

Williston-Elko High School



Parent and Student Handbook

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BCSD Board of Trustees

Rosey Anderson
Felicia Devore
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Dr. Crissie Stapleton., Superintendent of Schools
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Important Numbers

Office of the Superintendent	803-541-1300
Office of Finance	803-541-3586
Office of Operations	803-541-1403
Office of Human Resources	803-541-3579
Office of Curriculum, Instruction and Accountability	803-541-1334
Office of Special Services	803-541-1346
Office of Transportation	803-541-1403
School Resource Officer	803-266-8013
Williston-Elko High School	803-266-3110

Williston-Elko High School
Grades: 9-12
Student Hours: 7:45 A.M.-3:00 P.M.
Office Hours: 7:30 A.M.-4:00 P.M.

Mission

Williston-Elko High School will partner with parents and community stakeholders to provide a safe, supportive learning community that empowers students to become problem-solvers, engaged citizens, and compassionate people who own their future.

Vision

The vision of Williston-Elko High School is to create independent, responsible learners and citizens for the future with the collaboration of teachers, parents, and community stakeholders.

Shared Values and Beliefs

Success of all Students

All students are capable of academic and personal success through positive support from all district stakeholders.

High Expectations

Expectations for students, parents, and staff are clearly defined, understood, and upheld. Students are empowered, supported and trained to become productive, successful members of global environments.

Respect and Integrity

Trust, transparency, and mutual respect define interactions between stakeholders.

Teamwork

The district utilizes collaboration and innovation to ensure student success in an encouraging environment. Decisions are made with stakeholder input and participation. Successes are recognized and celebrated.

Safety

Adequate resources ensure schools and work sites are safe and orderly.

Effectiveness and Efficiency

Financial and human resources are managed effectively and prioritized to meet goals and expectations.

Advancement

All stakeholders will be committed to continuous improvement by cultivating academics, life lessons, resources, safety, and morale through effective communication and progress evaluation.

2026-2027 REGULAR BELL SCHEDULE

7:30	Teachers Arrive
7:38	Bell Rings for Students to Enter Building and Pick Up Breakfast
7:45	1 st Period Tardy Bell, 1 st Session BCCC Bus Departs
7:45-9:15	1st Period (90 minutes)
9:15-9:25	Morning Announcements/Release BCCC, BHS, BHHS Students
9:20	2 nd Session BCCC Bus Departs
9:25-9:30	Class Change
9:30	2 nd Period Tardy Bell
9:30-11:05	2nd Period (95 minutes)
11:05-11:35	Lunch
11:25	3 rd Session BCCC Bus Departs
11:35-11:40	End of Lunch - Report To 3 rd Period
11:40	3 rd Period Tardy Bell
11:40-1:15	3rd Period (95 Minutes)
1:15-1:20	Class Change
1:20	4 th Period Tardy Bell
1:20-2:55	4th Period (95 Minutes)
2:55-3:00	Afternoon Announcements
3:00	Student Dismissal

BCCC Schedule

1st Period: 7:55-9:15 **(Depart from WEHS at 7:45 AM)**

2nd Period: 9:35-10:55 **(Depart from WEHS at 9:25 AM)**

3rd Period: 11:35-12:55 **(Depart from WEHS at 11:25 AM)**

2026-2027 WEHS Early Release Schedule

7:30	Teachers Arrive
7:38	Bell Rings for Students to Enter Building and Pick Up Breakfast
7:45	1 st Period Tardy Bell, 1 st Session BCCC Bus Departs
7:45-8:50	1st Period (65 minutes), Release Second Session BCCC
8:55	Second Session BCCC Bus Departs
8:50-9:00	Morning Announcements
9:00-9:05	Class Change
9:05	2 nd Period Tardy Bell
9:05-10:10	2nd Period (65 minutes)
10:10-10:35	Lunch
10:35-10:40	Report to 3 rd Period
10:40	3 rd Period Tardy Bell, 3 rd Session BCCC Bus Departs
10:40-11:40	3rd Period (60 Minutes)
11:40-11:45	Class Change
11:45	4 th Period Tardy Bell
11:45-12:45	4th Period (60 Minutes)
12:45	Student Dismissal

BCCC Schedule

1st: 7:55 AM-8:55 AM **(Depart from WEHS at 7:45 AM)**
 2nd: 9:05 AM-10:05 AM **(Depart from WEHS at 8:55 AM)**
 3rd: 10:50 AM-11:50 PM **(Depart from WEHS at 10:40 AM)**

2026-2027 DEVIL DEN BELL SCHEDULE

7:30	Teachers Arrive
7:38	Bell Rings for Students to Enter Building and Pick Up Breakfast
7:45	1 st Period Tardy Bell, 1 st Session BCCC Bus Departs
7:45-9:15	1st Period (90 minutes)
9:15-9:20	Morning Announcements
9:20-9:25	Class Change
9:25	2 nd Period Tardy Bell, 2 nd Session BCCC Bus Departs
9:25-10:55	2nd Period (90 minutes)
10:55-11:20	Lunch
11:20-11:25	End of Lunch - Report To 3 rd Period
11:25	3 rd Period Tardy Bell, 3 rd Session BCCC Bus Departs
11:25-12:55	3rd Period (90 Minutes)
12:55-1:00	Class Change
1:00	4 th Period Tardy Bell
1:00-2:30	4th Period (90 Minutes)
2:30-2:35	Class Change
2:35	Devil Den Tardy Bell
2:35-3:00	Devil Den
3:00	Student Dismissal

BCCC Schedule

1st Period: 7:55-9:15 **(Depart from WEHS at 7:45 AM)**

2nd Period: 9:35-10:55 **(Depart from WEHS at 9:25 AM)**

3rd Period: 11:35-12:55 **(Depart from WEHS at 11:25 AM)**

Devil Den Days

- **August:** 12th and 26th
- **January:** 7th and 20th
- **September:** 9th and 23rd
- **February:** 10th
- **October:** 7th and 28th
- **March:** 3rd, 23rd, and 31st
- **November:** 18th
- **April:** 29th
- **December:** 9th

Framework for Positive School Climate

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

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

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

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

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

Tiered instruction, intervention, and supports should take place school-wide, in classrooms, in small groups, and with individual students and families with collective ownership and continuous communication and collaboration. Strategic planning occurs at each individual school based on the needs of their students and should result in a positive school climate with a restorative philosophy.

Parent and Student Resources

Academics

Students will be evaluated with consideration given to individual differences through tests and other available methods. Student behavior and conduct shall be excluded from consideration when determining a student's grade. For all subjects, numerical grades will be used as indicated by the 10 Point Grading Scale.

AVG	GRD	CP	H	DE		AVG	GRD	CP	H	DE
100	A	5.000	5.500	6.000		75	C	2.500	3.000	3.500
99	A	4.900	5.400	5.900		74	C	2.400	2.900	3.400
98	A	4.800	5.300	5.800		73	C	2.300	2.800	3.300
97	A	4.700	5.200	5.700		72	C	2.200	2.700	3.200
96	A	4.600	5.100	5.600		71	C	2.100	2.600	3.100
95	A	4.500	5.000	5.500		70	C	2.000	2.500	3.000
94	A	4.400	4.900	5.400		69	D	1.900	2.400	2.900
93	A	4.300	4.800	5.300		68	D	1.800	2.300	2.800
92	A	4.200	4.700	5.200		67	D	1.700	2.200	2.700
91	A	4.100	4.600	5.100		66	D	1.600	2.100	2.600
90	A	4.000	4.500	5.000		65	D	1.500	2.000	2.500
89	B	3.900	4.400	4.900		64	D	1.400	1.900	2.400
88	B	3.800	4.300	4.800		63	D	1.300	1.800	2.300
87	B	3.700	4.200	4.700		62	D	1.200	1.700	2.200
86	B	3.600	4.100	4.600		61	D	1.100	1.600	2.100
85	B	3.500	4.000	4.500		60	D	1.000	1.500	2.000
84	B	3.400	3.900	4.400		59	F	0.900	1.400	1.900
83	B	3.300	3.800	4.300		58	F	0.800	1.300	1.800
82	B	3.200	3.700	4.200		57	F	0.700	1.200	1.700
81	B	3.100	3.600	4.100		56	F	0.600	1.100	1.600
80	B	3.000	3.500	4.000		55	F	0.500	1.000	1.500
79	C	2.900	3.400	3.900		54	F	0.400	0.900	1.400
78	C	2.800	3.300	3.800		53	F	0.300	0.800	1.300
77	C	2.700	3.200	3.700		52	F	0.200	0.700	1.200
76	C	2.600	3.100	3.600		51	F	0.100	0.600	1.100

Major Exams

The ACT, SAT, and other achievement tests are required of all college-bound students and are given at various times throughout the school year in various locations. Check with the guidance office for specific dates and deadlines to sign up.

Career Assessment: A career assessment is given to all students who are in their third year of high school.

End-of-Course Tests are given at the end of English 2, Algebra 1, Biology, and US History and Constitution.

Exam Policy

1st and 3rd Quarter exams will be given at the discretion of the individual teacher. If given, the exam will count as 1/5 (20%) of the quarter grade. Quarter exams will reflect the overall objectives of that quarter only.

1st and 2nd Semester exams will be administered in all classes (except those specifically exempted by the principal). Semester exam testing will count 1/5 (20%) of the semester grade. Semester exams will reflect the overall objectives of the preceding semester.

End of Course testing will count 20% of the final grade and may take the place of the semester exam.

Exemptions will be allowed to seniors in all courses with teacher approval. To qualify for exemption, seniors must have a cumulative grade of at least 90; that is, the final course grade as calculated before the examination is 90 or above.

Individual grading policies will be outlined in course syllabi and must be approved by the principal. Student grades should reflect tests, quizzes, projects, and other assignments. Grading policies should encourage participation in routine class work. Grading policies will not assess student behavior.

Exam Day Absences – An absence the day of an exam must be excused by the school principal for a make-up exam to be given. No prior approval for planned absences will be given to students during state mandated testing periods.

Honors and Scholarships

GRADUATION MARSHALS are the eight juniors with the highest cumulative grade point averages at the end of the third nine weeks of their junior year. All marshals must have a minimum of a 3.6 GPA and must have attended Williston-Elko High School for at least three consecutive semesters.

VALEDICTORIAN is the senior with the highest cumulative GPA at the end of the fourth quarter of their senior year. The Valedictorian must have attended Williston-Elko High School for at least the last three consecutive semesters of high school.

SALUTATORIAN is the senior with the second highest cumulative GPA at the end of the fourth quarter of their senior year. The Salutatorian must have attended Williston-Elko High School for at least the last three consecutive semesters of high school.

CLASS SPEAKER is the senior with the third highest cumulative GPA at the end of the fourth quarter of their senior year. The Class Speaker must have attended Williston-Elko High School for at least the last three consecutive semesters of high school.

HONOR GRADUATES (students with a GPA of 3.6 or higher on the state uniform grading scale) are chosen at the end of the fourth quarter of their senior year.

HONOR CORDS are worn by graduating seniors receiving academic honors from the school system or the State of South Carolina. Students will only be allowed to wear cords approved by the school administration. No outside cords of any type will be worn by students during the commencement program.

*** A tie will be declared if the GPA is exactly the same all the way to the last decimal point calculated.

PROMOTION/RETENTION POLICY:

Requirements of Grade 9 Placement

The student will have mastered the requirements of grade 8 as specified in the Promotion Policy, Grades 1-8

Requirements of Grade 10 Placement

The student will have earned at least six units, including English 1 or its equivalent and Algebra 1 or its equivalent.

Requirements of Grade 11 Placement

The student will have earned at least twelve units, including English 1 and 2 or their equivalent, 2 units of mathematics, 1 unit of science, and 1 unit of Social Studies.

Requirements of Grade 12 Placement

The student will have earned at least eighteen units of credit, including English 1, 2, and 3 or their equivalent, 3 units of mathematics, 1 unit of U.S. History, 1 unit of Social Studies, 2 units of science, and 1 unit of physical education.

***NOTE:** No classes will be accepted from another institution, college, university, etc., without the PRIOR approval from the school counselor and principal.

Dual Enrollment

Williston-Elko High School provides dual enrollment opportunities for students through a partnership with Denmark Technical College. Students have an opportunity to enroll in a dual enrollment pathway that will allow the student to graduate with both a high school diploma from Williston-Elko High School and an Associate's Degree from Denmark Technical College.

Dual Enrollment Admissions and Advancement.

Students that desire to enroll in the Dual Enrollment program will need to have a minimum of a 3.0 GPA on the weighted scale. Students will need to earn a grade of C or better in the first two Dual Enrollment courses in order to continue with the program. Like all classes, Dual Enrollment classes impact the student's high school GPA, but also impact the student's potential college GPA.

Diploma/Graduation Requirements

Minimum requirements to earn a South Carolina State High School Diploma: 24 Units Required <table border="1"> <tr><td>English/Language Arts</td><td>4.0</td></tr> <tr><td>Mathematics</td><td>4.0</td></tr> <tr><td>Science</td><td>3.0</td></tr> <tr><td>U.S. History & Constitution</td><td>1.0</td></tr> <tr><td>Economics</td><td>0.5</td></tr> <tr><td>U.S. Government</td><td>0.5</td></tr> <tr><td>Other Social Studies</td><td>1.0</td></tr> <tr><td>Computer Science (including keyboarding)</td><td>1.0</td></tr> <tr><td>Foreign Language or</td><td></td></tr> <tr><td>Career and Technology Education</td><td>1.0</td></tr> <tr><td>Physical Education</td><td>1.0</td></tr> <tr><td>Electives</td><td>7.0</td></tr> </table>	English/Language Arts	4.0	Mathematics	4.0	Science	3.0	U.S. History & Constitution	1.0	Economics	0.5	U.S. Government	0.5	Other Social Studies	1.0	Computer Science (including keyboarding)	1.0	Foreign Language or		Career and Technology Education	1.0	Physical Education	1.0	Electives	7.0	Minimum requirements to earn a South Carolina State High School Credential: 24 Units Required <table border="1"> <tr><td>English/Language Arts</td><td>4.0</td></tr> <tr><td>Mathematics</td><td>4.0</td></tr> <tr><td>Science</td><td>2.0</td></tr> <tr><td>Social Studies</td><td>2.0</td></tr> <tr><td>Employability Education</td><td>4.0</td></tr> <tr><td>Technology</td><td>1.0</td></tr> <tr><td>Physical Education</td><td>1.0</td></tr> <tr><td>Electives</td><td>6.0</td></tr> </table> Continued Requirements Career Portfolio with a multi-media presentation Work Readiness Assessment Work-based learning hours that total at least 360 hours * only available for students with an IEP * available for incoming freshman class 2018 and beyond	English/Language Arts	4.0	Mathematics	4.0	Science	2.0	Social Studies	2.0	Employability Education	4.0	Technology	1.0	Physical Education	1.0	Electives	6.0
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Assemblies

The conduct of the student body at an assembly is indicative of the school as a whole. Unacceptable conduct will not be tolerated and is defined as any activity that is disruptive or may cause harm to the student or others. Students will leave all textbooks and backpacks in the classroom unless approved by the principal. Wallets and purses are to be carried with the student.

Attendance/Tardiness

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

Students have the responsibility to be on time and attend all classes. In order to receive one Carnegie unit of credit, a student must be in attendance at least 120 hours, per unit, regardless of the number of days missed. The board may grant approval of excessive absences in accordance with board policy.

Any student who misses school must present a written excuse, signed by his/her parent/legal guardian. The excuse will contain such other information as directed by the administration. The school administration will keep all excuses confidential. Parent notes submitted do not excuse mandated seat-time regulations.

If a student fails to submit a valid excuse, he/she will automatically receive an unexcused absence. If a student brings a false (or forged) excuse, the teacher will refer the student to the school administration for appropriate action.

Lawful Absences (Excused)

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

Unlawful Absences (Unexcused)

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

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

Documentation of Absences

All absences require a written explanation from the parent/guardian or medical note from a doctor within three (3) school days of return from the absence. Written explanation of absences

must include the student's name, parent/guardian's full name, address and telephone number(s), dates of absence(s), and documentation of the reason for absence.

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

Tardiness

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

Early Sign-Outs

Parents/guardians are strongly encouraged to ensure that children in their care are in school for the full day every day. Signing out of school early on an ongoing basis establishes a pattern of non-attendance and negatively impacts academic performance. Students with excessive early sign-outs will be addressed on a case-by-case basis by school administration. If for any reason a student must leave school during the day, he/she must sign out in the front office by a parent/guardian or an adult the parent/guardian listed as an emergency contact on the school form.

The individual checking a student out of the school must be 21 years of age or older and come into the office and sign the form provided. If a student arrives late, the student must sign in at the attendance office. Students are counted present the days of any school-sponsored activities such as field trips, ISS, testing, etc. ***At WEHS, a student must be in class at least an hour to be considered present. Please be aware high school attendance is maintained on an individual course basis.***

South Carolina Compulsory Attendance Law

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

A parent or guardian shall require his/her child to attend regularly a public or private school or kindergarten of this State which has been approved by the State Board of Education, a member school of the South Carolina Independent Schools' Association, a member school of the South Carolina Association of Christian Schools, or some similar organization, or a parochial, denominational, or church-related school, or other programs which have been approved by the State Board of Education from the school year in which the child is five years of age before September first until the child attains his seventeenth birthday or graduates from high school. A parent or guardian whose child is not six years of age on or before the first day of September of a particular school year may elect for their child or ward not to attend kindergarten. For this purpose, the parent or guardian shall sign a written document making the election with the governing body of the school district in which the parent or guardian resides. The form of this written document must be prescribed by regulation of the Department of Education. Upon the written election being executed, that child is not required to attend kindergarten.

- (A) Each school district shall provide transportation to and from public school for all pupils enrolled in public kindergarten classes who request the transportation. Regulations of the State Board of Education governing the operation of school buses shall apply

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

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

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

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

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

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

Truancy: Three Levels

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

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

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

Truancy Intervention Procedures

1. When a student accumulates three (3) consecutive or a total of five (5) unlawful absences the principal or designee will complete a truancy investigation and intervention contract is completed.
2. A conference is required with student and parent or guardian to develop a truancy intervention plan designed to improve student attendance and eliminate unlawful absences.
3. A written truancy intervention and attendance contract should be signed by all participants with a copy provided to the parent and student.
4. When a student accumulates seven (7) unlawful absences the school will refer the student's attendance to the District Level Truancy Officer.

5. The BCSD Truancy Officer will contact the family for higher level interventions or investigations.
6. In the event that unlawful absences continue following the district level conference, the case will be reviewed for additional interventions and/or further action. The case may be referred to the Department of Social Services, the Second Judicial Circuit Solicitor's Office for participation in Family Court, or other interventions.

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

Attendance Requirement for Promotion and/or Credit

All absences are defined as lawful or unlawful. Students having a lawful absence shall be permitted to make up work missed during the absence. Missing assignments are due within 5 days of the original due date with no penalty to the grade. All missing assignments must be submitted no later than 2 weeks prior to the end of the grading period with a 20-point deduction if outside of the 5-day grace period.

Absences determined as unlawful will not entitle a student to make up work missed during the time of the absence. Principals may use discretion in permitting students to make up work.

High school students will be counted absent for a full period if they are not present for at least an hour. The principal may determine the lawful or unlawful nature of the absences. Students in grades nine through twelve must attend:

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

Appeal Process for Denial of Credit

Consistent with state regulations, parents/guardians have the right to appeal attendance violation decisions and/or to question the school records regarding attendance. The appeal should be made in writing to the school principal. The decision of the principal may be appealed to the Superintendent. The decision of the Superintendent may be appealed to the BCSD School Board by written request for appeal within ten (10) days of receipt of the decision of the Superintendent.

Attendance Recovery

A student may apply for Attendance Recovery, which will be held on designated days at the end of each semester. A student will be notified by the administration of how much time that needs to be recovered. Students will not be allowed to double up on recovered hours. Students who fail a class due to attendance will receive an FA on the report card and a grade of 50 is given for transcript and GPA purposes unless the attendance is recovered. Students will only be allowed to recover 5 unverified days towards attendance unless otherwise approved by the principal.

Athletics

Since it is a privilege to represent a school in athletics, the school must have the authority to revoke the privilege when student athletes do not meet the standards set forth. This responsibility not only exists while the athletes are involved in their chosen sport but will be required of them while at school and at other times. All athletes participating in the athletic program should be prepared to follow all rules and regulations determined by the athletic staff, administrators, and School Board. Those not willing to comply with rules and regulations will not be permitted to participate. Students athletes are expected to follow all guidelines spelled out in the BCSD Athletic Handbook.

Athletic Attendance

Students must be in class for a minimum of two class periods to be eligible to participate that day. Exceptions to this policy may include pre-arranged absences authorized by the principal and athletic director. Students who are assigned ISS may participate in an athletic practice or game on the day he/she was assigned ISS. Students assigned to OSS may not participate in any athletic event (practice or game) on the day(s) he/she was assigned OSS.

Athletic Responsibilities and Rights

Students participating in the athletic program will be governed by the rights, protection, and responsibilities prescribed by Barnwell County School District and the South Carolina High School League. Students who participate in the athletic program are required to meet the eligibility requirements and follow the rules of the SCHSL and Williston-Elko High School students are expected to conduct themselves in a safe and sporting manner toward all persons.

Bus Transportation

BCSD students are afforded the privilege of bus transportation to and from their home schools daily. Appropriate behavior by students is essential to maintaining safe transportation.

SC Code of Laws: Section 59-67-415. Parental responsibility for safe and timely arrival of children to and from bus stop.

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

Students are expected to arrive at the bus stop 5 minutes prior to the assigned stop time to allow for traffic variances.

Students are expected to comply with behavior expectations outlined in the BCSD Student Code of Conduct while on all BCSD buses, at the bus stop, and after exiting the bus for regularly scheduled and school-sponsored events.

These include, but are not limited to:

- Wait at the assigned bus stop in a safe and orderly manner, respectful and aware of traffic.

- Board the bus in a single file line, once the bus has completely stopped, proceeding directly to an available or assigned seat.
- Follow the directions of all bus personnel, maintain an appropriate voice level, and be respectful of all people and property.
- Keep all hands, feet, and objects to yourself and out of windows.
- Remain seated until the bus has come to a complete stop.
- Exit only at the assigned bus stop. Any changes to this must be presented in writing by the parent or guardian in advance to school principal or designee for approval.

The school principal or designee, following the BCSD Progressive Discipline Plan, will address consequences for Code of Conduct violations on the school bus. These include, but are not limited to, parent contact, student conference, assigned seat, and/or bus suspension. Serious or continuous Code of Conduct violations on the bus may result in bus suspension for the remainder of the year.

Fees/Fines Owed the School

Registration Fees

Students are required to pay a \$25 Chromebook fee during registration every year. Students wishing to park on campus are required to pay a \$10 parking fee every year. Any fees accumulated by students throughout the year due to textbook damages, athletic/extracurricular fees, a technology fees are expected to be paid as they are accumulated. Unpaid fees will follow the student and must be paid before being allowed to participate in graduation ceremonies.

Cafeteria

BCSD has a “no charge” policy in place for students and adults. Only pre-payments, cash, or checks will be accepted for meals, smart snacks, or entrees. As of school year, BCSD is a Community Eligibility Program (CEP) district; every student eats free breakfast and lunch. Any “extra” items such as smart snacks or specials will have to be paid with cash or check at time of purchase. The Food and Nutrition Coordinator may be contacted at (803)541-1300. Students are expected to wear and present their badges at all times. ID badges allow students to scan their information for food purchases in the cafeteria.

If a child has a fee/fine balance, the parents/guardian is expected to pay the balance. These charges will follow the child throughout his/her school career. Students in the grades 5, 8, and 12 will not be allowed to participate in the end of year ceremony and graduation program until all bills are paid. The schools may determine that other consequences may take place for any bills owed, such as not being able to participate in programs or activities offered by each of the schools.

Cell Phone and Personal Electronic Device Policy

Guidelines for Students and Parents

Personal electronic devices continue to be a distraction for students and their learning. Students of all ages are bringing their personal electronic devices into the school building on a daily basis.

- A **personal electronic device** is a wireless electronic communication device such as a telephone, personal digital assistant, paging device, text-messaging device, or other device similar in function that can be used to wirelessly communicate with another person. Cell phones and smart watches are the top two personal electronic devices found on campuses in Barnwell County School District.
- A **personal electronic device** accessory includes any wired or wireless accessory or wearable technology that connects to a personal electronic device and any other accessory commonly used in conjunction with a personal electronic device. Headphones and earbuds are the top two personal electronic device accessories found on campuses in Barnwell County School District.

Research has shown that cell phone usage at school distracts students from learning. In fact, a recent Cell Phone Use in Schools survey conducted in June of 2024 found that 95% of South Carolina teachers lose daily instructional time due to cell phone use or related distractions in the classroom. While disruption of the learning environment is the number one reason a personal electronic device policy has been put into place, other areas of concern exist, including but not limited to cheating on assessments, violating the privacy rights of students who are minors, and bullying.

Guideline of Use

Prior to a student entering the school building, his or her personal electronic device(s) must be shut off and stored out of sight. Personal electronic devices are not allowed in the hallways, classrooms, gym, library, or cafeteria. In fact, students may only use their personal electronic devices before and after school.

While on school buses, personal electronic devices must be shut off and stored out of sight (i.e., in pockets, bags, backpacks, etc.). All personal electronic devices will be confiscated, including devices discovered during searches of reasonable suspicion.

If a student needs to contact their parent or guardian, he or she may ask for permission to go to the office to make emergency phone calls only. In cases of an emergency, parents or guardians are asked to call the school. School personnel are proficient at relaying messages from parents/guardians to students during the appropriate time.

Consequences

Age-appropriate consequences for students who violate the personal electronic device policy are listed in the student code of conduct.

1. The personal electronic device will be confiscated and only returned to a parent or guardian.
2. The student will be disciplined according to the student code of conduct.
3. If a student refuses to submit their personal electronic device, he or she will receive out-of-school suspension.

Character Education Program

Each year, our character education program focuses on a character trait for each month. Students of the Month will be selected based on these traits and will be recognized for their achievements. We will refer to this as “Attributes of a Blue Devil”.

Character Traits; Definition Below:

August	Restraint	<i>The inner discipline to pause, evaluate the consequences of an action, and hold back from overreacting.</i>
September	Cooperation	<i>The willingness and ability to work together with others, selflessly putting aside personal preferences to achieve a shared goal.</i>
October	Stability	<i>The ability to maintain consistent emotions, behaviors, and core values over time, even when faced with stress, adversity, or rapid change.</i>
November	Citizenship	<i>The dedication to being an active, responsible, and contributing member of your community.</i>
December	Justice	<i>Treating others fairly, impartially, and with respect, and ensuring equality.</i>
January	Inclusivity	<i>Noticing when others are left out or marginalized and taking active steps to bring them into the fold.</i>
February	Lightheartedness	<i>Focusing on the positive side of life without being weighed down by anxiety or excessive seriousness.</i>
March	Courage	<i>Not the absence of fear, but by the willingness to choose action and integrity in spite of it.</i>
April	Tact	<i>Expressing difficult truths or navigating conflicts without causing unnecessary offense, hurt, or anger.</i>
May	Wisdom	<i>The ability to apply knowledge, experience, and deep understanding to make sound judgments and navigate life's complexities.</i>

Clubs and Organizations

Blue Fire Drumline
Chess Club
Club Truth
FCA
Marching Band
Math Team
National Honor Society
Prom
Senior BETA Club
Teacher Cadet
Yearbook
Student Government

Communication Between School and Parents

Communication between our school and parents is an important aspect of ensuring everyone is “in the know”. Please utilize the Parent Portal feature of our student record system. Using this system, you can access grade and attendance information for your scholar. Please contact the school for the required information to access that portal. We can provide you with the specific information for your scholar. WEHS and BCSD will be using ParentSquare as a source of electronic communication with parents. Please ensure you have registered with ParentSquare to receive the most current communication.

The school will also periodically send out newsletters, automated calls containing school information, and pamphlets sent home via students. Parents can also join the school community for the monthly School Improvement Council meetings during which school data, events, concerns, and needs will be addressed. Schedule for the SIC meetings will be posted on the school website.

Please follow us on social media:



[williston.elko.high](https://www.instagram.com/williston.elko.high)



[WillistonElkoHS](https://www.facebook.com/WillistonElkoHS)

Comprehensive Health Education Act

Comprehensive health is part of the graduation requirement in South Carolina. In order to receive a state high school diploma, all students are required to participate in a health curriculum to include community health, consumer health, personal health, prevention and control of diseases and disorders, safety and accident prevention, substance abuse, reproductive health, and pregnancy prevention. Units are included in physical education to meet this requirement. Rising seniors and transfers must make sure they satisfy this requirement before graduation. If you have any question regarding this curriculum, please contact the school nurse at 266-3110. The Comprehensive Health Education Act requires that 750 minutes of the health curriculum be devoted to reproductive health, family life, and pregnancy prevention. If you do not want your child participating in this course, you must write a letter stating your wishes and submit it to the school principal no later than September 1 of the current school year.

Content Recovery and Credit Recovery

Content Recovery	Credit Recovery
• Our first line of defense when we see a student in danger of failing a course. • Occurs while the student is enrolled in the course. • Utilizes teacher-selected APEX or Online unit(s) that align to the content the student did not master in the class causing the student to fail. • Student must pass assigned unit(s) with at least a 60. ○ The student's overall average for the quarter will be a 60. ○ Students may participate first quarter, second quarter, or both. Available for selected, regular credit-bearing courses based on APEX /Online offerings. English 1, 2, 3, 4 Algebra 1, Geometry, Algebra 2 Biology 1, Chemistry 1, Physics 1, Environmental Studies, Physical Science World History, US History, Government, Economics	• Targets students who failed a core, credit-bearing course needed for graduation. • Occurs after a course has been completed with a failing grade on the transcript. • Utilizes APEX or Online prescriptive courses. The course will pre-test to determine which units need to be completed in order to gain credit for the course. • Students must pass assigned unit(s) with an overall score of a 60. ○ Upon successful completion a "P" will be coded (the original grade will remain on the transcript) giving the student credit for the course. ○ <i>Students are not eligible for credit recovery if the student would have also failed the course due to attendance. Attendance must be recovered before attempting credit recovery.</i> Available for selected, regular credit-bearing courses based on APEX /Online offerings. English 1, 2, 3, 4 Algebra 1, Geometry, Algebra 2 Biology 1, Chemistry 1, Physics 1, Environmental Studies, Physical Science World History, US History, Government, Economics

Dances

School dances are for WEHS students only. No outside guests are allowed except for the Junior-Senior Prom. Requests for exceptions should be addressed to the principal.

Detention Hall

After school detention will be held on Mondays and Thursdays from 3:05 to 3:35.

Dress Code

Appropriate and non-distracting attire shall be worn in the school setting. This includes off campus activities such as performances, field trips, and all school sponsored events.

Appropriate Attire

- Skirts and shorts must be worn at a length no shorter than 3 inches above the knee when standing. Leggings or tights do not substitute for length. If worn as pants, the covering garment must meet the 3 inches above the knee rule. (Splits in skirts or dresses must also not extend above the 3-inch limit above the knee.);
- Clothing should cover undergarments;
- Pants, shorts, and skirts must be worn at the waist;
- Straps on tops for young ladies should be at least four "fingers" wide.

Inappropriate Attire

- Hats, hoods on sweatshirts or jackets, scarves, wraps on the head, shower caps/bonnets, and sunglasses should not be worn in the buildings;
- Bandanas are not allowed;
- Bare midribs and backs;
- See-through garments;
- Tank tops, tube tops, halter tops, tops with string straps, and plunging necklines should not be worn;
- Bedroom shoes, lounge wear, pajamas, and blankets;
- Wallet chains;
- Sagging pants are not allowed;
- Clothing that promotes drugs, alcohol, tobacco, or other illegal substances;
- Clothing that promotes guns, violence, gang activity, or sexual activity are not allowed;
- Rips, tears, and holes in pants must not exist higher than 3 inches above the knee unless there is a sewn in patch or an appropriate garment worn underneath covering all bare skin (leggings would be an acceptable garment to be worn underneath);
- The display of obscene or profane language or gestures (or the conveyance of such) will not be allowed.
- Using a blanket as a jacket is not allowed.

The administration reserves the right to make final judgement on the appropriateness of clothing.

Students will be instructed to change clothing not in accordance with the code. In the event a change of clothing cannot be obtained, the student will be placed in ISS. Further and continued violations of

the dress code will be addressed by the administration. Religious exemptions may apply with parent and administration permission.

Drug and Alcohol Use by Students (Policy JICH)

The Barnwell County School District is committed to providing a safe, healthy, and drug-free learning environment. The possession, use, distribution, sale, purchase, transfer, or being under the influence of alcohol, illegal drugs, controlled substances, or unauthorized substances is prohibited on school property, at school-sponsored activities, on school transportation, or while under the supervision of the school district.

Prohibited Conduct

Students may not:

- Possess, use, sell, distribute, purchase, or transfer alcohol or illegal drugs;
- Be under the influence of alcohol or illegal drugs while at school or participating in school-sponsored activities;
- Possess or use drug paraphernalia;
- Possess, use, sell, distribute, or misuse prescription medications or over-the-counter medications;
- Possess or use substances represented to be drugs or alcohol, even if the substance is not actually a controlled substance; or
- Assist, encourage, or participate in activities involving prohibited substances.
-

Prescription and Over-the-Counter Medications

Students who require medication during the school day must follow district medication procedures. Prescription and over-the-counter medications must be brought to school and administered according to school and district guidelines.

Students should not possess medication unless authorized by the school nurse or administration in accordance with district procedures.

Reporting Concerns

Students who become aware of drug or alcohol use, possession, distribution, or related activity on school property or at school-sponsored events should report the information to a teacher, administrator, School Resource Officer, or other school employee.

Consequences

Violations of this policy are considered serious offenses and may result in:

- Parent notification;
- Referral to counseling or intervention services;
- Suspension from school;
- Recommendation for expulsion;
- Loss of participation in extracurricular activities; and/or
- Referral to law enforcement when appropriate.

The severity of disciplinary action will depend on the nature of the offense and the circumstances involved.

Commitment to Student Safety

The district encourages students and families to seek help when concerns involving alcohol, drugs, or substance abuse arise. School personnel may assist families in identifying available support services and resources when appropriate.

Tobacco, Nicotine, and Vape Products

The Barnwell County School District is committed to providing a healthy, safe, and tobacco-free learning environment for all students, staff, and visitors.

Students are prohibited from possessing, using, distributing, selling, purchasing, or being under the influence of tobacco, nicotine products, vape devices, or related paraphernalia while on school property, on school buses, at school-sponsored activities, or while under the supervision of the school district.

Prohibited Products

Prohibited products include, but are not limited to:

- Cigarettes
- Cigars and cigarillos
- Smokeless tobacco products
- Chewing tobacco
- Electronic cigarettes (e-cigarettes)
- Vape pens and vape devices
- Nicotine pouches
- Hookahs and similar devices
- Any product containing nicotine or tobacco
- Any device, liquid, cartridge, or accessory used for vaping or tobacco consumption

Students are also prohibited from possessing or using products represented as tobacco or nicotine products, regardless of the actual contents.

Reporting Concerns

Students who become aware of tobacco, nicotine, or vaping product use on school property or at school-sponsored events should report the information to a teacher, administrator, School Resource Officer, or other school employee.

Consequences

Violations of this policy may result in disciplinary action consistent with the Student Code of Conduct, including:

- Parent notification;
- Confiscation of prohibited items;
- Detention;
- In-School Suspension (ISS);
- Out-of-School Suspension (OSS);
- Loss of extracurricular privileges; and/or
- Referral to law enforcement when required by law.

The severity of disciplinary action will depend on the nature of the offense and the circumstances involved.

Promoting Healthy Choices

The district encourages students to make healthy choices and avoid the use of tobacco, nicotine, and vaping products. Educational resources and support services may be made available to students when appropriate.

Enrollment

Yearly enrollment is required for students attending Williston-Elko High School. Enrollment is completed through Final Forms. Please visit <https://www.bcsd.net/enrollment> for the latest enrollment information.

Erin's Law

The Barnwell County School District is committed to promoting student safety and well-being. In accordance with South Carolina's Erin's Law, students receive age-appropriate instruction designed to help them recognize, avoid, and report sexual abuse and exploitation.

The purpose of this instruction is to provide students with the knowledge and skills needed to protect themselves and seek help when necessary.

Instruction May Include

Students may receive age-appropriate lessons on:

- Personal body safety;
- Healthy boundaries and personal space;
- Recognizing unsafe or inappropriate behaviors;
- The difference between appropriate and inappropriate physical contact;
- How to respond to situations that make them feel uncomfortable or unsafe;
- Identifying trusted adults who can provide help and support; and
- How to report suspected abuse, neglect, or exploitation.

Student Safety and Support

Students are encouraged to speak with a trusted adult if they feel unsafe, have concerns about inappropriate behavior, or believe they or another person may be experiencing abuse or exploitation.

Trusted adults may include:

- Parents or guardians;
- Teachers;
- School counselors;
- School administrators;
- School nurses; or
- School Resource Officers.
-

Reporting Concerns

School employees are required by law to report suspected child abuse or neglect to the appropriate authorities. Reports will be handled in accordance with state law and district procedures.

The district will work with families, law enforcement agencies, and child protection professionals to help ensure student safety and well-being.

Commitment to a Safe Learning Environment

The Barnwell County School District is dedicated to providing a safe and supportive educational environment where students are respected, protected, and empowered to seek help when needed.

Equal Educational Opportunity

The Board believes that the District must provide public education in an atmosphere where differences are understood and appreciated. The District will treat all students fairly, with respect, and without discrimination.

Every student of this District shall be offered equal educational opportunities regardless of race, color, creed, sex, disability, national origin, economic or social background, immigrant status or English-speaking status.

Extra-Curricular Activities

Students are encouraged to participate in extra-curricular activities (clubs, band, athletics, prom, etc.). To participate in any activities, a student must attend school at least 1/2 day on the day of the activity. If a student is absent for more than 1/2 day, he/she may NOT participate. Students who are assigned ISS may participate in the extra-curricular activity. Students assigned OSS may not participate in any extra-curricular activity during the OSS term length. (this includes but is not limited to band, athletics, etc).

Gavin's Law (Sexual Extortion, Policy JICFB)

The Barnwell County School District is committed to providing a safe learning environment and protecting students from all forms of exploitation, abuse, and harassment. Sexual extortion, sometimes referred to as "sextortion," is prohibited and will not be tolerated.

What Is Sexual Extortion?

Sexual extortion occurs when a person uses threats, intimidation, manipulation, or coercion to pressure another person into providing sexual images, videos, favors, or other inappropriate content.

Examples of sexual extortion may include:

- Threatening to share private photos or videos unless additional images or favors are provided;

- Using social media, text messages, email, gaming platforms, or other electronic communications to pressure someone into sharing sexual content;
- Demanding money, gifts, or other items in exchange for not releasing private images or information;
- Pretending to be someone else online to gain a person's trust and obtain inappropriate images or information.

Sexual extortion can occur between students or involve individuals outside of the school environment.

Reporting Concerns

Students who experience, witness, or become aware of sexual extortion should immediately report the situation to:

- A parent or guardian;
- A teacher;
- A school counselor;
- A school administrator;
- A School Resource Officer; or
- Another trusted adult.

Students should never feel embarrassed or afraid to seek help. Reporting concerns promptly can help protect both the student and others from harm.

District Response

Reports of sexual extortion will be taken seriously and investigated in accordance with district procedures and applicable law. School officials may work with law enforcement agencies, child protection agencies, and other appropriate authorities when necessary.

The district will take reasonable steps to support affected students and maintain a safe educational environment.

Retaliation Prohibited

Retaliation against any student who reports sexual extortion, participates in an investigation, or assists another student in reporting concerns is strictly prohibited and may result in disciplinary action.

Consequences

Students who engage in sexual extortion, threats, coercion, or related misconduct may be subject to disciplinary action, including:

- Parent notification;
- Loss of privileges;
- In-School Suspension (ISS);
- Out-of-School Suspension (OSS);
- Recommendation for expulsion; and/or
- Referral to law enforcement.

Online Safety Tips

Students are encouraged to:

- Protect personal information online;
- Be cautious when communicating with individuals they do not know;
- Never share personal or private images;
- Report suspicious online behavior immediately; and
- Seek help from a trusted adult if they feel threatened, pressured, or unsafe.

The Barnwell County School District encourages students and families to work together to promote safe and responsible use of technology and social media.

Guidance

The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, emotionally, and socially. We try to achieve this in several ways by:

1. Helping the new student feel at home in our school with new teachers and students in a different setting.
2. Having individual conferences whenever a student, a teacher, or the counselor deems it necessary.
3. Providing a testing program designed to help the students learn as much as possible about his/her capabilities.
4. Providing a counselor who welcomes the opportunity to talk things over with any student, parent, or teacher.
5. Scheduling students without discriminating on the basis of sex, race, or national origin.
6. Providing a counselor who will meet with at-risk students on a periodic basis (At risk students are students experiencing academic, disciplinary or attendance problems).
7. Providing Career Counseling to all students.

Hallway Travel

Students will be allowed in the building at 7:38 A.M. Students will be allowed in the hallways at the close of school, while moving from one class to another, or when they have special permission or special duties that require them to be there. Students in the halls during class time must have passes. Students are not allowed in the hallways during lunch unless being supervised by a teacher. Running or shouting in the halls is not permitted at any time.

Head Lice

If from an examination it is believed that a student is infested with head lice, the principal, nurse, or trained staff member will provide for the removal of the student from the classroom and ensure that the parent(s)/ guardian(s) is notified of the same and requested to remove the child from the school. The parent will also be given information on the prescribed/recommended treatment and requirements for re-admission.

Siblings of students believed to be infested who attend school in the district will also be examined. Any student so removed will be excluded from re-entry until such time as he/she is determined to be totally free of lice and nits by a district nurse or trained staff member. (See Policy JLCC)

Health Services: Medication and Medical Procedures

Illness protocol

To help protect well children from unnecessary exposure to contagious or infectious diseases, South Carolina requires that children and staff with certain diseases and conditions stay home from school while contagious. The SC Department of Public Health publishes the school and childcare exclusion list every year and students have to be excluded from school according to this exclusion list. A student should not return to school until they are fever free for 24 hours.

Immunization Requirements

South Carolina law requires that all students have a valid South Carolina Certificate of Immunization Form on file at school. This is required in order to remain at school. Any absences due to lack of immunization compliance will be unexcused.

Injuries

All injuries incurred at school must be reported to a teacher or the school nurse or another staff member.

Medication

Listed below are the procedures for dispensing medication in accordance with the guidelines from the South Carolina Board of Nursing. All medications that must be taken during school hours must be registered with and administered by the school nurse or her designee.

1. No prescription medication will be given without signed physician's orders and signed permission from the parent/guardian.
2. All prescription medication must be in the original container with a pharmacy label that contains the student's name and directions for administration and must be accompanied by written orders from the health care provider who prescribed the medication.
3. Health Care Provider Authorization/Written orders are REQUIRED for all prescription medications and are required for over-the-counter medications and herbal/alternative medicinal products when request differs from instructions as stated on the original manufacturer's label. If the over-the-counter medication is prescribed by an authorized licensed provider, the over-the-counter medication must be treated like a prescription medication as set forth in S.C. Code Ann. S 40-43-86 and prescription labeling requirements apply.

4. Any changes in dosage/directions for prescribed medications must be accompanied by signed physician's orders and signed parent consent.
5. Non-prescription medications must be in the original container and will be given only with a signed request by the parent/guardian. This should include the student's name, amount to be given, time it is to be given, and reason to be given.
6. Medication must be ordered at least four (4) times a day for it to be given at school. Exceptions will be made if the medicine is ordered for a specific time during the school day.
7. All controlled substances which include medicine for ADHD must be brought in by the parent/guardian and this person will be required to count the medication with the nurse or other designated employee and document the medicine count. The parent/guardian can not provide more than a 30 day supply of this medication. Controlled substances can not be transported to or from school by students.
8. Any medication brought to school by a student must be turned in to the school nurse immediately upon arrival on school grounds. Failure to do so may result in suspension. Controlled substances can not be transported to or from school by students.
9. Parents are encouraged to give medicine outside of school hours whenever possible.
10. If there is a need for a parent to administer medication to their child at school, they must (1) show their ID prior to the student being removed from class and (2) administer the medication in the main office or nurse's office.
11. No Aspirin or Aspirin-containing products will be given at school without a doctor's order.
12. BCSD and its employees reserve the right to refuse to honor medication requests that are not consistent with the professional standards and/or are deemed unsafe for the school setting.
13. Parent/guardian is responsible for picking up any unused medication/supplies/equipment within one week of transferring out to another school or by the last day of school.
14. The school district and its employees and agents are not liable for an injury/adverse drug reaction arising from administration of medication when medicine is administered as directed by the health care provider for prescription medications or as directed by the manufacturer label for over the counter medications. The parent/guardian shall indemnify and hold harmless the district and its employees and agents against a claim arising from administration of medication when medicine is administered as directed by the health care provider for prescription medication or as directed by the manufacturer label for over the counter medications.

No medication can be dispensed at school without written permission from a parent/guardian and/or physician orders. Due to the likelihood of improper use of medications in the teen years, any student who fails to turn medication into the nurse's office upon arrival to school or any student who carries medicine without proper approval could be treated as having an illegal substance at school.

In rare situations, when the school nurse is not available, non-nursing personnel, designated by the principal, may administer medicine to your child. Those designated to administer medication, in the nurse's absence, are trained by the school nurse to handle such situations.

Medical Procedures

Medical procedures require written consent from parent/guardian and require health care provider order. Parent/guardian is responsible for providing all necessary supplies/equipment for medical procedures and must submit completed medical order to the school nurse. Parent/guardian must inform the school nurse of any changes in orders and must submit new orders for these changes. The

school district and its employees and agents are not liable for an injury/adverse reaction arising from a medical procedure when the medical procedure is carried out as directed by the health care provider and standards of care are followed. The parent/guardian shall indemnify and hold harmless the district and its employees and agents against a claim arising from an injury or adverse reaction arising from a medical procedure when the medical procedure is carried out as directed by the health care provider and standards of care are followed.

Self medicating / Self monitoring

Students with asthma, life threatening allergies, or diabetes are allowed to carry inhaled or injected medications with them or keep them in their lockers. The student must have written permission from the parent/guardian and the physician that prescribed the medication in order to keep the medication with them. The school district and its employees and agents are not liable for an injury arising from a student's self-monitoring or self-administration of medication. The parent/guardian shall indemnify and hold harmless the district and its employees and agents against a claim arising from a student's self-monitoring or self-administration of medication.

School policy requires that students with serious medical conditions have an Emergency Action Plan (EAP) completed by their doctor. An Individualized Healthcare Plan (IHP) may also be required if your child needs regular medical attention in the school health office or self medicates and/or self-monitors. The school district and its employees and agents are not liable for an injury arising from administration of medication authorized by an IHP. The parent/guardian shall indemnify and hold harmless the district and its employees and agents against a claim arising from administration of medication authorized by an IHP. New EAP/IHP forms are required every school year.

SC Healthy Connections Kids is a new health insurance program for children ages 1-18 whose family income falls at or below 200% of the Federal Poverty Level. Benefits of this program include a full range of medical services that many children desperately need, including dental care, vision care and prescription drug coverage. It is estimated that as many as 88,000 uninsured children across the state may qualify for this new program. To apply, families can contact their local Medicaid eligibility offices, or call 1-877-552- 4642, or visit www.scdhhs.gov.

ID Badge Policy

To help maintain a safe and secure school environment, all students are required to wear a Williston-Elko High School identification (ID) badge while on campus during the school day.

ID Badge Requirements

- Students must wear their school-issued ID badge at all times while on campus.
- ID badges must be clearly visible and worn above the waist and below the neck on a school-issued lanyard.
- ID badges may not be covered, altered, defaced, damaged, or worn in a manner that prevents identification.
- ID badges carried in a pocket, backpack, purse, wallet, or worn underneath clothing are not considered visible.

- Student ID badges remain the property of Williston-Elko High School and may be inspected by school personnel at any time.

Forgotten ID Badges

Students who forget their ID badge must report to the designated location before first period to obtain a temporary badge.

- Temporary badges must be worn and displayed in the same manner as permanent ID badges.
- Students who fail to obtain or wear a temporary badge will be subject to disciplinary consequences.

Lost or Damaged ID Badges

Each student will receive one ID badge at no cost during the school year.

Replacement costs are as follows:

- Replacement ID Badge: \$6
- Replacement Lanyard: \$1
- Replacement Holder: \$1

Students are responsible for reporting lost or damaged badges as soon as possible.

Misuse of ID Badges

Students may not:

- Wear another student's ID badge;
- Possess another student's ID badge without permission from administration;
- Lend their ID badge to another student;
- Alter, deface, or intentionally damage an ID badge.

Any student found using, possessing, or providing another student's ID badge may be subject to disciplinary action.

Consequences

Failure to wear a properly displayed ID badge may result in disciplinary action, including:

- Warning;
- Parent contact;
- Detention;
- In-School Suspension (ISS); or
- Other consequences consistent with the Student Code of Conduct.

Lockers

Lockers/Locks are available for rent for \$5. The lock must be returned by the last day of school, or the student will be charged an additional \$10. Only school-issued locks may be used on lockers.

Lost and Found

Any object lost or found on school grounds or in school buildings is to be brought to the main office. If you have lost an item, check in the office to see if it has been returned.

Lunch

Students must remain in designated areas during lunch times. Student designated areas include the cafeteria, canteen, outside picnic table area, and any specified teacher supervised areas. Students may not enter the school building during lunch without specific permission from an adult staff member. Students may not have lunch delivered to them and may not approach cars to receive food or items from drivers and passengers. Parents/Guardians should only bring food to the office for students during designated lunch times. **The school will not call students from class during instructional time for food and will not accept food in the office on behalf of students.**

Media Center Services

The media center will open at 7:30 AM and remain open until 3:30 PM. Students are encouraged to use the media center as much as possible. From time to time, it may be required for a student to visit the media center to work on research assignments. In such a case, the student must first get a written pass from the teacher and then, upon entering the library, inform the librarian about the need.

Report Cards/Interim Reports

Each student at WEHS will receive a report card after each grading period of school. The report card should be given to your parents or guardian for examination. Report cards may not be issued if all fees and fines have not been paid. Final report cards will generally be issued the week after school is out. Students may pick up report cards at the guidance office at this time. Each student will receive an interim report midway through each nine-week period. Parents should contact teachers if their child is experiencing academic difficulties at interim report time.

School Resource Officers (SRO)

School Resource Officers (SRO) are provided by the Barnwell County Sheriff's Office. SROs assist students, parents/guardians, teachers, and administrators as well as other staff with sustaining a safe school environment. SROs also serve as active law enforcement officials on campus and at school sponsored events to assist with emergencies or crises that require police action. ***School Resource Officers do not work for BCSD. School personnel do not have jurisdiction over law enforcement decisions or actions***

Semester Block Schedule & Schedule Changes

Students will take up to four courses each semester for credit. Students may only double up on core academic subjects to reach appropriate grade level. Any exceptions must be approved by the principal. No student will be allowed to change a schedule after schedules are issued in August/January without just cause. A student taking a course for credit may drop without penalty before the fifth day. A student dropping a course after the fifth day will receive a grade of withdraw-fail.

Services Available for Students with Special Health Care or Educational Needs

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

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

Individual Health Care Plans or Individual Health Plans (IHPs)

Individual health care plans are also called individual health plans or IHPs. School nurses who are registered nurses write IHPs to guide how a student's health care needs will be met while at school. The nurse works with the student, the student's parents or legal guardians, the student's health care provider, and other school staff to write the plan. IHPs are written for students who have special health care needs that must be met by school staff during the school day. IHPs are also written for students who have been approved by the school district to self-medicate or self-monitor. To learn more about IHPs, talk with your child's school nurse at 803-266-8068 (MS) or 803-266-8045 (HS).

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

Section 504 is a federal law that requires public schools to make adjustments so that students with certain disabilities can learn and participate in settings like other students who do not have disabilities. To be eligible for services under Section 504, a student must have a condition that substantially limits one or more major life activities. A team decides if a student is eligible. The team should include the student's parent or legal guardian, the student (if able), and others who know the student or know about the student's disability, such as a teacher, a guidance counselor, a school nurse, and other school staff. If the student is eligible, the team develops an individual accommodation plan. The individual accommodation plan explains how the student's needs will be met while at school and may include health services for the student during the school day if needed. To learn more about Section 504, contact your child's school or the WSD29 Student Services Coordinator at 803-266-8012.

Individuals with Disabilities Education Act (IDEA)

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

Department of Special Services at 803-266-8012 to learn more about IDEA.

Medical Homebound Instruction

South Carolina's mandates regarding medical homebound instruction appear in the State Board of Education Regulation 43-241. Regulation 43-241 says that students who cannot attend public school because of illness, accident, or pregnancy, even with the aid of transportation, are eligible for medical homebound or hospitalized instruction.

A physician must certify that the student is unable to attend school but may profit from instruction given in the home or hospital. This service is appropriate for short-term intervention and should not be viewed as a long-term replacement for regular school attendance. Homebound instruction is designed so the student does not fall significantly behind during the period of confinement. The district's attendance policy does apply to homebound students.

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

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

Sign In, Sign Out

If for any reason you must leave school during the day, you must be signed out from the office by your parent/guardian or an adult your parent/guardian listed as an emergency contact on the school form. The individual checking a student out of the school must be 21 years of age or older and come in the office and sign the form provided. **TO BE COUNTED FOR A FULL PERIOD, ONE MUST ATTEND FOR AT LEAST 60 MINUTES OF THAT CLASS.**

If you arrive late, you must sign in at the attendance office.

You are counted present the days of any school-sponsored activities such as field trips, ISS, etc.

Students who drive to the Barnwell County Career Center (BCCC) or to a Work-Based Learning Site **MUST** sign in and out in the main office.

- Students who drive to the BCCC or have WBL 1st period should sign in at the front office as soon as they arrive on campus.
- Students who drive to the BCCC or have WBL 2nd period should sign out at 9:30, go to class at the BCCC or the WBL site, and then sign in upon their return (around 11:15).
- Students who go to the BCCC or WBL 3rd period should eat lunch at 10:55, sign out at 11:30, go to class at the BCCC or the WBL site, and then sign in upon their return around 1:30.
- Students who have WBL 4th period should sign out at 1:34.

****Failure to adhere to these rules will result in your driving privileges being revoked!**

Student Council

Student Council serves as training experience for both leaders and followers. It promotes the common good and gives students a share in the management of the school. It also develops high ideals of personal conduct, acts as a clearinghouse for student activities, seeks to interest students in school affairs, and helps solve problems that may arise. Members of the council are your representatives and have direct access to the School Improvement Council and the school administration. Members are expected to uphold the values of honesty, respect, and inclusiveness required of school leaders. Failure to live up to the expectations may result in removal from office.

Student Drop-Off

During the school day, no students should be dropped off or picked up behind the school. This area is for buses only. Students should be picked up and dropped off in the front circle driveway or in the student parking lot.

Student Rights and Responsibilities

Bullying, Intimidation, or Harassment (Policy JICFAA)

The Barnwell County School District is committed to providing a safe, respectful, and positive learning environment for all students. Intimidation, bullying, harassment, and cyberbullying are prohibited and will not be tolerated on school property, at school-sponsored activities, on school transportation, or through electronic communication when such conduct disrupts the educational environment.

What Is Bullying?

Bullying is unwanted, intentional behavior that is repeated or has the potential to be repeated and involves an imbalance of power between individuals. Bullying may cause physical, emotional, social, or educational harm to another person.

Bullying can take many forms, including:

Physical Bullying

- Hitting, kicking, pushing, tripping, or other physical aggression
- Damaging or taking another person's property

Verbal Bullying

- Name-calling
- Threats
- Insults
- Derogatory comments

Social or Relational Bullying

- Spreading rumors

- Excluding someone from a group
- Public humiliation
- Encouraging others to mistreat a student

Cyberbullying

- Sending harmful or threatening messages
- Posting embarrassing photos, videos, or comments online
- Creating fake accounts to harass another person
- Using electronic devices or social media to intimidate, threaten, or humiliate others

Harassment and Intimidation

Harassment or intimidation includes any gesture, written, verbal, electronic, or physical act that a reasonable person should know will harm, threaten, frighten, or interfere with another student's ability to participate in school activities or benefit from educational opportunities.

Such behavior may be based on, but is not limited to:

- Race
- Color
- National origin
- Religion
- Sex
- Disability
- Any other personal characteristic

Reporting Bullying or Harassment

Students who believe they have been bullied, harassed, intimidated, or who witness such behavior should immediately report the incident to:

- A teacher
- A counselor
- An administrator
- The School Resource Officer
- Any trusted school employee

Parents are encouraged to report concerns to school administration as soon as possible.

Reports may be made verbally or in writing. All reports will be taken seriously and investigated promptly.

Investigation and Response

School administrators will investigate reported incidents in a timely manner. Appropriate disciplinary and corrective action will be taken when bullying, intimidation, or harassment is substantiated.

Consequences may include:

- Parent conference
- Counseling or intervention services

- Detention
- In-School Suspension (ISS)
- Out-of-School Suspension (OSS)
- Recommendation for expulsion
- Other disciplinary measures as appropriate

Retaliation Prohibited

Retaliation against any person who reports bullying, harassment, intimidation, or participates in an investigation is strictly prohibited. Students who engage in retaliation will be subject to disciplinary action.

False Reports

Knowingly making a false report of bullying, harassment, or intimidation may result in disciplinary consequences.

Safe Schools Reporting

Students and parents may also report concerns through the Safe School Helpline:

Phone: 800-418-6423 Ext. 359

Text: TIPS to 614-426-0240

Website: www.safeschoolhelpline.com

Discrimination, Harassment, and Retaliation (Policy IIAB)

The Barnwell County School District is committed to providing all students with a safe, respectful, and supportive learning environment. The district prohibits discrimination, harassment, and retaliation in any school program, activity, or school-sponsored event.

No student shall be subjected to discrimination, harassment, or retaliation based on race, color, national origin, sex, disability, religion, age, or any other characteristic protected by law.

Prohibited Conduct

Discrimination occurs when a student is treated unfairly or denied opportunities because of a protected characteristic.

Harassment includes unwelcome verbal, written, electronic, or physical conduct that:

- Creates an intimidating, hostile, or offensive educational environment;
- Interferes with a student's ability to participate in or benefit from school programs or activities; or
- Negatively affects a student's educational performance or well-being.

Examples may include:

- Offensive comments, slurs, jokes, or insults;
- Displaying or distributing offensive materials;
- Threatening, intimidating, or humiliating behavior;

- Excluding or targeting individuals because of a protected characteristic;
- Harassing messages, posts, or images shared through electronic devices or social media.

Reporting Concerns

Students, parents, employees, and community members are encouraged to report incidents of discrimination, harassment, or retaliation as soon as possible.

Reports may be made to:

- A teacher
- A school counselor
- An administrator
- The principal
- The district's designated compliance officer

Reports may be made verbally or in writing.

Investigation Process

All complaints will be taken seriously and investigated promptly, thoroughly, and fairly. The district will make reasonable efforts to maintain confidentiality while conducting a complete investigation.

If a violation is substantiated, the district will take appropriate corrective and disciplinary action consistent with district policies and applicable law.

Retaliation Prohibited

Retaliation against any individual who reports discrimination or harassment, files a complaint, participates in an investigation, or assists in resolving a complaint is strictly prohibited.

Examples of retaliation may include:

- Threats or intimidation;
- Harassment or bullying;
- Exclusion from activities;
- Any adverse action intended to discourage reporting concerns.

Students who engage in retaliation will be subject to disciplinary action.

Consequences

Students found to have engaged in discrimination, harassment, or retaliation may face disciplinary consequences, including:

- Parent conference;
- Counseling or intervention services;
- Detention;
- In-School Suspension (ISS);
- Out-of-School Suspension (OSS);
- Recommendation for expulsion; or
- Other appropriate disciplinary measures.

The district is committed to ensuring that all students have equal access to educational opportunities and are treated with dignity and respect.

Sexual Harassment and Retaliation (Policy IIAA)

The Barnwell County School District is committed to maintaining a learning environment that is safe, respectful, and free from sexual harassment. Sexual harassment is prohibited and will not be tolerated in any school program, activity, or school-sponsored event.

All students have the right to learn in an environment free from unwelcome sexual conduct, comments, advances, or behavior that interferes with their education or creates an intimidating, hostile, or offensive environment.

What Is Sexual Harassment?

Sexual harassment is unwelcome conduct of a sexual nature that is severe, persistent, or pervasive enough to interfere with a student's educational opportunities or participation in school activities.

Examples of sexual harassment may include:

- Unwelcome sexual comments, jokes, or gestures;
- Repeated requests for dates or unwanted romantic attention;
- Sharing, displaying, or sending sexually explicit messages, images, or videos;
- Unwanted touching or physical contact;
- Sexual rumors or spreading inappropriate information about another person;
- Harassing behavior based on a person's sex, gender, gender identity, or sexual orientation.

Sexual harassment may occur between students, between employees and students, or between other individuals participating in school activities.

Reporting Sexual Harassment

Any student who experiences or witnesses sexual harassment should immediately report the behavior to:

- A teacher;
- A school counselor;
- An administrator;
- The principal; or
- The district's Title IX Coordinator.

Parents are encouraged to report concerns to school administration as soon as possible.

Reports may be made verbally or in writing and will be taken seriously.

Investigation and Response

The district will promptly and thoroughly investigate all reports of sexual harassment. Appropriate steps will be taken to stop the behavior, prevent its recurrence, and address its effects.

The district will make reasonable efforts to protect the privacy of all individuals involved while conducting a fair and complete investigation.

Retaliation Prohibited

Retaliation against any person who reports sexual harassment, files a complaint, participates in an investigation, or assists with an investigation is strictly prohibited.

Any student who engages in retaliation will be subject to disciplinary action.

False Reports

Knowingly making a false report of sexual harassment may result in disciplinary consequences.

Consequences

Students who engage in sexual harassment or retaliation may face disciplinary action, including:

- Parent conference;
- Counseling or intervention services;
- Detention;
- In-School Suspension (ISS);
- Out-of-School Suspension (OSS);
- Recommendation for expulsion; or
- Other disciplinary measures as appropriate.

Title IX Notice

The Barnwell County School District does not discriminate on the basis of sex in its educational programs or activities and complies with Title IX of the Education Amendments of 1972. Questions or complaints regarding sex discrimination or sexual harassment may be directed to the district's Title IX Coordinator.

Social Media and Electronic Communications (Policy JICJA)

The Barnwell County School District recognizes that students regularly use social media, text messaging, email, online gaming platforms, and other forms of electronic communication. Students are expected to use these technologies responsibly, respectfully, and in a manner that supports a safe and positive learning environment.

Students are responsible for their electronic communications both on and off campus when those communications impact the school environment, the safety of students or staff, or interfere with the educational process.

Appropriate Use

Students should use electronic communication in a manner that:

- Demonstrates respect for others;
- Supports a positive school environment;
- Protects personal privacy and safety;
- Follows school rules and district policies; and
- Complies with all local, state, and federal laws.

Prohibited Conduct

Students may be subject to disciplinary action for electronic communications that:

- Bully, harass, intimidate, threaten, or target another person;
- Contain discriminatory or hateful language;
- Encourage violence, self-harm, illegal activity, or dangerous behavior;
- Share private or confidential information without permission;
- Disrupt school operations or interfere with the rights of others;
- Impersonate another individual or create fake accounts intended to deceive or harm others;
- Involve inappropriate images, videos, or messages;
- Violate district technology policies or the Student Code of Conduct.

Off-Campus Conduct

Students may be disciplined for off-campus electronic communications when the conduct:

- Creates or is reasonably expected to create a substantial disruption at school;
- Threatens the safety or well-being of students or staff;
- Interferes with a student's ability to learn or participate in school activities; or
- Violates district policies regarding bullying, harassment, discrimination, threats, or misconduct.

Reporting Concerns

Students who receive or observe inappropriate electronic communications involving students or staff should report the incident to:

- A teacher;
- A school counselor;
- An administrator;
- The principal; or
- Another trusted school employee.

Parents are encouraged to notify school administration when electronic communications create concerns related to student safety or school operations.

Investigation and Consequences

School administrators may investigate reports involving social media and electronic communications when there is a connection to the school environment or student safety.

Students who violate this policy may face disciplinary consequences consistent with the Student Code of Conduct, including:

- Parent conference;
- Loss of technology privileges;
- Detention;
- In-School Suspension (ISS);
- Out-of-School Suspension (OSS);
- Recommendation for expulsion; or
- Referral to law enforcement when appropriate.

Digital Citizenship

Students are encouraged to think carefully before posting, sharing, or sending content online. Electronic communications can have lasting consequences and should reflect the same standards of respect, responsibility, and good citizenship expected in school.

Student Interrogations, Searches, and Arrests (Policy JIH)

The Barnwell County School District is committed to maintaining a safe and orderly learning environment for all students and staff. School administrators have the authority to conduct reasonable investigations and searches when there is reason to believe that a student may have violated school rules, district policies, or the law.

Student Questioning and Interviews

School administrators may question students regarding school-related incidents, violations of school rules, or matters affecting the safety and welfare of students and staff.

When appropriate, school officials may work with law enforcement agencies and other authorized agencies during investigations involving student safety, criminal activity, or violations of the law.

Student Searches

Students, their belongings, lockers, vehicles parked on school property, and other items brought onto school grounds may be subject to reasonable search when school officials have reasonable suspicion that a violation of school rules, district policy, or law has occurred.

Searches may include, but are not limited to:

- Backpacks, purses, book bags, and personal belongings;
- Lockers and desks assigned by the school;
- Vehicles parked on school property;
- School-issued technology and electronic devices; and
- Other items brought onto school grounds.

Students should not expect privacy for items stored in school-owned property such as lockers, desks, or school-issued devices.

Use of Detection Devices

The district may use metal detectors, security screening devices, or other reasonable safety measures to help maintain a secure school environment.

Law Enforcement Involvement

School administrators may contact law enforcement when circumstances warrant such action. Law enforcement officers may question students, conduct investigations, or make arrests on school property when authorized by law.

School officials will cooperate with law enforcement agencies while working to minimize disruption to the educational environment.

Notification of Parents

When practical and appropriate, school officials will attempt to notify parents or guardians regarding significant incidents involving searches, law enforcement investigations, or arrests involving their child.

Prohibited Items

Students are prohibited from possessing items that violate school rules, district policy, or the law, including but not limited to:

- Weapons;
- Illegal drugs or controlled substances;
- Alcohol;
- Tobacco or vaping products;
- Stolen property; or
- Other dangerous or prohibited items.

Any prohibited item discovered during a search may be confiscated and may result in disciplinary action, referral to law enforcement, or both.

Disciplinary Consequences

Students found in violation of school rules, district policies, or applicable laws may be subject to disciplinary action consistent with the Student Code of Conduct, including suspension, expulsion, and referral to law enforcement when appropriate.

Use of Metal Detectors (Policy JIHC)

The Barnwell County School District is committed to providing a safe and secure learning environment for all students, staff, and visitors. To help maintain school safety, the district may use metal detectors and other security screening devices on school property, at school-sponsored events, and on school transportation when deemed necessary by school or district administration.

Students, visitors, and their belongings may be screened using metal detectors as part of routine safety procedures or when there is reasonable concern regarding school safety.

Individuals selected for screening are expected to cooperate fully with school personnel. Refusal to participate in a screening, failure to follow directions, or attempts to avoid screening procedures may result in disciplinary action and may limit access to school property or school-sponsored activities.

If a prohibited or potentially dangerous item is discovered during a screening, the item may be confiscated and appropriate disciplinary action may be taken. School officials may also notify law enforcement when required by law or district policy.

The use of metal detectors is intended to promote a safe educational environment and should not be interpreted as evidence that any individual is suspected of wrongdoing.

Student Parking

Students driving to school must purchase a parking pass and park in the student parking lot located next to the gym. Students are not allowed to park in designated faculty parking areas. Parking passes have a cost of \$10.

Students should exit their vehicles upon arriving in the student parking area. Students must enter and exit the parking lot in a safe and orderly manner. Failure to do so will result in loss of parking privilege. Students may not go to their cars during school without permission from the office.

The school will not be responsible for damage to vehicles or theft of items from vehicles. Student vehicles are subject to search.

Student Records (Family Educational Rights and Privacy Act)

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

1. The right to inspect and review the student's education records within 45 days after the day the District receives a request for access.
Parents or eligible students should submit to the school principal or District designee a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
Parents or eligible students who wish to ask the District to amend a record should write the school principal or District designee and clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding

the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

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

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

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

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

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

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

- To other school officials whom the school has determined to have legitimate educational interests.
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll,
- Specified officials for audit or evaluation purposes,
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine

the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid.

- State and local authorities within a juvenile justice system, pursuant to other state law
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.
- To accrediting organizations to carry out their accrediting functions.
- To parents of an eligible student if the student is a dependent for IRS tax purposes.
- To comply with a judicial order or lawfully issued subpoena.
- To appropriate officials in connection with a health or safety emergency,
- Information the school has designated as “directory information”

Textbooks

All basic texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Student’s names, teacher’s name and period taught are written on the inside cover of each book. This procedure aids in locating your text if it is misplaced. Students are required to pay for lost or damaged books.

Title IX (Educational Opportunities and Course Offerings)

Barnwell County School District does not discriminate on the basis of sex in the educational programs or activities, which it operates, and it is required by Title IX of the Educational Amendment of 1972 not to discriminate in such a manner. This policy of nondiscrimination includes the following areas: recruitment and appointment of employees; employment pay and benefits; counseling services for students; access of students to educational programs, course offerings and student activities.

Vandalism and Property Damage

Students who destroy or vandalize school property will be required to pay for losses and/or damages. If something is damaged by accident, you should report it to a teacher or the office immediately. See the Student Discipline Code. The school will not be responsible for personal items that are either lost or damaged.

Visitors

We welcome visitors, but safety is first. All visitors should report to the main office to sign in and receive a visitor identification badge. The badge will be worn around your neck while you are visiting. After you have completed your visit, return to the main office to sign out and return your badge. **If a parent/guardian would like to visit a classroom during instruction, we ask that you make prior arrangements with the teacher and administration.** Students will not be called from class for social visits/food deliveries/etc. Visitors may not visit with teachers during instructional time.

Weapons In School (Policy JICI)

The Barnwell County School District is committed to maintaining a safe and secure learning environment. Students are prohibited from possessing, using, transmitting, threatening to use, or being under the influence of any weapon on school property, at school-sponsored activities, on school buses, or in any vehicle under the school's jurisdiction.

Prohibited Weapons

Weapons include, but are not limited to:

- Firearms of any kind;
- Ammunition;
- Knives or cutting instruments;
- Explosive devices;
- Martial arts weapons;
- BB guns, pellet guns, airsoft guns, or look-alike firearms;
- Tasers or other electronic control devices; and
- Any object used or intended to be used to threaten, intimidate, or cause harm to another person.

The district reserves the right to determine whether an item constitutes a weapon based on its nature, intended use, or the circumstances surrounding possession.

Reporting Weapons

Students who become aware of a weapon on school property or at a school-sponsored event should immediately report the information to a teacher, administrator, School Resource Officer, or other school employee.

Consequences

Possession or use of a weapon at school is a serious violation of district policy and may result in:

- Immediate removal from class or school activities;
- Suspension from school;
- Recommendation for expulsion;
- Referral to law enforcement; and
- Other disciplinary actions permitted by district policy and state law.

Students may also face criminal penalties when required by law.

Safety First

The district encourages students and parents to work together with school officials to maintain a safe school environment. Any threat involving a weapon, whether real or perceived, will be taken seriously and investigated promptly.

Barnwell County School District Alternative Learning Center

Barnwell County School District Alternative Learning Center is an alternative program that is defined as an environment within the school, designed to accommodate an identified group of students with specific needs in academics and social skills. An alternative school is an environment separate from the regular educational program with specific rules and procedures to accommodate very specific, intense needs. Students attend Williston Alternative Learning Center when their social-emotional, behavioral needs, or attendance, interfere with the education of themselves or others in a traditional school.

Barnwell County School District

Student Code of Conduct

Vision of the School Board

The Board expects students to conduct themselves in an orderly, courteous, dignified and respectful manner at school and school-related activities. This requirement refers to students' actions toward other students, teachers, staff and volunteers, as well as in students' language, dress and manners. The board believes self-discipline is an implicit goal of public education.

Students have a responsibility to know and follow the policies, rules and regulations of their individual schools and of the district. Violations will result in disciplinary actions.

The board authorizes appropriate school and district personnel to use appropriate disciplinary sanctions including, but not limited to, probation and suspension and to recommend expulsion, where necessary, to enforce this policy.

The school is a community. It is responsible for educating those children who attend and, therefore, it must establish and enforce guidelines and procedures that provide for reasonable order and an atmosphere where learning can take place.

In keeping with philosophy that discipline is a means of teaching and that most effective teaching is done in a positive manner, disciplinary efforts are to be as positive as possible. Positive means of working with students include individual discussion and counseling, involvement of students in defining acceptable behavioral standards and involvement of parents/legal guardians.

All procedures and guidelines will be fair, just, flexible and in the best interest of the individual students and the school community. In addition, all procedures and guidelines will comply with the appropriate statutes and constitutional provisions.

Appeals of Suspensions

A parent may appeal a suspension assigned by the school administration, or designee, to the District Hearing Officer via written letter of appeal within 5 school days of the assignment of the suspension by the school administration.

Administrative Placement in the Alternative School

In certain circumstances, a principal may recommend a temporary placement in the Alternative School in lieu of expulsion. Only principals have the authority to refer a student to the Alternative School outside of the district hearing process. An assignment to the Alternative School in lieu of expulsion would not require a hearing before the Hearing Officer. A student assigned to the Alternative School cannot attend school or be on district or school property, cannot attend any school-related events or activities on or off campus, and cannot ride a school bus.

Procedures and Appeals of Suspensions

A parent or guardian has the right to one level of appeal above the administrator giving the suspension. (For example, in the case of appeal of a suspension assigned by the assistant principal (MTSS), the decision of the school principal is final.) For violations in which expulsion is recommended and the Hearing Officer provides consequences in lieu of expulsion, the decision of the Hearing Officer is final. A consequence of expulsion rendered by the Hearing Officer may be appealed to the Board of Education. The appeal must be in the form of a written letter submitted to the Superintendent within 5 school days of the decision of the Hearing Officer.

Referral for Expulsion

An appeal to a referral for expulsion must be heard by the district Hearing Officer within 5 school days of the recommendation. Upon completion of the hearing, the parent/guardian will be notified of the decision within 5 school days of the completion of the hearing. A parent/guardian may appeal the decision of the Hearing Officer via written letter to the School Board within five school days of the decision of the Hearing Officer.

Petition for Readmission to School the Year After Expulsion

Any student expelled for the remainder of the school year has to petition for readmission in writing to the Superintendent. A meeting will be held with the Superintendent to determine if the student will be readmitted and to determine any stipulations or probation assigned by the Superintendent.

School Searches

South Carolina statutes provide that any person entering any school premises in the state is deemed to have consented to reasonable search of his/her person or effects. (SC Law Section 59-63-1110)

Barnwell County School District

Student Code of Conduct

Pursuant to district policy JICDA-R, the student code of conduct is a list of disciplinary infractions and the consequences for students who violate these infractions. Disciplinary actions will include appropriate hearings and review, and the removal of a student from the learning environment will occur only for just cause and in accordance with due process of law. The following rules, regulations, and due process procedures are designed to protect all members of the educational community in the exercise of their rights and responsibilities. These rules apply to any student under the following conditions:

- On the school or district property;
- Who is in attendance at school or any school-sponsored activity whether on or off school grounds;
- Who is en-route to and from school on a school bus or other district vehicle;
- Whose conduct at any time or in any place has a direct effect on maintaining order and discipline in the schools and school district.

The following code of conduct will be applied to school and school-related activities. *School administration reserves the right to modify any consequence of a rule violation when the change is deemed appropriate and necessary.* The principal or designee may reduce the penalty where there is a finding of mitigating circumstances.

Consequences

The following list of consequences may be utilized to address violations of the student code of conduct.

CONSEQUENCE	ABBREVIATION
Contact Parent	CP
Warning	W
Detention	D
In-School Suspension	ISS
Out-of-School Suspension	OSS
Recommendation for Expulsion	RE

A '+' APPENDED TO THE CONSEQUENCE INDICATES THAT MULTIPLE DAYS CAN BE ADMINISTERED FOR THE CORRESPONDING INFRACTION. FOR EXAMPLE, ISS+ INDICATES THAT A STUDENT WILL SERVE AT LEAST ONE DAY OF ISS.

Consequence Formula

Referral Count × Nature of Offense = Disciplinary Consequences

The more previous office discipline referrals a student acquires multiplied times the seriousness of the present infraction equates to more severe consequences.

Classroom Managed Behaviors

Classroom managed behaviors are those which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these

infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

INFRACTION		
Dishonesty	ID Violation	Inappropriate Language
Disrupting Class	Improper Use of Technology	Inappropriate Materials
Dress Code Violation	Inappropriate Affection	Tardy – See Tardy Policy
Failure to Complete Work	Inappropriate Behavior	Unauthorized Area Violation

Level One – Disruptive Conduct

Disruptive Conduct (Level One) is any behavior which adversely affects a student's educational progress.

INFRACTION	CONSEQUENCES			
	OFFENSE 1	OFFENSE 2	OFFENSE 3	OFFENSE 3+
Cellular Device Violation – See Cellular Device Policy	ISS	ISS+	OSS	OSS+
Cheating	ISS	ISS+	OSS	OSS+
Cutting Activity/Class	ISS	ISS+	OSS	OSS+
Detention Violation	ISS	ISS+	ISS+	OSS
Dishonesty (Chronic)	ISS	ISS+	OSS	OSS+
Disrespect	ISS	ISS+	OSS	OSS+
Disrupting Class (Chronic)	D	ISS	ISS+	OSS+
Distribution/Sale of Unauthorized Materials	W / CP	D	ISS	OSS+
Dress Code Violation	W / CP	D	ISS	OSS+
Driving/Parking Violation – See Parking Policy	W / CP	D	ISS	OSS+
Electronic Device Violation	W / CP	D	ISS	OSS+
Gambling	D	ISS	ISS+	OSS+
Horseplay (minor)	ISS	ISS+	OSS	OSS+
Inappropriate Affection (Chronic)	D	ISS	ISS+	OSS+
Inappropriate Physical Contact	D	ISS	ISS+	OSS+
Leaving Class	ISS	ISS+	OSS	OSS+
Loitering	D	ISS	OSS	OSS+
Obscene Gesture (Indirect)	ISS	ISS+	OSS	OSS+
Profanity (Indirect)	ISS	ISS+	OSS	OSS+
Property Misuse	ISS	ISS+	OSS	OSS+
Refusal to Obey	ISS	ISS+	OSS	OSS+
Tardy – See Tardy Policy	D	D+	ISS	ISS+
Unauthorized Area Violation	D	ISS	ISS+	OSS+

PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF MISCONDUCT INFRACTIONS.

Level Two – Disruptive Conduct

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

INFRACTION	CONSEQUENCES			
	OFFENSE 1	OFFENSE 2	OFFENSE 3	OFFENSE 3+
Bullying	OSS	OSS+	OSS+	OSS+ and RE
Computer Violation-Noncriminal	OSS	OSS+	OSS+	OSS+ and RE
Confrontation/Altercation	OSS+	OSS+	OSS+ or RE	OSS+ and RE
Contraband	OSS+	OSS+	OSS+	OSS+ and RE
Disrespect	OSS	OSS+	OSS+	OSS+ and RE
Fighting	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Fireworks	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Forgery	OSS	OSS+	OSS+	OSS+ and RE
Harassment	OSS	OSS+	OSS+	OSS+ and RE
Hick/Kick/Push	OSS	OSS+	OSS+	OSS+ and RE
Inciting a Fight	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Major Disruption	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Obscene Gesture (Direct)	OSS	OSS+	OSS+	OSS+ and RE
Pornography – Not Criminal	OSS	OSS+	OSS+ or RE	OSS+ and RE
Possession or Use of Unauthorized Substances	OSS	OSS+	OSS+	OSS+ and RE
Profanity	OSS	OSS+	OSS+	OSS+ and RE
Refusal to Obey	OSS	OSS+	OSS+	OSS+ and RE
Sexual Offense-Non Forced	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Sexual Violation	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Slap Boxing	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Stolen Property	OSS	OSS+	OSS+	OSS+ and RE
Theft/Larceny	OSS	OSS+	OSS+	OSS+ and RE
Threat	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Tobacco Violation (cigarettes, vapes, chewing tobacco, etc.)	OSS+	OSS+	OSS+ and RE	OSS+ and RE
Trespassing	OSS	OSS+	OSS+	OSS+ and RE
Vandalism	OSS	OSS+	OSS+	OSS+ and RE
Miscellaneous Weapons	OSS	OSS+	OSS+	OSS+ and RE

BETWEEN 5 AND 10 DAYS OF OSS MAY BE ASSIGNED FOR FIGHTING ALONG WITH CRIMINAL CHARGES. PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF MISCONDUCT INFRACTIONS.

Level Three – Criminal Conduct

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

INFRACTION		
Arson	Cyberbullying	Intimidation
Assault, Aggravated	Disturbing School	Other Offenses
Assault by Mob	Drug Distribution	Pornography – Student or Minor
Assault, Simple	Possession of Alcohol or a Controlled Substance	Sexual Harassment
Bomb Threat	Fire Alarm	Sexual Offense – Forced
Bullying	Gang Activity	Under the Influence of Alcohol or a Controlled Substance
Burglary	Indecent Exposure	Vandalism (Severe)
Computer Violation – Criminal		Weapons
CONSEQUENCES		
OSS 5-10 Days	Expulsion Recommendation	Referral to Law Enforcement

PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF CRIMINAL MISCONDUCT INFRACTIONS. OTHER INFRACTIONS WHICH VIOLATE STATE AND FEDERAL LAWS MAY FALL INTO THIS CATEGORY.

- Discipline procedures will include parent contact and when necessary a parent conference.
- Administrative discretion can be exercised regarding violations and consequences.
- Law enforcement will be involved as warranted.
- South Carolina law regarding possession/use of weapon(s) will be applied.
- All students are expected to demonstrate integrity, civility, responsibility and self-control. This expectation is directly related to the board's educational objectives for students to learn to be responsible for and accept the consequences of their behavior and for students to respect cultural diversity and ideological differences.
- While this document is intended to provide notice to students and parents of general expectations for behavior and consequences for misconduct, it must be understood that discretion will have to be used in dealing with a wide range in age and maturity of students, and that consideration must be given to the seriousness of the infraction(s) when determining the severity of the consequences. Other inappropriate behavior not covered in this document will be dealt with by the principal and/or designee. The principal and/or designee may impose the consequences listed in the order listed for successive incidents and apply the most severe consequences listed or a lower level of consequences.
- Use of community service/work may be utilized by school personnel when dealing with Level One and Two violations. Community service/work may be used in conjunction with discipline consequences or used to reduce discipline consequences.

Bus Student Code of Conduct

The principal or assistant principal of a school has the authority to deny bus privileges to any student. The following actions will be taken for misbehavior on the bus.

Minor Offense Consequences

- 1st Offense: 3-day suspension from riding all school buses
- 2nd Offense: 5-day suspension from riding all school buses
- 3rd Offense: 10 day suspension from riding all school buses
- 4th Offense: Suspension from riding all school buses for remainder of school year

Major Offense Consequences

- 1st Offense: 5-day suspension from riding all school buses
- 2nd Offense: 10-day suspension from riding all school buses
- 3rd Offense: Suspension from riding all school buses for remainder of school year

Possible School Bus Misbehavior Offenses

Minor Offenses

- Eating and/or drinking on the bus
- Making excessive noise
- Failure to sit properly in the bus seat
- Using profanity on the school bus while engaging in conversation with peers
- Refusal to sit in an assigned seat
- Verbally abusing another student
- Yelling out the bus windows
- Riding the incorrect bus without proper permission
- Placing any part of the body out the bus window
- Inappropriate use of electronic items such as cell phone, IPAD, IPOD, MP3 player, etc. (any such items found on a bus will be confiscated)
- Failure to move away from a bus after getting off at school or at regular stop
- Riding another bus while suspended from regular bus
- Making obscene gestures to others on or outside the bus
- Disembarking bus at improper stop, school, or bus stop

Major Offenses

- Direct disobedience to the instruction of the bus driver
- Out of seat while bus is in motion
- Horseplaying on the bus

- Fighting on the bus (can be a 10-day suspension with request for expulsion)
- Physical or verbal abuse (profane language) of the bus driver while he or she is operating the school bus
- Throwing objects on the school bus or out the bus window
- Physically bullying, teasing, or intimidating any other student on the bus
- Possession of weapons or other dangerous objects on the bus
- Possession of fireworks or other dangerous materials on the bus
- Playing with matches, lighters, etc., on the bus
- Refusal to let another student sit down
- Spitting on others on or outside the bus
- Serious verbal altercations between students (standing face to face, arguing and shoving, exclusive of hitting)
- Making a direct threat against the bus driver while he/she is operating the bus
- Opening the school bus emergency door
- Physically interfering with the school bus driver while he/she is operating the school
- Indecent exposure to students on or about the bus or to others outside the bus
- Possession/use of alcohol and drugs including the misuse of prescription, over the counter or pseudo/synthetic drugs (can also be a 10-day suspension with recommendation for expulsion)
- Smoking on the bus

The Transportation Department strongly supports the school administrators at all schools in Barnwell County School District. If you have any concerns about the bus conduct reports after you speak with the respective school administrators, please contact the Transportation Director at (803) 541-3977.

Tardy Policy

Lawful Tardies: For a tardy to be excused, written documentation must be provided.

- 1) Illness on part of the student with written medical excuse
- 2) Emergency and/or hardships at the discretion of the principal
- 3) Doctor or Dentist appointment
- 4) Late bus arrival
- 5) Teacher, Guidance, or Administrator Conference

Unlawful Tardies to School: Three written parent excuses for any reason or combination of reasons will be accepted per semester. Any additional excuses must be official written medical excuses or will be considered unlawful.

- 1) Illness on part of the student without a written medical excuse
- 2) Oversleeping, traffic, carpool trouble or other “personal reasons”
- 3) Missed bus
- 4) Car Trouble

Tardies	Consequence
1 st – 3 rd	Warning
4 th - 5 th	Detention Hall
6 th – 8 th	1 Day ISS
9 th – 10 th	2 Days ISS
11 th – 12 th	3 Days ISS
13 and Over	ISS/OSS/ Administrative Discretion/Possible Referral to Truancy Officer

Discipline of Students with Disabilities

When a student identified as disabled pursuant to Section 504 of the Rehabilitation Act of 1973 (Section 504) or the Individuals with Disabilities Education Act (IDEA) violates the student behavior code, that behavior may result in suspension or expulsion so long as the disciplinary sanction does not constitute a change of placement. These laws do not set an absolute limit on the number of cumulative school days needed to constitute a change of placement; however, school officials will consider any unique circumstances on a case-by-case basis when determining whether a change in placement is appropriate for a student with a disability who violates a code of student conduct

Attendance at School Activities While Suspended

A student may be suspended for any reasons listed in the student code of conduct, Policy [IJCDA](#) or [IJCDA-R](#), for up to 10 school days for any one offense. Suspension means the student cannot attend school or be on district or school property, cannot attend any school-related events or activities on or off campus, and cannot ride a school bus.

Policy JIAA Sexual Harassment and Retaliation (Students)

The district is committed to maintaining a learning environment free from sexual discrimination and harassment. In keeping with this commitment, the district will not tolerate sexual harassment of students in the education program or any district activity (including admission) by any person, including, but not limited to, other students, staff members, volunteers, or visitors. Further, the district will not tolerate retaliation against a person who has made a report or filed a complaint alleging sexual harassment or who has participated as a witness in a sexual harassment investigation.

This policy applies to behavior that takes place:

- in any school or district building or on any school or district premises before, during, or after school
- on any bus or other vehicle as part of a school activity
- during any school or district-sponsored activity or extracurricular activity
- at any time or place when the student is under the care of district staff
- at any time or place when the behavior can be reasonably expected to materially and substantially interfere with or disrupt the educational environment of the school

It also applies to behavior communicated in writing or electronically through mail, telephones, cell phones, computers, or other telecommunication devices and includes text

messaging, instant messaging, and social media. In the situation that the behavior originated from a non-school computer or network, but has been brought to the attention of school officials, the decision for the district to take action in accordance with this policy will be based on whether the conduct is determined to be reasonably expected to materially and substantially interfere with or disrupt the educational environment of the school. While the behavior may not be considered a violation of Title IX, it should be treated as a violation of district policy and the applicable code of conduct.

All students and staff members are responsible for helping to ensure that sexual harassment does not occur. If a student or staff member feels that he/she has experienced or witnessed sexual harassment directed towards a student, he/she will immediately notify a teacher, supervisor, or building-level principal, and/or file a formal complaint with the district's Title IX coordinator as outlined in the administrative rule associated with this policy. A staff member who does not promptly report what he/she reasonably believes to be sexual harassment may be subject to disciplinary action.

Reports of sexual harassment may be made anonymously, but formal disciplinary action will not be taken solely on the basis of an anonymous report. The district will investigate all sexual harassment reports impartially, thoroughly, and promptly and will take immediate and proportionate corrective action to end the sexual harassment and prevent the reoccurrence of similar misconduct. Investigations may occur even if the alleged victim does not file a complaint directly or does not wish to see action taken by district or school administration. On an individualized and appropriate basis, interim measures may be taken following receipt of a complaint to minimize the risk of harm to all parties and to prevent continued sexual harassment or retaliation.

Confidentiality

To the fullest extent practicable, while ensuring a thorough and impartial investigation, the district will keep reports and the terms of their resolution confidential, including the names of individuals who submit reports, witnesses who provide information regarding reports, and the individuals named in such reports. All records generated under the terms of this policy and related administrative procedures will be maintained with utmost confidentiality to the extent permitted by law, specifically the Family Educational Rights and Privacy Act (FERPA). Confidentiality, however, cannot be guaranteed. All complainants proceeding through the complaint process will be advised that their identities will be disclosed to the party being accused of inappropriate conduct.

Parents/Legal guardians of any student making a complaint or against whom any complaint is made will be notified as soon as possible following the filing of the complaint.

Discipline

Students whose behavior is found to be in violation of this policy will be subject to discipline and graduated consequences, up to and including expulsion, consistent with policy [ICDA](#), *Code of Conduct*.

Staff members found in violation of this policy will be subject to disciplinary action, up to and including termination and may be referred to law enforcement officials, as appropriate, consistent with district policy, including [GBEB](#), *Staff Conduct* and [GBEBB](#), *Staff Conduct with Students*.

Visitors or volunteers found in violation of this policy will be subject to appropriate sanctions and may be referred to law enforcement officials, as appropriate.

NOTE: *State law makes it criminal conduct in South Carolina to threaten bodily harm or death to a teacher, principal, school staff member, or family member of any of these persons; to disturb schools; or to interfere with the operation of a school bus. State law also mandates that conduct which may constitute a crime be reported to law enforcement. Parents and students need to be advised of the seriousness of any such threatening statements (even when made by very young and immature students), as these will be reported to law enforcement and may result in charges being brought. Threats of violence, harm, or death by students against other students, or against other third parties, are serious violations of this Conduct Code and will lead to strict disciplinary consequences which may include expulsion (and referral to law enforcement when appropriate).*

Barnwell County School District

Digital Device Guide

Introduction

Barnwell County School District (BCSD) believes technology is an important part of learning. We want all students to have access to digital tools and the internet for learning anywhere, anytime. Our goal is to help students become creative and responsible lifelong learners by using technology in smart and safe ways.

Use of Technology

This guide provides students and their parents/guardians with information about the general use of technology, “ownership”, rights and responsibilities for possession of the digital device, and care of the digital device. Devices are for learning and should be used responsibly. All students and their respective parents/guardians must agree to all policies listed in this guide in order to receive and utilize a digital device, school network, and all other district owned technology-related items.

Ownership

BCSD retains sole right of possession and lends the device to the student only for educational purposes during the academic year. Failure to follow the terms of the policies will result in disciplinary action, including but not limited to, confiscation of any and all devices and accessories loaned to the student and revocation of student access to BCSD technology, as well as any other disciplinary action deemed appropriate by BCSD policy. BCSD reserves the right to monitor and log users’ (students’) use of the district’s technology and network and to examine user (student) files and materials as necessary. Moreover, BCSD administrative staff retains the right to collect and/or inspect the device at any time, including via electronic remote access; and to alter, add, or delete installed software or hardware. There is no reasonable expectation of privacy while using BCSD computers, networks, or technology.

Warranty

Devices are covered under accidental damage protection based from the date of purchase. This protection **ONLY** covers the Chromebook; power cords and protective cases are not included in this coverage. This covers normal wear and tear, mechanical breaks and accidental damage. This coverage does not apply to loss, theft, negligence, fire, or intentional damage.

Lost or Stolen Equipment

Lost devices should be reported to the school by the student or a parent/guardian within 48 hours. If the equipment is stolen, a police report must be filed and a copy of the report that lists the stolen device must be provided to the school by the student or parent/guardian in a timely manner. The student and parent/guardian will be responsible for the full cost of replacement. Please refer to the User Misuse and Abuse section for replacement costs.

User Misuse and Abuse

Incidents of loss, misuse, intentional neglect, and/or repeated incidents of digital devices and accessories become the financial responsibility of the student and parent/guardian. Replacement costs listed below will be applied:

Replacement Cost for Digital Devices

- Chromebook \$250
- Protective Case Cover \$50
- Power Adapter \$25

NOTE:

1. Only BCSD issued chargers should be used with devices. Replacements are available at the noted fee. Please refrain from purchasing replacements from outside sources.
2. Protective cases should NOT be defaced in any manner. Inappropriate depictions, language, or misplaced/unusable cases will be subject to the noted replacement fee.

Distribution of the Device

Students will be issued a Chromebook with a protective case cover and power adapter after both the student and parent/guardian sign the agreement located in Appendix A of this guide: BCSD Digital Device Agreement.

Collection of the Device

Devices must be returned during device check-in days set by each school prior to summer break, or at the time of departure from the BCSD district should the student leave prior to the end of the school term. The student must return all issued materials (Chromebook, protective case cover, and power adapter) in working order with only normal wear. Unreturned items will be considered lost and replacement fees will be assigned.

Student Responsibilities

The guidance provided here is to make students and parents/guardians aware of the responsibilities students accept when they use a district-owned device.

- Respect and protect their privacy and the privacy of others.
 - ◆ Use only assigned accounts.
 - ◆ Do not share personal information online such as: name, address, phone number, etc.
 - ◆ Do not share passwords.
 - ◆ Have permission to photograph or videotape other individuals and to subsequently post these images or videos to the Internet.
- Respect and protect the integrity, availability, and security of all electronic resources.
 - ◆ Observe all network security practices.
 - ◆ Conserve, protect, and share these resources with other students and Internet users.
 - ◆ Treat digital technologies with care, report any damages, security risks, or violations to a teacher or administrator.
- Respect and protect the copyrighted/intellectual property of others.
 - ◆ Cite all sources appropriately.
 - ◆ Follow all copyright laws.
 - ◆ Use electronic communication devices appropriately to ensure academic integrity.
- Respect and practice the principles of community.
 - ◆ Communicate only in ways that are kind, responsible, respectful, and lawful.
 - ◆ Use electronic communication devices for school work only.
 - ◆ BCSD email should only be used for school-related email and projects.
 - ◆ Report threatening or offensive materials to a teacher or administrator.

- ◆ Devices should be used respectfully and only for schoolwork. Inappropriate content is not allowed. Inappropriate media may not be used as backgrounds or themes on devices. The presence of guns, weapons, pornographic materials, inappropriate language, alcohol, tobacco, drugs, gang-related symbols, or any other content deemed inappropriate by administration will result in disciplinary action.

Students should bring their assigned device to school charged every day. The device should only be used by the student to whom it is assigned.

Student Accessibility

Students log in with their BCSD issued account. The majority of all student work will be stored in secure, cloud-based applications such as Google Drive.

Google Workspace for Education

BCSD uses Google Workspace for Education tools for learning. Students can access them at school and at home. Teachers will use Google apps for lessons and assignments. Google Workspace is available anywhere there is Internet access. The domain is owned by the school district and is intended for educational purposes only.

Discipline/Violations

Misuse of devices can result in losing privileges and disciplinary action. Students are expected to use technology in accordance with classroom rules, guidance from this document, and any applicable local, state, and federal laws. Illegal actions will be reported to law enforcement.

Parent/Guardian Responsibilities

The following guidelines are provided to equip parents/guardians with information to ensure safe use of the devices in the home and community. These responsibilities, assumed by the parent/guardian, are outlined below:

- A student and his/her respective parent/guardian must sign the Student and Parent/Guardian Digital Device Guide Agreement in order for the student to be issued a Chromebook.
- Monitor Student Use
- Support Internet Safety and Etiquette

→ Accept Liability

- ◆ The parent/guardian and student are responsible for the cost of repair or replacement at the date of loss if the property is any of the following:
 - Not returned
 - Intentionally damaged
 - Stolen, but not reported to school and/or police in a timely manner
 - Lost because of negligence

Appendix A

BCSD Student and Parent/Guardian Digital Device Agreement & Signature Page

Student Agreement:

1. I will take proper care of my digital device.
2. I will not loan my digital device or charger and cords to others.
3. I will be accountable for my digital device at all times and maintain it being charged for use.
4. I will not leave my digital device in an unsecured location.
5. I will keep food and beverages away from my digital device.
6. I will not disassemble any part of my digital device nor attempt repairs.
7. I will not remove district-required applications.
8. I will not change any district settings or try to bypass content filtering.
9. I will protect my digital device by carrying it in the case provided.
10. I will not stack objects on top of my digital device.
11. I will not leave my digital device outside, or use it near water.
12. I will save school-related data to the district-assigned storage. (Google Drive)
13. I will not write, draw, or place decorations (such as stickers, markings, sharpie, etc.) on my digital device or case.
14. I will not deface the serial number, manufacturer labels or district labels on any digital device.
15. I will follow district policies outlined in the Device Guide and the District's Acceptable Use Policy.
16. I will be responsible for all damage or loss caused by negligence or abuse.
17. I agree to return my digital device and power cords in good working order on the designated date.

Parent/Guardian Agreement:

1. I will be responsible for the repair or replacement costs in the event of loss or damage of the digital device, accessories or case if damage or loss is due to negligence or deliberate.
2. I will be responsible for monitoring my child's use of the Internet when he/she is not at school.
3. I will file a police report in case of theft, vandalism or other violation within 48 hours. I will also notify the school within 48 hours.
4. I agree to immediately return the device and accessories in good working condition upon request.
5. I acknowledge that my student and I are to follow the expectations outlined in this guide and that my student is subject to discipline for violation of the outlined expectations.

I have read, understand, and agree to the stipulations set forth in the Digital Device Guide. I understand devices are subject to inspection at any time without notice and remain the property of BCSD schools.

Student Name (print) _____ Grade Level _____

Student (signature) _____ Date _____

Parent/Guardian
Name (print) _____

Parent/Guardian
(signature) _____ Date _____

Revision History	
05/02/2025	New issuance of digital device guide for BCSD.