



Student Handbook 2026-2027

Northwoods Park Middle School

Vision: Inquire. Lead. Serve

Mission: Northwoods Park Middle School will build communities that create opportunities to inquire about the future, lead in the present, and serve in their community.

904 Sioux Drive • Jacksonville, NC • 28540 • 910-347-1202

<https://npms.onslow.k12.nc.us/>

STUDENT HANDBOOK

OF BEHAVIORAL EXPECTATIONS

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Northwoods Park Middle School

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Shanta' Cooks, Principal
Melissa Bourgeois, Assistant Principal
Tammy Stevens, Secretary/Treasurer



A Message from the Admin Team

Welcome to the 2026–2027 school year at Northwoods Park Middle School!

We are excited to begin another year of growth, learning, and connection, and we are honored to be part of your child's middle school journey. At NWPMS, we are committed to creating a safe, supportive, and engaging environment where every student has the opportunity to thrive. Our school community is built around our **GLOW** philosophy: **Growing, Learning, Opportunity, and Wonder**. We believe that every day provides new opportunities for students to grow academically, learn from one another, discover new possibilities, and approach the world with curiosity and wonder.

Our Student Handbook serves as an important resource for students and families. It contains valuable information regarding school procedures, expectations, attendance, behavior guidelines, academic policies, and the school calendar. We encourage you to review the handbook carefully and familiarize yourself with any updates for the new school year.

At Northwoods Park Middle School, we believe that student success is built through preparation, perseverance, and partnership. Our dedicated staff works collaboratively to provide rigorous, engaging instruction aligned with state and local standards while supporting the unique needs of every learner. Through ongoing professional learning and continuous reflection, our teachers strive to ensure all students are challenged, supported, and inspired to achieve their best.

Strong partnerships between home and school are essential to student success. We encourage parents and guardians to stay actively involved by monitoring attendance and academic progress through Infinite Campus, maintaining open communication with teachers and staff, and discussing school experiences regularly with their child. Together, we can provide the support, and encouragement students need to succeed.

Students, this is your year to shine! Come to school prepared, stay organized, be respectful, ask questions, work collaboratively, and embrace new challenges. Every day is an opportunity to demonstrate what it means to GLOW by continuing to grow, learn, explore opportunities, and approach each day with wonder.

We look forward to a fantastic year filled with achievement, growth, and memorable experiences. Thank you for being part of the Northwoods Park Middle School family. Together, we will continue to build a school community where everyone has the opportunity to GLOW.

Welcome to Northwoods Park Middle School—let's make the 2026–2027 school year our best yet!

Shanta' Cooks
Principal

Melissa Bourgeois
Assistant Principal

Onslow County Schools Calendar

Onslow County Schools 2026-2027 School Year Calendar MIDDLE SCHOOL

July 2026				
M	Tu	W	Th	F
		1	2	3 H
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2026				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12	13	14 W
17	18	19	20	21 W
24 *	25	26	27	28
31				

September 2026				
M	Tu	W	Th	F
	1	2	3	4
7 H	8	9	10	11
14 I	15	16 PD	17	18
21	22	23	24	25
28	29	30		

October 2026				
M	Tu	W	Th	F
			1	2
5 I	6	7 PD	8	9
12 W	13	14	15	16
19	20	21	22	23
26	27 G	28	29	30

November 2026				
M	Tu	W	Th	F
2	3	4 PD	5	6
9	10	11 H	12	13
16	17	18 I	19	20
23	24	25 W	26 H	27 H
30				

December 2026				
M	Tu	W	Th	F
	1	2	3	4
7	8	9	10	11
14 I	15	16	17	18
21 L	22 L	23 H	24 H	25 H
28 L	29 L	30 L	31 L	

January 2027				
M	Tu	W	Th	F
				1 H
4 W	5	6	7	8
11	12	13	14	15 G
18 H	19 W	20 W	21	22
25	26	27 R	28	29

February 2027				
M	Tu	W	Th	F
1	2	3	4	5
8	9	10 PD/I	11	12
15 W	16	17	18	19
22	23	24	25	26

March 2027				
M	Tu	W	Th	F
1	2	3	4	5
8	9	10 PD	11	12
15	16	17	18	19
22 L	23 L	24 L	25 L	26 H
29 W	30	31		

April 2027				
M	Tu	W	Th	F
			1 G	2
5	6	7	8 R	9
12	13	14 PD	15	16
19	20	21	22 I	23
26	27	28	29	30

May 2027				
M	Tu	W	Th	F
3	4	5	6	7 W
10	11	12	13	14 I
17	18	19	20	21
24	25	26	27	28
31 H				

June 2027				
M	Tu	W	Th	F
	1	2	3	4 G/*
7 W	8 W	9 W	10 W	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Holiday (H) - No school students and all staff.

Teacher Workday (W) - No school for students.

Leave Day (L) - No school for students and 10-month staff.

Professional Development Day [Prof Dev Day] (PD) - 3-hour early release for students with professional development for staff.

Make-up days may be **Teacher Workdays** or **Leave Days**.

Additional make-up days to be determined as needed.

Legend	
*	First/Last Day for Students
H	Holiday
L	Leave
W	Workday
E	Exams - High School
PD	Prof Dev Day (Early Release)
I	Interim Reports
G	Grading Period
R	Report Cards

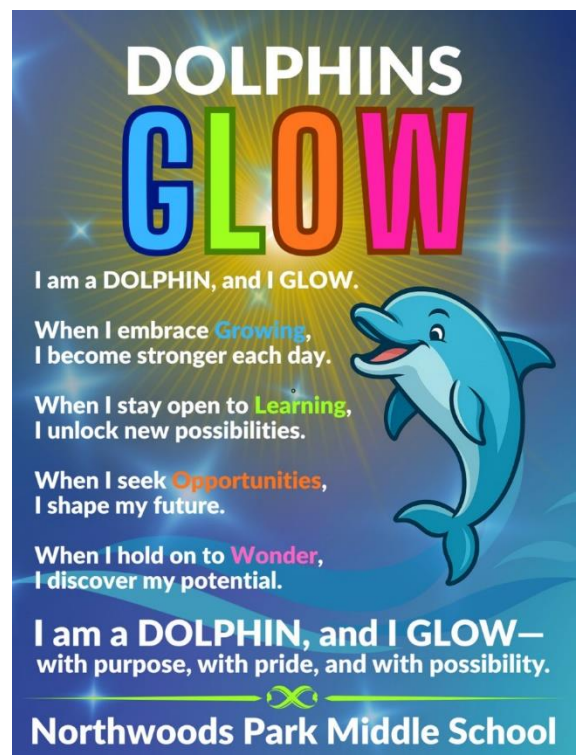
STUDENT HANDBOOK OF BEHAVIORAL EXPECTATIONS



We are proud to be a PBIS School! (Positive Behavior Interventions and Support)

Northwoods Park Middle School is proud to be a PBIS school. Positive Behavioral Interventions and Supports (PBIS) promotes a safe, respectful, and supportive learning environment by teaching and reinforcing clear behavioral expectations. Through positive relationships, consistent support, and recognition of student success, PBIS helps students develop responsibility, make positive choices, and contribute to a school culture where everyone has the opportunity to learn, grow, and GLOW.

Mascot: Dolphin
School Colors: Blue & White



ACADEMIC DISHONESTY [OCS BOE Policy 4310]

Academic dishonesty, including cheating, plagiarism, and other forms of unauthorized academic assistance, is a serious violation of school expectations. Cheating includes giving or receiving unauthorized help on assignments, assessments, or other academic work. Plagiarism includes presenting another person's words, ideas, or work as one's own without proper acknowledgment. Students found to have engaged in academic dishonesty may be subject to disciplinary action in accordance with district policies and school procedures. Academic consequences may also apply. In addition, incidents involving academic dishonesty may affect eligibility for academic honors, leadership positions, and organizations such as the National Junior Beta Club.

The unauthorized use of artificial intelligence (AI) tools, including generating assignments, essays, projects, or other academic work and presenting them as one's own, may be considered academic dishonesty. Students may use AI tools only when specifically authorized by the teacher and in accordance with assignment guidelines. Misuse of AI may result in academic and/or disciplinary consequences consistent with school and district policies.

ACCIDENTS

If an accident occurs during the school day, the following steps will be taken:

1. The incident should be reported immediately to the nearest teacher or staff member.
2. The staff member will notify an administrator or the school nurse.
3. If medical attention is required, the student's parent or guardian will be contacted as soon as possible.

Please note that Northwoods Park Middle School and Onslow County Schools are not responsible for medical expenses resulting from accidents or injuries that occur on school property or during school-sponsored activities.

AFTER-SCHOOL ACTIVITIES [OCS BOE Policy 3620]

Northwoods Park Middle School offers a variety of extracurricular activities designed to promote student engagement, leadership, teamwork, and school involvement. Participation in extracurricular activities is a privilege, and students are expected to maintain appropriate academic progress, attendance, and behavior in accordance with school and district expectations. Participation may be restricted or revoked for students who fail to meet these expectations.

Students are expected to demonstrate respectful behavior and dress appropriately at all school-sponsored activities and events, whether on or off campus. Failure to follow school rules and expectations may result in disciplinary action and/or the loss of participation privileges.

Students must be present at school on the day of an event in order to participate in any extracurricular activity that day unless approved by an administrator.

Students must be picked up promptly at the conclusion of all after-school activities and events. Repeated late pick-ups may result in the loss of the privilege to attend future after-school activities, events, or programs. For student safety, students may not leave school-sponsored activities using ride-share services, taxis, or similar transportation services (including Uber and Lyft) unless accompanied by a parent or legal guardian. Students must be picked up by a parent, guardian, or other individual authorized by the parent or guardian. Specific information regarding schedules, eligibility requirements, and event expectations will be communicated by the school and activity sponsors throughout the school year.

AFTER-SCHOOL DETENTION/LUNCH DETENTION [OCS BOE Policy 4356]

Detention may be assigned by teachers or administrators for violations of classroom or school expectations. The length and type of detention assigned will be based on the nature and frequency of the behavior.

Teacher-Assigned After-School Detention (ASD) is held Tuesday through Thursday from 2:45 p.m. to 3:30 p.m. Parents or guardians will be notified when detention is assigned and are responsible for providing transportation home. Students will be given at least two days' notice prior to serving after-school detention.

Administrator-Assigned Lunch Detention may be assigned for violations of school rules and expectations. Students assigned lunch detention are expected to report on time and follow all directions provided by staff.

If a student has a previously scheduled detention with another teacher or administrator, the student should notify the assigning staff member so an alternate arrangement can be made. If a student misses a scheduled detention, the parent or guardian may be contacted and the detention may be rescheduled. Repeated failure to attend assigned detention may result in additional disciplinary consequences.

ARRIVAL TO SCHOOL

Students should not arrive on campus before 7:10 a.m. All car drop-offs must take place in the circular drive located in front of the gym, accessible from Decatur Drive. Students should remain in their vehicles until directed to exit by school staff. School buses will drop off students along Sioux Drive. **Please refer to the Appendix for a detailed map of the drop-off and pick-up process.**

ASSESSMENTS

Students will participate in a variety of assessments throughout the school year to monitor progress and measure learning. Formative assessments, such as classwork, quizzes, benchmark assessments, classroom discussions, and other learning activities, provide ongoing feedback to students and teachers and help guide instruction.

Students will also complete benchmark assessments using district-approved programs to monitor growth and mastery of grade-level standards. Summative assessments are administered at the conclusion of instructional units and may include tests, projects, written assignments, or presentations.

Students in grades 6, 7, and 8 are required to participate in North Carolina End-of-Grade (EOG) assessments in Reading and Mathematics. Eighth-grade students will also take the Science EOG assessment. Students enrolled in Math 1 will take the state End-of-Course (EOC) assessment for Math 1 in place of the Grade 8 Mathematics EOG.

ATHLETICS [OCS BOE Policy 3620]

At Northwoods Park Middle School, academics come first, and athletics are viewed as an extension of the educational experience. Participation in athletics provides students with opportunities to develop leadership, teamwork, responsibility, sportsmanship, and school pride. NWPMS proudly participates in the Onslow County Middle School Conference.

Participation in athletics is a privilege, not a right. Student-athletes are expected to maintain academic eligibility, attendance requirements, and appropriate behavior in accordance with school, district, conference, and state guidelines.

Athletic Eligibility Requirements [OCS Middle School Athletic Association]

To participate in interscholastic athletics, students must:

1. Be legally enrolled at Northwoods Park Middle School.
2. Reside with a parent or legal custodian within the NWPMS attendance zone or be assigned to the school by the Board of Education.
3. Be enrolled in the seventh or eighth grade. **Sixth-grade students are not eligible to participate in interscholastic athletics.**
4. Meet local and state promotion standards from the previous grade level.
5. Pass at least 70% of the courses taken during the previous semester and remain on track for promotion.
6. Maintain eligibility status for the entire semester. Students who are academically ineligible at the

beginning of a semester remain ineligible for that semester, except as permitted by state guidelines regarding incomplete grades.

7. Attend at least 85% of the instructional days during the previous semester. Students who miss more than 13 days during a semester, whether excused or unexcused, may be ineligible for athletic participation during the following semester.
8. Not turn 15 years old on or before August 31 of the current school year.
9. Have a current physical examination completed by a licensed medical provider and all required athletic forms submitted before participating in tryouts, practices, or contests.
10. Have accident insurance coverage through either a family insurance plan or the school-sponsored insurance program.
11. Submit all required eligibility, medical, and concussion documentation prior to participation.
12. Comply with all rules and eligibility requirements established by the North Carolina Department of Public Instruction, the Onslow County Middle School Conference, and Onslow County Schools.

Daily Participation Requirements

Students must attend school on the day of a practice, game, or athletic event in order to participate. Students arriving after 11:20 a.m. or checking out before 11:20 a.m. will be considered absent for athletic participation purposes and will be ineligible to participate that day unless approved by school administration.

Students may not participate in practices, games, or athletic events while serving an out-of school or in-school suspension or while absent from school.

Conduct Expectations

Student-athletes represent Northwoods Park Middle School both on and off campus and are expected to demonstrate respect, responsibility, sportsmanship, and school pride at all times. Participation in athletics may be restricted, suspended, or revoked for students who fail to meet academic, attendance, behavioral, or school conduct expectations.

Coaches and school administrators reserve the right to remove a student from a team when necessary. Students removed from a team may not be permitted to rejoin that team during the same season. Athletes who fail to complete a season due to disciplinary issues or failure to meet team obligations may not be recognized as participants for that sport.

Athletic Programs

The following interscholastic sports are currently offered at Northwoods Park Middle School:

- Baseball
- Basketball
- Cheerleading
- Football
- Soccer
- Softball
- Track and Field
- Volleyball
- Wrestling

Athletes assigned In-School Suspension (ISS) or Out-of-School Suspension (OSS) are not allowed to participate in practices or athletic events during the duration of their suspension. Failure to follow Onslow County Schools or Northwoods Park Middle School policies may result in removal from the team.

Additional information regarding athletic eligibility, schedules, and participation requirements may be obtained from the Athletic Director or found at <https://www.onslow.k12.nc.us>.

ATTENDANCE [OCS BOE Policy 4400/G.S. 115C-378 & 380]

Regular attendance is essential for academic success and is required by North Carolina law. Students are expected to attend school daily, arrive on time, and remain at school for the entire instructional day. Parents and guardians are responsible for ensuring that students attend school regularly and promptly.

Attendance Expectations

1. Students who accumulate more than 20 absences during the school year (10 in the first semester and 10 in the second semester) may not be promoted to the next grade level unless the principal or designee determines otherwise after a careful review of the student's record.
2. Once a student exceeds 10 absences in a semester or 20 total absences for the school year, regardless of whether the absences are excused or unexcused, additional documentation (such as a doctor's note, court documentation, or other official documentation) will be required for future absences to be considered excused.
3. Students who are absent when assignments are given will have the same number of days they were absent to complete the work for full credit. Students with extended absences due to exceptional circumstances may be granted additional time at the teacher's discretion.
4. Frequent tardies, late check-ins, and early checkouts disrupt the learning process and may be considered when making promotion decisions.
5. North Carolina law requires all children between the ages of 7 and 16 to attend school. Parents, guardians, or others responsible for a student's attendance who fail to comply with compulsory attendance laws may be subject to legal action.

Students who arrive after 11:20 a.m. or leave school before 11:20 a.m. will be counted as absent for the day.

Excused Absences

When returning to school after an absence, students must provide a written note or appropriate documentation within three school days of returning to school. The note must include the dates of the absence, the reason for the absence, and the signature of a parent or guardian.

Absences may be excused for the following reasons:

1. Personal illness or injury
2. Death of an immediate family member
3. Quarantine or isolation ordered by appropriate authorities
4. Educational opportunities approved by the principal at least five school days in advance
5. Medical or dental appointments
6. Court or administrative proceedings
7. Religious observances
8. Military deployment-related visitation with a parent or legal guardian, as permitted by Board of Education policy
9. Other absences permitted by Board of Education policy or applicable law

Students may receive up to three excused absences due to the death of an immediate family member. An obituary or other official funeral documentation must be submitted to excuse the absence(s). Requests for additional excused absences due to extenuating circumstances will be reviewed by the principal or designee on a case-by-case basis.

Additionally, students whose parent or legal guardian is an active duty member of the uniformed services, as defined in Board Policy 4050: Children of Military Families, and who has been called to duty, is on leave from, or has recently returned from deployment to a combat zone or combat support assignment, may be granted additional excused absences to spend time with their parent or legal guardian. A written request must be submitted to the principal at least five school days in advance. The request must be made by the parent or legal guardian and include a request that the absence(s) be considered excused. The principal or designee will determine the number of excused days granted based on the circumstances and applicable Board of Education policy.

Make-Up Work for Suspensions

Students who are absent due to Out-of-School Suspension (OSS) are permitted to make up missed assignments and assessments. It is the student's responsibility to communicate with teachers and complete all make-up work within the timeframe established by the teacher.

School-Related Activities

The following school-approved activities will **not** be counted as absences from class or school:

1. School-sponsored field trips
2. School-initiated and scheduled events
3. Athletic events requiring early dismissal

Perfect Attendance

Students earning Perfect Attendance must be present at school for the entire instructional day, every day of the school year. Perfect Attendance means:

- No absences
- No tardies
- No late check-ins
- No early checkouts

Students who meet these requirements will be recognized with a Perfect Attendance Award. Students who maintain Perfect Attendance for all three years at Northwoods Park Middle School will receive the **Jordan Shepard Perfect Attendance Award**.

BICYCLES [to include skateboards, scooters, etc.]

Riding a bicycle, electric bicycle (e-bike), or scooter to school is a privilege, and students are expected to do so safely and responsibly. In accordance with North Carolina law [§20-171.7(b)], all bicyclists and passengers under the age of 16 must wear an approved safety helmet that is properly fastened while riding on public roads, bike paths, or other public areas. For safety reasons, all students are strongly encouraged to wear a properly fitted and secured helmet when riding bicycles, e-bikes, or scooters.

Upon arriving on campus, students must dismount and walk their bicycle, e-bike, or scooter to the designated bike rack area located between Buildings 3 and 5. All bicycles, e-bikes, and scooters must be secured with a lock. Students may not ride bicycles, e-bikes, scooters, skateboards, roller skates, rollerblades, or other personal transportation devices on school grounds during school hours or at any time.

Northwoods Park Middle School is not responsible for lost, stolen, or damaged personal property, including bicycles, e-bikes, scooters, or other personal transportation devices.

BOMB, WEAPON, BIOLOGICAL OR CHEMICAL THREATS [OCS BOE Policy 4333]

Northwoods Park Middle School is committed to maintaining a safe and orderly learning environment. In accordance with Onslow County Board of Education Policy 4333, students are prohibited from possessing, handling, using, transmitting, or threatening to use any weapon, weapon-like item, destructive device, or other object that could reasonably be used to cause harm.

Students are also prohibited from making bomb threats, terrorist threats, acts of mass violence, safety threats, or hoaxes of any kind. This includes making false reports, encouraging or assisting others in making threats, or creating situations that cause others to reasonably fear for their safety.

Any student who becomes aware of a weapon, threat, planned act of violence, or other potential danger on school property or at a school-sponsored event must immediately report the information to a teacher, administrator, School Resource Officer, or other school employee.

Violations of this policy are considered serious offenses and may result in long-term suspension, placement in an alternative educational setting, a 365-day suspension when required by law, and/or criminal charges.

BOOK BAGS/BACKPACKS

Students may use book bags, backpacks, laptop bags, or similar carrying cases to transport books, supplies, and essential items to and from school. These bags may also be used throughout the day to help stay

organized. To protect school-issued devices, students are required to carry technology in a book bag, laptop bag, or other appropriate case during the school day. Due to limited space in classrooms, students are allowed to bring only one carrying case into class. **Rolling bags or backpacks with wheels are not permitted.**

BREAKFAST

Breakfast is served daily in the school cafeteria, which opens at 7:10 a.m. Students who plan to eat breakfast should arrive early enough to finish their meal and be in class by 7:30 a.m.

BULLYING/CYBER BULLYING/HARASSMENT [OCS BOE Policy 1710/4020/7230, 1725/4035/7236 & 4331 / NC G.S. 115C-407]

Northwoods Park Middle School is committed to providing a safe, respectful, and supportive learning environment for all students. Bullying, cyberbullying, harassment, intimidation, and threatening behavior will not be tolerated and may result in disciplinary action.

Bullying or cyberbullying includes repeated gestures, written, verbal, electronic, or physical acts, or threatening communications that:

- Place a student in actual and reasonable fear of harm to themselves or their property; or
- Create, or are reasonably certain to create, a hostile environment by substantially interfering with a student's educational performance, opportunities, or benefits.

A hostile environment exists when the conduct is so severe, persistent, or pervasive that it limits or interferes with a student's ability to participate in or benefit from school programs, activities, or opportunities.

Harassment includes unwelcome conduct based on a person's race, color, national origin, religion, disability, or other protected status that creates a hostile, intimidating, or offensive educational environment.

Bullying, cyberbullying, and harassment may occur in person, in writing, or through electronic means, including text messages, social media, email, websites, online platforms, or other digital communications.

Examples include, but are not limited to:

- Threatening, intimidating, demeaning, or insulting remarks or gestures
- Spreading rumors or false information
- Purposefully excluding or isolating others to cause emotional harm
- Sending harmful, offensive, or harassing electronic messages
- Making hostile comments regarding a person's race, religion, disability, ethnicity, gender, or other personal characteristics
- Physical aggression, unwanted physical contact, or threats of violence

Students who experience or witness bullying, cyberbullying, harassment, or threatening behavior should report the incident immediately to a teacher, counselor, administrator, School Resource Officer, or other trusted school employee. Reports will be investigated promptly and appropriate action will be taken in accordance with Board of Education policy and applicable law

BUSES [OCS BOE Policy 4317]

At Northwoods Park Middle School, student safety is a top priority. To support a safe and respectful environment on all school buses, parents and students are expected to review the *Onslow County Schools' Student Discipline Policies and School Bus Safety Regulations Handbook*. It is especially important to understand the *School Bus Safety Student Conduct Rules* and the section on *Misconduct on a School Vehicle*. These policies

Reporting & Complaint Investigation Procedures

Bullying and harassment reporting forms for students, parents, and staff can be found on the school's website:
www.npms.onslow.k12.nc.us.

Students, parents, volunteers, and visitors are encouraged to report any concerns related to discrimination or harassment (excluding sexual harassment) using the grievance process outlined in Board Policy 1740/4010: *Student and Parent Grievance Procedure*. Reports may be submitted anonymously and will be investigated in accordance with policy guidelines.

All reported incidents will be thoroughly reviewed, and any confirmed violations may result in disciplinary action, including suspension or potential involvement of law enforcement and the court system. For additional information, please refer to Onslow County Board of Education Policy 1710/4020/7230: *Discrimination and Harassment Prohibited*.
BY FEDERAL LAW.

will be enforced, and both students and parents will receive written notification of consequences based on the severity of the offense and any prior violations. Your partnership is vital in helping us maintain a safe and orderly ride for all bus riders.

The following rules have been established by the Onslow County Schools Transportation Department and must be followed at all times:

1. Follow all directions given by the bus driver promptly and respectfully.
2. Keep noise levels low to ensure a safe driving environment.
3. Avoid any disruptive behavior that could distract the driver while the bus is in motion.
4. Go directly to your seat and remain seated, facing forward, until the bus has come to a complete stop and the driver opens the front door.
5. Eating, drinking, chewing gum, and littering are not allowed on the bus.
6. The use of electronic devices, including cell phones, school-issued laptops, and other personal devices, is not permitted while riding the bus unless otherwise authorized by the bus driver.
7. Keep the aisles clear of backpacks, feet, or any other items.
8. Hoods and hats may not be worn while riding the bus.
9. Profanity, rude remarks, and yelling out the window will not be tolerated.
10. Parents/guardians are responsible for any damage caused to the bus by their child.
11. Students must have written permission, approved through the front office, to get off the bus at a stop other than their regular one.
12. Large items—including posters, oversized school projects, musical instruments, flowers, balloons, or large bags—are not permitted on the bus, as they can obstruct the driver's view and create safety hazards.
13. Riding the bus is a privilege. Bus privileges may be suspended at the discretion of school administration and, depending on the severity of the incident, may be revoked for the remainder of the school year.

In addition to the expectations listed above, students are prohibited from fighting, smoking or vaping, possessing or using alcohol, drugs, or other prohibited substances, damaging school property, trespassing on a school bus, or engaging in any behavior that disrupts the safe operation of a school vehicle or threatens the safety of others. Violations may result in the loss of bus privileges, school disciplinary action, and/or referral to law enforcement when appropriate.

CALCULATORS

Students are encouraged to purchase their own calculators for use in math class. However, if a student does not have one, a teacher may provide a school-issued calculator as needed. Students are expected to bring a calculator to math class every day. **If a school-issued calculator is lost or damaged, the student will be responsible for the replacement cost.**

CELL PHONES & ELECTRONICS [OCS BOE Policy 4318 and NC G.S. 115C-36, -390.2]

At Northwoods Park Middle School, we recognize that cell phones and other personal electronic devices are a common part of everyday life. However, in order to maintain a safe, focused, and distraction-free learning environment, students may possess wireless communication devices at school only in accordance with the expectations outlined below.

For the purposes of this policy, a wireless communication device includes any personal electronic device capable of sending, receiving, recording, storing, displaying, transmitting, streaming, or accessing information, images, audio, video, or internet content.

This includes, but is not limited to:

- Cell phones and smartphones
- Smartwatches and wearable technology
- Earbuds, headphones, and AirPods
- Tablets and personal laptops

- Smart glasses and augmented reality (AR) devices
- AI-enabled devices and wearable technology
- Recording devices, cameras, and video equipment
- Gaming devices
- Two-way radios, pagers, and similar communication devices
- Any device capable of taking photographs, recording audio or video, livestreaming, transmitting messages, accessing the internet, or utilizing artificial intelligence features

The academic day begins at 7:30 a.m. (or when a student arrives on campus) and ends at 2:40 p.m. (or when a student is dismissed). During the academic day, wireless communication devices must remain powered off and stored in the student's backpack unless otherwise authorized by school personnel. Wireless communication devices may not be used, displayed, worn, activated, accessed, or visible in hallways, classrooms, restrooms, locker rooms, the cafeteria, arrival or dismissal areas, school buses, or any other school location during the academic day. This prohibition includes, but is not limited to, cell phones, smartwatches, earbuds, headphones, smart glasses, AI-enabled devices, and other wearable or electronic communication devices. If a student is observed using, displaying, wearing, activating, or accessing a wireless communication device during the academic day, the device will be confiscated.

“See It - Take It” Rule

If a staff member sees a student using, displaying, wearing, activating, accessing, or having a wireless communication device visible during the school day, the device will be confiscated and turned into the front office.

Students may not use personal devices to photograph, record, livestream, monitor, transmit, or distribute images, video, audio, or other content involving students, staff members, classrooms, school activities, or school property without authorization from school personnel. Secretly recording conversations, taking unauthorized photographs or videos, or posting such content online or through social media is strictly prohibited and may result in disciplinary action.

Consequences for Violating the Electronics Policy

1st Offense: Device is confiscated and turned into the front office. The student may pick up the device at dismissal.

2nd Offense: Device is confiscated. A parent or guardian must pick up the device from the front office. Parents should contact the school to arrange pickup prior to the front office closing at 3:30 p.m.

3rd Offense: Device is confiscated. The student loses the privilege of bringing wireless communication devices to school for the remainder of the school year. A parent or guardian must retrieve the device from the front office prior to 3:30 p.m.

4th Offense: If a student brings a wireless communication device to school after losing the privilege, the device will be confiscated, and the student will be assigned one day of In-School Suspension (ISS).

Refusal to Surrender a Device: Refusal to comply with a staff member's request to surrender a wireless communication device will result in one day of Out-of-School Suspension (OSS).

It is the student's responsibility to notify a parent or guardian if a device has been confiscated.

Additional Personal Electronic Items

Items not required for instruction, including smartwatches, earbuds, headphones, radios, MP3 players, cameras, laser pointers, gaming devices, collectible electronics, AI-enabled devices, and similar items, are not permitted for use during the school day or on the school bus. Such items may be confiscated and held in the front office for parent pickup.

Search of Devices

In accordance with Board Policy 4342, Student Searches, wireless communication devices may be searched when school officials have reasonable grounds to believe the device contains evidence of a violation of law, Board of Education policy, the Code of Student Conduct, or school rules.

Responsibility for Personal Property

Students are personally responsible for the security of their wireless communication devices and other personal electronic items. Northwoods Park Middle School and Onslow County Schools are not responsible for lost, stolen, or damaged devices.

Students may not use personal devices to photograph, video record, audio record, livestream, share, post, transmit, or distribute images or recordings of fights, altercations, disruptive behavior, disciplinary incidents, staff members, or other students without authorization from school personnel. The posting, sharing, forwarding, or distribution of such content through social media, messaging applications, websites, artificial intelligence platforms, or any other digital or electronic means is prohibited. This includes, but is not limited to, TikTok, Snapchat, Instagram, X (formerly Twitter), WhatsApp, Discord, YouTube, and similar platforms. Students who record, share, distribute, encourage, promote, or otherwise contribute to the spread of such content may be subject to disciplinary action. Students are expected to immediately move away from and avoid gathering around any altercation, disturbance, or unsafe situation. Failure to comply with a reasonable directive from a staff member to disperse may result in disciplinary consequences.

CHECKS/PERSONAL CHECKS

A service fee of \$25.00 will be charged for any returned checks.

CHECKING OUT/CHECKING IN

Students arriving on campus after 7:30 a.m. must report directly to the front office to check in.

Students arriving after 7:40 a.m. must be accompanied by a parent or guardian. Students arriving between 7:30 a.m. and 7:40 a.m. without a parent or guardian must provide a written note signed by the parent or guardian. The note must include the student's name, date, reason for the late arrival, and parent/guardian signature.

Students who need to leave school before the end of the instructional day must be checked out through the front office by a parent or guardian. If someone other than the parent or guardian will be picking up the student, written authorization must be provided in advance. **A valid photo ID is required for all individuals checking out a student.**

Parents or guardians must provide a reason for any early check-out to ensure compliance with North Carolina compulsory attendance requirements. Students arriving late should report to the front office immediately to avoid attendance discrepancies.

To be counted present for the school day, students must be in attendance by 11:20 a.m. and remain in attendance until at least 11:20 a.m. Students arriving after 11:20 a.m. or checking out before 11:20 a.m. will be recorded as absent for the day.

For the safety of students and to minimize classroom disruptions, students will not be called to the front office for dismissal until the authorized adult has arrived and completed the check-out process.

All early check-outs must occur before 2:15 p.m. Check-outs will not be permitted after 2:15 p.m. due to end-of-day instructional activities and school dismissal procedures.

CLUBS, PROGRAMS & STUDENT GROUPS [OCS Board Policy 362o]

Northwoods Park Middle School offers a variety of co-curricular activities that provide students with opportunities to develop leadership, teamwork, responsibility, communication skills, and personal interests beyond the classroom. Participation in extracurricular and co-curricular activities is a privilege, not a right. Students must maintain appropriate academic performance, attendance, and behavior to remain eligible for participation. Eligibility and participation may be restricted for students who fail to meet school, district, or activity-specific requirements.

Some of the opportunities available to students include:

- **Academic Derby:** Open to students in grades 6–8. Selected students compete against other Onslow County middle schools in academic challenges.
- **All-County Band:** Band students may audition for the honor of performing alongside other talented musicians from across the county. Selected students participate in a two-day clinic, typically held in February.
- **All-County Chorus:** Chorus students have the opportunity to audition for this honor. Those selected will join other top vocalists from the county in a two-day clinic and performance, usually in February.
- **All-County Orchestra:** Orchestra students may audition to perform with other outstanding string musicians from across the county. Selected participants attend a two-day clinic and performance event in February.
- **Battle of the Books:** Open to students in grades 6–8 who enjoy reading. Team members compete in a spring competition against other schools, demonstrating their knowledge of selected books.
- **Chess Club:** Open to students in grades 6–8. Interested students may try out for a spot on the team, which competes in chess tournaments with other middle schools.
- **Fellowship of Christian Athletes (FCA):** This national organization welcomes students in grades 6–8 and focuses on faith-based leadership, character development, and service, particularly within the athletic community.
- **Future Business Leaders of America (FBLA):** FBLA Middle School prepares students for future careers in business through academic competitions, leadership development, and enrichment programs.
- **Junior Beta Club:** This honor organization promotes academic excellence, leadership, service, and character. Members must maintain straight A's for at least two consecutive grading periods and demonstrate strong character and leadership skills. The club encourages honesty, service, ethical behavior, and post-secondary educational goals.
- **MathCounts:** Open to students in grades 6–8 who excel in math. This program focuses on problem-solving in areas such as geometry and algebra and includes competitive events with other schools.
- **Robotics Team:** Students in grades 6–8 compete in regional and national robotics competitions that involve programming, engineering, and creative problem-solving.
- **Science Olympiad Team:** For students in grades 6–8 with a passion for science. Team members compete in a variety of STEM-related events, including biology, chemistry, physics, and engineering challenges.
- **Student Council:** This leadership group provides students with the opportunity to plan school events, engage in service projects, and represent the student voice. Interested students can run for election in the fall. Campaigning begins in October, with elections held in November.

COMMUNICABLE DISEASES [OCS BOE Policy 4230/4230.5]

Students with communicable diseases or conditions that may pose a risk to the health and safety of others should remain at home until they are no longer contagious or are cleared to return to school by a healthcare provider, the school nurse, or other appropriate medical authority. Examples of communicable diseases or conditions include, but are not limited to, influenza (flu), COVID-19, strep throat, pink eye (conjunctivitis), chickenpox, head lice, vomiting, diarrhea, and other contagious illnesses.

Students diagnosed with head lice may not return to school until they have received appropriate treatment and have been cleared by the school nurse or another designated school official.

Any student with a fever of 100.4°F or higher must remain at home and may return to school only after being fever-free for at least 24 hours without the use of fever-reducing medication.

The school may require medical documentation or additional health information before a student returns to school when necessary to protect the health and safety of the school community.

COMMUNICATION WITH ADMINISTRATION

At Northwoods Park Middle School, we value parents and guardians as important partners in student success. We encourage open communication and welcome opportunities to work together to support our students.

If you need to contact the principal or assistant principal, please use one of the following methods:

- Call the school at 910-347-1202 and ask the receptionist to leave a message for the administrator. Every effort will be made to return calls within 24 business hours.
- Email the administrator directly. Administrator email addresses are available on the school website: www.npms.onslow.k12.nc.us.
- Schedule an appointment through the school receptionist if you would like to meet with an administrator in person.

To ensure the safety and supervision of students, administrators are generally unavailable for phone calls or meetings during student arrival and dismissal times. Administrators may also be unavailable throughout the day while addressing student needs, conducting classroom visits, attending meetings, or responding to school-related matters. Scheduling an appointment in advance is the best way to ensure administrator availability.

COMMUNICATION WITH TEACHERS & CONFERENCES

At Northwoods Park Middle School, we believe strong communication between families and teachers is essential to student success. Parents and guardians are encouraged to contact teachers whenever they have questions, concerns, or information to share regarding their child's academic progress, behavior, or overall school experience.

Effective ways to contact a teacher include:

- Call the school at 910-347-1202 and ask the receptionist to leave a message for the teacher. Every effort will be made to return calls within 48 business hours.
- Send a written note with your child. Please remind your child to give the note directly to the teacher.
- Email the teacher directly. Staff email addresses are available on the school website: www.npms.onslow.k12.nc.us.
- Request a parent-teacher conference by contacting the teacher or the front office.

Teachers may not be available to respond during instructional time; however, they will make every effort to respond as soon as possible.

COMPUTERS, ELECTRONIC EQUIPMENT, TECHNOLOGY & TEXTBOOKS

[OCS BOE Policy 3225/4312/7320; 3220; 3226/4205; 3230/7330; 6523]

As part of Onslow County Schools' 1:1 technology initiative, students at Northwoods Park Middle School may be issued a Chromebook, laptop, tablet, calculator, or other electronic device and accessories for educational purposes. Students may be required to take these devices home to complete assignments, conduct research, practice skills, or participate in other school-related learning activities.

Because these devices are valuable educational tools, students are expected to use them responsibly and take appropriate care of all equipment. Parents and guardians are encouraged to support proper device care and monitor responsible technology use at home.

A \$25 technology usage fee is assessed annually for students who are issued a school-owned 1:1 device (laptop).

Technology Guidelines

- All school-issued devices, accessories, accounts, software, and network resources remain the property of Onslow County Schools.
- Students are responsible for the care and security of any device assigned to them.
- Devices must be returned when requested by the school, at the end of the school year, or when a student withdraws, transfers, or otherwise leaves the school.
- Parents/guardians may be held financially responsible for lost, stolen, damaged, or unreturned equipment and accessories. **Technology fees do not cover loss or damage resulting from misuse, negligence, or intentional acts.**
- School-issued technology is provided for educational purposes only.
- Students may access only websites, applications, software, and online resources approved by Onslow County Schools.
- Students may not install software, applications, games, extensions, or programs without authorization.
- Students may not bypass security settings, filtering systems, firewalls, monitoring software, or other district technology safeguards.
- Students may not use private hotspots, personal networks, VPNs, proxies, or other methods to circumvent the school network or content filters.
- Students may not use school-issued devices to access social media, gaming platforms, or entertainment sites unless specifically authorized by a teacher for instructional purposes.
- Students may not use school-issued devices to photograph, record, livestream, or distribute images, audio, or video of students or staff without permission from school personnel.
- Students participating in the district's 1:1 technology program are expected to use the school-issued device assigned to them and may not use personally owned devices in place of their assigned device unless specifically authorized by school personnel.
- Students may not alter the appearance of school-issued devices in any way, including adding stickers, removing identification labels, writing on devices, or modifying hardware or software.
- Students must use their assigned Onslow County Schools email account for all school-related electronic communication and may not use non-school email accounts for school activities unless specifically authorized.
- A non-refundable technology assessment fee is required each school year as determined by Onslow County Schools.

Artificial Intelligence (AI)

Students may use approved artificial intelligence (AI) tools only when permitted by the teacher and in accordance with district guidelines. The use of AI to complete assignments, generate work, answer assessment questions, or misrepresent another person's work as one's own may be considered academic dishonesty and may result in disciplinary and/or academic consequences.

Monitoring and Privacy

Students should have no expectation of privacy when using school-issued devices, school accounts, school email, school networks, or any other school-owned technology resources. Onslow County Schools may monitor, review, access, track, or store information created, transmitted, received, or saved using school-owned technology at any time in accordance with Board of Education policy.

Responsible Use

Students are expected to use technology in a safe, respectful, ethical, and academically honest manner. Technology use must comply with all Board of Education policies, school rules, copyright laws, and acceptable use guidelines.

Violations of technology policies may result in the loss of technology privileges, disciplinary action, financial responsibility for damages, and/or other consequences as outlined in the Code of Student Conduct.

Before receiving a school-issued device, both the student and parent/guardian must sign all required technology use agreements and acknowledgments.

Technology Responsible Use Agreement Summary

"As a user of the Onslow County Schools computer network, I understand and agree to follow Board Policy 3225/4312/7320 – Technology Responsible Use. I acknowledge that I have no expectation of privacy when using any school-owned device. If I engage in limited personal use, I will use only my assigned school email account and will not access or attempt to access non-school-sanctioned websites, email services, or social media platforms. I understand that this agreement remains in effect until revoked in writing, and that violations may result in a loss of access and disciplinary action. I agree to use all district-owned technology only for its intended educational purposes."

COMMUNITY SERVICE

Community service may be assigned only by the principal or assistant principal. Parents or guardians will be notified when community service is assigned. Students receiving this consequence will complete school-based service projects designed to promote responsibility, accountability, and positive contributions to the school community. Community service may be assigned as a standalone consequence or in conjunction with other disciplinary actions.

CURRICULUM

All students at Northwoods Park Middle School receive instruction aligned with the North Carolina Standard Course of Study and the North Carolina Essential Standards. These standards provide the foundation for teaching and learning across all subject areas.

For additional information about curriculum and academic standards, please visit the North Carolina Department of Public Instruction website at www.dpi.nc.gov.

DANCES/8TH GRADE FANCY DANCE

- Students will have the opportunity to attend school dances throughout the year. Dates, times, themes, ticket prices, and eligibility requirements will be determined by the sponsoring group or organization and will be communicated in advance of each event.
- The **8th Grade Fancy Dance** is a special spring event exclusively for 8th grade students. Outside guests are not permitted. While this dance celebrates the completion of middle school, it is not considered a prom or formal event.
- Dress code expectations for all dances will align with the school's established dress code policy.
- Students attending school dances are expected to follow all school rules and demonstrate appropriate behavior throughout the event.
- Parents and guardians are expected to pick up students promptly at the conclusion of the dance. Students who are repeatedly picked up late may lose the privilege of attending future school dances and other after-school activities.
- Students may not leave a school dance or after-school event using a ride-share service (including Uber, Lyft, taxis, or similar services) unless accompanied by a parent or guardian. Students must be picked up by a parent, guardian, or other individual authorized by the parent or guardian.

DIRECTORY INFORMATION

In accordance with Onslow County Board of Education Policy 4700 and the Family Educational Rights and Privacy Act (FERPA), certain student information is designated as "directory information" and may be released without prior written consent unless a parent/guardian or eligible student chooses to opt out.

Directory information includes:

- Student name
- Photograph or digital image, including still or video images of students participating in ordinary school activities
- Grade level

- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Awards, honors, recognitions, and certifications received
- Most recent previous school attended

Parents/guardians or eligible students who do not want directory information released must submit a written request to the principal within 30 days of enrollment or the beginning of the school year. The request must specify which directory information may not be released.

If no written request is received, the school may release directory information in accordance with Board of Education policy. The opt-out designation will remain in effect for the current school year.

DISCIPLINE

Student Behavior and Discipline Expectations

At Northwoods Park Middle School, we believe all students have the right to learn in a safe, respectful, and orderly environment, and all teachers have the right to teach without disruption. To support this goal, NWPMS follows the research-based framework of Positive Behavioral Interventions and Supports (PBIS). We encourage students to GLOW by demonstrating positive behavior, personal responsibility, respect for others, and a commitment to learning.

All students are expected to demonstrate appropriate behavior throughout the school day and during all school-sponsored activities. Disruptions that interfere with the learning process will not be tolerated. In accordance with Onslow County Board of Education policy, the principal is authorized to take any reasonable and lawful actions necessary to maintain a safe and productive school environment.

Examples of Prohibited Behaviors Include (but are not limited to):

- Public displays of affection
- Running or shouting in the building or breezeway
- Disruptive or disrespectful conduct
- Littering or loitering
- Failure to follow staff directions
- Possession of weapons or weapon-like items/facsimiles
- Possession or use of pepper spray, mace, or similar substances
- Possession or use of tobacco products, vapes, electronic cigarettes, or related materials
- Use or possession of alcohol, drugs, controlled substances, or unauthorized medications
- Bullying, cyberbullying, harassment, hazing, or intimidation
- Threatening others or making false reports
- Cheating, plagiarism, or other forms of academic dishonesty
- Skipping class, leaving assigned areas without permission, or being truant from school
- Gambling or gang-related activity
- Misuse of school technology, internet resources, artificial intelligence (AI), or electronic devices
- Recording, posting, sharing, livestreaming, or distributing fights, altercations, disciplinary incidents, or unauthorized images/videos of students or staff
- Possession, creation, or use of projectiles
- Fighting, horseplay, roughhousing, or aggressive behavior
- Profanity, vulgar language, or abusive language directed toward others
- Vandalism, graffiti, or defacing school property
- Theft, possession of stolen property, or destruction of property
- Violating rules during bus rides, field trips, athletic events, dances, or other school-sponsored activities
- Any other behavior that violates Board of Education policy, school rules, or disrupts the safe and orderly operation of the school

Northwoods Park Middle School follows all discipline guidelines outlined in the *Onslow County Schools Student Discipline Policy and School Bus Safety Regulations Handbook*. Behavioral expectations are also outlined in the

NWPMS PBIS Behavior Matrix and Common Area Expectations, which are reviewed with students throughout the school year.

Disciplinary Consequences and Participation in Activities

Students assigned In-School Suspension (ISS) or Out-of-School Suspension (OSS) may not participate in or attend extracurricular activities, athletic events, dances, practices, competitions, field trips, or other school-sponsored activities on the day the suspension is served.

Depending on the severity or frequency of disciplinary infractions, students may also lose the privilege of participating in school-wide celebrations, grade-level field trips, incentive activities, extracurricular programs, athletic teams, clubs, or other special events.

Legal Considerations

According to North Carolina General Statute 14-288.4(a)(6), repeated or severe behavior violations that disrupt the learning environment may be classified as disorderly conduct. This includes behavior that interferes with instruction or disrupts the peace, order, or discipline of the school.

In cases where student behavior poses a risk to the safety or well-being of others, consequences may include placement at the Onslow County Learning Center (OCLC), long-term suspension, or expulsion as permitted by law and Board of Education policy. Violations of law may be referred to law enforcement, and criminal charges or juvenile petitions may be filed when appropriate.

DISOBEDIENCE/INSUBORDINATION/FAILURE TO COMPLY

[OCS BOE Policy 4300, 4310, 4315]

All students are expected to follow the reasonable directions and instructions of Northwoods Park Middle School and Onslow County Schools staff members. Refusal to comply with a staff member's directions may be considered insubordination and may result in disciplinary action, including suspension.

Students are also required to identify themselves and provide their full name when requested by a school employee. Refusal to do so may result in disciplinary consequences, including suspension.

If a student disagrees with a staff directive, the concern should be addressed respectfully and at an appropriate time and place, not during instruction or in a manner that disrupts the learning environment.

DISRESPECT [OCS BOE Policy 4300, 4310, 4315]

Students are expected to treat all staff members with respect at all times. Disrespectful behavior toward staff will not be tolerated.

This includes, but is not limited to:

- Talking back to, arguing with, or refusing to comply with a staff member's reasonable directions
- Using profane, vulgar, abusive, or demeaning language toward or in the presence of staff
- Making disrespectful gestures or body language directed toward staff
- Harassing, bullying, threatening, mocking, impersonating, or making false statements about staff members through social media, text messages, websites, artificial intelligence platforms, group chats, or other electronic means
- Creating, posting, sharing, recording, or distributing unauthorized photographs, videos, audio recordings, memes, or digital content intended to embarrass, ridicule, intimidate, or harm a staff member

Disciplinary consequences will be assigned based on the severity of the behavior, its impact on the school environment, and the student's prior disciplinary history. The use of profane or vulgar language directed at a staff member will result in Out-of-School Suspension (OSS).

DISORDERLY CONDUCT [OCS BOE Policy 4300, 4310, 4315]

North Carolina General Statute 14-288.4(a)(6) defines disorderly conduct as behavior that disrupts or interferes with the operation of a school. This includes conduct that disrupts teaching and learning or interferes with the peace, order, safety, or discipline of the school environment.

Incidents that may constitute violations of state law may be referred to law enforcement. Criminal charges or juvenile petitions may be pursued when appropriate.

DISMISSAL

Students will be dismissed in the following order:

- **Car Riders:** 2:42 p.m.
- **Walkers and Athletes:** 2:44 p.m.
- **Bus Riders:** 2:46 p.m.

If there is a change in a student's afternoon transportation, a parent or guardian must notify the school office. Requests for bus transportation changes must be submitted in writing and approved through the front office before the end of the school day. Transportation changes may not be approved once dismissal procedures have begun.

Students are responsible for knowing their assigned bus number and designated method of transportation. Bus dismissal announcements may be made over the intercom; however, students should be familiar with their assigned bus to avoid missing their ride.

Electronic Devices During Arrival and Dismissal

To ensure student safety and maintain orderly arrival and dismissal procedures, students may not use, display, wear, activate, or access wireless communication devices during arrival or dismissal. This includes, but is not limited to:

- Cell phones
- Smartwatches
- Earbuds, AirPods, and headphones
- Tablets
- Smart glasses
- Gaming devices
- AI-enabled devices and other electronic communication devices

All devices must remain powered off and stored in the student's backpack during arrival and dismissal.

For detailed drop-off and pick-up procedures, please refer to the appendix.

DRESS CODE [OCS Board Policy 4316]

At Northwoods Park Middle School, our goal is to foster a learning environment that is safe, respectful, and free from unnecessary distractions. Our dress code is not intended to limit self-expression but to maintain a setting that promotes academic success for all students. Students are expected to dress in a manner that supports a safe, respectful, and distraction-free learning environment.

Lanyards and Student Identification

To ensure campus safety and streamline student movement during the school day, all students are required to

wear a lanyard containing their school ID, PBIS card, and lunch card.

- Lanyards must be worn around the neck and visible at all times.
- Students are reminded daily to wear their lanyards.
- Teachers are not required to notify parents if a student forgets their lanyard.
- Students may not contact parents to bring their lanyard if it is left at home.



Lanyard Violation Consequences

- **1st Offense:** Verbal warning and minor infraction documented. Students may use PBIS points to purchase a replacement from the PBIS Store during designated lunches.
- **2nd Offense:** Second documented warning. Students may again purchase a replacement using PBIS points.
- **3rd Offense:** One day of In-School Suspension (ISS).

Lanyard violation counts reset at the beginning of each semester.

Dress Code Expectations

Students must dress appropriately for a school setting. Clothing and accessories should not interfere with learning, promote unsafe behavior, or disrupt the school environment. Students who are dressed inappropriately will be required to change into appropriate clothing provided from home. Northwoods Park Middle School does not provide replacement clothing for dress code violations. Parents or guardians will be contacted and asked to bring appropriate clothing to school.

Temporary remedies, including but not limited to jackets tied around the waist, tape covering holes in clothing, safety pins, zip ties, borrowed clothing, or other makeshift solutions, will not be considered acceptable corrections to a dress code violation. Students who are unable or unwilling to correct a dress code violation by changing into appropriate clothing provided from home will be assigned In-School Suspension (ISS) for the remainder of the day. Students should ensure that clothing remains in compliance throughout the school day and does not expose the midriff, chest, back, buttocks, or undergarments during normal movement and activities.

Dress Code Violation Consequences

- **1st Offense:** Change into appropriate clothing provided from home. If appropriate clothing is not provided, the student will serve ISS. Incident documented as a minor infraction.
- **2nd Offense:** Parent/guardian contact and required change into appropriate clothing provided from home. If appropriate clothing is not provided, the student will serve ISS. Incident documented as a minor infraction.
- **3rd Offense:** One day of In-School Suspension (ISS). Incident documented as an office referral.

Continued violations beyond the third offense may result in additional disciplinary consequences and documentation in Infinite Campus.

Dress Code Guidelines

Tops and Dresses

- Clothing must provide full coverage in the front, back, and sides.
- Undergarments, including bra straps and waistbands, must remain covered.
- Crop tops, tube tops, strapless tops or dresses, midriffs, and racerback, spaghetti strap, halter, or off-the-shoulder tops are not permitted unless worn with a cover-up that meets dress code requirements.
- Shirts must be worn at all times, including during Physical Education and Physical Activity classes.
- Dresses must be no shorter than fingertip length or two (2) inches above the knee when standing naturally.

Bottoms and Footwear

- Shorts, skirts, and skorts must be no shorter than fingertip length or two (2) inches above the knee when standing naturally.
- Clothing must provide appropriate coverage throughout the school day and during normal movement and activities.
- Garments with slits, splits, or lacing must meet length expectations at the highest exposed point.
- Jeans, pants, shorts, skirts, or dresses with rips, holes, slits, or openings above the fingertip line are not permitted.
- Tape, patches, leggings, socks, jackets tied around the waist, or other temporary coverings may not be used to bring non-compliant clothing into compliance.
- Pants, shorts, skirts, and dresses must be worn at the natural waist and secured without assistance from school personnel.
- Sagging pants or clothing that exposes undergarments is not permitted.
- Tops worn with leggings, tights, or yoga pants must fully cover the posterior.
- Excessively tight or form-fitting clothing, including body-con dresses, compression garments worn as outerwear, and spandex shorts, are not permitted.
- Footwear must be worn at all times. Slippers, house shoes, flat-bottom slip-on slippers, flip-flops, shower shoes, and other footwear designed primarily for indoor or bedroom use are not permitted.

Pajamas and Sleepwear

- Pajamas, pajama pants, house shoes, blankets, or other sleepwear are not permitted at school.

Headwear

- Hats may only be worn on designated hat days.
- Students may not wear hats attached to pants, belts, or backpacks.
- Bandanas, bonnets, do-rags, and headscarves are not permitted unless required for religious or documented medical purposes.
- Sunglasses may not be worn indoors.
- Hoods may not be worn over the head while on campus.

Accessories, Outer Garments, and Design

- Clothing, accessories, jewelry, backpacks, or personal items that depict or promote gang affiliation, violence, drugs, alcohol, tobacco, vaping products, sexually explicit content, profanity, or other inappropriate material are prohibited.
- Blankets may not be worn or used in place of jackets or coats and are not permitted at school.
- Chains or similar items hanging from clothing are considered unsafe and are not permitted.
- Any clothing, accessory, hairstyle, symbol, image, or message that disrupts the educational environment or interferes with the safety and orderly operation of the school is prohibited.

DRILLS

As part of Northwoods Park Middle School's Safe School Plan and in compliance with state requirements, students and staff participate in regular safety drills throughout the school year. These drills may include fire, severe weather, evacuation, lockdown, shelter-in-place, secure campus, and other emergency response procedures. Some drills may be announced in advance, while others may be conducted without prior notice.

To help ensure the safety of everyone on campus, students are expected to take all drills seriously, follow staff directions immediately, remain quiet, and participate responsibly.

Failure to follow directions or comply with established safety procedures during a drill or actual emergency may result in disciplinary action.

DRUGS & ACHOHOL [OCS BOE Policy 4320, 4325]

Northwoods Park Middle School is committed to maintaining a safe, healthy, and drug-free learning environment. Students are prohibited from possessing, using, being under the influence of, selling, distributing, delivering, sharing, manufacturing, or attempting to obtain any prohibited substance while on school property, at school-sponsored activities, on school transportation, or while under the supervision of school personnel.

Prohibited substances include, but are not limited to:

- Tobacco products
- Electronic cigarettes (e-cigarettes)
- Vapes, vaporizers, vape pens, and related devices
- Nicotine products
- Alcoholic beverages
- Marijuana
- THC products
- CBD products
- Controlled substances
- Counterfeit (fake) drugs
- Drug paraphernalia, including vaping devices, vape liquid containers, rolling papers, lighters, pipes, syringes, and similar items
- Prescription or over-the-counter medications that are possessed, used, shared, sold, or distributed in violation of school policy

Students are also prohibited from possessing or using any chemical, substance, or product intended to alter mood, behavior, judgment, or perception.

Violations of this policy are serious offenses and may result in disciplinary consequences up to and including long-term suspension, placement in an alternative educational setting, recommendation for expulsion, and referral to law enforcement when required by law.

Students who need medication during the school day must follow all procedures outlined in the Onslow County Schools medication policy and may not carry or share medication unless specifically authorized by the school nurse and administration.

END OF GRADE/END OF COURSE TESTING (EOG/EOC) [OCS BOE Policy 3400, 3410, 3420, 4318]

Students are required to participate in all state-mandated End-of-Grade (EOG) and End-of-Course (EOC) assessments for courses and grade levels designated by the North Carolina Department of Public Instruction. State EOG and EOC assessments count for 20% of a student's final grade in the applicable course.

Maintaining a secure testing environment is essential. Students are strongly encouraged to leave personal electronic devices at home on testing days.

Prohibited electronic devices include, but are not limited to:

- Cell phones
- Smartwatches
- Earbuds or AirPods
- Tablets
- Smart glasses
- AI recording devices
- Gaming devices
- Cameras
- Any device capable of recording, transmitting, receiving, photographing, or accessing information

Students may not possess electronic devices on their person during testing. Devices brought to school on testing days will be collected prior to testing and returned at the conclusion of the testing session or school day.

Possession, use, display, or access of an electronic device during a state assessment may result in test invalidation, disciplinary consequences, and other actions required by state testing regulations.

Northwoods Park Middle School and Onslow County Schools are not responsible for lost, stolen, or damaged electronic devices brought to school.

FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. Parents and guardians have the right to:

- Inspect and review their child's educational records;
- Request the correction of records they believe are inaccurate or misleading; and
- Provide written consent before personally identifiable information is released, except in situations permitted by law.

Additional information regarding student records and privacy rights is available through Onslow County Schools Board Policy 4700 and may be obtained through the school administration office.

Directory Information

According to Onslow County Schools Policy 4700, the following items are considered directory information:

- Student name
- School attended
- Photograph
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Degrees, honors, and awards received

School officials may release directory information without prior consent unless a parent or eligible student submits a written request to withhold such information.

Requests to withhold directory information must be submitted in writing to the principal within 30 days of enrollment or the beginning of the school year and must specify which information should not be released.

Additional information regarding FERPA rights and procedures for filing a complaint may be obtained through the school administration office or the U.S. Department of Education.

FEES OWED

Northwoods Park Middle School encourages parents and guardians to use School Cash Online as the preferred method for paying school fees, field trip costs, athletic fees, club dues, and other school-related expenses. School Cash Online provides a secure and convenient way to make payments electronically and receive payment confirmations.

Parents may access School Cash Online by visiting:

<https://onslow.schoolcashonline.com/>

Cash and checks are also accepted. Checks should be made payable to Northwoods Park Middle School unless otherwise noted.

The following fees are approved annually by the Onslow County Board of Education:

Middle School Fees	Semester	Yearlong
Art	\$3.50	\$7.00
Instrumental Music*	\$5.00	\$10.00
Vocal Music*	\$2.50	\$5.00
Technology		\$25.00

* Per the district's middle school fee schedule, students enrolled in band or orchestra (instrumental music) are automatically assessed a \$10.00 yearlong fee, and students enrolled in chorus (vocal music) are assessed a \$5.00 yearlong fee.

In addition, students participating in band, chorus, or orchestra at Northwoods Park Middle School may be required to purchase a performance polo shirt. Teachers will provide information regarding the cost and ordering process.

Parents and guardians who are experiencing financial hardship may request a fee waiver or reduction in accordance with Onslow County Schools Board Policy 4600. Information regarding the fee waiver process may be obtained from the school administration office.

Please note that unpaid fees may remain on a student's account and may transfer with the student from school to school within Onslow County Schools.

FIELD TRIPS [OCS BOE Policy 3320]

Curriculum-based and incentive-related field trips are an important part of the educational experience at Northwoods Park Middle School. These trips are designed to extend classroom learning, support curriculum objectives, and provide students with meaningful educational experiences beyond the school setting.

Parents and guardians will be notified in advance of each field trip and provided information regarding the educational purpose of the trip, transportation arrangements, applicable fees, and other important details. A signed permission form is required for all off-campus activities. Students who do not submit a completed permission form by the established deadline will not be permitted to attend. Deadlines for permission forms and payments will be strictly enforced.

Fees associated with field trips may be waived or reduced for families experiencing economic hardship. Parents or guardians needing assistance should contact the school administration office for information regarding fee waiver procedures.

Please note that due to financial commitments made to transportation providers, venues, and vendors, refunds may not be available once payment has been submitted.

Participation in field trips is a privilege. Students may be excluded from a field trip due to disciplinary concerns, safety concerns, excessive attendance issues, or failure to meet school expectations.

All school rules, district policies, and behavioral expectations remain in effect during field trips and while traveling to and from school-sponsored events. Students are expected to represent Northwoods Park Middle School in a respectful, responsible, and safe manner at all times.

FIGHTING/VIDEOTAPING A FIGHT/HORSEPLAY [OCS BOE Policy 3435, 4315]

Northwoods Park Middle School is committed to maintaining a safe, orderly, and respectful learning environment. Students are expected to resolve conflicts appropriately and seek assistance from school staff when needed.

Students who participate in, encourage, instigate, record, or contribute to a physical altercation may face disciplinary consequences, including suspension, depending on the severity of the incident and the student's disciplinary history.

Physical aggression includes, but is not limited to:

- Fighting
- Hitting
- Kicking
- Pushing
- Shoving
- Slap boxing
- Play fighting
- Horseplay that results in injury, intimidation, or disruption
- Any unwanted physical contact directed toward another person

Behaviors such as name-calling, verbal threats, intimidation, harassment, bullying, cyberbullying, or using technology to provoke, embarrass, threaten, or target another student or staff member may also result in disciplinary consequences, including suspension.

Students who physically assault another person may be referred to law enforcement and may face disciplinary consequences up to and including long-term suspension, as permitted by district policy and state law.

Video Recording and Social Media Violations

Students are prohibited from recording, photographing, livestreaming, or distributing content involving violations of school rules or behavior that disrupts the educational environment. This includes, but is not limited to:

- Fights or altercations
- Horseplay or pranks
- Bullying or harassment
- Student misconduct
- Unauthorized recordings of staff members, students, or visitors

Students may not post, share, forward, promote, or encourage the distribution of such content through TikTok, Snapchat, Instagram, WhatsApp, X (formerly Twitter), YouTube, Discord, or any other social media or electronic platform.

Students who create, post, share, encourage, or participate in online harassment, intimidation, ridicule, threats, or bullying directed toward staff members, students, or the school may be subject to disciplinary consequences when the conduct disrupts the school environment or interferes with the safety and orderly operation of the school.

Students are expected to immediately leave the area of any altercation and follow all staff directions. Failure to comply with a reasonable request, refusal to disperse, or contributing to a crowd during an incident may result in disciplinary action, including ISS or OSS.

FOOD, CANDY, SODAS, & DRINKS

To maintain a clean, safe, and distraction-free learning environment, students are expected to follow the guidelines below:

- Glass bottles or containers are not permitted on campus at any time.
- Food is not permitted in classrooms
- Students may bring a clear, non-glass plastic water bottle containing water only. Other beverage containers, including tumblers, metal bottles, insulated cups, fast-food cups, and similar containers, are not permitted.

- All food and beverages purchased from the cafeteria must be consumed in designated eating areas only.
- Outside food deliveries are not permitted. This includes deliveries from restaurants or third-party delivery services such as DoorDash, Uber Eats, Grubhub, or similar providers.
- Students may not bring restaurant meals or beverages onto campus in original restaurant packaging or containers.
- Sharing, selling, trading, purchasing, or exchanging food, beverages, candy, or snacks among students is prohibited and may result in disciplinary consequences.

For student safety, students should only consume food and beverages provided by their parent/guardian, the school cafeteria, or approved school-sponsored activities. Because food and drinks may contain ingredients that trigger allergies, medical reactions, or other health concerns, and because the contents of food or beverages cannot always be verified, students may not share food or drinks with one another.

Birthday Celebrations

Store-bought cupcakes are permitted for birthday celebrations.

- Cupcakes may only be shared with students in the child's assigned lunch class.
- Cupcakes may not be distributed to students outside of the child's assigned lunch class.
- Cupcakes must be commercially prepared and purchased from a store or bakery. Homemade food items are not permitted.
- Cupcakes may only be eaten in the cafeteria during the student's assigned lunch period.

Parent/Guardian Lunch Visits

Parents and guardians are welcome to join their child for lunch during the student's assigned lunch period.

- Parents or guardians bringing outside food may bring food only for themselves and their child.
- Food, beverages, treats, or restaurant meals may not be provided to other students, including friends of the child.
- Parents and guardians eating lunch with their child must sit at the designated tables located in front of Student Services.
- All visitors must check in through the front office and follow established visitor procedures before joining their child for lunch.

These guidelines help promote safety, cleanliness, hygiene, and fairness across the school community.

FLOWER & BALLOON DELIVERY

To minimize distractions and maintain a safe learning environment, flower, balloon, gift, and food deliveries for students are not permitted during the school day.

Students may not bring or receive flowers, balloons, gift baskets, stuffed animals, or similar celebratory items at school. These items are not permitted in classrooms, hallways, cafeterias, or on school buses, as they may create distractions and interfere with the safe operation of the school.

Any prohibited item brought to school or delivered to the school for a student must be picked up by the student's parent or guardian. The school will not deliver these items to students or transport them home on school buses.

GAMBLING

Gambling is prohibited on school property, school transportation, and at all school-sponsored activities.

Gambling includes, but is not limited to, betting money, food, candy, personal items, electronic payments, collectibles, or anything else of value on games, contests, sporting events, or games of chance.

Students may not organize, participate in, promote, or facilitate gambling activities of any kind. Violations may result in disciplinary consequences, including suspension.

GANG-RELATED ACTIVITY [OCS BOE Policy 3435, 4328, 4331, 4335, 4315]

Northwoods Park Middle School is committed to maintaining a safe, orderly, and caring learning environment. Gang-related activity is strictly prohibited on school property, school transportation, and at all school-sponsored activities.

Students may not engage in any behavior intended to promote, represent, support, or communicate gang affiliation. Prohibited conduct includes, but is not limited to:

- Wearing, possessing, displaying, or distributing clothing, jewelry, symbols, signs, colors, emblems, or other items associated with gangs
- Displaying gang-related hand signs, gestures, signals, slogans, drawings, or writings
- Tagging, graffiti, or defacing school or personal property with gang-related symbols or messages
- Soliciting, recruiting, or encouraging others to join or participate in gang-related activity
- Intimidating, threatening, harassing, or extorting others on behalf of a gang or gang-related group
- Using social media, electronic communication, photographs, videos, or other technology to promote, display, glorify, or organize gang-related activity
- Engaging in fights, assaults, threats, vandalism, or other misconduct connected to gang-related activity

Students who participate in, promote, imitate, or display gang-related behavior may be subject to disciplinary consequences, counseling interventions, law enforcement involvement, and other actions consistent with Onslow County Schools Board Policy and the Student Code of Conduct.

The administration may work in partnership with parents, school counselors, the School Resource Officer, and other appropriate agencies when concerns regarding gang affiliation or gang-related activity arise.

GRADING [OCS BOE Policy 3400]

Northwoods Park Middle School follows the grading practices established by Onslow County Schools and the North Carolina Department of Public Instruction. Academic grades are based on student performance and progress toward mastery of grade-level standards. Conduct and behavior are reported separately and do not directly affect a student's academic grade.

Students in grades 6–8 are evaluated using the following grading scale:

90 – 100 = A	80 – 89 = B	70 – 79 = C	60 – 69 = D	59 and below = F
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Assignment Expectations

Timely Submissions

- Assignments submitted by the due date are eligible for full credit.
- Assignments turned in after the due date may receive a grade deduction for lateness.

Late Work (Not Related to Absences)

- Students and families are expected to monitor Infinite Campus, Microsoft Teams, and teacher Week-at-a-Glance (WAG) pages to stay informed about missing work.
- Late assignments, including classwork, projects, and quizzes, may be submitted up until the summative assessment for the unit of study.
- A 5% deduction will be applied for each school day the assignment is late.
- Late work will be graded for accuracy in addition to any late penalties.
- Teachers will note late submissions in Infinite Campus and include the actual submission date in the comment section.
- Once a late assignment is submitted, teachers may take up to one (1) week to review, grade, and enter

the assignment into Infinite Campus.

Make-Up Work (Due to Absences)

- If a student is absent on the day an assignment is given, the student will have the same number of days as the absence to complete the work for full credit. Special consideration may be given in cases of extended absences or extenuating circumstances.
- If a student is present when an assignment is assigned but absent on the due date, the assignment must be submitted on the day the student returns to school. If not submitted, the assignment will be considered late and subject to a 5% deduction for each school day it remains outstanding.
- Make-up work may be submitted until the unit's summative assessment is administered.

Grade Posting Timeline in Infinite Campus

Teachers strive to keep grades current and updated in Infinite Campus. The following timelines serve as general guidelines:

- Daily homework, classwork, and short quizzes (fewer than 20 questions): Within 5 school days
- Tests and longer quizzes (20 or more questions): Within 7 school days
- Projects, essays, research assignments, and other extended tasks: Within 10 school days

Graded Assignments

Students may receive up to nineteen (19) graded assignments during each nine-week grading period. These grades are designed to reflect student mastery of course standards through a variety of assessments, assignments, projects, and learning activities.

One graded assignment each nine weeks will be based on completion and participation in assigned i-Ready and/or Waggle activities as determined by district and classroom expectations.

GUIDANCE COUNSELOR AND SOCIAL WORKER

Northwoods Park Middle School provides counseling and student support services to help students succeed academically, socially, and emotionally. Students may visit the Student Services Office to request support with academic concerns, personal challenges, peer relationships, grades, study strategies, testing programs, or other school-related needs. Students may request to meet with the school counselor by completing the online form available on the Northwoods Park Middle School website. Students may also be referred by a parent/guardian, teacher, administrator, or other school staff member.

Northwoods Park Middle School also has a full-time school social worker who supports students and families with basic needs, physical and mental health resources, social-emotional concerns, and community-based supports. Students may request to meet with the school social worker by completing the request form found on the school website.

When student needs extend beyond school-based support, the counselor or social worker may provide information about appropriate community resources.

Information shared with the school counselor or social worker will be handled with care and confidentiality as required by law. However, school staff are required to report concerns related to student safety, suspected abuse or neglect, threats of harm to self or others, or other situations required by law or Board of Education policy.

Parents/guardians may contact Student Services for additional information about available counseling and support services.

GYMNASIUM & LOCKER ROOMS

The gymnasium and all physical education instructional areas are considered classrooms. All school rules, expectations, and classroom procedures apply during Physical Education (PE) and Physical Activity (PA) classes, in addition to any specific expectations established by PE staff.

Students may be required to store personal belongings in designated areas, including the Health classroom or other locations identified by PE staff. Students are encouraged to leave valuables at home and to properly secure and monitor their personal belongings.

Northwoods Park Middle School and Onslow County Schools are not responsible for lost, stolen, or damaged personal items brought to school or left in designated storage areas.

HALL PASSES

Northwoods Park Middle School uses eHallPass to help monitor student movement throughout the building and maintain a safe, secure learning environment.

Students must have an approved eHallPass any time they are out of class during instructional time. Passes should be obtained before leaving the classroom and presented to any staff member upon request.

Students who are in the hallway without an approved pass, are found outside of their approved destination, or misuse the eHallPass system may be subject to disciplinary consequences. Unauthorized time out of class may be considered class skipping or failure to comply with school expectations.

The use of eHallPass allows school staff to better account for student locations, monitor hallway traffic, and ensure student safety throughout the school day.

HARRASSMENT/BULLYING/CYBERBULLYING [OCS BOE Policy

1710/4020/7230/1726/4036/7237 and 4331 / NC G.S. 115C-407]

At Northwoods Park Middle School, all members of the school community, including students, staff, volunteers, and visitors, are entitled to be treated with dignity and respect. Every individual has the right to learn and work in a safe environment free from harassment, bullying, intimidation, discrimination, and retaliation.

Harassment, bullying, and cyberbullying will not be tolerated. Students are required to review and sign the NWPMS Anti-Bullying Contract, which outlines expectations for respectful behavior and the consequences for violations.

Definition of Harassment and Bullying

Harassment, bullying, or cyberbullying includes any unwelcome verbal, written, physical, electronic, or social behavior that intimidates, threatens, humiliates, demeans, or harms another person, or substantially disrupts the educational environment.

Examples include, but are not limited to:

- Verbal insults, teasing, taunting, or name-calling
- Threats, intimidation, or coercion
- Spreading rumors, gossip, or false information
- Excluding others intentionally or encouraging others to do so
- Inappropriate gestures, symbols, images, or drawings
- Unwanted physical contact or aggressive behavior
- Harassing phone calls, text messages, emails, or direct messages
- Social media posts, comments, videos, memes, or other online content intended to embarrass, threaten, ridicule, or target another person
- Harassment based on race, color, national origin, ethnicity, religion, sex, disability, language, physical appearance, gender identity, sexual orientation, or any other protected characteristic

Harassment and bullying may occur on campus, at school-sponsored activities, on school transportation, or through electronic communication when the behavior substantially impacts the school environment or the safety and well-being of students or staff.

Social Media and Online Conduct

Students may not use social media, text messages, group chats, websites, artificial intelligence tools, or other electronic platforms to harass, bully, intimidate, threaten, embarrass, impersonate, or target students or staff members.

Examples of prohibited conduct include, but are not limited to:

- Creating fake accounts or profiles impersonating students or staff
- Posting, sharing, or editing photographs or videos of students or staff without permission in a manner intended to embarrass, ridicule, or harass
- Creating "ranking," "roasting," "exposing," or similar pages targeting students or staff
- Making derogatory, insulting, threatening, or defamatory comments about students or staff online
- Encouraging others to participate in online harassment or cyberbullying
- Sharing screenshots, messages, videos, or other content for the purpose of humiliating or targeting another person

Students may be subject to school disciplinary action for off-campus online behavior when that behavior substantially disrupts the school environment, interferes with the rights of others, or affects the safety and well-being of students or staff.

Student Responsibilities

Students are expected to:

- Treat others with respect and kindness.
- Refrain from engaging in harassment, bullying, cyberbullying, or retaliation.
- Report incidents of harassment, bullying, or cyberbullying to a teacher, counselor, administrator, or other trusted adult.
- Be honest and truthful when reporting concerns or participating in investigations.
- Support a positive school climate by standing up for others and reporting unsafe behavior.

Before speaking, posting, commenting, texting, or sharing content, students are encouraged to ask themselves: ***Is it true? Is it kind? Is it necessary?***

Consequences

Students who engage in harassment, bullying, cyberbullying, intimidation, retaliation, or related misconduct may face disciplinary consequences, including In-School Suspension (ISS), Out-of-School Suspension (OSS), loss of privileges, exclusion from extracurricular activities, and other disciplinary measures permitted by Board policy.

Serious incidents, including threats, harassment of staff members, stalking behavior, extortion, impersonation, hate-based conduct, or behavior that violates state law, may be referred to law enforcement.

Creating a safe, respectful, and inclusive school environment is a shared responsibility. Every student plays an important role in making Northwoods Park Middle School a place where all individuals feel valued, respected, and safe.

HEALTH SERVICES

A registered nurse is assigned to Northwoods Park Middle School to support student health and safety. In the event a student is injured, a parent or guardian will be contacted immediately.

HOMEWORK

Homework is an important extension of classroom learning and is designed to reinforce skills, deepen understanding, encourage independent thinking, and help students develop responsibility and effective study habits.

Any student who believes they are a victim of harassment or bullying should report the incident immediately to a school administrator, counselor, or other trusted staff member. Bullying and harassment reporting forms are available in the front office and can also be accessed on the Northwoods Park Middle School website. Forms are available for use by students, parents, and staff.

The Onslow County Board of Education supports homework as a tool to:

- Extend and enrich student learning
- Reinforce and strengthen academic skills
- Promote responsibility, organization, and time-management skills
- Encourage independent learning and problem-solving
- Foster curiosity and engagement with learning

Homework assignments may include practice activities, reading, projects, research, study preparation, or digital learning activities. Students and families are encouraged to regularly monitor Infinite Campus, Microsoft Teams, teacher Week-at-a-Glance (WAG) pages, and other teacher communication platforms for homework assignments and upcoming due dates.

Teachers will assign meaningful and purposeful homework that aligns with classroom instruction and grade-level standards. The purpose of each assignment should be clear to students, and assignments may be reviewed, discussed, or graded as appropriate.

Students are expected to complete and submit all assignments by the established due date. Homework not submitted on time may be subject to the school's late work procedures as outlined in the Grading and Academic Progress section of this handbook.

IMMUNIZATIONS [OCS BOE Policy 4110]

In accordance with state law, all students must provide proof of age-appropriate immunizations within 30 calendar days of their first day of attendance in Onslow County Schools.

Required vaccinations may include:

- DTaP: diphtheria, tetanus, and pertussis
- Polio: poliomyelitis
- Measles: rubeola
- Rubella: German measles
- Mumps
- Haemophilus influenzae type b, or Hib
- Hepatitis B
- Varicella: chickenpox
- Any additional vaccines required by current law or regulation

Seventh Grade Requirement

All students entering 7th grade or who have reached age 12, whichever comes first, are required to have:

- A booster dose of Tdap, tetanus, diphtheria, and pertussis, if not previously received
- The meningococcal conjugate vaccine, or MCV

Immunization records must be presented as an official certificate provided by a licensed physician or local health department. Students who received vaccines in another state must submit an official certificate that meets North Carolina immunization requirements.

Students who do not provide proper immunization documentation within the required timeline may not be permitted to attend school until documentation is provided, unless an allowable medical or religious exemption applies.

Exceptions to immunization requirements may be made only for religious reasons or for medical reasons approved by a physician in accordance with state law.

INCLEMENT WEATHER [OCS BOE Policy 5050]

Information regarding school delays, early dismissals, and school closings due to inclement weather or other emergencies will be communicated through official Onslow County Schools channels.

Parents and guardians should monitor:

- The Onslow County Schools website: www.onslow.k12.nc.us
- SchoolMessenger phone, text, and email notifications
- Local television and radio stations

To ensure timely communication, parents are responsible for keeping current phone numbers, email addresses, and emergency contact information on file with the school.

Two-Hour Delay Schedule

When Onslow County Schools operates on a two-hour delay:

- School buses will run two hours later than their normal schedule.
- Students should arrive at their bus stops exactly two hours after their regular pickup time.
- Students should not arrive on campus before 9:30 a.m.

Early Dismissal

If severe weather or other hazardous conditions require an early dismissal, families will be notified through official Onslow County Schools communication channels. Parents should have a plan in place for student supervision in the event of an early release from school.

ILLNESS/SICKNESS

If a student becomes ill during the school day, the student should notify the teacher and request permission to report to the front office or Student Services. In the event of a sudden illness or medical concern, the nearest staff member should be notified immediately.

School personnel will assess the situation and, when appropriate, contact the student's parent or guardian. Students should not contact parents directly from personal devices to request dismissal due to illness.

Students who become ill and need to leave school must be checked out through the front office by a parent, guardian, or other authorized individual in accordance with school checkout procedures. All early dismissals require proper authorization and documentation.

IN-SCHOOL SUSPENSION (ISS)

Students who violate school or district policies may be assigned In-School Suspension (ISS) by an administrator. Parents or guardians will be notified when their child is assigned ISS.

While serving ISS, students:

- Remain counted present for attendance purposes.
- Will complete paper-and-pencil assignments provided by their teachers.
- Will participate in restorative practices and reflection activities as appropriate.
- Will participate in school-based community service tasks.
- Will eat lunch in the ISS classroom.
- Must complete an ISS contract upon entry.
- May not use personal electronic devices or school-issued 1:1 laptops unless specifically authorized by administration for an educational purpose.

Students assigned ISS are expected to follow all ISS rules and directions. Failure to comply may result in additional disciplinary consequences.

Students serving ISS:

- Are not permitted to participate in extracurricular activities, athletic events, dances, clubs, practices, performances, or other after-school activities on the day of the ISS assignment.
- Must make up any ISS time missed due to an absence, early checkout, late arrival, or other interruption.
- Will remain in the ISS setting for the duration of the assigned consequence unless otherwise directed

by an administrator.

The purpose of ISS is to provide students with an opportunity to reflect on their choices, remain engaged in academics, and learn appropriate behaviors while minimizing the loss of instructional time.

INSTRUCTIONAL TIME

Protecting instructional time is essential to student learning and academic success. To minimize disruptions and maintain a focused learning environment, visitors are not permitted to enter classrooms during the instructional day unless they have received prior approval from school administration and are participating in a pre-arranged educational activity, such as serving as a guest speaker or presenter.

Parents and guardians who wish to meet with a teacher are encouraged to schedule a conference in advance through the school office.

Northwoods Park Middle School recognizes that some students benefit from using small sensory or fidget items to support focus and self-regulation during instruction. Students may possess one (1) small fidget item that meets the following expectations:

- The fidget item must fit within the palm of the student's hand.
- Only **one** fidget item is permitted at school.
- The item must be used quietly and appropriately for its intended purpose.
- Fidget items may not create distractions, make excessive noise, be thrown, shared with other students, or interfere with instruction.
- If a fidget item breaks, leaks, tears, or opens (including squishy or gel-filled toys), the student is responsible for cleaning up any mess and may be held financially responsible for any damage to school property.
- Classroom teachers may require a student to put away or surrender a fidget item at any time if it becomes a distraction, disrupts the learning environment, or is used inappropriately. The teacher will determine when or if the item may be returned.

Misuse of Fidget Items

If a student uses a fidget item inappropriately, staff may respond using progressive classroom interventions, including:

- Teacher classroom management strategies
- Documentation of the behavior as a minor incident
- Parent/guardian contact
- Monitoring and reteaching of appropriate expectations

Continued misuse may result in the loss of the privilege to bring a fidget item to school and/or additional disciplinary consequences in accordance with the school's behavior expectations.

INSURANCE (MEDICAL) [OCS BOE Policy 4220]

At the beginning of each school year, information regarding optional student accident insurance is made available to families. Parents and guardians may choose to purchase this coverage to help offset expenses related to accidental injuries that occur during school activities.

Students participating in interscholastic athletics must have active accident insurance coverage. Coverage may be provided through the school-sponsored student accident insurance plan or through a family insurance policy that provides comparable coverage.

Parents or guardians who choose not to purchase the school-sponsored insurance plan must complete and return the **Waiver of Optional Student Accident Insurance** form.

The purchase of student accident insurance is an agreement between the parent/guardian and the insurance provider. Northwoods Park Middle School and Onslow County Schools are not responsible for medical expenses resulting from student injuries that are not covered by insurance.

INTERIM REPORTS/PROGRESS REPORTS

Students receive interim progress reports during the 3rd and 6th weeks of each grading period. Specific dates can be found on the Onslow County Schools Calendar.

INTERNET [OCS BOE Policy 3226/4205, 3225/4312/7320]

The internet is a valuable educational resource that supports learning, research, communication, and collaboration. Access to the internet through Onslow County Schools is a privilege, not a right.

To help ensure student safety, the school district uses internet filtering and monitoring systems designed to restrict access to inappropriate content. Students are expected to use the internet responsibly and for educational purposes only.

Students should:

- Follow all school and district technology guidelines.
- Protect their personal information and the privacy of others.
- Report any inappropriate or concerning online content to a teacher or administrator immediately.
- Practice safe and responsible digital citizenship.

Students may not:

- Attempt to bypass internet filters or security systems.
- Access, create, or distribute inappropriate or harmful content.
- Use the internet to bully, harass, threaten, or intimidate others.
- Access websites or online services that are prohibited by school or district policy.

Failure to follow internet safety expectations may result in the loss of technology privileges and disciplinary consequences in accordance with school and district policies.

LOST & FOUND

Lost and found items are located in the cafeteria and gymnasium. Students may check for missing belongings during non-instructional times, such as before school, after school, or during lunch.

Students are encouraged to label personal belongings with their name and to keep track of all personal items. To help prevent loss or theft, students should not leave money, electronics, jewelry, or other valuables unattended in classrooms, locker rooms, or other common areas.

Northwoods Park Middle School is not responsible for lost, stolen, or misplaced personal property.

MEALS [OCS Policy 6200, 6225, 6230]

Onslow County Schools provides nutritious breakfast and lunch options that follow USDA federal guidelines and nutrition standards. These guidelines are designed to limit fat, sodium, and sugar while promoting increased consumption of fresh fruits, vegetables, whole grains, and calcium-rich foods. Well-balanced meals support student health, academic performance, and classroom success. Menus are available on the Onslow County Schools website at www.onslow.k12.nc.us and are also shared through local media outlets.

Meal Pricing

- Breakfast: \$1.25
- Lunch: \$2.50
- Reduced-price breakfast: Free
- Reduced-price lunch: \$0.40

Additional a la carte items that meet *Smart Snack* guidelines may be available for purchase. Parents/guardians may submit written requests to the cafeteria to restrict student purchases. Students in grades K–8 without lunch money will still receive a full meal and will be charged for it. However, a la carte items cannot be charged. Families are responsible for all charges incurred until a free or reduced-price meal application is approved.

Parents/guardians may request a copy of their child's cafeteria account at any time by contacting the cafeteria manager at (910) 347-1202.

Payment Options

- Cash or check (payable to the school cafeteria) – sent directly to the cafeteria, not the school office
- Online payments using debit/credit card: www.k12paymentcenter.com

Free and Reduced Meal Applications

- Apply online at www.lunchapplication.com – this is the quickest and preferred method
- Only one application per household is required
- Return paper applications to the school cafeteria or the School Nutrition Central Office
- If you do not receive eligibility notification for each child in your household, contact the School Nutrition Central Office immediately

Lunch Procedures

Students will be escorted to the cafeteria by their teacher and are expected to remain with their class for the entire lunch period. Parents wishing to eat lunch with their child may do so at the designated tables near Student Services. Visitors are not permitted to sit in the cafeteria with other students. Outside food or beverages may only be brought by visiting parents and only for their own child(ren) during the lunch period. Outside food and beverage deliveries are not permitted at any time.

Silent Lunch

As a classroom management strategy, teachers may assign silent lunch for minor behavioral or classroom-related concerns. Students assigned silent lunch are expected to remain seated, refrain from social conversation, and follow all staff directions for the duration of the consequence. Failure to comply with silent lunch expectations, including talking, disrupting others, leaving the assigned area without permission, or refusing to follow staff directions, may result in additional disciplinary consequences.

MEDIA CENTER

The media center is open Monday through Friday from 7:10 a.m. to 2:30 p.m. Students may check out up to two books at a time and must have a valid pass to be in the media center for book checkout. If a student loses or damages a book checked out in their name, they will be responsible for the cost of the book. Students are encouraged to use their Enrichment period to visit the media center for checking books in or out.

MEDICATION [OCS BOE Policy 6125]

Onslow County Schools has established procedures for the safe administration of medication during the school day. Whenever possible, medications should be taken at home rather than at school.

If a student needs prescription or over-the-counter (OTC) medication during the school day, the following requirements must be met:

- A **Permission for Prescribed Medication** form must be completed and signed by both the parent/guardian and the student's licensed health care provider.
- Medication must be delivered to the school by a parent or guardian. Students may not transport medication to or from school unless specifically authorized by district policy.
- Prescription medications must be provided in the original pharmacy-labeled container.
- Over-the-counter medications must be provided in the original manufacturer's container and labeled with the student's name.
- All medications will be stored in a secure location and administered according to the written medical authorization.

Students are prohibited from possessing, taking, sharing, distributing, purchasing, selling, or accepting medications from other students. This includes prescription medications and over-the-counter products such as:

- Aspirin
- Tylenol
- Midol
- Cough drops
- Eye drops
- Cold medications
- Vitamins, supplements, herbs, or similar products

Exceptions may be made for students who have been approved through the school's medication authorization process to self-carry and self-administer medications for conditions such as asthma, severe allergies, diabetes, or other documented medical needs.

Failure to follow these guidelines may result in disciplinary action and, when appropriate, referral to law enforcement. These procedures are in place to protect the health, safety, and well-being of all students.

MOMENT OF SILENCE [OCS BOE Policy 3330]

In accordance with Onslow County Board of Education policy, a moment of silence is observed at the beginning of each school day.

The moment of silence may last up to one minute and is conducted without instruction, direction, or influence from any source. During this time, students and staff are expected to remain quiet and may use the opportunity for personal reflection. No other activities are permitted during the moment of silence.

OUT-OF-SCHOOL SUSPENSION (OSS) [OCS BOE Policies 4351 & 4353]

Students who violate school or district policies may be assigned Out-of-School Suspension (OSS) by a school administrator. A short-term suspension is the disciplinary exclusion of a student from school for up to ten (10) school days. Parents or guardians will be notified when their child is assigned OSS.

During the suspension period, students:

- Are not permitted on any Onslow County Schools campus without prior approval from the principal.
- May not participate in or attend school-sponsored activities, athletic events, practices, clubs, dances, performances, field trips, or other school functions.
- Are responsible for completing missed assignments and maintaining academic progress.
- May request missed assignments, instructional materials, and opportunities to complete assessments missed during the suspension period.

Parents/guardians may contact the school to request assignments or materials needed during the suspension. Assignments may be provided electronically, through paper copies, or by another method determined by the school.

When space is available and with parent/guardian permission, students serving three (3) to ten (10) days of OSS may be referred to the Onslow County School Treatment Program at the discretion of administration. This program provides academic instruction and supplemental support services delivered by certified teachers and support staff. Students participating in the School Treatment Program are considered present for attendance purposes during their placement.

Students returning from OSS are expected to follow all school rules and may be required to participate in a re-entry conference, restorative conversation, or other support plan as determined by administration.

PHYSICAL EDUCATION

All students are required to participate in Physical Education (PE). The PE program at Northwoods Park Middle School provides students with opportunities to develop physical fitness, learn lifelong wellness habits, and engage in activities that promote teamwork, personal responsibility, and healthy lifestyles.

Participation Requirements

If a student is unable to participate in PE activities:

- A parent/guardian note may be accepted for a short-term illness or injury.
- A note from a licensed medical provider is required for extended exemptions or activity restrictions.
- Students who are excused from physical activity may still be required to attend PE class and complete alternative assignments as determined by the teacher.

PE Attire and Hygiene

Students are encouraged to practice good hygiene and change clothing for PE when appropriate. All clothing worn during PE must comply with the Northwoods Park Middle School dress code.

- Aerosol and spray products of any kind are prohibited on campus, including in PE and locker room areas.
- Any aerosol or spray product brought to school may be confiscated, and disciplinary consequences may be assigned.
- Students may bring deodorant in solid stick or roll-on form only.

These guidelines are designed to promote student safety, hygiene, and a positive learning environment during physical activity.

PICTURES

School pictures are scheduled twice each year—in the fall and spring. All students will be photographed in the fall for ID cards and inclusion in the yearbook. Information about purchasing picture packages will be sent home with students prior to picture day.

PRINCIPAL'S LIST/HONOR ROLL

The Principal's List and Honor Roll are designed to recognize students who demonstrate strong academic achievement and to motivate all students to strive for excellence.

- Principal's List: All grades are 90 or above
- Honor Roll: All grades are 80 or above

PROFANITY/DISRESPECT [OCS BOE Policy 4315]

Students are expected to treat all faculty, staff, substitutes, volunteers, and visitors with courtesy and respect at all times. Behavior that is disruptive, disrespectful, or insubordinate undermines the learning environment and will not be tolerated.

Examples of disrespectful behavior toward staff include, but are not limited to:

- Talking back to, arguing with, or refusing to comply with a reasonable staff directive
- Using profane, vulgar, abusive, or demeaning language toward a staff member
- Directing inappropriate comments, insults, or verbal attacks toward a staff member
- Making disrespectful gestures, sounds, facial expressions, or body language toward a staff member
- Using technology, social media, text messages, recordings, or online platforms to harass, ridicule, threaten, or demean a staff member

Disciplinary consequences will be assigned based on the severity of the behavior and the student's disciplinary history. The use of profane, vulgar, abusive, or demeaning language directed toward a staff member will result in Out-of-School Suspension (OSS).

Students who engage in threatening behavior toward a staff member may be subject to additional disciplinary consequences, referral to law enforcement, and/or criminal charges when appropriate.

PROMOTION/RETENTION STANDARDS [OCS BOE Policy 3420]

To be considered for promotion to the next grade level, students must demonstrate satisfactory academic progress based on multiple measures of performance.

Promotion decisions are made using a variety of criteria, including but not limited to:

- End-of-Grade (EOG) assessment results
- Classroom performance and grades
- Teacher observations
- Teacher-created, local, and state assessments
- Student work samples, portfolios, and other relevant academic indicators

Students in grades 6–8 must successfully pass at least five (5) yearlong courses (or the equivalent). English Language Arts and Mathematics must be among the courses passed.

Middle school students enrolled in high school credit-bearing courses are subject to the academic requirements and standards established for high school students.

Parents and guardians are encouraged to monitor grades regularly through Infinite Campus and maintain communication with teachers. If a student begins to experience academic difficulty, families are encouraged to schedule a conference with teachers, counselors, or administrators as early as possible to develop a plan for success.

Students who do not meet promotion standards may be considered for academic interventions, retention, summer learning opportunities, or other supports in accordance with Onslow County Schools promotion requirements.

PTO & VOLUNTEERS [OCS BOE Policy 5000, 5010, & 5015]

Parents are encouraged to attend and participate in school events and activities. Your involvement supports your child's learning and provides valuable insight into their academic progress and overall school experience. In accordance with Onslow County Schools policy, all individuals who wish to volunteer in classrooms or assist with athletic events must complete the fingerprinting and background check process.

Northwoods Park Middle School values strong family-school partnerships and encourages parent engagement through various opportunities, including participation in the Parent-Teacher Organization (PTO). Information about school events and ways to get involved will be shared via email and posted on the school's website.

REPORT CARDS

Report cards are issued at the end of each nine-week grading period. To receive the final report card, all outstanding fees must be paid. This includes cafeteria charges, technology or damage fees, and any other school-related debts. If a student does not receive their report card, parents or guardians should contact the school to determine if unpaid fees or other factors are preventing its release.

SCHOOL DANCES

Attending school dances is a privilege, not a right. Students earn the opportunity to participate by maintaining good behavior and satisfactory academic performance. Students who are assigned In-School Suspension (ISS) or Out-of-School Suspension (OSS) on the day of a dance will not be allowed to attend the event. All students must be picked up promptly at the end of the dance. **Late pickups will result in the student being ineligible to attend the next school dance.**

SCHOOL SUPPLIES

As part of the Onslow County Schools 1:1 Technology Initiative, each student is issued a school laptop to support instruction, collaboration, and academic success. To help students use and transport their devices safely, the following items are required for all students in grades 6–8:

- A laptop bag or backpack with a padded computer compartment (rolling backpacks are not permitted)
- Inexpensive wired earbuds with a standard audio jack (USB devices and over-ear headphones are not permitted)
- A school-issued lanyard and ID holder for displaying the student ID, lunch card, and PBIS card

Additional school supplies may be required by individual teachers or grade levels. Please refer to the school supply list located in the appendix for a complete list of required materials.

STUDENT E-MAIL/OFFICE 365

To support learning, collaboration, and digital citizenship, Onslow County Schools provides students with access to Microsoft Office 365 and other educational technology resources.

Office 365 gives students access to Microsoft applications, school email, cloud storage, and collaboration tools that support classroom instruction. Students may access these resources at school and at home using their school-issued account. Office 365 may also be installed on multiple personal devices in accordance with Microsoft's educational licensing agreement.

Students are provided with cloud-based storage that allows them to save, access, and synchronize school files across multiple devices without the need for external storage devices.

All student activity conducted on school-issued devices, school accounts, and school networks is subject to monitoring and filtering in accordance with federal laws, including the Children's Internet Protection Act (CIPA) and the Children's Online Privacy Protection Act (COPPA). Students should have no expectation of privacy when using school technology resources.

The use of school technology is a privilege. Students are expected to use all technology resources responsibly and in accordance with district policies. Misuse of school devices, accounts, networks, software, or internet access may result in disciplinary action, loss of technology privileges, financial liability for damages, and/or other consequences as permitted by school and district policy.

SKIPPING CLASS

A student may be considered skipping when they are absent from school, class, or an assigned location without permission from a parent/guardian or school staff.

Skipping may include, but is not limited to:

- Leaving campus without permission
- Failing to report to an assigned class or location
- Arriving late or leaving early without properly signing in or out through the front office
- Going to the media center, restroom, another classroom, or any other area of campus without permission or a valid pass
- Being in an unauthorized location during instructional time

Students who skip school, class, or an assigned location may receive disciplinary consequences as determined by school administration.

SOCIAL CONDUCT

Northwoods Park Middle School recognizes that positive social interactions are an important part of the middle school experience. Students are expected to conduct themselves in a respectful, responsible, and age-appropriate manner at all times.

Behavior that disrupts the learning environment or makes others uncomfortable is not appropriate at school. This includes, but is not limited to:

- Loud, disruptive, or attention-seeking behavior
- The use of profanity or inappropriate language
- Public displays of affection, including kissing, embracing, or other intimate physical contact
- Physical interactions that are not appropriate for the school setting

Students are expected to demonstrate respect for themselves, others, and the learning environment. Inappropriate behavior may result in disciplinary consequences as determined by school administration.

SURVEYS

Students and school organizations are not permitted to conduct surveys without prior approval from school administration.

TARDIES

The instructional day at Northwoods Park Middle School begins promptly at 7:30 a.m. Students who arrive late to school or class will be marked tardy. Tardiness disrupts the learning environment and results in lost instructional time. Teachers will address tardiness in the classroom; however, if it becomes a recurring issue, the matter will be referred to school administration for further action. Parents are encouraged to support their child's success by ensuring they arrive to school on time each day.

TELEPHONES

Office telephones are for emergency use only. Students must have a pass from a teacher and receive permission from the school receptionist before using the phone.

For clarity, the following are not considered emergencies:

- Forgetting materials, lanyards, book bags, PE uniforms, or homework
- Making or changing travel arrangements during the school day

All transportation and after-school plans should be made at home before the school day begins.

If a student feels sick or experiences a true emergency, they should notify their teacher, who will follow proper school procedures to contact a parent or guardian.

TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Northwoods Park Middle School utilizes a variety of instructional resources to support student learning, including digital content, online platforms, classroom materials, novels, workbooks, and traditional textbooks. As part of the Onslow County Schools 1:1 Technology Initiative, many learning resources are accessed electronically through student devices.

Textbooks and other instructional materials remain the property of Northwoods Park Middle School and Onslow County Schools and are provided to support classroom instruction. Students are expected to use all school-issued materials responsibly and return them in good condition when requested.

Students may be held financially responsible for lost, damaged, or destroyed textbooks, library books, technology devices, or other school-owned instructional materials beyond normal wear and tear.

TITLE IX

Onslow County Schools does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, or any other protected status in its educational programs, services, or activities as required by law.

Questions, concerns, or complaints regarding discrimination, harassment, or Title IX should first be reported to

a school administrator. Inquiries regarding Title IX or concerns related to discrimination may also be directed to:

Title IX Coordinator
Onslow County Schools
200 Broadhurst Road
Jacksonville, NC 28540
Phone: 910-455-2211

TOBACCO POLICY [OCS BOE Policies 4320 & 5026/7250]

All Onslow County Schools campuses are smoke-free environments. The possession, sale, distribution, sharing, or use of any tobacco products is strictly prohibited. This includes, but is not limited to:

- Chewing tobacco
- Snuff
- Cigarettes
- Cigars or pipes
- Vapes or electronic cigarettes

This policy applies to all areas of the school campus, including athletic fields, and extends to all school-sponsored events such as sporting events, field trips, meetings, concerts, and dances.

VANDALISM, THEFT & LOITERING [OCS BOE Policy 4330]

Students are expected to respect school property, personal property, and the property of others. Theft, attempted theft, possession of stolen property, vandalism, destruction of property, trespassing, and loitering are prohibited.

Students found responsible for theft, vandalism, damage to property, or possession of stolen property may receive disciplinary consequences, be required to pay restitution, and may be referred to law enforcement.

At the end of the school day, all students are expected to leave campus promptly unless they are participating in a supervised school-sponsored activity. Students attending after-school events, such as concerts, athletic games, dances, club meetings, or performances, must report directly to the event location and remain under supervision.

Students may not remain on campus after school without a specific school-related purpose and adult supervision. Loitering on campus, in parking lots, at athletic areas, near buildings, or in other unsupervised areas is not permitted.

Students waiting to be picked up after school or after an approved school activity should report directly to the designated pick-up area.

VISITORS ON CAMPUS [OCS BOE Policy 5020]

Protecting instructional time and maintaining a safe school environment are essential to student success. All visitors are welcome at Northwoods Park Middle School; however, visits must be conducted in a manner that minimizes disruptions to teaching and learning.

All visitors must report to the front office immediately upon arrival during the school day to sign in and receive a visitor's pass. Visitors are required to present a valid government-issued photo identification before being granted access to the building. Visitor passes must be worn and visible at all times while on campus.

To protect instructional time:

- Visitors are not permitted to enter classrooms unless they are serving as a guest speaker, participating in a pre-approved instructional activity, attending a scheduled meeting, or have received administrative approval.
- Students may not leave class to meet with visitors unless approved through the front office.

- Deliveries, messages, and items for students must be processed through the front office and may not be delivered directly to classrooms.
- Students may not interact with or accompany visitors unless the visitor has been approved through the office and the interaction has been authorized by school staff.

Visitors are expected to comply with all school rules, district policies, and directions from school personnel while on campus. Individuals who disrupt the educational environment, violate school rules, or fail to follow visitor procedures may be asked to leave campus and may be subject to trespass restrictions or law enforcement action when appropriate.

VALUABLES

Students are strongly discouraged from bringing large amounts of money, expensive personal items, or other valuables to school. Only items necessary for academic instruction and school activities should be brought on campus.

Students are responsible for securing and safeguarding their personal belongings at all times. Northwoods Park Middle School and Onslow County Schools are not responsible for personal property that is lost, stolen, misplaced, or damaged while on school grounds or at school-sponsored activities.

Cell phones and other personal electronic devices are not considered essential instructional materials and must be stored and used in accordance with school and district policies. Students bring such items to school at their own risk.

To help prevent loss or theft, students should never leave personal belongings unattended in classrooms, hallways, locker room areas, or other common spaces.

WEAPONS [OCS BOE Policies 4333, 4315, 4331, & 4335]

Northwoods Park Middle School is committed to maintaining a safe and orderly learning environment. Weapons, weapon-like items, destructive devices, threats, bomb threats, hoaxes, and any actions that create a threat to student or staff safety are strictly prohibited.

Students may not possess, handle, use, transmit, display, or bring any weapon, weapon-like item, or item that could reasonably be used as a weapon on school property, at a bus stop, on school transportation, or at any school-sponsored activity.

Prohibited items include, but are not limited to:

- Firearms, guns, pistols, rifles, or starter guns
- Knives, pocket knives, box cutters, utility blades, razors, or razor blades
- BB guns, air rifles, air pistols, stun guns, tasers, or similar devices
- Ammunition, bullets, gunpowder, fireworks, explosives, or destructive devices
- Mace, pepper spray, or other personal defense sprays
- Slingshots, metal knuckles, blackjacks, or similar items
- Any sharp, pointed, or edged instrument not approved for instructional use
- Any object that reasonably appears to be a weapon or is used to threaten, intimidate, or harm another person

Students are also prohibited from making, encouraging, assisting with, or spreading bomb threats, terrorist threats, hoaxes, false reports, or threats of violence, regardless of whether the student intends or has the ability to carry out the threat.

Any student who finds a weapon or becomes aware of a potential threat to school safety must immediately notify a teacher, administrator, School Resource Officer, or other staff member.

Violations of this policy will result in serious disciplinary consequences, which may include In-School Suspension

(ISS), Out-of-School Suspension (OSS), long-term suspension, placement in an alternative educational setting, referral to law enforcement, and/or criminal charges. Certain violations involving firearms or destructive devices may result in a mandatory 365-day suspension as required by North Carolina law and Board policy.

WEBSITE

Information about Northwoods Park Middle School programs, activities, events, and teacher webpages can be found on the school's official website: www.npms.onslow.k12.nc.us.

APPENDIX



REGULAR BELL SCHEDULE

2026-2027

TIME	6 TH GRADE	7 TH GRADE	8 TH GRADE
7:30-7:40	HR	HR	HR
7:40-8:35	ENRICHMENT	ENRICHMENT	ENRICHMENT
8:37-9:27	PLANNING	1 ST BLOCK	1 ST BLOCK
9:29-10:19	PLANNING ENCORE	2 ND BLOCK	2 ND BLOCK
10:21-11:11	1 ST BLOCK	PLANNING (ENCORE)	LUNCH/PA
11:13-12:03	LUNCH/PA	PLANNING ENCORE	3 RD BLOCK
12:05-12:55	2 ND BLOCK	LUNCH/PA	4 TH BLOCK
12:57-1:47	3 RD BLOCK	3 RD BLOCK	PLANNING (ENCORE)
1:49-2:40	4 TH BLOCK	4 TH BLOCK	PLANNING (ENCORE)

Lunches

- 6th grade will report to lunch with 2ND BLOCK
- 7th grade will report to lunch with 3RD BLOCK
- 8th grade will report to lunch with 3RD BLOCK

Drop-off and Pick-up Procedures

Morning Drop-Off

- Car rider drop-off begins at 7:10 a.m.
- Do not drop students off before 7:10 a.m. Adult supervision is not available before this time.
- Enter the car rider circle drive located in front of the gymnasium from Decatur Road.
- Follow the directions of school staff at all times.
- Pull forward as far as possible before allowing your child to exit.
- Students should exit only from the passenger side of the vehicle.
- Have backpacks and belongings ready before reaching the unloading area to keep traffic moving.
- Parents/guardians should remain in their vehicles.
- After your child exits, safely merge into traffic and exit campus as directed by staff.

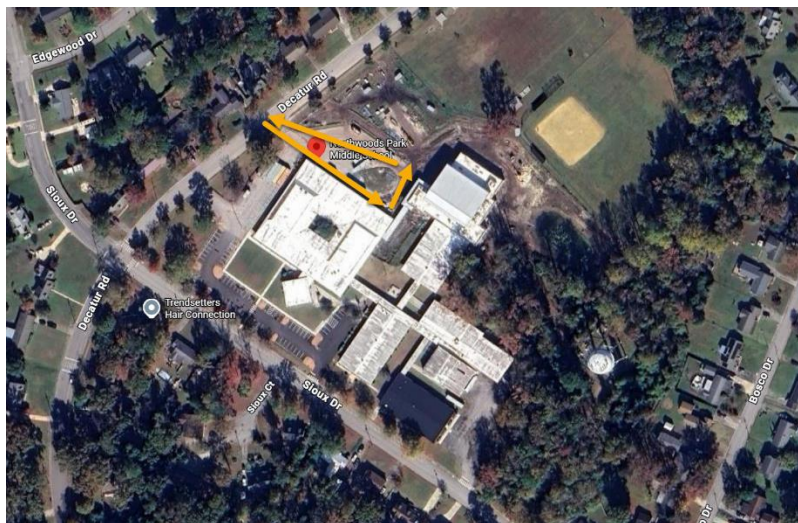
Afternoon Pick-Up

- Enter the car rider circle drive from Decatur Road.
- Follow the established traffic pattern and directions provided by school staff.
- Pull forward as far as possible before loading your child.
- Students should enter the vehicle from the passenger side.
- Remain in your vehicle at all times.
- Exit campus only as directed by staff.

Safety Reminders

- Drive slowly and remain alert while on campus.
- Yield to pedestrians and follow all traffic signs and staff directions.
- Do not pass vehicles in the car rider line.
- Do not stop or park in travel lanes.
- Cell phone use while driving through the car rider line is discouraged.
- For the safety of all students, students may only be dropped off or picked up in the designated car rider area.

Thank you for helping us provide a safe and efficient arrival and dismissal process for all students.



Traffic Flow Reminder: During arrival and dismissal, all vehicles must enter the car rider line from Decatur Road and follow the designated traffic pattern shown on the map. For the safety of students and staff, please do not

cut through parking lots, pass other vehicles in line, or drop off/pick up students outside of the designated car rider area. This helps keep traffic moving efficiently and ensures a safe environment for everyone.

The Dolphin Way: Expectations for Success

PBIS Matrix for School-Wide Behavior Expectations

	N Navigate	W Wonder	P Persevere	M Mindfulness	S Succeed
Outside	- Stay in assigned areas at all times - Walk calmly to line up when called	- Notice nature respectfully without damaging it - Appreciate outdoor time as a learning opportunity	- Keep playing even if you're not winning - Include others in games and activities	- Be aware of others' personal space - Think before you act to keep everyone safe	- Follow outdoor rules the first time - Show good sportsmanship in all activities
Arrival and Dismissal	- Move calmly to your destination without stopping in hallways - Walk directly to your exit area	- Greet staff and peers with a smile or kind word - Notice hallway displays respectfully while moving	- Wait patiently in lines without complaining - Keep moving even if traffic is slow	- Keep your hands, feet, and belongings to yourself - Use quiet voices to keep hallways calm	- Arrive to class prepared and on time - Leave school safely and responsibly
Hallway and Breezeway	- Walk on the right side of the hallway/breezeway - Move directly to your destination without stopping	- Notice student work or displays without touching them - Think about what you see and how it connects to your learning	- Keep walking even if the hallway is crowded - Stay patient if you have to wait your turn	- Use quiet voices in the hallway - Walk calmly to keep everyone safe	- Arrive to class prepared and ready to learn - Transition between classes efficiently
Cafeteria	- Walk calmly through serving lines - Sit in your assigned area without wandering	- Show appreciation to cafeteria staff - Notice how healthy choices help your body	- Wait patiently in line without complaining - Stay seated until dismissed	- Talk at an appropriate volume with those near you - Keep your area clean for the next group	- Eat your meal and clean up after yourself - Represent your class positively
Restrooms	- Go directly to and from the restroom without loitering - Flush the toilet after use	- Respect school property and report any damage - Think about how cleanliness affects others	- Wait your turn patiently without complaints - Stay focused on your purpose for being there	- Respect others' privacy at all times - Wash your hands properly before returning to class	- Return to class quickly and ready to learn - Follow restroom rules the first time
Classroom	- Transition between activities quickly and calmly - Use materials and supplies appropriately	- Ask questions to learn more about lessons - Show interest in what others share	- Keep working even when tasks are hard - Ask for help if you need it instead of giving up	- Listen when others are speaking without interrupting - Follow classroom routines without reminders	- Complete all work with your best effort - Follow directions the first time
Assemblies and Special Events	- Enter and exit quietly following staff directions - Sit in your assigned area without moving around	- Listen attentively with curiosity - Appreciate presenters for their time and effort	- Stay focused even if the assembly is long - Keep listening even if you lose interest	- Keep hands, feet, and comments to yourself - Show respectful audience behavior at all times	- Represent your school with pride and positivity - Follow staff directions quickly and respectfully

The Dolphin Way: Questions for Success

PBIS Reflection Matrix

	N	W	P	M	S
	Navigate	Wonder	Persevere	Mindfulness	Succeed
Outside	• Did I stay in my assigned area the whole time? • Did I line up calmly when called?	• Did I notice nature without damaging it? • Did I use outdoor time to learn something new or think about my surroundings?	• Did I keep playing even if I didn't win? • Did I try again if something was hard for me?	• Was I aware of other people's personal space? • Did I use kind words with my classmates and staff?	• Did I follow all outdoor rules the first time I was asked? • Did I show good sportsmanship?
Arrival and Dismissal	• Did I move calmly and directly where I needed to go? • Did I follow all arrival and dismissal procedures?	• Did I greet staff or classmates with a kind word or smile? • Did I notice hallway displays respectfully while moving?	• Did I wait patiently without complaining? • Did I keep moving even if the hallway was crowded?	• Did I keep my hands, feet, and belongings to myself? • Did I use a quiet voice during arrival or dismissal?	• Did I arrive to class on time and prepared? • Did I leave school safely and responsibly?
Hallway and Breezeway	• Did I walk on the right side of the hallway or breezeway? • Did I keep my body to myself while walking?	• Did I notice displays or student work without touching them? • Did I think about what I saw and how it connects to my learning?	• Did I stay patient if I had to wait? • Did I remain focused on getting where I needed to be?	• Did I use a quiet voice in the hallway? • Did I walk calmly to keep everyone safe?	• Did I follow hallway expectations the first time? • Did I transition between classes quickly and calmly?
Cafeteria	• Did I walk calmly through the serving line? • Did I sit in my assigned area without wandering?	• Did I show appreciation to the cafeteria staff? • Did I think about how my food choices help my body?	• Did I wait patiently in line without complaining? • Did I stay seated until I was dismissed?	• Did I talk at an appropriate volume? • Did I keep my area clean for the next group?	• Did I eat my meal and clean up after myself? • Did I follow cafeteria rules the first time?
Restrooms	• Did I go directly to and from the restroom without stopping? • Did I flush the toilet after using it?	• Did I respect school property and report any damage? • Did I keep the restroom clean for everyone?	• Did I wait patiently for my turn? • Did I stay focused on why I was there and not get distracted?	• Did I keep my voice quiet? • Did I wash my hands before returning to class?	• Did I return to class quickly and ready to learn? • Did I follow restroom rules the first time?
Classroom	• Did I transition between activities without causing disruptions? • Did I use materials and supplies appropriately?	• Did I ask questions to learn more today? • Did I show interest in what my classmates shared?	• Did I keep working even when things were hard? • Did I ask for help when I needed it?	• Did I listen when others were talking? • Did I follow directions the first time without reminders?	• Did I complete all my work with my best effort? • Did I show respect to my teacher and classmates?
Assemblies and Special Events	• Did I enter and exit quietly following staff directions? • Did I sit in my assigned area without moving around?	• Did I listen with curiosity to the presenter? • Did I think about how the assembly connects to my learning?	• Did I stay focused even if the assembly was long? • Did I keep listening even when I got bored?	• Did I keep my hands, feet and comments to myself? • Did I show respectful audience behavior?	• Did I follow staff directions quickly and respectfully? • Did I represent my school with pride?

NORTHWOODS PARK



HOME OF THE

DOLPHINS

SUPPLY LIST

- 3 IN. 3 RING BINDER
- COLLEGE RULED LOOSE LEAF PAPER
- PENCIL POUCH WITH HOLES (NO BOXES)
- SUBJECT DIVIDERS (8 TOTAL)
- JUMBO ERASER
- HIGHLIGHTER (4)
- COLORED PENCILS
- GLUE STICKS (3)
- SCISSORS
- PLASTIC CLEAR SHEET PROTECTORS
- RULER WITH 3 HOLES FOR BINDER
- SUBJECT SPIRAL NOTEBOOKS OR COMPOSITION NOTEBOOKS (4 TOTAL)
- LANYARD WITH PLASTIC SLEEVE
- BOX OF TISSUE
- WIRED EARBUDS (NO BLUE TOOTH)
- CLEAR WATER BOTTLE
- BOOKBAG WITH LAPTOP POCKET

6TH - 8TH GRADE

PLEASE NOTE
THAT SUPPLIES
WILL NEED TO
BE REPLENISHED
THROUGHOUT
THE YEAR.

PLEASE WAIT
UNTIL MEETING
YOUR TEACHERS
TO DETERMINE
WHICH NOTEBOOK
TO PURCHASE!

LANYARD
MUST BE WORN
AROUND
THE NECK

NO BEATS OR LARGE
EARPHONES
ALLOWED

ENCORE CLASSES

ALL CLASSES: POCKET FOLDER WITH HOLES & LOOSE LEAF PAPER

ART: SKETCHBOOK

P.E.: NON-AEROSOL DEODORANT

We are Ready to **GLOW** into the
2026-2027 SCHOOL YEAR.



NORTHWOODS PARK MIDDLE SCHOOL DRESS CODE

Dress for Success. Dolphins Do It Right!

OUR GOAL
A safe, respectful,
distraction-free learning
environment where every
Dolphin can succeed!

✓ DO DRESS LIKE A DOLPHIN

TOPS & DRESSES

- Provide full coverage in front, back, and sides.
- Undergarments must be covered.
- Dresses and tops must have shoulder straps and cover the chest.
- Shirts must be worn at all times.

BOTTOMS

- Shorts, skirts, and dresses must be fingertip length or 2" above the knee.
- No rips, holes, slits, or openings above the fingertip line.
- Wear at the natural waist.
- Undergarments must not show.
- Tops with leggings/yoga pants must fully cover the posterior.

FOOTWEAR

- Closed-toe shoes are best for safety.
- Sandals with back straps are allowed.
- Wear appropriate footwear at all times.

OTHER

- Wear your lanyard with ID, PBIS card, and lunch card visible at all times.
- Hats only on designated hat days.
- Sunglasses off indoors.
- Keep it Dolphin-approved!

✗ DON'T DON'T BREAK THE CODE

TOPS & DRESSES

- No midriffs, crop tops, tube tops, strapless, spaghetti straps, halter, racerback, or off-shoulder tops (unless with an appropriate cover-up).
- No undergarments showing.

BOTTOMS

- No shorts, skirts, or dresses shorter than fingertip length or 2" above the knee.
- No rips, holes, slits, or openings above the fingertip line.
- No sagging or showing undergarments.
- No excessively tight or form-fitting clothing.

FOOTWEAR

- No slippers, house shoes, flip-flops, shower shoes, or footwear designed for indoor/bedroom use.

ACCESSORIES & HEADWEAR

- No hats (except on designated hat days).
- No bandanas, bonnets, do-rags, or headscarves (unless for religious or medical purposes).
- No hoods up, chains, or items that promote violence, drugs, alcohol, tobacco, vaping, or inappropriate content.

**WHEN IN DOUBT,
DRESS IT OUT!**



IMPORTANT:

If your clothing doesn't follow the dress code, you will be required to change using appropriate clothing from home. If not, you will be assigned In-School Suspension (ISS).

*Make good choices.
Stay focused.
Go Dolphins!*



Infinite Campus

Parent Portal Login Guide

• North Carolina •



STAY CONNECTED. STAY INFORMED. STAY INVOLVED.

Check grades, attendance, assignments and more—anytime, anywhere!

We GLOW at Northwoods Park Middle School!



Growing

We grow every day.



Learning

We learn with purpose.



Opportunity

We create possibilities.



Wonder

We explore new ideas.



STEPS TO LOG IN



Go to your school district's Infinite Campus Parent Portal website.

1



Click on 'Parent/Student Login'.

3



Enter your Username and Password.

4



Click 'Log In'.

5



If successful, you will see your student dashboard with grades and attendance!

Make Good Choices

— BE PREPARED • BE RESPECTFUL • BE RESPONSIBLE —
EVERY CHOICE COUNTS! ❤️



MOBILE APP ACCESS

Download the 'Infinite Campus Parent' app from the Apple App Store or Google Play Store.



NEED HELP LOGGING IN?



Click 'Forgot Username or Password?' on the login page.



Contact your child's school for your Activation Key (if you have never logged in before).



Ensure your email address on file with the school is correct.



Try using a different browser or clear your browser cache if you experience issues.



NEED ADDITIONAL HELP?

Contact our Data Manager

Ms. James



910-347-1202



Stop by the front office



We're here to help! ❤️

Together We

GLOW
AT THE PARK! ❤️

GROWING • LEARNING • OPPORTUNITY • WONDER

★ Inquire. Lead. Serve. ★