2026-2027

NORTH DISTRICT MIDDLE SCHOOL

PARENT/STUDENT HANDBOOK

LEARN | RESPECT | INTEGRITY | PERSEVERE | KINDNESS

NDMS

NORTH DISTRICT MIDDLE SCHOOL

PRINCIPAL
Dr. Jonathan Goodman

ASSISTANT PRINCIPAL
Ms. Monique C. Manuel

North District Middle School
507 Tillman Ave.
Varnville, SC 29944
Phone: (803) 943-3507
Fax: (803) 943-4074

This Student Handbook Belongs to:

Name_____

Address _____

City_____**State** _____

Zip Code_____

Telephone_____

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HAMPTON COUNTY SCHOOL DISTRICT MAIN OFFICE

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

The School Board and Leaders of Hampton County School District

Marsha Robinson, **Chairman**
Kari Foy, **Vice Chairman**
Debra Holmes, **Secretary**
Mary Wilson, **Parliamentarian**
Douglas Jarrell, **Member**
Richard Long, Jr, **Member**
Hannah Priester, **Member**

Dr. Glenda Sheffield, **Superintendent**
Ms. Toreacher Dobson- **Assistant Superintendent**

HAMPTON COUNTY SCHOOL DISTRICT

School Calendar

2026-2027

July 4, 2026.....Independence Day
August 3-7, 2026.....Work Days/Professional Learning Days
August 10, 2026.....Students' First Day
September 7, 2026 ..... Labor Day Holiday
September 9, 2026 .....Interim Report 1
October 12, 2026.....End of Quarter 1
October 15, 2026…...Early Out/Qtr 1 Report Card/Parent Conference/Professional Learning Day
October 16 - 19, 2026 .....Fall Break
November 3, 2026……...……... Election Day
November 11, 2026 .....Interim Report 2
November 23-27, 2026 .....Thanksgiving Break
December 18, 2026 .....Half Day
December 21, 2026-January 1, 2027 ..... Christmas & New Year's Break
January 4, 2027..... *Intersession Day Semester 1
January 5-6, 2027 .....Work Day/Professional Learning Day
January 8, 2027 .....End of Quarter 2/ Semester 1
January 11, 2027……..…. Start of Quarter 3/Semester 2
January 15, 2027 .....Quarter 2 Report Card
January 18, 2027 .....Dr. Martin Luther King, Jr., Holiday
February 10, 2027 .....Interim Report 3
February 11, 2027……...……...…Early Out
February 12, 2027…….…. Professional Learning Day
February 15, 2027 ..... Presidents' Day Holiday
March 17, 2027 .....End of Quarter 3
March 25, 2027 .....Report Card/Parent Conferences/Professional Learning Day
March 26, 2027……..... Intersession Day
March 29-April 2, 2027..... Spring Break
April 28, 2027…….……...…Interim Report 4
May 31, 2027 ..... Memorial Day Holiday
June 1-2, 2027 ..... Half Days for Students
June 3, 2027 .....Work Day for Staff

*Intersession Days are by invitation only and are provided for students with academic or attendance makeup needs.

Weather Make-Up Days: Semester 1 – October 19 and January 4 Semester 2 – March 26

Hampton County School District is a SCDE approved eLearning district. The current provision allows the district to use up to five (5) days in eLearning. These days are for emergency situations, such as inclement weather or utility interruptions (for example, water line breaks or power outages). They are not planned days on the calendar.

Revised November 18, 2025

Hampton County School District Modified School Calendar 2026 - 2027

Modified

July						
S	M	T	W	T	F	S
			1	2 July 4th	3 Summer Fridays	4
5	6	7	8	9	10 Summer Fridays	11
12	13	14	15	16	17 Summer Fridays	18
19	20	21	22	23	24 Summer Fridays	25
26	27	28	29	30	31 Summer Fridays	1

August						
S	M	T	W	T	F	S
2	3 District PLD	4 WD	5 WD	6 M & G WD	7 PLD	8
9	10 1st Day 1	11 2	12 3	13 4	14 5	15
16	17 6	18 7	19 8	20 9	21 10	22
23 31	24 11	25 12	26 13	27 14	28 15	29
30	31 16					

September						
S	M	T	W	T	F	S
		1 17	2 18	3 19	4 20	5
6	7 Labor Day	8 21	9 22	10 23	11 24	12
13	14 25	15 26	16 27	17 28	18 29	19
20	21 30	22 31	23 32	24 33	25 34	26
27	28 35	29 36	30 37			

October						
S	M	T	W	T	F	S
				1 38	2 39	3
4	5 40	6 41	7 42	8 43	9 44	10
11	12 E Q1 45	13 Q2 46	14 47	15 Early Out 48 P Conf	16	17
18	19 W	20 49	21 50	22 51	23 52	24
25	26 53	27 54	28 55	29 56	30 57	31

November						
S	M	T	W	T	F	S
1	2 58	3	4 59	5 60	6 61	7
8	9 62	10 63	11 64	12 65	13 66	14
15	16 67	17 68	18 69	19 70	20 71	21
22	23	24	25	26 TH	27	28
29	30 72					

December						
S	M	T	W	T	F	S
		1 73	2 74	3 75	4 76	5
6	7 77	8 78	9 79	10 80	11 81	12
13	14 82	15 83	16 84	17 85	18 Half Day 86	19
20	21	22	23	24	25	26
27	28	29	30	31		

January						
S	M	T	W	T	F	S
					1	2
3	4 Int. D W	5 WD	6 PLD	7 87	8 S1 End 88	9
10	11 S2 89	12 90	13 91	14 92	15 93	16
17	18 MLK	19 94	20 95	21 96	22 97	23
24 31	25 98	26 99	27 100	28 101	29 102	30

February						
S	M	T	W	T	F	S
	1 103	2 104	3 105	4 106	5 107	6
7	8 108	9 109	10 110	11 Early Out 111	12 PLD	13
14	15 Pres	16 112	17 113	18 114	19 115	20
21	22 116	23 117	24 118	25 119	26 120	27
28						

March						
S	M	T	W	T	F	S
	1 121	2 122	3 123	4 124	5 125	6
7	8 126	9 127	10 128	11 129	12 130	13
14	15 131	16 132	17 E Q3 133	18 134	19 135	20
21	22 136	23 137	24 138	25 PLD	26 Int. D W	27
28 Easter	29	30	31			

April						
S	M	T	W	T	F	S
				1	2	3
4	5 139	6 140	7 141	8 142	9 143	10
11	12 144	13 145	14 146	15 147	16 148	17
18	19 149	20 150	21 151	22 152	23 153	24
25	26 154	27 155	28 156	29 157	30 158	1

May						
S	M	T	W	T	F	S
2	3 159	4 160	5 161	6 162	7 163	8
9	10 164	11 165	12 166	13 167	14 168	15
16	17 169	18 170	19 171	20 172	21 173	22
23	24 174	25 175	26 176	27 177	28 178	29
30	31 MD					

June						
S	M	T	W	T	F	S
		1 Half Day 179	2 Half Day 180	3 WD	4 Summer Friday	5
6	7	8	9	10	11 Summer Friday	12
13	14	15	16	17 Juneteenth	18 Summer Friday	19
20	21	22	23	24	25 Summer Friday	26
27	28 Summer Holiday	29	30			

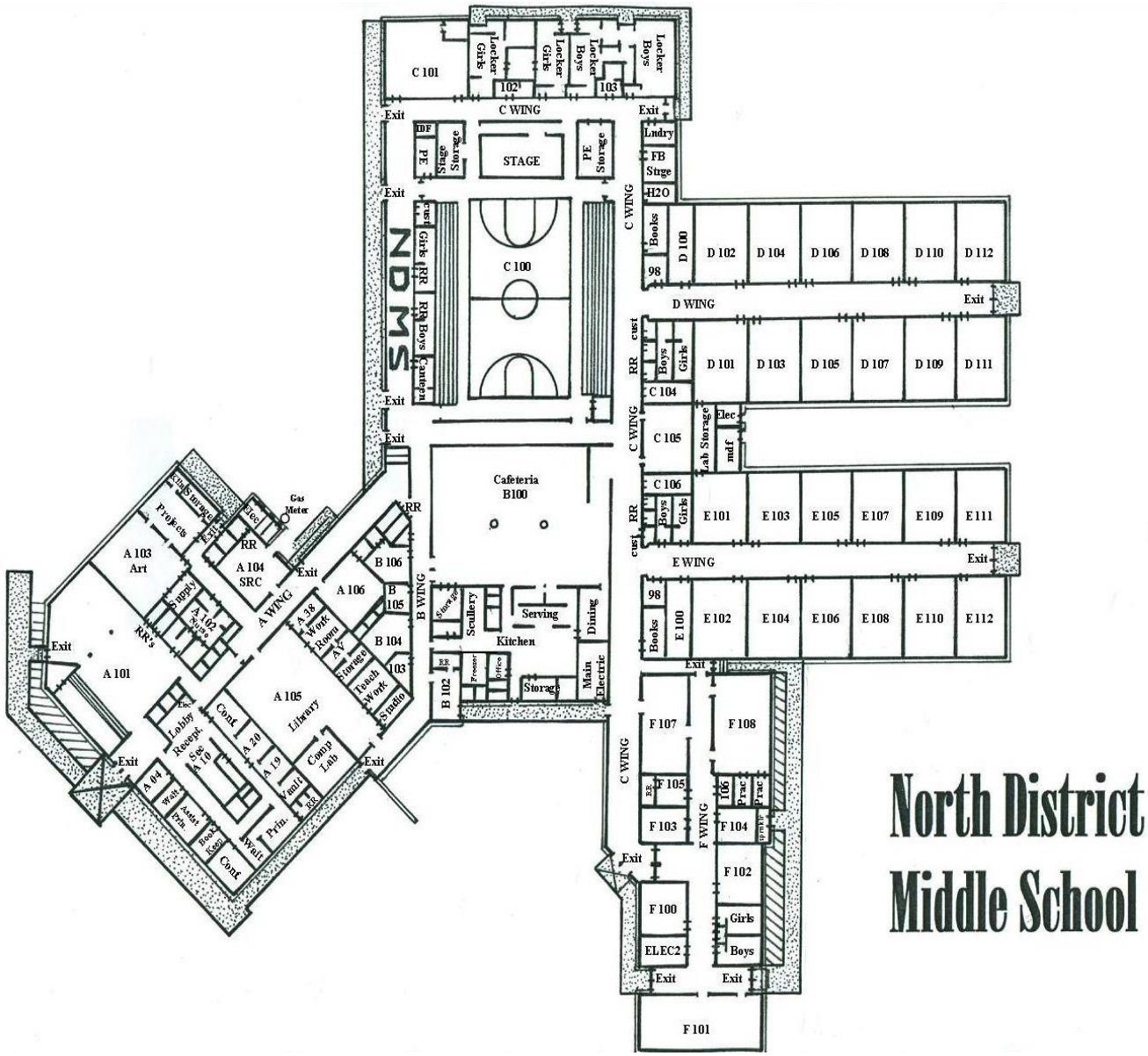
	180 Student attendance days. Students days are numbered 1 - 180
	Holiday for Staff and Students / District Buildings are Closed
W	Identified Inclement Weather Make Up Day If Needed.
Int. D	Intersession Day for Identified Students / Staff see employee work calendar
WD/PLD	Work Day / Professional Learning Day for 190 + Employees / Holiday for Students.
P. Conf	Parent Conference Day / PLD
Half Day	Early Out Data Meetings

1st Day	
E Q1	End of the First Quarter
S1 End	End of Semester 1
E Q3	End of Quarter Three
180	End of Semester 2 / Year

Summer Fridays / Holidays	District Buildings are Closed unless otherwise notified.
July 4th / Juneteenth	District Buildings are Closed unless otherwise notified.

Report Cards	
1st Report Card	October 15
2nd Report Card	January 15
3rd Report Card	March 24
4th Report Card	TBD

Interim Reports	
1st Interim Report	September 9
2nd Interim Report	November 11
3rd Interim Report	February 10
4th Interim Report	April 28


North District
Middle School
C 101
Locker Girls
Locker Girls
Locker Boys
Locker Boys
102
103
C WING
Exit
STAGE
PE Storage
Stage Storage
Lndry
FB Strge
H2O
Books
D 100
D 102
D 104
D 106
D 108
D 110
D 112
98
D WING
NDMS
C 100
Girls
RR
Boys
Canteen
D 101
D 103
D 105
D 107
D 109
D 111
C 104
C 105
Lab Storage
Elec
mdf
C 106
E 101
E 103
E 105
E 107
E 109
E 111
E WING
E 100
E 102
E 104
E 106
E 108
E 110
E 112
Cafeteria
B100
Gas Meter
A 103
Art
A 104
SRC
A 106
B 106
B 105
B 104
A 101
A 105
Library
Conf
Comp Lab
Vault
Prin.
Wait
Lobby
Recept.
Supply
A 102
A 38
Work Room
AV Storage
Teach Work
Studio
B WING
Scullery
Serving
Kitchen
Dining
Main Electric
Storage
B 102
Freezer
Office
F 107
F 108
F 105
F 103
F 104
F 102
F 100
ELEC2
F 101
F WING
Prac
Girls
Boys

NORTH DISTRICT MIDDLE SCHOOL ADMINISTRATIVE STAFF

Dr. Jonathan Goodman – Principal.....Extension 1501

Ms. Monique Manuel – Assistant Principal .....Extension 1503

Ms. Tierra Henderson – School Counselor .....Extension 1505

Ms. Desha Wright – Instructional Coach ……...Extension 1558

Mrs. Patricia Williams – Administrative Assistant.....Extension 1500

Ms. Olivia Gourdine – Financial Administrative Assistant Extension1509

Ms. Lydia Cruz - Guidance/Data Entry Administrative Assistant .....Extension 1516

Ms. Sarah Burgess – Attendance Extension1506

Mr. Eddie Dixon – Athletic Director .....Extension 1537

SRO Deputy Holmes……..……Extension 1511

TELEPHONE LISTING

Main Office ..... (803) 943-3507
Fax ..... (803) 943-4074

"Leadership is practice, not so much in words, as in attitude and in actions".

CONDUCT

North District Middle School, along with Hampton County School Board of Trustees, believe it is the responsibility of students, parents, and staff to see that students attend school and conduct themselves in an appropriate manner. Discipline is a shared responsibility, and student behavior is important to the entire education process. Without it, teachers cannot teach, and students cannot learn. All students are required to follow rules established by the district and each school.

Every student, parent/guardian and staff member will be treated with consistency and fairness under the guidelines of the Hampton County School District Student Code of Conduct.

Everyone is entitled to a safe, secure, orderly environment in which to learn and work. The rules and regulations that are outlined in this handbook are designed for that purpose and will be in effect during the following times and places:

- On school property
- Waiting for the school bus at designated stops
- Going to and from school
- On a school bus or in another school vehicle
- Participating in or attending authorized district or school-sponsored or school-related activities including, but not limited to field trips, conferences, athletic events
- At any time or in any place (including off school property and during non-school hours) where student conduct has a direct effect on the school's ability to maintain a safe and orderly learning environment

North District Middle School's 2026-2027 Theme

"Together, Building Brighter Futures"

MISSION STATEMENT

HCSD provides all students with the highest quality education that equips them to succeed in an evolving world.

Vision

"The vision of Hampton County School District is"
Empowering students to achieve excellence and positively impact the global community.

TEN ESSENTIAL CHARACTER EDUCATION TRAITS

The following character traits are essential for students to prepare for greatness. These traits should be modeled and maintained by adults and students. Each month a character trait will be featured by the school.

TRAIT	DEFINITION
ELATED	To be ecstatically happy
JOVIAL	To be cheerful and friendly
AUTHENTIC	To be genuine
OPTIMISTIC	To be hopeful and confident about the future
RESILENT	To be able to withstand or recover quickly from difficult situations
EMPATHETIC	To show an ability to understand and share feelings of another
PUNCTUAL	To do something at the agreed or proper time
INTEGRITY	To be honest and having strong moral principles
MAGNANIMOUS	To be generous or forgiving
GRACIOUS	To be marked by kindness or courtesy
CULTURED	To be characterized by refined taste and manners and good education
GALLANT	To be brave or heroic

STUDENTS' RIGHTS and RESPONSIBILITIES

RIGHTS

Students have the right:

- To be empowered to achieve their potential
- To pursue a successful education in a safe environment without disruption
- To receive fair and equitable treatment without discrimination in every aspect of the educational system
- To have the opportunity to be heard, present witnesses on their behalf, and advocate for themselves
- To discuss educational concerns with teachers and/or other school staff at appropriate times
- To be informed of student responsibilities, rights and discipline policies
- To be treated respectfully and as an individual
- To expect learning to be relevant to life
- To equitably participate in courses and co-curricular activities that promote individual skills and talents
- To be transported in a safe manner

RESPONSIBILITIES

Students have the responsibility:

- To abide by South Carolina Compulsory Attendance Laws
- To resolve problems and issues while treating everyone with dignity and respect
- To become productive members of society
- To respect the personal, civil, and property rights of others
- To dress appropriately and develop a sense of responsibility for personal choices
- To arrive on time, bring materials for school, and not cause disruptions to the learning environment
- To follow all discipline guidelines established by Hampton School District One
- To comply with any staff member's request to obey school and bus rules
- To inform a school official of concerns and issues

North District Middle School's Philosophy

All Hampton County School District students are responsible for their own behavior and will be held accountable. The Hampton School District Discipline Code identifies unacceptable pupil behavior. Students who commit the offenses listed in this code will be referred for discipline as indicated. Students and parents are required to sign a statement indicating that they received a copy and reviewed all aspects of the district discipline code. Established due process procedures shall be followed when applicable.

PARENTS' RIGHTS AND RESPONSIBILITIES

RIGHTS

Parents have the right:

- To be treated respectfully
- To expect school to be a safe place for learning
- To view their child's records and visit schools and/or district facilities in accordance with Board policies and state and federal laws
- To be informed of and receive explanations of academic progress and behavior
- To be consulted as soon as possible when decisions are made that affect their child
- To request and be granted conferences with school personnel
- To be informed of the Student Code of Conduct and appeal process

RESPONSIBILITIES

Parents have the responsibility:

- To abide by South Carolina Compulsory Attendance Laws
- To teach and model self-discipline, respect for authority and the rights of others
- To communicate an expectation to achieve in every class
- To act in a courteous and responsible manner in all school-related activities
- To support school staff in improving student learning and behavior
- To maintain communication with the school and provide current contact information, especially their emergency phone number and home address
- To praise children for effort, improvement and achievement
- To respond quickly upon notification from their child's school
- To participate in student/parent conferences and inform school of their concerns and issues
- To address issues and concerns at the appropriate level

North District Middle School's Philosophy

Although the board of trustees has established a discipline code, students are expected to come to school with a certain standard of behavior. Standards such as following and obeying rules, being respectful to others and their property, and taking responsibility for his or her own behavior should be addressed at home.

STAFF RIGHTS AND RESPONSIBILITIES

RIGHTS

North District Middle Staff has the right:

- To be treated with dignity, courtesy and respect
- To work in a positive atmosphere that is conducive to learning and teaching
- To be present at student/parent conferences
- To be involved in the decision-making process for the school
- To work in partnership with others
- To have a safe working environment
- To be provided with resources necessary to carry out their responsibilities
- To work in an atmosphere free from verbal or physical threats and abuse

RESPONSIBILITIES

North District Middle Staff has the responsibility:

- To accept shared responsibility for the safety of students throughout the school building and property
- To respect the rights, dignity, and confidentiality of students, parents, guardians and other staff
- To be proactive in resolving issues
- To establish an environment conducive to student learning
- To inform and consult parents in assessing the needs and progress of students in accordance with grading guidelines
- To be responsive to student needs
- To provide learning for students in an equitable manner
- To act in a courteous and responsible manner in all school-related activities
- To be fair, equitable and consistent in all interactions

Daily
W.R.A.P
Schedule
2026-2027

First Bell----------7:55

Homeroom----------7:58-8:08

1st Period----------8:11-9:06

2nd Period----------9:09-10:04

W.R.A.P. (Writing, Reading, And Practice)----------10:07-10:37

3rd Period----------10:40-11:35

Lunch (7th Grade)----------11:35-12:05

4th Period (7th Grade)----------12:08-1:03

4th Period (8th Grade)----------11:38-12:33

Lunch (8th Grade)----------12:33-1:03

5th Period----------1:06-2:01

6th Period----------2:04-2:59

Wolverine Time & Club Day Schedule

2026 - 2027

First Bell----------7:55

Homeroom----------7:58-8:17

1st Period----------8:20-9:05

2nd Period----------9:08-9:53

3rd Period----------9:56-10:41

Lunch (7th Grade)----------10:41-11:11

4th Period (7th Grade)----------11:14-11:59

4th Period (8th Grade)----------10:44-11:29

Lunch (8th Grade)----------11:29-11:59

5th Period----------12:02-12:47

6th Period----------12:50-1:35

Homeroom----------1:38-1:50

Activity ----------1:50-2:59

School Arrival Times and Procedures

- Students **cannot** be dropped off prior to 7:30 am.
- All students arriving to school before 7:40 a.m. must report directly to the gymnasium or cafeteria if they are eating breakfast.
- All car riders must be dropped off in front of the car rider sign located in front of the school. Students will enter the school via the bus loop.
- All students will report directly to the gymnasium or cafeteria depending upon the time they arrive at school.
- All walkers must report directly to the gymnasium or cafeteria depending upon the time they arrive at school.
- All bus riders will be dropped off on the bus loop and must report directly to the gymnasium if they are **not** eating breakfast. They must report directly to the cafeteria if they are eating breakfast.

School Dismissal Times and Procedures

- Bus riders will be dismissed at 2:59 p.m. and will exit the building via the front of the gymnasium.
- Car riders and walkers will be dismissed at 3:03 p.m., and will exit using the door adjacent to the media center.
- ***In order to insure the safety of all students, parents picking up students at the end of the day must drive through the car riders' loop in front of the main entrance to the building.***

Early Dismissal of Students/Procedures

It is our goal to accommodate parents as much as possible. However, student safety is given top priority. We have implemented the following procedures as safeguards for the well-being of all students:

- Parents must notify the attendance officer if a student needs to leave school during the day.
- All early dismissal excuses are to be turned in to the attendance clerk before 1st period in the morning.
- All requests for early dismissal must include the student's name, date and time for dismissal, the parent's signature and phone number where they can be reached for verification.
- Phone calls are not acceptable forms of notification.
- Students must be signed out by a parent/guardian. Documentation and photo I.D. are required for pick up by additional persons.
- **All early dismissals must take place before 2:30 pm.**
- Anyone picking up a child must come into the building and show an acceptable government issued I.D.
- **No student will be called to the office for early dismissal after 2:30 pm.**

MEDICATIONS

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

Media Release Form
2026-2027

The Family Education Rights and Privacy Act ("FERPA") authorizes Hampton County School District to release "directory information" of students to individuals who request it. **Directory information includes** your child's name, address, telephone number, photograph (as related to School/District sponsored events, activities and special recognitions), date and place of birth, participation in officially recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school attended, and other similar information.

Additional information about your child may appear in newspaper articles, on television, in radio broadcasts, or in District or school promotional pieces.

For example, our schools frequently submit honor rolls to the local newspaper, create athletic programs to be distributed at sports events, and post information concerning honors and awards our students have received on our school web site.

If for some reason you object to the release of the above referenced information, please indicate in the appropriate space on the bottom of this form.

*If you do not complete and return this form to your child's school within 15 days, you understand that we will be free to release or use information on your child as appropriate***.**

If you have questions about this form please call your child's school.

DO NOT RELEASE the following directory information:

☐ Photos/Information to the school annual or yearbook

☐ Photos/Information for use in school promotional pieces (for example, athletic programs)

☐ Photos/Information to the local newspaper, radio, or television (for example, honor roll lists)

☐ Photos/Information for use on the school or district web site. ** Note the district will NOT post a student's address or phone number on a web site.

☐ Directory Information to **any other** requesting individual

☐ Other _____

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Page

STUDENT/PARENT HANDBOOK

North District Middle School requests your help and cooperation. Please read and discuss with your child the rules and policies set forth in the student/parent Handbook. Sign this form and return it to North District Middle School. Your signature and the signature of your child acknowledge receipt of this handbook and that both of you have read, understand and consent to the responsibilities outlined within the handbook. The signature of the teacher acknowledges that he or she has reviewed and discussed the contents with your child also. The form will be kept on file at the school.

Students and parents are responsible for all information in the student/parent handbook. Please make sure you familiarize yourselves with the entire handbook. This statement must be signed and returned within the first five (5) days of school.

STATEMENT:
I hereby acknowledge that I have received and reviewed the North District Middle School handbook with my son/daughter. I am aware of the following Hampton County School District policy:

Each student and parent will be provided a copy of the school discipline policy.

All policies, rules, and regulations of Hampton County School District will be strictly enforced.

When a student receives 4 referrals, or at the discretion of the administrator, a school level administrative hearing will be scheduled.

_____ _____
Student's Signature ***Date***

_____ _____
Parent's Signature ***Date***

North District Middle School 2026-2027
Signature/Verification of Receipt of District Forms

Student Name: Parent Name:

Address: Grade: Primary Phone #:

	STUDENT AND PARENT / GUARDIAN MUST SIGN AND RETURN TO SCHOOL
	☐ **STUDENT CODE OF CONDUCT ACKNOWLEDGEMENT FORM (Gr. PK-12)** • I have read, reviewed and discussed the Student Behavior Code and understand that students are expected to conduct themselves in an appropriate & civil manner, demonstrating positive and respectful behavior for self, adults and peers, including community members.
	☐ **MEDIA RELEASE** • I understand that pictures and interviews may be used on the District's website, in school district publications, external publications and electronic media. School/District: ☐ Agree ☐ Disagree News Media: ☐ Agree ☐ Disagree
	☐ **ATTENDANCE AGREEMENT** • I have reviewed and discussed the Attendance Agreement with my student.
	☐ **HARASSMENT PROCEDURE (Appendix C)** • I have reviewed and discussed the Student Guide to Understanding and Avoiding Harassment with my student.
	☐ **COMPUTER / INTERNET SAFETY AND RESPONSIBLE USE** • I understand my child will use the learning platforms, access information through the Internet and utilize educationally relevant digital content. • I understand that access to the Internet is designed for educational purposes and has a secure and filtered Internet browser for students to eliminate controversial materials.

I have read and discussed all forms available In the HCSD Student Code of Conduct with my student.

Student Signature Date

Parent Signature Date

ATTENDANCE AGREEMENT

Students shall be expected to attend school regularly, including approved virtual classes, and shall present a written excuse, signed by parent/guardian in all cases of absence. Any student who fails to bring a valid excuse to school (within 3 days) will automatically receive an unexcused absence. A valid excuse must list the dates of absences, the reason, telephone number and signature of parent/guardian. False excuses shall be referred to the school administration for appropriate disciplinary action.

E-Learning Days

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

By law, all students in Grades K-12 must attend class a minimum of 170 days of the 180-day school year, including excused absences as defined by state or local board policy.

Students taking courses for high school credit can accrue the following number of excused or unexcused absences before losing course credit:

- **180-day classes – No more than 10 excused or unexcused absences**

LAWFUL ABSENCES INCLUDE:

• Students who are ill and whose attendance in school would endanger their health or the health of others may be temporarily excused from attendance.

• Serious illness or death in student's immediate family (parents, legal guardians, siblings, children, grandparents).

• Recognized religious holidays of their faith.

• Medical, dental, mental health or other health services that must be scheduled during school hours.

Failure to comply with this plan will result in an attendance contract and a referral to Department of Social Services (DSS) for Educational Neglect.

TARDINESS

Please make sure the students are in school on time. Students who are late will be marked tardy. Tardiness is only excused when there is a valid excuse such as a late bus or medical appointment.

(A complete copy of the attendance policy is kept in the attendance office.)

Hampton County School District

Internet Acceptable Use Agreement

2026-2027

School District Internet Use Agreement

I understand and will abide by the Internet Acceptable Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action.

The Technology Fee for the 2026-2027 school year will be $50 per student device.

Office of Federal Programs
Parent Information

Parents' Right- to- Know

Federal law requires that as a parent of a student in Hampton County School District, you have the right to know and may request information regarding the professional qualifications of your child's classroom teacher. Specifically, you have the right to know the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the license or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like to receive any of this information, please make a written request to Mrs. Conchita G. Bostick, Director of Administrative Services; 372 E Pine St, Varnville, SC 29924.

Parent Communication

As communication tools, we will be utilizing telephone calls, student's email address, Parent Square, Facebook, and occasionally flyers as our means of communication. Communications from teacher to parent are required quarterly. Discussion will include but not limited to student work, behavior, etc.

BOTTLE POLICY

Students are permitted to have water bottles on campus. Water bottles must be plastic, transparent, and empty upon arrival at school. Students will be given an opportunity to fill his/her water bottle at one of the water stations on campus. Students must bring unopened water bottles (bottled water) from home. If a water bottle appears to be open during morning bookbag checks, the adult will ask the student to discard of the liquid in the open bottle. **Stainless steel water bottles/containers are not allowed.**

CAFETERIA (lunch prices are subject to change)

BREAKFAST & LUNCH will be served in the cafeteria Monday – Friday. **Students cannot order out or have their lunches brought to them. Any other lunches brought on campus other than a bag lunch from home will be confiscated and disposed of immediately. NDMS is a closed campus and students may not leave the campus for lunch.**

Breakfast and lunch will be free for all North District Middle School students.

ELECTRONIC COMMUNICATION DEVICE

An "electronic communication device" (ECD) is a device that emits an audible signal, vibrates, displays a message, image or otherwise summons or delivers a communication to the possessor. The following devices are examples of ECDs: cellular and wireless telephones, smart watches, pagers/beepers, personal digital assistants (PDAs), Blackberries/Smartphones, Nooks, Kindles, laptops and other e-readers, Wi-Fi enabled or broadband access devices, two-way radios or video broadcasting devices, MP3, IPods, portable speakers, portable video games (not related to instruction) and other devices that allow a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text or other information. To prevent disruption of the learning environment and to prevent using the messaging functions to cheat during assessments, or violate the privacy rights of students who are minors, ECDs are not to be seen or heard between the hours of 7:30 A.M. and 2:59 P.M. Prior to a student entering the campus, his or her ECD must be turned off and stored out of sight, in backpacks, purses, or lockers. If a North District Middle School student's ECD is seen or heard between the hours of 7:30 A.M. and 2:59 P.M., the ECD will be confiscated. Ear buds/headphones/Bluetooth devices are considered an extension of the ECD and if seen or heard will subject the ECD to confiscation. ECDs that are confiscated will be labeled with the student's name and placed in a locked box. Confiscated ECDs will be subject to a $25.00 reclaiming fee. Students are to go to the office to make emergency phone calls home. In cases of emergency, parents are asked to call the school office. School office personnel are proficient at relaying messages from parents to students during announcement times only. Emergency phone calls can always be made in the main/office during school hours. North District Middle School and school administration are not liable/responsible for students' personal property unless confiscated for a violation of the schools' ECD policy. **School administration will not carry on investigations of lost or stolen student personal property.**

Failure to surrender device will be considered deliberate refusal to obey and subject to disciplinary procedures in accordance to the student disciplinary code.

STUDENT CONTRABAND

Contraband is any items or possessions that are illegal or prohibited by the school code of conduct. Items, such as cell phones, iPod, laptops, and other electronic devices or valuable student property should be left at home. School administration will not carry on investigations of lost or stolen student contraband that should not have been brought to school in the first place.

IDENTIFICATION BADGES

STUDENT ID BADGES MUST BE VISIBLE AT ALL TIMES. ID badges are the property of NDMS. Students must wear the school issued identification badge hung around their neck at all times while on NDMS campus or on the bus. The ID also must be presented to obtain admission to school-sponsored activities, the lunch line, media center, and other events determined by the administration. There are to be no stickers, markings, etc. anywhere on the badge.

Failure to comply with this rule will result in disciplinary action and the student will be required to purchase another ID badge. The initial ID Fee is $5. If the badge is lost, the student must purchase another replacement for $5.00. Students without IDs must go to the attendance office and purchase a temporary ID for $1.00. Failure to wear the NDMS issued ID will result in ISS.

INTERNET USER POLICY

In order for students to access the Internet at NDMS, the parent and student must review the HCSD Internet Student User Policy. Parents have an opt out option if they do not agree to abide by all district and school guidelines regarding the use of the Internet. In order for a student to opt out the parent must submit a letter in writing stating that they do not want their student to have access to HCSD internet/technology. Any violation of the policy will result in loss of privileges. ADDITIONAL INTERNET POLICIES: If an inappropriate message, symbol, threat, or information deemed inappropriate is placed on a computer or if an inappropriate site is visited, disciplinary and legal action will be taken. Usage will be monitored by faculty and administration.

LIBRARY MEDIA CENTER

The library opens each day 30 minutes before school. The LMC offers many resource materials in print and non-print to support all curriculum areas. Books are loaned for a two- week period with one renewal for an additional two weeks. Students should have a pass with a purpose.

VALENTINE'S DAY: No flowers, balloons, or gifts will be accepted.

Flowers, balloons, etc. will not be delivered to students. In the event any of these items are sent to a student, it will be kept in the main office for pick up by the student after school. These items may not be taken on the bus.

10/10 RULE

All students should remain in class ten minutes before the dismissal bell and ten minutes after the tardy bell. This will allow administration to process tardies and keep the halls clear before the bell.

LOCKERS

Lockers may be rented for $10. Only school issued pad locks may be placed on lockers. **The school issued lock must stay locked and on the locker at all times.** If the lock is lost, the student must pay a $10 replacement fee. Valuable items are not to be kept in lockers. The school will not be held responsible for items stolen from lockers. **Lockers are the property of NDMS and are subject to search by school authorities or other officials with the consent of the principal.** Periodic locker checks will be conducted and the use of canines to conduct locker checks will be authorized by school officials. Students are allowed to go to the lockers in the morning, between certain classes depending on their grade level, and after school. To avoid unnecessary tardies, students should not attempt to go to their lockers between every class. Lockers are to remain locked at all times or locker privileges will be revoked. Students are responsible for cleaning out their lockers at the end of the school year. Any student who does not clean out their locker will be charged a $25 cleaning fee.

TARDIES

A tardy is defined as any time a student is outside the classroom without a pass from the teacher when the bell rings to begin a class period. Students are considered tardy when the late bell rings. Students who are more than 5 minutes late for class are considered cutting. Students accumulating a total of 1-3 tardies (all classes added together) will have parents contacted by the teacher(s) and an attendance letter-Tier 1. Students who accumulate 4-11 tardies will serve one day of ISS, receive an attendance letter, lose privileges, and have a parent conference scheduled. Students who accumulate 12 tardies will serve 2 days of ISS and have an attendance intervention meeting scheduled. Students who have 13 or more tardies will serve one day OSS and be referred to the attendance officer. **The administrator has the discretion to re-classify an offense based on the severity of the offense or the number of occasions in which the student has engaged in the behavior or has a record of other student conduct violations during the current school year or if there are extenuating circumstances**.

Hallway Transitions

Students must travel on the right side of the hallway throughout the school day. All halls have been marked with the proper tapings for students to follow. This transition is to ensure safety for all students. Failure to adhere to the rule listed will result in the following consequence:

1st Offense-1 Day ISS
2nd Offense-2 Days ISS
3rd Offense- 2 Days OSS (Refusal to obey staff)

HONOR ROLL:

Requirements for 1st, 2nd, 3rd, and 4th nine weeks

Regular Honor Roll..... All "A's" and "B's" – ***No Averages***
Yearly Honor Roll ..... The average of the two semester grades
Superintendent's List .....All "A's" in each class – ***No Averages***

GRADING SYSTEM

A .....90 AND ABOVE
B 80-89
C 70-79
D 60-69
F..... 59 AND BELOW

"Integrity-Reputations can follow you throughout your school career. Protect your reputation".

NORTH DISTRICT MIDDLE SCHOOL UNIFORM POLICY

Student dress code policy is in effect for both face to face and virtual learning.

The HCSD Board Policy states the board reserves the right to ban from school those students whose personal

appearance is disruptive to the educational process and orderly operation of the school.
Personal appearance of students should promote health and safety, contribute to a climate conducive to teaching and learning, and project a positive image of the district to the community. Clothing/hair/accessories should not be so extreme or inappropriate to the school setting as to disrupt the educational process. Therefore, any items deemed distracting, revealing, overly suggestive or otherwise disruptive shall not be permitted. Neither parents nor students will place the burden of enforcing the uniform policy solely on the school. Parents and students are expected to comply to ensure that a comfortable, safe, and non-confrontational environment is provided for all students. The HCSD Board of Trustees reserves the right to ban from school those students whose personal appearance is disruptive to the educational process and orderly operation of the school. **Students are expected to be dressed according to the uniform standards at all times when school is in session.**

Shirts

• All shirts must be polo or collared with the exception of school spirit shirts. **Shirts** are to be in NDMS approved colors: **black, maroon, grey or white**. Students may wear school spirit t-shirts that represent school clubs, teams, and related activities. School spirit shirts have to be approved by NDMS admin.
• Tops must be modest (provide appropriate coverage, not tight, not revealing)
• No tank tops, spaghetti straps, crop tops, cold shoulder, or other styles that reveal any part of the mid-section will be permitted.
• Other NDMS clubs must have principal approval to wear non-NDMS apparel.
• Only logos or insignia with school-appropriate images and words (No images or words indicating weapons, illegal items, profane or degrading subjects, illegal drugs, racial slurs, political slogans or candidate endorsements, gang affiliation, no drug or gang references.)
• Students may wear sweaters or sweatshirts that comply with school colors. HOODs are not to be worn inside the building.
• Team uniform tops must be worn with dress code bottoms and may only be worn on game days during the season.
• Shirts may not exceed one size larger or smaller than necessary as determined by school administration.
• Shirts must be tucked in at all times. (No Camouflage Shirts)

Pants, Skirts, and Shorts (Bottoms)

• **Bottoms** are to be solid **khaki, black or navy pants, skirts, or shorts**. Black jeans (solid in color) are permitted to be worn as part of the uniform.
• Jeans are only permitted on Dress Down Days for a cost, but may not have any holes, rips or tears.
• Skirts and shorts must be no higher than 2 ½ inches above the knee or the width of a dollar bill when standing.
• No cargo (exterior pockets on the legs), jogger (elastic around the ankles), or sweat pants or shorts.
• No baggy or sagging pants or shorts. Pants must be worn at the natural waistline.
• No rolled up pants legs.
• Belts, sashes, and straps must be appropriately fastened.
• Jeggings, leggings, spandex, tights, biker shorts or bottoms of any other stretch material are only permitted when worn under an appropriate-length skirt. (Must be a solid color in one of the approved school colors)
• Bottoms must be free of graphics and embroidery (no insignias, words, or graphics larger than a quarter).
• Bottoms should not have any patches, holes, rips, or tears in them.
(No Camouflage Pants)

Coats, Jackets, and Hoodies (Outerwear)

• Students may wear hoodies, jackets, and coats over school uniforms. Outerwear (coats, jackets, and hoodies) **cannot have drug paraphernalia, inappropriate wording or gestures, political content, racial slurs, or derogatory wording**. Hoods can only be worn on the outside of the building. Hoods are NOT to be worn in the building.
• Outerwear must stay unzipped inside buildings.
• Only solid color jackets may be worn. **No Camouflage**

Shoes, Sneakers, and Boots (Footwear)

• Footwear must be worn at all times and must conform to special requirements, such as PE.
• Laces on footwear must be tied.
• No flip-flops, slides, sandals, Crocs, Heelies (shoes with wheels), house shoes, or other slide-on shoes or slippers. Shoes must enclose the foot. Heels should be less than 1 1/2 inch.

Other Clothing Items or Accessories

• Belts must be worn if pants, skirts, skorts and shorts have belt loops (exception may be warranted by school administration). Belt buckles must not be oversized or have any writing that is considered offensive.
• No large pendants or medallions.
• No adornments that could be perceived as or used as a weapon, such as chains, spikes, etc.
• No gang, sexual, profane, drug-related, or otherwise degrading symbols or words on clothing or accessories (includes book bags, notebooks, or any other item brought to school), as identified by local law enforcement agencies and administrators.
• No head coverings of any kind, including, but not limited to: hoods, hats, caps, bandanas, curlers, bonnets, headbands, masks, visors, kerchiefs, athletic sweatbands (on head or elsewhere), earmuffs, headphones, earbuds, Bluetooth devices, sunglasses, or hoods. Head coverings may not be worn, carried, hung on belts, or worn around the neck at any time in school buildings.
• No hats are allowed to be worn or carried on campus.
• Girls' hair accessories (barrettes) must be no wider than 1 inch.
• No combs, picks, or hair curlers may be worn in hair (Grooming tools may not be used outside of the bathrooms.) Metal picks and combs with sharp ends are not allowed on campus.
• Eyewear is prohibited to be worn on campus with the exception of prescription glasses or contacts.
• Other items of clothing or accessories such as blankets, pajamas, sunglasses, ski goggles, hats with earbuds included, wave caps, durags are not permissible.

Other Dress Code Requirements

• Students may be required/allowed to dress out for particular classes/activities, according to teachers' standards (PE).
•Game day attire may only be worn on the days of a game and during the season of that particular sport. Admin must approve game day attire. Hampton County High School sports attire can only be worn on game days. Admins must approve game day attire.

Consequences

***Uniform policy infractions will be resolved using the following consequences:**

1st Offense: A 1st infraction of the policy will require the student to call home for a change of clothes or serve ISS for the remainder of the day.
2nd Offense/Additional Offenses: A 2nd infraction of the policy will require the student to serve ISS for the remainder of the day (1 Day ISS).
3rd Offense: A 3rd infraction of the policy will require the student to serve ISS (2 Days ISS).
4th Offense: A 4th infraction of the policy will be categorized as a Level 2 offense as outlined in the student handbook, subject to the consequences of "Deliberate Refusal to Obey," including out of school suspension (1 Day OSS).
5th Offense: A 5th infraction of the policy will be categorized as a Level 2 offense as outlined in the student handbook, subject to the consequences of "Deliberate Refusal to Obey," including 2 days of out of school suspension and a school level administration hearing (AIC).
6th Offense: The 6th infraction of the policy will result in a district level administrative hearing.
The administrator has the discretion to re-classify an offense based on the severity of the offense or the number of occasions in which the student has engaged in the behavior or has a record of other student conduct violations during the current school year.

BUS VIOLATION POLICY

Level I, II, III, and IV Infractions will be handled according to the School's Discipline Code which could include removal from the bus as well as removal from school.

OTHER INFORMATION CONCERNING BUSES:

1. Students who ride school buses will not be allowed to ride a different bus during the year unless their residence changes. Requests for a student to ride a bus other than his/her own will only be approved in the event of an emergency (verification/documentation of the emergency required).

2. Students who are not regular bus students will not be allowed to ride the bus during the year unless their residence changes. Exceptions to this rule require prior approval of the principal or his/her designee and a written request signed by a parent. Notes must be given to Attendance Assistant by 9:00 a.m. on morning of change.

3. Students are granted the privilege of riding the bus to school and home each day. Remember, this is a privilege not a requirement of the state. The bus driver is responsible for the activities on his/her bus and will enforce all district rules and regulations.

4. Buses are to stop at designated bus stops only.

5. STATE LAW 59-67-240, PLACES THE BUS DRIVER IN CHARGE OF THE PUPILS ON HIS/HER BUS AND GRANTS THE DISTRICT BOARD AUTHORITY TO AUTHORIZE ADMINISTRATORS TO SUSPEND OR EXPEL STUDENTS FROM RIDING A SCHOOL BUS FOR MISCONDUCT OR VIOLATING THE INSTRUCTIONS OF THE BUS DRIVER.

6. STATE LAW 59-67-245, INTERFERENCE WITH THE OPERATION OF A SCHOOL BUS- IT IS ILLEGAL FOR ANY PERSON TO INTERFERE WITH THE OPERATION OF A SCHOOL BUS AT ANY TIME. UNAUTHORIZED PERSONS MAY NOT BOARD A SCHOOL BUS, BLOCK A BUS, RESTRICT THE MOVEMENT OF THE BUS, MAKE THREATS TOWARD THE DRIVER OR ANY PERSON ON THE BUS OR USE PROFANE LANGUAGE TOWARD A DRIVER OR PASSENGER AT ANY TIME.

7. *IT IS THE PARENT'S RESPONSIBILITY TO TRANSPORT STUDENTS SUSPENDED FROM RIDING THE BUS TO SCHOOL. Students who ride school buses will not be allowed to ride a different bus because they have been suspended or expelled from riding their regular school bus. In the event a student changes residence during the course of his/her suspension from a bus, he/she will not be allowed to ride a different bus until the suspension or expulsion has been served.*

STUDENT DISCIPLINE CODE

All NDMS students are responsible for their own behavior and will be held accountable for their own actions. The NDMS Student Discipline Code identifies unacceptable pupil behavior. Students who commit the offenses listed in this code will be disciplined as indicated. Every student and faculty member has been provided with a copy of this code. Students and parents are required to sign a statement indicating that they received a copy and reviewed all aspects of the student handbook. Established due process procedures shall be followed when applicable. This discipline code is not exhaustive, and the administration may take other appropriate disciplinary action (administrative discretion) when necessary.

However, to ensure that the student discipline code is consistently enforced, all administrative discretion must be approved by the principal. Administrators are also given the authority to deal with behaviors not covered by the code.

Goal

The Code of Conduct reflects the ethics and values of the Hampton County community. It is designed to promote a healthy and safe school environment that encourages the academic, social, and emotional development of all students. A disciplined environment is essential to achieving these ends.

Objective

To communicate to all stakeholders, the behavioral expectations, guidelines, and regulations that have been established for every student that attends a middle or high school in The Hampton County School System. Additionally, we wish to inform all stakeholders of sanctions that may be imposed if a student fails to follow the established regulations.

Rationale

In order to maintain an appropriate and safe educational climate that is conducive to teaching and learning, the Board expects all students to conduct themselves in an appropriate and civil manner, demonstrating positive and respectful behavior for self, adults and peers, including community members. This includes appropriate language, appropriate dress and care for facilities and equipment. Disciplinary sanctions may be imposed on students, including their removal from the learning environment, if they do not adhere to the regulations as set forth. These sanctions will occur only for good cause and in accordance with applicable state and federal law.

The following regulations are designed to protect all members of the educational community in the exercising of their rights and responsibilities. These regulations are effective during the following times and places:

- On school grounds before, during or after school hours.
- On school grounds at any other time when the school is being used by a school group.
- Off the school grounds at any school and/or school-related activity, function, or event.
- On a school bus or other school vehicle (including school bus safety rules).
- At any time or in any place (including off school grounds and during non-school hours) where student conduct has a direct effect on the school's ability to maintain an orderly and safe learning environment.

Students and parents are encouraged to become familiar with the rules and regulations contained in this booklet. Students and parents should also be mindful of the following State Statute:

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

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

(B) A district board of trustees shall not authorize or order the expulsion, suspension or transfer of any pupil for a violation of Section 59-150-250(B).

If you have any questions, please talk with your building level administrator.

In determining whether a student has violated the Discipline Code, the principal or his/her designee will consider all the facts and circumstances of the particular situation and may consider, but will not be limited to, verbal and/or written statements of admission; witness statements from others; video surveillance, et al.

**All behavior codes apply to all students enrolled in Hampton County School District under traditional, and virtual enrollment on all electronic platforms.

**All behavior codes and consequences apply to any HCSD student that travels to any partnered instructional institution, including those that travel to HCHS for instruction.

Discipline LEGEND

AC: Administrative Conference – Administrator meets with student without parent
AIC: School Level Admin. Conference /Probation- mostly requires 3 days OSS and a school probation period of 45 days. During the 45-day period each infraction level two or above takes student to a DAH & 3-5 DAYS-District Hearing for extended school probation, district probation, alternative school placement, or expulsion hearing by school board depending upon severity of the infraction. Additionally, it could be a result of ten “Level I” infractions and would place the student on school probation without having to serve OSS.
BUS: Bus Suspension
DAH: District Administrative Hearing- mostly requires 3-5 days OSS
EH: Expulsion Hearing
ISS: In-school Suspension
LA: Legal Action
LD: Lunch Detention
ONS: Overnight suspension requiring parent to bring student back to school
OSS: Out of School Suspension
PAC: Parent Administrative Conference
PN: Parent Notification
RL: Restricted List – student not allowed to attend in any extracurricular activities for a specified period of time
RP: Restitution of Property
SL: Silent Lunch
WD: Work Detail
WP: Withdrawal of Privileges – specific to school

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

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

DECISION PROCESS-The building administrators will make decisions regarding discipline infractions after considering all facts and circumstances of a particular matter. If a student receives out of school suspension or is assigned to the ISS, a parent will be notified and an administrative conference may be required. Additionally, the student will be given a copy of the referral to take home to give to his/her parent for a signature and the signed referral must be given to the administration when the student returns to school. In a case where the suspension warrants immediate removal from the school, the parent or whoever picks up the child will sign the referral and will be informed if a district hearing is going to be held. The administrator has the discretion to re-classify an offense based on the severity of the offense or the number of occasions in which the student has engaged in the behavior or has a record of other student conduct violations during the current school year or if there are extenuating circumstances.

INFRACTIONS –

- If there is a * preceding the infraction, the * indicates that a series of repeated infractions will result in a recommendation for expulsion or AIC & 3 DAYS.
- If there are ** preceding the infraction, this indicates that law enforcement may be called for legal actions.
- If there are *** preceding the infraction, this indicates that law enforcement will be called for legal actions.
- Having legal action taken does not eliminate neither preclude the school's responsibility to take appropriate measures as outlined in the Discipline Code of Conduct.

******Note: Students will be referred for a DAH when they reach 7 referrals.**

Categorization of Infractions

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

- Level I- Students committing Category I offenses (other than gang related offenses) will be subject to the following disciplinary measures:
  a. Conference, detention, in-school suspension, out of school suspension, overnight suspension with parent conference at school, work detail, withdrawal of privileges, Administrative/School Level Conference/Probation/Contract, and if severe enough, a district administrative hearing.
  b. Students suspended three times for a Category I offense must be placed on a behavior contract by the administration and will be referred for Behavior Management Counseling with school counselor.
  c. If a Category I offense occurs when the student is on a school bus, a range of consequences can occur and will be imposed by the school administration, from immediate counseling to indefinite suspension from riding the bus. Any behavior/disturbance on the bus that endangers the safety of the driver and/or passengers will result in the student's

bus riding privileges revoked immediately for a specified period of time and possible suspension from school. (Pursuant to State regulations for school buses)

d. Gang/ gang-related activity will be handled as follows:
   1) Less severe such as display of gang signs, gang colors, wearing of bandanas, etc. will result in "ONS" for the first time/parent conference and progress to Out of School Suspension. Purpose is to make sure student is aware that it is gang-related and is willfully participating in gang-activity.

- Level II-Students committing Category II offenses will be subject to the following disciplinary measures:
  a. Most include out of school suspensions, school probation, and 3 days out of school suspension/DAH & 3-5 DAYS. Law enforcement may be involved in Level II infractions and students may be subject to a citation as applicable. Occasionally, a level II infraction may involve in-school suspension because of the level of severity.
  b. If a Category II offense occurs when the student is on a school bus, a range of consequences can occur and will be imposed by the school administration, from immediate removal from the bus to an indefinite suspension from riding the bus. Any behavior/disturbance on the bus that endangers the safety of the driver and/or passengers will result in the student's bus riding privileges revoked immediately for a specified period of time and possible suspension from school. (Pursuant to State regulations for school buses)
  c. Any Level II infraction that takes place while a student is on either school/district probation will require that the student have another district hearing which could lead to extending the probation, removing student from school, or a recommendation for expulsion.
- Level III- All Level III infractions require a district administrative hearing and for law enforcement to be involved for possible citations/criminal charges (if applicable) and referral to the legal system via DJJ.
  a. Law enforcement's decision not to press criminal charges for weapons or drugs does not eliminate or preclude the school administrator's responsibility to file an incident report, contact law enforcement, and report all findings to the district hearing officer.
  b. Students who are expelled for possession of a firearm will be subject to the 1995 Federal and State laws that mandate a one-year (365days) expulsion term, unless the Superintendent determines to reduce the term of expulsion. (See South Carolina Code 59-63-235)

******Note: Students will be referred for a DAH when they reach 7 referrals.**

CATEGORY I OFFENSES: BEHAVIORAL MISCONDUCT

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

101. Lying or giving false information either verbally or in writing to a teacher, administrator, or school staff member. Examples: Deliberate forgery of parent/educator signatures or changing/deleting information sent home by the school to the parent. Making false accusations about a staff member also falls within this section. (PS Code 006/011)
1st – 1 OSS 2nd– 2 OSS 3rd– AIC & 3 DAYS 4th – DAH & 3-5 DAYS

102. Failure to properly identify self or present school identification when requested to do so. Failure to properly display a school ID also falls within this category including while on school bus. (PS Code 006/360)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

103. Class disruption or disruption of school activities or environment, including school bus. (PS Code 007/340/400)
1st– 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS OSS 4th– DAH & 3 DAYS

104. Extortion or attempting to extort through threat of force. (See Bullying Policy) (PS Code 600)
1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS/LA

105. Inappropriate physical contact, including, but not limited to, pushing, shoving, or horse playing. (PS Code 022/014/405)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3-5 OSS & DAH

106. Possession of fireworks, live ammunition, or other incendiary devices. (This includes stink/smoke bombs and vials of noxious gases/liquids.) (PS Code 004/010)
1st – 1 OSS 2nd – 2 OSS 3rd– AIC & 3 DAYS 4th – DAH & 3-5 DAYS

107. Unauthorized or inappropriate use of school equipment, including, but not limited to computers. (PS Code 023/020)
1st – 1 OSS 2nd – 2 OSS 3rd– AIC & 3 DAYS 4th – DAH & 3-5 DAYS (Internet privileges revoked/PAC-1st)

108. Students are permitted to have cell phones on campus, but by law they are not be visible or heard during normal school hours. (PS Code 330/390)
1st – 1 OSS
2nd – 3 days OSS/DAH
3rd- 3 OSS and alternative school for the remainder of the school year.
NOTE: Refusal to turn in the phone when asked will result in a three-day suspension.
NOTE: A $25 fee will be assessed for each cellphone violation.

109. Excessive tardiness or early dismissals. (PS Code 180)
1st – (4-6 tardies) 1 Day ISS
2nd- (7-10 tardies) 2 Day ISS/AIC/Intervention
3rd- (11 or more tardies) 2 Days OSS and referral to the District Office for truancy
4th – (16 or more) 3-5 days OSS & DAH

110. Missing After-school detention. (PS Code 005/271)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3 OSS & DAH

111. Hazing. (See Glossary), (PS Code 650/700)
1st – 3 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS/LA

112. Possession, sale or distribution of unauthorized materials at school. (PS Code 018)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – 3 OSS & DAH

113. Violation of parking and driving regulations. (PS Code 300/305)
1st – driving privileges revoked for 4 weeks
2nd - driving privileges revoked for 9 weeks
3rd – driving privileges revoked for year

114. Violation of cafeteria rules. (PS Code 017)
1st – 1 ISS 2nd – 1 OSS 3rd – 2 OSS 4th – AIC & 3 DAYS

115. Violation of health room rules. All medication (to include over the counter drugs such as Benadryl, Tylenol, etc. or personal prescriptions brought to school by a student must be in the original container, labeled appropriately and administered by the school nurse. Exceptions under a physician's order are managed by the school nurse. (PS Code 004/700)
1st – 1 ISS 2nd – 1 OSS 3rd 2 OSS 4th – AIC & 3 DAYS

116. Failure to sign in or sign out from school in the office when required. (PS Code 270)
1st – 1 ISS 2nd – 2 ISS 3rd – 1 OSS

117. Being in an unauthorized area or inappropriate use of facilities. (PS Code 200)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS

118. Inappropriate display of affection between students. (PS Code 015)
1st – 1 ISS 2nd – 1 OSS 3rd – AIC & 3 DAYS

119. Unauthorized use of locker i.e. candy bars, food items, or radios. (PS Code 023)
1st-1 ISS 2nd-2 ISS 3rd- 1 OSS

120. Cheating. (PS Code 190)
Note: Administrative discretion will be utilized to determine the level of consequence issued based on the severity of the offense. Students will be given a grade of zero on the assignment/test/project, etc.
Note: Cheating on district and state level testing will result in more severe consequences to include a grade of zero on the assessment and a three-day suspension.

121. Possession of electronic entertainment devices, to include but not limited to airpods, headphones, Beats, ipads, Meta glasses, smart glasses, smart watches, devices not issued by the school, portable speakers, and portable video games (not related to instruction), on school grounds during school hours. (PS Code 390)
1st – Device will be confiscated and returned to student at end of day/parent notified
2nd - ISS – device confiscated & Fine
3rd- 1 OSS & Fine
4th- 2 OSS & Fine- *Student will be restricted from bringing the device(s) on campus
5th- Fine-DAH & 3-5 DAYS OSS
Note: The second offense and each additional offense will result in a $25 fine that will be assessed each time an item is confiscated.

122. Possession/use of annoyances at school such as laser lights, water pistols, water balloons, whistles, etc. (PS Code 390)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

123. Possession of or use of skateboards, rollerblades, skates or scooters. Skating is not allowed on any school campus at any time including during school hours or in any prohibited area, during an after-school activity or in the immediate proximity of parked vehicles. (PS Code 390)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

124. Unauthorized card playing or possession of dice. (PS Code 390)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

125. Littering school grounds. (PS Code 370)
1st – 1 ISS 2nd – 1 OSS 3rd – 2 OSS 4th – AIC & 3 DAYS

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

127. Violation of safety rules. This includes propelling objects i.e. rocks, spitballs, or food items and science lab rule violations, etc. (PS Code 017/028)
1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

128. Profanity/obscene gesture directed toward another student or directed toward no one in particular. (PS Code 210/290/016)
1st– 1 ISS 2nd – 1 OSS 3rd –AIC & 3 DAYS 4TH - DAH & 3-5 DAYS

129. Possession of a lighter or matches. (PS Code 390)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS

130. Failure to obey a staff member. (PS Code 270)
1st – 2 OSS 2nd – 3 OSS 3rd –AIC & 3 DAYS 4th – DAH & 3-5 DAYS

131. Disrespect to others, i.e., verbal ridicule, that does not border on harassment or bullying. (PS Code 017)
1st– 1 ISS 2nd – 1 OSS 3rd –AIC & 3 DAYS 4TH - DAH & 3-5 DAYS

132. Wearing items or clothing that could pose a safety threat to self or others (heavy chains not made as jewelry, studded bracelets/collars, nose/lip-to-ear chains, etc.), (PS Code 280)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS 4th – DAH & 3-5 DAYS

133. Failure to attend/complete detention or In-School Suspension. (PS Code 005/271)
1st – 1 OSS 2nd – 2OSS 3rd –AIC & 3 DAYS

134. Aiding and/or abetting another student(s) who is committing any rule violation. (See Glossary) (PS Code 001)
Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity and consistent with level of infraction committed.

135. *Violation of a behavior contract. (See Note 1) (PS Code 430)
Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity

136. Property misuse including minor vandalism such as writing on property or damaging property with a replacement value at $50 or less. (PS Code 023)
1st – 1 OSS/RP 2nd – 2 OSS/RP 3rd – 3 OSS/RP/DAH & 3-5 DAYS

137. Planning or creating a situation that may lead to rule violation but is not a crime. (PS Code 017) Consequences can range from conference to DAH & 3-5 DAYS, depends upon severity, consistent with level of infraction committed.

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

139. Provoking or simulating a fight. (PS Code 001)
1st – 2 OSS 2nd –AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

140. **Unauthorized storage and/or loading of a computer program, system or data file. This may also be a copyright violation and as such is subject to copyright laws. (PS Code 220)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

141. **Unauthorized access or duplication of computer programs, systems or data files. (PS Code 220)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

142. **Use of any computer access accounts other than those assigned to the individual. (PS Code 220)
1st – 1 OSS 2nd – 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

143. Inappropriate sexual gesture(s) and/or behavior. (Example: Sexually suggestive language, movements, writings, drawings; this includes sexting) (PS Code 017/) (See Section A)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

144. Walking out of a class, unless under extreme emergency (without teacher approval). (PS Code 320)
1st – 1 OSS 2nd – 2 OSS 3rd – AIC & 3 DAYS 4th – DAH & 3-5 DAYS

145. Throwing objects such as paper or tissue that does not inflict physical injury. (PS Code 028)
1st – 1 ISS 2nd – 2 ISS 3rd – 1 OSS 4th – AIC & 3 DAYS

CATEGORY II OFFENSES: DISRUPTIVE CONDUCT

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

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

201. **Planning and/or organizing and/or instigating and/or participation in an activity that causes substantial disruption to the education program. (PS Code 560/700)
1st– 2 OSS/LA 2nd -AIC & 3 DAYS/LA 3rd– DAH & 3-5 DAYS/LA

202. Gambling including games of chance for money or profit. (PS Code 630)
1st– 1 OSS 2nd– 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

203. **Tampering with, changing or altering records or documents of the school or district by any method, including, but not limited to, computer access or other electronic means. (PS Code 220)
1st– 2 OSS 2nd– 3 OSS 3rd– AIC & 3 DAYS 4th – DAH & 3-5 DAYS

204. Refusal to obey a staff member or any other adult authorized by the school to supervise students to report to a certain place or to leave a certain place. (PS Code 270)
1st – 2 OSS 2nd – 3 OSS 3rd – AIC & 3 DAYS 4th– DAH & 3-5 DAYS

205. Creating or participating in a classroom disturbance that interferes with the instructional process. (PS Code 007) (See Section A)
1st– 1 OSS 2nd– 2 OSS 3rd – 3 OSS/DAH & 3-5 DAYS

206. Cutting class or school. (PS Code 150/160)
1st – 1 ISS 2nd – 1 OSS 3rd – 2 OSS 4th – DAH & 3-5 DAYS

207. Leaving or attempting to leave school grounds without permission, whether or not the school day has actually begun. This includes unauthorized driving/riding to an off-campus class. (PS Code 310)
1st–2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

208. **Intentional creation of, on-line use of and/or downloading of materials using a computer which would not be permissible in the schools in any other form. This includes e-mails, social media, etc.… (PS Code 220)
1st– 2 OSS 2nd– 3 OSS 3rd– AIC & 3 DAYS 4th – DAH & 3-5 DAYS

209. Striking or lighting a match/lighter or igniting caps or use of poppers on school property. (PS Code 020)
1st – 2 OSS 2nd – AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

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

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

211. Health code violation, such as deliberately spitting on someone. (See Glossary) (PS Code 017)
1st– 3 OSS 2nd– 5 OSS 3rd - DAH & 5 DAYS

212. Disrespect to teacher or staff member or other adult approved by the school to supervise students, including volunteers. (PS Code 017/420/016) (See 130)
1st – 2 OSS 2nd – 3 OSS/AIC 3rd – DAH & 3-5 DAYS

213. Profanity/obscenity, racial, or ethnic slurs directed to a staff member or to any adult authorized by the school to supervise students, including volunteers. (PS Code 210/290/016/017) (See Section A)
1st – DAH & 3 DAYS 2nd – DAH & 5 DAYS 3rd –5 DAYS & RFE

214. Persistent disobedience. (PS Code 270)
1st – 2 OSS 2nd – AIC & 3 DAYS 3rd– DAH & 3-5 DAYS

215. **Trespassing after notice, or being on any school property, or present at any school-sponsored event while under suspension. (See Glossary), (PS Code 750)
1st – Removal from property/DAH & 3-5 DAYS/LA

216. **Any other behavior, whether on or off campus, that threatens the safety of students or staff members (regardless of where behavior takes place) or disrupts the operation or function of the school. This does include coming on school/district property after consuming non-prescribed controlled substances and/or illegal drugs. (PS Code 017/027)
1st – 3 OSS 2nd– DAH & 3-5 DAYS 3rd - DAH & 3-5 DAYS

217. ***Possession or use of mace or pepper gas or spray. (PS Code 390)
1st– 2 OSS 2nd– 3 OSS/AIC & 3 DAYS 3rd– DAH & 3-5 DAYS

218. **Sexual harassment. (See Glossary) (PS Code 013)
1st – DAH & 3-5 DAYS/LA

219. ***Indecent exposure, specifically sagging and exposure of underwear. (See Glossary) (PS Code 019)
1st – 1 ISS 2nd – 2 ISS 3rd – 2 OSS 4th – AIC & 3 DAYS

220. **Unauthorized and deliberate tampering with a computer setup. Examples: Switching cables, disabling fans, etc.… (PS Code 220)
1st – 1 OSS 2nd – 3 OSS 3rd– AIC & 3 DAYS/LA 4th– DAH & 3-5 DAYS/LA

221. *** Simple Assault. (See Glossary) (PS Code 520)
1st– 3 OSS/AIC & 3 DAYS/LA 2nd – DAH & 3-5 DAYS/LA

222. Refusal to obey school or district administrator. (PS Code 270)
1st– 3 OSS 2nd– 3-5 OSS/AIC & 3 DAYS 3rd – DAH & 3-5 DAYS

223. Threatening, bullying, or intimidating students, staff member, or any other adult designated by the school to supervise students including volunteers. (PS Code 650/027)
1st– 3-5 OSS/DAH 2nd– DAH 5 DAYS/LA *Severity of threat may incur different consequences

224. Throwing objects that are sharp or heavy that may cause physical injury. (PS Code 028)
1st– 3 OSS 2nd– 5 OSS/DAH 3rd- DAH & 3-5 DAYS

225. Recording a video of a disturbance or fight on a phone, camera, or any other device. Posting comments, threats, videos, or

any communication that constitutes a threat. *Severe cases will be referred for a District Administrative Hearing. (WPE)
1st – 3 OSS 2nd –AIC & 3 DAYS 3rd –DAH 5 DAYS

226. Participation in gangs/gang-related activity to include but not limited to use of hand signals, recruitment, wearing of colors/paraphernalia. Activity must not include bodily harm or intimidation. (PS Code 250)
1st- 3 OSS 2nd –5 OSS 3rd –DAH & 3-5 DAYS

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

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

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

3rd Offense – 5 Days and DAH recommendation for expulsion

NOTE: Probation will be administered at the school level.

CATEGORY III OFFENSES: CRIMINAL CONDUCT

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

301. ***Possession, transfer or use of a firearm. (See Glossary,) (PS Code 789)
1st –DAH & 5 DAYS/LA

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

1st– DAH & 5 DAYS/LA

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

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

303. ***Possession, transfer or use of a prohibited weapon other than a firearm including a knife with a blade over two inches, BB gun, paint ball gun, pellet gun, air-soft pistol, razor, razor blade, martial arts throwing star and metal knuckles. Box cutters and utility or X-Acto knives containing any size blades are also considered a violation of this section. (SC 16-23430), (See Glossary), (PS Code 789)
1st– DAH & 5 DAYS/LA

304. ***Sexual assault. (See Glossary), (PS Code 610)
1st- DAH & 5 DAYS/LA

305. ***Assault of a staff member or any other adult designated by the school to supervise students, including volunteers. (See Glossary), (PS Code 520)
1st– DAH & 5 DAYS/LA

306. ***Arson, which is the intentional damage of property, or attempted arson of school property. (See Glossary) (PS Code 500)
1st – DAH & 5 DAYS/LA

307. ***Communicating a Threat of a Destructive Device or Weapon: Communicating, writing, threatening, or transmitting to a person or school facility that there is, or will be, a destructive device, bomb, shooting, or dangerous event, with the intent of intimidating, threatening, or interfering with government functions or school activities; or, harboring one who is guilty of this offense. (PS Code 260)
1st– DAH & 5 DAYS/LA

308. ***Possession or transfer of dangerous explosives, plastic explosives, or chemical reaction type and pipe bomb materials including, but not limited to, Molotov cocktails and dynamite. (PS Code 390)
1st -DAH & 5 DAYS/LA

309 ***Active participation in an act of mob violence, to include lynching. A mob is described as two or more people. (See Glossary), (PS Code 700)
1st– DAH & 5 DAYS/LA

310. ***Unauthorized tampering with security, fire, access control or surveillance system or alarms. (PS Code 350)
1st– DAH & 5 DAYS/LA

311. ***Participating in sexual conduct/activity, which also includes compromising situations and circumstances, and includes exposing one's private body parts publicly. Prohibited conduct includes, but is not limited to, unauthorized presence in restrooms, engaging in or simulating sexual activity, and any behavior that creates a compromising situation or circumstance. This may include the public exposure of private body parts. Such conduct may involve an individual student or others. (PS Code 017/690)
1st -DAH & 5 DAYS/LA

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

313. ***Auto breaking or unlawful entry into a motor vehicle on school property or into a school district vehicle at any location. (PS Code 700)
1st- DAH & 5 DAYS/LA

314. ***Vandalism or theft of personal or school district property where value is $50.00 or more. (See Glossary), (PS Code 760/670)
1st – RP/DAH & 5 DAYS/LA

315. ***Selling illegal, controlled substances, prescription drugs, tobacco, or over the counter drugs without regard to amount. (See Glossary), (PS Code 004)
1st - DAH & 5 DAYS/LA

316. ***Selling, possessing, transferring or using items that are substantially similar in color, shape, size, or markings to a controlled substance or substance that is not FDA approved, using over the counter (OTC) medicines or combining over the counter (OTC) medicine with other medications and/or controlled substances or uncontrolled substances for the purposes of altering behavior or creating a feeling of euphoria i.e., Wizard Smoke, nicotine salts, etc. (PS Code 004)
1st –DAH & 5 DAYS/LA

317. ***Physical assault of a student. (See Glossary) (PS Code 520)
1st – DAH & 5 DAYS/LA (possibly)

318. ***Possession or use of a knife with a blade two inches or more, starter pistol, replica weapon/device, paint ball gun, bat, a piercing kit, a tattoo kit, or any item not generally considered as a weapon but USED to inflict bodily harm or presents significant health, safety, and sanitation concerns, including the risk of infection, bloodborne pathogen exposure, and injury. The blade will be measured from tip to base. (See Glossary), (PS Code 789)
1st – DAH & 5 DAYS/LA

319. ***Possession or use of a knife with a blade two inches or less. (See Glossary), (PS Code 786)
1st – DAH & 5 DAYS

320. ***Possession of any item of drug paraphernalia. (See Glossary), (PS Code 004)
1st – DAH & 5 DAYS/LA

321.**Direct refusal to obey a staff member or any adult authorized by the school to supervise students, including volunteers, in a crisis situation. (See Glossary) (PS Code 270)
1st – DAH & 5 DAYS/LA

322. Harassment. (See Glossary), (PS Code 012/ 650)
1st– DAH & 5 DAYS/LA

323. Participation in gangs/gang-related activity to include but not limited to initiation rituals, hazing, causing bodily harm or danger. (PS Code 250)
1st– DAH & 5 DAYS/LA

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

1st- DAH & 5 DAYS/RP/LA

325. ***Unauthorized entry to school building or property (this includes school sponsored events). (PS Code 750)
1st- DAH & 5 DAYS/RP/LA

326. Engaging in verbal or written abuse, name calling, (i.e., ethnic or racial slur, or derogatory statements about sexual orientation) intentionally addressed publicly to others that may disrupt the school educational program or incite violence. (PS Code 651)
1st- DAH & 5 DAYS/RP/LA

327. Disrespect to others, i.e., pulling wedges, ankling, zipping, to include participating in social media challenges, etc. (Ankling or zipping is defined as pulling down the pants of another.) (PS Code 017)
1st– 3 OSS 2nd- AIC & 3 DAYS 3rd– DAH & 3-5 DAYS

328. **Making serious threats to a staff member or any other person authorized by the school to supervise students. (PS Code 027/650)
1st – DAH & 5 DAYS/LA

329. **Unauthorized and deliberate tampering, deletion, OR destruction of any computer programs, systems or data files and deliberately introducing a virus, etc. (PS Code 220)
1st– DAH & 5 DAYS

330. ***Detonating (in any way causing to go off) fireworks, incendiary devices, smoke and/or stink bombs or other noxious gas devices. (PS Code 010)
1st– 5 OSS/LA 2nd– DAH & 3-5 DAYS/LA

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

332. Distribution of pornographic or obscene material. (PS Code 018/710)
1st– DAH & 5 DAYS/LA (possibly)

333. ***Fraudulent requests for emergency services. (PS Code 620)
1st – DAH & 5 DAYS/LA

334. Health code violation, such as deliberately urinating or defecating on someone or doing this is a public or an inappropriate place. (See Glossary) (PS Code 017)
1st – DAH & 5 DAYS/LA

335. Intentionally throwing any object at or in the direction of a staff member. (PS Code 028)
1st– DAH & 5 DAYS/LA

336. ***Possession, transfer, or use of vapes (e-cigarettes), vape cartridges, any paraphernalia

related to a vape (e-cigarette), or dab pens that contains marijuana, THC, or any other substance that is considered illegal, etc. (004/230) Since the purchase of a vape (e-cigarette) is illegal by minors, possession will constitute a violation of this section. This includes being present on district/school property or at any school-sponsored event after using, possessing, or transferring any of the aforementioned items. (See Note 2), (See Glossary), (PS Code 004/230)

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

2nd Offense —— 5 Days and DAH recommendation for expulsion

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

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

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

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

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

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

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

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

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

3rd Offense -- Recommendation for expulsion

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

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

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

NOTE: The school recognizes that social media trends, challenges, online fads, and emerging behaviors frequently evolve and may not be specifically identified within the Student Code of Conduct at the time they occur. Any behavior, action, challenge, prank, or trend that disrupts the educational environment, threatens the safety and well-being of students or staff, damages property, violates the rights of others, or interferes with the orderly operation of the school will be subject to disciplinary action. Administrators reserve the right to classify and assign consequences based on the violation category that most closely aligns with the nature and severity of the offense.

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

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

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

School Bus Safety Rules and Appeals

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

SCHOOL BUS SAFETY RULES

- No glass containers on the bus.
- No spitting, eating, chewing gum or drinking on the bus.
- No profanity, verbal abuse, harassment, teasing, obscene or sexual gestures.
- No standing while the bus is in motion (including while making a stop).
- No hanging any part(s) of your anatomy out a window.
- No throwing or shooting any type of objects.
- No play fighting or horse playing.
- Do not ride any bus that you are not assigned to.
- Do not ride any bus during a suspension of bus privileges.
- Do not vandalize the bus or ignite any flammable object while on the bus.
- Do not hold onto the bus from the outside or pass items in or out the bus window.
- Do not make excessive noise or other disruptive behavior.
- Keep your feet, body, and bags out of the aisle.
- Do not block the aisle with band instruments or book bags.
- Students must follow the directions of the driver.
- Students may not exhibit any behavior that disturbs the students or driver.
- Talk quietly, but avoid loud, boisterous behavior, including singing, clapping, stomping, or yelling.
- No spraying of cologne, deodorant, body spray or any other type chemicals or aerosols, pump spray, or lotion while on the bus.
- Never tamper with the emergency exits or any other part of the bus equipment, including fire extinguishers and first aid equipment unless there are reasonable grounds to believe that an actual emergency situation exits.
- Students must board and exit the bus at their designated stop or school.
- Students must be at the bus stop 5 minutes prior to scheduled pick-up time.
- Students must wear ID while on the bus.

Appendix

Appendix A

SCHOOL BOARD POLICIES:

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

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

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

Appendix B

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

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

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

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

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

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

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

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

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

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

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

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

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

44-53-110 Possession of drug paraphernalia.

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

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

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

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

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

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

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

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

(B) A district board of trustees shall not authorize or order the expulsion, suspension or transfer of any pupil for a violation of Section 59-150-250(B).

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

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

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

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

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

search of his personal effects.

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

59-67-110 Every school bus shall be provided with a front entrance-exit on the right side of the vehicle and a rear emergency exit or door, conspicuously marked on the inside "emergency door" and equipped with a fastening device capable of being quickly released in emergency but entirely safe from accidental opening upon the application of any pressure from within the bus.

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

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

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

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

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

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

APPENDIX C

HARASSMENT, INTIMIDATION OR BULLYING

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

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

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

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

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

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

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

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

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

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

1. Any student or parent/guardian of a student who believes that the student has been bullied, harassed or intimidated in violation of District policy should immediately report the incident. The report must be completed in writing using the bullying, harassment or intimidation reporting form and submitted to school level administration.

    - Students in grades Pre-K through 2 will be provided with assistance in completing the reporting form

2. Any school official who observes an incident of bullying, harassment or intimidation of a student shall immediately report the incident to an administrator. The report must be completed in writing using the bullying, harassment or intimidation reporting form and submitted to school level administration.

3. A school official who receives a report of bullying, harassment or intimidation should immediately forward the report to the appropriate building administrator. (Principal, Assistant Principal, etc.)

4. The administrator will promptly and thoroughly investigate all such reports and upon completion of that investigation, will notify the parents/legal guardians of all affected students that corrective action has been taken by the school.
5. Corrective action may include the student perpetrator being disciplined in accordance with the Student Code of Conduct, as well as being required to complete program(s) regarding conflict resolution, anger management, and/or social interaction skills.

6. In any disciplinary incidents involving bullying, harassment or intimidation that may occur on the. bus a student may be temporarily suspended from the bus pending the result of an investigation.
7. When an out-of-school suspension and school bus suspension are adjudicated for an incident, the school bus suspension will begin after the completion of the out-of- school suspension.
8. Investigations will normally be completed within 3 school days. If circumstances prevent the completion of the investigation within 3 days, the administration will ensure that the investigation is completed as soon as reasonably practicable thereafter. No student will be removed from the bus until a school level administration has made direct contact with the student's parent/guardian.

Refer to Policy JICFFA

APPENDIX D

SECRET SOCIETIES/GANG ACTIVITY

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

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

- Gangs which initiate or advocate activities which threaten the safety and well-being of persons or their possessions anywhere on or near school property or at school-sponsored events are harmful to the educational purposes of the district.

- Gang incidents involving recruitment, initiation, hazing, wearing of colors or other gang indicators, threats and intimidation, fighting or establishment of "turf or territory" on school property or at any school-sponsored event are likely to cause intimidation or fear, bodily danger, physical harm, or personal degradation or disgrace resulting in physical and mental harm to students.

- The use of hand signals and the presence of any apparel, jewelry, accessory, book or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute, denotes membership in a gang creates a clear and present danger of the commission of unlawful acts on school premises, the violation of school regulations, or the substantial disruption of the orderly operation of the school and is prohibited. In determining whether or not a student is in violation of the prohibition on the wearing/display of a gang-related item, school administration will provide professional learning to staff, students and parents in the identification of gang related indicators, symbols, hand signals, graffiti clothing/accessories, etc.

- If district administration determines that a student has initiated or participated in a gang or a secret society as stipulated above, that student will be disciplined in a manner which may include, but will not be limited to, detention, removal from extracurricular activities, suspension and/or expulsion, and referral to law enforcement, dependent upon the

circumstances of the particular offense. The district also reserves the right to prohibit any student from wearing/displaying any article of clothing or accessory which the district has determined to be a gang indicator.

Appendix D is a reflection of Revised Policy JICF

APPENDIX E

Student Uniform Policy

Student dress code policy is in effect for both face to face and virtual learning.

The HCSD Board Policy states the board reserves the right to ban from school those students whose personal appearance is disruptive to the educational process and orderly operation of the school.

Personal appearance of students should promote health and safety, contribute to a climate conducive to teaching and learning, and project a positive image of the district to the community. Clothing/hair/accessories should not be so extreme or inappropriate to the school setting as to disrupt the educational process. Therefore, any items deemed distracting, revealing, overly suggestive or otherwise disruptive shall not be permitted. Neither parents nor students will place the burden of enforcing the uniform policy solely on the school. Parents and students are expected to comply to ensure that a comfortable, safe, and non-confrontational environment is provided for all students. **Students are expected to be dressed according to the uniform standards at all times when school is in session.**

APPENDIX F

CELL PHONES / COMMUNICATION DEVICES/ ELECTRONIC DEVICES

Possession of a wireless communication device (WCD) by a student is a privilege that may be forfeited by any student who fails to abide by the terms and provisions of this policy, or otherwise engages in misuse of this privilege.

A "wireless communication device" is a device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. The following devices are examples of WCDs but not limited to: cellular and wireless telephones, pagers/beepers, personal digital assistants (PDAs), BlackBerries/Smartphones, WiFi-enabled or broadband access devices, two-way radios or video broadcasting devices, and other devices that allow a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information. Students **MAY NOT** use WCDs on school property to access and/or view Internet web sites that are otherwise blocked to students at school. "Students **MAY NOT** use WCDs while riding to and from school on a school bus or other vehicle provided by the Board.

Students may use the 1:1 technology device issued by the school. These devices are for instructional purposes ONLY, teaching and learning.

Students are prohibited from using WCDs to capture, record or transmit the words (i.e. audio) and/or images (i.e. pictures, video) of any student, staff member or other person in the school or while attending a school-related activity.

Students are prohibited from using a WCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy JICFAA – Harassment, Intimidation or Bullying.

Students are also prohibited from using a WCD to capture and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using their WCDs to receive such information.

Violations of this policy may result in disciplinary action and/or confiscation of the WCD. The building principal may also refer the matter to law enforcement if the violation involves an illegal activity (e.g. child pornography). Discipline will be imposed in a progressive manner based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the WCD is confiscated, it will be released/returned to the student's parent/guardian only after the student complies with any other disciplinary consequences that are imposed. Any WCD confiscated by District staff will be marked in a removable manner with the student's name and held in a secure location in the school building until it is retrieved by the parent/guardian. WCDs in District custody will not be searched or otherwise tampered with unless school officials reasonably suspect that the

search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance to Policy JIH – Student Interrogations, Searches and Arrests. If multiple offenses occur, a student may lose his/her privilege to use their WCD at school for the remainder of the semester.

Students are personally and solely responsible for the care and security of their WCDs. The Board assumes no responsibility for theft, loss, damages, or vandalism to WCDs or the unauthorized use of such devices.
Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.
Students may use school phones to contact parents/guardians during the school day with permission of the administration.

Consequences:

1st Offense - Student's phone will be confiscated, and the student's parent/guardian will be required to attend a conference before the phone will be returned.

2nd Offense - Student's phone will be confiscated and a fine of $25.00 must be paid before the phone is returned to the parent. The $25.oo fee will be assessed for each occurrence beyond the 2nd offense.

APPENDIX G

Internet Acceptable Use Agreement

USE OF TECHNOLOGY RESOURCES IN INSTRUCTION

Code **IJNDB**

(Please read this document carefully before signing.)

Hampton County School District is pleased to provide internet access and believe that the internet offers vast, diverse, and unique resources to students and district employees. Our goal in providing this service to district employees and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The purpose of this network is to assist in preparing our students for success in life and in the workforce by providing them with access to a wide range of electronic information and the ability to communicate with people throughout the world to enhance their educational experiences.

The internet is an electronic highway that connects thousands of computers all over the world with millions of individual subscribing users. It is traditionally used by educational institutions, businesses, government, the military, non-profit organizations, commercial enterprises, and private citizens. Students will use the internet to gather information needed for their instructional and personal needs. They will be able to participate in distance learning activities such as virtual online learning schools. They will be able to ask questions, consult with experts, and communicate with other students and professionals.

Access to electronic and web-based resources is available in classrooms, media centers, computer labs, and with home computers. Through active learning experiences, students are expected to develop appropriate information literacy skills to ensure effective use of the wide variety of tools available through the network. Users will broaden their global horizons and discover a wealth of knowledge that otherwise would not be available in our community. The Board of Trustees expects the instructional staff to blend the use of electronic information throughout the curriculum and provide guidance and instruction to students as to the appropriate use of such resources.

It is the policy of Hampton County School District that computers and the internet are used in a responsible, efficient, ethical, and legal manner. Failure to adhere to the district's policy and guidelines will result in the loss of access privileges. If the district incurs any cost due to student, or employee negligence or misuse, the student, or employee will be responsible for that cost.

This policy governs the use of all electronic systems owned, provided, or subscribed to by the District, including computers and computer-like devices, mobile devices, voice and data communication systems, networks, software, services. It applies to all users (students and adults) of these systems, on or off District property, at all times.

District employees, contractors, and vendors will sign this policy prior to account access. Students are bound by an opt out mechanism: parents not wishing for their child to be allowed access to computer networks, Internet, or other communication services must so indicate in writing to the school's Principal.

Under certain circumstances, the use of personally – owned computing and communication devices may be allowed on District property. These non-District-owned devices access District services, networks, data, and services, and as such are bound by this policy. Such devices are the sole responsibility of the owners.

Students and employees will have access to:

1) Electronic district assigned mail (e-mail) with people all over the world. Accessing personal email accounts is not allowed.

2) Public domain software and graphics of all types for school use.

3) Graphical access to the World Wide Web, the newest and most exciting access tool on the internet.

Access to computers and people all over the world brings the availability of material that may not be of educational value in the context of the school setting. Hampton County School District has taken precautions to restrict access to controversial materials. However, on a global network, it is impossible to control all materials and an industrious user may discover controversial information. Hampton County School District firmly believes that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is in consistent with the educational goals of the district.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided to make you are aware of the responsibilities you are about to acquire. Compliance with this policy is mandatory and includes access and use of the district's information system and all peripheral devices for printing, storing, archiving and duplicating information regardless of location. Be aware that personal files are discoverable under the State of South Carolina Freedom of Information Act. Hampton County School District has the right to place restrictions on the material accessed or posted through the system.

Guest user access can be arranged for lecturers, program presenters, or other event- based needs by arrangement with Technology Services. The Technology Services can provide credentials for such users who are bound by this policy. Guest access is limited in terms of Internet and file access.

The signature at the end of this document is legally binding and indicates that party who signed has read the terms and conditions carefully and understands their significance.

Internet--Terms and Conditions of Use

Acceptable Use - The purpose of the backbone networks making up the internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of Hampton County School District. Use of other organizations network or computing resources must comply with the rules appropriate for that network. Employees have a duty to protect district information and technology resources entrusted to their use. Employees shall report violations of these standards to district authorities. Transmission of any material in violation of any national or state regulation is prohibited. This includes but is not limited to copyright material, threatening or obscene material, or material protected by trade secret.

Reporting

District and school computer technicians who are working with a computer and come across sexually explicit images of children will report this to local law enforcement. The report will include the name and address of the owner or person in possession of the computer. Violation will result in one or more of the following consequences:

- Applying penalties in accordance with the Discipline Code

- Application of civil or criminal liability under other applicable laws

- Report to the superintendent and Board of Trustees

Personally-Owned Devices – The district has a specific wireless network configured for the use of personally owned laptops or mobile computing devices. When on District property, users of personally-owned devices may access only this wireless network and no other network. This network allows filtered access to the internet, and not access to the District's business network.

Personally-owned devices are permitted on District property, but may only be used under the direction of a teacher or school administrator. All use during the school or work day must be clearly related to instructional purposes. Administrators, Teachers, or Technology Services personnel may prohibit the use of personally-owned devices at any time.

Owners of these devices are solely responsible for the configuration, content, upkeep, and safety of their devices. The district will not assist with configuration, will not troubleshoot issues, and assumes no responsibility for function or safety.

Privileges - The use of the internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. (Each student or employee who receives an account will be part of a discussion with a Hampton County School District staff member pertaining to the proper use of the network.) If a Hampton County School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied. All violations of the policy will be investigated and will result in one or more of the following consequences:

- Applying penalties in accordance with the Discipline Code
- Levying fines and payment for damages, repairs and hardware replacement

- Application of civil or criminal liability under other applicable laws
- Expulsion
- Violations of this policy and these standards by employees may be cause for revocation of use privileges and for disciplinary action.

Network Etiquette - You are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:

- Be polite.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden.
- Note that electronic mail (email) is not guaranteed to be private. People who operate the systems do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not give out any personal information (student's own or that of others) over the internet to anyone you know or do not know (this includes phone numbers, addresses, etc.).
- Do not enter chat groups unless it is for a class assignment. The teacher will inform those supervising students on the internet of the class assignment.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- All communications and information accessible via the network should be assumed to be private property.
- Do not send, receive or use copyrighted material without permission. Do not plagiarize.
- Do not alter or attempt to alter files that do not belong to you or in any way that violates the privacy of another user.
- Do not access, send, or display offensive messages or pictures.
- Do not purchase something that requires one to submit a credit card number or obligates the student or school to another party.

Online behavior

Appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms is to be only conducted for instructional purposes only. Cyberbullying is a criminal offense. Cyber bullying of any kind will result in a suspension of privileges as stated below:

- Applying penalties in accordance with the Discipline Code
- Levying fines and payment for damages, repairs and hardware replacement
- Application of civil or criminal liability under other applicable laws
- Expulsion
- Violations of this policy and these standards by employees may be cause for revocation of use privileges and for disciplinary action.

APPENDIX H

GLOSSARY

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

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

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

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

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

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

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

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

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

FIGHTING: Mutual combat. This may include pre-meditated attacks or assaults initiated by oral disagreements.

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

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

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

HAZING: To pursue by requiring unnecessary or disagreeable work; by banter, ridicule, or criticism; or to play abusive and

humiliating tricks on someone by way of initiation.

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

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

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

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

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

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

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

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

POSSESSION: Being in a student's locker, purse, gym bag, backpack, or other item carried by or belonging to the student, on the student, or in a car driven by or occupied by the student or items found in a car parked on school property or at a school sponsored activity. In determining whether a student intentionally or knowingly possesses an item, the principal or his/her designee will consider all the facts and circumstances of the particular incident.

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

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

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

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

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

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

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

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

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

SEXUAL HARASSMENT: Unwelcome sexual advances, sexual gestures, requests for sexual favors, and other verbal or physical conduct of a sexual nature where there is a pattern of harassing behavior or a single significant incident. Such conduct interferes

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

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

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

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

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

Notes