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Information published in this handbook is subject to change.
Please refer to the district website at www.rockdaleschools.org for complete policies and updated information.

Rockdale County Public Schools is a school system operating under a Strategic Waiver School System Contract. You can find the current list of waived education-related provisions at https://www.rockdaleschools.org/swss.

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rcpsinfo@rockdale.k12.ga.us | www.rockdaleschools.org | 770-483-4713

2024-25 RCPS School Calendar Dates

Inclement Weather Make-up Days may be used during intersessions.

July 30, 2024 .....First Day of School
August 30, 2024 .....Independent Learning Day / Professional Learning Day
September 2, 2024 .....Labor Day Holiday (schools closed)
September 30 - October 4, 2024 .....Fall Intersession (schools closed)
October 14, 2024 .....Independent Learning Day / Professional Learning Day
November 5, 2024 .....Teacher Work Day / Conference Day (no school for students)
November 25 - 29, 2024 .....Thanksgiving Break (schools closed)
December 23, 2024 - January 2, 2025 .....December Break (schools closed)
January 3, 2025 .....Teacher Work Day (no school for students)
January 6, 2025 .....School Resumes for Students
January 20, 2025 .....Dr. Martin Luther King, Jr. Holiday (schools closed)
February 17, 2025 .....Independent Learning Day / Professional Learning Day
February 18 - 21, 2025 .....Winter Intersession (schools closed)
March 21, 2025 .....Teacher Work Day / Conference Day (no school for students)
April 7 - 11, 2025 .....Spring Intersession (schools closed)
May 22, 2025 .....Last Day of School / Early Release
May 23, 2025 .....Teacher Work Day
May 26, 2025 .....Memorial Day Holiday (schools closed)

Alpha Academy (at EPIC Center)

The Alpha Academy program (at the EPIC Center; EPIC stands for "Empowering through Personalized Instruction and Collaboration") is an alternative educational setting where students may be placed as a complement to the traditional elementary/middle/high school. Students benefit from small class size that provides flexibility and an opportunity for individual growth. The primary goal of Alpha Academy is to help students become successful in school so they may return to their home school.

Annual Student Updates

Parents of RCPS students must complete an Annual Student Update in the Infinite Campus Parent Portal each year. This process allows parents to review and update important information including home address, phone number(s), and emergency contact information. Instructions for how to set up a Parent Portal Account and complete an Annual Student Update are available at rockdaleschools.org/registration.

Athletic Recruitment Regulations

Recruitment of high school student athletes to attend public or private institutions of post-secondary education is limited to the student athlete's immediate family and coaches of public or private post-secondary schools. Accepting money or any other thing of value totaling more than $250 annually from anyone other than a member of the immediate family or coach of the institution or totaling more than $400 annually from the district may jeopardize the future eligibility of the student athlete to participate in intercollegiate athletics.

Attendance Policy

The Georgia Department of Education and Rockdale County Public Schools board policy allow for excused absences for the following reasons:

1. Personal illness or when attendance in school endangers the student's health or the health of others.
2. Illness or death in the immediate family.
3. A court order or an order by a government agency, including preinduction physical examinations for service in the armed forces, mandating absence from school.
4. The observation of religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. Registering to vote or voting in a public election, which shall not exceed one day.
7. A student whose parent or legal guardian is in military service in the armed forces of the United States or the National Guard, and such parent or legal guardian has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, shall be granted excused absences, up to a maximum of five (5) school days per school year, for the day or days missed from school to visit with his or her parent or legal guardian prior to such parent's or legal guardian's deployment or during such parent's or legal guardian's leave.
8. A student whose parent or legal guardian is currently serving or previously served on active duty in the armed forces of the United States, in the Reserves of the armed forces of the United States on extended active duty, or in the National Guard on extended active duty may be granted excused absences, up to a maximum of five (5) school days per school year, not to exceed two (2) school years, for the day or days missed from school to attend military affairs sponsored events,

provided the student provides documentation prior to absence from:

a) A provider of care at or sponsored by a medical facility of the United States Department of Veterans Affairs; or
b) An event sponsored by a corporation exempt from taxation under Section 501(c)(19) of the Internal Revenue Code.

9. Serving as pages of the Georgia General Assembly, successful participation in the Georgia Student Teen Election Participation Program, registering to vote for a period not exceeding one day, or voting for a period not exceeding one day.
10. A foster care student who attends court proceedings relating to the student's foster care shall be credited as present by the school and shall not be counted as an absence, either excused or unexcused, for any day, portion of a day, or days missed from school as set forth in O.C.G.A. § 20-2-692.2.
11. A student who participates in an activity or program sponsored by 4-H shall be credited as present by the school in which enrolled in the same manner as an educational field trip, and such participation in an activity or program sponsored by 4-H shall not be counted as an absence, either excused or unexcused, for any day, portion of a day, or days missed from school. Upon request from a school principal or the principal's designee, a 4-H representative shall provide documentation as proof of a student's participation in an activity or program sponsored by 4-H. As used in this subsection, the term "4-H representative" means an individual officially recognized or designated by the University of Georgia Extension 4-H Program as a 4-H professional or a 4-H adult volunteer.

Automated Telephone Notifications & Telephone Consumer Protection Act (TCPA)

Rockdale County Public Schools Central Office and individual schools use an automated telephone notification service to contact students, parents, and community members for a variety of reasons, including emergency notifications. Under the TCPA, you have the right to opt-out of receiving non-emergency calls/messages from our automated notification service. You may opt-out at any time by submitting an opt-out form to your school or following the prompts when you receive an automated call. If you opt-out of notification calls, you will still receive emergency calls.

Bus Transportation

Rockdale County Public Schools operates one of the safest and most efficient fleets in Georgia. Our drivers are properly qualified and well trained. The following Bus Conduct Regulations have been developed to keep students safe while in transit by reducing danger and opportunity for injury to the greatest extent possible.

Bus Conduct Regulations

1. The driver is in complete charge of the bus.
2. Drivers have authority to assign students specific seats.
3. Students may disembark buses only at school and at their regular stops. Any exception will require authorization of parent(s)/guardian(s), school administrator, and the transportation department.
4. No eating or drinking is allowed on the bus.
5. Radios, glass items, animals, skateboards, baseball bats, hockey sticks, or any other item of safety concern shall not be transported. Bagged athletic equipment may be transported but must be under the control of the bus driver.
6. For minor student behavior offenses, bus drivers will follow the established four-step minor offense process.
7. Serious problems must be reported promptly by the driver, in writing, to the principal of the student's school.
8. The principal will address the matter with the student and, if necessary, the parent(s)/guardian(s).
9. If the problem cannot be resolved, the principal will notify the parent(s)/guardian(s) that the privilege of bus transportation has been forfeited.
10. Forfeiture of the bus transportation privilege does not change the requirement of compulsory attendance. It is the responsibility of the parent(s)/guardian(s) to transport the student to and from school.
11. The student's privilege of bus transportation may be restored by the principal, but only after a satisfactory agreement has been established with the Transportation Operations Manager.

Specific Rules for Students While on the School Bus

1. When boarding a bus, students should go directly to their seat and be seated.
2. Students must conduct themselves in an orderly manner at all times.
3. Students are not to move around while the bus is in motion.
4. Students will not extend any part of their body out of the bus windows at any time.
5. Loud talking, throwing of objects, or any other act of distraction to the driver is strictly forbidden.
6. Tobacco/tobacco products are prohibited.
7. Writing, cutting, or defacing any part of the bus is prohibited. Students responsible for such actions will pay for damages.
8. Students are to keep the bus clean and leave no litter. The bus driver is responsible for cleanliness and ventilation.
9. Students may not bring anything on the bus that would block an additional seat, aisle or doorway.

Rockdale County Public Schools authorizes the use of video cameras on school buses and on district property to ensure the health, welfare, and safety of all persons and to safeguard district facilities and equipment.

Check-In and Check-Out Procedures

Students leaving and returning to class are distractions to the learning process. Therefore, we discourage students from leaving during the school day. We encourage parents/guardians to schedule appointments outside of school hours.

Check-In: Elementary school students are expected to be in their classes at 7:35 a.m., middle school students at 8:45 a.m., and high school students at 8:05 a.m. Students who arrive after the tardy bell must have a parent check them in at the front office. In order for tardiness to be excused, students must have a written excuse signed by a parent stating the reason for being late. Only reasons listed for excused absences can be counted as excused tardies.

Check-Out: Students who will be checking out during the day must bring a note to the front office before school starts stating the reason for check-out and listing the name and phone number of a parent or guardian who can be contacted. Parents may also come into the front office to check students out. Students are not permitted to check out of school to go off campus for lunch. Students must be present until the following times in order to be counted present for the day: Elementary - 10:50 a.m.; Middle - 12:20 p.m.; and High School - 11:30 a.m.

Child Abuse

If a school employee or volunteer has reasonable cause to suspect child abuse/neglect, sexual abuse, or molestation has occurred by a parent, employee, or other caretaker, the employee or volunteer must report it to the principal or designee in person or by phone immediately or face criminal penalties. If the designee suspects abuse, he or she is required to make an oral report to the Department of Family and Children's Service or law enforcement within 24 hours.

Clear Bookbags

All bookbags (backpacks) carried by students in grades 1-12 must be clear. Clear bookbags are optional for Pre-kindergarten and Kindergarten students. Students will carry their laptops in the school-issued, non-transparent laptop bag. Students participating in an extracurricular activity are permitted to carry non-transparent bags to store items pertaining to their particular activity (i.e. band, athletics, etc.). Upon entry into the school, all extracurricular activity bags must be stored in lockers or designated areas. All bags are subject to search. Additionally, the maximum size for non-transparent bags that students will be permitted to carry during the school day, such as lunch kits, pencil bags and purses, will be 6" x 9". Students who refuse to comply with the clear bookbag requirement will be cited with insubordination which is a violation of the Student Behavior Code of Conduct. Parents are responsible for supplying the clear bookbag. For more details regarding clear bookbags please visit www.rockdaleschools.org/bookbags.

Deliveries

We do not allow deliveries of flowers/gifts for students at school in order to avoid interruption of instructional time.

Discipline Code of Conduct

Please see "Discipline Code of Conduct" section in the back of the Parent Handbook. For the full, most up-to-date Discipline Code of Conduct, see Board Policy at www.rockdaleschools.org.

Dyslexia Screening

Students in grades kindergarten through third grade will participate in a Universal Screening (Renaissance Learning STAR) for reading three times each school year, including one Dyslexia screening. The school will notify families prior to administering the Universal Screening for Dyslexia; however, parent consent for screening is not required. Families will receive written notification no later than 15 days after the screening to identify any reading deficiency. If the reading screening indicates that the student is at risk or significantly at risk for reading deficiencies, then the school will create a tiered reading support plan. For further information about Dyslexia, please visit your school's webpage.

Emergency Management Plan / Emergency Drills

Rockdale Emergency Management Agency (REMA) reviews and approves the school system's comprehensive School Safety Plans and each school's Emergency Management Plan. A copy of these confidential plans is maintained by the principal and the Office of School Safety. An annual safe schools audit of each school in the district will be conducted by the Office of School Safety and may include local first responders, the Rockdale Emergency Management Agency (REMA) or RCPS Buildings and Grounds. Fire/evacuation drills will be held in accordance with the State of Georgia Office of Insurance and Fire Commission. Each school will conduct the following drills:

1. Within the first 10 days of school a fire drill must be completed
2. Within the first 30 days of school a second fire drill must be completed.
3. A fire drill must be completed every month that the school is in session.
4. During the months of February and November, fire drills can be substituted with a severe weather drill or a lockdown drill.
5. Hard Lockdown/Intruder Drill Requirement: 1 per semester. First drill must be completed before October 1st. Second drill will be completed in the second semester.

6. Tornado/Severe Weather Drill Requirement: 1 per semester.
7. Reverse Evacuation Drill Requirement: 1 per school year.
8. Bomb Threat Drill Requirement: 1 per school year.

ESOL Program

The Rockdale County English to Speakers of Other Languages (ESOL) program provides support for English language acquisition and development of skills in listening, speaking, reading, and writing through content-based instruction. The ESOL teachers work in collaboration with classroom teachers to support language acquisition of academic and social skills. The ESOL program encourages the student's positive recognition and value of their culture and the diverse culture of others. The ESOL teachers work in collaboration with families to ensure students and families receive the support they need to be successful in their learning environment.

Extracurricular Activities

Eligibility for Competitive Extracurricular Activities

Academic eligibility must be maintained for a student to participate in any interscholastic competitive event. This includes athletics, cheerleading, literary events, and competitive band. Basic eligibility requirements include:

1. Passing a minimum of five courses each semester.
2. Maintaining a 1.0 grade point average each semester.
3. Having a current physical for athletics and completing all required permission forms (if appropriate).

Students with concerns about eligibility should see the Athletic Director or their counselor. State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C.G.A. §20-2-315). Students are hereby notified that Rockdale County Public Schools does not discriminate on the basis of gender in its athletic programs. The Sports Equity Coordinator for the school system is the Director of Athletics, 770-483-4713. Inquiries or complaints concerning sports equity in this school system may be directed to that office.

Student Activities

Students are encouraged to participate in school life outside the classroom. A variety of clubs and sports are available to help students develop character. Details may be obtained from a school counselor, administrator, or faculty member.

Georgia Student Health Survey

Students participate in the Georgia Student Health Survey administered by the Georgia Department of Education. The survey is designed to collect information on various topics including alcohol, tobacco, and other drugs; school violence; school climate; and nutrition. The data will be used to identify critical areas of need for our Safe and Drug-Free Schools. The survey is completely anonymous and voluntary. Students have the right to opt out. If you would like your student to opt out of the survey, please visit www.rockdaleschools.org and complete GSHS Opt-Out Parent Letter.

Gifted Education

RCPS has been serving students identified as gifted for more than 20 years. During those years, the state legislature has expanded the definition of "giftedness" on several occasions. Under the most recent definition adopted by the state, a gifted student is one who demonstrates a high degree of intellectual or creative ability, exhibits an exceptionally high degree of motivation, or excels in specific academic fields and who needs special instruction or services to achieve at levels commensurate with their abilities. Gifted services are designed to: provide academically challenging opportunities, integrate multiple disciplines, allow for independent work, encourage complex, abstract critical thinking, encourage the development of "new" ideas and products, increase self-understanding and self-evaluation.

Process of Identifying Gifted Students – Screening and Referral

Twice a year, the Gifted Support Team will screen referrals and determine whether a student should be given further evaluation for possible gifted services. A student may be referred by a teacher, parent, peer, administrator, or the student may refer themself. Students may also be referred from scores on system-wide tests. The person making the referral completes forms used by the gifted program. These forms are available from the gifted specialist at your school and should be completed by October 1st for fall referral and March 1st for spring referral. The chairperson of the Gifted Support Team or the school counselor will provide information on the referral, evaluation, and placement processes.

Grading System

Kindergarten - The Georgia Kindergarten Inventory of Developing Skills (GKIDS) is a performance based assessment aligned to Kindergarten Georgia Standards of Excellence. GKIDS allows teachers to assess student performance during instruction, and record student performance in an online database. At the end of each 9 weeks, teachers evaluate student performance on the following scale:

- **Not Yet Demonstrated**
- **Emerging**
- **Developing**
- **Demonstrating**
- **Exceeding**

Grades 1 and 2 - Teachers in these grades report progress to parents using a standards based grading system. Each 9

weeks, progress on specific standards in language arts, mathematics, science, and social studies is reported using the following scale:

1 = Little to no progress toward meeting the standard
2 = Progressing toward the standard
3 = Meeting the standard
4 = Exemplary performance on the standard

Grades 3 to 12 - report progress to parents in each subject using the following grading scale:

A = 90–100 B = 80–89 C = 70–79 F = 69 and below

Graduation Requirements

The Board of Education defines as a major role of secondary schools the responsibility of providing learning experiences needed to acquire and apply life skills — the skills which enable one to successfully address decisions and opportunities presented in a free, technological society. Secondary school instruction and support services shall reflect the high school graduation requirements and assist all students in developing their unique potential to function in a global society.

General Requirements

(For complete requirements, see policy IHF and corresponding regulations/exhibits at: www.rockdaleschools.org.)

- To be eligible for graduation from a Rockdale County high school, a student must meet requirements in Attendance, Carnegie units of credit, Core curriculum courses, and End of Course (EOC) assessments. Some courses, as identified by the Georgia Board of Education, require an EOC assessment. Students must take the EOC exams in order to earn credit for those courses. By meeting all appropriate criteria, students earn a High School Diploma. Students who complete Carnegie unit requirements of Rockdale Magnet School for Science and Technology earn a Magnet Diploma.
- Students with disabilities may obtain a special education Diploma by meeting criteria specified in their Individual Education Plan (IEP). A special education diploma is a document awarded to students with disabilities who have not completed the requirements for a high school diploma but have completed their IEP.
- Students who enroll from another state must meet the graduation requirements for the graduating class they enter.
- Students entering or returning to a Rockdale County high school from a non-accredited private school or home school must be enrolled by the end of the first six weeks of their senior year, or must be enrolled for two consecutive semesters, which may include summer school, during their senior year in order to receive a diploma from a Rockdale County high school. Graduation is contingent upon meeting all RCPS graduation requirements. Notice of this requirement will be given to parents at the time of their enrollment in home school.

Honor Graduate Requirements

Honor graduates will be identified on the basis of the grade point average resulting from the procedure outlined in Board policy IHD-R. Honor graduate status will be conferred on graduates who meet the following requirements:

- Cum Laude (Honors): minimum 3.5 GPA through 3.69, unrounded
- Magna Cum Laude (High Honors): minimum 3.7 cumulative GPA, unrounded
- Summa Cum Laude (Highest Honors): overall GPA of at least 3.9, unrounded

Carnegie Units

Middle school students may obtain Carnegie unit credit in foreign language, math, science, and some CTAE courses. To receive credit for these courses, a middle school student must earn a grade of 70 percent or above for **both** semesters. If
a student does not receive an 70 percent or above during both semesters, he or she is not eligible to earn a Carnegie unit credit for that course. Middle school students may not earn 1/2 Carnegie unit credits. Carnegie units in middle school will be recorded on the high school transcript as the numerical grade earned. In accordance with the current Georgia Student Finance Commission rules for the HOPE scholarship, courses will NOT be calculated in the high school GPA, which determines class rank, valedictorian, honor graduate, etc.

Students who do not successfully complete a Carnegie unit course with a minimum 70 percent grade for both first and second semesters will need to repeat the entire course in order to receive Carnegie unit credit.

Carnegie unit credit is granted only for courses that include concepts and skills based on the state-approved curriculum
for grades 9-12. Carnegie unit credit will be awarded for successful completion of a course based on a minimum of 150 clock hours of instruction over the school year. One-half unit of credit will be granted for the successful completion of a semester course with a minimum of 75 clock hours of instruction. Credit for summer school shall be based on a minimum of 120 clock hours of instruction per unit.

Carnegie units of credit may be granted to students for out-of-school work as part of an approved Work-Based Learning (WBL) Program. The maximum number of units earned in this way is two per year. Any Work-Study Program for which such credit is granted must be part of the approved High School Program of Studies for Rockdale County and must meet

guidelines of the Georgia Board of Education. Students who are high school juniors or seniors and meet the qualifications as specified in Policy IDCH and Policy JB may earn Carnegie unit credit for successful completion of college courses as part of an approved college dual enrollment program.

A course shall count only once for satisfying any Carnegie unit requirement for graduation. The same course cannot be used to satisfy a Carnegie unit requirement in more than one core area of study. Carnegie units of credit for graduation shall be awarded to high school students participating in any dual enrollment program using the ratio delineated in Policy IDCH Dual Enrollment. With the exception delineated in General Requirements, section D, a student shall meet the graduation requirements in effect at the time of enrollment in the ninth grade, regardless of the changes in requirements affecting subsequent classes.

End of Course (EOC) Testing for AP/IB/Dual Enrollment Students

Students enrolled in courses for which an EOC exists, as prescribed by the Georgia Board of Education, must participate in the EOC in order to obtain credit for those courses. The EOC will count for 10% of the final grade for the semester for which the EOC is given. Dual Enrollment students in prescribed EOC courses must also participate in the EOC. All EOC courses must be passed to meet graduation requirements.

State Board of Education (SBOE) Rule 160-3-1-.07 was adopted and changed End of Course (EOC) requirements for students taking Advanced Placement (AP)/International Baccalaureate (IB)/Dual Enrollment (DE) courses in American Literature and Composition. Beginning with the 2021-2022 school year, students are not exempt from taking the End of Course (EOC) assessment in American Literature and Composition; therefore, all students enrolled in American Literature and Composition must take the EOC.

Which EOCs are required regardless of AP/IB/DE course enrollment? Students enrolled in American Literature and Composition, Algebra Concepts and Connections, and Biology must take the corresponding EOC to satisfy federal accountability requirements.

Are students taking AP/IB/DE American Literature and Composition and Biology for elective credit required to take the associated EOC? Students enrolled in AP/IB/DE American Literature and Composition and Biology who have previously earned core credit for the required courses shall not take the EOC a second time for elective credit in the associated AP/IB/DE course.

Which EOCs can AP/IB/DE students exempt? Students who pass the AP, IB, or DE courses in U.S. History are exempt from the EOC.

Can students take the EOC if they are exempt? No. The intent of the SBOE rule amendment is to reduce high-stakes testing. Students who exempt the EOC by taking and passing a U.S. History course shall not take the EOC.

Subject Area Competency

Students are allowed to take an EOC exam to earn credit for an EOC course in lieu of seat time. Please refer to the details of testing out in RCPS Board policy IHF.

State and Local Graduation Requirements

The state requires 23 units for graduation. Rockdale County Public Schools requires our students to have 24 units. RCPS requires four units of social studies while the state requires three. Our goal is to assure our students have the knowledge/skills necessary to pursue the world of work, higher education, or both.

CTAE/Fine Arts/World Language/Latin

Students may earn industry certification in certain areas under Career/Technical/Agricultural Education (CTAE) by following specific pathways. To be eligible for certification, a student must earn three units in the same pathway. Students planning to attend a University System of Georgia college/university must take a minimum of two years of the same world language or Latin to meet admission requirements. CTAE, Fine Arts, World Language, and Latin are grouped in the same graduation area in State Board Rule. Students planning to complete a CTAE Pathway (recommended for all) and attend college, need to devote two of their four elective credits to foreign language/Latin courses to meet college/university entry requirements.

RCPS Diploma Options - Regular High School Diploma, Magnet Diploma, Special Education Diploma.

Graduation Specialists

Graduation specialists provide a comprehensive prevention/intervention process for students at risk of grade retention and/or dropping out of high school. There is a graduation specialist at each traditional high school.

Homeless Education Program

The McKinney-Vento Homeless Assistance Act defines “homeless children and youth” as “individuals who lack a fixed, regular, and adequate night-time residence.” However, because the circumstances of homelessness vary with each situation, determining the extent to which the family or youth fits the definition must occur on a case-by-case basis. The RCPS Liaison for Homeless Children and Youth must gather information from the family or youth and make the determination of eligibility. For more information, please call the Liaison for Homeless Children and Youth at 770-483-4713.

HOPE and Zell Miller Scholarships

Helping Outstanding Pupils Educationally (HOPE) is a program funded by the Georgia Lottery. The HOPE Scholarship is a merit based scholarship that provides assistance towards the cost of tuition at eligible public and private Georgia postsecondary institutions. A student must graduate from an eligible high school with a minimum 3.0 HOPE GPA (as calculated by the Georgia Student Finance Commission - GSFC) and meet specific rigor course requirements.

The Zell Miller Scholarship is also a merit based scholarship funded from the same source. It provides full tuition at a public postsecondary institution and tuition assistance at an eligible private postsecondary institution. A student must graduate from an eligible high school as valedictorian or salutatorian (meeting the requirements of the HOPE Scholarship) or graduate with a minimum 3.7 Zell Miller GPA (as calculated by GSFC) along with a minimum combined score of 1200 on the math and reading portions of a national administration of the SAT or a minimum composite score of 26 on a single national or state/district administration of the ACT, and meet specific rigor course requirements. For more information visit www.gafutures.org.

Hospital/Homebound

Rockdale County Public Schools provides continuous educational services for students who are unable to attend school for 10 or more school days due to a diagnosed medical or psychiatric condition through the Hospital/Homebound (HHB) program. Enrollment in RCPS is required prior to referral for HHB services. HHB services must be recommended by the physician or psychiatrist who is treating the student and services can be provided in the hospital, at the student's home, in the community, or virtually.

Infinite Campus Parent Portal

Infinite Campus provides students and parents/guardians with real-time access to their information as it is entered by teachers, counselors, and staff about grades, attendance, report cards, classes, and enrollment as well as parent contact information. There is a convenient Campus Portal mobile app accessible from any Apple IOS and Android device. Details on setting up an account can be found in the parents section on the district website or at
www.rockdaleschools.org/infinitecampus.

Internet Acceptable Use and Safety

Each employee, parent, and student of Rockdale County Public School's (RCPS) information system is expected to be familiar with and follow the expectations and requirements of the Acceptable Use Policy (AUP). The purpose of the AUP is to ensure that individuals are aware of their responsibilities regarding the Internet and related technology and equipment. This AUP also helps ensure the safety and privacy of current and former employees and students.

RCPS is committed to complying with applicable information security requirements and relevant information security standards and protocols. These requirements include, but are not limited to the following:

- Family Educational Rights and Privacy Act (FERPA)
- Children's Internet Protection Act (CIPA)
- Individuals with Disabilities Education Act (IDEA)
- Children's Online Privacy Protection Act (COPPA)
- Health Insurance Portability and Accountability Act (HIPPA)

Users of RCPS's network are required to adhere to state and federal law as well as board policy. Any attempt to break those laws or policies through the use of RCPS networks may result in discipline or litigation against the offender(s) by the proper authority. RCPS will provide any information necessary in order to fully cooperate with the appropriate authorities in the civil and/or criminal process.

Acceptable Use

RCPS provides computer, network, e-mail, and Internet access to individuals as part of the learning environment. The use of these resources is a privilege and not a right. While these systems have the power to deliver a vast number of resources to classrooms and enhance education, their effectiveness depends on the responsible and ethical use by every individual. Violation of this administrative rule will result in the loss of this privilege and may result in discipline or litigation in accordance with board policy and state and federal law.

I. Student Acceptable Use

RCPS strongly believes in the educational value of electronic services and recognizes the potential to support curriculum and student learning by facilitating resource sharing, innovation, and communication. Access to the Internet allows students to explore thousands of libraries, databases, museums, and repositories of information. All Internet access from RCPS shall be through the RCPS network except as may be required by the State Department of Education for specified administrative use.

Families should be aware that some material accessible via the Internet may contain items that are inappropriate, inaccurate, or potentially offensive. While the purposes of the school are to use electronic resources for constructive educational goals, students may find ways to access other materials. The District believes that the benefits to students from electronic services in the form of information resources and opportunities for collaboration exceed the disadvantages. But, ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. Therefore, the District supports and respects each family's right to deny electronic services to their child by simply not signing the Acceptable Use Agreement.

Authorized student use of information resources must be consistent with the educational purposes for which these resources have been provided. The use of RCPS electronic services is to assist students in completing educational activities and should be used in a manner that enhances educational experiences and complies with RCPS policies. All student users must adhere to the provisions of this Acceptable Use Policy as a condition for continued use of the RCPS network. This policy must be followed anytime there is a connection

to the District's wired or wireless network via any electronic device. RCPS reserves the right to monitor any user's online activities. Users should have no expectation of privacy regarding their use of RCPS property, including devices, the network, Internet access, documents, files, chat rooms, learning management system, cloud storage, and e-mail.

A. Internet Safety

In compliance with the Children's Internet Protection Act ("CIPA") [Pub. L. No. 106-554 and 47 USC 254(h)], RCPS is required to adopt and implement an Internet safety policy addressing: (a) access by minors to inappropriate material on the Internet; (b) the safety and security of minors when using cloud storage, e-mail, learning management system, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures restricting minors' access to materials harmful to them. Furthermore, each campus educates students on cyberbullying, appropriate online behavior, social networking, and other aspects of digital citizenship as required by CIPA.

- RCPS has implemented filtering/blocking software to restrict access to Internet sites containing pornography or other materials harmful to minors under age 18, to the extent practicable, while using its network. However, no software is fail-safe, and there is still risk a user may be exposed to a site or message containing such materials.
- Student's parent/guardian is responsible for monitoring all computer usage that occurs outside the RCPS network.
- Students will not disclose personal information, including name, home address, phone number, photos, and the like on the Internet or through software installed on RCPS electronic devices. Students are advised to never access, keep, or send anything that they would not want the general public to see.
- Students will not meet in person with anyone they have met only online via the Internet.
- The user is personally responsible for his/her actions in accessing and utilizing the school's computer resources.
- Students must abide by all laws, regulations, Student Code of Conduct, Acceptable Use Policy, related security policies.

Subject to staff supervision, technology protection may be disabled/minimized for bona fide research or other lawful purpose.

B. Acceptable Actions

RCPS students may use the network and electronic services provided by RCPS to pursue educational activities. Students will learn how Internet resources can provide valuable educational information. Students will be expected to follow accepted rules of digital citizenship. These rules include, but are not limited to, the following:

- Be courteous and respectful. Do not send or display offensive messages or pictures.
- Use appropriate language in any type of communication. No profane, abusive, or impolite language will be used nor should materials be accessed that are not in line with the rules of school behavior.
- Keep personal information such as logins, passwords, addresses, and phone numbers confidential.
- Use electronic services for educational purposes only.
- If you encounter materials that violate the rules of appropriate use, disconnect immediately and notify an adult.

C. Unacceptable Actions

Improper use of electronic services provided by RCPS is prohibited. Students should be prepared to be held accountable for their actions and for the loss of privileges if this Acceptable Use Policy is violated. In addition to the paragraph below labeled "Penalties for Improper Use," the RCPS Student Discipline Code of Conduct addresses the consequences for violations. Actions that constitute unacceptable use include, but are not limited to the following:

- Do not use a device to harm other people or their work.
- Do not damage or deface the device or the network in any way,
- Do not interfere with the operation of the network by installing software, shareware, or freeware, including the alteration of any controls designed to provide Internet safety or alteration of RCPS's default computer settings.
- Do not violate copyright laws or participate in any criminal activities.
- Do not view, send, or display offensive messages, pictures, or other inappropriate content.
- Do not share your password with another person or offer access to any person via your account.
- Do not reveal your personal address or phone numbers or those of other students, including completion of profile data.
- Do not waste limited resources such as disk space or printing capacity.
- Do not distribute advertisements, solicitations, commercial ventures, or political lobbying.
- Do not trespass in another's folders, work, or files.
- Do not pursue internal or external "hacking," use anonymous e-mail sites or proxies, access illegal file sharing networks, spread viruses, intentionally transmit spam, or attempt to access inappropriate material.
- Do not take digital photos or video without teacher or administrator permission for anything other than academic use.

II. Other Terms of Use.

A. Penalties for Improper Use

The use of the network is a privilege, not a right, and may be revoked if abused. Misuse, damage, or vandalism of RCPS technology resources may also lead to disciplinary and/or legal action, including suspension, expulsion, or criminal prosecution by governmental authorities.

B. Expectation of Privacy

Individuals should not have an expectation of privacy in the use of RCPS email, systems, or equipment. RCPS may, for a legitimate reason, perform the following:

- Obtain e-mails sent or received on RCPS email.
- Monitor an individual's use on RCPS systems.
- Confiscate and/or search District-owned software or equipment.

Disclaimer

RCPS makes no guarantee about the quality of services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from the use of its network, applications, or third party applications. Any charges accrued to the user of the RCPS network are borne by the user. Student use of Systems are a part of the educational program and as such information about the student is shared with Vendor Partners to provide these educational services. Please ask the Principal any questions related to Data Privacy concerning your child's information. Statements by the user on the Internet are from the author's individual point of view and do not represent the views of RCPS, its employees, or members of the Board of Education. **Student and Parental/Guardian signatures on the Acceptable Use Agreement on the parent portal represent consent to conform to the Acceptable Use Policy IFBG.**

JROTC

The Leadership Education Program known as JROTC is a consolidated program available to qualified students in all of our high schools. It is designed to help the cadets develop into responsible, productive citizens. The curriculum is designed to enhance and complement the cadet's academic efforts in all classes. The development of character, self-discipline, and academic performance is the primary focus.

Locker Inspections

Each student may be assigned a locker with a built-in lock to store personal items and books. Students should not share their locker combination with others. Lockers are the property of the school and are subject to inspection at any time. Students shall have no reasonable expectation of privacy in lockers. Students are advised to keep money, jewelry, and other valuables on their persons and avoid bringing them to school. Students attending PE class may be provided with a dressing room locker. Students should bring a lock to use during PE class. Schools cannot replace missing/stolen money or valuables.

Lost and Found

Each school has a "lost and found" area for personal items. Due to limited space, found items cannot be kept for a long period of time. Unclaimed items are turned over to charitable organizations in the community.

Make-Up Work Following Absences

When a student is absent from school, the student has the responsibility to initiate all make-up work on the first day he/she returns to school. If a student will miss three or more days, the parent or guardian should contact the school to make arrangements for collecting assignments. Work will not be collected for fewer than three absences. Teachers must be given a full school day to gather assignments. All work should be made up within seven school days. See RCPS Attendance Protocol on the RCPS website www.rockdaleschools.org under the Parent tab for more information.

Make-Up work with more than 10 days of absences

Students will be allowed to make up work for up to 10 days of excused/pre-arranged absences in each class per semester. Make-up work will not be issued for unexcused absences. If students are absent more than 10 days in a semester, make-up work will not be given unless a parent/guardian-initiated conference is held with the teacher to arrange for make-up work.

Media Center Services

Most books are checked out for a two-week period. ID cards must be presented to check out materials. Late books are fined $.10 per day and overnight books are fined $.50 per day. Lost materials are charged by actual replacement cost plus a processing charge. Students' use of the Media Center computers will be in an appropriate setting as directed by staff at all times.

Medication, Illness, and Screenings at School

All medication must be brought to school by a parent/guardian and checked in through the clinic or front office. Medications cannot be administered by school staff if they are not accompanied by a "Request for School Staff to Administer Medication" form (please request this form from the school clinic). All medications, prescription/nonprescription/OTC, must be sent in the original container. Medication will be administered only in accordance with written instructions from the physician/pharmacy. The school is not obligated to provide medication of any kind. Parents/guardians are responsible for unused medication at the end of the school year. If a student becomes ill or is injured while at school, parents will be notified in order to obtain medical care. In case of serious illness or injury, Emergency Medical Services (911) will be called for immediate transport to the nearest hospital. A parent will be asked to pick up their student if they have a temperature of 100.4° F or more. To return to school, the student must be fever-free for 24 hours without medication. RCPS has a "no-nit" policy for head lice. See regulation JGCD on the district website for details. Elementary schools conduct mass hearing and vision screenings; parent permission is not required for mass school screenings. Permission is required for screening of individual students screened as part of a special education or RTI/Student Support Team (SST) evaluation or due to specific concerns noted by school staff. Screening for scoliosis is conducted annually during middle school years and Georgia mandates screening for a minimum of two grades between the ages of 10 - 15. Upon receipt of a parent/guardian scoliosis screening permission form, students will be screened by trained clinic staff in the fall of the school year. Students will be screened unless Form 4400, signed by the student's physician, is received before the screening.

Non-Discrimination Statement and Complaint Procedure

The Rockdale County Board of Education ("Board") desires that all students receive the benefit of an adequate education. With this view in mind, the Board prohibits unlawful discrimination against students because of race, color, national origin, sex, religion, age, disability, or other protected group status or activity (e.g. opposition to prohibited discrimination or participation in the statutory complaint process) in its programs and activities or employment in its programs or activities. In keeping with this commitment, the Board will not tolerate harassment, discrimination, or other unlawful treatment of its students. It is the policy of the Board to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and all accompanying regulations. As set forth herein, the Board designates the following employees of Rockdale County Public Schools ("District") to handle inquiries regarding non-discrimination: Student Title IX Coordinator (student inquiries) and Chief of Human Resources (employee inquiries), 960 Pine Street, Conyers, Georgia 30012, 770-483-4713. The Non-Discrimination Policy is set forth in its entirety in Board Policy JAA and GAAA on www.rockdaleschools.org, or you may ask for a copy at any school office.

Open Campus (at EPIC Center)

Open Campus alternative secondary program (part of the EPIC Center; EPIC stands for "Empowering through Personalized Instruction and Collaboration") provides a flexible educational opportunity to students who may be unlikely, for a variety of reasons, to reach their full potential in a traditional high school structure. This program is available to qualifying students who are not currently serving long-term suspension or expulsion. Students who are accepted into the program must adhere to strict expectations for attendance and follow all rules as outlined in the Rockdale County Public Schools Student Discipline Code of Conduct. Failure to meet attendance and behavioral expectations may result in withdrawal from the program. The school operates on a mini-semester (minimester) plan. The school year is divided into four nine-week academic terms with students receiving final grades at the end of each nine-week period. A standard RCPS high school curriculum is delivered by a qualified faculty with computer supported instruction. All Open Campus students participate in an intensive advisor/advisee mentor program. Students participating in the graduation ceremony will be included in the procession at their home schools. Open Campus applications are available through school counselors and graduation coaches.

Parent Academy

All parents are invited to attend the Parent Academy events. These are free, district-wide learning opportunities for adults and teens in the community. For dates and times, visit www.rockdaleschools.org.

Parent Liaisons

Parent Liaisons serve as a link between schools and parents. Their responsibilities include conducting workshops, sharing news on district initiatives, and developing strategies for increasing parental involvement. The liaisons work closely with schools to develop community partnerships that enhance the learning environment and ensure federal compliance with each school's parent involvement policy.

Parent's Right to Know

In compliance with requirements of the Every Student Succeeds Act (ESSA) Section 1112, you have the right to request information from the principal about your child's teachers' training/credentials. The following may be requested:

- Whether the teacher met the Georgia Professional Standards Commission requirements for certification for the grade level and subject area in which the teacher provides instruction;
- Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration; and
- Whether your child is provided services by paraprofessionals, and if so, their qualifications.

Post-Secondary Options

Advanced Placement (AP) Classes

Advanced Placement (AP) classes are high school courses based upon college level curriculum. They are taught at the high school during the regular school day. A national exam is given at the end of the course and graded by readers employed by the College Board. Many post-secondary institutions either award post-secondary credit for a successfully completed exam or allow a student to exempt certain courses. Some post-secondary institutions do not honor AP credit.

Articulated Credit

Articulation is a partnership agreement between Georgia Piedmont Technical College or Gwinnett Technical College and the school system that provides an opportunity for students to earn college credit for courses that they take in high school that are the same as technical college courses. For example, through an articulation agreement, a student enrolled in Introduction to Drafting in high school could earn college credit for Introduction to Drafting at Georgia Piedmont Technical College. To be eligible to receive articulated credit, the course must be considered an articulated course and students must meet all college admission requirements for the college with which the course has been aligned. Students must earn a numeric grade of 85 or above in the articulated high school course, enroll at the technical college within 18 months of high school graduation, and pass the technical college exemption exam with a score of 70 percent or above.

Dual Enrollment

Dual Enrollment allows qualified high school students to begin working toward a college degree while still pursuing a high school diploma. Students who meet specific criteria may enroll in eligible courses at participating colleges and earn high school Carnegie credit and college credit simultaneously. For more information, please talk with your counselor.

Prevention and Intervention Specialists

Rockdale County Public Schools is committed to providing the best support to its students. As part of our student support programs, we have made sure that all students have access to a Prevention and Intervention Specialist (P&I). This specialist has undergone extensive training to help students avoid behaviors that would result in suspension or expulsion and to achieve success in school. Every campus has an assigned P&I who can assist students with their behavioral and social/emotional needs through individual and/or group sessions. Our top priority at the Prevention and Intervention Department is to keep students in school with limited interruptions. Let us help you achieve your goals and succeed in your academic journey. For more information, please contact your student's school administrator.

Release of Information

General - Directory Information

Directory information, student information that is generally not considered harmful or an invasion of privacy if released, may be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

Rockdale County Public Schools (RCPS) has designated the following information as directory information: 1) Student's name; 2) Student's participation in official school clubs/sports; 3) Weight/height (student athletes only); 4) Awards received during RCPS enrollment; and 5) Photographs, videotape film, or other likeness/image of the student.

Unless you, as a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. You have the right to refuse to allow all or part of the above to be designated as directory information and to be disclosed to the public upon request. If you wish to exercise this right, you must notify your school principal in writing within 15 calendar days from the first day of the school year for students or within 15 calendar days of enrollment, whichever is later. A Release of Directory Information Opt-Out form is available on www.rockdaleschools.org under the forms link or from your school office.

Military Recruitment

Federal law requires RCPS to provide names, addresses, and phone numbers of students to military recruiters. Parents/guardians may ask in writing to remove all or part of the student information required to be given to military recruiters within 15 calendar days from the first day of the school year for students or within 15 calendar days of enrollment, whichever is later. A Release of Information to Military Recruiters Opt-Out form is available on www.rockdaleschools.org under the forms link or from your school office.

Student Records: Annual Notice About Your Rights Concerning Student Records

State and federal law gives parents and students over 18 years of age certain rights concerning the student's school records. These rights are listed as follows.

1. You have a right to look at your school records. Provide the principal with a written request listing the records you want to see. The principal must allow you to see the records within 45 days of receiving your request.
2. You have a right to request changes in your school records if you believe the records are inaccurate, misleading, or that they violate your privacy rights. Notify the principal in writing what you want changed and why you think it should be changed. If the principal agrees, your records will be changed. If the principal disagrees, you may request a hearing.
3. You have the right to let other people see your school records; however, the law allows some people to see your records without your consent. For example, a school official or a parent or student serving on an official school committee may see your records if they need information from the records to do their job.
4. The school district has the legal duty without prior consent to send your school records, including disciplinary records, to another school in which you seek to enroll.
5. In accordance with the law, federal/state agencies may require RCPS to release student records without prior consent.
6. Both parents have a right to see the school records of their child unless a court order specifically denies the right to access school records or terminates parental rights.
7. Copies of school records are available for a copying charge of 10 cents per page.
8. You have the right to file a complaint with the U.S. Department of Education if you believe the school has violated any of your rights with respect to school records. If you have a complaint, send it in writing to:
   Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202

Student Surveys, Data Collection, and Parental Rights

Federal law gives parents rights before minor students are required to take part in certain surveys and before the collection, disclosure, or use of personal information collected from students for the purpose of marketing or selling. These rights will be stated in policies developed and adopted with the involvement of parents by the Board of Education. Upon adoption, these policies will be posted on the school system's website at www.rockdaleschools.org.

Report Cards - Reporting to Parents

Individual student progress is reported to parents/guardians at the end of each instructional period. Midway through the instructional period, parents/guardians shall be provided a progress report showing the student's progress in each class. Progress and semester report cards should be accessed on Infinite Campus Parent Portal. For information on accessing the Infinite Campus Parent Portal, visit https://www.rockdaleschools.org/infinitecampus.

For dates of Report Cards, Progress Reports, and Deficiency Reports, visit https://www.rockdaleschools.org/calendars.

Reporting Criminal Conduct

Any action or failure to act by a student which is a violation of any law or which an administrator or teacher believes may be a violation of a law may be reported to the School Resource Officer.

Response to Intervention/Student Support Team

Each school has a Response to Intervention (RTI)/Student Support Team (SST) process based on the Georgia Department of Education guidelines to address specific academic and behavioral needs of students. Summative and/or formative assessments are used as indicators to determine the need to initiate this process for a student or group of students. It is the process by which instructional programs and teaching interventions can be identified and documented to help students achieve in the regular classroom.

Rockdale Career Academy (RCA)

RCA is a comprehensive career technical high school. Courses are aligned with Georgia's Career, Technical, and Agricultural Education (CTAE) which has historically provided the quality education necessary to prepare for careers in the Georgia economy. CTAE offers a challenging curriculum and ensures that students graduate from high school with the academic skills, hands-on experience in real work environments, and intensive career guidance required to succeed in college/employment. Students may specialize in a career pathway during high school and into post-secondary education/training. To obtain pathway completion, students must complete three courses (units) in the SAME pathway. Please discuss CTAE programs with your counselor.

Rockdale Virtual Campus (RVC) (at EPIC Center)

RVC (at the EPIC Center; EPIC stands for "Empowering through Personalized Instruction and Collaboration") offers a variety of courses in an online format. This experience prepares students for the demands of higher education, the workplace, and personal life-long learning. An online class requires students to complete assignments, meet deadlines, practice appropriate online behavior, and effectively collaborate with others in an instructional setting while working independently. Interested students should speak with their counselor. RVC summer session is tuition-based. Each student must provide his/her own device for summer school.

Safety and Restraint General Parental Notification

Physical restraint may be used with a student as an emergency intervention to prevent immediate or imminent injury to the person or others, as permitted under state board rule 160-5-1.35. If a student is physically restrained, an attempt shall be made to notify the parent on the day of/within twenty-four hours after. Notification shall be made by phone, e-mail or other method which may include, but is not limited to, sending a note home with the child. The parent of such child, regardless of whether he or she received such notification, shall be sent a copy of the incident report no later than two business days after the emergency use of physical restraint.

School Closings

In the event of severe weather or other emergency, schools may be closed or students may be dismissed early. Using the rapid telephone communication system, every family with a current phone number in our student information database will be called. Announcements will be made on the school and district websites and major Atlanta media outlets. If no report is made, school will be in session. PLEASE DO NOT CALL THE SCHOOLS. Phone lines must be open for emergencies.

School Counselors

The mission of the Rockdale County Public Schools Counseling Program is to create a data-driven comprehensive counseling program that promotes the highest level of student achievement. Students will be engaged in their learning and master the knowledge and skills to achieve post-secondary goals. Through collaboration with students, parents, teachers, administrators, and the community, professional school counselors will empower students to realize their greatest potential and equip them with the necessary skills to be productive members in a global society.

Students are invited to meet with their counselors in a confidential setting regarding all academic and personal concerns. Students may make appointments with counselors during the school day. Appointments may also be held before/after school. School counselors address three main areas: academic achievement, career development, and personal/social development. Counselors may also provide support during times of personal crisis.

School Food Services, Meal Prices, and Charge Policies

RCPS Food and Nutrition program provides students with an opportunity to have low-cost, high-quality, nutritious meals each day. Administrators are committed to providing equipment, space, and staff to ensure quality food preparation, increase student participation, and increase nutritional education resources. Breakfast is offered in all schools. Salads with fresh fruit and vegetables are offered as a lunch option in all schools. RCPS participates in the National School Lunch and Breakfast programs

and offers free or reduced-price meals to eligible students. Application forms for the program are available on the district website www.rockdaleschools.org and in each school from the school nutrition manager.

MySchoolBucks.com is a prepayment system that allows you to make online deposits into student meal accounts

Students are allowed to charge meals. Charge procedures are set by each school principal. Students/parents are held accountable for money owed to the cafeteria. If charges accumulate, this privilege may be suspended and alternate meals provided to the student. Other school privileges may be denied until outstanding balances are paid. Meal prices can be found on the RCPS website at www.rockdaleschools.org/meals .

School Hours of Operation

Elementary Schools	7:35 a.m. – 2:10 p.m.	earliest arrival - 7:05 a.m.	latest departure - 2:40 p.m.
Middle Schools	8:45 a.m. – 3:55 p.m.	earliest arrival - 8:15 a.m.	latest departure - 4:25 p.m.
High Schools	8:05 a.m. – 3:05 p.m.	earliest arrival - 7:30 a.m.	latest departure - 3:30 p.m.
Rockdale Career Academy	8:05 a.m. – 3:00 p.m.		

Maintaining a safe and orderly learning environment is a top priority for Rockdale County Public Schools (RCPS). It is essential that we ensure our campuses/facilities are adequately supervised during operating hours. We have established guidelines for earliest arrival and latest departure times. Students who are not under the direct supervision of a teacher and/or administrator will not be allowed to stay on campus before early arrival or after late departure times. Parents should be advised that students who remain on campus outside hours of operation will be asked to vacate the premises and an investigation of residency will begin. RCPS will make every effort to provide students/parents with guidance to avoid these safety issues.

School Nurses/Clinic Aides

School Nurses/Clinic Aides administer/document student medication use and assist those who are ill or have medical needs while at school.

School Psychologists

School psychologists provide supportive intervention services to students, parents, and faculty including student evaluations, teacher and parent consultations, the implementation of behavioral strategies, the delivery of crisis intervention and counseling, academic remediation, and community outreach. School psychologists play an integral role in the evaluation of students with disabilities, but also routinely provide support services to all students.

School Resource Officers

The primary goal of the School Resource Unit is to provide a safe learning environment for students and teachers. It is the responsibility of the School Resource Officer (SRO) to uphold the constitution, all applicable laws, and protect the citizens. The presence of the SRO on school campuses and at school-sponsored events helps deter criminal activity. The SRO seeks to establish positive relationships with the school community, and is a valuable resource for students, parents and teachers regarding matters of safety, security, and criminal law. Whenever incidents of crime or threats to safety occur, the SRO can respond within his or her capacity as a law enforcement officer.

School Safety Zone

School safety zones are defined as in, on, or within 1000 feet of any real property leased, owned, or occupied by the Rockdale County Public School District. It is unlawful for any person to carry, possess, or have under his/her control any weapon or explosive compound while within a school safety zone, at a school building or school function, or on school property or a vehicle furnished by the school. Violation of this law is a felony. However, an individual over the age of 21 years old (except students) who are in possession of a weapon and/or has a weapon locked in a compartment of a motor vehicle and has a lawful gun license or permit, may transit through a designated school zone to carry or pick up a student. However, it is unlawful for any person to remain within the school safety zone without a legitimate cause or need. Failure to leave the premises when requested is grounds for a charge of disruption of or interference with the operation of any public school.

School Social Workers

School Social Workers are a critical link between school, family, and community. They work to encourage regular school attendance, connect families with community resources, provide individual and small group counseling, and support parents and teachers. School social workers extend services to students in ways that build individual strengths and empower families to effectively use formal and informative community resources. They assist students with difficulties in the school, home, or community. This may include emotional, health, attendance, behavior, academic failure/underachievement, substance abuse, and/or family issues.

Searches, Interrogations, and Surveillance

School authorities have the right and responsibility to establish and enforce behavior codes to regulate student conduct on campus and at school activities. Likewise, school officials have the authority to conduct reasonable interrogations of students without prior parental approval to properly investigate student misconduct.

It is the desire of the Board of Education to maintain all its facilities in a safe condition and to assure the safety of all persons in its facilities and at all school activities. In an effort to assure such safety, the Board desires that no weapons, illegal drugs, alcohol, or contraband be brought onto school property. In keeping with this desire, the Board authorizes school authorities to conduct lawful searches of students and authorizes the use of surveillance cameras.

Student lockers, desks, and automobiles are subject to routine, unannounced examination for items forbidden by school rules or applicable laws, including, but not limited to, drugs, tobacco, alcohol or weapons. Such searches may be conducted by school officials or by use of trained canines provided by law enforcement agencies and under direction of a trained canine handler. Such searches and surveillance may also include all areas of the school buildings or properties accessible by students to include such areas as hallways, commons areas, locker rooms, cafeterias, gymnasiums, stadium areas, classrooms, parking lots, and other similar areas of school facilities, and school buses.

Section 504 - Students with Disabilities

Under Section 504, an eligible student is one who has a physical or mental impairment that substantially limits a major life activity. Rockdale County Public Schools must provide such accommodations necessary to ensure that an eligible student has equal access to school services, programs, and activities. Decisions regarding the identification, evaluation, or educational placement of students with disabilities are subject to procedural safeguards for parents/guardians including timely notice of the action, the right to examine relevant records, and to request an impartial hearing to challenge the district's decision prior to implementation. For more information or questions, contact the Section 504 Coordinator at 770-483-4713.

Special Education

Special education services are provided for students with disabilities who require a specially designed instructional program based on eligibility. Services are available for ages 3-22. Special education services/supports are determined based on individual student needs. Information on the eligibility process can be found on the district website www.rockdaleschools.org under Learning Support.

Entrance/Exit Procedures for Special Education

Entrance:

1. A student who is three years old may be enrolled in the Pre-School Program (READY) after meeting eligibility.

Exit:

1. Students are eligible until a comprehensive reevaluation supports the need to exit services.
2. Age out section that appears in the first paragraph of the "Special Education" entry in the Parent Handbook.
3. A student may exit special education and related services if the parent chooses to revoke services.

Georgia Special Needs Scholarship (SB-10)

As the parent of a student who receives special education in Rockdale County Public Schools, you have the option to exercise public and private school choice. Under the Georgia Special Needs Scholarship, such parents may choose to transfer their child to another public or private school in Georgia. Transfer acceptance to other public schools within RCPS is based on service needs and capacity. To qualify for the Georgia Special Needs Scholarship award with a Section 504 Plan, the student must meet three requirements outlined on the following Georgia Department of Education website: https://www.gadoe.org/External-Affairs-and-Policy/Policy/Pages/Special-Needs-Scholarship-Program-%20INFO%20504.aspx . Additional information about the Special Needs Scholarship can be accessed on the district website www.rockdaleschools.org under Learning Support or Community and Student Support - Section 504.

Specialty and Choice Programs

RCPS has expanded personalized learning through multiple Specialty and Choice Programs throughout the district. These are designed to give students the opportunity to attend an academic program based on interest or talent, and are not restricted by attendance zones for middle and high schools. There may be limited space available. Specialty and Choice Programs have an application process with an audition requirement for performing and visual arts. A lottery may be held for non-audition programs if there are more qualified applicants than available space. The application window is typically during first semester for selection for the following school year. Please check the district website www.rockdaleschools.org for exact dates and times.

Note: Rockdale Virtual Campus, Rockdale Career Academy, Rockdale Open Campus, and Rockdale Magnet School for Science and Technology are also academic options available to all students; however, they do not follow the same application/selection process as Specialty and Choice Programs. Please see your school counselor for more information about all of the available options for students. RCPS currently has the following Specialty and Choice Programs:

- The Center for Technology at Conyers Middle School
- The Academy for Pre-Medical Sciences at Edwards Middle School
- STEM Academy for Environmental Studies at Memorial Middle School
- Performing and Visual Arts Academy at Davis Middle School
- Performing and Visual Arts Academy at Heritage High School
- The Institute of Advanced Technology at Rockdale County High School
- International Entertainment and Business Leadership Academy at Salem High School

Elementary Specialty Programs

- AVID Elementary (a college prep program) at Sims Elementary
- Dual Language Immersion Program at C. J. Hicks Elementary
- STEM (Science, Technology, Engineering, and Mathematics) focus at Honey Creek Elementary
- S.T.E.A.M. (Science, Technology, Engineering, Arts, and Mathematics) at Shoal Creek Elementary

Student Work

Any and all student work created for classwork, contests, clubs, or other purposes related to school may be used by the school and/or the district without permission or compensation for such use.

Student Reporting of Acts of Sexual Abuse or Sexual Misconduct

Any student or parent or friend of a student who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school.

Any teacher, counselor or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school principal or principal's designee, and shall submit a written report of the incident to the school principal or principal's designee within 24 hours. If the principal is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent's designee.

Any school principal or principal's designee receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral report immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and followed by a written report, if requested, to a child welfare agency providing protective services, as designated by the Department of Human Resources, or, in the absence of such agency, to an appropriate police authority or district attorney.

Reports of acts of sexual misconduct against a student by a teacher, administrator or other employee not covered by O.C.G.A. 19-7-5 or 20-2-1184 shall be investigated immediately by school or system personnel. If the investigation of the allegation of sexual misconduct indicates a reasonable cause to believe that the report of sexual misconduct is valid, the school principal or principal's designee shall make an immediate written report to the superintendent and Professional Standards Commission Ethics Division.

As authorized by Georgia law, if it is determined that a student deliberately falsified or misrepresented information alleging employee misconduct, the student will be subject to disciplinary action that may include suspension or expulsion.

Summer School, Intersession, Credit Recovery

High school students who do not successfully complete coursework needed to move on to the next grade or fulfill graduation requirements will be given opportunities through summer school, intersession, or credit recovery to remediate this coursework for the needed credit. Students are encouraged to talk to their counselor about these opportunities and to discuss their eligibility to participate.

The NCAA Eligibility Clearinghouse will not accept RCPS credit recovery courses for eligibility. NCAA guidelines only apply to student athletes who may choose to become Division I or II college athletes. For detailed information, please see your counselor or school principal.

Dual Enrollment is now available in summer session. Please see your counselor and college Dual Enrollment supervisor.

Substance Abuse Prevention and Education

Where drugs are concerned, prevention is more effective than remediation. The school system considers "use" and "abuse" to be synonymous when young people are the focus. The Director of School Safety coordinates a variety of drug/alcohol programs for our schools. Resources and school-based intervention programs are available for students who have drug- or alcohol-related offenses. School counselors may be contacted to obtain community resources. RCPS provides a continuum of ATOD instruction in grades 5 - 9; CHAMPS (Choosing Healthy Activities and Methods Promoting Safety) in 5th grade; GREAT (Gang Resistance Education and Training) in 6th grade; TGFD (Too Good for Drugs) in 7th and 8th grades; and ADAP (Alcohol Drug Awareness Program) in 9th grade.

CHAMPS and GREAT are sponsored by the Rockdale County Sheriff's Office and address issues including decision-making, life skills and gang-resistance education. TGFD is an evidence-based curriculum that helps students develop skills to address peer pressure, stress, and temptation. ADAP is a 4-hour course that most teens complete during their freshmen year of high school as part of their health/physical education classes. In Georgia, teens under age 18 are required by law to show proof that they have completed ADAP in order to obtain their Class D driver's license.

Teenage and Adult Driver Responsibility Act (TADRA)

This law significantly changes the way young motorists earn and maintain the privilege of driving by providing a controlled means for new drivers to gain experience and by reducing high-risk driving situations. Students are encouraged to become familiar with this law. Information may be found at www.gahighwaysafety.org.

The Teenage and Adult Driver Responsibility Act applies to all minors who are at least age 15 and under age 18. When such a minor submits an application for a Georgia driver's license or instruction permit, the applicant must present proof that he/she satisfies one of the following conditions as specified in O.C.G.A. 40-5-22 (a.1):

1. Is enrolled in and not under expulsion from a public or private school;
2. Is enrolled in a home education program that satisfies the reporting requirements of state laws governing such program;
3. Has received a high school diploma, general educational development (GED) diploma, special diploma, or certificate of high school completion;
4. Has terminated his/her secondary education and is enrolled in a postsecondary school or pursuing a general educational development (GED) diploma.

Local school districts are responsible for certifying that students enrolled in public schools within district satisfy

requirements in (1) above by using the Certificate of School Enrollment form which replaces the Certificate of Attendance.

Telephones/Cell Phones

Parents are asked not to call students during school hours unless an emergency exists. Students will not be called from class except in extreme emergency. Non-emergency messages will be held until the end of the day and students will be called to the office to pick up messages. It is the responsibility of the student to listen to afternoon announcements and pick up messages in the office. Students may NOT use the phone during class time or between classes due to time constraints. Rules for cell phones are covered in the Student Discipline Code of Conduct (Rule 1.6) in this Handbook.

Cell Phones During State Mandated Testing

Students are not permitted to use, or bring into the testing environment, any electronic device that could allow them to access, retain, or transmit information (For example, but not limited to: cell phone, smart phone/watch, PDA, electronic recording, camera, or playback device). Announcements will be made prior to testing that such devices are not allowed in the testing environment and that possession or improper use of such devices during testing may result in disciplinary action in accordance with the RCPS Code of Conduct and /or test invalidation.

Technology Fee

Each student will be assessed a $10 Technology Fee to be used to enhance instructional technology resources. All electronic devices issued to students by Rockdale County Public Schools are covered by the district in the event of accidental damage on or off campus. All devices are also covered by theft insurance. This protects devices only in the event of theft — not if they are lost.

Test Preparation Information

Ample preparation information for college admission tests is available online and in each high school counseling office at no charge. The best way to prepare for any college admission test is to participate in rigorous coursework, take the PSAT 8/9 test in 9th grade and the PSAT in10th and 11th grades. Using these tests as guides, students learn what to expect and how to prepare. Also, visit these websites: www.act.org (ACT), www.collegeboard.com (SAT), www.gafutures.org.

Textbooks and Media Center Materials

Textbooks and library books are furnished without cost for student use, but remain the property of Rockdale County Public Schools. Students and their parents are held accountable for textbooks and library books that are lost or damaged, and the school must be reimbursed. The continued use of textbooks and/or media center materials may be suspended until payment has been made.

Title IX

Title IX states that: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”

Students

The Rockdale County Board of Education (“Board”) prohibits unlawful discrimination against students because of race, color, national origin, sex, religion, age, disability, or other protected group status or activity (e.g. opposition to prohibited discrimination or participation in the statutory complaint process) in its programs and activities or employment in its programs or activities. In keeping with this commitment, the Board will not tolerate harassment, discrimination, or other unlawful treatment of its students. It is the policy of the Board to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and all accompanying regulations.

Please see Rockdale County Public Schools “Student Non-Discrimination Policy and Complaint Procedure” (JAA) section, or see Board policy at www.rockdaleschools.org.

For any questions regarding Title IX, or to submit a formal complaint, please contact the RCPS Title IX Coordinator for students in person, or by mail, email, or phone: Title IX Coordinator, Rockdale County Public Schools, 960 Pine Street, Conyers, Georgia 30012, Phone: (770) 483-4713, Email: studenttitleixcoordinator@rockdale.k12.ga.us

Visitors

A close relationship between home and school is an important part of each student’s education. We invite parents to serve as volunteers, guest speakers, assistants for special projects, and chaperones for school events, visit classes or have lunch with us. For security reasons, parents and other visitors to our schools should make an appointment ahead of time with teachers/staff and must check in at the office and receive a visitor’s pass. We do not allow students to bring visitors from other schools without special permission from the principal.

Volunteers

Georgia law includes volunteers in the list of mandated reporters. O.C.G.A. 19-7-5 is designed for the protection of children whose health and welfare are adversely affected and further threatened by the conduct of those responsible for their care and protection. Rockdale County Public Schools protocol mandates school staff and volunteers to receive information about child abuse and contact the principal or designee immediately to report suspected child abuse.

Water Safety

According to the American Red Cross, it only takes a moment. A child or weak swimmer can drown in the time it takes to reply to a text, check a fishing line or apply sunscreen. Death and injury from drownings happen every day in pools, hot tubs, at

the beach or in oceans, lakes, rivers, and streams, bathtubs, and even buckets. Rockdale County Public Schools encourages all families to learn water safety. There are many online resources and swimming lessons for all ages are available locally through the Rockdale County Parks and Recreation Department and Johnson Park Pool. Please take advantage of these resources and learn to stay safe around water.

- Rockdale County Parks and Recreation Department – Johnson Park: 770-278-7529, https://www.rockdalecountyga.gov/parks-and-recreation
- American Red Cross Water Safety: https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies/water-safety.html
- Centers for Disease Control (CDC) Water Safety: https://www.cdc.gov/healthyschools/bam/safety/water-safety.htm

Student Discipline Code of Conduct JCDA-R Part I

(Full, most up-to-date Discipline Code of Conduct can be found in Board Policy at www.rockdaleschools.org)

Discipline Code of Conduct

Rockdale County Public Schools is a school system operating under a Strategic Waiver School System Contract. You can find the current list of waived education-related provisions at https://www.rockdaleschools.org/swss. The Rockdale County Board of Education ("Board") has the authority and reserves the right to develop and implement a Discipline Code of Conduct ("Code") for all students. The Code focuses on creating a safe, supportive, and secure learning environment that promotes academic, social, and emotional development for all students. Administrators in Rockdale County Public Schools (RCPS) may develop and create additional rules and regulations as are necessary to manage their schools. The Code shall apply to students from their arrival on school property until their departure from school property. The term "school property" means all property owned, rented, or used by the Board, including, but not limited to, school buses and other modes of transportation. Please visit the school system's website (www.rockdaleschools.org) under the Board Policies link or Forms link or your child's school for the most up-to-date version of the Code.

The Code may also apply to students who are not on school property if the student engages in misconduct that could or does create a direct or potential danger or disruption to the general welfare and discipline of the school or other students. Additionally, the Code shall apply to students when they are at school functions, activities, events, virtual classes/forums, or under the supervision of the school.

Reasonable efforts will be made to use a behavior support process to avoid student disciplinary problems. These efforts may include but are not limited to school-based counseling, Response to Intervention ("RTI"), social and emotional behavior programs, referral to community agencies, prevention and intervention services, mentoring, alternative counseling education and nurturing programs. A failure to use a behavior support process will not preclude a school from disciplining a student.

Parents/Guardians and students are advised that school administrators, teachers and coaches will take a student's disciplinary history into account when disciplinary action is required.

Within each school, assistant principals, classroom teachers, paraprofessionals, media specialists, or any other adult in a supervisory role over students have the responsibility to maintain order and enforce this Code. The principal of the school has the ultimate responsibility and authority to oversee the application, interpretation, and enforcement of the Code according to policies and regulations.

Rockdale County Public Schools will strive to:

1. Provide a quality public education to all students.
2. Provide a safe learning environment where students and parents/guardians are treated courteously, fairly, and respectfully.
3. Provide students and parents/guardians with an opportunity to express their opinions, concerns, and complaints in a respectful manner.
4. Address known concerns of students and parents/guardians in a timely and professional manner.
5. Notify students and parents/guardians about policies and procedures of Rockdale County Public Schools.

Rockdale County Public Schools expects each student to:

1. Read and become familiar with the Code of Conduct.
2. Behave in a responsible manner and follow the Code while at school, on school buses, at school bus stops, and at all school related functions that occur on and off campus.
3. Take ownership of your school community and work to improve your school community by cooperating with other students, staff, and volunteers.
4. Be courteous and respectful to others, even if the student disagrees with them.
5. Attend all scheduled classes, regularly and on time.
6. Prepare for each class by completing assignments and having required materials.
7. Communicate with their parents/guardians about their academic progress and ask for help if needed.

Student Discipline Placement Protocol

Students who have been out of school due to incarceration or detention often need a period of transition before returning to their home school. A protocol has been established for determining whether a student returning from a period of incarceration or detention due to alleged or adjudicated criminal or delinquent conduct should be placed in an alternative school program or returned to the student's home school. RCPS offers an alternative school program that affords these students an opportunity to rebuild their academic and social skills so that the transition to their home school will go smoothly. The primary considerations in making this determination are the educational needs of the returning student and the safety of other students and staff.

In many cases, the conduct at issue is very serious, ranging from property offenses to serious sexual violations or other violent acts. Students adjudicated for these offenses may be placed on a safety plan by the Department of Juvenile Justice (DJJ) or the Juvenile Court. These plans may impose certain restrictions on the returning student; for example, the student may not be allowed to be around children of a certain age or may have to be always supervised by an adult.

In some cases, these students have been expelled or suspended from RCPS or another school system or private school and the term of suspension or expulsion has not yet been completed. This brings other questions into play, such as whether the student should be excluded altogether for the remainder of the expulsion or suspension or offered an alternative placement (O.C.G.A 20-2-751.2).

Before these students return to school, they will be referred to a case management meeting. In this meeting the Case Management Committee will gather and review all appropriate information, including any information that the student's parents may

wish to provide, and make a placement determination. Parents may be present for this review and may provide input. Attorneys will not be allowed to attend.

The protocol described above may be used in other types of student placement situations as deemed appropriate by the Superintendent or his designee. All placement determinations will be made on a case-by-case basis. Various factors including, but not limited to, age, length of incarceration, nature of charges, existing discipline order, potential safety concerns, disruption of education process, and present/prior discipline history may be used in making placement determination at all levels.

RCPS is authorized to refuse to readmit or enroll any student who has been suspended or expelled for being convicted of, being adjudicated to have committed, being indicted for, or having information on file for the commission of any felony or any delinquent act under O.C.G.A. § 15-11-28 which would be a felony if committed by an adult. If refused readmission or enrollment, the student or the student's parent or legal guardian has the right to request a hearing pursuant to the procedures provided for in O.C.G.A. § 20-2-754.

If a student receives services under IDEA or Section 504, the school assignment decision will be subject to a final review and approval by the student's individualized education program team or Section 504 team to ensure that the assigned school is able to implement the student's IEP or Section 504 plan.

Any discipline infractions committed after the last day of school/during the summer may be enforced during the first semester of the upcoming school year.

Parent/Guardian Responsibility

Rockdale County Public Schools expects each parent/guardian to:

1. Read and become familiar with the Code of Conduct and discuss the Code with their student. Parents should contact school administrators if they have questions about the Code.
2. Make sure their student attends school regularly, on time, and notifies the school before the start of the school day if their student is going to be absent.
3. Give the school accurate and current contact information and update their contact information, as necessary.
4. Inform school administrators and teachers about any concerns in a respectful and timely manner.
5. Work with their student's school-based team to help their student find academic and behavioral success.
6. Support their student's learning and school activities.
7. Work to improve the school community by being respectful and courteous to school personnel, other parents/guardians, and students.
8. Respect other students' privacy rights.

Parent/Guardian Responsibility – School-Sponsored Clubs and Organizations

In accordance with O.C.G.A § 20-2-705, parents/guardians may decline permission for their student to participate in a club or organization. Parents/guardians are encouraged to contact their respective schools to review the complete list of clubs/organizations offered at the school site, and the parents/guardians can request additional information about individual clubs and their sponsors at individual school sites. Parents/legal guardians may withhold permission for students to join or participate in a club or organization. If you do not want your child to participate in any clubs or organizations, please complete the opt-out form, "Withhold Permission to Participate in Clubs and Organizations" and return it to your school within the first 15 calendar days of the school year, the first 15 calendar days of enrollment, or within 15 calendar days of being provided access to the Student Discipline Code of Conduct. This form is available on the school system's website (www.rockdaleschools.org) under the forms link or from your school's office.

Parent/Guardian Responsibility – Informing Children of Criminal Penalty

In accordance with O.C.G.A. § 20-2-735, parents/guardians are encouraged to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

In accordance with O.C.G.A § 20-2-751.2, a local board of education which has a student who attempts to enroll or who is enrolled in any school in its school system during the time in which that student is subject to a disciplinary order is authorized to refuse to enroll or subject that student to short-term suspension, long-term suspension, or expulsion for any time remaining in that other school system's or school's disciplinary order upon receiving a certified copy of such order if the offense which led to such suspension or expulsion in the other school system or school was an offense for which suspension or expulsion could be imposed in the enrolling school.

Teacher Authority/Responsibility

A teacher has the authority to remove from his or her class a student who repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn. School administrators shall establish at each school a Placement Review Committee who will have the authority to do the following:

1. Return the student to the teacher's class upon determining that such placement is the best alternate or the only available alternative; or
2. Refer the student to the principal (or designee) for appropriate action.

For each committee established, the faculty shall choose two teachers to serve as members and one teacher to serve as an alternate member and the principal shall choose one member of the professional staff of the school to serve as a member. The

teacher withholding consent to readmit the student may not serve on the committee. Teachers who have knowledge that a student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in his or her class or with the ability of such student's classmates to learn, where such behavior is a violation of the student code of conduct, are required to file a report with the principal. Such report shall not exceed one page in length and shall include a description of the behavior.

Behavior Code

The philosophy of Rockdale County Public Schools (RCPS) is that all students have the right to learn. RCPS supports this goal by giving each student access to a safe and secure learning environment. The Parent Handbook and Code of Conduct for Students establishes guidelines that help create an atmosphere where students can maximize their learning opportunities.

RCPS developed the Code of Conduct to help school administrators create a safe learning environment where students receive fair and consistent discipline if they violate the Code. The Code of Conduct allows for flexible application between the elementary, middle, and high school levels. This Code applies to students in virtual and in-person educational settings, which includes virtual and in-person school sponsored events and activities. The purpose of the Code is to help students learn how to take ownership of their learning environment, to help students prevent problems from reoccurring, and to keep parents informed of misbehavior. The administration of discipline should be fair and consistent and school administrators should issue discipline in a progressive manner, when appropriate. A school's failure to use progressive discipline shall not prohibit a school from recommending a severe and appropriate punishment for the student. Discipline will draw on the professional judgment of educators and administrators. The level of discipline imposed should be based on the severity of the misbehavior, include a consideration of the student's behavior history and the age of the student. Parents/Guardians and students are advised that a student's behavior history will be considered when behavior action is required. The welfare of and respect for the individual student, as well as that of other students in the school, are of utmost importance in deciding proper courses of action.

The following discipline procedures are outlined to ensure that all students are aware of the actions that violate school rules and the consequences of such actions. This list is not all-inclusive and Rockdale County Public Schools reserves the right to modify the Code in its sole discretion and as required by law. Please visit www.rockdaleschools.org for the most up-to-date copy of the Code. You may also obtain a copy of the Code of Conduct by visiting the front office of your child's school. A student committing an act of misconduct not listed will be subject to the discretionary authority of the administrator. Any violations warranting in-school suspension or out-of-school suspension shall result in a loss of privileges consistent with the duration of the suspension. Loss of privileges includes but is not limited to participation in athletic events (games/practices), afterschool activities, field trips, or any other school-related functions not related to classroom instruction.

When a Code of Conduct violation is reported or suspected, the principal (or designee) will determine the best way to investigate the allegation. If the principal (or designee) deems appropriate, the investigation may include interviewing employees and students for relevant information. The principal (or designee) has the responsibility and authority to question students about alleged violations of the Code of Conduct to maintain the safety and order of the school environment. An administrator does not need prior parent/guardian permission or notice to interview or collect witness statements from students. If appropriate, an administrator will try to notify parents/guardians about the interviews and/or the collection of witness statements. An administrator's failure to inform a parent/guardian will not be a defense to the admissibility of the interview and/or witness statement. If the principal (or designee) deems appropriate, the investigation may include reviewing and securing a copy of school video surveillance or student-created videos, images, texts, or other media that captures the alleged violation.

The principal (or designee) will contact the parents/guardians at an appropriate time during or after the investigation. Administrators reserve the right to contact emergency medical services if a student is injured during or after an alleged violation of the Code of Conduct. Georgia law may require administrators to contact law enforcement if alleged misconduct violates criminal law. In either instance, administrators will strive to contact parents/guardians as soon as practical.

Parent involvement is necessary for correcting behavioral problems. Disciplinary actions may include any or all the consequences addressed in this Code of Conduct. Any student who receives 15 or more cumulative days of suspension for disciplinary reasons or who is guilty of violating of Rule 27 of this Discipline Code of Conduct may be recommended to the Student disciplinary hearing Committee for possible long-term suspension or expulsion. Once a student has appeared before a Student disciplinary hearing Committee, the principal is authorized to request another hearing at any future time during the student's educational career in the school system.

A student who is suspended or expelled from school may not be on any property owned, leased, or used by Rockdale County Public Schools, including school buses and bus stops, during the term of their suspension or expulsion without the prior written permission of school authorities. A violation of this directive could result in a charge of trespass and additional disciplinary action.

This Discipline Code of Conduct applies to all students, K-12, enrolled in Rockdale County Public Schools. The Discipline Code of Conduct shall not infringe on any right provided to students with Individualized Education Programs pursuant to the Individuals with Disabilities Education Act ("IDEA"), Section 504 of the Rehabilitation Act of 1973 ("Section 504"), or the Americans with Disabilities Act of 1990 ("ADA"), or any other applicable federal and state policies, procedures, and regulations, including those established by Title IX of the Civil Rights Act. Copies of the Discipline Code of Conduct will be available in each school and in each classroom will have access to the Code of Conduct. The most up-to-date version of the Code of Conduct shall be on the district/school website (www.rockdaleschools.org). The content of the Discipline Code of Conduct shall be explained to all students at the time of their enrollment in a manner deemed appropriate by the school administrator. Any discipline infractions committed during summer school or school-

sponsored summer activities may be enforced during the first semester of the upcoming school year. Parents/Guardians and students must sign acknowledging receipt and review of the Discipline Code of Conduct. A parent/guardian or student's failure to return an acknowledgment of receipt shall not prevent RCPS from disciplining a student.

As a school leader and a role model for other students, each student shall pledge the following:

- I shall conduct myself with propriety, dignity, morality, integrity, honesty, and consistency with the student code of conduct and all policies of the Rockdale County Board of Education;
- I shall not engage in any activity likely to bring reproach, disgrace, infamy, or public ridicule to myself, my school, or the school system; and,

Part I ~ Substantive Rules

Rule 1 Disruption and Interference with School
Rule 2 Damage, Destruction, or Theft of School Property
Rule 3 Damage, Destruction, or Theft of Private Property
Rule 4 Assault and/or Battery on a School Employee
Rule 5 Fighting and/or Battery to a Person Not Employed by the School
Rule 6 Bullying/Teasing
Rule 7 Weapons and Dangerous Instruments
Rule 8 Narcotics, Alcoholic Beverages, Stimulant Drugs, Controlled Substances or Medications
Rule 9 Disregard of Directions or Commands
Rule 10 Unexcused Absences and Tardiness
Rule 11 Dress and Grooming
Rule 12 Parking and Traffic-Related Violations on Campus
Rule 13 Refusal to Accept Disciplinary Action
Rule 14 Use of Profane, Vulgar, or Obscene Words, Gestures, Pornographic/Vulgar Materials or Other Actions Which Disrupt School System Operations
Rule 15 Gambling on School Property or at a School Function
Rule 16 Misbehavior on Bus
Rule 17 Criminal Law Violations
Rule 18 Sexual Misconduct or Inappropriate Display of Affection
Rule 19 Rude and Disrespectful Behavior
Rule 20 Tobacco/Smoking-Related Offenses
Rule 21 Cheating, Plagiarism, or Academic Dishonesty
Rule 22 Altering Records, Misrepresenting Information, Forgery
Rule 23 Misuse of Computer, Network, Internet, or Intranet
Rule 24 Loitering, Trespassing, or Breaking and Entering
Rule 25 Other Misbehavior
Rule 26 Misbehavior While Off School Property
Rule 27 Cumulative Offenses

Disciplinary Actions

Disciplinary actions that may be used for student violations of the Code of Conduct include but are not limited to:

- Verbal or written warning
- Removal from classroom
- Removal from bus
- Referral to principal's office
- Parent Conference
- Loss of Privileges
- Student Behavior Contract
- Detention before or after school hours
- Reassigned to another class
- Transfer to alternative placement
- Suspension or removal from extracurricular activity
- In-School Suspension
- Short-Term Suspension
- Long-Term Suspension
- Expulsion
- Permanent Expulsion
- Referral to law enforcement
- Referral to CHOICES (It must be a CHOICES offense. CHOICES is designed for students grades 4-12)
- Combination of any of the above

A school's failure to use progressive discipline shall not prohibit a school from recommending a severe and reasonable punishment for the student. A student in Pre-K through third grade cannot be assigned to out-of-school suspension for more than five consecutive or cumulative days during a school year without first receiving support through a multi-tiered system such as response to intervention, unless the student possesses a weapon or other dangerous instrument, illegal drugs, or the behavior endangers the physical health of other students or employees.

Range of Recommended Disposition

The decision to charge a student for violation of this Student Code of Conduct shall be made by the administration of the local school. The range of consequences for misconduct that may be assigned by a local school administrator may be any of the above disciplinary actions and shall be reported as:

Level I Discipline: any combination of in-school suspension ("ISS") or out-of-school suspension ("OSS") ranging from one (1) to five (5) days.

Level II Discipline: any combination of ISS or OSS ranging from one (1) to ten (10) days or on a case-by-case recommendation for long-term suspensions or expulsions.

Level III Discipline: up to a 10-day out-of-school suspension pending a disciplinary hearing for long-term suspension, placement in an alternative program, or permanent expulsion.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
Rule 1:	**Disruption and Interference With School**	
1.1	A student shall not block any entrance, occupy any school building, prevent any class or function from taking place, prevent any student, guest, or employee from using any facilities, or bus, or block any normal pedestrian or vehicular traffic, or otherwise deprive others of free access to, or use of, any facility, program, or activity associated with Rockdale County Public Schools. Georgia law prohibits the upbraiding, insulting, or abusing of any teacher, administrator, or bus driver upon the premise of any school in the presence and hearing of a student.	Suspension permissible 1-10 days; loss of privileges.
1.2	A student shall not cause false fire alarm or discharge a fire extinguisher in the absence of fires.	Suspension permissible 1-10 days; loss of privileges.
1.3	A student shall not intentionally make noise, engage in horseplay, or act in any other manner so as to interfere seriously with the teacher's ability to conduct his/her class.	Suspension permissible* 1-10 days; loss of privileges.
1.4	A student shall not bring toys, games, radios, laser pointers, or other electronic devices to school. Electronic devices will be confiscated and may be redeemed by student's parent/guardian in the front office. The school system accepts no liability for confiscated electronic devices.	Suspension permissible* 1-10 days; loss of privileges.
1.5	A student shall not, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, false report to authorities (i.e., prank calls, texts, social media post, online message, etc.), or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful mission, process, or function.	Suspension permissible* 1-10 days; may refer to law enforcement agency that has jurisdiction; loss of privileges.
1.6	A student shall not use or otherwise operate a cell phone, tablet, or similar electronic communication device during the school day without the approval of the building administration and/or classroom teacher. Unauthorized use of electronic devices will result in confiscation and electronic devices may be redeemed by student's parent/guardian in the front office. The school system accepts no liability for confiscated electronic devices.	Suspension permissible 1-10 days; loss of privilege of possession of device on school property and confiscation of device; loss of privileges.
1.8	A student shall not urge, encourage, or counsel other students to violate any portion of this Student Discipline Code of Conduct.	Suspension permissible 1-10 days. May refer to discipline hearing on a case by case basis; loss of privileges.
1.9	A student shall not cause or participate in a disruption in the school cafeteria (such as throwing food, leaving trays on the table, causing spills of foods, or similar behavior).	Suspension permissible 1-10 days; loss of privileges.
1.10	A student shall not inappropriately use an electronic device for purposes such as hacking school networks, modifying school records, cheating, harassing, bullying (i.e., cyberbullying during the school day and/or that which causes a disruption with school), or photograph/video record others or test material.	Suspension permissible* 1-10 days. Maximum penalties may be exceeded if injuries result; may refer to law enforcement agency that has jurisdiction; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
1.11	The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs or deepfake digital images, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, deepfake, etc.) is strictly prohibited and it may constitute a CRIME under state and federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd or otherwise illegal images or photographs or deepfakes will be subject to the disciplinary procedures of the school district; and reported to law enforcement which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.	Suspension permissible 1-10 days. Refer to law enforcement. May refer to student discipline hearing on a case by case basis; loss of privileges.
1.12	The receipt or possession of obscene, pornographic, or otherwise illegal images or photographs, are strictly prohibited and may constitute a CRIME under state and federal law. Any person receiving or possessing obscene, pornographic, lewd or otherwise illegal images or photographs will be subject to the disciplinary procedures of the school district; and reported to law enforcement which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries. This rule will not be enforced if the possessing or receiving student self reports the receipt or possession to a school official.	Same disposition as 1.11.
1.13	School officials have the authority to search confiscated electronic devices if there is reasonable suspicion that electronic devices were used to violate school policies or laws.	Same disposition as 1.10.
1.14	A student shall not plan, encourage others, or participate in a physical altercation that causes or contributes to the disruption or interference of the school environment or operations. Examples of prohibited conduct includes but is not limited to planning or encouraging other students to participate in a group fight or disturbance (three or more individuals), participating in a group fight or disturbance, or engaging in conduct that disrupts the school environment or operations.	Level III - Automatic OSS 10 days; mandatory referral for disciplinary hearing with recommendations for long-term suspension or expulsion with option to attend Alpha. May refer to law enforcement agency that has jurisdiction.
Rule 2:	**Damage, Destruction, or Theft of School Property**	
2.1	A student shall not cause damage to or destroy school property, or attempt to cause damage to or destroy school property, which includes library books, textbooks, reference materials, computer hardware or software, school buildings or facilities including furnishings and contents, school buses or other vehicles operated, leased, or owned by the school system, or any other materials or equipment owned by the school or school system.	Suspension permissible* 1-10 days. Substantial damage to property will result in a mandatory recommendation for long-term suspension or expulsion; restitution for damages; may refer to law enforcement agency that has jurisdiction; loss of privileges.
2.2	A student shall not steal school property or attempt to steal school property which includes library books, textbooks, reference materials, computer hardware or software, school buildings or facilities including furnishings and contents, school buses or other vehicles operated, leased, or owned by the school system, or any other materials or equipment owned by the school or school system.	Same disposition as 2.1.* Loss of privileges.
2.3	A student shall not possess, use, sell or attempt to sell, or transmit stolen school property.	Same disposition as 2.1.
Rule 3:	**Damage, Destruction, or Theft of Private Property**	
3.1	A student shall not cause or attempt to cause damage to private property either on the school grounds or during a school activity, function, or event off school grounds, or while under school supervision.	Suspension permissible* 1-10 days. Mandatory referral to a student disciplinary hearing with a recommendation of long-term suspension or expulsion for substantial damage to property; may refer to law enforcement agency that has jurisdiction; loss of privileges.
3.2	A student shall not steal or attempt to steal private property either on the school grounds or during a school activity, function, or event off school grounds, or while under school supervision.	Same disposition as 3.1.
3.3	A student shall not possess, use, or transmit stolen private property.	Same disposition as 3.1.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
Rule 4: Assault and/or Battery on a School Employee		
4.1	A student shall not threaten to cause physical injury or mental anguish to a school employee or school resource officer on the school grounds or during a school activity, function, or event off school grounds, or while under school supervision.	Suspension permissible* 1-10 days; may refer to law enforcement agency that has jurisdiction; loss of privileges.
4.2	A student shall not cause or attempt to cause physical injury or mental anguish to a school employee or school resource officer on the school grounds or during a school activity, function, or event off school grounds, or while under school supervision.	Same disposition as 4.1. Note: A student who intentionally commits any act of physical violence resulting in physical injury to a school employee shall be permanently expelled from all public school programs. The student may be allowed by the tribunal to attend alternative education programs. Students in grades K-5 may be allowed by the tribunal to re-enroll in the regular public school programs.
4.3	A student shall not commit an **Aggravated Battery** O.C.G.A. § 16-5-24. Note: Please see O.C.G.A. § 16-5-24 and its case annotations for examples of Aggravated Battery.	Automatic/Immediate 10-day suspension. Mandatory referral to Student disciplinary hearing; mandatory permanent expulsion; mandatory referral to law enforcement; loss of privileges.
4.4	An intentional physical attack against a teacher with the intent to cause bodily harm resulting in severe injuries or any physical attack against a teacher.	5-10 days OSS; may recommend long-term suspension or expulsion on a case-by-case basis; refer to law enforcement agency that has jurisdiction. Loss of privileges.
Rule 5: Assault and/or Battery to a Person Not Employed by the School		
5.1	**Fighting:** A student shall not fight or cause a fight on school grounds or during a school function. Note: School administrators (and disciplinary tribunals if applicable) will investigate all incidents of physical aggression, including but not limited to affray, assault, battery, and fighting. School administrators shall consider a student's self-defense argument. The student bears the burden of proving that defense.	**1st Offense:** Suspension permissible 1-5 days; mandatory parent conference prior to student's return from suspension to develop disciplinary contract; loss of privileges. **2nd Offense:** Suspension permissible* 1-10 days; mandatory referral to a disciplinary hearing with a recommendation for long-term suspension; referral to law enforcement; loss of privileges. Note: (Maintain documentation of parent conference, disciplinary contract and chronic disruptor notification, and Prevention and Intervention services.) Maximum penalties may be exceeded if injuries result; refer to law enforcement agency with jurisdiction. School official will develop behavior contract at mandatory parent conference.
5.2	A student shall not threaten to cause physical injury or mental anguish to any student or guest or any individual not employed by the school but approved to be on the school grounds or during a school function.	Same disposition as 5.1.
5.3	**Battery:** A student shall not cause or attempt to cause physical injury or mental anguish to any student or guest or any individual not employed by the school but approved to be on the school grounds or during a school function.	Same disposition as 5.1.
5.4	A student shall not commit an **Aggravated Battery** as definied by O.C.G.A. § 16-5-24. Note: Please see O.C.G.A. § 16-5-24 and its case annotations for examples of Aggravated Battery.	Automatic/Immediate 10-day suspension. Mandatory referral to Student Disciplinary Hearing with a recommendation for expulsion or permanent expulsion; mandatory referral to law enforcement; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE **MAXIMUM RECOMMENDED DISPOSITION**

The Rockdale County Board of Education ("Board") believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying of a student by another student is strictly prohibited.

Rule 6: Bullying

A student shall not bully or attempt to bully another student. This applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school-related functions, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a school system.
Any teacher or other school employee who has reliable information that would lead a reasonable person to suspect that someone is a target of bullying shall immediately report it to the school principal or his/her designee. Any teacher or other school employee who sees a bullying incident is expected to immediately intervene or seek assistance.

Upon notification, the principal or his/her designee shall promptly investigate the matter as outlined in the regulation as established by the Superintendent to determine whether bullying has occurred. Students, parents, guardians, and other stakeholders may report incidents of bullying verbally or in writing to an administrator, teacher, counselor, or other staff member or by calling the Georgia Department of Education's hotline 1-877-SAY-STOP (1-877-729-7867) COMPLETELY CONFIDENTIAL, AVAILABLE 24 HOURS A DAY.

Acts of bullying shall be addressed by a range of age-appropriate interventions, counseling, or disciplinary actions as stated in the RCPS Student Behavior Code of Conduct. However, upon a finding by the disciplinary hearing officer, panel or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school.

Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student.
Students and parents will be notified of the prohibition against bullying and the penalties for violating the prohibition by posting information at each school and by including such information in the RCPS Parent Handbook. The policy and the RCPS Student Code of Conduct shall be on the district website.

Retaliation towards participants of a bullying investigation shall be strictly forbidden. Reports of retaliation will be investigated and addressed by the school administration.

6.1	**Bullying:** Any willful attempt or threat to inflict injury on another person, when accompanied by apparent present ability to do so; any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or any intentional written, verbal, or physical act which a person would perceive as being intended to threaten, harass, or intimidate attention, that: 1. Causes another person substantial physical harm or visible bodily harm. "Visible bodily harm" means bodily harm capable of being perceived by a person other than the victim and may include, but is not limited to, substantially blackened eyes, substantially swollen lips or other facial or body parts, or substantial bruises to body parts; 2. Has the effect of substantially interfering with a student's education; 3. Is severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or 4. Has the effect of substantially disrupting the orderly operation of the school. Retaliation towards participants in an investigation related to reporting bullying is strictly prohibited. Note: Bullying may be physical, verbal, emotional, or sexual in nature and may overlap with prohibited harassment under Rule 18.5.	Suspension permissible* 1-10 days. Maximum penalties may be exceeded if injuries result; may refer to law enforcement agency that has jurisdiction. School official will develop behavior contract at the mandatory parent conference; loss of privileges. Threat assessment. For third instance of bullying involving students in grades 6-12, assignment to Alpha Academy as a minimum, but more severe punishment, or long-term suspension, or expulsion may be applied.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
6.2	**Teasing:** No student shall intentionally tease or aggravate another person either verbally or physically so that the person is distracted from learning.	Suspension permissible 1-5 days. Parent conference; loss of privileges.
6.3	A student shall not place a person in reasonable fear of substantial harm to his or her emotional or physical well-being or substantial damage to his or her property.	Same disposition as 6.1.
6.4	A student shall not create a hostile threatening, humiliating, or abusive educational environment.	Same disposition as 6.1.
6.5	A student shall not interfere with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.	Same disposition as 6.1.
6.6	A student shall not perpetuate bullying by inciting, soliciting, or coercing an individual or group to demean, dehumanize, embarrass, or cause emotional, psychological, or physical harm to another person.	Same disposition as 6.1.
6.7	A student shall not retaliate against another student for reporting bullying.	Suspension permissible 1-10 days; mandatory parent conference to develop discipline contract; maximum penalties may be applied if injuries result; loss of privileges.
6.8	**Cyberbullying** applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. The term also applies to acts of cyberbullying which occur through the use of electronic communication, whether or not such electronic act originated on school property or with school equipment, if the electronic communication: 1. Is directed specifically at students or school personnel, 2. Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and 3. Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose. Electronic communication includes but is not limited to any transfer of signs, signals, writings, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.	Same disposition as 6.1.
Rule 7: Weapons and Dangerous Instruments		
7.1	A student shall not possess, handle, or transmit a knife with a blade less than 2 inches in length, an ice pick, or any other bladed instrument unless authorized by the teacher. (See 7.3 for knife with larger blade.)	Suspension permissible* 1-10 days; may refer to law enforcement agency that has jurisdiction; may recommend long-term suspension to expulsion. All incidents shall be reported to the Superintendent or designee; loss of privileges; threat assessment.
7.2	A student shall not possess, handle, or transmit any firearm. A firearm is considered to be any weapon (including a starter gun, shotgun, stun gun, Taser or other hunting or sporting gun) which will or is designed to or may be readily converted to expel a projectile by action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device, including, but not limited to, bombs, grenades, rockets, mines, or any other explosive material. Antique firearms are not included in this term when used for classwork as authorized by the teacher. (O.C.G.A. § 20-2-751)	Automatic referral to the law enforcement agency that has jurisdiction; mandatory referral for a Student disciplinary hearing with mandatory recommendation for expulsion for one calendar year. All incidents shall be reported to the Superintendent or designee. The Superintendent may modify the expulsion requirement; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
7.3	A student shall not possess, handle, or transmit any object which could reasonably be considered a hazardous object, to include but not limited to such items as dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of 2 or more inches, straight-edge razor, razor blade, spring stick, metal knucks, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chukka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or sword canes, or machetes or any weapon of like kind. This paragraph excludes any of these instruments used for classroom work as authorized by the teacher.	Suspension permissible* 1-10 days; mandatory referral to law enforcement agency that has jurisdiction; may recommend long-term suspension to expulsion; loss of privileges; threat assessment. All incidents shall be reported to the Superintendent or designee. The Superintendent may modify the expulsion requirement.
7.4	A student shall not possess, handle, or transmit tear gas, mace, pepper spray, or any other similar agent.	Same disposition as 7.1.
7.5	A student shall not possess, handle, or transmit explosive type materials to include but not limited to bullets of any type, fire crackers, caps, or cap pistols, smoke or odor bombs.	Same disposition as 7.1.
7.6	A student shall not possess, handle, or transmit any object which could reasonably be considered a hazardous object, to include but not limited to BB or pellet guns, airsoft guns, loaded canes.	Same disposition as 7.1.

Rule 8: Narcotics, Alcoholic Beverages, Stimulant Drugs, Controlled Substances or Medications

8.1	A student shall not share nor be involved in transmission of his/her over-the-counter medication with anyone else. (Ex. NoDoz, Vivarin, asthma medicines, energy/diet pills, supplements, aspirin, herb pills, cough medication [pseudoephedrine, dextromethorphan or DXM], etc.) This also includes prescription drugs. Note: Transmit/Transmission is defined as: buying, selling, receiving and/or delivering, sharing (the act of "changing hands" of a substance). Note: A student using over-the-counter medication is required to complete a "Permission to Dispense Medication" form and leave the medication in the office or clinic. The student shall be supervised when taking this medication. Medication must be brought in the original container. A student can be punished for failing to complete and return the form.	Suspension permissible* 1-10 days. Maximum penalties may be exceeded if injuries result; loss of privileges. Student participation in a short-term drug and alcohol treatment program at the parent's expense which is equivalent to The Seven Challenges Program.
8.2	A student shall not possess or attempt to possess, buy or attempt to buy, use, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, edible marijuana/treats, inhalant, anabolic steroid, or any drug requiring a prescription controlled by the Georgia Board of Pharmacy not prescribed to the student, or bath salts or synthetic drugs, or substance represented to be a drug. This prohibition shall include: unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of any controlled drug or narcotic substance, being under the influence of any controlled drug, narcotic substance, or any mind-altering substance or intoxicant (illegal or legal), specifically including any product with cannabidiol (CBD), whether hemp or cannabis and regardless of the amount of THC in the product or the extent to which it is legal or illegal under state law.	Level II - Automatic 5-10 days OSS; student to remain in home school. May refer to a short-term drug and alcohol treatment program at the parent's expense, which is equivalent to the Seven Challenges Program. Level III - For repeated offenses: automatic referral to law enforcement agency that has jurisdiction; automatic 10-day suspension (pending hearing); notify Superintendent or designee; referral to a student disciplinary hearing with recommendation of long-term suspension or explusion; may refer to a short-term drug and alcohol treatment program at the parent's expense, which is equivalent to Seven Challenges program

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
8.3	A student shall not possess, consume, or be under the influence of any alcoholic beverage of any kind or any substance represented to be alcohol.	Same disposition as 8.2. Note: All incidents shall be reported to the Superintendent or designee.
8.4	A student shall not sell, attempt to sell, transmit, or attempt to transmit drugs or substances represented or thought to be drugs by the buyer, on school property, or at a school function, or on any property used by the school with the permission of the owner or within 1,000 feet of school property.	Automatic referral to law enforcement agency that has jurisdiction and 10 days out-of-school suspension (OSS); Student participation in a short-term drug and alcohol treatment program at the parent's expense which is equivalent to The Seven Challenges Program; mandatory referral for a Student disciplinary hearing with recommendation of expulsion; loss of privileges.
8.5	A student shall not sell, attempt to sell, transmit, or attempt to transmit alcohol or substances represented or thought to be alcohol by the buyer, on school property, or at a school function, or on any property used by the school with the permission of the owner, or within 1,000 feet of school property.	Same disposition as 8.4.
8.6	A student shall not possess, use, sell, transmit, or solicit, or attempt to possess, use, sell, transmit, or solicit any drug-related paraphernalia which includes, but is not limited to, pipes, water-pipes, clips, rolling papers, or any other items directly related to drug use.	Suspension permissible 1-10 days and referral to law enforcement agency at discretion of Superintendent or designee; loss of privileges.
Rule 9: Disregard of Directions or Commands		
9.1	A student shall not fail to comply with reasonable directions or commands of teachers, paraprofessionals, substitute teachers, principals, administrators, school bus drivers, or other authorized personnel when on school grounds or during a school activity, function, or event off school grounds, or while under school supervision. Note: This applies with the clear book bag policy. The student will be cited with insubordination.	Suspension permissible* 1-10 days; loss of privileges.
9.2	A student shall not attempt to evade school personnel or attempt to avoid a conference or search by school personnel. This applies to attempted evasion of Open Gate screening procedures. Note 1: General searches of school property (including personal items found in or on school property) may be conducted at any time when there is reasonable cause for school employees to believe that something which violates a law or school rule is located on school property. Note 2: A student's person may be searched by school employees when there is reasonable cause to believe that the student has on his/her person illegal items that may interfere with the school program. (Refer to Board of Education's policy JCAB).	Suspension permissible* 1-10 days; Parent notification; loss of privileges.
9.3	A student shall not refuse to identify himself/herself or give false identity upon request of teachers, paraprofessionals, substitute teachers, school food service personnel, principals, administrators, school bus drivers, or other authorized personnel.	Suspension permissible 1-10 days; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
Rule 10: Unexcused Absences and Tardiness	
10.1 A student shall not be unlawfully absent or truant from school or fail to comply with compulsory attendance under O.C.G.A.§20-2-690.1. Note: Georgia law defines lawful absences as: 1. Personal illness or when attendance in school would endanger the student's health or the health of others. 2. Illness or death in the immediate family. 3. A court order or an order by a government agency, including preinduction physical examinations for service in the armed forces, mandating absence from school. 4. The observation of religious holidays, necessitating absence from school. 5. Conditions rendering attendance impossible or hazardous to student health or safety. 6. Registering to vote or voting in a public election, which shall not exceed one day. 7. A student whose parent or legal guardian is in military service in the armed forces of the United States or the National Guard, and such parent or legal guardian has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, shall be granted excused absences, up to a maximum of five (5) school days per school year, for the day or days missed from school to visit with his or her parent or legal guardian prior to such parent's or legal guardian's deployment or during such parent's or legal guardian's leave. 8. A student whose parent or legal guardian is currently serving or previously served on active duty in the armed forces of the United States, in the Reserves of the armed forces of the United States on extended active duty, or in the National Guard on extended active duty may be granted excused absences, up to a maximum of five (5) school days per school year, not to exceed two (2) school years, for the day or days missed from school to attend military affairs sponsored events, provided the student provides documentation prior to absence from: a) A provider of care at or sponsored by a medical facility of the United States Department of Veterans Affairs; or b) An event sponsored by a corporation exempt from taxation under Section 501(c)(19) of the Internal Revenue Code. 9. Serving as pages of the Georgia General Assembly, successful participation in the Georgia Student Teen Election Participation Program, registering to vote for a period not exceeding one day, or voting for a period not exceeding one day. 10. A foster care student who attends court proceedings relating to the student's foster care shall be credited as present by the school and shall not be counted as an absence, either excused or unexcused, for any day, portion of a day, or days missed from school as set forth in O.C.G.A. § 20-2-692.2. 11. A student who participates in an activity or program sponsored by 4-H shall be credited as present by the school in which enrolled in the same manner as an educational field trip, and such participation in an activity or program sponsored by 4-H shall not be counted as an absence, either excused or unexcused, for any day, portion of a day, or days missed from school. Upon request from a school principal or the principal's designee, a 4-H representative shall provide documentation as proof of a student's participation in an activity or program sponsored by 4-H. As used in this subsection, the term "4-H representative" means an individual officially recognized or designated by the University of Georgia Extension 4-H Program as a 4-H professional or a 4-H adult volunteer.	**1-4 Unexcused Absences:** Parent notification. **5 Unexcused Absenses:** Referral to local Attendance Support Team; parent conference required; contract signed. **10 Unexcused Absences:** Referred to local Attendance Support Team. Parent conference required; contract signed. **10 Absences:** Principal may require a medical excuse for subsequent absences. **10 Unexcused Absences:** Referred to the school social worker. Possible referral to Juvenile Court or Department of Family and Children's Services. Please refer to the RCPS Attendance Protocol for further information.
10.2 A student shall not skip any class.	Suspension permissible 1-5 days
10.3 A student shall not be chronically tardy to school or to class.	Suspension permissible 1-5 days.
10.4 A student shall not leave campus without permission.	Suspension permissible 1-5 days; loss of privileges.
10.5 A student shall not be in an unauthorized and/or unsupervised location	Suspension permissible 1-10 days; loss of privileges; may recommend long-term suspension and referral to a student disciplinary hearing for the 3rd or cumulative offense; all incidents recommending long-term suspension will be reported to the Superintendent or designee.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE **MAXIMUM RECOMMENDED DISPOSITION**

Rule 11: Dress and Grooming

The principal or other duly authorized school official shall determine whether any mode of dress or grooming results in a violation of the spirit or intent of the following rule. The spirit and intent of this rule is to maintain an atmosphere, at all times, conducive to learning by having all students dress in conformity with the accepted standards of the community, including but not limited to the following standards.

A student shall not dress or groom to distract unreasonably the attention of other students or otherwise cause disruption or interference with the operations of the school. Obscene pictures or symbols or the depiction of illegal drugs, alcoholic beverages, or contraband shall not appear on clothing, nor shall inflammatory, provocative, lewd, profane, or suggestive language or symbols appear on clothing. Clothing identifiable with any gang shall not be worn. Hats, rollers, visors, caps, do-rags, bonnets, and bandannas are not allowed. Wallet chains are not allowed.

A student shall not dress in an immodest or extreme fashion. Examples of such extreme prohibited items include, but are not limited to:

- Shoeless
- Bare midriffs
- "Tank" tops/Halter tops
- "Short-shorts"/Mini-skirt
- Skirts & shorts above the knee
- Spaghetti straps
- See-through clothing
- Spandex pants/skirts
- Extremely baggy pants
- Bedroom slippers
- Pajamas
- Flip-flops/Slides
- Lack of cleanliness in person or dress (clothes must be clean and in good repair)

This is not to be an all-inclusive list.

- Low-cut blouses, low-cut dresses, or low-cut shirts are not appropriate for school. Any shirt or blouse that is sleeveless must have a collar and any shirt or blouse that is collarless must have sleeves.
- Under no circumstances can shirts be worn in such a way as to conceal oversized/extremely baggy pants. A student's waist must be visible at all times.
- Leggings or Jeggings may not be worn without a skirt or shirt that reaches the knee.
- Pants must be worn at waist level.
- Hats, bonnets, scarves, and other headpieces will not be worn within the school building unless approved for special occasions by the principal or the principal's designee. Head wraps, scarves, or dress worn in observance of a cultural or religious tradition/belief are acceptable.
- Shorts, skirts, culottes, split skirts, or dresses must be fingertip length and appropriate for school.
- Jewelry, clothing, or other items that have pictures, logos, lettering, writing, or other symbols that the principal considers vulgar, profane, offensive, suggestive, or disruptive, or that reflect sexual or obscene overtones, or that advertise any alcohol, tobacco, or controlled substances are prohibited. Spiked jewelry, clothing, shoes, or chains are not permitted.
- Wearing any clothing, jewelry, or other item symbolizing gang affiliation is prohibited.
- Uniforms for cheerleaders and drill team participants are permitted in the classroom.
- Shoes are required for safety and hygiene reasons and may be worn with or without socks. Slip-ons may be worn but must be secured to the foot with a strap around the ankle to aid in preventing slipping, falling, or tripping.
- Earrings or other jewelry of such size or style that, in the opinion of the principal or the principal's designee, would interfere with learning, would cause a disruption of the educational environment, or would be a health or safety hazard, are prohibited. Body piercing jewelry (or the facsimile of) on any visible area of the body (including the tongue) other than the ear is prohibited.

1st Offense: Student warning and parent contact.
2nd Offense: Automatic two-day in-school suspension, mandatory parent contact, and mandatory behavior contract.
3rd Offense: Automatic two-day out-of-school suspension, mandatory parent conference, and review of behavior contract.
4th Offense: Automatic three-day out-of-school suspension, mandatory parent conference, possible alternative placement.
5th Offense: Referral to Student disciplinary hearing for chronic behavior violation(s); loss of privileges.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
Rule 12: Parking and Traffic Violations on Campus	
A student shall not abuse school parking regulations nor operate a motor vehicle in such a way as to cause damage to public or private property located on school grounds or in such a way as to endanger life or limb of persons utilizing school facilities, driveways, or parking areas.	Suspension permissible 1-5 days for repeatedly violating rule. Driving privileges may be restricted. Note: As determined by the principal, a student's vehicle may be removed from a campus of RCPS at the owner's expense for repeated campus vehicle violations; loss of privileges.
Rule 13: Refusal to Accept Disciplinary Action	
A student shall not refuse to accept assigned consequences and/or fail to serve assigned consequences.	Suspension permissible 1-10 days which may include but not be limited to, establishment of a behavior contract, parent contact, mandatory parent conference prior to student's return from suspension to develop behavior contract, and/or loss of privileges. May be referred to a student disciplinary hearing with a recommendation of long-term suspension or expulsion for second violation
Rule 14: Use of Profane, Vulgar, or Obscene Words, Gestures, Pornographic/Vulgar Photographs or Materials, or other Actions Which Disrupt School System Operations	
14.1 A student shall not use or publish electronically or in writing, profane, vulgar, or obscene words, gestures, or other action that disrupts school system operations.	Suspension permissible 1-10 days; may refer to law enforcement agency that has jurisdiction. May recommend long-term suspension on a case by case basis; loss of privileges.
14.2 A student shall not curse or verbally abuse any person, including remarks intended to demean a person's race, religion, sex, creed, national origin, disability, or intellectual ability.	Same disposition as 14.1.
14.3 A student shall not possess, view, create, or distribute any illegal materials nor such items as pornography, any materials demeaning another person, or containing lewd, profane, vulgar, or obscene words, gestures or actions or gang-related materials or photographs. This rule includes materials both in person, stored within a school-provided online platform, and stored on any electronic device.	Same disposition as 14.1.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
14.4 **Gang-Related Activity** - Includes any of the following activities which can or may cause danger/disruption to the school environment and threaten the safety of students, faculty, or other employees of the school system. Gang activities include those behaviors exhibited while using any online environment within the school, or while using school-provided online environments in any location. Behavior includes but is not limited to gang affiliation: exhibiting gang affiliation, as evidenced by a common identifying sign, symbol, tattoo, graffiti, attire, or other distinguishing characteristic. Exhibiting gang affiliation and/or engaging in any gang-related activity is not permitted. For the purpose of this handbook, a gang is defined as any group or association of three (3) or more persons, whether formal or informal, as evidenced by a common name or common identifying sign, symbol, tattoo, graffiti, attire, or other distinguishing characteristic, that encourages, solicits, promotes, condones, causes, assists, or abets any illegal or disruptive activity. Students shall not use any speech or commit any act or omission in furtherance of the interests of any gang-related activity, including, but not limited to the following Code of Conduct Violations. • 14.41 - A student shall not display or create gang signs and symbols on personal and/or school property. • 14.42 - A student shall not wear clothing that symbolizes gang affiliation (shirts, hats, bandanas, belts, jewelry, etc.). • 14.43 - A student shall not display gang hand signs, tattoos/brands, or other actions/items which symbolize gang affiliation. • 14.44 - A student shall not deface school buildings and structures with gang graffiti, symbols, or messages. • 14.45 - A student shall not solicit/recruit membership or participation in gang activity. • 14.46 - A student shall not perform or participate in any act of violence which includes, but is not limited to, intimidation and gang recruitment, which can adversely affect the educational process.	**1st Offense:** Suspension permissible 1-5 days. Automatic referral to law enforcement. Mandatory parent conference. Mandatory behavior contract (specific to gang-related activity) before returning to school; loss of privileges. **2nd Offense:** Mandatory 10 days OSS. Automatic referral to law enforcement. Automatic Student disciplinary hearing; loss of privileges.
Rule 15: Gambling on School Property or at a School Function	
A student shall not gamble or assist others to gamble on school property or at a school function, using school-provided/sanctioned online platforms, or through any school issued electronic device.	Suspension permissible 1-5 days; loss of privileges.
Rule 16: Misbehavior on Bus	
A student shall not violate any bus rules of Rockdale County Public Schools. All rules and recommended dispositions in the Discipline Code of Conduct shall apply to students on school buses, at school bus stops, or in vehicles used by the school to transport students. Students shall be prohibited from using any electronic devices with or without headphones or ear buds during the loading and unloading process. Students should keep electronic equipment packed away when preparing to board and when getting off the bus. Use of electronic devices while onboard the bus with headphones or ear buds is permitted if it does not interfere with the driver's operation of the school bus. Using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the driver's operation of the bus is prohibited. Students must maintain silence at all railroad crossings until the driver has crossed and gives the all clear.	At the principal's discretion and in cooperation with the Transportation Department, suspension from bus and/or school is permissible for 1-5 days. Loss of privileges.

DISCIPLINE RULE		MAXIMUM RECOMMENDED DISPOSITION
Rule 17: Criminal Law Violations		
17.1	Violent Criminal Offenses: An enrolled student may not remain on any Rockdale County Public Schools campus if he/she has been found by official action to have committed an offense in violation of a school rule that involved one or more of the following violent criminal offenses: • aggravated battery (O.C.G.A.§16-5-24) • aggravated child molestation (O.C.G.A.§16-6-4) • aggravated sexual battery (O.C.G.A.§16-6-22.2) • aggravated sodomy (O.C.G.A.§16-6-2) • armed robbery (O.C.G.A.§16-8-41) • first degree arson (O.C.G.A.§16-7-60) • kidnapping (O.C.G.A.§16-5-40) • murder (O.C.G.A.§16-5-1) • rape (O.C.G.A.§16-6-1) • voluntary manslaughter (O.C.G.A.§16-5-2) or· • terroristic threat (O.C.G.A.§16-11-37).	Automatic 10-day suspension. Mandatory referral to Student disciplinary hearing. School may recommend threat assessment administered by School Social Worker in cases involving terroristic threats; automatic referral to law enforcement that has jurisdiction. Loss of privileges.
17.2	A student may not remain on campus if the student has been charged with a criminal law violation if the student's presence endangers the safety of other students or causes disruption to school operations.	Suspension permissible 1-10 days; may refer to student disciplinary hearing; loss of privileges.

Rule 18:	**Sexual Misconduct or Inappropriate Display of Affection**	
18.1	A student shall not indecently expose himself or herself, or engage in any inappropriate heterosexual or homosexual act on school property, using school-provided/sanctioned online platforms, or through any school issued electronic device, during school functions, or on any property used by the school with permission of the owner, or while under school supervision.	Suspension permissible 1-10 days; mandatory referal to law enforcement agency that has jurisdiction; may refer to student disciplinary hearing on a case-by-case basis. Mandatory meeting upon return to discuss behavior plan; loss of privileges.
18.2	A student shall not molest or rape another person on school property, during school functions, or on any property used by the school with permission of the owner, or while under school supervision.	Automatic 10 day suspension; recommendation for expulsion; refer to law enforcement agency that has jurisdiction. Mandatory meeting upon return to discuss behavior plan; loss of privileges.
18.3	A student shall not engage in any form of inappropriate bodily contact or display of affection.	Suspension permissible* 1-10 days; may recommend long-term suspension on a case by case basis. Mandatory meeting upon return to discuss behavior plan; loss of privileges.
18.4	A student shall not engage in inappropriate activities such as mooning (pulling one's own pants down) or ankling (pulling another student's pants down) or deliberately entering a restroom with the purpose of engaging in affectionate or inappropriate behavior(s).	Suspension permissible* 1-10 days. May recommend long term suspension on a case by case basis. May be referred to law enforcement agency having jurisdiction; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
18.5 A student shall not engage in sexual harassment toward any person on school property, including school buses, or at a school function, or on any property, using school-provided/sanctioned online platforms, or through any school issued electronic device, used by the school with permission of the owner. Sexual harassment may include, but is not limited to: A. An employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct (i.e. quid pro quo harassment). B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to an education program or activity [i.e. a hostile environment claim. See Examples listed in Board Policy JAA (Equal Educational Opportunity).] C. "Sexual Assault" as defined in 20 U.S.C. § 1092(f)(6)(A)(v). D. "Dating violence" as defined in 34 U.S.C. § 12291(a)(10). E. "Domestic violence" as defined in 24 U.S.C. § 12291(a)(8). F. "Stalking" as defined in 34 U.S.C. § 12291(a)(30).	Refer to Board Policy JCAC (Sexual Harassment of Students) for procedures and available punishments for allegations related to Sexual Harassment.
18.6 A student shall not engage in acts of lewd caress or indecent fondling/touching of the student's own body; lewd caress or indecent fondling/touching of the body of another person.	Refer to Board Policy JCAC (Sexual Harassment of Students) for procedures and available punishments for allegations related to Sexual Harassment. If the Title IX Coordinator determines that the conduct does not qualify as sexual harassment under Board Policy JCAC, then suspension permissible 1-10 days; may be referred to law enforcement agency that has jurisdiction; *may be referred to a student disciplinary hearing
Rule 19: Rude and Disrespectful Behavior	
A student shall not use profane, vulgar, obscene, or abusive language, talk back, "sass," or intentionally argue in a demanding or disruptive manner with any school employees or while using any online environment within the school or while using school-provided online environments in any location or with persons attending school-related functions or otherwise show disrespect for school employees or others attending school-related functions.	Suspension permissible* 1-10 days; may be referred to CHOICES; discipline contract for repeatedly violating rule; loss of privileges.
Rule 20: Tobacco/Smoking-Related Offenses	
20.1 A student shall not possess tobacco paraphernalia, such as but not limited to lighters, pipes, cigarette papers, and matches on district property, and this restriction shall include non-school hours, 24 hours per day, seven days per week.	Suspension permissible* 1-10 days; loss of privileges.
20.2 A student shall not possess tobacco products including cigarettes, tobacco, and snuff in any form on the school grounds or at any school-sponsored activity, and this restriction shall include non-school hours, 24 hours per day, seven days per week.	Suspension permissible* 1-10 days; loss of privileges.
20.3 A student shall not use tobacco products, including cigarettes, in any form on the school grounds or at any school-sponsored activity while under school supervision.	Same disposition as 20.2.
20.4 A student shall not possess, use, sell and/or transmit electronic cigarettes (JUUL), personal vaporizer or nicotine delivery system products or paraphernalia, and this restriction shall include non-school hours, 24 hours per day, seven days per week.	Same disposition as 20.2.

* = May be referred to a student disciplinary hearing with recommendation for Long-Term Suspension or Expulsion.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
Rule 21: Cheating, Plagiarism, or Academic Dishonesty	
A student shall not cheat on tests, examinations, projects, homework, or reports by giving or receiving unauthorized assistance nor be involved in plagiarism or other acts of academic dishonesty. This rule includes all acts of cheating, plagiarism, or academic dishonesty committed in person or through electronic devices regardless of whether the device is personal, or school issued.	0 grade; suspension permissible 1-5 days. Mandatory parent meeting; loss of privileges.
Rule 22: Altering Records, Misrepresenting Information, Forgery	
22.1 A student shall not alter or misrepresent information on school records or forms, (including electronic records/forms), forge signatures or statements, or make false statements, written or oral or electronically.	Suspension permissible* 1-10 days; loss of privileges.
22.2 A student shall not alter or attempt to alter grades in a teacher's grade book, records, or any permanent records.	Suspension permissible* 1-10 days. Mandatory meeting to discuss/develop behavior contract; loss of privileges.
22.3 A student shall not falsify, misrepresent, omit, or erroneously report information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student.	Suspension permissible* 1-5 days. Mandatory meeting to discuss/develop behavior contract; loss of privileges.

Rule 23: Misuse of Computer, Network, Internet, or Intranet

All of Rockdale County Public Schools ("RCPS") are networked so that they may provide technologies that allow students and staff members to share information and access data or information inside their school. Each school has been provided with technology necessary to allow students and teachers access to the internet. We believe the system-wide networks (intranet) and access to the internet will greatly enhance and support research activities and provide additional educational opportunities for students and teachers. Regulation IFBG-R describes the acceptable use procedures of the Rockdale County Public Schools' system-wide network and internet connections available in all schools. All students, parents, teachers, and staff members will be required to sign Form IFBG-F1 or IFBG-F2 acknowledging that they have read and agree with the system's intranet and internet network acceptable use policies before they access the intranet or internet in any fashion or they are issued an RCPS electronic device.

INTERNET SAFETY

It is the policy of RCPS to:

1. Prevent user access over its computer network to (or transmission of) inappropriate material via the internet, electronic mail, or other forms of direct electronic communication;
2. Prevent unauthorized access and other unlawful online activity;
3. Prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and,
4. Comply with the Children's Internet Protection Act (CIPA) [Pub. L. No. 106-554 and 47 USC 254(h)] and the Federal Education Rights and Protection Act (FERPA) [20 U.S.C. §1232g; 34 CFR Part 99].

ADOPTION

The Rockdale County Board of Education adopted this Internet Safety Policy to be in compliance with CIPA and FERPA rules at a public meeting, following procedural policy adoption protocol.

23.1 No student shall use a computer or any electrical device, the computer network, the Internet, or any intranet by such activity as importing, exporting, viewing, distributing, printing, or creating inappropriate, illicit, or illegal materials including but not limited to pornography; any materials demeaning another person or containing lewd, profane, or vulgar words, pictures, gestures or actions; or any records, files, or materials to which the student should not have access.	Suspension permissible* 1-10 days and prosecution under laws of Georgia; may refer to law enforcement that has jurisdiction. May revoke school computer access and request restitution for damages; loss of privileges.
23.2 No student shall use a computer, any electronic device, the computer network, the Internet, or any intranet to create disruption of school operations or the normal use of a computer, the computer network, the Internet, or any intranet.	Same disposition as 23.1.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.

DISCIPLINE RULE	MAXIMUM RECOMMENDED DISPOSITION
23.3 A student shall not engage in computer electronic device theft, digital trespass, digital invasion of privacy, digital forgery, or digital password disclosure.	Suspension permissible 1-10 days and prosecution under O.C.G.A. § 16-9-93; may refer to law enforcement that has jurisdiction; loss of privileges.
Rule 24: Loitering, Trespassing, or Breaking and Entering	
24.1 A student shall not enter the premises of a local school other than his/her home school, except for scheduled classes or school system-sponsored and/or approved activities, unless prior permission is received from an administrator of the school to be visited.	Suspension permissible* 1-10 days; may refer to law enforcement agency that has jurisdiction. Mandatory meeting to discuss/develop behavior contract; loss of privileges. Note: Remaining on or returning to campus while on suspension will result in referral to police for trespassing.
24.2 A student shall not enter any school building or school system facility on weekends or after school hours without authorization from school officials.	Same disposition as 24.1.
24.3 A student shall not loiter on any school campus or school system property.	Same disposition as 24.1.
24.4 A student shall not enter or read school records, including computer files, software, and other related materials, without authorization from school officials.	Suspension permissible 1-10 days; may refer to law enforcement agency that has jurisdiction and may permanently revoke user access to Internet on campus. Mandatory meeting to discuss/develop behavior contract. Review and reinforce Internet use agreement; loss of privileges.
Rule 25: Other Misbehavior	
The administration of the school system and the local school reserve the right to punish behavior which is subversive to good order and discipline in the Rockdale County school system, even though such behavior is not specified in the preceding written discipline rules.	
Rule 26: Misbehavior While Off School Property	
If a student engages in misbehavior that would be a felony or a delinquent act which would be a felony if committed by an adult, while a student is not on school property or at a school function, activity, or event and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process, the school may take disciplinary action(s) against that student. This rule includes any disruptive activities carried out online through any electronic device (school issued or not), both on campus and off campus that could result in the student being criminally charged with a felony.	10 days OSS; may result in long-term suspension or expulsion on a case-by-case basis; mandatory meeting with parent to develop/review behavior contract; loss of privileges.
26.1 If a student engages in misbehavior which could result in the student being charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process, the school may take disciplinary action against that student.	Suspension permissible 1-10 days; long-term suspension or expulsion on a case-by-case basis; Student may be placed in an alternative setting until their case is successfully adjudicated; may refer to law enforcement agency having jurisdiction; loss of privileges.
Rule 27: Cumulative Offenses	
Multiple violations of the Student Discipline Code of Conduct committed simultaneously or accumulated during the school year may result in out-of-school suspension or a recommendation for a student disciplinary hearing and recommendation for long-term suspension or expulsion.	
27.1 Students who exhaust a behavior contract developed with school administrators may be recommended for a student disciplinary hearing.	1-10 days OSS; may be referred to a student disciplinary hearing with recommendation of long-term suspension (Level I or II) or expulsion (Level III); mandatory meeting with parent to develop/review behavior contract; loss of privileges.

* = May be referred to a student disciplinary hearing with recommendation for long-term suspension or expulsion.