of 90 days
- Year Long Course: 170 out of 180 days

Appeal Process for Denial of Credit

Consistent with state regulations, parents/guardians have the right to appeal attendance violation decisions and/or to question the school records regarding attendance. The appeal should be made in writing to the school principal. The decision of the principal may be appealed to the B.O.D.

How to Differentiate Between Bullying and Other Peer Conflicts Teasing

What is Bullying? Bullying is defined as a deliberate, repeated act with intention to hurt, insult or threaten another person in school, on school grounds, in school vehicles, or at school events. Bullying consists of an imbalance of power.

Friendly Teasing	Hurtful Teasing	Peer Conflicts	Bullying
Equal power Neutral	Unequal power Sensitive topic	Equal power Occurs occasionally	Imbalance of power Occurs repeatedly
Purpose is to be playful	Purpose is upset	Accidental	Intentional and serious
Joins relationships	Excludes	Negotiations and options	Seeks to gain power
Funny to both parties	Sarcastic	Withdrawing and options	Victim is vulnerable
		Relationship is valued	No remorse
		Effort to resolve	No effort to resolve
Friendly Teasing: One student comments to another student that He should turn his/her Jersey inside out because His favorite team lost last Night.	Hurtful Teasing: One girl comments to another girl that she Looks chubby in the Outfit she is wearing.	Peer Conflicts: Two students have a disagreement on the playground about which one will be the pitcher in kickball.	Bullying: One student repeatedly threatens another student that if he walks down a specific hallway he will get “beat up.” Another example is one student repeatedly calling another student a name regarding his sexual orientation.

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Three questions guide GMCHS officials to determine when a behavior constitutes bullying.

1. Was the alleged bullying behaviors repeated and deliberate?
2. Did the alleged bullying behaviors inflict harm or suffering?
3. Is there an imbalance of real or perceived power between the alleged victim and alleged author of the behavior.

Assistance for Bullying

If you are being bullied, harassed, or intimidated:

- Tell someone you trust – a parent/guardian, a teacher, or a counselor.
- Try not to show anger or fear.
- Calmly tell the student to stop or say nothing and walk away.
- Try to avoid situations where bullying is likely to happen.

If you know someone who is being bullied, harassed, or intimidated:

- Tell someone you trust – a parent/guardian, a teacher, or a counselor.
- Don't encourage the bully by laughing or joining in.
- If you feel safe, tell the bully to stop!
- Encourage the bullied student to talk to someone he/she trust about what happened.

If you are being bullied, know someone who is being bullied, or know of a person or group who is bullying others, please call the GMCHS front office at 843-557-1611 and ask to speak to the Principal, Assistant Principal or Guidance Counselor.

[CCSD BULLYING PREVENTION TIP-LINE: 1-877-250-2790](tel:1-877-250-2790)

Cyberbullying

GMCHS prohibits acts of cyberbullying. Cyberbullying is willful harassment, threat and/or intimidation of a person through the use of digital technologies, including but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism. Students will be subject to disciplinary action for a cyberbullying offense committed off-campus that can be directly related to a safety and security risk at the school.

Cyberbullying may include:

- sending offensive, rude and insulting messages including all forms of 'hate speech,' which includes language meant to demean, incite, threaten, bully or isolate an individual on the basis of their sex, race, color, religion, sexual orientation or gender identity



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- distributing information about another that is derogatory
- breaking into an email or social networking account and using that person's online identity to send or post vicious or embarrassing material to/about others
- sharing someone's secrets or embarrassing information, and/or tricking someone into revealing secrets or embarrassing information and forwarding it to others
- engaging in online activities which threaten another or cause him or her to be afraid for his or her safety
- impersonating, excluding, tricking, outing, and cyberstalking are also examples of cyberbullying

Engaging in these behaviors or any online activities intended to harm (physically or emotionally) another person will result in disciplinary action. In some cases, cyberbullying may be considered a crime.

Services Available for Students with Special Health Care Needs

Parent Notice Required By S.C. Code Ann. Section 59-63-90 (Supp. 2005)

Many health care services can be provided for students to keep them at school where they can learn and participate with other students. Our goal is to provide information to parents and legal guardians about some of the services and programs available for addressing the health care needs of students during the school day to help students succeed in school. It is important that the necessary health care information is shared with the appropriate people to ensure that the students' needs are met throughout the school day.

Individual Health Care Plans or Individual Health Plans (IHPs)

Individual health care plans are also called individual health plans or IHPs. School nurses who are registered nurses write IHPs to guide how a student's health care needs will be met while at school. The nurse works with the student, the student's parents or legal guardians, the student's health care provider, and other school staff to write the plan. IHPs are written for students who have special health care needs that must be met by school staff during the school day. IHPs are also written for students who have been approved by the school district to self-medicate or self-monitor. To learn more about IHPs, talk with your child's school nurse or CCSD Office of Nursing Services at 843-557-1611.

Section 504 of the Rehabilitation Act of 1973 (Section 504)

Section 504 is a federal law that requires public schools to make adjustments so that students with certain disabilities can learn and participate in settings like other students who do not have disabilities. To be eligible for services under Section 504, a student must have a condition that substantially limits one or more major life activities. A team decides if a student is eligible. The team should include the student's parent or legal guardian, the student (if able), and others who know the student or know about the student's disability, such as a teacher, a guidance counselor, a school nurse, and other school staff. If the student is eligible, the team develops an individual accommodation plan. The individual accommodation plan explains how the student's needs will be met while at school and may include health services for the student during the school day if needed. To learn more about Section 504, contact G.M.C.H.S at 843- 557-1611.

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Individuals with Disabilities Education Act (IDEA)

Students, ages 3 through 21 years, may receive services under the IDEA if the student needs special education and related services to benefit from his or her educational program. A team decides if a student qualifies for services under the IDEA. The team includes the student's parent or legal guardian, teachers, and other school staff. The team develops an individualized education program (IEP) if the student meets federal and state requirements. The IEP outlines a plan for helping the student receive a free appropriate public education and meet goals set by the team. The IEP may include health services for the student during the school day if needed. Contact the school at 843-557-1611 to learn more about IDEA.

Medical Homebound Instruction

South Carolina's mandates regarding medical homebound instruction appear in the State Board of Education Regulation 43-241. Regulation 43-241 says that students who cannot attend public school because of illness, accident, or pregnancy, even with the aid of transportation, are eligible for medical homebound or hospitalized instruction. A physician must certify that the student is unable to attend school but may profit from instruction given in the home or hospital. This service is appropriate for short term intervention and should not be viewed as a long-term replacement for regular school attendance. Homebound instruction is designed so the student does not fall significantly behind during the period of confinement. The district's attendance policy does apply to homebound students.

The district superintendent or his/her designee must approve any student participating in a program for medical homebound instruction or hospitalized instruction. A completed and signed Medical Homebound Instruction in the homebound program. A district representative may contact the parent to discuss strategies to maintain the student in the school environment and to request additional information.

Students receiving homebound instruction should return to school-based instruction as soon as possible. Homebound services may be approved for a period of time. If it is necessary for homebound instruction to continue beyond the approved period of time, a new Medical Homebound Instruction Form will be required. The school may ask for additional information regarding the student's treatment plan, progress towards treatment goals, and specific plans to transition the student back to the school setting in order to justify the need for extended services.

Health Services: Medication and Medical Procedures

No student shall carry medicine in school except for students given permission to do so by the Individualized Healthcare Plan (IHP) to guard against a life threatening condition. All medications must be brought to the school by a responsible adult and delivered to the school nurse, or in the absence of the nurse, to the school employee designated by the principal. The responsible adult delivering the medication may be required to count the medication with the nurse or school employee. Medication may not be transported to or from school by students.

Medications

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1. When possible, medications should be given by parents/guardians before or after school hours.
2. Any prescription medication to be given at school or school related activities must be accompanied by written orders from a health care practitioner who is recognized by SC's Dept of Labor, Licensing, and Regulation as authorized to prescribe medications and accompanied by a completed G.M.C.H.S Medication/ Procedure Doctor's Order form.
3. G.M.C.H.S and its employees reserve the right to refuse to honor medication requests that are not consistent with professional standards and/or deemed unsafe for the school setting. If this occurs, alternatives for meeting the students' needs will be discussed.
4. Requests from parent/guardians for administration of herbal/alternative medicinal products, "off-label", or investigational medications will be evaluated on a case-by-case basis.

Procedures

1. Medical Procedures require receipt of the completed G.M.C.H.S Medication/ Procedure Doctor's Orders form and necessary equipment for the procedure.
2. The school nurse, in consultation with the parents/guardians, physician and student, will develop an IHP for the medical procedure.

Parent/Guardian Responsibility

1. Deliver the completed G.M.C.H.S Medication/ Procedure Doctor's Orders form along with medication in the original labeled prescription container and/or proper equipment for medical procedure to the school
2. Inform the school of any changes in the student's health condition, medical procedure, or medication. Update G.M.C.H.S forms annually or when there is any change in the medication or medical procedure
4. Pick up any unused medication or medical supplies within one week of discontinuation or last day for students, whichever comes first, after which medications will be disposed
5. Provide no more than a thirty (30) day supply of medication to the school
6. Be responsible for medication/equipment until it is received by principal or his/her designee

Self-Medicating and/or Self Monitoring

Certain students with special health care needs may self-administer and/or self-monitor provided that certain conditions are met.

For additional information regarding medications and medical procedures, please contact your child's school nurse or Nursing Services at 843-557-1611

Student Records (FERPA)

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The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents or eligible students should submit to the school principal or school designee a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under

FERPA.

Parents or eligible students who wish to ask the school to amend a record should write the school principal or school designee and clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

ONE EXCEPTION, which, under the law, permits disclosure without consent, is disclosure to school employees, to include school officials with legitimate educational interests. School officials are persons with a legitimate educational interest in the student such as: instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and contractors, or other parties to whom the school has outsourced institutional services or functions. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

5.

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

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FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials whom the school has determined to have legitimate educational interests.
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll,
- Specified officials for audit or evaluation purposes,
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid.
- State and local authorities within a juvenile justice system, pursuant to other state law
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.
- To accrediting organizations to carry out their accrediting functions.
- To parents of an eligible student if the student is a dependent for IRS tax purposes.
- To comply with a judicial order or lawfully issued subpoena.
- To appropriate officials in connection with a health or safety emergency,
- Information the school has designated as “directory information”

STUDENT CODE OF CONDUCT

Board of Trustees Code of Conduct Policies

Student Conduct

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. This requirement refers to their actions toward other students and all school district employees, their language, their dress and their manners. The board believes self-discipline is an interpersonal goal of public education.

Students have a responsibility to know and respect the policies, rules, and regulations, as defined in the GMCHS Student Code of Conduct and the schools they attend.

Violations of such policies, rules, and regulations shall result in disciplinary actions. The Board directs the administration to establish a student code of conduct and school wide progressive discipline plan to create and preserve conditions essential to orderly operation of the schools. The board authorizes

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its school authorities to employ probation and suspension and to recommend expulsion, if necessary, to enforce this policy.

The Student Code of Conduct is effective under the following circumstances:

- On school grounds during and immediately before or immediately after school hours
- On the school grounds at any other time when the school is being used by a school group
- Off the school grounds at a school activity, function or event
- En route to and from school on a school bus or other school vehicle
- If the behavior brings the school into disrepute



Code of South Carolina

Notice of Regulations: Upon admission to school, each student shall be given a copy of these rules and a form of acknowledgment to be signed by the parents/guardians and returned to school.

Legal Authority

The Board of Directors of the Greg Mathis Charter High School is required by the State Statute (see Sections 59-15-40, 59-19-90 et. seq. and 59-63-210 et. seq. Code of Laws of South Carolina, 1976, and Act No. 340 of the Acts of 1967) to make and adopt rules setting forth standards of scholastic achievement and standards of conduct and behavior that must be met by all students as a condition to the right of such students to attend school.. The rules shall take into account the necessity of proper conduct on the part of all students and the necessity for scholastic progress in order that the welfare of the greatest number of students shall be promoted, even though such rules may result in the ineligibility of students who fail to observe the required standards and may require the suspension or permanent dismissal of such students.

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Application of Code Jurisdiction

The Code of Conduct and its provisions are in effect during regularly scheduled school hours as well as at such other times and places, including, but not necessarily limited to: school-sponsored events, field trips and athletic functions where appropriate public school administrators have authority over students or the behavior has a direct effect on the order and general welfare of the school.

Provisions of this Code of Conduct regarding Vandalism and/or Destruction of School Property and Theft of School Property are applicable whether or not school is open or in session at the time the offense is committed.

SC Code of Law Section 59-24-60

Contact Law Enforcement When Criminal Conduct Occurs

In addition to other provisions required by law or by regulation of the State Board of Education, school administrators must contact law enforcement authorities immediately upon notice that a person is engaging or has engaged in activities on school property or at a school sanctioned or sponsored activity which may result or results in injury or serious threat of injury to the person or to another person or his property as defined in local board policy

Level of Offense Descriptions, Interventions, and Consequences

Classroom Managed/Teacher Managed

Behavior which adversely affects a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

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Classroom Expectations



Be Respectful	Be Responsible	Be Safe
Use quiet voices	Complete all assigned tasks	Keep hands & feet to self at all times
Raise your hand and wait your turn to speak	Come to class on time	While seated: keep 2 feet and 4 legs on the floor
Listen to all instructions and directions	Be prepared: have all necessary materials	Walk at all times

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Classroom Managed/Teacher Managed - continued

Infraction	Definition
Dishonesty	Failure to knowingly tell the truth; also includes petty stealing
Disrupting Class	Behavior that interferes with instruction, learning, and a safe and orderly environment which includes, but not limited to, chronic talking, throwing objects, horseplay, teasing, refusal to remain in seat, rude noises
Dress Code Violation	Noncompliance with the District and/or school dress code
Failure to Complete Work	The act of not completing assigned written, oral, or physical work
Hall Pass Violation	To be in a hallway without written permission; to alter or change a hall pass from its original intent
Horseplay	Rough or boisterous play or pranks that could harm another or disrupt the learning environment
Identification Violation	Failure to comply with school identification rules
Inappropriate Affection	Unsuitable or improper physical contact, action or gestures, display of public affection; an extreme feeling or emotion towards another person
Inappropriate Behavior	Actions or gestures of conducting oneself in a disruptive or disrespectful manner to include tone, attitude, and body language that is negative or abrasive towards another student or adult
Inappropriate Language	Words that are demeaning and directed to another student or adult
Inappropriate Materials	Related to the suspension or viewing of items considered to be unsuitable for school or school related activities
Littering	Placing trash improperly so as to be a nuisance or health concern
Phone (Electronic Device) Violation	Failure to adhere to the authorized time of use outlined in the school's electronic device policy in the classroom
Running	Running in the classroom, hallway, cafeteria, or other unauthorized area
Tardy	Arriving late to school or class (multiple tardiness will result in disciplinary action)
Throwing Objects	To propel or cast in any way anything that is visible or tangible

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Classroom Managed/Teacher Managed - continued

Interventions	Definition
Teacher/Student Conference	Verbal Warning
Seat change	Written Warning
Problem solving worksheet	Written or Verbal Reflection
Teach/Re-teach expectations	Parent / Teacher contact (phone, email, text, letter)
Reinforce of Appropriate behaviors	Parent / Teacher conference
Behavior contract	Confiscation of items
Clarification of expectations	Letter or Apology
Peer buddy	Loss of Privilege
Peer tutor	Temporary removal from class
Alternate assignment	In class exclusion
Modify activity	Change/ adjust activity of student to reduce the negative behavior or not have it affect other students or threaten the safety of the school environment.
Proximity control	Staff members' presence acting as a deterrent to negative behaviors.
Restorative conversation	Counseling or positive coaching geared toward reducing conflict.

LEVEL 1 – DISORDERLY CONDUCT

Disorderly Conduct is any behavior which adversely affects a student's education progress.


Code	Infraction	Definition
1	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact
190	Cheating	Plagiarizing, providing, receiving, or viewing answers to assignments, quizzes, or tests; accessing academic materials without permission
4	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities (magazines, materials to promote discriminatory practices/speech, chemicals, dice, selling items on campus)
170	Cutting Activity	Failure to attend or complete an assigned school activity or event
160	Cutting Class	Failure to attend or completed scheduled class

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LEVEL 1 – DISORDERLY CONDUCT – continued		
Code	Infraction	Definition
5	Detention Violation	Failure to serve a period of time during recess, lunch, before or after the school day as a consequence for a behavior infraction
420	Disrespect	Demeaning or discriminatory language and/or insult towards an adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.
305	Driving Violation	Failure to abide by SC driving laws or failure to comply with driving rules set forth by the school
400	Excessive Noise	Any loud sound that is unnecessary or interferes with the learning environment or activity; senseless shouting or outcry
271	Failure to Comply	The act of not completing a consequence or sanction assigned by a teacher or with Disciplinary Action administrator as a result of an offense committed
14	Hit/Kick/Push	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving
22	Inappropriate Physical Contact	Touching or immediate proximity of another person exceeding personal boundaries unsuitable or improper for the location or setting
320	Leaving Class	Departing from class without permission before the class period is complete
240	Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion
200	Off Limits	To be present in an unauthorized location
200	Parking Violation	Parking on campus or at a school sponsored event without authorization or in a manner that is not consistent with expectations of the property owner
23	Property Misuse	Minor damage or defacement of property belonging to the school or others
151	Truant	A student, ages 6 to 17 years old, who has three consecutive days of unlawful absences or a total of five unlawful absences during the current school year
390	Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, etc
270	Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or noncompliance

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LEVEL 1 – DISORDERLY CONDUCT – continued

Interventions	Consequences	
All intervention from TM Level	All consequences from TM Level	
Mentor	Admin/Parent contact	
Attendance contract	Admin/Parent conference	
Guidance referral	Confiscation of items	
Community Service	Administrative Detention	
Problem solving meeting w/Admin	Admin/student conference	
Peer Mediation	Removal from class	
Conflict resolution	ISS (1 day)	
Schedule Change	Cafeteria/yard school work detail	
Social Skills/Behavior Group	Loss of extracurricular activities Saturday School	

LEVEL 2 – DISRUPTIVE CONDUCT

Disruptive Conduct is any behavior which significantly disturbs the positive learning environment and/or endangers the health or safety of oneself or others.

Code	Infraction	Definition
680	Alcohol/Liquor Law Violation	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages
3	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person
220	Computer Violation-Non-criminal	Unauthorized or inappropriate use of computers or use of computer resources without permission; unauthorized modifications of school system computers that do not permanently damage the system resources
407	Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy
150	Cutting School	Failure to attend or complete a school day

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LEVEL 2 – DISRUPTIVE CONDUCT – continued

Code	Infraction	Definition
575	Drug Usage	The use, possession, or being under the influence of an illegal substance solicitation of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or nonprescription medication; being under the influence of unauthorized legal or any illegal substances. This includes vaping. (see page 40 for consequences.)
9	Fighting	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption
10	Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes display of light or noise on school property but does not cause harm to others
11	Forgery/Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud
620	Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly
630	Gambling	Betting on a game of chance or an activity where money is exchanged
12	Harassment	Any threatening, insulting, or dehumanizing action which negatively impacts another person's emotional or mental well-being
310	Leaving School	Departing from campus without permission before the school day is complete
20	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material
380	Probation Violation	Infraction(s) resulting in the student breaking a written school level probation contract
210	Profanity	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech that shows disrespect or dishonor toward another
690	Sexual Offense-Non Forced	Unlawful, unforced sexual acts or indecent exposure that is overtly sexual in nature, or other sexually inappropriate behavior
25	Sexual Violation	The act of touching, groping, slapping, or any other physical contact of a sexual nature made with another person, whether unwanted or wanted
740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner
670	Theft/Larceny	To steal or possess property without the permission of the owner

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LEVEL 2 – DISRUPTIVE CONDUCT – continued

Code	Infraction	Definition
27	Threat	Making statements or gestures of intent to do physical harm to a staff member or student
230	Tobacco	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizes
750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft
153	Truant – Chronic	A student, ages 12-17 years old, who has been through the school intervention process, has reached the level of a “habitual” truant, has been referred to Family Court and placed on an order to attend school, AND continues to accumulate unlawful absences
152	Truant – Habitual	A student ages 12-17 years old, who fails to comply with the intervention plan developed by the school, the child, and the parents(s) or guardian(s) and who accumulates two or more additional unlawful absences
29	Urination	Willfully urinating on school property or another student’s property (shoes, floor, walls, bus, etc.)
760	Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property
789	Misc. weapons	Weapons such as: toy guns, toy cap guns, toy pellet guns, bullet, and other devices that do not inflict injury

Interventions	Consequences
All intervention from TM and Level 1	All consequences from TM and Level 1
Referral to outside agency	Shared Responsibility
Referral to Truancy interventionist	Conditional Suspension
Referral to Social Worker	ISS (1-2 days)
MTSS consultation	OSS (1 – 5 days)
Individual Problem solving	School Probation Contract
Sexual harassment Intervention	Restitution
Bullying Intervention	Referral to law Enforcement
Threat Assessment	Abbreviated Day (must be approved by (Principal)
Home visit	Restricted Activities / Schedule
Referral to CIS/Mental Health	
Intervention referral to Office of Alternative Programs	Loss of participation in School Events (graduation/field trip/ceremony/dance/etc.)
Alcohol/Drug intervention	First offense: 3 days OSS and immediate GMCHS Board referral

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LEVEL 3 – CRIMINAL CONDUCT

Criminal Conduct is any behavior which significantly disrupts the learning environment or poses a direct and serious threat to the safety of oneself or others.

Code	Infraction	Definition
500	Arson	To intentionally damage or attempt to damage any real or personal property by fire
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A “severe laceration” is one that should receive medical attention. A “loss of consciousness” must be the direct result of force inflicted on the victim by the offender.
520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury
260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity
651	Bullying	A deliberate, repeated act with intention to hurt, insult, or threaten another person in school, on school grounds, in school vehicles, or at school events. A gesture, an electronic communication, or a written, verbal, physical, or sexual act that takes place on school property, at any school-sponsored function where the school is responsible for the child or on a school bus or other school-related vehicle, at an official school bus stop and that: a) a reasonable person should know, under the circumstances, that the act(s) will have the effect of harming a student, physically or emotionally, or damaging the student’s property, or placing a student in reasonable fear of harm to his person or damage to his property; or b) has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school. (Due to Race of Victim, Disability of Victim, Gender of Victim, Religion of Victim, Due to National Origin of Victim, Due to Sexual Orientation of Victim or Other/Unknown

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LEVEL 3 – CRIMINAL CONDUCT – continued

Code	Infraction	Definition
540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft
700	Computer Violation-Criminal	Using school computers to commit a criminal act such as hacking into servers, piracy, altering school data, etc.; purposely damaging school systems computer resources
652	Cyber Bullying	Willful harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism
560	Disturbing School	Behavior that disturbs the learning environment for a significant number of students for an extended period of time or school sponsored events and requires the intervention of a number of staff members
570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance
580	Drug possession	Possession of an illegal substance represented as drugs, and/or a mood—altering substance (prescription or nonprescription medication)
590	Embezzlement	The unlawful misappropriation by the offender of money, property, or some other thing of value for personal use while entrusted to his/her care, custody, or control
600	Extortion	To unlawfully obtain money, property, or any other thing of value without that person's consent through the use or threat of force, misuse of authority, threat of destruction of reputation or social standing, or through other coercive means
350	Fire Alarm	In the absence of an emergency, to activate or set off a fire signal indicating the presence of a fire emergency
250	Gang Activity	Any group of individuals or organization, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the education process. The existence of such group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics

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LEVEL 3 - CR-MINAL CONDUCT – continued

Code	Infraction	Definition
640	Homicide	The killing of one human by another, not including manslaughter or attempted murder
19	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body
650	Intimidation	To unlawfully place another person in reasonable fear of bodily harm through the use of menacing words or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack; Intimidating behaviors can be made in person, over the telephone, electronically, via social media networks or in writing
660	Kidnap/Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking
700	Other Offenses	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school
720	Prostitution	To engage in or promote sexual activities for profit
730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm
13	Sexual Harassment	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcibly sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting)
770	Vehicle Theft	To steal from or possess a vehicle without permission of the owner
781	Weapons: Handguns	A handgun with or without ammunition
786	Weapons: Knife Blade Less than 2"	A knife with a blade of less than 2 inches
785	Weapons: Knife Blade	A knife with a blade of more than 2.5 inches

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LEVEL 3 – CRIMINAL CONDUCT – continued

Code	Infraction	Definition
784	Weapons: Knife Blade More than 2”	A knife with a blade of more than 2 inches and less than 2.5 inches
782	Weapons: Rifles/Shotguns	A rifle or shotgun with or without ammunition
789	Weapons Offenses from the State Dept.	Weapons: Firearms, handguns, rifles, shotguns or bombs (including look-alike); pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death shall not be allowed on any school district property (including vehicles) or at any school sponsored event. This shall also include, but not limited to, knives, tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nunchucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray

Interventions	Consequences
All intervention from TM, Level 1, and Level 2	All consequences from TM, Level 1 and Level 2
Abbreviated Day (must be approved by Principal)	OSS 5 days (Additional 5 can be approved by Principal)
Alternative Schedule	Referral to Law Enforcement
Drug/Alcohol Intervention	Expulsion Referral

DISCIPLINE (NOTE CAREFULLY).

- Violent behavior WILL NOT BE TOLERATED at GMCHS. Our goal is to have a safe and orderly environment where LEARNING is taking place and everyone is successful. There is ZERO TOLERANCE FOR FIGHTING, POSSESSION OF WEAPONS, AND DRUGS.
- Consequences: Police will be called and students recommended to the Board of Directors for expulsion.
- DISTURBING CLASS/SCHOOL:** The learning environment is extremely important to student success, therefore disturbances of any sort will not be tolerated. This will result in an immediate behavior referral.
- DIREPECT TO STAFF:** ZERO TOLERANCE and will result in immediate suspension.
- GMCHS BOARD HEARINGS AND GMCHS BOARD DISPOSITIONS:** students who are removed from the school and placed on alternate placement due to disciplinary reasons are not allowed to attend any school wide event after said alternate placements commences. This includes; but not limited to field trips, prom, school picnics and any other activity

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which is being held by the school on or off campus. This excludes the Commencement Ceremony for graduating seniors only. Graduating students who are on alternate placement for disciplinary reasons may attend the rehearsal and graduation ceremonies.

Student Dress Code

Students are responsible for dressing in an appropriate manner at all times while on a school campus or while involved in school or district sponsored event/activity. Wearing appropriate attire promotes a positive influence on the school climate. In addition to clothing, and shoes, student attire include any jewelry, emblem, badge, symbol, sign, comment, or other items worn or displayed by an individual.

Guidelines for Attire

- Full uniform must be worn at all times.
- Clothing is to be worn appropriately and in the manner for which it was designed.
- Pants shall be worn at waist level. Drawstring pants are prohibited. Belts are required.
- Undergarments shall not be exposed at any time.
- Clothing shall not reveal bare skin between upper chest and mid-thigh.
- Jeggings or leggings (with or without pockets) is not prohibited
- Shorts, skirts, and dresses shall be of adequate length to assure modesty. All skirts, dresses and shorts must be knee-length (not above the knees).
- Hats shall not be worn in school (unless approved for health or religious reasons).
- Shoes shall be worn at all times. Shoes exposing toes or heels is prohibited.
- Scarves, bandanas, and HOODIES are not allowed.
- Female students are allowed to wear headbands no longer than 2in. wide. Paper wraps are not allowed. Head wraps are not allowed unless worn for documented medical/religious reasons.
- Durags are not allowed.
- Shirts must be tucked in and a belt worn at all times.
- Students are NOT allowed to carry pocketbooks or any other non- transparent bag in the building. ONLY CLEAR PLASTIC book bags will be allowed.



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Prohibited Attire/Miscellaneous

- Clothing or other attire with words or images depicting or relating to tobacco, drugs, or alcohol
- Clothing or other attire displaying inflammatory, suggestive, racial, or other inappropriate writing, advertisement, or artwork
- Clothing or other attire displaying profanity, obscenity, violence, weapons, symbols of hate, or offensive content
- Clothing, jewelry, accessories, and/or manner of grooming which indicates or implies gang membership or affiliation
- Clothing or attire that is body contouring such as, but not limited to, leggings, jeggings, tights, or yoga pants worn without shirt or top that reaches the knee.
- Loungewear, pajamas, and bedroom slippers
- Shirts, tops, or dresses that are backless, strapless, halter-style, cut-out, bare-shouldered, or spaghetti straps
- Extreme clothing or other attire that would interfere with the learning process, cause a disruption of the educational environment, or be a health or safety hazard
- No hoodies or sunglasses are allowed.
- No Crocs or Yeezy shoes are allowed.
- Wireless headphones or other Bluetooth devices are not allowed (this includes AirPods and other Bluetooth earbuds)

Students found to be in violation of the dress code or unauthorized electronic devices will be subject to corrective action. Parents will be called to get the correct attire for the student. Students will not be admitted to school inappropriately dressed according to the dress code.

PROCEDURES & POLICY REFERENCE

Suspension of Students

Under state law, a principal or designated administrator may suspend a student for committing a crime, gross immorality, gross misbehavior, persistent disobedience, violating written rules and regulations or when the presence of the student is detrimental to the best interest of the school or disruptive to the educational process.

Suspension is the exclusion of a student from school and school activities for a period of time not to exceed five (5) school days for any one offense as determined by the principal or assistant principal. The suspension may be extended up to an additional five (5) days by the Principal. State law prohibits students from being suspended for more than thirty (30) days in any one school year.

Whenever a student who is classified as disabled commits a suspendable offense, the principal or his/her designee will confer with special education personnel before initiating suspension procedures.

Parent/Guardian Conference

If a conference cannot be arranged or a satisfactory way cannot be found to deal with the student's infractions of school rules within three days, either the student or parent or guardian may appeal or the principal may request that the case be referred to the Board of Directors – Disciplinary Committee.

Suspension Appeal Process

When a student is suspended from a class or a school, the administrator shall notify, in writing, the parents or legal guardian of the student, giving the reason for such suspension. A parent may appeal a suspension, by requesting a conference with the Principal if the student was suspended by the Assistant Principal. If the suspension was assigned by the Principal or the Principal upholds a suspension, then contact the Board of Directors to appeal. The final appeal is made to Board of Directors.

Due Process Rights:

1. The student/parent has the right to be represented by lay or legal counsel. GMCHS will not incur the cost of legal counsel.)
2. The student/parent must be notified (in writing) of the charges, as well as the time, date, and location of the hearing and be provided reasonable opportunity to attend. The notice must be in the language best understood by the parent
3. The student/parent has the right to examine the evidence, present witnesses, and challenge the evidence against them.

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4. The student has the right to appeal the decision made by the hearing and placement coordinator or constituent board within 10 days.

Expulsion of Students

Purpose: To provide for the expulsion of students.

All hearings shall be conducted in accordance with state law and the G.M.C.H.S code of student conduct.

Expulsion is the removal of a student from a school for the remainder of the school year or until readmitted by the Disciplinary Committee designated by the Board of Directors. The said committee may authorize or order the expulsion, suspension or transfer of any student for the commission of any crime, gross immorality, gross misbehavior, persistent disobedience or for violation of written rules and promulgated regulations established by the Board of Directors and GMCHS or when the presence of the student is detrimental to the best interest of the school.

Note: Expulsion does not exclude students from enrollment in an Adult Education program.

Notification of Disciplinary Action

The school's administration shall provide written notice of the recommendation for expulsion to the student or parent/legal guardian and shall set forth the reasons for the recommendation. Once procedures for expulsion have been initiated, the administration shall notify the parents/legal guardians of the student in writing of the time and the place of a hearing either before the board or a person or committee designated by the board. **Re-Admission Prerequisites (following completion of the expulsion period)**

Every expelled student is required to petition the Board of Directors for readmission to school upon completion of the expulsion period unless permanently expelled. Any student expelled for a second time may be permanently expelled.

Appeals

The parent/guardian of the student, principal, or Assistant Principal may submit a written request for appeal of the Constituent Board's decision to the Board of Directors within ten days upon receipt of the disposition.

Additional Expulsion/Appeal Information

Restrictions for Expelled Students

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- Students expelled from school are prohibited from coming onto GMCHS property (unless prearranged by school/district officials), attending school functions, or riding a school bus.
- Students who withdraw from G.M.C.H.S once the expulsion process is initiated must appear before the Board of Directors for appropriate action before being re-admitted into G.M.C.H.S. The Board may choose to delegate this duty to the Principal.

If the student is reinstated by the Board of Directors, he/she will be restored all privileges and allowed to make up all work while absent as a result of the procedures. This does not include Board supported expulsions.

Note: A victim(s) will have the option to provide a written statement or appear in person to provide testimony.

Disciplinary Procedures for a Student with Disabilities

Disciplinary Procedures for a Student with a 504 Plan 34 CFR Sec.104

Section 504 disabled students are subject to the same disciplinary action as a non-disabled student, provided that the student's behavior is not a manifestation of his or her qualifying disability. A 504 Team must conduct a manifestation determination whenever a disabled student is subject to out-of-school suspension for 10 consecutive school days or more. A series of suspensions that total more than 10 days may also trigger the manifestation determination requirement of Section 504. If the 504 Team concludes that the violation is a manifestation of the student's qualifying disability, the discipline process must end and the 504 Team should review the 504 Plan to determine if changes are appropriate. If the violation is not a manifestation, the student is subject to the same disciplinary action that any non-disabled student would receive for the same violation.

Students shall be referred for expulsion if the behavior was found not to be a manifestation of the disability.

If you have questions or concerns regarding 504 plans, please contact 843-557-1611.

Disciplinary Procedures for a Student with an Individual Education Plan (IEP) 34 CFR Sec.300.530

Suspension and/or Removal from Placement in Excess of Ten Days

In the event that a student with a disability is removed from his/her current placement in excess of ten school days during the course of the school year, the school shall ensure that services are provided to allow the student to participate in the general curriculum and progress toward meeting the goals of his/her Individual Education Plan (IEP). Removal of a student with disabilities outside of the school personnel's authority, for more than ten consecutive days, and/or for long-term removals which constitute a Change of Placement will be addressed by the IEP Team according to State law.

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If the behavior is a manifestation of the disability, the student may not be suspended or expelled, but the IEP team may consider placement options.

45 Day Removal

School administration may remove a student to an Interim Alternative Education Setting (IAES) for up to 45 school days without regard to whether the behavior is determined to be manifestation of the child's disability, if the child;

- Carries a weapon to or possesses a weapon at school, on school premises, or at a school function
- Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function
- Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function

The school will determine alternate placement with services provided for the above mentioned offenses.

Recommendation for Long-Term Removal

When a student with disabilities is recommended for long-term removal, the IEP Team (including the Special Education Coordinator) must convene a Manifestation Determination Review meeting within ten days of the action, at which time the Local Education Authority (LEA) Representative:

- Will review each statement on the manifestation Determination Review form
- Will develop or review the implementation of the Functional Behavior Assessment (FBA) and Behavior Intervention Plan (BIP) if appropriate

If the IEP Team determines that the behavior IS related to the disability:

- The IEP team must determine appropriate placement and services to be provided.
- Develop or review the implementation of the Functional Behavior Assessment (FBA) and Behavior Intervention Plan (BIP).
- Document any IEP amendments according to the Department of Exceptional Children Services Procedures Manual (DECS Manual).

If the IEP Team determines that the behavior IS NOT a manifestation of the disability:

- The student may be subjected to regular disciplinary procedures and regular removals, as in the case of a similarly-situated, non-disabled student.

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- If the student is subjected to long-term removal, services must be provided to ensure progress on the IEP as determined by the IEP team.

If you have questions or concerns regarding IEPs, please contact 843-557-1611.

Crisis Intervention

At times, students may indicate either verbally, in writing, or through drawings, a threat to harm themselves or others. In order to ensure the safety of all of our students, the district takes these threats very seriously. As a result, a team of trained professionals, such as Counselors and School Psychologists, may be called upon to conduct a thorough assessment of the student and the threat in order to determine if it is serious in nature and in order to develop a plan of action.

If a suicide or threat assessment is conducted with your student, you will be notified and you may be asked to provide additional information. If those conducting the assessment determine that your student is at a moderate to high risk of causing harm to self or others, you will be asked to take your student for further clinical assessment. In addition, you will be asked for documentation that the assessment had been conducted and that your student is safe to return to school, prior to be readmitted.

Restraint/Physical Force

Corporal Punishment/Physical Force explains when the use of restraint/physical force is appropriate.

- To quell a disturbance which threatens physical injury to persons, including those students involved, or which threatens serious damage to property.

Restraint/Physical Force – continued

- To obtain possession of weapons or other dangerous objects upon the person or within the control of a student
- For any person to defend him/herself from physical force
- To remove a student from a classroom, school trip or activity, school bus, school or other school property when the student's continued presence poses a threat of danger to other persons or property
- To remove a student when the student fails or refuses to obey a directive made by a teacher/administrator indicating that the student is to cease offensive/disruptive behaviors.

In accordance with the South Carolina State Department of Education Guidelines, if a restraint occurs, the school administration should do the following:

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- Documentation must be kept in the student's file
- Documentation must be sent home to the student's parent by the end of the school day
- An administrator must contact the student's parent by the preferred method of communication on the day of the incident
- If the administrator is unable to reach the parent, documentation of efforts to reach them must be kept

If a parent/guardian has a concern about an issue of physical force or restraint, they should contact the building Principal for a conference.

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Acknowledgement of Review 2023-2024

Each student has the right to learn in a safe and secure environment. It is essential that the school and home work together to assure that all students meet the high expectations for behavior established in the GMCHS Student Code of Conduct.

GMCHS Student Code of Conduct is a vital part of daily student life, supporting a safe and secure learning environment. Inappropriate behavior which adversely affects the learning environment will not be tolerated. The Student Code of Conduct is in effect under the following circumstances:

- On the school grounds during and immediately before or immediately after school hours
- On the school grounds at any other time when the school is being used by a school group
- Off the school grounds at a school activity, function or event
- On the way to and from school on a school bus or other school vehicle
- if the behavior brings the school into disrepute on or off campus

Please review and discuss the GMCHS Student Code of Conduct with your child. Should you have any questions when reviewing the Code of Student Conduct, please contact your child's school. You may access an electronic copy of the GMCHS Student Code of Conduct on the GMCHS website:
www.gmchs.ccsdschools.com

Providing your signature below does not indicate that you agree or disagree with the rules, but rather that you have received a copy. Please sign and return this sheet to Greg Mathis Charter High School.

Student's Name (Please Print)

STUDENT: To help keep my school safe, I pledge to show good character, work to the best of my ability, and adhere to the guidelines established within *GMCHS Code of Student Conduct*.

Student's Signature

Date

PARENT/GUARDIAN: I have reviewed and discussed the GCHS Student Code of Conduct with my child.

Parent's/Guardian Signature

Date

Please detach and return this form to your child's teacher.

Failure to return acknowledgement of the GMCHS Student Code of Conduct will not relieve a student or parent/guardian of responsibility for knowing or complying with the rules contained within the *GMCHS Student Code of Conduct* and does not affect or prevent consequences for infractions of school rules and procedures.

Please see the Acknowledgement of Technology below →

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Acknowledgement of Technology Acceptable Use Policy

TEACHER/STAFF/STUDENT

STUDENT USER AGREEMENT:

I have reviewed and understand that compliance with GMCHS Technology Policy is required. I agree to comply with GMCHS Technology Policy and further understand that any violation of it is unethical and may constitute a criminal offense. Should I commit any violation of GMCHS Technology, the consequence may result in my access privileges to technology being revoked for the remainder of the year and school disciplinary and/or appropriate legal action may be taken.

Student's Signature

Printed Name

Date

SPONSORING TEACHER AGREEMENT:

I have read GMCHS Acceptable Use Technology Policy and understand that compliance with it is required of all GMCHS employees and students. I have presented GMCHS Technology Policy to the student named above. As the sponsoring teacher, I have instructed the student on acceptable use of technology and will enforce GMCHS Technology Policy compliance.

Teacher's Signature

Printed Name

Date

PARENT/GUARDIAN PERMISSION:

As the parent or guardian of the student, I understand that compliance with policy GMCHS is required of my GMCHS student. I recognize it is impossible for GMCHS to restrict access to all controversial materials, and I will not hold GMCHS responsible for materials acquired on the network.

I understand that GMCHS Technology Policy is available at www.gmchs.org for review. If I have questions regarding topics my child is researching or how my child is using technology and the internet, I will contact his or her teacher. I understand the consequences if my child violates GMCHS Technology Policy.

_____ Yes, my child has permission to access the GMCHS Network and Internet.

Please detach and return this portion to your child's teacher.

_____ No, my child DOES NOT have permission to access the GMCHS Network and Internet.

Parent's Signature

Printed Name

Date

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School Floor Plan

