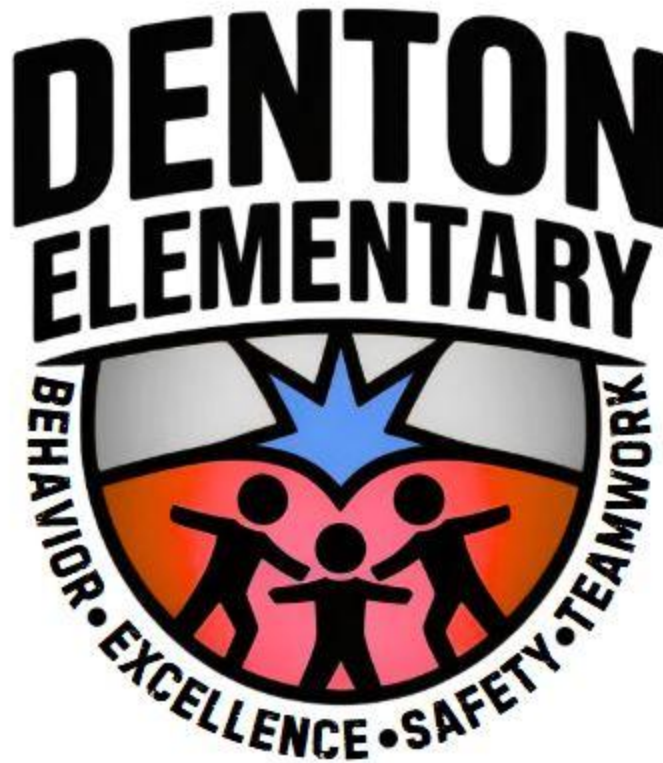




Parent/Student Handbook

2025-2026

Principal: Mr. Jordon Peters

Assistant Principal: Mrs. Erika Thompson

“Being the **BEST** we can be, every day in every way.”

Behavior ~ Excellence ~ Safety ~ Teamwork

Denton Elementary School

305 W. Salisbury Street

Denton, NC 27239

Phone: (336) 242-5708

Fax: (336) 242-5713

Website: des.davidson.k12.nc.us

Letter from the Principal

Parents and Families,

I am thrilled to welcome you back to another exciting school year at Denton Elementary! Our staff is committed to providing a nurturing, supportive environment that fosters academic excellence, creativity, and personal growth. Throughout the year, we will work together to ensure that your child receives a well-rounded education that prepares them for success in all aspects of life. We encourage you to stay involved and engaged with your child's education by attending parent-teacher conferences, volunteering in the classroom, and participating in school events. I look forward to collaborating with you as we strive to make this an excellent school year for all!

Mr. Jordon Peters
Principal

Mission Statement:

The Denton Elementary School family encourages and supports one another to be the best we can be, every day in every way.

Vision Statement:

To be the best we can be at Denton Elementary, we will work together to create a positive, safe, and respectful environment where all learners can experience success and develop a love of learning.

We value and encourage:

- Responsibility
- Independent thinking
- Creativity
- Leadership
- Teamwork
- Good Citizenship

School Motto:

*"Being the **BEST** we can be, every day in every way.*

Behavior ~ Excellence ~ Safety ~ Teamwork, We are Denton, Let's go to work!"

Daily Schedule:

Doors open - 7:30 A.M.

School begins - 8:00 A.M.

School dismisses - 2:35 P.M.

Front Office closes - 4:00 P.M.

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Arrival / Dismissal

Due to liability and safety concerns, all students at Denton Elementary arrive and dismiss via car or bus transportation. Safety is always top priority, especially during these arrival and dismissal times. For the safety of all, please adhere to the following guidelines:

Arrival Procedures

1. Students arriving in the car line should arrive between 7:30 - 8:00 A.M. Breakfast is served in the cafeteria during this time and available to every student. Both breakfast and lunch are free this year for all Denton Elementary School students. **No students should arrive at school before 7:30 A.M.** due to lack of supervision. If you arrive at 8:00 A.M. or after, you must park your vehicle, walk your child inside the front door to the office, and sign them in.
2. All cars bringing students **must use the circle drive** to unload students in front of the media center. **No cars will be allowed to park in front of the school. The back lot is for school buses ONLY.**
3. Circle traffic is routed "One Way Only" as marked by signs. The only exception to this is any staff or administration who need to access the parking spaces during drop-off or pick-up times.
4. Cars should remain in the right lane while picking up or dropping off children. The circle is not to be used as a two-lane drive or pick-up. Please do not block the drive.
5. Students should get out of their cars on the passenger side to avoid crossing traffic. If your vehicle has a booster seat, it would be beneficial to be located on the vehicle's passenger side. Students should be ready to exit their vehicles when they reach the sidewalk area, allowing at least five cars to unload at one time. Say your goodbyes prior to entering the drop-off circle to help the line continue to move efficiently.
6. Horizontal parking directly beside the building in the circle drive is not allowed due to the Fire Lane.
7. The road on the east side of the school (beside the auditorium and cafeteria) is not to be used to deliver or pick up students. This road is a Fire Lane and should be left open for emergency vehicles and delivery trucks only.

Dismissal Procedures

1. As cars arrive in the afternoon they should begin to park along the curb on Salisbury Street in front of First Baptist Church and beyond. **No cars will be allowed to park in front of the school.**
2. At about 2:25 p.m., cars may begin pulling into the circle to prepare for dismissal.
3. As the 2:35 p.m. dismissal bell rings, car riders will report to the sidewalk. Parents in their cars will wait at the covered sidewalk in the circle drive until a staff member brings their student(s) to the car.
4. Each parent must display the school-issued car rider sign labeled 25-26 in order to pick up their student. For safety purposes, any car who does not have the 25-26 sign must have an ID check and may be asked to park and report to the front office before receiving the student(s).

Tardies and Early Dismissal Policy

It is important for students to attend school regularly for the **full** school day. Arriving on time in the morning allows students to settle in and prepare for the day alongside their classmates. The final 20 minutes of the school day are crucial for ensuring students have their assignments, reviewing that day's lessons, and discussing plans for the next day. When students are frequently late, leave early, or are absent, teachers lose valuable instructional time while trying to catch them up. Parents can assist by scheduling their child's appointments after school or on non-school days whenever possible.

Students arriving after 8:00 a.m. are considered tardy and must visit the office to obtain a tardy pass before heading to class. If you arrive at or after 8:00 a.m., parents are required to park and escort their student to the office for sign-in; staff members cannot take students inside. Parking is available across the street in the staff lot. **Each tardy will be recorded, and frequent tardiness or early dismissals may lead to involvement from our school social worker.**

If you wish to pick your child up from school early, **each dismissal will be documented.** Students who attend each school day during a nine-week period will receive recognition for “Perfect Attendance” at the quarterly Awards Assembly. Students with more than 3 tardy arrivals or early dismissals will not be awarded “Perfect Attendance” even if present on all days of the current quarter.

Students leaving early must be picked up by 2:00 PM. No early dismissals will occur after this time. It is our top priority to make sure each student arrives at their destination in the afternoon safely. Dismissals after 2:00 PM create confusion for students and staff. If you must pick your child up early, please read the following procedures:

1. Report to the office – NOT the classroom.
2. Your child(ren) will be released only to the person whose name is specified in the note sent to the teacher.
3. Someone from the office will send for your child(ren) after your arrival.
4. Sign the student(s) out of school and give a reason for the early dismissal on the form provided in the office. This is for the safety and protection of your child(ren) should they need to be located at a later time.
5. Be prepared to show a photo ID if requested. This procedure will help ensure that the child(ren) leaves with properly designated persons.

Attendance Requirements

In order to attend Denton Elementary School, a student must legally reside within the school district. Two proofs of residency will be required. **Additional proofs may be requested by the school at their discretion.** All students entering for the first time will need documented immunization records and certified birth certificates.

Attendance Records:

School officials will keep accurate records of attendance, including accurate attendance records in each class under procedures developed and enforced by the State Board of Education and published annually in the Student Attendance and Student Accounting manual. A child shall be present at least one-half (1/2) of the school day in order to be recorded as present for that day. **1/2 of the school day is 11:15am.**

School-Related Activities:

All classroom activities are important and difficult, if not impossible, to replace if missed. It is the intention of the Board of Education that classes missed are kept to an absolute minimum through close scrutiny and a monitoring system on the part of the principal. The following school-related activities will not be counted as absences from either class or school:

1. Field trips sponsored by the school;

2. School-initiated and scheduled activities;
3. In-school suspension.

Students will complete assignments missed for these reasons. The teacher will determine when work is to be made up, and the student is responsible for completing them within the specified time period.

Excused Absences:

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher **on the day the student returns after an absence**. An absence may be excused for any of the following reasons:

1. Illness or injury which prevents the student from being physically able to attend school
2. Quarantine which is isolation ordered by local health officer or the State Board of Health or isolation or quarantine that is a required state or local control measure;
3. Death in the immediate family (including but not limited to the grandparents, parents, brothers and sisters) of the student;
4. Medical or dental appointments with appropriate documentation provided to the school:
 - Dated doctor's statement on letterhead
 - Diagnosis by physician - clarifying whether an illness is a prolonged illness contributing to, or which could contribute to, a pattern of absences requiring a student to be out of school and further clarifying when the student should be able to return to school.
 - Dated parent's note stating clearly the reasoning for the student's absence and/or referencing a previously written diagnosis rendered by a medical professional and submitted to the principal;
5. Attendance at the proceedings of a court or administrative tribunal if the student is a party to the action or under subpoena as a witness;
6. Religious observance (school principals are required to authorize a minimum of two excused absences each academic year for religious observances required by the faith of a student or a student's parents or legal guardian. The student shall be given the opportunity to make up any tests or other work missed due to these excused absences.);
7. Educational opportunity such as travel or service as a legislative or Governor's page with prior approval from the principal/designee not to exceed 5 days per year;
8. Child care for illness or medical appointment during school hours of a child of whom the student is the custodial parent (G.S. 115C-375.5);
9. A minimum of two days each academic year for visitation with the student's parent or legal guardian if the student is not identified as at risk of academic failure because of unexcused absences and the student's parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 6.39.6, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting; or
10. Any other reason as approved by the board in a board resolution.

Absences due to extended illnesses generally require a statement from a physician. In the case of excused absences and short-term out-of-school suspensions, the student will be permitted to make up his or her work. The teacher will determine when work is to be made up and the student is responsible for completing them within the specified time period.

Make-up Work for Lawful Absences:

Students are permitted to make up all work missed during an absence. All work must be made up within five (5) days following the student's return to school unless the principal/designee determines that extenuating circumstances might support an extension of this time restriction.

Excessive Absences:

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class.

Absence Excuses:

Please send in a signed note after each absence. **The note should be sent within 3 days and should state the date(s) of the absence(s) and give a reason for the absence(s).** When the absence is due to a medical or dental appointment, appropriate documentation is required.

ABSENCES -- Key Points to Remember

- It is imperative that good communication regarding reasons for absences be sent to school each time the child is absent from school. It is highly recommended that if the child is absent due to illness and visits the doctor any time during the school year that a note from the doctor be obtained and sent to school for documentation.
- To be counted present for a day, a child must be in attendance in the classroom for a minimum of one half of the school day (11:15 a.m.). When school is dismissed early, we half the time attended and establish a point that will constitute being counted present for the day.
- **A lawful absence** is sickness of the child, a doctor or dental appointment for the child, or a death in the immediate family. **Most any other absence is unlawful.** Failure to bring an excuse **within three (3) days** is also considered an unlawful absence. If you have a question about whether an absence will be considered lawful or unlawful, please notify the principal.
- In order for a family trip to be considered a lawful absence, **the principal must approve it prior to the trip.** Parents must complete a Pre-Approved Trip Form in the front office prior to the trip. Only five days per year will be approved. **Failure to obtain approval will result in unlawful absences.** Any missed assignments must be completed.
- **Makeup work for unlawful absences/suspension type absence:** Students who are absent for unlawful purposes, or whose absences are due to suspensions from school, will be provided the opportunity to take any quarterly, semester or grading period examinations missed during these types of absences.

Bus Ridership & Safety

To prioritize student safety and enhance the efficiency of our bus transportation system, the county has implemented a ridership request program. Parents and guardians are required to fill out a ridership form to request school bus transportation for their children ahead of time. Students will not be permitted to ride the bus unless their names are listed on the bus route, which can take up to 10 days for the Transportation Department to process.

Safe transportation for students is a vital component of the educational experience in Davidson County Schools. Buses will not operate during tornado warnings in our area; service will resume once the warning has been lifted. It is important to note that riding a school bus is a privilege, not a requirement under North Carolina State Law. We understand that maintaining a safe bus operation relies on the active cooperation of parents, students, and school staff.

Guidelines for PM Drop-Off

- **All students in PreK through 3rd grade must have an adult present at the bus stop before the bus arrives for them to be released.** If no adult is at the stop, your child will be taken back to the school or to the next school on the bus route, and you will need to pick them up from that location.
 - **Please note, if this occurs more than once during the school year, your child may lose their bus riding privileges.**
- If a PreK-3rd grade student has a sibling in 4th or 5th grade riding the same bus, they will be permitted to get off the bus without a visible parent or guardian. However, if the older sibling is not present, the younger student will be returned to school if an adult is not visible.
- If you would like your child in PreK-3rd grade to be allowed off the bus without an adult present, you must complete an Authorization to Release form at the school office. This form needs to be notarized by our office staff and is only valid for the current school year. A new form must be submitted each school year.

School Bus Safety

Riding the school bus is a privilege extended to students that can be taken away at any time for disruptive or unsatisfactory behavior. All children being transported are under the authority of the bus drivers and must obey their directions. I, as principal, and our bus coordinator, have given our full support to each bus driver, and we will work together with him or her to provide the proper atmosphere on the bus.

It is important for parents and children to understand that according to North Carolina State Law, school administrators may suspend passengers from riding on a school bus for inappropriate or unacceptable behavior. Safety will be the top priority. Our school policy for handling such behaviors is included for your information.

North Carolina Board of Education Policy Manual states: “Unless safety factors require otherwise, superintendents may not plan bus stops closer together than 0.2 miles. Each student must be at the designated stop at the time of the bus arrival.” (Davidson County Schools asks that students be at the designated stop 10 minutes before the scheduled arrival time of the bus.) North Carolina Board of Education Policy Manual states: “A route may not deviate from a general path of direction for a distance of less than one-half mile and then

return to the original path except for groups of 10 or more pupils, unescorted pupils in grades K-3, or special education pupils.”

Bus drivers are not allowed to use the horn to signal that the bus has arrived for children. The horn serves as a safety feature and a warning device, not as a cue for children to approach the bus.

If your child misses the bus, please do not chase after it to catch them at another stop. Students are only permitted to board and exit the bus at their assigned stops, as designated by the DCS transportation department.

Eating, drinking and vaping/smoking are strictly prohibited on the buses. To help make school bus transportation as safe as possible, the following will be utilized at Denton Elementary in regards to school bus misconduct:

First Offense – If a bus driver refers a student to the administration, a student conference will be held to discuss the inappropriate behavior and parents will be sent a written notification.

Second Offense - Parents will be notified and suspension of riding privileges may occur depending on the offense committed.

Third Offense - Will automatically result in bus suspension, with a number of days to be determined based on offense committed.

** Please remember - bus suspension may occur at any time, even the 1st offense, if student behavior warrants it.**

Students are required to follow bus rules at all times. School bus transportation is a privilege; any infraction of the rules may result in discontinuation of riding privileges. Behavior that occurs at assigned bus stops could result in school consequences.

Bus Rules

- Follow the directions of the bus driver.
- Follow all hand signals for the bus driver if you are required to cross the street prior to boarding the bus or after exiting the bus.
- Be at the bus stop on time.
- Remain seated in your assigned seat and keep all parts of the body inside the bus.
- Respect the physical space and feelings of others.
- Do not throw objects.
- Keep all objects inside of the bookbag.
- Always cross in front of the bus and exit only at assigned stops.
- After exiting the bus, walk immediately away from the bus and into the house.
- Talk quietly.
- Do not eat, drink, or chew gum on the bus.
- Students are not allowed to ride other buses they are not assigned to ride.

If students wish to leave school together, please arrange for different transportation options. Each child's parent or guardian must provide a note to the classroom teachers. **Friends cannot ride to your child's bus stop**

or board the bus with them in the morning. Students are only permitted to be dropped off or picked up at their designated bus stops assigned by the DCS transportation department.

It is unlawful for a parent/guardian to step onto a school bus. Charges could be filed. If you have a concern, please do not approach the school bus or school bus driver. You will need to call the school at 336.242.5708 and speak to the assistant principal who serves as the school bus coordinator. **Inappropriate behavior by a parent/guardian at a school bus stop could result in the student losing the privilege of riding a school bus.**

Cafeteria

School breakfast and lunch is free for all students at Denton Elementary School during the 25-26 school year as we are designated as a CEP school. If you would like to place restrictions on what your child is able to purchase or consume in the cafeteria, please send this information in a letter to your child's teacher or call our cafeteria manager. We will make every effort to honor your request. **Please do NOT bring restaurant or fast food items to your child at lunch.** He/she will not be able to eat it at school. Please be considerate of all the students. This policy is in effect in all elementary schools in Davidson County.

Visitors at Lunch:

Please respect the days to which your child's grade is assigned to have visitors in order to avoid overcrowding in the cafeteria. If you have children in multiple grades, please reach out to their teacher(s) and the office for their lunch times.

- Mondays - Kindergarten Visitors
- Tuesdays - 1st Grade Visitors
- Wednesdays - 2nd Grade Visitors
- Thursdays - 3rd Grade Visitors
- Fridays - 4th & 5th Grade Visitors

Lunch Visit Guidelines:

- 1. Teacher Notification:** Inform your child's teacher in advance of your lunch visit.
- 2. Arrival Notification:** Please ring the front doorbell to inform office staff of your lunch visit with your child.
- 3. Guest Approval:** If you are bringing additional guests, ensure they are listed on your child's approved school pickup list. Entry will not be permitted for those not on the list.
- 4. Identification:** Have your ID ready for verification by the front office staff member.
- 5. Visitor Log:** Sign the Visitor's Log and wear the provided Visitor's sticker visibly during your stay in the building.
- 6. Cafeteria Waiting:** Wait outside the cafeteria doors for your child's class to arrive. You may join them once they come by.
- 7. Maximizing Time:** **The purpose of your visit is to enjoy time with your child.** Please sit in the designated area to focus on them, rather than joining the entire class.

- 8. Departure Procedure: After lunch, please return to the office to sign out while your child returns to class with their teacher. Visitors are not allowed to escort students back to the classroom or other parts of the school without supervision.**

Class Parties

To preserve instructional time during the school day, School Board Policy states that each classroom is allowed only two (2) parties per year. Teachers and the administration will establish these dates. Any time refreshments are served, guidelines from the Davidson County School Health Council will be followed. **Foods must be commercially prepared.** This would include prepackaged foods and foods which are purchased at a bakery and brought to school. All foods should be portioned, distributed, and in every way handled by the teacher or teacher assistant, unless that food is individually wrapped. **Please also check with your child's teacher if there are any food allergies to be aware of.**

No birthday parties are allowed at school. Birthday party invitations can be sent home only when they are provided for every student in the class and are given to the teacher to be passed out to children as they leave at dismissal time. Birthday snacks may be sent in for classes to enjoy as long as they are commercially prepared (no homemade snacks allowed). Snacks must be left in the office to be delivered to the classroom for you.

Communication

We highly value the input and engagement of our parents and the wider school community. Teachers keep parents informed through various channels, including class newsletters and Class Dojo. To stay updated on important school information, please regularly check your child's folder and Class Dojo.

Administrators will share key school events via a weekly phone message and Class Dojo. Additionally, you can explore our Facebook page to see the exciting happenings at Denton Elementary.

If you have any concerns regarding your child's experience at school, we encourage you to reach out to us. The safety, well-being, and education of every child is our priority. We are available for phone discussions or can arrange a conference at your convenience. You can contact the school at 336-242-5708.

Please use the following steps when you have a celebration or concern regarding your child:

1st- Contact the classroom teacher.

2nd- Schedule a conference with the classroom teacher.

3rd- Contact our school counselor: Mrs. Green.

4th- Contact an administrator: Mr. Peters, Principal or TBD, Assistant Principal

Discipline & Student Code of Conduct

Denton Elementary School is dedicated to fostering a supportive environment where both staff and students engage positively to enhance learning. We are proud to be a Positive Behavior Intervention and Support (PBIS) school. Our motto is "At Denton Elementary, being the BEST we can be, every day in every way." Our BEST acronym stands for **B**ehavior, **E**xcellence, **S**afety, and **T**eamwork. During the initial weeks of school, teachers will emphasize our motto and the school-wide expectations to students. Our behavior expectations are posted throughout the school for each specific area.

Serious Student Misconduct

- Student(s) shall not continuously and intentionally make noise or act in any manner so as to interfere seriously with the teacher's ability to conduct class.
- Student(s) shall not intentionally do bodily injury to any person on the school grounds during or immediately before or after school hours.
- Student(s) shall not repeatedly fail to comply with directions of teachers, teacher assistants, substitute teachers, assistant principal, or other authorized school personnel.

The principal has the authority to discipline a student by placing them in a Time-Out Setting or In-School Suspension. Additionally, the principal can impose a suspension of up to ten days outside of school. For more serious disciplinary measures, the principal will consult with the superintendent to seek approval. A full copy of the DCS policy (6.11) is available on the DCS website. **There will be zero tolerance of verbal or physically aggressive behavior, and this may lead to suspension.**

Personal Belongings

- Please check your child's book bag daily to ensure that he/she is not bringing items to school that could be unsafe.
- The school is not responsible for any loss of personal property.
- All personal belongings should be clearly marked with the student's name.
- The lost and found is located in the back of the auditorium. Unclaimed items will be given to charity at the end of the school year.
- Games and toys should be brought to school **only** when directed by the teacher.
- Students should not bring valuables.
- Parents may be requested to personally pick up items brought to school that are not a part of the curriculum or requested by the teacher.

Cell Phones in Elementary School

Students are permitted to possess wireless communication devices (cell phone, tablet, etc.) on school property as long as such devices are not "in use" (turned on, beeping, sounding, etc.), displayed, or visible during the instructional day (DCS Board Policy 6.46). In most cases, students keep these devices in their backpacks. Students are personally and solely responsible for the security of their cell phone and wireless communication devices. The school system is not responsible for the theft, loss, or damage of a cell phone or any other wireless communication device.

Although students can possess these devices, cell phones are prohibited to be in use during the instructional day, which includes bus transportation. The use of these devices are not allowed due to the distractions and disruptions associated with the educational environment.

Listed below are disciplinary steps in the event a device is in use during the instructional day:

1st Offense - The device will be confiscated. Parents will be contacted. Student will be allowed to take the device at dismissal (if parent approves and no aggravating circumstances occurred)

2nd Offense - The device will be confiscated. Parents can pick up the device at the end of the school day.

3rd Offense - The device will be confiscated. Parents can pick up the device at the end of the school day. Student(s) will receive one day of in-school suspension for the repeated offense.

If this continues to be a chronic issue, student(s) will be asked to hand cell phones to school personnel during instructional day and will be returned upon dismissal. Other factors, such as taking photos or sending inappropriate material, may subject a student to further disciplinary consequences, up to and including expulsion.

Threat of Violence Protocol

A threat is a communication or behavior that indicates an individual poses a danger to the safety of school staff or students through acts of violence or aggressive behavior that would cause harm to self or others. Threats may be expressed or communicated behaviorally, orally, visually, in writing, electronically, or through other means. As a school, we must take threat behavior seriously every time regardless of the severity of the threat or the age of the child. After investigation of the threat of violence incident, school personnel will provide the parent/guardian with specific information on the behavior exhibited as well as consequences and disciplinary actions taken. **Per DCS policy, any student who communicates a threat of violence toward another student, group of students, staff member, or the school as a whole, will be sent home immediately. This protocol, in compliance with current NC House Bill 605, allows us to ensure the safety of all students and staff members throughout each school day.**

Weapons

Students are prohibited from possessing, handling, using or transmitting, whether concealed or open, any weapon or any instrument that reasonably looks like a weapon or could be used as a weapon. No student may knowingly or willfully cause, encourage or aid another student to possess, handle or use any of the weapons or weapon-like items listed above. A student who finds a weapon or weapon-like item, who witnesses another student or other person with such an item, or who becomes aware that another student or other person intends to possess, handle or use such an item, must notify a teacher or the principal immediately. Disciplinary action may occur if a student does not report such items/situations.

Principals will contact the School Resource Officer (SRO) immediately upon the discovery of any of the weapons or weapon like items listed for legal investigation and the consideration of criminal charges. Principals will request that criminal charges be levied for students who knowingly and willingly bring any of the weapons or weapon like items listed above to school. The final decision to bring criminal charges is the responsibility of the investigating officer and/or District Attorney's Office.

Suspensions for any such violation will be issued in accordance with N.C.G.S. §115C-390.1-390.11 and School Board Policy. Parents who are suspected of or are known to be in violation of law by allowing illegal access to firearms or weapons by their children will be reported to law enforcement by the school principal.

School Counseling

At Denton, we have a full-time school counselor on staff. During the school year, our counselor provides individual and small group counseling for all students on an as needed basis.

Dress Code & Student Appearance

Student Dress and Appearance (School Board Policy 6.37)

The Davidson County Board of Education respects a student's right to choose his or her style of dress or appearance. However, students are expected to adhere to standards of cleanliness and dress that are compatible with the requirements and expectations of a school-learning environment. If a student's dress or lack of cleanliness is such that it constitutes a threat to health or safety, the principal or principal's designee may require the student and student's parent or guardian to take appropriate actions to remedy the situation. In addition, if a student's dress or appearance is so unusual, inappropriate, or lacking in cleanliness, that it clearly disrupts class or learning activities, or presents a safety issue, the student may be required to change his or her dress or appearance.

The principal or principal's designee shall handle student violations of this policy. The first violation of this policy will result in a warning and parent contact. The second violation during the same school year may result in a short-term suspension from the school for up to ten days. A third or subsequent violation during the school year may result in a long-term suspension for the remainder of the school year.

Principals will maintain guidelines to assist students in determining appropriate dress and appearance for school, copies of which will be made available to parents and students. Items listed below shall be included in all school guidelines and shall apply to all students. Reasonable accommodation will be made by the school principal or principal's designee for those students who, because of a sincerely held religious belief, cultural heritage, or medical reason, request a waiver of a particular guideline for dress or appearance. Reasonable accommodations shall be made by the principal to accommodate students involved in special duties, activities, or projects approved by the school. This would involve, but not be limited to: athletics, vocational classes and projects, special events, or other activities that would allow for nonconforming dress on a school campus.

Inappropriate Dress or Appearance for Elementary Students (Grades K-5)

The following attire is considered inappropriate for elementary students:

- A. Clothing or attachments that are disruptive to the teaching or learning process and are revealing, indecent, vulgar, or obscene. (Examples include tank tops, short shorts, low-cut or overly tight clothing that shows the midriff, and clothing that has thin (spaghetti straps).)
- B. Clothing which promotes alcoholic beverages or the use of controlled substances by words or symbols, or is of a disruptive nature.
- C. Clothing that contains profanity, contains nudity, depicts violence, or is sexual in nature by words or symbols.
- D. Hats, sweatbands, bandannas, or sunglasses inside school buildings.
- E. Clothing that is sheer or mesh. Undergarments that are visible.
- F. Sagging pants which cause undergarments to be visible.
- G. Footwear that may present a hazard to health and safety. (Examples include flip-flops, sandals, or other footwear that prevents a child from being able to run and climb on playground equipment safely. Students are required to wear tennis shoes for physical education.)

Legal References(s): G.S. 115C36,47,288,308,391(a)

Emergency Contact Information

Each student will bring home an emergency information form for parents to fill out. Please take time to fill in each blank carefully and completely. It is extremely important for this information to be up-to-date. **Please notify your child's teacher if any information regarding your child needs to be changed so that our information is always correct.**

Teachers and administrators will use emergency contacts frequently when children become sick or injured at school and parents must be contacted. **Students cannot be called to the telephone except in the event of an emergency.** Emergency messages will be forwarded to students as necessary when calls are received. In addition, students will not be allowed to make telephone calls during the school day unless it is an emergency.

Field Trips

Field trips are an extension of the curriculum and part of the regular school day. Each grade level may choose to attend up to two (2) educational field trips each year. Due to safety and liability concerns, employees of Denton Elementary School and/or the Davidson County School System will act as chaperones on field trips and will be responsible for handling any discipline issue or emergency situation that may arise.

Field trips are a privilege granted to students and may be revoked due to behavioral issues, safety concerns, or attendance problems, at the discretion of the principal.

All permission slips must be signed and submitted prior to the day of the trip. These documents are required to be sent to the county office. Day of and late submissions will not be accepted.

Parents may be invited to attend certain field trips when deemed appropriate by the grade level staff and the location they are visiting; however, parents must provide their own transportation. When attending a class field trip, we ask that you and your child stay with the teacher and the class so that your child will get the full benefit of the curriculum objectives being met through the field trip experience.

To preserve the educational effectiveness of trips, siblings are not invited to attend. Students are expected to ride to and from all field trips with their class on the Davidson County Schools activity bus.

Health Screenings

Each year as a part of the N.C. School Health Program, students in selected grades receive health screening by the Davidson County Health Department at their school. Screenings include height, weight, dental, vision, and hearing. Parents are notified if a follow-up screening by a physician is recommended. If a parent does not want their child to receive the screening, they should inform the school office in writing at the beginning of the school year by September 1st.

Homework

Due to the demanding curriculum established by the North Carolina State Department of Education, students must demonstrate proficiency to advance to the next grade. Therefore, it is essential to supplement daily classwork with homework when appropriate. We understand that students participate in extracurricular activities

and need family time as well. The following homework guidelines are designed to align with the expectations set by Davidson County Schools:

Kindergarten - 10 minutes
First grade - 10 minutes
Second grade - 20 minutes

Third Grade - 30 minutes
Fourth Grade - 40 minutes
Fifth Grade - 50 minutes

Illness & Injury

In order for us to ensure a healthy learning environment, we ask that you keep your child at home when sick. **Students should be without a fever for 24 hours before returning to school. If your child becomes ill while at school, you will be contacted and asked to pick up your child.** The Davidson County Health Department recommends that if a child has a temperature of 100 degrees or greater, they should be picked up from school.

If we reach out to you, please plan to pick up your child within 30 minutes. In the case of an injury at school, we will contact you for guidance unless the injury requires immediate emergency care. In such instances, you will be notified to meet us at the medical treatment facility.

For less serious injuries, students will receive care in the office and will return to their classes afterward. Denton Elementary is equipped with trained first aid responders, diabetic care managers, and CPR-certified staff. If your child has a chronic condition, such as asthma, diabetes, heart issues, or severe allergies, please notify your child's teacher as soon as possible.

Inclement Weather

A decision to delay or close school is made by Davidson County Central Office staff and will usually be announced by 6:00am. Listen to your local television and radio announcements for news on school delays and closings. Additionally, follow DCS and Denton Elementary Facebook pages for updates. If there is NO ANNOUNCEMENT, school is running on a normal schedule. Schools can be delayed 1, 2 or 3 hours depending on conditions.

Lice Policy

If your child is found to have live lice, they will be sent home. You must bring the child to the office for a lice check before the child will be allowed to return to class the following day. Any student identified with head lice will be sent home at the time live bugs are found for treatment of the lice and removal of nits (eggs) from the hair. A packet containing lice and nit removal instructions will be sent home for the parents. It should be marked as an excused absence if a student is sent home prior to having been at school long enough to get counted present for the day. When a child is being sent home for lice, any sibling(s) will be checked as well.

Students should return to school no later than the following day. Returning students should be accompanied by an adult and report to the school office to be screened again by the school designee for any remaining live lice. If live lice are found after being checked, the student should return home for an oil treatment or other alternative non-chemical treatment. It will be treated as the same occurrence.

A student will be excused no more than two (2) back-to-back days for three (3) occurrences due to the presence of live lice. The family will be referred to the school nurse and/or student services (social worker or school counselor) for assistance as needed to review treatment and removal efforts, give suggestions to remedy the problem, and assist the family with a plan. It is important to remember that head lice can affect anyone. This requires that we work together to monitor and control the problem to prevent it from spreading. Please assist us so that we may keep the problem minimal.

All unexcused absences are subject to the consequences as set forth in the Davidson County Schools' attendance policy. Every effort should be made to keep the child in attendance to remain on track academically.

Medications

It is recognized that students may need to take medications during school hours. **School personnel may ONLY administer medications prescribed by a doctor upon the written request of the parent(s)/legal guardian with a current medication form on file.** A copy can be picked up in the office.

To minimize disruptions to the school day, medicines should be taken at home rather than at school whenever possible. School personnel should not agree to administer any medication that could be taken at home. Students may self-medicate and possess medications as prescribed by their physician only in situations that include asthma (inhalers), diabetes (insulin and glucometer), and severe allergic reactions (epinephrine auto injection). A self-carry form must be on file in these situations. All other prescription drugs must be registered and stored in a designated area, along with the required medical forms and be administered by school personnel.

The following criteria must be met for self-medication of asthma, diabetic or emergency drugs and/or for school personnel to administer medication:

The **appropriate DCS medication form**, available in the school's office and on the DCS web-site, **must be signed by a parent(s) legal guardian and licensed health-care provider.**

Required information:

- * Written authorization for the student's parent or guardian for the student possess self-administered asthma, diabetic and emergency medication
- * A written statement from the student's health-care provider verifying that the student has asthma, diabetes, or severe allergies
- * For school personnel to administer over-the-counter medication, a physician must certify that administration of the drug is necessary during the school day
- * In container dispensed by a pharmacist with the student's name, name of medication and date the prescription was filled and clearly marked directions
- * Student's name and birthdate
- * Names of medication/equipment
- * Dosage to be taken at school
- * Relationship to meals
- * Time medication should be taken
- * Side effects
- * Any reasons not to take medication
- * Date medication should be stopped

Student may ask for health counseling by the school nurse, including:

- * Review of health condition medications, triggers, precautions
- * Role play of procedure to be used when necessary
- * Review of medication policy and disciplinary actions for sharing medication
- * Self-medication contract requested by parent and signed by student

Students who are at risk for medical emergencies, such as those with asthma, diabetes and severe allergies should have an emergency health-care plan developed for them by their doctor and parent(s)/legal guardian to address emergency administration of medicine.

Students may not distribute, purchase, or sell any medication prescription or non-prescription.

Medications may not be transported to and from school on a school bus unless a self-carry form is on file at the school. Otherwise, medications must be brought into the school office by the parent and picked up there as well.

Money

School Cash Online

School Cash Online is a fast, convenient, and safe way to make school payments online. It only takes 5 minutes to register at dcs.schoolcashonline.com. Information is available in our front office with step-by-step directions for how to enroll and make payments. This will prevent you from having to write a check to the school or send cash with your student for any field trips, school fees, agendas, t-shirt money, etc.

Student Fees

A system-wide instructional fee of \$7.00 is required of all students in kindergarten through fifth grade. This should be paid at the beginning of the school year. Please make every effort to attempt to pay this fee for your child(ren). This fee helps with the cost of instructional materials, resource books, physical education equipment, and first aid supplies. Additionally, a technology fee of \$35 is required annually.

Worthless Check Program

Worthless checks received by Davidson County Schools will be turned over to the District Attorney's Office. The criminal process will be issued, if needed, in order to collect restitution for the amount of the check. Penalty fees will be applied.

Promotion Standards

As educators, one of our key responsibilities is to monitor student performance and behavior. Equally vital is keeping parents informed about their children's progress in the classroom. Each teacher has a plan in place for reaching out to parents about student development.

Examples of materials that may be sent home include samples of student work, graded assignments, grade reports, homework, and folders containing classwork. Often, teachers will request that parents return a signed form confirming they have reviewed their child's work.

Your support in this process is essential. It enables teachers and parents to stay connected, enhances communication, facilitates the scheduling of conferences, and ultimately contributes to improving student performance.

Principals have the authority to promote or retain students based upon the standards approved by the board and any applicable standards set by the State Board of Education.

For Students in Grades K-2

To be promoted in grades K-2, students must meet teacher standards in reading, language arts, and mathematics, as well as requirements stated in the system's Attendance Policy.

For Students in Grades 3-5

To be promoted in grades 3-5, students must meet teacher standards and attendance requirements, and achieve at or above Level III on North Carolina's End-of-Grade Tests in reading and mathematics.

Title IX / Student Grievances

The Davidson County Board of Education believes all students and staff working in our schools will not be treated unfairly because they are a woman or man, because of what they may look like, or personal beliefs they may have. Threatening, teasing, or making fun of a person is not acceptable. Also included in these beliefs would be unwanted sexual behavior where someone might make another person feel uncomfortable. Every individual in Davidson County will be able to work in a safe, organized, and encouraging learning/working environment. The Board is committed to enforcing that all students and staff are empowered and given equal opportunity in all academic and employment activities. The Board does not allow illegal unfair treatment on the basis of race, color, birth place, gender, pregnancy, religion, military service, age, or disability. When individuals violate Title IX, appropriate action will be taken, up to and including suspension (for students) and possible termination (for staff).

Tobacco & Vape Free School Policy

The Davidson County Board of Education recognizes that the use of tobacco is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The Board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or a school-related or school-sponsored event is detrimental to the health and safety of students, staff, and visitors. The Board acknowledges that adult employees and visitors serve as role models for the students. The Board recognizes that it has an obligation to promote positive role models in schools and promote a healthy learning and working environment, free from unwanted smoke and tobacco use for the students, employees, and visitors on the school campus. Finally, the Board recognizes that it has the legal authority and obligation pursuant to G.S. 115C-407 Policy Prohibiting Tobacco Use in School Buildings as well as the federal Pro-Children's Act Title X of Public Law 103-227 and the No Child Left Behind Act.

1. Tobacco Use Prohibited - No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours:

- A. In any building, facility, or vehicle owned, leased, rented or chartered by DCS
- B. On any school grounds and property - including athletic fields and parking lots – owned, leased, rented or chartered by the Davidson County Board of Education or
- C. At any school-sponsored or school-related event on-campus or off-campus. In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of the school district also are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds or property or at any school-sponsored or school-related event or at any other time that students are under the authority of school personnel. Tobacco products may be included in instruction or research activities in public school buildings if the activity is conducted or supervised by the facility member overseeing the instruction or research and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

2. Definition of Tobacco Products and Tobacco Use

For the purpose of this policy, “tobacco product” means any product that contains tobacco and is intended for human consumption. The term "tobacco product" also includes alternative nicotine products (containing nicotine, whether natural or synthetic, without tobacco intended through human consumption whether chewed, absorbed, dissolved, ingested, or other means), consumable products (nicotine liquid solutions or other material depleted as a vapor product), and vapor products (noncombustible products that use a heating element, battery, or electronic circuit to heat consumable products) including electronic cigarettes, electronic cigars, electronic cigarillos, and electronic pipes.

3. Signage

Signs will be posted in a manner and location that adequately notify students, staff and visitors about the 100% tobacco-free school policy.

4. Compliance for Students

Compliance for students engaging in the prohibited behavior will be provided in accordance with the provisions incorporated in Davidson County Board of Education Policy 6.11, Standards of Expected Student Behavior, Rule 9.

5. Compliance for Staff and Visitors

Consequences for employees who violated the tobacco use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property. Law enforcement officers may be contacted to escort the person off the premises or cite the person for trespassing if the person refuses to leave the school property.

6. Opportunities for Cessation

The administration will consult with the county health department and other appropriate health organizations to provide students and employees with information and access to support systems, programs, and services to encourage them to abstain from the use of tobacco products.

7. Prevention Education

The administration will consult with an appropriate health organization to identify and provide programs or opportunities for students to gain a greater understanding of the health hazards of tobacco use and the impact of tobacco use as it relates to providing a safe, orderly, clean and inviting school environment. Per G.S. 115-81a3.11, the administration will ensure that the North Carolina Healthful Living Education Standard Course of Study for grades K-9 be taught using sequential, age-appropriate, current, accurate, evidence-based on curricula and skills-based approach (involving students in active “hands-on” learning experiences).

8. Procedures of Implementation

The administration will develop a plan for communicating the policy to staff, students, parents, and the public. A compliance protocol, which identifies procedures for reminding adults of the policy and outlines consequences for students, staff, and visitors who repeatedly violate the policy, will be created and communicated to all students, staff, parents, and the public.

Transportation Changes

Ensuring students arrive at their proper designation is our top priority at dismissal. Parents/guardians play a vital role in communicating any changes to normal transportation. The routine for leaving school will be followed each day, unless a note written by the parent or guardian is sent to the office and teacher specifying different arrangements.

Additional information to consider are the following:

- All transportation changes must be in writing and received in the office by 1:30 PM.
- Transportation changes after 1:30 PM will not be accepted, as they create confusion for all involved.
- Students cannot get off their school bus at a different stop.
- Students are not allowed to ride a different bus than their assigned one.
- No transportation changes will be accepted over the telephone.
- A parent signature is required for any changes due to safety concerns.

Visitors & Volunteers

Parents are encouraged to keep in touch with their child's teacher. It is recommended to schedule parent-teacher conferences as needed throughout the year, ensuring they occur when teachers are free from student responsibilities. Setting a specific date and time for these conferences will help teachers prepare work samples and relevant information to discuss.

All visitors and parents must sign in at the office upon entering the school. A visitor badge will be issued and must be worn during the visit. Staff members are instructed to check for badges and will ask anyone without one to return to the office to obtain it. For safety reasons, entry to the building is not permitted without a badge.

VOLUNTEER POLICY: Any volunteers who wish to work in our school and within our classrooms must complete the DES Volunteer Contract with the office, as well as have a current background check on file with DCS. **Background Checks must be completed and can take up to 30 days to process.** Parents and community volunteers are NOT to be in classrooms until the office verifies that we have both of these documents on file. Once approved, teachers will be notified and may contact you to set up a volunteer work schedule. The front office must always know who is in our school building as a safety precaution. DCS has a handbook for volunteers that you will be given if you are approved to volunteer and if you are asked by a staff member to come into the school to assist them. If instruction is disrupted by your presence, you may not be asked to volunteer inside the school building.

DCS Policy Manual

Our Parent/Student Handbook serves to present policies and procedures that are most pertinent to Denton Elementary. It is not an all-inclusive document. For detailed information pertaining to Davidson County Schools' Board Policies, please visit: www.davidson.k12.nc.us – Under the Administration tab, click on School Board and then School Board Policy.

We are excited about the upcoming school year and are eager to collaborate with you to support your child's success.

It is an expectation to sign and return the handbook acknowledgement form to your child's teacher during the first week of school.

Thank you!

