

HAMPTON INTERMEDIATE SCHOOL

2025-2026

Student and Parent Handbook & Code of Conduct



“One School. Five Houses. One Mission: Excellence!”

Our mission is to provide all students a high-quality education program that equips them to succeed in an evolving world.

**Shronda Taylor, Principal
(803)-943-3251
505 Hoover Street S.
Hampton S.C. 29944**

This Student Handbook Belongs to:

Name: _____

Address: _____

City _____ State _____

Zip Code _____

Telephone _____

HAMPTON COUNTY SCHOOL DISTRICT

MAIN OFFICE 372 East Pine St. Varnville, SC 29944 (803) 943-4576

School Board Members

Marsha Robinson, Chairman
Kari Foy, Vice Chairman
Debra Holmes, Secretary
Mary Wilson, Parliamentarian
Hannah Priester, Member
Doug Jarrell, Member
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Loretta Darien, Office of Student Services
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Mozelle Murdaugh, Office of Food Services
Erin Long, Communication & Community Engagement
Dobie Hiers, Office of Maintenance
Carolyn Shands, Transportation
Jeriah Greene, Career & Technology Education

MISSION: We will provide all students with a high-quality education program that equips them to succeed in an evolving world.

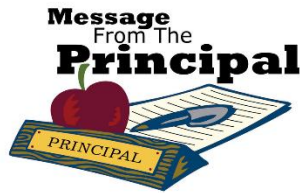
VISION: Empowering students to achieve excellence and positively impact the global community.

GOALS:

Goal 1: Increase Student Achievement – We will maximize academic achievement in a personalized learning environment for every child to graduate college, career, and citizen ready.

Goal 2: Promote Safety – We will promote a safe, orderly and supportive environment for teaching and learning, and customer service.

Goal 3: Cultivate Engagement – We will strengthen communication and collaboration with employees, students, parents and the community.



Dear Hampton Intermediate Families,

Welcome to the 2025–2026 school year! I am excited to begin another year of growth, opportunity, and excellence alongside such a passionate and dedicated team. Our theme this year is: **"One School. Five Houses. One Mission: Excellence!"**

This theme reflects the unified vision that will guide our work throughout the year. Though we represent five unique Houses, we are one school, working toward one shared mission: academic excellence and the holistic development of every student.

Teamwork and collaboration will be the foundation of our success. By working together—supporting one another, sharing ideas, and fostering strong relationships—we will continue to build a positive, inclusive school culture that uplifts both students and staff.

This year, we will continue to prioritize **Social-Emotional Learning (SEL)** to ensure our students feel seen, supported, and valued. When students are emotionally safe and connected, they are better prepared to learn, grow, and thrive.

We are also committed to **increasing academic achievement** through high-quality instruction, data-driven practices, and a culture of high expectations. Every student deserves the opportunity to reach their fullest potential, and together, we will make that a reality.

Let's approach this year with renewed energy, a spirit of unity, and a shared belief in what we can accomplish—together.

Thank you for your dedication to our students, our school, and each other. I am proud to lead this incredible team as we work toward a year of excellence.

With appreciation and Hornet pride,

Shronda Taylor
Hampton Intermediate School
Principal



WELCOME TO OUR HOUSES!



Introducing the Ron Clark House System

We are excited to announce the implementation of the Ron Clark House System at our school, inspired by the successful model at the Ron Clark Academy. This system is designed to create a more positive and engaging school environment for both students and staff.

What is the Ron Clark House System?

The Ron Clark House System is a structured approach to building community and school spirit by dividing students into smaller, diverse groups called houses. Each house will be a microcosm of our school, fostering a sense of belonging and encouraging students to connect with their peers across different grade levels.

Why are we implementing the Ron Clark House System?

This system offers numerous benefits, including:

- **Enhanced sense of belonging:** Students will feel more connected to their school and classmates.
- **Increased school spirit:** The system will foster a positive and enthusiastic atmosphere.
- **Improved student leadership:** Students will have opportunities to develop leadership skills through house-based activities.
- **Stronger relationships:** Students and staff will build meaningful connections across different grade levels.
- **Academic excellence:** The system will encourage students to strive for higher achievements.
- **Positive behavior reinforcement:** The point system will incentivize positive behaviors and academic effort.

How will the Ron Clark House System work?

1. **1. House Assignments:**

Students will be assigned to one of the houses (Reveur, Sollevere, Isibindi, Altruismo, and Amistad). Each house will have a unique name, crest, colors, and motto.

2. **2. Point System:**

Students will earn points for their houses through various achievements, including academic excellence, positive behavior, and participation in school activities.

3. **3. Staff Involvement:**

We encourage all staff members to actively participate in the house system. This will involve supporting your assigned house, participating in house activities, and mentoring students.

4. **4. House Competitions:**

The houses will compete throughout the year, with the winning house celebrated at the end of the year.



Hampton Intermediate Houses



Rêveur:

French for "dreamers," Rêveur represents students who are creative, idealistic, and pursue their goals with passion and determination.

Isibindi:

In Zulu, Isibindi means "courage". The house symbolizes strength, bravery, and the ability to overcome challenges.

Sollevare:

Latin for "to lift," Sollevare embodies an uplifting spirit, encouraging students to rise above adversity and support one another.

Amistad:

Spanish for "friendship," Amistad emphasizes kindness, loyalty, and strong connections within the school community.

Altruismo:

Portuguese for "the givers," Altruismo highlights the importance of generosity, kindness, and selfless service to others.

Download the Ron Clark's House Points app to track your child's points throughout the year. Please contact Carolyn Robinson or Kanetha McMillan, House Leads for additional information.

“One School. Five Houses. One Mission: Excellence!”

2025–2026 Student Code of Conduct Acknowledgement Form

We appreciate your partnership in supporting a safe, respectful, and responsible school environment. Please read and review the **Student/Parent Code of Conduct Handbook** with your child. After reviewing the handbook, complete and return this signed form to your child’s school.

By signing below, you acknowledge the following:

- You and your child have received and reviewed the **Student/Parent Code of Conduct Handbook**.
- You understand and agree to the expectations, responsibilities, and policies outlined within the handbook.
- The teacher’s signature confirms that the contents of the handbook have been reviewed and discussed with the student.
- A **digital version** of the handbook has been provided. A printed copy is available upon request.

Please complete all sections below:

Student Name: _____

Grade: _____ **School:** _____

Student Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____

Teacher Signature: _____ **Date:** _____

Hampton County School District Media Release Form – 2025–2026

As the parent/guardian of a student enrolled in **Hampton County School District**, I understand that my child may be photographed, videotaped, or interviewed by the news media or the school district for the purpose of promoting school or district activities.

Images, video footage, and interviews may be used in school or district publications, on the district or school website, social media, in the news media, or in other communication tools. Please review and indicate your preferences below.

A response is required for both Section A and Section B.

*If no selection is made, permission will default to **Choice #1**.*

Section A: News Media

Please check **one**:

Choice 1: I **DO** give permission for my child to be photographed, filmed, or interviewed by the news media or the school district for the purpose of promoting Hampton County School District.

Choice 2: I **DO NOT** give permission for my child to be photographed, filmed, or interviewed by the news media or the school district.

Section B: School District Publications and Media

Please check **one**:

Choice 1: I **DO** give permission for my child's image, video, or interview to be used in school-related publications, such as yearbooks, newsletters, class pictures, school newspapers, the school/district website, or other official school communication tools.

I understand that the district may be required to release such information if requested through public records laws.

Choice 2: I **DO NOT** give permission for my child's image, video, or interview to be used in any school or district publications or media.

I understand that the district may still be required to release certain information if requested through public records laws.

Signatures

Student Name (Print): _____

Student Signature: _____

Date: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

INTERNET TERMS AND CONDITIONS OF USE

Acceptable Use

The primary purpose of internet access in Hampton County School District is to support education and research by providing access to unique resources and collaborative opportunities. Internet use must align with the district's educational goals. Users must also comply with the policies of other networks accessed through district systems.

District employees and students are expected to use all information technology resources responsibly and to protect the security and integrity of district systems. Any violation of national or state laws—such as the transmission of copyrighted, threatening, obscene, or trade secret-protected materials—is strictly prohibited.

Reporting

Technicians who encounter sexually explicit images of minors must report the incident to law enforcement, including the name and address of the device owner or user. Violations of this policy may result in:

- Disciplinary action per the District Code of Conduct
- Legal liability under civil or criminal law
- Reports to the Superintendent and Board of Trustee

Use of Personally-Owned Devices

The district provides a dedicated, filtered wireless network for personally-owned laptops and mobile devices. While on district property, these devices:

- **May only access** the designated wireless network (not the business network)
- **May only be used** under the direction of a teacher or administrator for instructional purposes
- **May be restricted** at any time by school or district personnel

Owners are solely responsible for the maintenance, safety, and configuration of their devices. The district does not offer technical support for personally-owned devices.

Privileges

Internet access is a privilege, not a right. Inappropriate use may result in loss of access and additional consequences, including:

- Disciplinary actions per the Code of Conduct
- Financial liability for damages or replacements
- Legal prosecution
- Expulsion (for students)
- Revocation of privileges or disciplinary action (for employees)

Network Etiquette

All users must follow general rules of network conduct, including:

- Be polite and use appropriate language
- Do not swear, use offensive language, or engage in illegal activity
- Do not share personal information (yours or others') online
- Only access chat groups when assigned by a teacher
- Avoid disrupting the network for others
- Assume all communications and data are private property
- Do not plagiarize or use copyrighted materials without permission
- Do not alter or access others' files
- Do not send or receive offensive content
- Do not make online purchases or obligations on behalf of yourself or the school

Online Behavior

Appropriate online conduct—especially on social media and in chat rooms—must always be educational in nature. **Cyberbullying** is a criminal offense and will result in:

- Disciplinary actions per the Code of Conduct
- Financial penalties for damages or repairs
- Legal consequences
- Expulsion
- Employee disciplinary action and revocation of access

Off-Campus Conduct

The district reserves the right to discipline students or staff for inappropriate off-campus internet use that interferes with the operation or safety of the school environment. This includes cyberbullying or online harassment.

Student Confidentiality & Privacy

To protect student identity and intellectual property:

1. Password-protected school websites may limit access to staff, students, and parents.
2. **Elementary/Middle School:**
 - Group photos are allowed (without names).
 - Student work may use first names or aliases.
3. **High School:**
 - Names and photos may be posted with parental consent.
 - Parents may opt into elementary-level privacy settings.
4. Student content must meet academic standards.
5. Students must obtain permission to use third-party content.
6. For public websites, students must:
 - Use usernames (not full names)
 - Include copyright with posted work
 - Limit personal identifiers

Accessing Inappropriate Sites

Students are prohibited from accessing websites containing:

- Obscenity
- Child pornography
- Material harmful to minors

The district uses content filtering tools and will provide public notice and meetings regarding its internet safety protocols. Technicians must report any discovery of child pornography to law enforcement.

Disclaimer of Liability

Hampton County School District makes no warranties, expressed or implied, regarding internet service. The district is not liable for any data loss, delays, service interruptions, or the accuracy of information obtained through its network.

Security

Security is a top priority. Users must:

- Report any suspected security issue to the Technology Coordinator
- Never use another person's account without written permission
- Refrain from attempting administrative access

Users identified as security risks may have access privileges revoked.

Vandalism

Vandalism will result in the immediate cancellation of access. Vandalism includes:

- Malicious attempts to damage or alter data, systems, or networks
- Uploading viruses or malware

INTERNET ACCEPTABLE USE AGREEMENT 2025–2026

Hampton County School District

As a student of Hampton County School District, I understand and agree to follow the guidelines outlined in the district's **Internet Acceptable Use Policy**. I acknowledge that access to the internet and digital resources is a privilege intended to support my learning and academic success.

I understand that any misuse or violation of this agreement-whether intentional or unintentional-is considered a serious matter. Violations may result in the **revocation of internet access, disciplinary action by the school, and/or legal consequences**, if applicable.

By signing below, I agree to use the internet and all digital resources responsibly, ethically, and in accordance with the rules set forth by the district.

Student's Full Name: _____

Student's Signature: _____

Date: _____

Hampton County School District Attendance Agreement – 2025–2026

Regular school attendance is critical for academic success and is a shared responsibility among students, families, and the school. By law, all students in Grades K-12 must attend class for a minimum of 170 days of the 180-day school year, including excused absences as defined by state or local board policy. This agreement outlines the district's attendance policies and procedures to ensure all students receive the support they need to stay engaged in learning.

Attendance Expectations

- **All students are required to attend school regularly.**
- Upon returning from an absence, a **written excuse signed by the parent/guardian** must be submitted **within three (3) days**.
 - The excuse must include the date(s) of the absence, reason for absence, a parent/guardian signature, and a contact phone number.
 - Failure to submit a valid excuse within the three-day window will result in the absence being marked **unexcused**.
 - False or misleading excuses will be referred to the school administration for further action.

E-Learning Days

Students will be expected to complete E-Learning Assignments within five days of the assigned e-Learning Day. If a student is absent/or has a medical excuse the parent will be required to submit a valid excuse within 3 days or the absence will be recorded as unexcused.

TARDY POLICY

Arrival Procedures

Any student arriving at school after 7:45 a.m. will follow one of the procedures below:

- **Late Bus Arrival:** Students arriving late due to a delayed bus will be permitted to class once an announcement has been made to inform teachers.
- **Other Reasons:** Students arriving late for any reason other than a late bus must be accompanied by a parent/guardian to the Data Specialist's Office to be signed in. Students will not be admitted to class without a tardy pass.

Tardy Guidelines (Per Semester)

- Students are expected to arrive on time daily. Late arrivals will be marked as tardy.
- Tardies are only excused with appropriate documentation from a professional agency (e.g., doctor, court).
- Parent-written notes do **not** excuse a tardy.
- A full copy of the district's attendance policy is available in the Attendance Office.

To Excuse a Tardy:

An official note from a doctor or agency must be submitted upon arrival in order for the tardy to be excused. The note should be presented to the Attendance Office when the student is signed in

Tardy Consequences

Excessive tardiness and/or early dismissals will result in the following actions:

1. **1st Tardy:** Verbal warning (parent and student)
2. **2nd Tardy:** Parent phone call
3. **3rd Tardy:** Attendance alert letter
4. **4th Tardy:** Parent conference
5. **5th Tardy:** Overnight school suspension
6. **6th Tardy:** District-level conference (1-day out-of-school suspension if parent does not attend)
7. **7th Tardy:** 1-day out-of-school suspension (OSS)
8. **8th Tardy:** 2-day OSS
9. **9th Tardy:** 3-day OSS
10. **10th Tardy:** School Board referral and potential involvement of the Department of Social Service

Thank you for your cooperation in helping ensure that students arrive on time and ready to learn.

Truancy and Intervention Procedures

- A student is considered **truant** when they have:
 - **Three (3) consecutive unexcused absences**, or
 - **Five (5) total unexcused absences** during the school year.
- When a student is identified as truant:
 - The **school will contact the parent/guardian** to schedule a conference.
 - An **Attendance Intervention Plan** will be developed in collaboration with the school and parent/guardian.
 - If a parent fails to attend the scheduled meeting, a plan will still be created, and a copy will be sent home.
- Continued unexcused absences will be referred to the **District Attendance Supervisor**.
 - A **district-level hearing** may be scheduled involving the school administrator, District Attendance Supervisor, parent/guardian, and outside agencies if needed.
 - Cases of continued non-compliance may be referred to **Family Court** or **Department of Social Services (DSS)** for **educational neglect**.

Promotion and Retention Guidelines

- Students who accumulate **10 or more unexcused absences** may be **at risk of retention**.
- Excessive **tardies and early check-outs** that cause a student to miss **10 or more instructional days** in a **core subject** (ELA, Math, Science, or Social Studies) may also result in retention.
- **The “10-Day Rule”** will be taken into consideration when making promotion decisions.

Definition of Present

For attendance purposes at the **elementary and primary levels**, a student must be present **for at least half of the instructional day** (by **11:15 a.m.**) to be counted as present.

Chronic Absenteeism

The State Department of Education defines a **chronically absent** student as one who misses **10% or more of the school year, regardless of the reason** (excused or unexcused). These absences will be reported to the **federal government**, and chronic absenteeism must be addressed in intervention planning.

Lawful Absences Include:

- Illness that would endanger the health of the student or others
- Serious illness or death in the immediate family (parents, siblings, guardians, grandparents, etc.)
- Recognized religious holidays
- Medical, dental, or mental health appointments that must occur during school hours

Note: Parent-written excuses do not automatically make an absence excused. They acknowledge the absence and provide documentation but must meet lawful criteria to be approved.

Make-Up Work

All students are expected to complete missed assignments after any absence, excused or unexcused.

- Work must be submitted within **two (2) weeks** of returning to school.
- Teachers, students, and parents share the responsibility of ensuring all assignments are completed and turned in.

Parental Acknowledgement

Please read and sign the acknowledgement below and return it to your child's teacher.

PARENTAL ACKNOWLEDGEMENT

I, _____ (Parent/Guardian Name), parent/guardian of

_____ (Student Name), acknowledge that I have received, read, and understand the **2025–2026 Attendance Policy** for Hampton County School District.

I understand that:

- I will be contacted if my child has **3 consecutive** or **5 total unexcused absences**, and an **Intervention Plan** will be developed.
- If my child misses **10% or more** of the school year for any reason (including excused or unexcused absences), they will be considered **chronically absent** and may be at risk of **retention**.
- If my child accumulates **10 or more absences** in a **core subject** due to **tardies or early dismissals**, they may also be considered for **retention**.
- Parent-written notes do not excuse an absence unless they meet the lawful criteria.

Parent/Guardian Signature: _____ **Date:** _____

Hampton County School District 2025-2026
Signature/Verification of Receipt of District Forms

Student Name: _____

Parent Name: _____

Address: _____

Grade: _____

Primary Phone #: _____

STUDENT AND PARENT / GUARDIAN MUST SIGN AND RETURN TO SCHOOL	
1.	<input type="checkbox"/> <u>STUDENT CODE OF CONDUCT ACKNOWLEDGEMENT FORM</u> <input type="checkbox"/> I have read, reviewed and discussed the Student Behavior Code and understand that students are expected to conduct themselves in an appropriate & civil manner, demonstrating positive & respectful behavior for self, adults and peers, including community members. However, I do understand that if I request a hard copy, the school will provide one.
2.	<input type="checkbox"/> <u>MEDIA RELEASE</u> <input type="checkbox"/> I understand that pictures & interviews may be used on the District’s website, in school district publications, external publications and electronic media. See pages 6. School/District: <input type="checkbox"/> Agree <input type="checkbox"/> Disagree Media: <input type="checkbox"/> Agree <input type="checkbox"/> Disagree
3.	FERPA Agreement ___ I have reviewed and discussed the FERPA Policy. See pages 10-11.
4.	<input type="checkbox"/> <u>ATTENDANCE AGREEMENT</u> <input type="checkbox"/> I have reviewed and discussed Hampton County School District <u>Attendance Agreement</u> with my child. See pages 12-13.
5.	<input type="checkbox"/> <u>HARASSMENT PROCEDURE</u> <input type="checkbox"/> I have reviewed and discussed Hampton County School District Student Guide to Understanding and Avoiding Harassment with my student. See the policy on pages 44-45
6.	<input type="checkbox"/> <u>COMPUTER / INTERNET SAFETY AND RESPONSIBLE USE</u> <ul style="list-style-type: none"> • I understand my child will use the HCSD learning platforms, access information through the Internet and utilize educationally relevant digital content. • I understand that access to the Internet is designed for educational purposes and HCSD has a secure and filtered Internet browser for students to eliminate controversial materials.
<p>I have read, reviewed, and discussed all forms available in the HCSD Student/Parent Code of Conduct with my student.</p> <hr/> <p>Student Signature _____ Date _____</p> <hr/> <p>Parent Signature _____ Date _____</p>	

Hampton County School District Modified School Calendar 2025 - 2026

Modified July							August							September							October						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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6	7	8	9	10	11 Summer Fridays	12	3	4	5	6	7 1st Day	8	9	7	8	9	10	11	12	13	5	6	7	8 Q2	9	10 E Q1	11
13	14	15	16	17	18 Summer Fridays	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13 Q2	14	15 Early Out	16 P. Cont	17	18
20	21	22	23	24	25 Summer Fridays	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30	31				26	27	28	29	30	31	
							31	13	14	15	16	17		36	37						53	54	55	56	57		

November							December							January							February						
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2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	1	2	3	4	5	6	7
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	8	9	10	11	12	13	14
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	15	16	17	18	19	20	21
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31	22	23	24	25	26	27	28
30														99	100	101	102	103			117	118	119	120	121		

March							April							May							June						
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22	23	24	25	26	27	28	26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
29	30	31												31													

<p>180 Student attendance days. Students days are numbered 1 - 180</p> <p>Holiday for Staff and Students / District Buildings are Closed</p> <p>W Identified Inclement Weather Make Up Day If Needed.</p> <p>Int. D Intersession Day for Identified Students / Staff see employee work calendar</p> <p>WD/PLD Work Day / Professional Learning Day for 190+ Employees / Holiday for Students.</p> <p>P. Cont Parent Conference Day / PLD</p> <p>Half Day</p> <p>Early Out Data Meetings</p>	<p>1st Day</p> <p>E Q1 End of the First Quarter</p> <p>S1 End End of Semester 1</p> <p>E Q3 End of Quarter Three</p> <p>180 End of Semester 2 / Year</p>	<p>Summer Fridays / Holidays District Buildings are Closed unless otherwise notified.</p> <p>July 4th / Juneteenth District Buildings are Closed unless otherwise notified.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Report Cards</th> <th colspan="2">Interim Reports</th> </tr> </thead> <tbody> <tr> <td>1st Report Card</td> <td style="text-align: right;">October 16</td> <td>1st Interim Report</td> <td style="text-align: right;">September 10</td> </tr> <tr> <td>2nd Report Card</td> <td style="text-align: right;">January 16</td> <td>2nd Interim Report</td> <td style="text-align: right;">November 12</td> </tr> <tr> <td>3rd Report Card</td> <td style="text-align: right;">March 27</td> <td>3rd Interim Report</td> <td style="text-align: right;">February 11</td> </tr> <tr> <td>4th Report Card</td> <td style="text-align: right;">TBD</td> <td>4th Interim Report</td> <td style="text-align: right;">April 29</td> </tr> </tbody> </table>	Report Cards		Interim Reports		1st Report Card	October 16	1st Interim Report	September 10	2nd Report Card	January 16	2nd Interim Report	November 12	3rd Report Card	March 27	3rd Interim Report	February 11	4th Report Card	TBD	4th Interim Report	April 29
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4th Report Card	TBD	4th Interim Report	April 29																			



CALENDAR OF EVENTS

Dates	Events
August 4-6, 2025	Professional Learning Days and/or Workdays
August 7, 2025	Students' First Day
September 1, 2025	Labor Day Holiday
September 2, 2025	Professional Learning Day
September 10, 2025	Interim Report- Quarter 1
October 10, 2025	End of First Quarter
October 15, 2025	Early Out Day
October 16, 2025	Report Cards- Quarter 1 Parent Conferences/ Teacher Workday
October 17-20, 2025	Fall Break
November 12, 2025	Interim Report – Quarter 2
November 24-28, 2025	Thanksgiving Break (No School)
December 19, 2025	Students' Half Day
December 22-January, 2026	Winter Break (No School)
January 5, 2026	*Intercession Day
January 6-7, 2026	Professional Learning Days & Workdays
January 8, 2026	Students Return to School
January 9, 2026	End of Quarter 2/ Semester One
January 16, 2026	Report Cards- Quarter 2
January 19, 2026	Dr. Martin Luther King, Jr. Holiday (No School)
February 12, 2026	Early Out Day- Students
February 13, 2026	Professional Learning Day
February 16, 2026	President's Holiday (No School)
February 11, 2026	Interim Report- Quarter 3
March 18, 2026	End of Quarter 3
March 27, 2026	Report Cards- Quarter 3
March 27, 2026	Professional Learning Day
April 3, 2026	Intersession Day
April 6-10, 2025	Spring Break (No School)
April 13, 2026	Intersession Day
April 29, 2026	Interim Report – Quarter 4
May 25, 2026	Memorial Day (No School)
June 2-3, 2026	Half Days/ End of Semester 2/Year
June 4, 2026	Teacher Workday Report Cards- Quarter 4 (mailed home)

District Wide Testing Schedule

Please find below the testing windows for the 2025-2026 school year for your planning purposes. Specific test dates will be communicated throughout the year.

- **i-Ready Diagnostic Testing**
 - Beginning of Year: August 20 – September 3, 2026
 - Middle of Year: December 3 – 17, 2026
 - End of Year: March 23 – April 2, 2026
- **GT Performance Task (Grade 5):**
February 17 – March 13, 2026
- **SC READY Testing:**
May 6 – June 3, 2026

HAMPTON COUNTY SCHOOL DISTRICT

Office of Federal Programs Parent Information



Parents' Right- to- Know

The *Every Student Succeeds Act (ESSA)* was passed by the U.S. Congress and signed into law on December 10, 2015. *ESSA* replaces the *No Child Left Behind Act (NCLB)* and is the latest reauthorization of the *Elementary and Secondary Education Act (ESEA)*. Under *ESSA*, parents and/or guardians of students enrolled in Hampton County School District have the right to request and receive information in a timely manner regarding the professional qualifications of their child's classroom teacher(s). If requested, the information regarding the professional qualifications of their child's classroom teacher(s) must be provided and shall include the following:

- whether the teacher has met the South Carolina certification requirements for the grade level and subject area(s) in which the teacher provides instruction;
- whether the teacher is teaching under an emergency or other provisional status through which South Carolina qualifications or certification criteria have been waived;
- the baccalaureate degree and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree and,
- whether the student is provided services by paraprofessionals, and if so, their qualifications.


If you desire to obtain this information or have questions or concerns, please contact the Director Human Resources, Mrs. Conchita Bostick @ (803)903-1029 or cbostick@hcsdsc.org .

Parent/Family –School Compact for SY2025-2026

		Face-to-Face (F2F):	Remote/Virtual*:
 <p>We, as students, will:</p> 		Come to school every day and ready to learn following the CDC guidelines in regards to COVID-19.	Be in a quiet place with minimal distractions to focus on daily lessons and assignments during virtual school every day, ready to learn. Attend assigned TEAMS class online sessions at designated times; if unable to log-on at designated times, view (and respond to) recorded sessions before week is over.
		Become a better student by improving, math and reading skills by practicing at home.	Become a better student with improved math and reading skills by practicing at home. Follow the school's suggested amount of time needed to spend on instructional electronic programs
		Follow school and classroom rules following the school and CDC guidelines in regards to COVID-19.	Follow school and classroom rules Follow Hampton County School District's Internet Agreement Policy with special attention to appropriate online behaviors in TEAMS and e-mails.
		Complete my class work and homework	Ensure that completed assignments are uploaded (or hard copies are turned in) to appropriate persons and places by due dates.
		Come to class prepared: with all necessary materials.	Come to class prepared: with all of the necessary materials. Gather and keep all materials in our designated electronic learning area at home. Review any pre-readings or previous notes prior to virtual lesson. Check internet connection and access prior to virtual lesson.
		Take care of and be responsible for any electronic devices given to me daily during school hours.	Take care of and be responsible for any electronic devices given to me for virtual school. Ensure that the device is in a temperature-controlled area (Device should not be outside exposed to weather conditions, or left in a vehicle.). Only use the device for school related purposes; refrain from social media interactions and entertainment on devices.



**Remote/Virtual options: will only take place if the district is implementing remote/virtual learning during that time.*

Parent/Family –School Compact for SY2025-2026

		Face-to-Face (F2F):	Remote/Virtual*:
<p>We, as Parents/Families, will:</p> 		Encourage our child/children to attend school regularly following the CDC guidelines in regards to COVID-19.	Encourage student to log in daily and on time.
		Encourage our child/children to show positive school behavior following the CDC guidelines in regards to COVID-19.	Encourage student to use proper text etiquette.
		Review our child 's/children's homework.	Review our child/children homework and reach out to the teacher for help as needed.
		Monitor television watching and encourage positive use of our child's/children 's extracurricular time.	Monitor television watching and encourage positive use of students' extra-curricular time.
		Make sure that our child/children have a distraction free space for working.	Make sure that our child/children have a distraction free space for working.
		Volunteer in our child's/children's school and classroom if time or schedule permits following the CDC guidelines in regards to COVID-19.	Call the school to make an appointment
		Attend parent -teacher conferences, other school related activities, and participate, when appropriate, in decisions relating to the education of your child/ children following the CDC guidelines in regards to COVID-19.	Attend virtual parent-teacher conferences, telephone conferences and other virtual meetings when needed to help make decisions relating to the education of the student.
		Review school communication and respond when needed (following the CDC guidelines in regards to COVID-19).	Check and read all communications sent out through Parent-Square, Remind, student's email, Microsoft TEAMS, or the school's Facebook page and respond when needed.

**Remote/Virtual options: will only take place if the district is implementing remote/virtual learning during that time.*

Parent/Family –School Compact for SY2025-2026

 <p>We, as Hampton County Schools will</p> 	Face-to-Face (F2F):	Remote/Virtual*:
	Provide high quality curriculum and learning materials following the CDC guidelines in regards to COVID-19.	Provide high quality curriculum and learning materials via Teams/Parent Square or Remind
	Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child's progress following the CDC guidelines in regards to COVID-19.	Provide you with assistance in understanding academic achievement standards and assessments and how to monitor your child's progress via Teams/Parent Square or Remind
	Provide opportunities for ongoing communication between you and teachers through, at a minimum: <input type="checkbox"/> Annual parent-teacher conferences following the CDC guidelines in regards to COVID-19. o October 16 th and March 27 th	Provide opportunities for ongoing communication though, at a minimum: Annual parent-teacher conferences via Teams/Parent Square, Remind, or <u>other virtual platform</u> . o October 16 th and March 27 th Teacher Conferences/Teacher Office Hours available by appointments via Parent Square, Remind, or Microsoft TEAMS
	Frequent reports regarding your child's progress, such as Interim Reports, signed papers, folder information, etc.	Frequent reports regarding your child's progress, such as Interim Reports, signed papers, folder information, via Teams/Parent Square or Remind.
	Provide opportunities to volunteer in class and observe classroom activities, by appointments only following CDC guidelines.	Allow the opportunity to observe classroom via Teams when their child/children log in for daily instruction
Ensure that parents have the ability to access PowerSchool.	Ensure that parents have the ability to access PowerSchool.	

**Remote/Virtual options: will only take place if the district is implementing remote/virtual learning during that time.*

INSTRUCTIONAL DAY SCHEDULE

Regular School Day			
Car/Bus Arrival	Breakfast	Instructional Time	Car/Bus Departure
7:10 am	7:10 am – 7:40 am	7:45 am – 2:45 pm	2:45 pm

Early Release School Day			
Car/Bus Arrival	Breakfast	Instructional Time	Car/Bus Departure
7:10 am	7:10 am – 7:40 am *Morning Assembly in the Cafeteria.	7:45 am – 11:00 am	11:00 am

Arrival and Dismissal Procedures & Transportation Changes

At Hampton Intermediate, student safety and an orderly school day are top priorities. Please review the procedures below to ensure a smooth arrival and dismissal each day.

Bus and Car Rider Arrival

- **Arrival Time:** 7:10 a.m. – 7:45 a.m.
Students should not arrive before 7:10 a.m. as supervision will not be available prior to this time.
- **Morning Assembly:** Begins promptly at **7:15 a.m.**
To allow time for breakfast and participation in the assembly, students should arrive no later than **7:10 a.m.**
- **Morning Cafeteria Dismissal:** Students will be dismissed from the cafeteria to their classrooms at **7:40 a.m.**

Bus Rider Dismissal

- Bus dismissal will begin at **2:45 p.m.** each day from the **front of the building**. Staff members will escort students to their designated buses.

Car Rider Dismissal

- Car rider dismissal will also begin at **2:45 p.m.**
- All car riders must be picked up from the **horseshoe**.
- For safety and efficiency:
 - **Car rider tags** must be clearly displayed in your vehicle.
 - Vehicles **without a tag** will be asked to park in the center of the horseshoe for **additional identity verification**.
 - Students will be released only when a staff member on duty gives permission.
 - Students **may not be loaded or unloaded in any location other than the designated car line**, except in rare, pre-approved circumstances.

Late Pick-Up Policy

Teachers and staff often have professional responsibilities such as meetings and conferences beginning promptly at **3:00 p.m.**

- Students who are **not picked up by 3:00 p.m.** will be taken to the **main office**.
- They will be signed into the **late dismissal log** and asked to wait quietly while parents are contacted.

Transportation Changes

Bus Transportation:

Requests for changes to bus transportation can be submitted to the school; however, all changes must be approved by the district's Transportation Department. Bus changes will not be finalized or implemented until official approval has been received from the Office of Transportation.

Car Rider Transportation:

All changes to car rider transportation must be submitted in writing and include the following:

- The **date** of the change
- A clear **description of the transportation request**
- The **parent or guardian's signature**

Transportation Change Policy

Transportation changes made by phone will only be accepted from individuals listed on the student's information form. To complete the request, the caller must provide their driver's license number for verification.

All transportation changes must be submitted **no later than 1:00 p.m. each day** to ensure adequate time for confirmation and student notification.

This process ensures the safety and accountability of all students during arrival and dismissal. Thank you for your cooperation.

Student Identification Badges (IDs)

All students are required to wear their student ID badge to school each day. Student IDs are used to ensure a safe and secure learning environment, support accurate student identification, and streamline access to school resources and services.

Each student will receive a permanent ID badge at the beginning of the school year. If a student forgets their ID, a temporary ID may be purchased from the Media Center for \$1. Lost or damaged ID badges may be replaced for a fee of \$5.

Morning Assembly

Morning Meetings / Breakfast Assemblies

Time: 7:10–7:40 a.m. (during breakfast in the cafeteria)

Each school day begins with a brief Morning Meeting designed to build community, celebrate growth, and ensure every student starts the day connected, informed, and ready to learn.

Purpose

Morning Assembly serves to:

- Celebrate **student successes** (academic growth, behavior, attendance, House points, character awards).
- Provide **school-wide social-emotional learning (SEL) mini-lessons** and reminders of our core values.
- Share **important information about school-wide information (updates, events, etc...)**
- Reinforce common expectations for behavior in classrooms and common spaces.
- Build **belonging and school pride** through music, affirmations, call-and-response chants, and our school mission.



MONTHLY CHARACTER TRAITS



(Topics are subject to change as needed.)

- **August:** Welcome & Getting to Know You – Building rapport, understanding counselor roles, student introductions.
- **September:** Friendship & Belonging – Making friends, inclusion, social skills, anti-bullying foundation.
- **October:** Bullying Prevention – National Bullying Prevention Month, kindness, safe reporting.
- **November:** Gratitude & Growth Mindset – Thankfulness, resilience, positive thinking.
- **December:** Coping with Stress & Emotions – Managing holiday stress, emotional regulation, mindfulness.
- **January:** Celebration, Closure & New Beginnings – Celebrating achievements, setting goals for the new year.
- **February:** Empathy & Healthy Relationships – Conflict resolution, communication, emotional intelligence.
- **March:** Goal Setting – Academic goals, self-reflection, motivation.
- **April:** Test Prep & Academic Success Skills – Study habits, test anxiety management, time management.
- **May:** Transitions & Moving Forward – Preparing for grade-level transitions, summer readiness, and reflection.

PROFILE OF THE SOUTH CAROLINA GRADUATE

WORLD CLASS KNOWLEDGE	WORLD CLASS SKILLS	LIFE AND CAREER CHARACTERISTICS
Rigorous standards in language arts and math for career and college readiness	Creativity and innovation	Integrity
Multiple languages, science, technology, engineering, mathematics (STEM), arts and social sciences	Critical thinking and problem solving	Self-direction
	Collaboration and teamwork	Global Perspective
	Communication, information, media and technology	Perseverance
	Knowing how to learn	Work Ethic
		Interpersonal Skills

© SCASA Superintendents' Roundtable.
 Adopted by: SC Arts in Basic Curriculum Steering Committee, SC Chamber of Commerce, SC Council on Competitiveness, SC Education Oversight Committee, SC State Board of Education, SC Department of Education, TransformSC Schools & Districts

Honor Roll and Academic Recognition

Hampton Intermediate celebrates academic excellence through its Honor Roll program, recognizing students for their hard work and dedication each grading period.

- **Principal's List** – Awarded to students who earn all A's in every subject.
- **Honor Roll** – Awarded to students who earn all A' and B's in every subject.

***The 6th Grade Band grade will be included in the honor roll and principal list criteria.**

We are proud to acknowledge and celebrate our students' academic achievements each quarter.

District Grading Policy Addendum

Grading Guidelines

All students will receive both numerical and letter grades each nine-week grading period. However, **no student should receive a grade lower than 50** on the report card. Teachers must enter the **actual average** in the comment section with the following note:

"The actual average is _____, but has been changed to 50 per district policy."

- Teachers **may record actual grades on interim reports**, but **not on report cards**.
- No student should fail with a **final average of 59**.
- To receive credit for a course, a student must:
 - Earn a **final grade of 60 or higher**, and
 - Be in attendance for **at least 170 days** during the school year.

Grading Scale (Regular Education)

Grade	Range
A	90 – 100
B	80 – 89
C	70 – 79
D	60 – 69
F	59 and below

Grading Scale (Physical Education)

Physical Education teachers will assign a **numerical grade**, which **will not be factored into GPA calculations**. A check system may also be used to indicate:

- Attendance
- Dressing out
- Participation
- Completion of health assignments

PE Grading Scale:

A – 95 B – 85 C – 75 D – 65 F – 55
(No grades in between will be used.)

Grade Entry Expectations

- **Assessments** must be graded and entered into PowerSchool **within 7 days** of administration.
- **Other assignments** (e.g., classwork, participation) must be entered **within 3 days**.
- Teachers should **not wait until the end of the grading period** to administer multiple assessments.

Teacher Commentary

Each subject area should include teacher commentary on the students:

- Academic performance
- Behavioral performance

Weighted Grading Categories

Category	Weight
Summative Assessments	60%
Formative Assessments	40%

(Includes: classwork, homework, participation/citizenship)

CHEATING/PLAGIARISM

During testing, students may not talk, turn around in their seats, turn off their computer camera, pass items, or have books or items on desks/work area. Violations of this may be considered by a teacher as CHEATING. Students submitting projects must properly cite all sources. Students who cheat will be given a zero (0).

Make-Up Work Procedures

Students are allowed to make up work missed due to any lawful absence. Students who miss class (in-person or virtual) due to school-sponsored activities are responsible for completing missed assignments.

- Teachers will support students upon their return to ensure all missed work is addressed.
- For absences of **three (3) or more consecutive days**, teachers should contact the student's parent/guardian to:
 - Confirm the reason for the absence
 - Provide guidance on completing missed assignments
- Students will have **the same number of days to make up work as the number of days they were absent**, unless extended time is granted by the teacher.
 - *Example: A student absent for 1 day has 2 weeks to submit make-up work.*

HOMEWORK

It is the procedure of our school that homework is suitable in difficulty and length of time required for completing it. It should be preceded by sufficient instruction to allow the child to complete it by him/herself. It is expected that by working together, parents and teachers can provide step-by-step training in the development of a self-disciplined, responsible student.

Total assignment time should range from 20 to 60 minutes for 5th – 6th grades. Each student is expected to complete the **assigned homework**. ELA and math must be assigned Monday – Thursday while science and social studies must be assigned once per week.

The purposes of homework include:

- Reinforce knowledge and skills within the capabilities of the intended students as they are given an opportunity to reflect on concepts and skills taught.
- Support student academic achievement by providing timely feedback exposing them to out-of-school learning resources.
- Support collaboration among students, teachers, and parents.
- Promote growth in self-responsibility and self-direction in learning by enriching, enhancing and extending school experiences.

Direct students toward good work habits such as budgeting time

What is MTSS (Multi-Tiered System of Supports)?

At Hampton Intermediate, we are committed to supporting the success of every student. The **Multi-Tiered System of Supports (MTSS)** is a school-wide approach used to address the **academic, behavioral, and social-emotional needs** of all students.

MTSS allows us to identify students who may need additional support and provide targeted help early—before challenges become long-term difficulties.

How MTSS Works:

- **Teachers use data** such as test scores, classwork, and observations to identify students who may benefit from extra help.
- **Support is provided in tiers**, starting in the classroom. Interventions may include small group instruction, behavior support strategies, or tools to strengthen social-emotional skills.
- If more support is needed, a team—including teachers, school counselors, and administrators—will meet to plan the next steps.
- **Parents are involved** throughout the process. If your child is part of MTSS, you may be invited to a parent conference to discuss progress and plans for continued support.

Ongoing Monitoring and Communication

We monitor progress regularly and adjust interventions as needed. MTSS is discussed during teacher team meetings (PLCs), ensuring a consistent and collaborative approach to student support.

We believe in partnering with families to help every child thrive. If you have questions about MTSS or think your child may need additional support, please contact your child's teacher or the school counselor.

ACADEMIC PROGRESS MONITORING MEASURES:

- STEP 1 – Administer the Universal Screener (iReady) and analyze the data for trends
- STEP 2 – Assign students to tiers within the classroom using the (**Screening Report + Additional Data Points**)
- STEP 3 – Inform parents about student data through parent contact meetings (**Student Support Team**)
- STEP 4 – Use Universal Screener data and other classroom data to progress monitor the interventions used inside/outside the classroom.
- STEP 5 – Keep track of student progress through Ed Plan.
- STEP 6 – Repeat steps to determine support for student learning.

What Is a Student-Led Conference?

Student-Led Conferences are meetings where students take the lead in sharing their academic progress, goals, and reflections with their parents or guardians. Unlike traditional parent-teacher conferences, the student actively guides the discussion using work samples, data, and self-assessments. **Student Led Conferences will take place on October 16, 2025, and March 27, 2026.**

Purpose of Student-Led Conferences:

- To empower students to take ownership of their learning.
- To encourage students to reflect on their strengths, challenges, and academic goals.
- To strengthen the partnership between home and school by involving families in a meaningful dialogue about student growth.
- To build student confidence, responsibility, and communication skills.

Benefits of Student-Led Conferences:

- **Student Accountability:** Students take responsibility for their learning and behavior.
- **Improved Communication Skills:** Students practice explaining their progress using evidence and personal reflection.
- **Deeper Parent Engagement:** Parents hear directly from their child about their experiences, which fosters more personalized and supportive conversations at home.
- **Goal Setting and Motivation:** Students set realistic academic and personal goals, increasing motivation and focus.

Student-Led Conferences encourage a collaborative, student-centered approach to education and help prepare students to become confident, self-directed learners.

PROMOTION AND RETENTION

Please read carefully and follow the promotion policy. All **4 subject areas** are year-long courses.

Criteria:

- If a student earns a final average of **50–59** in Math or ELA, they must attend summer school to be considered for promotion. Students with a **49 or below** may be retained. While summer school offers additional support, **attending does not guarantee promotion**. The final decision will be made by the school administration based on the student's overall progress.
- If a student fails Science OR Social Studies, the student may be placed with no summer school required.
- If a student fails BOTH Science and Social Studies, they must attend summer school for possible promotion.

Teachers are required to keep all parents fully informed and document in Simple Discipline and/ or POWERSCHOOL.

Student Birthday Celebrations

At Hampton Intermediate, we believe in recognizing and celebrating every student as a valued member of our school community.

Student birthdays will be acknowledged daily during our school-wide morning assemblies to build a positive school culture and promote a sense of belonging.

This simple yet meaningful recognition helps foster student pride, encourages connection, and supports our goal of creating a welcoming and inclusive environment for all learners.

Birthday Treat Policy

Parents who wish to provide birthday treats for their child's class must deliver them to the front office. Treats must be store-bought; homemade items are not permitted.

Please ensure there are enough treats for all students in the class. All food items must comply with healthy food guidelines—items high in sugar are not allowed.

School Improvement Council (SIC)

(first Monday of each month at 5 p.m. beginning September 2025)

The School Improvement Council (SIC) serves as an **advisory committee** to the principal and faculty. Unlike PTAs or other voluntary school organizations, SICs are **mandated by law** in every public school in South Carolina.

SICs play a key role in advancing the quality of education in our state by bringing together parents, educators, and community stakeholders to collaborate on strategies for improving local schools.

SIC Meeting Dates:

September 8th, October 6th, November 3rd, December 1st, January 12th, Feb. 2nd, March 2nd, April 6th, May 4th

Student Clubs

Hampton Intermediate offers **monthly student club meetings** as part of our commitment to providing enriching, student-centered experiences beyond the classroom.

Purpose:

Student clubs are designed to foster creativity, collaboration, leadership, and personal growth by allowing students to explore shared interests in a supportive environment. Clubs help students build relationships, develop new skills, and feel more connected to their school community.

Club Offerings:

Club options will vary based on **teacher and student interests**, and may include activities such as arts, technology, service, fitness, and more.

Interested in Volunteering?

We welcome parent and community volunteers to assist with our student clubs. If you are interested in helping, please contact the front office. All volunteers must follow the district's approved **volunteer procedures**, including any required background checks or training.

STEM Lab

The **STEM Lab** is available to all students during their scheduled related arts times. It provides an engaging, hands-on learning environment designed to foster creativity, critical thinking, and problem-solving skills through science, technology, engineering, and mathematics activities.

Purpose and Benefits:

The STEM Lab supports students in developing 21st-century skills that are essential for future academic and career success. It encourages collaboration, innovation, and real-world application of concepts, helping students deepen their understanding and enthusiasm for STEM subjects.

Expectations:

Students are expected to follow all directions and demonstrate respectful behavior while in the STEM Lab. Students who consistently exhibit behavior problems may lose their STEM Lab privileges to ensure a positive and productive learning environment for all.

Student Agendas

Student agendas is an essential tool for fostering organization, responsibility, and academic success. They help students manage their time, assignments, and extracurricular activities, promoting better time management skills and reducing the likelihood of missed deadlines. Agendas also facilitate communication between students, teachers, and parents, creating a collaborative environment for academic support. **It is mandatory for every student to have an agenda. The first agenda is free. Replacement agendas can be purchased from the front office for \$15.**

Purpose of student agendas:

1. Organization and Time Management:

- **Daily/Weekly Planning:**

Agendas provide a structured space for students to record daily assignments, test dates, and project deadlines.

- **Prioritization:**

Students learn to prioritize tasks based on due dates and importance, developing crucial time management skills.

- **Tracking Progress:**

By recording completed tasks, students can monitor their progress and stay motivated to achieve their goals.

2. Enhanced Responsibility and Accountability:

- **Ownership of Learning:**

Agendas empower students to take ownership of their learning by actively planning and managing their workload.

- **Reduced Missed Assignments:**

The visual reminder of deadlines helps students avoid forgetting assignments, leading to fewer missing or late submissions.

- **Increased Self-Reliance:**

As students become more proficient in using their agendas, they develop a sense of self-reliance and confidence in their ability to manage their academic responsibilities.

3. Facilitating Communication and Collaboration:

- **Parental Involvement:**

Agendas provide a consistent way for teachers to communicate with parents about assignments, upcoming events, and student progress, fostering a collaborative partnership.

- **Teacher Feedback:**

Teachers can use the agenda to provide feedback on completed work, offer encouragement, or address any concerns, further supporting student growth.

- **Improved Home-School Connection:**

A shared space for communication ensures that parents are informed and can actively participate in their child's education.

4. Developing Essential Skills:

- **Executive Functioning:**

Using an agenda helps students develop crucial executive functioning skills like planning, prioritizing, and time management, which are vital for academic success and beyond.

- **Note-Taking:**

Agendas can also be used as a tool for taking notes during class, further enhancing their learning experience.

- **Goal Setting:**

Students can use their agendas to set both short-term and long-term goals, fostering a sense of purpose and motivation.

Hampton Intermediate Behavior Matrix

	Be Respectful	Be Responsible	Be Safe
Hallway	Keep hands and feet to self	Go directly to your destination	Walk face forward
	Stay quiet	Set a good example	Keep to the right
	Stay in order	Leave no trace	Maintain personal space
Restroom	Respect privacy	Use time wisely	Wash hands
	1 at a time unless with teacher	Go, flush, wash	Keep water in sink
	Use equipment properly	Leave no trace	Report problems to adult
Playground	Take turns/Keep hands to self	Line up when you are called	Stay in designated area
	Use kind words and actions	Use equipment appropriately	Report problems to an adult
	Invite others to play	Play by the rules	Walk to and from building
Cafeteria	Maintain personal space	Be prepared (ID and money)	Follow directions from adults
	Use kind words and actions	Keep up with belongings	Walk at all times
	Use indoor voice	Leave no trace	Eat only your food
Classroom	Pay attention and participate	Complete your work	Use materials appropriately
	Follow instructions	Have all your materials	Walk at all times
	Use kind words and actions	Try your best	Keep hands/feet/objects to self
Bus	Keep noise down	Listen to bus driver	Stay seated/face forward
	Use kind words and actions	Keep track of your belongings	Keep hands/feet to yourself
	Maintain personal space	Leave no trace	Report problems to adult

Student of the Week Recognition

To promote positive behavior, strong character, and academic achievement, Hampton Intermediate will recognize a **Student of the Week** each Monday.

Students will be selected based on their demonstration of the *Essential 55* principles, strong character traits aligned with our school's behavior matrix, and/or notable academic excellence or growth. This recognition is intended to celebrate students who serve as role models for their peers and contribute positively to our school community.

Student of the Month Recognition

Each month, one student from each grade level will be recognized as **Student of the Month** during the first week of the month.

This recognition honors students who demonstrate exemplary behavior and/or show significant academic growth or excellence. The goal is to celebrate students who consistently serve as positive role models and contribute to a respectful and achievement-focused school environment.

Additional Student Incentives

At Hampton Intermediate, we are committed to promoting and recognizing positive behavior and student achievement. Our incentive programs are designed to motivate students, encourage a positive school culture, and reinforce the values we uphold as a community.

Purpose:

The goal of our student incentive program is to celebrate students who demonstrate outstanding character, academic effort, and school spirit, thereby fostering a supportive and motivating learning environment.

Incentive Opportunities:

- **Monthly Dodgeball Incentive Days:**
Students who consistently exhibit positive behavior and effort will be invited to participate in our fun, school-wide dodgeball events held each month.
- **House Points:**
Students can earn points in the following categories:
 - School spirit
 - Outstanding performance
 - Academic excellence
 - Good character
 - Effort
 - No disciplinary referrals (per quarter and for the entire year)Points contribute to house competitions and help recognize individual and group accomplishments.
- **Incentive Pops:**
These surprise rewards are given to recognize and celebrate good behavior throughout the school year.

PARENT COMMUNICATION

To ensure consistent and effective communication, the following platforms will be used: phone calls, student email, ParentSquare, Facebook, the RCA House Points app, and occasional flyers.

Each Tuesday, teachers will send home the *Green Quality Student Work Folder*, which will include information regarding student progress, behavior, and other updates.

If a teacher is absent, they are expected to notify parents of the missed communication and follow up as soon as they return from their absence or professional learning activity.

PLEDGE OF ALLEGIANCE

Students will have the opportunity to recite the Pledge of Allegiance to the United States flag each school day. Parents who do not wish for their child to participate must submit a written notice to the child's teacher. Students who choose not to participate may either stand respectfully or remain seated.

MOMENT OF SILENT REFLECTION

At the beginning of each school day, teachers will observe a brief period of silent reflection, not to exceed 60 seconds. This time is intended for students to reflect quietly on the day ahead. It is not to be used for religious activity or instruction.

STUDENT SUPERVISION

Students are under staff supervision only during regular school hours and at school-sponsored events. The school is not responsible for student supervision outside of these times, including prior to the arrival of the first school bus in the morning.

CAFETERIA (lunch prices are subject to change)

BREAKFAST & LUNCH will be served in the cafeteria Monday – Friday. Students cannot order out or have their lunches brought to them. HIS is a closed campus and students may not leave the campus for lunch. Breakfast and lunch will be free for all Hampton Intermediate School students.

BOTTLE POLICY

Students are permitted to have water bottles on campus. Water bottles must be plastic and transparent. Stainless steel water bottles/containers are not allowed.

MEDICATION

If a student must take medication while in school, parents must bring the medication to the office and complete a *Medication Authorization Form*. The medication must be in the original container and be labeled with the name of the student, name of the medication, the amount of dosage, and the time of day the medicine is to be given. The medicine will be administered by the nurse. In the nurse's absence, the principal or his/her designee will supervise/stay with the child as he/she takes his/her medicine. Excess medication must be picked up by parent during the last three days of school. Any medication remaining after the last day of school will be properly discarded/disposed of by school's nurse.

TEXTBOOKS AND INSTRUCTIONAL MATERIALS

(South Carolina Code 43-71: Free Textbooks – Sections 19 & 20)

- **Lost Materials:** Students and/or their guardians may be required to pay for lost instructional materials. Access to additional free instructional materials may be withheld until the matter is resolved. This requirement may be waived in cases involving unusual circumstances as determined by the school administration.

- **Damaged Materials:** Families may be held responsible for damage due to improper care of instructional materials. The amount charged will be based on the extent of damage as determined by the appropriate school personnel. Waivers may be granted in cases of hardship or exceptional circumstances, as determined by the principal or district officials.

LOST AND FOUND

Lost items, including clothing and personal belongings, should be turned in to the cafeteria. Students are encouraged to check regularly for missing items.

ELECTRONIC COMMUNICATION DEVICE

An “electronic communication device” (ECD) is a device that emits an audible signal, vibrates, displays a message, image or otherwise summons or delivers a communication to the possessor. The following devices are examples of ECDs: cellular and wireless telephones, smart watches, pagers/beepers, personal digital assistants (PDAs), Blackberries/Smartphones, Nooks, Kindles, laptops and other e-readers, Wi-Fi enabled or broadband access devices, two-way radios or video broadcasting devices, MP3, iPods, portable speakers, portable video games (not related to instruction) and other devices that allow a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text or other information. To prevent disruption of the learning environment and to prevent using the messaging functions to cheat during assessments, or violate the privacy rights of students who are minors, ECDs are not to be seen or heard between the hours of 7:10 A.M. and 2:45 P.M. Prior to a student entering the campus, his or her ECD must be turned off and stored out of sight, in backpacks, purses, or lockers. If a Hampton Intermediate School student’s ECD is seen or heard between the hours of 7:30 A.M. and 3:30 P.M., the ECD will be confiscated. Ear buds/headphones/Bluetooth devices are considered an extension of the ECD and if seen or heard will subject the ECD to confiscation. ECDs that are confiscated will be labeled with the student’s name and placed in a locked box. Confiscated ECDs will be subject to a **\$25.00 reclaiming fee**. Students are to go to the office to make emergency phone calls home. In cases of emergency, parents are asked to call the school office. School office personnel are proficient at relaying messages from parents to students during announcement times only. Emergency phone calls can always be made in the main/office during school hours. Hampton Intermediate School and school administration are not liable/responsible for students’ personal property unless confiscated for a violation of the schools’ ECD policy. **School administration will not carry on investigations of lost or stolen student personal property. Failure to surrender device will be considered deliberate refusal to obey and subject to disciplinary procedures in accordance to the student disciplinary code.**

Student Uniform Policy

HES requires students to wear school uniform. Uniform shirt colors are as follows: **Black, white, grey, hunter green, or school spirit shirts.**

- All shirts must be polo, collared or spirit shirts. Females may wear a regular blouse, but the blouse must not be tight or revealing.
- It should be noted that students are allowed to wear a white, black or gray t-shirt under their school uniform and long sleeves on cold days. No other colors or shirts with insignias are permitted.
- Shirts may not exceed one size larger than necessary as determined by school administration.

- Shirts must be tucked in at all times.
- **Students may wear hooded or un-hooded sweaters, sweatshirts or jackets over school uniforms. The sweaters, sweatshirts or jackets can be in any solid color.**
- Pants, skirts, skorts, jumpers, Capri pants, and shorts, are allowed bottoms. Bottoms must be solid khaki, black, or navy pants (black or khaki jeans are acceptable). No blue jeans, open-toe shoes, or tights worn as bottoms are permitted. The principal may make exceptions for specific groups for special days.
- Bottoms must be free of graphics and embroidery. Except for small labels, bottoms may not have insignias, words or pictures.
- Shorts, skirts, skorts, and jumpers will be modest and of sufficient length. The length of these articles of clothing will be no shorter than knee-length when standing.
- Cargo, joggers, jeggings, leggings and bicycle style pants are not permitted.
- Clothing may not exceed one size larger than necessary as determined by school administration. Baggy or sagging pants are not permitted. “Low-rise” clothing is not permitted. Pants, shorts and skirts must be worn at the natural waistline.
- Belts must be worn if pants, skirts, skorts and shorts have belt loops (exceptions may be warranted by school administration Belt buckles must not be oversized computerized or have any writing that is considered offensive.
- Footwear must be always worn; shoes will conform to the special requirements, e.g., PE classes, ROTC, science labs, band, culinary arts, etc. Laces on shoes or sneakers must be tied. Flip flops, crocs, slippers are not permitted. Heelys are not permitted.
- Students may not wear large pendants, medallions, chains, large earrings or metal pics.
- Any adornment that could be perceived as, or used as a weapon such as chains, spikes, etc., is not permitted.
- Gang related clothing accessories symbols or intimidating items of dress, as identified by local law enforcement agencies, are not permitted.
- Head covering of any kind including, but not limited to, hats, caps, bandanas, curlers, masks, visors, handkerchiefs, athletic sweatbands, earmuffs, sunglasses are not permitted. Head coverings will not be worn, carried, hung on belts or around the neck during regular school hours.
- Students are expected to be always dressed according to the uniform standards when school is in session.
- Principals may make exceptions to the uniform policy for special events, such as picture day, and may allow a different standard for athletic teams or other school clubs or activities.
- In all cases of questionable dress code violations, the principal has the authority to make the final determination as to whether or not a particular style or garment violates this policy. If the principal determines that a student has violated the policy, the student will receive the appropriate disciplinary consequence.
- Students may wear vests and ties as long as they are school colors.

Refer to Policy JICA

ADMINISTRATIVE DISCRETION

The Hampton County School District Student Behavior Code is not exhaustive, and the administration may take other appropriate disciplinary action (administrative discretion) when necessary. Administrators are also given the authority to deal with behaviors not covered by the code.

DECISION PROCESS

The building administrators will make decisions regarding discipline infractions after considering all facts and circumstances of a particular matter. If a student is suspended out-of-school or assigned in-school suspension, the parent will be notified; a parent/student/administrative conference may be required.

DISTRICT LEVEL ADMINISTRATIVE HEARING OFFICER:

The district administrative hearing officer is appointed by the superintendent and serves as the official representative of the school district. During the hearing, the hearing officer can return the student to the school on probation and will state the condition of his/her reinstatement, can place the student in alternative school, or refer the student to the board of trustees. The decision of the hearing officer is final unless appealed to the superintendent, in writing, within 5 working days of the hearing officer's decision. The superintendent's decision is final unless appealed to the board of trustees, in writing, within 10 working days. The student will be suspended from school and all school activities during the time of suspension/expulsion procedures.

BOARD EXPULSION HEARING:

The district hearing officer may refer a student to the board of trustees for expulsion. Expulsion is the loss of privilege to attend classes or other school functions for the remainder of the school year. Every expelled student may petition for readmission for the succeeding school year, unless permanently expelled as an incorrigible student (refer to authority of the board of trustees). In accordance with the law, students expelled for gun violations are expelled for one full calendar year from the date of the actual expulsion decision.

PROBATION:

Students returning to school following a hearing at any level will be placed on probation for a term not less than 45 days. Violation of the discipline code may result in referral to the district hearing officer.

STUDENT BEHAVIOR CODE

- In order to maintain an appropriate educational climate that is conducive to teaching and learning, the Board expects all students to conduct themselves in an appropriate and civil manner, demonstrating positive and respectful behavior for self, adults and peers, including community members. This includes appropriate language, appropriate dress and care for facilities and equipment. It may be necessary to apply disciplinary sanctions to students,

including their removal from the learning environment. These sanctions will occur only for good cause and in accordance with applicable state and federal law.

- The following regulations are designed to protect all members of the educational community in the exercising of their rights and responsibilities. These regulations are effective during the following times and places:
 - On school grounds before, during or after school hours.
 - On school grounds at any other time when the school is being used by a school group.
 - Off the school grounds at any school and/or school-related activity, function, or event.
 - On a school bus or other school vehicle (including school bus safety rules).
 - At any time or in any place (including off school grounds and during non-school hours) where student conduct has a direct effect on the school's ability to maintain an orderly and safe learning environment.

Students and parents are encouraged to become familiar with the rules and regulations contained in this booklet.

Students and parents should also be mindful of the following State Statute:

- **59-63-210** Grounds for which trustees may expel, suspend or transfer pupils; petition for readmission; expulsion, suspension or transfer.
 - (A) Any district board of trustee may authorize or order the expulsion, suspension or transfer of any pupil for the commission of any crime, gross immorality, gross misbehavior, persistent disobedience or for violation of written rules and promulgated regulations established by the district board, county board or the State Board of Education, or when the presence of the pupil
 - (B) is detrimental to the best interest of the school. Each expelled pupil has the right to petition for readmission for the succeeding school year. Expulsion or suspension must be construed to prohibit a pupil from entering the school grounds, except for a prearranged conference with an administrator, attending any day or night school functions, or riding a school bus. The provisions of this section do not preclude enrollment and attendance in any adult or night school.
 - (C) A district board of trustees shall not authorize or order the expulsion, suspension or transfer of any pupil for a violation of Section 59-150-250(B).

If you have any questions, please talk with your building level administrator. In determining whether a student has violated the Discipline Code, the principal or his/her designee will consider all the facts and circumstances of the particular situation and may consider, but will not be limited to, verbal and/or written statements of admission; witness statements from others; video surveillance, et al.

Discipline LEGEND

AC: Administrative Conference – Administrator meets with student without parent

AIC: School Level Admin. Conference /Probation- mostly requires 3 days OSS and a school probation period of 45 days. During the 45-day period each infraction level two or above takes student to a DAH- District Hearing for extended school probation, district probation, alternative school placement, or expulsion hearing by school board

depending upon severity of the infraction. Additionally, it could be a result of ten “Level I” infractions and would place the student on school probation without having to serve OSS.

BUS: Bus Suspension

DAH: District Administrative Hearing EH: Expulsion Hearing

ISS: In-school Suspension LA: Legal Action

LD: Lunch Detention

ONS: Overnight suspension requiring parent to bring student back to school OSS: Out of School Suspension

PAC: Parent Administrative Conference PN: Parent Notification

RL: Restricted List – student not allowed to attend in any extracurricular activities for a specified period of time RP: Restitution of Property

SL: Silent Lunch WD: Work Detail

WP: Withdrawal of Privileges – specific to school

In-School Suspension Center - The assignment of students to the In-School Suspension Center (ISS) is reserved for the administration. The duration of a student’s time in ISS is determined by the referring administrator. There is not a minimum amount of time that a student may serve in (ISS), however if a student is assigned to (ISS) on numerous occasions, another consequence will result in better assist in deterring inappropriate conduct.

Restricted List - Students placed on the Restricted List will have their privileges revoked. These privileges include but are not limited to, leaving the cafeteria during lunch, field trips, attending after school events including sports, and special school held activities. Any student placed on school or district probation is also placed on the restricted list for the duration of their probation. Students will also be placed on the restricted list for accumulating 5 or more days of OSS, excessive tardy/dress code violations, or being a willing participant in a fight.

DECISION PROCESS-The building administrators will make decisions regarding discipline infractions after considering all facts and circumstances of a particular matter. If a student receives out of school suspension or is assigned to the ISS, a parent will be notified, and an administrative conference may be required. Additionally, the student will be given a copy of the referral to take home to give to his/her parent for a signature and the signed referral must be given to the administration when the student returns to school. In a case where the suspension warrants immediate removal from the school, the parent or whoever picks up the child will sign the referral and will be informed if a district hearing is going to be held.

INFRACTIONS

If there is a * preceding the infraction, the * indicates that a series of repeated infractions will result in a recommendation for expulsion or AIC.

If there are ** preceding the infraction, this indicates that law enforcement may be called for legal actions. If there are *** preceding the infraction, this indicates that law enforcement will be called for legal actions.

Having legal action taken does not eliminate neither preclude the school's responsibility to take appropriate measures as outlined in the Discipline Code of Conduct.

Suspensions

Student athletes who are suspended due to an infraction will not be permitted to participate in any athletic events from the time the referral is entered into the system until the suspension is completed. For example, if the student is suspended for three days at 2:50 PM on a Friday afternoon, he/she will not be permitted to participate in a game that Friday or any weekend games. The said student will not be permitted to practice or play until the following Thursday as the suspension is not over until Wednesday.

Categorization of Infractions

Infractions have been classified into three categories dependent upon the severity of the infraction and a range of consequences have been assigned for each category. *Category I* are actions coded as *Behavioral Misconduct*, *Category II* are actions that are coded as *Disruptive Conduct*, and *Category III* are actions that are coded as *Criminal Conduct* and will always involve law enforcement.

- Level I- Students committing Category I offenses (other than gang related offenses) will be subject to the following disciplinary measures:
 - a. Conference, detention, in-school suspension, out of school suspension, overnight suspension with parent conference at school, work detail, withdrawal of privileges, Administrative/School Level Conference/Probation/Contract, and if severe enough, a district administrative hearing.
 - b. Students suspended three times for a Category I offense must be placed on a behavior contract by the administration and will be referred for Behavior Management Counseling with school counselor.
 - c. If a Category I offense occurs when the student is on a school bus, a range of consequences can occur and will be imposed by the school administration, from immediate counseling to indefinite suspension from riding the bus. Any behavior/disturbance on the bus that endangers the safety of the driver and/or passengers will result in the student's bus riding privileges revoked immediately for a specified period of time and possible suspension from school. (Pursuant to State regulations for school buses)
 - d. Gang/ gang-related activity will be handled as follows: 1) Less severe such as display of gang signs, gang colors, wearing of bandanas, etc. will result in "ONS" for the first time/parent conference and progress to Out of School Suspension. The purpose is to make sure student is aware that it is gang-related and is willfully participating in gang-activity.
- Level II-Students committing Category II offenses will be subject to the following disciplinary measures:

- a. Most include out of school suspensions, school probation, and 3 days out of school suspension/DAH. Law enforcement may be involved in Level II infractions and students may be subject to a citation as applicable. Occasionally, a level II infraction may involve in-school suspension because of the level of severity.
 - b. If a Category II offense occurs when the student is on a school bus, a range of consequences can occur and will be imposed by the school administration, from immediate removal from the bus to an indefinite suspension from riding the bus. Any behavior/disturbance on the bus that endangers the safety of the driver and/or passengers will result in the student's bus riding privileges revoked immediately for a specified period of time and possible suspension from school. (Pursuant to State regulations for school buses)
 - c. Any Level II infraction that takes place while a student is on either school/district probation will require that the student have another district hearing which could lead to extending the probation, removing student from school, or a recommendation for expulsion.
- Level III- All Level III infractions require a district administrative hearing and for law enforcement to be involved for possible citations/criminal charges (if applicable) and referral to the legal system via DJJ.
 - a. Law enforcement's decision not to press criminal charges for weapons or drugs does not eliminate or preclude the school administrator's responsibility to file an incident report, contact law enforcement, and report all findings to the district hearing officer.
 - b. Students who are expelled for possession of a firearm will be subject to the 1995 Federal and State laws that mandate a one-year (365days) expulsion term, unless the Superintendent determines to reduce the term of expulsion. (See South Carolina Code 59-63-235)
 - c. Any Level III infraction that takes place while a student is on either school/district probation will require that the student have another district hearing which could lead to extending the probation, removing student from school, or a recommendation for expulsion.

CATEGORY I OFFENSES: BEHAVIORAL MISCONDUCT

Acts considered as Category I Behavioral Misconduct is defined as those activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which interrupt the classroom or school. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during school-sponsored activities. Acts considered as Category I Offenses include, but are not limited to, the following:

- 101. Lying or giving false information either verbally or in writing to a teacher, administrator, or school staff member. Examples: Deliberate forgery of parent/educator signatures or changing/deleting information sent

home by the school to the parent. Making false accusations about a staff member also falls within this section. (PS Code 006/011)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

102. Failure to properly identify self or present school identification when requested to do so. Failure to properly display a school ID also falls within this category including while on school bus. (PS Code 006/360)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

103. Class disruption or disruption of school activities or environment, including school bus. (PS Code 007/340/400)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS OSS 4th – DAH & 3 DAYS

104. Extortion or attempting to extort through threat of force. (See Bullying Policy) (PS Code 600)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS/LA

105. Inappropriate physical contact, including, but not limited to, pushing, shoving, or horse playing. (PS Code 022/014/405)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3-5 OSS & DAH

106. Possession of fireworks, live ammunition, or other incendiary devices. (This includes stink/smoke bombs and vials of noxious gases/liquids.) (PS Code 004/010)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

107. Unauthorized or inappropriate use of school equipment, including, but not limited to computers. (PS Code 023/020)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS (Internet privileges revoked/PAC-1st)

108. Students are permitted to have cell phones on campus, but **by law they are not be visible or heard during normal school hours.** (PS Code 330/390)

1st – 1 OSS

2nd – 3 days OSS/DAH

3rd – 3 OSS and alternative school for the remainder of the school year.

NOTE: Refusal to turn in the phone when asked will result in a three-day suspension.

NOTE: A \$25 fee will be assessed for each cellphone violation.

109. Excessive tardiness or early dismissals. (PS Code 180)

1st – (4-6 tardies) 1 Day ISS

2nd- (7-10 tardies) 2 Day ISS/AIC/Intervention

3rd- (11 or more tardies) 3 Days OSS and referral to the District Office for truancy

4th –(16 or more) 3-5 days OSS & DAH

110. Missing After-school detention. (PS Code 005/271)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3 OSS & DAH

111. Hazing. (See Glossary), (PS Code 650/700)

1st – 3 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS/LA

112. Possession, sale or distribution of unauthorized materials at school. (PS Code 018)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3 OSS & DAH

113. Violation of parking and driving regulations. (PS Code 300/305)

1st – driving privileges revoked for 4 weeks

2nd - driving privileges revoked for 9 weeks

3rd – driving privileges revoked for year

114. Violation of cafeteria rules. (PS Code 017)

1st – 1 ISS 2nd – 1 OSS 3rd – 2 OSS 4th – AIC & 3 DAYS

115. Violation of health room rules. All medication (to include over the counter drugs such as Benadryl, Tylenol, etc. or personal prescriptions brought to school by a student must be in the original container, labeled appropriately and administered by the school nurse.

Exceptions under a physician's order are managed by the school nurse. (PS Code 004/700)

1st – 1 ISS 2nd – 1 OSS 3rd 2 OSS 4th – AIC & 3 DAYS

116. Failure to sign in or sign out from school in the office when required. (PS Code 270)

1st – 1 ISS 2nd – 2 ISS 3rd – 1 OSS

117. Being in an unauthorized area or inappropriate use of facilities. (PS Code 200)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS

118. Inappropriate display of affection between students. (PS Code 015)

1st – 1 ISS 2nd – 1 OSS 3rd – AIC & 3 DAYS

119. Unauthorized use of locker i.e. candy bars, food items, or radios. (PS Code 023)

1st-1 ISS 2nd-2 ISS 3rd- 1 OSS

120. Cheating. (PS Code 190)

Note: Administrative discretion will be utilized to determine the level of consequence issued based on the severity of the offense. **Students will be given a grade of zero on the assignment/test/project, etc.**

Note: Cheating on district and state level testing will result in more severe consequences to include a grade of zero on the assessment and a three-day suspension.

121. Possession of electronic entertainment devices, to include but not limited to airpods, headphones, Beats, ipads, devices not issued by the school, portable speakers, and portable video games (not related to instruction), on school grounds during school hours. (PS Code 390)

1st – Device will be confiscated and returned to student at end of day/parent notified

2nd - ISS – device confiscated & Fine

3rd- 1 OSS & Fine

4th- 2 OSS & Fine- *Student will be restricted from bringing the device(s) on campus

5th- Fine-DAH & 3-5 DAYS OSS

Note: The second offense and each additional offense will result in a \$25 fine that will be assessed each time an item is confiscated.

122. Possession/use of annoyances at school such as laser lights, water pistols, water balloons, whistles, etc. (PS Code 390)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

123. Possession of or use of skateboards, rollerblades, skates or scooters. Skating is not allowed on any school campus at any time including during school hours or in any prohibited area, during an after-school activity or in the immediate proximity of parked vehicles. (PS Code 390)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

124. Unauthorized card playing or possession of dice. (PS Code 390)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

125. Littering school grounds. (PS Code 370)

1st – 1 ISS 2nd – 1 OSS 3rd – 2 OSS 4th – AIC & 3 DAYS

126. Dress code violations. (PS Code 280) See dress code policy section of handbook

127. Violation of safety rules. This includes propelling objects i.e. rocks, spitballs, or food items and science lab rule violations, etc. (PS Code 017/028)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

128. Profanity/obscene gesture directed toward another student or directed toward no one in particular. (PS Code 210/290/016)

1st – 1 ISS 2nd – 1 OSS 3rd – AIC & 3 DAYS 4TH - DAH & 3-5 DAYS

129. Possession of a lighter or matches. (PS Code 390)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS

130. Failure to obey a staff member. (PS Code 270)

1st – 2 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

131. Disrespect to others, i.e., verbal ridicule, that does not border on harassment or bullying. (PS Code 017)

1st – 1 ISS 2nd – 1 OSS 3rd – AIC & 3 DAYS 4TH - DAH & 3-5 DAYS

132. Wearing items or clothing that could pose a safety threat to self or others (heavy chains not made as jewelry, studded bracelets/collars, nose/lip-to-ear chains, etc.), (PS Code 280)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

133. Failure to attend/complete detention or In-School Suspension. (PS Code 005/271)

1st – 1 OSS 2nd – 2OSS 3rd – AIC & 3 DAYS

134. Aiding and/or abetting another student(s) who is committing any rule violation. (See Glossary) (PS Code 001)

Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity and consistent with level of infraction committed.

135. *Violation of a behavior contract. (See Note 1) (PS Code 430)

Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity

136. Property misuse including minor vandalism such as writing on property or damaging property with a replacement value at \$50 or less. (PS Code 023)

1st – 1 OSS/RP 2nd – 2 OSS/RP 3rd – 3 OSS/RP/DAH & 3-5 DAYS

137. Planning or creating a situation that may lead to rule violation but is not a crime. (PS Code 017)

Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity, consistent with level of infraction committed.

138. Any behavior or act that interferes with the safe operation of a school bus, including violation of school bus safety rules. (PS Code 340) See school bus section.

139. Provoking or simulating a fight. (PS Code 001)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

140. **Unauthorized storage and/or loading of a computer program, system or data file. This may also be a copyright violation and as such is subject to copyright laws. (PS Code 220)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

141. **Unauthorized access or duplication of computer programs, systems or data files. (PS Code 220)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

142. **Use of any computer access accounts other than those assigned to the individual. (PS Code 220)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

143. Inappropriate sexual gesture(s) and/or behavior. (Example: Sexually suggestive language, movements, writings, drawings; this includes sexting) (PS Code 017/) (See Section A)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

144. Walking out of a class, unless under extreme emergency (without teacher approval). (PS Code 320)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

145. Throwing objects such as paper or tissue that does not inflict physical injury. (PS Code 028)

1st – 1 ISS 2nd – 2 ISS 3rd – 1 OSS 4th – AIC & 3 DAYS

CATEGORY II OFFENSES: DISRUPTIVE CONDUCT

Disruptive conduct is defined as those activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain offenses, justifying both administrative sanctions and court proceedings. Behavior misconduct (Level 1) may be reclassified as disruptive conduct (Level II) if it occurs three or more times. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities. Acts considered as Disruptive Conduct include but are not limited to the following.

NOTE: Students are not permitted to bring more than \$50 in cash to school unless paying fees pertaining to school-related purposes. Students who fail to adhere to this will have their money confiscated and returned on the first offense. Additional offenses will result in an investigation.

201. **Planning and/or organizing and/or instigating and/or participation in an activity that causes substantial disruption to the education program. (PS Code 560/700)

1st – 2 OSS/LA 2nd – AIC & 3 DAYS/LA 3rd – DAH & 3-5 DAYS/LA

202. Gambling including games of chance for money or profit. (PS Code 630)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

**Tampering with, changing or altering records or documents of the school or district by any method, including, but not limited to, computer access or other electronic means. (PS Code 220)

1st – 2 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

203. Refusal to obey a staff member or any other adult authorized by the school to supervise students to report to a certain place or to leave a certain place. (PS Code 270)

1st – 2 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

204. Creating or participating in a classroom disturbance that interferes with the instructional process. (PS Code 007) (See Section A)

1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

205. Cutting class or school. (PS Code 150/160)

1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

206. Leaving or attempting to leave school grounds without permission, whether or not the school day has actually begun. This includes unauthorized driving/riding to an off-campus class. (PS Code 310)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

207. **Intentional creation of, on-line use of and/or downloading of materials using a computer which would not be permissible in the schools in any other form. This includes e-mails, social media, etc.... (PS Code 220)

1st – 2 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

208. Unauthorized striking or lighting a match/lighter or igniting caps or use of poppers on school property. (PS Code 020)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

209. Possession of pornographic or obscene material. (PS Code 018)

1st – 2 OSS 2nd – 3 OSS 3rd – DAH & 3-5 DAYS

210. Health code violation, such as deliberately spitting on someone. (See Glossary) (PS Code 017)

1st – 3 OSS 2nd – 5 OSS 3rd – DAH & 5 DAYS

211. Disrespect to teacher or staff member or other adult approved by the school to supervise students, including volunteers. (PS Code 017/420/016) (See 130)

1st – 2 OSS 2nd – 3 OSS/AIC 3rd – DAH & 3-5 DAYS

212. Profanity/obscenity, racial or ethnic slurs directed to a staff member or to any adult authorized by the school to supervise students, including volunteers. (PS Code 210/290/016/017) (See Section A)

1st – 3 OSS/AIC 2nd – DAH & 3-5 DAYS 3rd – DAH & 3-5 DAYS

213. Persistent disobedience. (PS Code 270)

1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

214. **Trespassing after notice, or being on any school property, or present at any school-sponsored event while under suspension. (See Glossary), (PS Code 750)

1st – Removal from property/DAH & 3-5 DAYS/LA

215. **Any other behavior, whether on or off campus, that threatens the safety of students or staff members (regardless of where behavior takes place) or disrupts the operation or function of the school. This does include coming on school/district property after consuming non-prescribed controlled substances and/or illegal drugs. (PS Code 017/027)

1st – 3 OSS 2nd – DAH & 3-5 DAYS 3rd - DAH & 3-5 DAYS

216. ***Possession or use of mace or pepper gas or spray. (PS Code 390)

1st – 2 OSS 2nd – 3 OSS/AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

217. **Sexual harassment. (See Glossary) (PS Code 013)

1st – DAH & 3-5 DAYS/LA

218. ***Indecent exposure, specifically sagging and exposure of underwear. (See Glossary) (PS Code 019)

1st – 1 ISS 2nd – 2 ISS 3rd – 2 OSS 4th – AIC & 3 DAYS

219. **Unauthorized and deliberate tampering with a computer setup. Examples: Switching cables, disabling fans, etc.... (PS Code 220)

1st – 1 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS/LA 4th – DAH & 3-5 DAYS/LA

220. *** Simple Assault. (See Glossary) (PS Code 520)

1st – 3 OSS/AIC & 3 DAYS/LA 2nd – DAH & 3-5 DAYS/LA

221. Refusal to obey school or district administrator. (PS Code 270)

1st – 3 OSS 2nd – 3-5 OSS/AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

222. Threatening, bullying, or intimidating students, staff member, or any other adult designated by the school to supervise students including volunteers. (PS Code 650/027)

1st– 3-5 OSS/DAH 2nd– DAH 5 DAYS/LA *Severity of threat may incur different consequences

223. Throwing objects that are sharp or heavy that may cause physical injury. (PS Code 028)

1st– 3 OSS 2nd– 5 OSS/DAH 3rd- DAH & 3-5 DAYS

224. Recording a video of a disturbance or fight on a phone, camera, or any other device. Posting comments, threats, videos, or any communication that constitutes a threat. *Severe cases will be referred for a District Administrative Hearing. (WPE)

1st– 3 OSS 2nd–AIC & 3 DAYS 3rd–DAH 5 DAYS

225. Participation in gangs/gang-related activity to include but not limited to use of hand signals, recruitment, wearing of colors/paraphernalia. Activity must not include bodily harm or intimidation. (PS Code 250)

1st- 3 OSS 2nd –5 OSS 3rd –DAH & 3-5 DAYS

226. ***Possession, transfer, or use of vapes (e-cigarettes), vape cartridges, any paraphernalia related to a vape (e-cigarette), nicotine pouches, or dab pens that contain tobacco, etc. (004/230) Since the purchase of a vape (e-cigarette) is illegal by minors, possession will constitute a violation of this section. This includes being present on district/school property or at any school-sponsored event after using, possessing, or transferring any of the aforementioned items. (See Note 2), (See Glossary), (PS Code 004/230)

1st Offense– 3 Days OSS & DAH; mandatory participation in the TEP (Tobacco Education Program) offered by a district approved agency. Parents will be responsible for the fee and transportation. Administrators will be responsible for following up to determine if the student has completed their sessions. Failure to complete the program within three weeks from the start date of the TEP session will result in automatic alternative school for 45 days.

2nd Offense —3 Days OSS and Alternative school for the remainder of the school year. If the student is not already in alternative school, they will be assigned 45 Days in the alternative setting.

3rd Offense – 5 Days and DAH recommendation for expulsion

NOTE: Probation will be administered at the school level.

CATEGORY III OFFENSES: CRIMINAL CONDUCT

Criminal Conduct is defined as those activities engaged in by student(s) which result in violence to oneself or another person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such activities, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or local law enforcement authorities, and/or action by the local school board. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities. Category III Offenses include, but are not limited to, the following:

301. ***Possession, transfer or use of a firearm. (See Glossary,) (PS Code 789)

1st –DAH & 5 DAYS/LA

302. ***Possession, transfer, distribution, use in any amount, or being under the influence of alcohol, marijuana (including marijuana seeds), hallucinogenic drugs, inhalants, or any other controlled or illegal substance. Since alcohol consumption is illegal by minors, consumption of any amount of alcohol will constitute a violation of this section. This includes being present on district/school property or at any school-sponsored event after using any amount of these substances. (See Note 2), (See Glossary), (PS Code 570/580/680)

1st– DAH & 5 DAYS/LA

NOTE 1: In determining whether a student is under the influence of drugs or alcohol, the student's appearance or manner, his or her behavior and/or the presence of an odor, as well as statements made by the student as to consumption of alcohol or drugs will be considered. The principal or his/her designee may request the assistance of the School Resource Officer in making this determination.

NOTE 2: Due to the increasing and frequent changes in how drugs and alcohol are brought into the school, consequences pertaining to contraband will be determined by the principal or his/her designee; the assistance of the School Resource Officer may be requested in making this determination.

303. ***Possession, transfer or use of a prohibited weapon other than a firearm including a knife with a blade over two inches, BB gun, paint ball gun, pellet gun, air-soft pistol, razor, razor blade, martial arts throwing star and metal knuckles. Box cutters and utility or X-Acto knives containing any size blades are also considered a violation of this section. (SC 16-23430), (See Glossary), (PS Code 789)

1st– DAH & 5 DAYS/LA

304. ***Sexual assault. (See Glossary), (PS Code 610)

1st- DAH & 5 DAYS/LA

305. ***Assault of a staff member or any other adult designated by the school to supervise students, including volunteers. (See Glossary), (PS Code 520)

1st– DAH & 5 DAYS/LA

306. ***Arson, which is the intentional damage of property, or attempted arson of school property. (See Glossary) (PS Code 500)

1st – DAH & 5 DAYS/LA

307. ***Communicating a Threat of a Destructive Device or Weapon: Communicating, writing, threatening, or transmitting to a person or school facility that there is, or will be, a destructive device, bomb, shooting, or dangerous event, with the intent of intimidating, threatening, or interfering with government functions or school activities; or, harboring

one who is guilty of this offense. (PS Code 260)

1st– DAH & 5 DAYS/LA

308. ***Possession or transfer of dangerous explosives, plastic explosives, or chemical reaction type and pipe bomb materials including, but not limited to, Molotov cocktails and dynamite. (PS Code 390)

1st -DAH & 5 DAYS/LA

309 ***Active participation in an act of mob violence, to include lynching. A mob is described as two or more people. (See Glossary), (PS Code 700)

1st– DAH & 5 DAYS/LA

310. ***Unauthorized tampering with security, fire, access control or surveillance system or alarms. (PS Code 350)

1st– DAH & 5 DAYS/LA

311. ***Participating in sexual conduct/activity, which also includes compromising situations and circumstances, and includes exposing one's private body parts publicly. Such conduct may involve only the individual student or may involve other people. (PS Code 690)

1st -DAH & 5 DAYS/LA (possibly)

312. *** Burglary to a school, portable classroom, school district building, or any structure on school district property. (PS Code 540) 1st -DAH & 5 DAYS/LA

313. ***Auto breaking or unlawful entry into a motor vehicle on school property or into a school district vehicle at any location. (PS Code 700)

1st- DAH & 5 DAYS/LA

314. ***Vandalism or theft of personal or school district property where value is \$50.00 or more. (See Glossary), (PS Code 760/670)

1st – RP/DAH & 5 DAYS/LA

315. ***Selling illegal, controlled substances, prescription drugs, tobacco, or over the counter drugs without regard to amount. (See Glossary), (PS Code 004)

1st - DAH & 5 DAYS/LA

316. ***Selling, possessing, transferring or using items that are substantially similar in color, shape, size, or markings to a controlled substance or substance that is not FDA approved, using over the counter (OTC) medicines or combining over the counter (OTC) medicine with other medications and/or controlled substances

or uncontrolled substances for the purposes of altering behavior or creating a feeling of euphoria i.e., Wizard Smoke, nicotine salts, etc. (PS Code 004)

1st –DAH & 5 DAYS/LA

317. ***Physical assault of a student. (See Glossary) (PS Code 520)

1st – DAH & 5 DAYS/LA (possibly)

318. ***Possession or use of a knife with a blade two inches or more, starter pistol, replica weapon/device, paint ball gun, bat or any item not generally considered as a weapon but USED as a weapon to inflict bodily harm. The blade will be measured from tip to base. This does not include a baseball bat that has been approved for recreational purposes in the school. (See Glossary), (PS Code 789)

1st – DAH & 5 DAYS/LA

319. ***Possession or use of a knife with a blade two inches or less. (See Glossary), (PS Code 786)

1st – DAH & 5 DAYS

320. ***Possession of any item of drug paraphernalia. (See Glossary), (PS Code 004)

1st – DAH & 5 DAYS/LA

321. **Direct refusal to obey a staff member or any adult authorized by the school to supervise students, including volunteers, in a crisis situation. (See Glossary) (PS Code 270)

1st – DAH & 5 DAYS/LA

322. Harassment. (See Glossary), (PS Code 012/ 650)

1st– DAH & 5 DAYS/LA

323. Participation in gangs/gang-related activity to include but not limited to initiation rituals, hazing, causing bodily harm or danger. (PS Code 250)

1st– DAH & 5 DAYS/LA

324. ***Possession or transfer of stolen property (school or personal. (PS Code 740)

1st- DAH & 5 DAYS/RP/LA

325. ***Unauthorized entry to school building or property (this includes school sponsored events). (PS Code 750)

1st- DAH & 5 DAYS/RP/LA

326. Engaging in verbal or written abuse, name calling, (i.e., ethnic or racial slur, or derogatory

statements about sexual orientation) intentionally addressed publicly to others that may disrupt the school educational program or incite violence. (PS Code 651)

1st- DAH & 5 DAYS/RP/LA

327. Disrespect to others, i.e., pulling wedges, ankling, zipping, to include participating in social media challenges, etc. (Ankling or zipping is defined as pulling down the pants of another). (PS Code 017)

1st– 3 OSS 2nd- AIC & 3 DAYS 3rd– DAH & 3-5 DAYS

328. **Making serious threats to a staff member or any other person authorized by the school to supervise students. (PS Code 027/650)

1st – DAH & 5 DAYS/LA

329. **Unauthorized and deliberate tampering, deletion, OR destruction of any computer programs, systems or data files and deliberately introducing a virus, etc. (PS Code 220)

1st– DAH & 5 DAYS

330. ***Detonating (in any way causing to go off) fireworks, incendiary devices, smoke and/or stink bombs or other noxious gas devices. (PS Code 010)

1st– 5 OSS/LA 2nd– DAH & 3-5 DAYS/LA

331. Pattern of threatening, bullying, or intimidating other students. (PS Code 650/651) (See bullying policy)

332. Distribution of pornographic or obscene material. (PS Code 018/710)

1st– DAH & 5 DAYS/LA (possibly)

333. ***Fraudulent requests for emergency services. (PS Code 620)

1st – DAH & 5 DAYS/LA

334. Health code violation, such as deliberately urinating or defecating on someone or doing this in a public or an inappropriate place. (See Glossary) (PS Code 017)

1st – DAH & 5 DAYS/LA

335. Intentionally throwing any object at or in the direction of a staff member. (PS Code 028)

1st– DAH & 5 DAYS/LA

336. ***Possession, transfer, or use of vapes (e-cigarettes), vape cartridges, any paraphernalia related to a vape (e-cigarette), or dab pens that contains marijuana, THC, or any other substance that is considered illegal, etc. (004/230) Since the purchase of a vape (e-cigarette) is illegal by minors, possession will

constitute a violation of this section. This includes being present on district/school property or at any school-sponsored event after using, possessing, or transferring any of the aforementioned items. (See Note 2), (See Glossary), (PS Code 004/230)

1st Offense— 5 Days OSS & DAH/LA; mandatory participation in the TEP (Tobacco Education Program) offered by a district approved agency. Parents will be responsible for the fee and transportation. Administrators will be responsible for following up to determine if the student has completed their sessions. Failure to complete the program within three weeks from the start date of the TEP session, will result in an automatic alternative school for 45 days.

2nd Offense — 5 Days and DAH recommendation for expulsion

NOTE: If there are less than 30 days left in the school year when the incident occurs, the student will serve the remaining 45 days of the next school year in Alternative School. Graduating seniors will serve whatever time is left in the school year and forfeit the right to all senior privileges including graduation.

NOTE: **The assignment to alternative school will be determined pending an investigation.

NOTE: Any student who has already had a vaping violation this school term and is caught again will automatically be sent to Alternative School for 45 days and will be required to attend TEP if the vape does not contain marijuana, THC, or any other substance that is considered illegal.

337. ***Fighting. (See Glossary) (PS Code 009)

1st Offense—3 days suspension and will be placed in alternative school for up to 45 days.

NOTE: **The assignment to alternative school will be determined pending an investigation.

NOTE: **A district hearing may be requested; however, it must be done in writing clearly stating the grounds for the request. Upon receiving the request, the district hearing officer will review the incident and all the evidence gathered to determine if a hearing will be granted.

2nd Offense —Student will be assigned to alternative school for the remainder of the year.

NOTE: If there are less than 30 days left in the school year when the incident occurs, the student will serve the remaining 45 days of the next school year in Alternative School. Graduating seniors will serve whatever time is left in the school year and forfeit the right to all senior privileges including graduation.

3rd Offense -- Recommendation for expulsion

NOTE: ***The principal or his/her designee has the right to administer consequences that are adjusted for any student involved. Adjustments will be made based on the consideration of all the facts and circumstances of the particular situation and may consider, but will not be limited to, verbal and/or written statements of admission; witness statements from others; video surveillance, et al.

NOTE: (For 7th-12th Grade) At the SRO's discretion, the student may be escorted off of campus to the Sheriff's Office or Department of Juvenile Justice- Hampton Office. Parents will be contacted by Law Enforcement or DJJ.

NOTE: **Depending upon circumstances, the student could be assigned to district approved program to complete his/her assignments.

The administrator has the discretion to re-classify an offense based on the severity of the offense or the number of occasions in which the student has engaged in the behavior or has a record of other student conduct violations during the current school year.

CONSEQUENCES FOR STUDENTS WHO COMMIT A CATEGORY III OFFENSE ON THE BUS OR IN A SCHOOL VEHICLE WILL BE AS FOLLOWS:

Immediate and indefinite suspension from the school bus or other school vehicles including activity buses.

DISCIPLINE HEARINGS PROCEDURES

The purpose of student disciplinary hearings is to assist building administrators in maintaining an appropriate educational climate that is conducive to teaching and learning. The Board expects all students to conduct themselves appropriately and civilly, demonstrating positive and respectful behavior for self, adults, and peers, including community members. All discipline hearings will be handled within 10 days of the incident. The Office of Student Services must be notified immediately of an incident requiring a hearing. A completed hearing packet must be in the Office of Student Services within 2 days of the incident.

Student Discipline Packets must include the following:

1. Hearing notice signed by the parent and/or legal guardian
2. Current year student discipline record
3. Current report card
4. Current year attendance
5. The result of the manifestation hearing must be included, for children receiving special education services

Administrative Hearings for students in grades K-6 will be conducted by the superintendent, building principal or their designee and the Director of Student Services.

SCHOOL RESOURCE OFFICER

- School Resource Officers (SROs) are employed by the Hampton County Sheriff's Department. An SRO is based at Hampton Elementary; the supervisor of the SRO unit provides additional assistance to schools and SROs as needed.
- The primary goal of the School Resource Officer is to provide a safe learning environment for students and teachers. The presence of an SRO on school campuses and at school-sponsored events help deter misbehavior. 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 quickly and with the full authority of a law enforcement officer.

STUDENT QUESTIONING BY OFFICIALS: SCHOOL ADMINISTRATORS

- Principals and/or Assistant Principals have the responsibility and authority to question students for the purpose of maintaining a safe and orderly school environment. Though it is important to inform parents about issues of concern, parental consent is not required prior to the questioning of students.
- **Department of Social Services (DSS):** DSS officials investigating suspected child abuse are permitted to conduct reasonable interviews and inspections of children at school. Notice to parents is not required nor desirable when the object of that investigation may be the parents. If the investigation involves suspected child abuse by individuals other than those residing in the child's household, then law enforcement becomes the lead investigating agency.
- **Guardian Ad Litem:** The Guardian Ad Litem is a trained professional appointed by the court to represent the best interests of minor children in court cases. Any request to interview a student or to inspect the student's school record should be submitted, in writing, along with court documentation establishing the Guardian Ad Litem relationship with the child.
- **Law Enforcement:** School Resource Officers, as well as Probation Officers of the Juvenile Court, are permitted to question students at school without prior parental approval. Law enforcement officers from other agencies investigating non-school-related matters may question students with the consent of the parent/guardian. Law enforcement officers who have a detention order or warrant for arrest, or state that the situation involves pursuit of a suspect linked to a felony crime may question students without parental consent.

STUDENT SEARCHES

- To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student, student desks, and student lockers at any time. In addition, a student may be searched if administrators have reason to believe the student is in possession of an article or substance which is illegal, prohibited by school rules, or dangerous. Students are given the opportunity to produce the item sought, or to voluntarily empty their pockets, pocketbooks, or book bags. Students may be asked to remove their jacket, vest, shoes or socks. A School Resource Officer may be summoned if there is reason to believe any search should be continued beyond the parameters set forth above. A student who refuses to allow an administrator to search him/her will be subject to disciplinary action, up to and including suspension.

HARASSMENT, INTIMIDATION OR BULLYING

Hampton County School District prohibits any acts of harassment, intimidation or bullying of a student by students, staff and third parties which interferes with or disrupts a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment, whether such acts occur in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

For purposes of this policy, harassment, intimidation or bullying is defined by the District as a gesture, a written, verbal, physical or sexual act, or electronic communication, to include cyber bullying (which is the use of cell phones, instant messaging, email, chat rooms or social networking sites such as Face Book, My Space and Twitter) that is reasonably perceived to have the effect of either of the following.

- Harming a student physically or emotionally or damaging a student's property or placing a student in reasonable fear of personal harm or property damage
- Insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school

Any student who believes that he/she has been subjected to harassment, intimidation or bullying in violation of this policy is encouraged to file a complaint in accordance with procedures established by the district. Complaints will be investigated promptly, thoroughly and confidentially. All school employees are required to report alleged violations of this policy to the principal or his/her designee. Reports by students or employees may be made anonymously, although disciplinary action will not be taken against any person solely based on an anonymous report.

The district prohibits retaliation or reprisal in any form against a student or employee who has filed a complaint or report of harassment, intimidation or bullying. The district also prohibits any person from falsely accusing another of misconduct as a means of harassment, intimidation or bullying.

The Board expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. Students and employees have a responsibility to know and respect the policies, rules and regulations of the school and District.

Any student who is found to have engaged in the prohibited actions as outlined in this policy will be subject to disciplinary action in accordance with the district's student behavior code. Any employee who violates this policy will be subject to disciplinary action. The district also may refer any individual who has violated this policy to law enforcement.

The superintendent or his/her designee will be responsible for ensuring notice of this policy is provided to students, staff, parents/legal guardians, volunteers and members of the community, including its applicability to all areas of the school environment as outlined in this policy.

The superintendent or his/her designee will also ensure that a process is established for discussing the contents of this policy with students.

Procedures for responding to incidents of bullying, harassment, and/or intimidation:

1. Any student or parent/guardian of a student who believes that the student has been bullied, harassed or intimidated in violation of District policy should immediately report the incident. **The report must be completed in writing using Stopit (stopitsolutions.com) or submit in writing to school level administration (see the example on the next page).**
2. Any school official who observes an incident of bullying, harassment or intimidation of a student shall immediately report the incident to an administrator. The report must be completed in writing using the bullying, harassment or intimidation reporting form and submitted to school level administration.
3. A school official who receives a report of bullying, harassment or intimidation should immediately forward the report to the appropriate building administrator. (Principal, Assistant Principal, etc.)
4. The administrator will promptly and thoroughly investigate all such reports and upon completion of that investigation, will notify the parents/legal guardians of all affected students that corrective action has been taken by the school.
5. Corrective action may include the student perpetrator being disciplined in accordance with the Student Code of Conduct, as well as being required to complete program(s) regarding conflict resolution, anger management, and/or social interaction skills.
6. In any disciplinary incidents involving bullying, harassment or intimidation that may occur on the bus, a student may be temporarily suspended from the bus pending the result of an investigation.
7. When an out-of-school suspension and school bus suspension are adjudicated for an incident, the school bus suspension will begin after the completion of the out-of-school suspension.
8. Investigations will normally be completed within 3 school days. If circumstances prevent the completion of the investigation within 3 days, the administration will ensure that the investigation is completed as soon as reasonably practicable thereafter. No student will be removed from the bus until a school level administration has made direct contact with the student's parent/guardian.

Refer to Policy JICFAA



Reports can be made through the app or in writing. See the reporting form below.

Bullying, Harassment, or Intimidation Reporting Form

**Hampton Intermediate School
School Year: 2025–2026**

Bullying, harassment, and intimidation are serious offenses and will not be tolerated. This form is intended for reporting alleged incidents that occurred:

- On school property
- At a school-sponsored event or activity (on or off school grounds)
- On a school bus
- On the way to or from school
- Via electronic communication (unless otherwise excluded by board policy)

If you are a student victim, the parent/guardian of a student victim, a close adult relative of a student victim, or a school staff member, please complete this form and return it to the **principal** at the student's school. You may contact the school for additional support or assistance at any time.

SECTION I: Incident Overview

Was the behavior:

Intentional, repeated, intended to harm, involved a power imbalance, and created a hostile school environment?

Yes No

Date of Report: _____

School: _____

School District: Hampton County School District

SECTION II: Reporting Person Information

Check one:

Student (Victim) Student (Witness/Bystander) Parent/Guardian Close Adult Relative School Staff

Name: _____

Phone Number: _____

Email (if applicable): _____

SECTION III: Incident Details

1. **Name of Student Victim:** _____ **Age:** _____

2. **Name(s) of Alleged Offender(s):**
Name _____ Age _____ School (if known) _____ | Is this person a student? _____

3. **Date(s) of Incident(s):** _____

4. **What happened?** (Check all that apply):

- Physical aggression or threats
- Demeaning jokes or gestures
- Getting another person to harm the student
- Excluding or socially rejecting the student
- Teasing, name-calling, or critical remarks
- Spreading harmful rumors or gossip
- Intimidation, bullying, or extortion
- Inappropriate use of electronic communication (please specify): _____
- Other (please specify): _____

5. **Where did the incident occur?** (Check all that apply):

- On school property
- At a school-sponsored event or activity off school grounds
- On a school bus
- On the way to/from school
- Online/electronically

6. **Describe what happened.** (Attach additional pages if needed):

7. **Why do you believe the incident occurred?** (Optional):

SECTION IV: Impact of the Incident

8. Did a physical injury result from this incident?
 No Yes, but no medical attention required Yes, medical attention was required
9. If yes, do you believe the injury will result in permanent damage?
 Yes No
10. Was the student absent from school due to this incident?
 No Yes – Number of days absent: _____
11. Did the incident result in emotional or psychological harm?
 No Yes, but no services sought Yes, and support services were sought

SECTION V: Additional Information

12. Is there any other information you'd like to provide? (Attach a separate page if needed):

Signature of Reporting Person: _____

Date: _____

Thank you for taking the time to report this incident. Our school is committed to maintaining a safe, respectful, and inclusive environment for all students.

SCHOOL BUS SAFETY RULES AND APPEALS



In addition to all Category I – III rules, the following School Bus Safety Rules must be followed at all times while on a School Bus, Activity Bus or other district vehicle used for the purpose of transportation of students to or from school, sports programs and other school sponsored events. Consequences will be given for any violation of these rules and additional school consequences may be applied.

The District Transportation Department priority is to provide safe and timely transportation in a dependable, personalized and consistent manner. Concerns should be addressed to the Transportation Director. Guidelines:

- Bus stops may be as far away as one-half mile from your home.
- The driver is responsible for maintaining good conduct on the bus and shall promptly report any misconduct and/or violation to the Transportation Director.
- The Student Code of Conduct applies throughout the district regardless of where any incident occurs.
- Inappropriate behavior on a bus will be treated the same as inappropriate behavior in the classroom and will lead to consequences as spelled out in the Student Code of Conduct and/or suspension or termination of bus riding privileges.

TRANSPORTATION CHANGES

- In order to meet CDC Guidelines (Return to School Guidance, Health and Safety Protocols for Transportation p.37), students will not be allowed to make changes in the way they usually go home. Only a parent/legal guardian can make changes, and it must be in writing.

SAFETY PROTOCOLS FOR TRANSPORTATION

- More information regarding transportation routes and stops will be provided once data collection on number of students has been analyzed. The Office of Student Services/Transportation will provide parents with information pertaining to routes and schedules for all bus riders.

STATE GUIDELINES

- Under state guidelines, buses will operate at roughly 50 percent capacity for each route. Due to this guideline, the district is encouraging parents to provide student transportation, if possible, to allow for quicker transport of students who may not have another option.

BUS REGISTRATION

- In order to ride a school bus for the 2025-2026 school year, a registration form must be completed prior to the first day the child is expected to ride the bus. A bus registration form is available for parents to complete by visiting the district's website (www.hcsdsc.org/).

BUS SAFETY RULES

- Each student will be assigned a seat.
- Students must sit in their assigned seat. They will be held responsible for any vandalism to their seat or in the general area of their seat.
- Students will not sit on their book bags or legs because the design of the seats is such that a serious injury could occur if the child rises above the height of the seat.
- Throwing paper, hanging arms, heads, and legs out of the window are all prohibited. Students will not touch or hang onto the bus in any manner before boarding or after discharging.
- Emergency exits and aisles must not be blocked. All book bags, equipment, instruments, etc., must be properly stored in the student's seat or on the floor.
- The usage of cell phone, iPod, MP3, Gameboy or other device that causes a disruption on the bus or distraction to the driver is not allowed.
- Talking must be limited to quiet talking – not yelling or screaming because it distracts the driver.
- No glass containers are permitted on the bus.
- No profanity, verbal abuse, harassment, teasing, obscene or sexual gestures.
- No standing while the bus is in motion (including while making a stop).
- No hanging any part(s) of your anatomy out a window.
- No throwing or shooting any type of objects.
- No play fighting or horse playing.
- Do not ride any bus during a suspension of bus privileges.
- Do not vandalize the bus or ignite any flammable object while on the bus.
- Do not hold onto the bus from the outside or pass items in or out of the bus window.
- Do not make excessive noise or other disruptive behavior.
- Keep your feet, body, and bags out of the aisle.

STUDENT BEHAVIOR ON THE BUS

- Our priority is to ensure the safety of our children, the drivers, pedestrians, and other motorists on the road. When conditions on the bus have become distracting to the driver, the following actions will be taken.
- The bus driver will stop the bus in a safe location and attempt to return the bus to safe operating conditions.
- If this does not solve the problem, then the driver will contact the supervisor via two-way radio or cell phone and request assistance. When possible, the supervisor will travel to the bus and return the bus to safe operating conditions. The driver will then return to the school so that the school's administrator along with the bus supervisor can deal appropriately with students causing the problems.

GENERAL PROCEDURES FOR TRANSPORTATION SUSPENSION

The Office of Transportation will report all bus discipline matters to the school administration. Inappropriate behavior (Category I and II) on a bus or in a school vehicle will be determined by the school administration in collaboration with the Office of Transportation and will involve a school assigned consequence. Category III offenses may also include bus suspensions and/or school assigned consequences.

- In any disciplinary incident in which safety is a concern, a student may be temporarily suspended from the bus pending the result of a full investigation. Investigations will normally be completed within 3 school days. No student will be removed from the bus until the building administrator has made direct contact with the student's parent/guardian. In the event parents or guardian cannot be reached by phone, a letter will be mailed with the suspension information.

When an out-of-school suspension and bus suspension are adjudicated for an incident, the suspension from riding the bus will begin after the completion of the out-of-school suspension.

BUS VIOLATIONS (CODE 340)

Level I: Failure to follow directions/bus rules

- 1st OFFENSE – Written Warning
- 2nd OFFENSE – Parent and Student Conference
- 3rd OFFENSE – 1-day bus suspension
- 4th OFFENSE – 3 days bus suspension
- 5th OFFENSE – 5 days bus suspension
- 6th OFFENSE – 10 days bus suspension
- 7th OFFENSE – Removal from bus for remainder of school year

Level II and III: Infractions will be handled according to the school codes.

GENERAL PROCEDURES FOR SCHOOL SUSPENSION

1. Suspension in-or out-of-school will be assigned by the school principal/director or designee according to the procedures specified in Board policy, JKD...Suspension of students. The school principal or designee will contact parents by phone and in writing to communicate students' suspension upon the day the suspension is assigned.
2. Within Three (3) calendar days of any suspension, the administrator will invite the student's parents/guardians for a conference to discuss the suspension. The conference date will be extended beyond the Three (3) days only if the parents or guardians request an extension in writing.

After the second suspension, the parent/guardian may be called in for a Student Behavior Intervention meeting before the student can return to school/class. These meetings may also be held for each student that has accumulated at least two Category II level offenses and any

time during three-five Category III level offenses. The purpose of the meetings will be to discuss individual students' school plans, academic progress and achievement, and social awareness. These meetings may be held with the following members present: Parents, students, school administration, school counselor/social worker. Although the school counselor and social worker will serve as advocates for the parents and students, parents are free to have additional support personnel present. In addition, a behavior contract will be signed by a parent/guardian and child after the second out of school suspension.

GENERAL PROCEDURES FOR SCHOOL SUSPENSION OF STUDENTS WITH DISABILITIES:

Violations of the discipline code by students with disabilities may be dealt with according to the consequences specified in the code when the behavioral violation is not related to the student's disability as determined by the Individualized Education Program (IEP) Team. Any suspension or combination of suspensions which exceed 10 days is considered a change in placement and may occur only when the appropriate procedures are followed according to the Special Education Discipline Procedures.

For students whose behavioral violations are determined by the IEP committee to be directly related to the student's disability, any suspension or combination of suspensions which exceed 10 days is considered a change in placement and may occur only when the appropriate procedures are followed according to the Special Education Discipline Procedures. In such cases, the IEP committee will determine appropriate behavioral interventions and/or consider the appropriateness of the student's educational placement and need for a change in placement.

Administrators dealing with suspension offenses by students with disabilities will consult with the Director of Exceptional Children prior to the suspension of students with disabilities. However, nothing contained in the student code of conduct will be construed as limiting an administrator's ability to remove a student with disability from school immediately under emergency conditions. Communication with the Director of Exceptional Children is expected as soon as the emergency condition has been resolved.

The Building Administrator will assign suspensions from riding the school bus or in other school vehicles. Inappropriate behavior (Category I and III) on a bus or in a school vehicle will also involve school assigned consequences. Category III offenses may also include bus suspensions and/or school assigned consequences.

No student will be removed from the bus until the Building Administrator has made direct contact with the student's parent/guardian.

APPENDICES

APPENDIX A: SCHOOL BOARD POLICIES

JICG...TOBACCO USE BY STUDENTS: Students will not be permitted to use, possess, or transfer tobacco products or tobacco paraphernalia while on school grounds; in the school buildings; on buses; or during any other time that the student is under the direct administrative jurisdiction of the school whether on or off the school grounds.

JICH... DRUG AND ALCOHOL USE BY STUDENTS: Possession, sale, distribution, use, in any amount, of alcohol, marijuana, hallucinogenic drugs or any other controlled substance is prohibited. No student will market or distribute any substance which is represented to be or is substantially similar in color, shape, size or markings of a controlled substance. No student will aid, abet, assist or conceal the possession, use, sale, or distribution of a controlled substance by any other student(s).

JKE...EXPULSION OF STUDENTS: Expulsion means that the student cannot enter school or be on the school grounds of any school in the district. Expelled students cannot attend or participate in any school sponsored event. An expelled student who is approved by the Board of Trustees may apply for acceptance into the Alternative Academy.

APPENDIX B: SELECTIONS FROM THE SC CODE OF LAWS RELATIVE TO THE DISCIPLINE POLICY:

16-3-1040 Unlawful for any person to knowingly and willfully deliver or convey to a teacher, principal or public official any letter, writing, print, electronic communication or verbal communication which contain any threat to take the life of or inflict bodily harm upon them or their immediate families. If convicted, the penalty may be imprisonment of not more than 5 years.

Simple assault and battery (common law), intentionally inflicting actual bodily harm to another. The fine not to exceed \$200 or 30 days in jail.

16-3-1700 Harassment and Stalking. Misdemeanors that carry a fine of \$200 to \$1,000 and 30 days to 1-year imprisonment or both.

16-7-160 Illegal use of stink bombs or other devices containing foul or offensive odors. This is a misdemeanor and, if convicted, may be fined for no more than \$3,000 or sentenced up to 3 years. This becomes a felony if it causes bodily harm.

16-7-170 Entering a public school for the purpose of destroying records, or, in fact, destroying or damaging records is a misdemeanor and, if convicted, shall be fined no more than \$5,000 or imprisoned not more than 3 years.

16-11-550 Threatening to kill, injure, or intimidate an individual or damage or destroy property by means of explosive or incendiary aids; agrees with; or conspires with shall be guilty of a felony. If convicted, may be jailed from 1 to 15 years.

16-16-10 Computer Crime Act. Unlawful acts involving computers are felonies and/or misdemeanors. The penalties range from fines of \$200 to \$125,000 and imprisonment of 2 to 10 years.

16-17-420 Disturbing school is a misdemeanor and, if convicted, shall pay a fine of \$100 to \$1,000, or imprisoned for 30 to 90 days. Fighting is included within the prohibition of this law. Use of foul or offensive language toward a principal, teacher, or police officer can constitute a crime.

16-23-420 Carrying or displaying firearms in a public building or adjacent areas is a felony and, if convicted, must be fined up to \$5,000 or imprisoned up to 5 years or both.

16-23-430 Carrying weapons or other objects which may be used to inflict bodily injury while on school property. This is a felony and, if convicted, may be fined \$1,000 or jailed up to 5 years or both.

20-7-8920 Unlawful for anyone under 21 to purchase or possess beer, wine, or other fermented beverages. This is a misdemeanor and a fine of \$25 to \$100 plus court costs.

20-7-8925 Unlawful for anyone under 21 to purchase or possess liquor. Any possession is prima facie evidence that is knowingly possessed. This is a misdemeanor, with a fine of \$100 to \$200, plus court costs or 30 days in jail. It is also unlawful to falsely represent age for the purpose of procuring alcoholic liquors.

44-53-110 Possession of drug paraphernalia.

44-53-1110 Aromatic hydrocarbons shall not be used as intoxicants. This is a misdemeanor and, if convicted, the fine is not to exceed \$100 or 30 days in jail.

44-53 190 through 44-53-270. Laws pertaining to possession of drugs or controlled substances. Many prescribed drugs are considered controlled substances.

44-95-20 The Clean Indoor Air Act prohibits smoking in a public school. Violators are guilty of a misdemeanor and upon conviction must be fined not less than \$10 nor more than \$25.

56-1-745 Six-month suspension of driver's license upon conviction of possession of hashish or marijuana. One-year suspension for conviction of any other controlled substance. If the person does not have a driver's license, the department will not issue a license for the same period after the person is eligible to receive one.

56-1-746 Driver's license will be suspended for 90 days to 6 months for offenses relating to a person under 21 who possesses or consumes beer, wine, or alcoholic liquors.

59-24-60 In addition to other provisions required by law or by regulation of the State board of Education, school administrators must contact law enforcement authorities immediately upon notice that a person is engaging or has engaged in activities on school property or at a school sanctioned or sponsored activity which may result or results in injury or serious threat of injury to the person or to another person or his property as defined in local board policy.

59-1-380 Youth Access to Tobacco Prevention Act The use of any tobacco product or alternative nicotine product by any person in school buildings, in school facilities, on school campuses, and in or on any other school property owned or operated by the local school administrative unit is prohibited at all times. This law also prohibits the use of any tobacco product or alternative nicotine product by persons attending a school-sponsored event at a location not listed in this subsection when in the presence of students or school personnel or in an area where smoking or other tobacco use is otherwise prohibited by law.

59-63-210 Grounds for which trustees may expel, suspend or transfer pupils; petition for readmission; expulsion, suspension or transfer.

- (A) Any district board of trustee may authorize or order the expulsion, suspension or transfer of any pupil for the commission of any crime, gross immorality, gross misbehavior, persistent disobedience or for violation of written rules and promulgated regulations established by the district board, county board or the State Board of Education, or when the presence of the pupil is detrimental to the best interest of the school. Each expelled pupil has the right to petition for readmission for the succeeding school year. Expulsion or suspension must be construed to prohibit a pupil from entering the school grounds, except for a prearranged conference with an administrator, attending any day or night school functions, or riding a school bus. The provisions of this section do not preclude enrollment and attendance in any adult or night school.
- (B) A district board of trustees shall not authorize or order the expulsion, suspension or transfer of any pupil for a violation of Section 59-150-250 (B).

59-63-220 Any district board may confer upon any administrator the authority to suspend a pupil from a teacher's class or from the school not in excess of ten days for any one offense and for not more than thirty days in any one school year but no such administrator may suspend a pupil from school during the last ten days of a year if the suspension will make the pupil ineligible to receive credit for the school year without the approval of the school board unless the presence of the pupil constitutes an actual threat to a class or a school or a hearing is granted within twenty-four hours of the suspension.

59-63-235 The district board of trustees must expel for no less than one year for a student who is determined to have brought a firearm to a school or any setting under jurisdiction of a local board of trustees. The one-year expulsion is subject to modification by the district superintendent of education on a case-by-case basis. Students expelled pursuant to this section are not precluded from receiving educational services in an alternative setting.

59-63-240 The district board of trustees may authorize school administrators to suspend or expel pupils from riding a school bus for misconduct on the bus or violating instructions of the driver.

59-63-280 Possession of paging devices by public school students under age 18 is prohibited unless the student needs the paging device for a legitimate medical reason. A student over 18 must be an active member of a firefighting organization or emergency medical service.

59-63-1110 Any person entering the premises of any school in this State shall be deemed to have consented to a reasonable search of his personal effects.

59-63-1120 School administrators may conduct reasonable searches on school property of lockers, desks, vehicles, and personal belongings with or without probable cause.

59-67-110 Every school bus shall be provided with a front entrance-exit on the right side of the vehicle and a rear emergency exit or door, conspicuously marked on the inside "emergency door" and equipped with a fastening device capable of being quickly released

in emergency but entirely safe from accidental opening upon the application of any pressure from within the bus.

Except in the event of an emergency, no person shall be allowed to enter or leave the bus by any other than the front entrance-exit.

59-67-240 The driver of each school bus shall cooperate with the teachers in their work in the school to which he is transporting pupils by being on time in the mornings and waiting in the afternoons until all his pupils are dismissed by the school faculty and safely aboard the bus. The driver also should take notice along the route in the mornings and give pupils within sight a reasonable time in which to board the bus. The driver shall be responsible for maintaining good conduct upon his bus and shall report promptly to the governing head of the school to or from which the pupils are transported any misconduct or any violation of the driver's instructions by any person riding on the bus.

District boards of school trustees in this State may authorize school administrators to suspend or expel pupils from riding a school bus for misconduct on the bus or for violating instructions of the driver.

59-67-245 No person shall willfully and wrongfully interfere with the operation of a school bus, either public or private, by boarding, restricting movement, or using threats, either physical or verbal, to the driver or any passenger while the bus is engaged in the transportation of pupils to and from school or any lawful school activity or while passengers are entering or leaving the bus nor shall any person willfully fail or refuse to obey a lawful order of school bus. The use of threatening, obscene or profane language addressed to the driver or any passenger entering, leaving or waiting for a school bus is disorderly conduct and any person convicted for the use of such language shall be punished as provided in 16-17-530. Nothing contained herein shall be interpreted to infringe upon the powers and duties of duly constituted authorities.

59-67-415 Parents or guardians are responsible for the safety, conduct, and the timely arrival of their children to, from, and at the designated school bus stop before the arrival of the school bus for pick up and transport to school and the timely departure of the children after the school bus leaves the designated school bus stop after transporting the children from school. For purposes of this section, the phrase "arrival of the school bus" includes the time that the school bus assigned to the school bus stop activates the required pedestrian safety devices, stops, and loads or unloads students until the school bus deactivates all pedestrian safety devices.

59-67-570 The State Board of Education may adopt such rules and regulations as may be necessary to carry out the intent and purposes of this article. Such rules and regulations shall have the full force and effect of law. But rules and regulations that affect the functions of the Department of Public Safety under this article or the operation of buses on the highways shall be adopted only jointly with the Department of Public Safety.

APPENDIX D: SECRET SOCIETIES/GANG ACTIVITY

Hampton County School District administration will maintain conditions on school property and at school-sponsored events in order to ensure as safe an environment as possible for students and staff in accordance with law and the standards set by the Hampton County School District Board of Trustees. In establishing such standards, the Board prohibits the presence and activities of gangs on or near school property and at school-sponsored events.

The Board defines a gang as any non-school sponsored group, possibly of secret and/or exclusive membership, whose purpose or practices include the commission of illegal acts, the violation of school rules, the establishment of territory or “turf,” or any other action which threatens the safety or welfare of others. In prohibiting the presence and activities of gangs, the Board makes the following findings.

- Gangs which initiate or advocate activities which threaten the safety and well-being of persons or their possessions anywhere on or near school property or at school-sponsored events are harmful to the educational purposes of the district.
- Gang incidents involving recruitment, initiation, hazing, wearing of colors or other gang indicators, threats and intimidation, fighting or establishment of “turf or territory” on school property or at any school-sponsored event are likely to cause intimidation or fear, bodily danger, physical harm, or personal degradation or disgrace resulting in physical and mental harm to students.
- The use of hand signals and the presence of any apparel, jewelry, accessory, book or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute, denotes membership in a gang creates a clear and present danger of the commission of unlawful acts on school premises, the violation of school regulations, or the substantial disruption of the orderly operation of the school and is prohibited. In determining whether or not a student is in violation of the prohibition of the wearing/display of a gang-related item, school administration will provide professional learning to staff, students and parents in the identification of gang related indicators, symbols, hand signals, graffiti clothing/accessories, etc.
- If district administration determines that a student has initiated or participated in a gang or a secret society as stipulated above, that student will be disciplined in a manner which may include, but will not be limited to, detention, removal from extracurricular activities, suspension and/or expulsion, and referral to law enforcement, dependent upon the circumstances of the particular offense. The district also reserves the right to prohibit any student from wearing/displaying any article of clothing or accessory which the district has determined to be a gang indicator.

APPENDIX H: GLOSSARY

AIDING AND/OR ABETTING WITH A RULE VIOLATION: Assisting with or intentionally being in the presence of another student when a violation of policy occurs.

ARSON: To intentionally damage any real or personal property by fire or incendiary device.

ASSAULT OF A STAFF MEMBER: Any deliberate inappropriate physical contact with a staff member. Any adult who has been authorized by the school to supervise students is considered a staff member in case of an assault. In determining whether an assault has occurred, the principal or his/her designee will determine the level of injury to the staff person, as well as the specific facts and circumstances of the incident.

AUTO BREAKING/TAMPERING: Entry into any type of motor vehicle parked on school district property, or a vehicle that is owned, stored, or used by the school district. With the intent to commit a crime. This includes, but is not limited to, vehicles belonging to faculty, students, parents, visitors, school buses, and Driver Education vehicles. Entering an open or unlocked vehicle without permission with intent to commit a crime constitutes auto breaking/tampering. Forced entry is not required.

BURGLARY: Entry at any time of the day into any school, portable classroom, school district building, or structure on school property without consent with the intent to commit a crime. Forced entry is not required in burglary violations.

CONTROLLED SUBSTANCE: A drug, substance, or immediate pre-cursor as defined in SC Code of Laws, Section 44-53-190 - 44-53-270. Prescription medications are considered controlled substances and any person who knowingly or intentionally possesses dispenses or uses the substance unless the substance was obtained directly from his/her valid prescription, will be considered in violation of the policy.

CRISIS: A situation that may result in the disruption of the safe and orderly operation of the school or school bus.

DRUG PARAPHERNALIA: Any instrument, device, article or contrivance used, designed for use, or intended for use in ingesting, smoking, administering, or preparing marijuana, hashish or cocaine. Examples of paraphernalia include, but are not limited to: smoking screens, marijuana or hashish pipes or bowls, rolling papers, chamber pipes, drug scales and roach clips.

EXTRACURRICULAR ACTIVITIES: Any and all school-sponsored activities, clubs, and organizations that meet for the purpose of representing the school or district in competitions, awards ceremonies, or community appearances. This would also include athletic programs, band, chorus, and social functions, i.e., proms and school dances.

FIGHTING: (Elementary) - To attempt to harm or gain power over someone initiated by oral disagreement

FIREARM: Any device designed, made or adapted to expel a projectile through a barrel by using the energy generated by explosion or burning substance or any device readily convertible to that use.

GRADUATION: The awarding of an academic degree, usually signifying the end or completion of state requirements for a diploma. Participation of any student under suspension or expulsion by a school or the district will be prohibited from graduation exercises, programs, and ceremonies.

HARASSMENT: A pattern of intentional, substantial, and unreasonable verbal, written or physical contact that is initiated, maintained or repeated after being given notice by a teacher/administrator that the conduct is inappropriate.

HAZING: To pursue by requiring unnecessary or disagreeable work; by banter, ridicule, or criticism; or to play abusive and humiliating tricks on someone by way of initiation.

HEALTH CODE VIOLATIONS: For the purpose of this policy, the following are considered health code violations: Deliberate spitting on or at another person or his/her food or beverage. Deliberate urination or defecation in a public or inappropriate location and other such health code violations will be considered as prohibited. (See Category II)

HONOR CODE: The expectation of the student to demonstrate integrity and individual responsibility, personally and academically, to maintain a fair and honest environment.

INDECENT EXPOSURE: To willfully expose one's private body parts to view of others.

INHALANT: An aromatic hydrocarbon or other such substance used for the purpose of intoxication, or inebriation. Examples of inhalants include, but are not limited to, gasoline, magic markers, glue, whiteout or nitrous oxide.

LYNCHING: Any act of violence inflicted by a mob upon the body of another person and from which death does not result.

MOB: A "mob" is defined for the purpose of this article as the assemblage of two or more persons, without color or authority of law, for the purpose and with the intent of committing an act of violence upon the person.

PERSONAL PROPERTY: For the purposes of this policy, all property that is not owned by the district/school is considered personal property.

PHYSICAL ASSAULT: Intentionally, knowingly or recklessly causing bodily injury to another person. This does not include in the elementary school a temper tantrum by a child or incidental bodily contact. The principal or his/her designee at the elementary school will make a determination as to whether physical assault has occurred.

POSSESSION: Being in a student's locker, purse, gym bag, backpack, or other item carried by or belonging to the student, on the student, or in a car driven by or occupied by the student or items found in a car parked on school property or at a school sponsored activity. In determining whether a student intentionally or knowingly possesses an item,

the principal or his/her designee will consider all the facts and circumstances of the particular incident.

PROHIBITED WEAPON: Knife with a blade over two inches long, a blackjack, a dirk (a stabbing knife such as a switchblade), a metal pipe or pole, metal knuckles, razor, razor blade, martial arts throwing star, BB gun, pellet gun, or any other deadly weapon usually used to inflict personal injury. To determine the length of a knife blade, it will be measured from the tip to where the blade and handle (casing) meet. Box cutters and utility knives containing blades are also prohibited on school/district property.

When a weapon is found in a student's possession, it is up to the school principal to determine if the student's possession was knowing or intentional. If the student maintains that he or she did not knowingly have possession, and the explanation is credible to the administrator, the student will not be suspended.

If the student's explanation is not deemed credible by the principal, policy requires secondary students to be suspended with a recommendation for expulsion.

Students who realize they have accidentally brought a weapon to school should go immediately to a teacher or administrator and turn the item in. If it is clear the student turned the item in immediately upon discovery, the student may not be suspended. Students who delay turning in such an item, or who turn in an item only after having been discovered, may be suspended with a recommendation for expulsion.

South Carolina Law requires the school to notify local law enforcement officials when a gun, or knife with a blade in excess of two inches, is found in the possession of a student. Law enforcement officials determine if a student is to be charged and taken into custody. (See SC 16-23-430.)

REPLICA GUN: A device which appears to be an operable firearm and is presented as being a real gun, but which lacks the ability to expel a projectile. Replica guns do not include obvious toy guns.

SEARCHES: School administrators have the right to search a student's purse, gym bag, backpack, and any other item carried or possessed by a student, as well as the student's personal pockets, or car upon reasonable suspicion. Metal detectors may be used in accordance with Board policy. Searches of school property, including lockers and desks, may be conducted in accordance with Board policy. Canine searches are also routinely conducted in accordance with Board policy.

SEXTING: The act of sending sexually explicit messages or photos electronically, primarily between cell phones or internet.

SEXUAL ASSAULT: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy or forcible rape with an object.

SEXUAL HARASSMENT: Unwelcome sexual advances, sexual gestures, requests for sexual favors, and other verbal or physical conduct of a sexual nature where there is a

pattern of harassing behavior or a single significant incident. Such conduct interferes with the student's education or creates an intimidating, hostile, offensive school environment. Sexual harassment may include but is not limited to: verbal harassment, including sexually offensive comments or slurs; physical harassment, physical interference with movement or work; or visual harassment such as sexually offensive cartoons, drawings, or posters. Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex.

SIMPLE ASSAULT: The intentional injury of another person that does not result in the level of injury of a physical assault. In considering whether a simple assault has occurred, the principal or his/her designee will determine the level of injury and the facts and circumstances of the incident

TRESPASSING: Being on any district property or school campus at an unreasonable hour when not involved in a school activity, when school is out, or presence on the campus of a school not enrolled in without school administration or district level authorization. Unreasonable hours in this context include, but are not limited to, after 11:00 p.m. when the school facility is not in use for an approved activity, at any time on school holidays, during summer break, and weekends or at any time someone is found inside a fenced in area that is posted with no trespassing signs. Students who are on suspended or expelled status may also be considered as trespassers if they do not have prior express school administration or district level authorization to be on school grounds.

UNDER THE INFLUENCE: In determining whether a student is under the influence of alcohol, inhalants or controlled substances, the student's appearance/manner, his/her behavior and/or the presence of an alcohol/ drug odor, or statements made by the student as to consumption may be considered. Because any consumption of alcohol or drugs by a minor is illegal, any consumption, without regard to amount, of alcohol or drugs/controlled substances/inhalants will constitute under the influence for the purpose of this policy. Law enforcement and/or the school nurse will assist building administrators in making the determination of whether a student is under the influence.

Vandalism: Intentionally or recklessly causing damage to or defacing school or personal property, or such action causing disruption to the educational process and/or school activities.