PRINCIPAL'S MESSAGE

As we embark into a new year at Weddington Middle School, we celebrate a well-established tradition of excellence and a continued emphasis on service, leadership, and growth. With our high-quality teachers and unparalleled community support, students will excel in both academics and athletics.

Nestled here in a community that values its schools and its people, Weddington Middle School remains among the best by virtue of nearly every measure of school success. We have clubs to promote student advocacy, tournaments to support service learning, and co- and extra-curricular activities to enrich children's lives.

Safety proves a mainstay in our consciousness, and we will prioritize our young people above all else. With a full-time school resource officer and ongoing analysis of our rules and safety protocols, we aim to provide an environment in which learning remains at the forefront.

Students begin here as children while their schooling starts in sixth grade with ancient civilization. By the time of their departure, they have learned American history up through our modern presidency. They explore vast environments from the far reaches of outer space to the hidden spaces of our deep seas. Students learn to articulate their thoughts and ideas, and they glean increased understanding about their roles in context of the world about which they are learning so much.

We look forward to again enlightening young minds with mathematics and science, with figurative language and factual prose. As our students navigate the world of classic studies mixed with computers and career exploration, we contribute to their becoming good people in a process we have affectionately dubbed "human betterment."

Thank you for sharing your student, and for supporting our school and our people. This student agenda shall serve as your guide to our school and, as such, you should familiarize yourself with its contents. We hope you understand our goals and our guidelines, and that you embrace these expectations of our school and community. Doing so will best position you for success.

Each new school year dawns new opportunities. Build upon what you have already established, or reinvent yourself to align with who you would like to become. Utilize the good people here who share your goals, and capitalize on the opportunities before you. Perhaps no time of life provides for so much development, so this is your time for growth. Join us for another wonderful year at WMS!

Marcus Leake
Principal



Weddington Middle School
BLOCK Schedule

6th Grade		*7th Grade*		*8th Grade*	
Period	*Time*	*Period*	*Time*	*Period*	*Time*
Homeroom	9:05 – 9:10	Homeroom	9:05 – 9:10	Homeroom	9:05 – 9:10
1 (Core)	9:10 – 10:38	1 (Core)	9:10 – 10:38	1 (Core)	9:10 – 10:38
2A (Core)	10:41 – 11:14	2 (Core)	10:41 – 12:10	2 (RA)	10:41 – 12:06
3 (Lunch)	11:17 – 12:05	3 (Lunch)	12:13 – 1:01	3A (Core)	12:09 – 1:03
2B (Core)	12:09 – 1:05	4 (RA)	1:05 – 2:30	4 (Lunch)	1:05 – 1:53
4 (Core)	1:08 – 2:36	5 (Core)	2:34 – 4:05	3B (Core)	1:57 – 2:31
5 (RA)	2:40 – 4:05			5 (Core)	2:34 – 4:05

CORE = 1 hour 28 Minutes
Related Arts (A/B Days) = 1 hour 25 Minutes

WEDDINGTON MIDDLE SCHOOL
"A School of Excellence"

MISSION STATEMENT

Weddington Middle School will provide, in partnership with family and community, a positive learning environment that will challenge all students to realize their full potential as lifelong learners and responsible citizens in a global society.

COMMUNICATION BETWEEN PARENTS AND TEACHERS

Teachers will communicate with parents throughout the school year to inform parents of achievements, student improvements, and possible problem areas. Contacts will be made by telephone, e-mail, conferences, or any combination of these forms of communication. Please remember that progress reports are sent home each six weeks at mid-term and report cards are sent at the end of the six weeks. We urge parents to note their comments and observations on these reports as well as in the agenda notebook that your child uses daily. Also, remember to look on the school web page: www.wdms.ucps.k12.nc.us for a weekly newsletter and important information.

Parents may make appointments for conferences with teachers, counselors, an assistant principal, or the principal by telephoning the school office at 704-296-6318. If a parent or guardian is unable to arrange a conference with your student's teacher after two attempts, please notify a school administrator. If a problem arises, please make your first contact with the teacher. If this contact is unsatisfactory, you should then contact an administrator. An appointment is required before you enter a teacher's classroom.

TO THE STUDENTS

We would like to welcome you to Weddington Middle! Our school has become well known for academic excellence, extracurricular accomplishments, and overall student achievement. We are looking forward to assisting each of you in having a successful year. You can benefit from all Weddington has to offer by coming to school with a positive attitude, taking part in school activities, and participating in your classes. We are here to help you achieve your educational goals as you proceed through middle school.

PROMOTION STANDARDS

Promotion to the next grade level requires middle school students to demonstrate proficiency by scoring a Level Ill or above on the End of Grade test in reading and math. Local standards indicate that students must pass English/Language Arts and Mathematics. In addition, the student must also pass two (2) of these three subjects - Science, Social Studies, and Health/Physical Education. Eighth grade students must meet these requirements to participate in the eighth-grade promotion ceremony.

GRADING SCALE

A – Excellent……..….90-100
B – Above Average…..…..80-89
C – Average…….……70-79
D – Below Average……...…60-69
F – Failing…….……..Below 60

DRESS CODE

Weddington Middle has a standard dress policy for all students. This policy was voted on by parents and the Site Based Committee to ensure the students have the opportunity to go to school in an environment conducive to learning without disruption because of student dress or appearance. Students and parents need to be familiar with the policy as students are required to adhere to the policy while on school grounds. *Field trips will be addressed on an individual basis depending on the nature of the trip.*

TOPS:

Tops students MAY wear:

- must be solid navy, green, white, or khaki—no gray
- cotton or cotton blend fabrics
- crew neck tee shirts, polo shirts, golf shirts with collar, mock or turtleneck shirts
- must have long sleeves or regular length sleeves - no cap sleeves
- boys may wear white, navy, or green dress shirts
- monograms of students' initials are allowed, but must be navy, green, khaki, or white
- "Weddington Spirit Wear" * tops: in addition to the guidelines listed above, spirit wear shirts may include lettering and/or accents of solid navy, green, white, khaki, or gold

Tops students MAY NOT wear:

- V-neck or scoop-neck shirts
- button front blouses or tops with sheer fabric
- tops that allow colored undergarments to be visible
- logos of any type except Weddington logos
- tops with graffiti or writing of any type
- booster club uniforms
- "Weddington Spirit Wear" * tops with team rosters or student names other than the owner's first initial and last name

Please note: shirts must be tucked in at all times

BOTTOMS:

Bottoms students MAY wear:

- solid navy or khaki color
- must be a cotton twill or cotton blend
- shorts to the knee or below the knee
- girls may wear skirts, jumpers, and skorts that are to the knee or below with no slits above the knee

Bottoms students MAY NOT wear:

- denim or jeans of any kind
- leggings worn as pants, jeggings, or legging-like pants
- sweatpants or knit pants of any type
- pajamas, flannel pants, or lounge wear
- bottoms that sag or are baggy in the seat
- velvet or velour fabrics
- graffiti or writing of any type

OUTERWEAR (SWEATERS, SWEATSHIRTS, JACKETS, AND VEST):

Outerwear students MAY wear inside school:

- must be solid navy, green, white, or khaki—no gray
- monograms of students' initials are allowed but must be navy, dark green, khaki, or white
- "Weddington Spirit Wear" * outerwear: in addition to the guidelines listed above, spirit wear may include lettering and/or accents of solid navy, dark green, white, khaki, or gold

Outerwear students MAY NOT wear inside school:

- outerwear with logos of any type except for Weddington logos
- outerwear with graffiti or writing of any type

Note: Coats and jackets that do not meet these guidelines may be worn only before school, during commons, and after school. Items not meeting dress code shall be put in the locker, and may not be worn to class.

ACCESSORIES:

- belts are optional; if worn, they may not have spikes, studs, large belt buckles, or any other items deemed inappropriate
- boys may wear neck ties; ties must be navy, dark green, khaki, or white or any combination of these colors
- girls may wear neck scarves; scarves must be navy, dark green, khaki, or white or any combination of these colors
- hats, hoodies, and other headwear shall remain off student heads while inside the building during the instructional day

STUDENTS MAY <u>NOT</u> WEAR:

- bandanas, hats, sunglasses, collars/bracelets/necklaces/belts with spikes, gloves, or bedroom shoes
- PE uniforms outside of gym class
- clothing with rips, holes or tears
- clothing that causes a disruption in the learning environment

Clothing may be purchased wherever the parent chooses as long as the items meet the school dress code guidelines. For religious observances, students are allowed to wear yarmulkes and headscarves. Provisions will be made for students in need of financial assistance to adhere to the dress code.

Approved "Spirit Wear" vendors are WMS PTSO and wmsabc.com

Students who come to school dressed inappropriately will receive two warnings. In addition to the second warning, parents will be notified. The third and fourth offense will result in 45 minutes of detention before or after school. The fifth, sixth and seventh offense will result in in-school suspension. After three times in in-school suspension, the next step will be out-of-school suspension. Any further violations, the student will continue to receive out-of-school suspension.

*Weddington Spirit Wear vendor logos are allowed as approved by the principal

THE SCHOOL DAY

Students will not be allowed in the school building prior to 8:20AM. Sixth grade students will go the cafeteria to wait for homeroom. Seventh and eighth grade students will wait in the gym. Students will dismiss to homeroom at 8:45. The tardy bell will ring at 9:05am. The school day ends at 4:05pm.

SCHOOL ABSENCE POLICY

Following any absence (s), a student is required to present a written document from the parent, guardian or physician stating the reason for the absence. For the absence to be recorded as a lawful absence an original doctor's note must be presented. Though students and parents may communicate proactively to obtain missed assignments, teachers reserve the right to identify academic requirements after a student returns to school. Any non-medical long-term absence needs prior approval from the principal.

CLASS TARDY POLICY

Students that are tardy three (3) times to class during a semester will receive a verbal warning. On the fourth tardy and any subsequent tardy, students will receive a lunch detention from the teacher. A student that has exceeded the lunch detention limit will receive an office referral. Students in a 6 weeks related arts class can accrue one tardy per 6 weeks. On the second tardy the student will receive a lunch detention from the teacher.

SCHOOL TARDY/SIGN OUT POLICY

Students are expected to be on time, each and every day. The first five unexcused late sign-ins (tardies) after 9:05 a.m. or unexcused early dismissals (tardies) accumulated by a student will result in an administrative lunch detention. At the tenth tardy and for increments of five thereafter, students may recover missed instructional time during one day of in-school suspension and/or Saturday recovery.

STUDENTS LEAVING EARLY

Students that are required to leave school before the scheduled dismissal time, for appointments, etc., must bring a note signed by a parent/guardian stating the reason and time for dismissal. The student will deliver the note to his/her homeroom teacher and receive a pass to be dismissed from class at the specified time. Parents must check in with the office when they arrive to sign out their child. Parents will not be permitted to sign students out of school after 3:30.

STUDENT BEHAVIOR CODE

All of the adult employees of Weddington Middle School have certain responsibilities to the school and in order to carry out these responsibilities they have certain authority to correct students when the need arises. If any student is corrected by any adult employee, whether the employee is faculty, clerical, cafeteria, custodial or substitute, the student is expected to abide by such correction. Everyone at Weddington Middle School is to be treated with respect.

All students will be subject to the regulations and disciplinary procedures outlined in Union County Public Schools Board of Education Student Discipline Policy.

1. Students are expected to follow the classroom policies and procedures established by each teacher. Students will not impair the teaching/learning process.
2. Students shall not purposely disrupt the lawful function of the school or its special activities, events, trips or performances. Infringing on the rights of other students, faculty, spectators or the public is not acceptable.
3. Knives, weapons, bullets, caps, or explosives are not to be brought to school. If you arrive at school and realize you have accidentally brought a knife *or* lighter, tobacco, etc., bring it to the office immediately.

4. Throwing objects like rocks at Commons or food in the cafeteria are suspendable offenses. Inappropriate behaviors such as pushing, shoving and hitting are unacceptable.
5. Students must refrain from harassing, name-calling or other forms of bullying.
6. Students are expected to respect their peers, the adults, the school and other people's property. They must refrain from causing damage to any property and clean up after themselves.
7. Buying or selling items on school property without permission from the office is prohibited.
8. Students are not to use abusive or obscene language.
9. Students are to be prepared for class and on time with all of their necessary school supplies. During the class period, they are expected to participate in all class activities and complete all assigned work.
10. Inappropriate public display of affection such as hugging, holding hands, kissing, etc. is not permitted.
11. The elementary school is off-limits.
12. Gum is not allowed during the school day. Candy brought from home is permissible during lunch, but candy during instructional time is only allowed when provided by the teacher of that class.
13. Students should have a signed note from a teacher when they are not in class.
14. No outside food allowed without proper commercial packaging/nutrition labeling. The office does not accept commercial food delivery (McDonald's, Chik-fil-A, etc.)
15. Students shall not forge notes, fail to identify self, provide false information or fail to provide required information.

Not following school and county rules will result in consequences as outlined in the WMS Code of Conduct. The UCPS Policy Manual takes precedence over the WMS Student Code of Conduct.

CONSEQUENCES FOR POOR CHOICES

Students who do not meet Weddington's behavior expectations will face certain consequences, which may include:

- Local law enforcement involvement
- Out of school suspension (OSS)
- In-School Suspension (ISS)
- Period detention (assigned by office)
- Before/After School Detention (assigned by office)
- Saturday School (assigned by office)
- Lunch detention (assigned by teachers)
- Parent notification/conference
- Warnings or loss of privileges

Note: More than 3 assignments of ISS during the year will result in OSS.

LUNCH DETENTION POLICY

Students may receive 3 lunch detentions from any one core teacher and 2 lunch detentions from any one related arts/PE teacher before other consequences are given. Once reaching that number for an individual teacher, the student will be referred to the office by that teacher for a conference with administration. Furthermore, a student may receive only 5 total lunch detentions for the year. After reaching that number, the student will be referred to the office by any teacher.

BEFORE/AFTER SCHOOL DETENTION POLICY

Students assigned before/after school detention must arrive on time and work silently on the assignment given by the teacher. Students failing to abide by these rules will be referred to the office and will receive additional consequences. AM detention is from 8:25 a.m. until 8:55a.m. PM detention is from 4:15p.m. until 4:45 p.m.

SATURDAY SCHOOL POLICY

Students assigned Saturday School must arrive on time and work diligently on assigned tasks given by the teacher. Students failing to abide by these rules will be referred to the office and will receive OSS. Saturday School begins at 8:30 and ends at 11:30.

ISS AND OSS POLICY

Students who have ISS, OSS or two or more bus suspensions will not be able to attend field trips for that semester. A student that receives ISS, OSS or two or more bus suspensions after paying for a field trip is usually not refunded the money. Students may be assigned OSS for up to 3 days for any one incident per the WMS code of conduct. A student serving ISS must complete the assignment for the duration assigned (e.g., leaving early will result in a return to ISS to complete the duration assigned).

LOCKERS

Each student will be assigned a locker and a lock. Students are responsible for their locks and will be charged $5.00 to replace it, if lost. Students must use a school issued lock on his/her locker, at all times. Lockers belong to UCPS; therefore, there is no expectation of privacy.

CAFETERIA

The cafeteria serves breakfast and lunch. Students are assigned a lunch account number and are required to use it for each purchase. Parents can replenish this account as needed as well as monitor hat their child is eating each day. Parents wishing to limit what their child can purchase should contact the cafeteria manager. Each six weeks a notice is distributed to any student whose account is negative. Students may not receive their report card until the negative balance is paid in full. Food and drinks are only permitted in the cafeteria. The prices are as follows:

Breakfast:	$1.75	Lunch:	$3.75
Reduced Breakfast	Free	Reduced Lunch	Free

MEDIA CENTER

Students may check out books for a three-week period. If a library book is lost, the student is required to pay for the book. Students with passes may use the library before school, during commons and after school.

LOST & FOUND

It is important to put your child's name on all personal items such as jackets, sweaters, books, lunch boxes, sports equipment, etc. The school cannot be responsible for any of these belongings. Any unclaimed items will be donated to charities periodically throughout the year.

DELIVERIES/PHONE MESSAGES

Students may only receive deliveries of items that pertain to the school day such as lunch, homework, projects, etc. Outside lunches from vendors/restaurants such as Chick-Fil-A, McDonald's, Subway, etc. will no longer be allowed. Except in emergency situations, classes will not be interrupted for deliveries. Students will receive these items during their commons time. Students cannot receive gift deliveries such as flowers, balloons, stuffed animals, etc. **Drop-offs for necessary items must be complete before 11am. Thank you for your cooperation.**

TELEPHONE

Telephones in the main office and in the classrooms are for emergency use only. Extensive use of phones in the classroom interferes with the intercom system. Students are to make arrangements for rides before they come to school. A student must bring a note to the front office in the morning if there have been changes in their bus transportation for the afternoon... All school events are announced well in advance in order to give students plenty of time to make all necessary arrangements.

GUM, CANDY and BEVERAGES

Gum, candy, and beverages, brought from home other than water, are not allowed during class. Water should be in containers with a fully-closable lid. Beverages for lunch should be sealed in their original containers. Energy drinks are not allowed. Careless disposal of gum damages property and presents sanitation as well as cleaning problems. *Students with gum may be assigned an immediate consequence.*

BOOK BAG POLICY

Book bags and backpacks are permitted in the classrooms so long as space is available. Students will be allowed to carry them from home to school and school to home. Book bags may be kept in the student's lockers during the school day. Ample locker time will be scheduled for the students between classes. Lockers will not accommodate some of the larger book bags, as the lockers are approximately 29" X 11." Administration will make appropriate arrangements for students with injuries that need special accommodations.

ALL ELECTRONIC DEVICES, CAMERAS and TOYS

Use of electronic devices is prohibited on campus from the first bell of the day through the last dismissal bell. Electronic devices (including but not limited to ear buds, smartphones and smart watches) should be kept in backpacks and turned off during the school day unless otherwise permitted by a staff member. Electronic devices that are confiscated will be kept in the front office until the end of the school day and returned to students at dismissal. Parent will also be notified. *Items confiscated more than once will result in confiscation of item as described above, however the item will only be returned to a parent at dismissal. Subsequent offenses may also include additional disciplinary action by administration.*

Students are not allowed to videotape or take pictures of other students or staff members without their permission. Students are not allowed to share/upload any pictures or videos to/from social media taken on campus without permission of the administration. *Inappropriate use of these devices will result in disciplinary action by administration.*

GYM UNIFORMS

All students must wear school PE uniforms while in gym class, only. These may be purchased through gym class at a reasonable cost.

AFTER SCHOOL ACTIVITIES

Students should be picked up within thirty minutes after the ending of any after school event. **If a student is not picked up on time, he/she will not be able to attend the next event held after school that is sponsored by the school.**

SKIPPING CLASS

Students found skipping any part of the school day will receive ISS. Skipping may be defined as a student's extensive absence or tardiness from class during the day without a teacher's note.

FIELD TRIPS

Many of the classes will take field trips during the school year. Field trips are earned--not guaranteed. If a student has had two or more days of OSS, ISS, or two or more bus suspensions during the semester, he/she will not be allowed to go on the field trip that semester. Once money is paid for a trip, it is usually not refundable. Some trips are overnight trips and may have other conduct requirements which will be announced in advance of the trip. Parents may not pick up students early from field trips.

Social Restrictions. Preventing a student from attending a noninstructional school activity, including but not limited to field trips, dances, fundraising events, and promotion and graduation exercises. Students that are assigned an OSS at the time that the trip or activity is scheduled will be prohibited from attending or participating. Students that are assigned or served a long-term suspension at any time during the academic year, will be prohibited from attending or participating. Students that are assigned an OSS or multiple days of ISS during the semester of the trip or activity may be prohibited from attending or participating at the discretion of the principal. Social restrictions are available for any violation of the Code of Student Conduct or school-based rules contained in this student handbook. A principal may assign a social restriction instead of another consequence.

CAR RIDERS

Students who are car riders in the afternoons are to leave the building as quickly as possible and go to the car rider location. You must pay attention and watch for your ride as we will not be able to hold up the car line. Students are not allowed to walk to the parking lot to meet their ride. All students should be picked up no later than 4:30pm.

BETA CLUB

Eighth grade students who meet the requirements will be invited to join the Beta Club in the Fall Semester. Students must have an overall 92.0 average (core subjects and health/PE), student's work must be at or above grade level, cannot have any OSS or ISS, and no more than one "N" in conduct to qualify.

CLUBS

- Must have a minimum of 10 members to form and maintain a club.
- All clubs must have at least one staff advisor. The advisor must attend all meetings. If the advisor is not able to attend a scheduled meeting, then it is the responsibility of the advisor to find a staff member to cover. If a staff member is not available to cover, then the club meeting will be cancelled.
- Each club must have elected officers/leaders.
- Organizers must establish a purpose and means to make decisions within the group. Club purpose should align with WMS and UCPS vision and mission.
- The creation and/or revision of the constitution and/or bylaws must meet the following before implementation:
  - Majority vote of present student members
    - The minimum approval rate is at the discretion of the club as long as it is greater than 50%.
  - Staff advisor approval
- Clubs should remain open to all interested students, except in cases in which academic requirements are in place (i.e., National Junior Beta Club).
- Each club should meet a minimum of six times during the school year.
- An agenda and minutes from each meeting will be submitted.
- Any dues and/or memberships must remain current if applicable.
- Each club should collect dues based on the specific needs of the group. Clubs are not intended to be money-generating organizations.
- All clubs are expected to participate in a project to improve our school each year. Clubs may work with other clubs within an event/ project.
- All clubs must gain approval from the school bookkeeper and administration prior to assigning any fees/dues or participating in a fundraiser.
- All money is to be received and handled by the staff advisor. Students should never handle money.

- All clubs must follow the rules and procedures of Weddington Middle School and Union County Public Schools.
- After agreeing to conform to these rules, clubs will require SbMT approval.
- Administration reserves the right to suspend and/or terminate clubs that do not meet guidelines set forth in this document, and/or for other reasons as determined by the school administration.

ACADEMIC HONOR CODE

At WMS we believe that part of education is learning and practicing responsibility, respect, integrity, and honesty in behavior as well as academic study. Therefore, the students, parents, teachers and administrators of Weddington Middle School must strive to preserve these fundamental values in all our academic endeavors. This includes a commitment to the work of each individual to ensure that work completed is done fairly and honestly.

So that there will be no confusion, the faculty, administrators, and a committee of students have come up with a list of guidelines that outline our school policy as it relates to cheating and plagiarism.

Academic honor code violations may be of three kinds: Cheating, Plagiarism, and Forgery

Some examples of cheating include; but, are not limited to, the following:

- Giving or accepting answers on a test or quiz including spoken or unspoken signals.
- Taking or attempting to take a test or quiz for another student or discussing the details of a test or quiz before other students have had the opportunity to take the quiz.
- Using unauthorized materials during a test or quiz, including cheat sheets (like notes and answers written on hands, papers, clothing), sneaking looks at another student's paper, etc.
- Copying another student's homework, or giving your homework to someone else who intends to use it to copy.

Some examples of plagiarism include, but are not limited to the following:

- Using another person's work, whether it is verbatim (word for word), with some words changed, or paraphrased, without giving the author credit through quotations, footnotes, endnotes, or other citations.
- Signing another person's original ideas and submitting them as one's own work.
- Submitting material taken from the internet and or any unauthorized materials and submitting it as one's own work. When in doubt, consult the teacher before using other materials than those presented in class.
- Using another person's work in one's own work without appropriate citation.
- Using materials, including pictures (from internet or otherwise), graphics, etc., without appropriate citation.

Some examples of forgery include, but are not limited to, the following:

- a parent or guardian name on a progress report
- a parent or guardian name on a note addressed to the school or teacher
- a teacher's name to a pass

Consequences for Cheating and Plagiarism

1. Cheating on homework may result in a zero on the assignment.
2. Cheating on tests and quizzes may result in a zero or a redo of the assignment or completion of alternate equal assignment.
3. Cheating or plagiarizing on large assignments or projects may result in a zero a redo of the assignment for partial credit.

Other Areas of Concern

It is essential that all work submitted by a student must be originated by the student. If parents and tutors have questions about how to help without unwillingly violating the academic honor code, they should discuss appropriate strategies with the student's teacher. Caution should be exercised when parents and tutors are helping students with homework and projects.

SENDING MEDICINES TO SCHOOL

ALL medications including prescription AND over-the counter require the following before school staff can give the medicine:

1. A completed Medication Consent Form (found online) must be signed by the parent as well as signed and dated by the doctor or licensed healthcare provider that gives complete administration instructions.
2. A fresh supply of medicine must be delivered in its original packaging labeled with the child's name.
3. Any change in medicine, dosage, or administration time requires a new Medication Consent Form to be given to the school.
4. If a child transfers between Union County schools, a new Medication Consent Form needs to be completed.
5. If an emergency medication (i.e., inhalers, EpiPens, or glucagon) is needed to be carried by a student in school or on the bus, the back of the Medication Consent Form must be filled out to allow the child to self-carry.
6. Any medication brought to school CAN NOT be taken home by a student on the bus (except for emergency conditions listed above with the Medication Consent Form on file).

Guidelines for School Bus Behavior

Listed below are a few general rules for student behavior on school buses. This list is not meant to replace what schools are currently using. It is merely a listing of possible inappropriate behaviors that should be addressed when they occur. This information is based upon North Carolina Public School Law (G.S. 115-245) and the Union County Public School Policies.

Students must:

1. Be seated and remain seated
2. Allow others to be seated
3. Demonstrate appropriate behavior, no fighting *(UCPS Guideline #2)*
4. Not possess or use tobacco products *(UCPS Guideline #12)*
5. Not possess or use alcohol or drugs *(UCPS Guideline #12)*
6. Not use profanity *(UCPS Guideline #1)*
7. Not distract the driver
8. Obey the driver
9. Not delay the bus schedule
10. Not leave the bus at the wrong place or time
11. Not use the emergency exit when there is not an emergency
12. Not possess weapons *(UCPS Guideline #10 and #18)*
13. Respect the driver *(UCPS Guideline #1, #2, and #14)*
14. Not participate in any inappropriate behavior on the bus (This could be addressed by several UCPS Policies)
15. Not throw items from the bus (This should result in automatic loss of bus riding privileges)
16. Not vandalize the school bus *(UCPS Guideline #10 and #17)*

ATTENDANCE 4-l (b)

The Public School Laws of North Carolina require compulsory attendance for all children between the ages of seven and sixteen years (General Statute 115C-378). Every parent* or person having control of a child between these ages enrolled in the Union County Public Schools is responsible by law to make sure the child attends school on a regular basis during the time school is in session.

Class attendance is essential to high student achievement. With this in mind, all students are expected to be in attendance each day school is in session. Following any absence(s), a student is required to present a written document from the parent or guardian stating the reason for the absence. ALL ABSENCES WILL BE CODED UNLAWFUL IN THE COMPUTER UNTIL A WRITTEN NOTE IS RECEIVED FROM THE PARENT OR GUARDIAN. Written documentation must be presented within three school days after the student returns to school; otherwise, the absence(s) will be recorded as unlawful. Lawful absences are excused but not automatically waived. (See Criteria to Waive Absences). Unlawful absences are unexcused. The absence will be coded and recorded accordingly:

CODE 1-LAWFUL --See listing below
The following are lawful reasons for school absences:

1. Illness or Injury
2. Death in the Immediate Family
3. Medical or Dental Appointments
4. Court or Administrative Proceedings
5. Religious Observances
6. Educational Opportunity - prior approval by the principal
7. Quarantine
8. Military Deployment – for students attending military deployment of family members' activities

CODE 2-UNLAWFUL - All absences that are not classified as lawful are unlawful. CODE 3-

SUSPENSION (OSS)

Students will not be counted absent from school when participating in school sponsored functions.

When students develop complications from an injury, illness, pregnancy or delivery of a child, a doctor's documentation is necessary prior to the school providing homebound services. Students are counted as present in school while receiving homebound services. Homebound services will be provided only as long as a doctor certifies in writing to the principal the student must remain at home. All conditions for receiving homebound services must be met according to the regulations set forth in Union County Public Schools Guidelines for Hospital-Home-Based Services.

Students who have an out-of-school suspension and students with unlawful absences and tardies are encouraged to make up all missed work but are only allowed to make up major tests or projects (i.e., term papers) for credit and take semester exams. Teachers will record zeros on daily work for out of school suspensions only when the entire class is required to do work for which a grade is recorded. Students in middle school (grades 6-8) who are absent 15 days will not pass their grade and will be retained. Absences include those that are lawful, unlawful and due to suspension. When students accumulate 15 or more absences and documentation is on file at the school which indicates circumstances beyond the control of the student and parents contributed to the accumulation of 15 or more absences, an appeal may be made to the principal to waive absences and allow the student to pass. An appeal of the principal's decision may be made to the Superintendent.

Criteria To Waive Absences

Principals will use the following criteria to waive absences:

1. Doctor's letter describing an ongoing problem with a chronic illness, communicable disease or injury when the problem is in the beginning stages.
2. Usual and customary doctor and dental visits when documented with a note from the doctor or dentist within three days after returning to school.
3. Documented court appearances where the student is specifically required to appear in court.
4. Death in immediate family (mother, father, sibling, grandmother, grandfather or legal guardian).
5. Parent's notes are helpful when documenting absences; however, these notes do not necessarily mean absences will be automatically waived.
6. The number of absences meeting the criteria in items #1 through #4 above will be subtracted from the total number of accumulated absences for the semester or year.
7. The school nurse may have input regarding medical conditions of students who do not have access to medical treatment or benefits. This will be done on an individual case basis.

The first five unlawful late signs or early check outs accumulated by a student may result in a before or after school detention. The next five unlawful late sign-ins or early check outs will result in one day of in school suspension. *(One penalty or the other must be negotiated with the principal).* Each accumulation of five unlawful tardies after the first five (i.e.,10, 15, 20, etc.) will result in one day of out of school suspension or one day of shadowing by a parent *(one penalty or the other must be negotiated with the principal).* Unlawful tardy or early check out is defined as a reason that is not defined as a lawful absence by the State Board of Education as *stated in the guidelines above.* Each student whose *parent(s) signs him/her out of school before the end of the regular school day for a reason that is not defined as a lawful absence by the State Board of Education on three occasions will be assigned to one day of in-school suspension or one day of after-school detention to make up the academic time in class lost due to the early release. Each accumulation of three unlawful sign outs after the first three (6, 9, 12, 15, etc.) will result in the same penalty being imposed.*

Documentation to verify lawful tardies or early sign out must be received within two days of the tardy/early sign out.

*Guardians and custodians are also considered parents for purposes of this policy.

LEGAL REF.: N.C.G.S.115C-47, -84, -288(a), -378 to -383, Chapter 115C, Article 27, SL 2011-91.
*Guardians and custodians are also considered parents for purposes of this policy. U.C.B.O.E.
APPROVED: 9/7/93 REVISED: 3/1/16

In compliance with federal law, Union County Public School System administers all educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age military service, disability, or gender, except where exemption is appropriate and allowed by law.