

# York Intermediate School

1280 Johnson Road

York, SC 29745

803-684-2311

[www.york.k12.sc.us/YIS/](http://www.york.k12.sc.us/YIS/)

Office Hours:

7:00AM-4:00PM

School Hours:

7:35-2:30PM

## 2020-21 STUDENT-PARENT HANDBOOK



**“Sparking potential and inspiring success”**

**Equal Opportunity:**

York School District 1 offers opportunities for admission to students and employment for personnel. The programs and activities of the district are offered equally to all students without regard to race, color, national origin, religion, age, disability or sex. Inquiries should be directed to Oliver Love, PO Box 770, York, SC 29745, phone (803) 684-9916.

York Intermediate is dedicated to equality of opportunity. York Intermediate does not practice or condone discrimination in any form against students, employees, or applicants on the grounds of race, color, national origin, religion, sex, age, or disability.

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## About Us

### York County School District Administration:

Kelly Coxe, Superintendent

Beverley Bowman, Coordinator of Professional Learning, Instruction, & Technology Integration 9-12

Amy Hagner, Assistant Superintendent for Finance and Operations

Elissa Cox, Director of Secondary Programs

Dr. Latoya Dixon, Director of Elementary Programs

Oliver Love, Director of Human Resources

Bryan Greeson, Director of Special Services

Dr. Diana Smith, Director of Student Services/ESOL

Tim Cooper, Public Information Officer

Jessica Elliott, Parenting Partnerships

### Important Phone Numbers Area Code (803)

#### York School District 1

Main Phone Line	684-9116
Late Bus Info	818-6199
Transportation	684-1952

#### York Intermediate School

Office	684-2311
Fax	684-1918

#### York Intermediate Office Staff

Keith McSwain	Principal
Elisa Thompson, Christopher Black	Assistant Principals
Allison Hodge	PowerSchool Clerk
Sara Burke	Bookkeeper/Receptionist
Lou Overcash	Guidance Secretary
Melanie Myers	Nurse
Felicia Mackins, Susan Petty	Guidance Counselors

#### York School District 1 Board of Trustees 2019-20

The York School District 1 Board of Trustees meet on the second Tuesday of each month. The public is invited to attend. Meetings are held at the York School District 1 Administration Office, 1475 East Liberty Street (unless noted otherwise).

**Mike Smith**

**Diane Howell**

**Austin Dawkins**

**Amber Floyd**

**Maria Duncan**

**Christopher Revels**

## **Vision Statement of York School District 1**

Building the foundation of tomorrow by sparking potential and inspiring success.

## **Mission Statement of York School District 1**

Working with the community, we will provide a diverse, innovative education in a safe environment enabling students to become responsible citizens in a global society.

## **Beliefs of York School District 1**

We believe...

- Learning is a life-long, ever changing process.
- Each child is unique and should have the opportunity to reach his full potential.
- A safe, orderly and nurturing environment is essential for learning
- Education is a cooperative effort between schools and the community.
- Technology enhances teaching and learning and should be current.

## **District Goals of York School District 1**

- **Data driven decision making-** The district's decisions will be driven by data when diagnosing, prescribing and responding to the diverse needs of our students.
- **Literacy across the curriculum-** The district will create an environment that develops a passion and the ability to read, write and communicate effectively in a global society.
- **Extra time, extra help-** At all levels, the district will provide extra time and extra help for all students in personal, social and academic areas.
- **Technology-** The district will keep pace with ever-changing technology.

## **Administrators' Role**

It is the role of the administration to be certain that rules are reasonable and are enforced consistently and fairly. Anytime a child is sent to an administrator, the child will be given an opportunity to tell his/her version of the incident. If it is found that a rule is broken, the child will be counseled and a consequence imposed. The parents may be called in for a conference. A safe, calm, and orderly environment is necessary for maximum learning to take place at school. These policies were developed with that goal in mind.

## **Parent/Guardian's Role**

It is important that the school receive parental support. Parents and teachers must work together in a cooperative manner. Both have the same goal for each student: a positive and successful learning experience.



## **School Spirit:**

**Colors:** Black/Grey

**Mascot:** Cougars

## ATTENDANCE

### Admission Requirements

A child entering kindergarten must be five years of age on or before September 1. Any student entering school is required to be fully immunized in accordance with state health laws. Parents are required to give written proof of immunizations with specific dates signed by a physician. The school nurse will review the health record and notify the parents of any missing data. You will have 30 days to bring your child's immunization up to standard from the date of the letter sent home.

All children between the ages of 5 and 17 must be in attendance at a public, private school, or kindergarten or in an approved home schooling program in accordance with state compulsory attendance law and regulations. Students are expected to attend school 180 days of each school year for the entire instructional day. Any deviation from these hours is a serious disruption to the student's educational program.



Students are counted in attendance or present when they are:

- At school and have reported to their classroom.
- Receiving homebound instruction.
- Engaged in a school sponsored activity approved by the principal.
- Assigned to in-school suspension.

*\*Please note that students can suffer academically if he/she misses 10% of the school year. Sporadic absences, not just those on consecutive days of school matter. Before you know it, just one or two days a month can add up to yearly 10% of the school year. Whether excused or unexcused, too many absences represent too much lost learning time in the classroom.*

### Important School Attendance Information

York School District 1 will comply with these laws and regulations as set forth by the Local and State Boards of Education, SC CODE R43-274, SC CODE 59-65-90 and the Juvenile Justice and Delinquency Prevention Act of 1974.

- (1) Students are expected to attend school each day in accordance with the approved school calendar. Students should not be tardy or leave school early except for extreme and unavoidable circumstances.
- (2) If a student is absent from school, the parent/guardian must send a note to the school explaining the absence within 3 days of the student returning to school. If the school has not received a written excuse from the parent/guardian within 3 school days of the student's return, the absence(s) may be recorded as "UNLAWFUL."
- (3) Students that miss school due to a death in the family should send a note to the school stating the reason for the absence, the name of the deceased, and documentation verifying the death (i.e., newspaper clipping or funeral program).
- (4) Students who are out of school for medical reasons should provide the school with a **doctor's note upon returning to school**. If a student is out due to illness and returns to school with a doctor's note, the absences will be recorded as "MEDICAL."
- (5) **For yearlong courses**, after ten lawful or unlawful absences, or any combination of the two, the principal of the school will approve or disapprove each succeeding absence. **For semester courses**, after five lawful or unlawful absences, or any combination of the two, the principal of the school will approve or disapprove each succeeding absence. **The school will be allowed to "EXCUSE" no more than 10 school days with a parent/guardian note.** Parent/guardian notes sent after the 10<sup>th</sup> day will be recorded as "UNLAWFUL" (unless for bereavement – see #3).

- (6) In accordance with the law, excessive absences can determine a student's promotion or retention status.
- (7) Attendance letters will automatically be sent out to each parent when a child has reached the 3<sup>rd</sup>, 5<sup>th</sup> and 10<sup>th</sup> day of absences – excluding medical (by doctor's note only) and bereavement (3 days maximum).

### **Truancy Prevention**

The attendance laws state that a **Truant Child** is defined as **“A child ages 6 to 17 years that has accumulated 3 consecutive unlawful absences or a total of 5 unlawful absences.”** Schools are required by law to have a face-to-face meeting with every parent/guardian of a **Truant Child** and develop an **“Attendance Intervention Plan.”**

Parent(s)/Guardian(s) that fail to attend the scheduled Intervention Plan meeting or refuse to cooperate with the intervention planning may be referred to Family Court in accordance with SC CODE 59-65-50, and a report may be filed against the parent(s)/guardian(s) with the Department of Social Services in compliance with SC CODE Ann 20-7-490(2)(c)(Supp. 2002).

By law, schools must review absences and tardies on a daily basis to check for compliance of attendance laws and regulations. The State Department of Education has developed a standard reporting system for the collection and reporting of truancy rates on a school-by-school basis. Schools will be audited by the State to make sure they are following all attendance laws and regulations.

### **Perfect Attendance**

Students who have perfect attendance each nine weeks (excluding make-up days) will be recognized. To receive perfect attendance for the year, a student must attend school for 180 days and not have more than 3 unexcused tardies or early dismissals per nine weeks.

### **Make-up Work**

If a child is going to be absent for an extended length of time, please call the school to make arrangements for any missed work that can be done at home. These assignments can usually be picked up at the end of the school day if the request made prior to 9:00 a.m. Teachers will make every effort to assist students who need extra help in making up work due to illness. Students will have one day beyond the number of days they were absent to complete make-up work.

### **Tardiness/Leaving Early**

Students and parent(s)/guardian(s) are encouraged and expected to understand how important it is to attend school each day and be on time to school. Tardies to school, as well as early dismissals, interrupt our classroom routines and will result in loss of learning.

1. All students entering the building **after 8:00 a.m.** must be signed in at the front office by a parent/guardian.
2. A student who has more than 3 unexcused tardies or early dismissals per nine weeks will not receive perfect attendance.
3. Students will not be dismissed between 2:00pm and 2:30 pm.

### **Student Half Days**

Students will attend school ½ day on December 18, June 9 and June 10. On these days, students will be dismissed at 10:30.

### **Transfers/Withdrawals**

The school should be advised of the withdrawal prior to the withdrawal date, if at all possible, and should state the child's last day in school, new address, and the school where the child will transfer. The parent(s) will be requested to sign the transfer form granting the school authorization to transfer school records to the new school. Transfers should be requested prior to 11:00am. Textbooks, library books, and lunch monies will be accounted for before the child

withdraws. Special records will be transferred when a student moves to a school within the district or outside the district.

### **Chronic Absenteeism**

Beginning in the 2017-2018 school year, school districts within our state are required to identify students who are chronically absent to the State Department of Education as part of the implementation of the Every Student Succeeds Act. According to the United States Department of Education's Office of Civil Rights (OCR), an absent student is one who misses 50% of the instructional day<sup>1</sup> for any reason regardless of whether the absence is excused or unexcused. Using this definition of absent, OCR requires states to report the number of students in each school and district who are absent at least 10% of the time during which they are enrolled. More specifically, students who are enrolled in the same school for an entire academic year and miss 18 or more days (10% of the school year) will be considered chronically absent. The total number of chronically absent students will be included in both school and district report cards and reported to OCR.

Because chronic absenteeism is associated with poor academic performance, increased dropout rates and decreased graduation rates, districts and schools are encouraged to make parents aware of this change and stress the importance on-time daily attendance plays in student achievement. Once a student is identified as chronically absent, parents will be notified and asked to sign an acknowledgment form with information on how to work towards minimizing school absences.

In order to facilitate the flow of information, the SC State Department of Education has standardized attendance coding and minute by minute tracking in PowerSchool for all schools throughout the state. Previously districts were able to develop their own attendance codes and policies related to their use. Due to the standardization, parents may notice some changes when reviewing attendance either through the Parent Portal or reviewing attendance records provided by staff members, including the use of new attendance codes. One significant change is the coding of early dismissals at the elementary level. In the past, when a student was signed out early, this was not indicated in PowerSchool attendance records with separate coding. Now parents may see an absence coding of **SC - EDSM= Early Dismissal** or **SC - DSML= Dismissal**, based on the time the student was signed out and/or the reason for the time away from school.

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<sup>1</sup> 50% of the school day is 203 minutes at the elementary level, 215 minutes at the middle school level and 195 minutes at the high school level.

## **Chronic Absenteeism and Truancy**

Chronic absenteeism is not the same as truancy. Although there is some overlap, the definition and types of absences considered are not completely the same.

	Chronic Absenteeism	Truancy
Definition	Any student in K-12 who misses 50% or more of the instructional day for any reason for 10% (or more) of the enrollment period.	A student between the ages of 6-17 who has accumulated 3 consecutive or a total of 5 or more unexcused/unlawful absences during the academic year. Continued unexcused absences after the truancy intervention process begins may result in referral to family court and/or the involvement of the Department of Social Services.
Types of absences included	All types of absences contribute to chronic absenteeism, including days when a student is not present for 50% of the school day.  This includes: <ul style="list-style-type: none"><li>- Excused absences</li><li>- Unexcused absences</li><li>- Suspensions</li><li>- Tardy arrivals and early dismissals</li></ul>	Only full day unexcused absences contribute to a truancy designation for the academic year.

If you have questions about your child's specific attendance record or potential future absences, please contact his/her school attendance secretary. For questions about school district attendance policies or the implementation of directives from the State Department of Education regarding Chronic Absenteeism, please contact Diana Smith at the School District Office at 803.684.9916 or via email at [dsmith@york.k12.sc.us](mailto:dsmith@york.k12.sc.us).

## **Academics**

### **Academically Gifted /Talented Students (MERIT)**

Students meeting the state criteria for academically gifted/talented are provided a differentiated curriculum. In grades 3 and 4, students must meet an established standard in two out of three dimensions. These dimensions include aptitude, achievement, and performance tasks. Students eligible for placement are served in a pull-out program one day a week with the exception of third grade. These students attend one half day a week. For further information, please contact the Director of Elementary Programs at 803-684-9916.

### **Special Services**

Special services are available for children with special needs. Teachers licensed to provide special education services assist students identified with Autism, Deaf and Hard of Hearing, Deaf-blindness, Developmental Delay, Emotional Disabilities, Intellectual Disabilities, Multiple Disabilities, Orthopedic Impairment, Other Health Impairment, Specific Learning Disability, Speech-Language Impairment, Traumatic Brain Injury, or Visual Impairment. Parents who have questions concerning these programs may call the office.



- **Section 504 of the Rehabilitation Act of 1973 (Section 504)**- Section 504 is a federal law that requires public schools to make adjustments so that students with certain disabilities can learn and participate in settings like other students who do not have disabilities. To be eligible for services under Section 504, a student must have a condition that substantially limits one or more major life activities. A team decides if a student is eligible. The team should include the student’s parent or legal guardian, the student (if able), and others who know the student or know about the student’s disability, such as a teacher, a guidance counselor, a school nurse, and other school staff. If the student is eligible, the team develops an individual accommodation plan. The individual accommodation plan explains how the student’s needs will be met while at school and may include health services for the student during the school day if needed. To learn more about Section 504, contact the Director of Special Services at 803-684-1905.
- **Individuals with Disabilities Education Act (IDEA)**- Students, ages 3 through 21 years, may receive services under the IDEA if the student needs special education and related services to benefit from his or her educational program. A team decides if a student qualifies for services under the IDEA. The team includes the student’s parent or legal guardian, teachers, and other school staff. The team develops an individualized education program (IEP) if the student meets federal and state requirements. The IEP outlines a plan for helping the student receive a free appropriate public education and meet goals set by the team. The IEP may include health services for the student during the school day if needed. To learn more about the IDEA, contact the Director of Special Services 803-684-1905.

### Field Trips

Field trips have an educational value and, therefore, every student is encouraged to participate in them. Parents will be informed well in advance of an upcoming field trip. **All students are required to have a signed permission slip on file with the classroom teacher at least 48 hours before the scheduled field trip.** Parents are may be asked to participate in field trips as chaperones who have completed Volunteer Training and passed a SLED check that is given by the district.

### Homework

According to the U.S. Department of Education, “the major purposes of homework are to help students review and practice what they have learned, prepare for the next day’s class, learn to use resources such as libraries and reference materials, and explore subjects more fully than time permits in the classroom. All assignments must have relevance to students. Parental involvement in the completion of assignments should be minimal.”

#### Elementary Guidelines - Suggested amounts of time:

K/1st – not to exceed 30 minutes per day

2nd/3<sup>rd</sup>/4th grade – not to exceed 45 minutes per day

5th/6th grade – not to exceed 60 minutes per day

**Suggested activities:** Reading, unfinished homework, interviews, math facts, review for test, research and preparation, sight words

### Promotion/Retention

South Carolina law states, “Beginning with the 2017-18 school year, a student must be retained in the third grade if the student fails to demonstrate reading proficiency at the end of the third grade as indicated by scoring at the lowest achievement level on the state summative reading assessment that equates to Not Met 1 on the Palmetto Assessment of State Standards (PASS).”

Some students with disabilities, limited English proficiency, and those who have been previously retained can receive a “good cause exemption” and be promoted to the fourth grade even if they are not reading at the required level. Other good cause exemptions exist for students who scored poorly on the state summative assessment, but who have demonstrated grade-level reading proficiency on other tests or through a reading portfolio.

The teacher(s) and principal of a school should know by the end of the first semester those students who are not making satisfactory progress. In cases when students are not progressing satisfactorily, the procedures below will be followed:

1. At the end of the first semester, the teacher will indicate in a letter or progress report all subjects a child is in danger of failing at this time.
2. A conference with the parent(s) must be scheduled by the teacher at this time to discuss the student's program and progress.
3. During the conference, the following areas should be included in the discussion:
  - a. The student's present level of attainment.
  - b. The level of attainment required for promotion.
  - c. Specific problems the student is encountering.
  - d. Suggestions to the parent(s) of ways in which they can assist the student.
4. Final retention conferences, when needed, will be held during the fourth nine weeks grading period.

### Student Progress

Report cards will be distributed to parents quarterly following the conclusion of each nine weeks grading period. The report card is aligned with the SC State Standards for English Language Arts and Math, Science, Social Studies, Physical Education, Music, and Art. Report cards must be signed by the parent or guardian and returned to school. Other reports concerning individual student progress may also be issued. Parents are urged to initiate conferences at any time by writing a note or calling the teacher. Teachers may request that parents attend special conferences.

The standards-based reporting system for academic progress in York School District 1 is for grades K-fourth and is as follows:

- E Exceeds:** Student consistently demonstrates an advanced understanding of grade level expectations. Student is performing above grade level.
- P Proficient:** Student consistently demonstrates an understanding of grade level expectations.
- NY Not Yet:** Student is not yet consistently demonstrating an understanding of grade level expectations.
- U Unsatisfactory:** Student does not consistently demonstrate an understanding of grade level expectations. Student is performing below grade level.

The goal is for all students to reach "proficient" by the end of the school year.

Science and Social Studies: K through sixth grade should follow their long range plan for teaching the SC State Standards in Science and Social Studies.

K, First, and Second Grades: "S" or "U" will be given for social studies, science and Health.

Students in grades 5 and 6 will receive letter grades and numerical averages for all content areas. The grading scale is below for reference.

### Grading Scale

The following grading scale has been approved by the South Carolina Department of Education beginning the 2016-2017 school year. Grading is based on a ten-point scale. Please see the table below for reference.

<b>Letter Grade</b>	<b>Numerical Average</b>
A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	Below 60



**Parent-Teacher Conferences**

Parents are invited, on a scheduled basis, to meet with teachers to discuss their child's school progress. The Parent-Teacher Conference offers the opportunity to ask questions relative to your child, and to build an avenue of communication between home and school to better assist your child's progress. Throughout the school year, parents are encouraged to communicate with their child's teacher whenever necessary. Conferences should be arranged by sending a note to the teacher or the school office. Teachers are usually available from 2:40 pm to 3:15 pm on Mondays, Tuesdays, and Thursdays.

**Telephone Calls for Teachers**

We encourage communication between parents and teachers; however, because of their teaching responsibilities, teachers will not be called to the phone during instructional hours (7:30 a.m. – 2:30 p.m.). If you would like to talk with the teacher about your child, we will write a message and you will receive a call back from the teacher when his/her teaching responsibilities are concluded for the day. Parents may also email teachers.

If at any time you have a concern regarding your child's education or school procedures, please begin with your child's teacher. If after talking to the teacher you still feel concerned, please call a school administrator. Your concerns are our concerns; please feel comfortable in sharing them. A resolution will be worked out with team effort if necessary.

**Request for Information**

Parents of students in York School District 1 may request information about a teacher of your child from the principal for which your child is assigned. Under federal law, parents have the right to know: (1) Whether a teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; (2) Whether a teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived, and; (3) The baccalaureate degree major of a teacher and any other graduate certificate or degree held by the teacher, and the field of discipline of the certification or degree.

## Privacy Notice

### STUDENT DIRECTORY INFORMATION NOTICE York School District 1 2020-21

This information is intended to explain FERPA rights to parents/guardians of York School District 1 (YSD1).

During your child's school career, he/she will participate in a variety of academic, athletic, fine arts, and other events and activities. During these events and activities, your child may be photographed and/or interviewed by district or school staff, other students or news media. Information about your child may appear in newspaper articles, on television, in radio broadcasts, on displays, on the Internet, or in district/school promotional pieces including, but not limited to, district or school websites, school yearbooks, brochures, fliers, honor roll or other recognition lists, newsletters, playbills, programs (including graduation and athletic programs), television shows, videos, etc. **No personal information such as: home address, telephone number, birth date or social security number is ever published on any YSD1 student in publications created or sanctioned by the School or District.**

**If you do not want York School District 1 or your child's school to include your child's name, photograph and general information on any recognition received by your child in any print media, the Internet or other school related materials (i.e.; newsletters, recognition lists, programs, yearbook, videos) you must notify your child's school in writing by Tuesday, September 3, 2019, or 14 days after your child's first day in YSD1.** If you do not do so by this date, our district is free to release or use such information as appropriate. You may change your mind and revoke this authorization at any time by notifying your child's principal in writing.

The Family Educational Rights and Privacy Act (FERPA) requires all public school systems to, with certain exceptions, obtain the written consent of a parent/legal guardian prior to the disclosure of personally identifiable information from a student's educational records. A school district may, however, release appropriately designed directory information without a parent/guardian's written consent.

Directory information, which the federal government generally considers not harmful or an invasion of privacy if released, may be disclosed to outside organizations such as, but not limited to, companies that manufacture class rings or publish yearbooks and newspaper or television stations. Additionally, directory information may be used in certain school publications like the honor roll, graduation programs, sports activity sheets, a drama production playbill, school television shows, school newsletters, podcasts, and district or school promotional pieces.

In keeping with FERPA, York School District 1 considers the following as directory information: a student's name; home address; telephone number; his/her photograph; month/year and place of birth; grade level; participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors, and awards received; the most recent educational agency or institution attended; and pictures of students involved in school activities. Our school system also considers the voice, image, and likeness of a student in pictures, videotape, film, or other medium, as well as student work intended for publication or display to be directory information. **York School District 1 will never use students' home addresses, telephone numbers, and dates and places of birth in media such as newspapers, magazines, promotional materials, television, or the Internet.**

Finally, FERPA allows parents/guardians and eligible students certain rights with respect to a student's education records and the right to file a complaint with the United States Department of Education concerning alleged failures by a school district to comply with the requirements of FERPA. The name and address of the office that administers FERPA are: Family Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920

***By signing the acknowledgement form on page 35 in the student handbook, you are agreeing that you have read and understand FERPA Rights of Parents and Guardians for York School District 1.***

## School Supplies

Each elementary school has developed a supply list by grade level. The list is available on our school webpage. If you need an additional copy of the list, please contact the school office. It is the parents' responsibility to see that items on the list are provided in quantity to last all year.

## Textbooks

Each child is responsible for his/her textbooks, school equipment, and borrowed school library books. All textbooks are barcoded, scanned, and assigned to individual students. Any lost or damaged books and equipment must be replaced. The student must pay for books that are lost or damaged beyond further use.



The cost will be determined according to the amount of damage and the age of the book. If a library book has been lost and payment has not been forthcoming, the student will not be permitted to borrow additional materials. Textbooks are to be returned before a student is withdrawn or transferred to another school.

## Daily Procedures

### Arrival to School

**Doors open for students at 7:15 a.m. Parents should not leave students at school before that time.**

Students will be supervised in one of the morning waiting areas. Students are expected to study, read, or complete assignments quietly during this time.

### Dismissal Method

No student will be allowed to go home a different way from his regular travel unless permission is requested by a parent/guardian in writing. **All riders changing bus routes that is not typical to their daily transportation must have pre-approval through administration.**

The normal mode of transportation can be altered under the following conditions:

1. The child comes to school with a signed and dated note from the parent. The note would be given to the classroom teacher, who would then forward it to the office.
2. The parent personally comes into the school office and makes the request. The office will call the child so the message can be relayed to him/her. The parent will also be asked to put the request in writing.
3. A parent calls the office **prior to 1:45** and request the child's mode of transportation be changed.

**IF THE ABOVE ARRANGEMENTS HAVE NOT BEEN MADE, THE CHILD WILL BE SENT HOME ACCORDING TO HIS/HER USUAL MODE OF TRANSPORTATION.**

### Dismissal Times

Parents who come for their children should pick them up promptly at dismissal time. The dismissal schedule is as follows:

- |           |   |
|-----------|---|
| 2:30 p.m. | Car riders are dismissed at the front of the building to the car rider line |
| 2:35 p.m. | Bus riders are dismissed at the back of the building in the bus parking lot |

\*Parents are asked to come only at the scheduled times.

### Early Dismissal

Students are expected to remain in their class until the end of the instructional day (2:30 p.m.) **For the safety of all students, no student will be dismissed early without a parent or legal guardian coming to the Main Office to sign the student out. We will not dismiss a child after 2:00pm. Children dismissed after 2:00PM will not be called to the office until 2:30.** You will be required to provide identification to school authorities.

Should there be a need for someone other than a parent or legal guardian to pick up a student early, the office will verify that the person is listed on the student's enrollment form.

- Parents are asked to wait at the office for their child once dismissal arrangements have been made.
- Only the names appearing on the student's emergency form will be allowed access to the student.
- If for whatever reason your contacts change, it is your responsibility to alert the office immediately.

The school asks that you keep early dismissals to a minimum. Any and all early dismissals or tardies may appear on the student's school attendance records.

### **Car Riders**

School personnel will accompany students being transported by car to the parent pick-up line at the various dismissal areas of the school. Please follow the signs for parent pick up. Because of the number of students being transported by personal vehicles, as well as safety concerns, parents are required to wait in the parent pickup line to pick up children. Parents must remain in line in their vehicle.

### **Library**

The school library is an important part of the school program. Students are encouraged to use the library resources for reference work, pleasure reading, viewing, and listening. Books may be checked out for one week and may be renewed for an additional week if a student desires. Students are requested, however, to properly care for books in their charge and to return books when due. Parents can help their children develop a genuine love for books and reading by encouraging them to read and by reading to them at home. Losses from the library are usually few. As in any library, parents are responsible for books lost or damaged by students.

### **Lost and Found**

Articles that have been found in the school building, on school grounds, or on school buses are placed in the Lost and Found area (Focus Room) where their owners may claim them. At the end of the year, unclaimed items will be donated to a local charity. Parents are requested to label all removable articles of clothing, lunch boxes, and important school supplies with the child's first and last name.

### **Lunch and Breakfast Programs**

The school cafeteria is operated under the School Lunch Act with a balanced diet presented each day. Hot lunch and breakfast are served daily. Our district has contracted food services through Chartwells.



### **Applications for Free and Reduced Lunches**

We encourage all parents who qualify to return free and reduced lunch forms at the beginning of the school year as soon as possible. Our school qualifies for needed school funds and programs when we have a high percentage of families to qualify for this National program. **Students currently in the free/reduced lunch program must re-apply for 2020-21.** Parents of students currently in the free/reduced lunch program will have until Sept. 30, 2020 to re-apply. If forms are not returned by Sept. 30<sup>th</sup>, parents will be charged full payment until the form is returned and approved. Parents turning in free/reduced lunch forms after Sept. 30<sup>th</sup> will be responsible for paying outstanding lunch balances occurring from Oct. 1 until the date that the form is returned and approved. **Kindergarten students whose siblings qualified for free/reduced meals the previous year are not covered, and will be charged for their meals from the first day of school until an application is approved for benefits.**

Only at the beginning of the school year will the student's prior meal status have a Sept. 30<sup>th</sup> grace-period deadline. If enrolled any time after Sept. 30<sup>th</sup>, the student automatically pays full-price until the student meal application is processed and approved.

Students who qualify for free lunch may eat each day without any cost. For those who qualify for reduced lunch, the cost will be indicated on your form.

Apply at [lunchapplication.com](http://lunchapplication.com)

A student may charge breakfast and lunch up to five (5) days. Once a student has received the maximum number of charged meals, he/she will be provided with an alternate breakfast meal consisting of cereal with milk, toast, fruit or fruit juice and an alternate lunch meal consisting of peanut butter and jelly or cheese sandwich, fruit and milk. Students will not be charged for alternate meals. In order to safeguard the dignity and confidentiality of students, reasonable efforts must be used to avoid calling attention to a students' unpaid balances and/or inability to pay. Please refer to Code EF-R within the district policies.

<b>Meal Prices 2020-21</b>		
Elementary (K-4th)	<b><u>Full</u></b>	<b><u>Reduced</u></b>
Breakfast (HSE and HGS only)	\$1.00	\$.30
Lunch	\$2.35	\$.40
Secondary (5th-12th)		
Lunch	\$2.45	\$.40

### **Lunch Procedures**

Students are encouraged to participate in the school lunch program; but if lunches are brought to school, milk may be purchased from the cafeteria. Beverages brought from home must be brought in a thermos or carton. Tea is provided for adults only and may be purchased in the cafeteria.

Students bringing their lunches should not bring food that has to be heated in the microwave. Our lunch schedules do not permit time for microwaving students' food. If a student has a particular health need concerning lunch food, please contact the nurse.

Everyone visiting our cafeteria (family, visitors, volunteers, etc.) must check-in at the office with a valid ID. Visitors at lunch may sit at the designated cafeteria table for them to allow space to sit with your student. Visitors are not allowed to follow students back to the classroom after lunch.

Family members are encouraged to eat lunch with their child(ren). Each adult must pay for his/her lunch by check or cash. We do not have the capabilities to process credit/debit cards in our cafeteria. \*Meal prices for adults are \$2.10 for breakfast (HGS and HSE ONLY) and \$3.50 for lunch. (\*Meal prices are subject to change.)

Students must help keep their cafeteria neat and clean by cleaning napkins, straws, or milk cartons from the table. Students are **not** allowed to take any food or drink from the cafeteria to eat on school grounds or in the classroom.

### **Recess**

All classes will have 15-20 minutes of recess. Whenever it is possible, and in the best judgment of the administrator, recess time will be spent outside the building. Of course, when conditions such as extreme cold or soaking rains are evident, recess will be held inside.

### **Telephone Use/Messages**

The school telephone number is (803) 684-2311 the telephone is for school business. Students will not be called from class for incoming calls unless it is an emergency. Parents are requested not to phone-in messages to students unless it is absolutely necessary. Parents wishing to confer with teachers on the phone are requested to limit their calls to before or after school unless a teacher has requested a call during his/her planning period.

### **Money, Valuables, and Other Personal Items**

Children are discouraged from bringing money to school except for specific purposes. Any money brought to school will be more efficiently handled if the exact amount is placed in an envelope, labeled with the child's name and the purpose for which the money is to be used. ***Students are cautioned never to leave money or other possessions in the classroom***

**unprotected.** Students are advised to not bring valuable items, such as iPods, tablets, phones, etc., to school for there is a possibility that they may be broken, damaged, or stolen. Electronic devices may come to school if your child's teacher requests them to be used in a special assignment/project; however, your child still remains as the responsible person over those devices. Your child is not to bring dangerous or distracting articles to school, such as guns, knives, water guns, toys, music devices, jewelry, pets, etc.

### **Legal Child Custody/Restraining Orders**

Should there be a change in normal custodial arrangements for your child/children, it is imperative that school office personnel be informed as soon as possible. A letter specifying such from the adult with custodial rights and a copy of the corresponding legal documentation are required to be sent to the school for adherence. A copy will be placed on file, and associated personnel will be informed of the change.

The same procedure is required should there be a restraining order in effect relative to the child. Each time there is an extension or alteration to such order, the legal documentation verifying such must be provided to the school for adherence to it. The latest orders from the courts are the one that will be followed.

## **Student Conduct**

### **Behavior Statement of Philosophy**

The school community believes that virtually all students can and will learn the skills needed to function appropriately in the school and community if given instruction, sufficient time, and support. Students are expected to be responsible for making appropriate decisions and choices about achievement, surroundings, interactions, and safety. To assist students in getting the greatest benefit from their school experience, while individually developing responsibility and learning to control their own behavior, certain guidelines must exist. At all times, the Code of Student Conduct will be enforced.

### **Behavior Expectations**

- Students are responsible for their actions and must accept the consequences of their behavior.
- Students are expected to respect the rights and properties of others and themselves.
- Students will listen and follow directions.
- Students are expected to use self-control and behavior appropriate to a school setting.
- Rude or abusive language or behavior will not be tolerated.
- Students will be held responsible for any damage done by them to any part of the school building.
- Students will not be allowed to possess anything that could harm themselves or others.
- Intentional physical contact, which causes pain and suffering, is not allowed.
- Toys, collectables, etc. are not allowed in school unless they have been brought with teacher permission for a school project.
- Students are expected to dress appropriately for school.

### **SC School Safety Act**

The South Carolina Safe Schools Act of 1990 makes it a criminal offense to distribute a controlled substance while in or on, or within a radius of one-half mile of the grounds of a public school. The penalty is a \$10,000 fine or 10 years of imprisonment, or both.

Carrying a weapon on school property is a felony which carries a three thousand dollars (\$3,000) fine and a maximum prison term of five (5) years plus a one calendar school year expulsion.

This act also provides that it is unlawful for anyone to knowingly and willfully deliver or convey to a public official, teacher, or principal any letter, document, etc. which contains a threat of death or bodily harm to the person or a member of the person's immediate family.



This act also allows schools to expel students for illegal activities committed off campus, unrelated to school which may affect the safety of the school or the educational process.

The school board gives the appropriate administrator authority to consider all circumstances which may exist in a particular case of misconduct to determine the most appropriate consequences. **Depending on the infraction and unless otherwise noted, penalty may include (but are not limited to) detention, in-school and/or out-of-school suspensions, enrollment in an intervention program, and recommendation for expulsion, depending on the circumstances and the degree of the school disturbance. For cases involving theft and/or damage of property, restitution may be sought prior to re-admission to school. Likewise, police may be called for more severe cases, such as weapons possession, drug possession and/or distribution, threats of bodily harm, etc. Every reasonable effort will be made to contact the parents or guardian, and referral may be made to the appropriate resource personnel. The following are infractions that violate Board Policies on Code of Conduct:**

#### **Acts of Violence (SEE SCHOOL SAFETY ACT OF 1977 IN GLOSSARY OF TERMS)**

- ASSAULT: Verbal threatening, fighting or intimidating students without actual physical contact, an attempt to hurt another, or actions which cause reasonable fear of immediate bodily harm.
- SIMPLE BATTERY: Fighting, intentionally making physical contact of an insulting, offensive or provoking nature with another student or causing physical harm to another.
- BATTERY: Intentionally causing substantial or visible bodily harm, such as substantially blackened eyes, substantially swollen lips or other facial or bodily parts, substantial bruises to body parts or other substantial injury.
- AGGRAVATED ASSAULT: An assault made with a deadly weapon or with an object or device which, when used offensively, is likely to or actually does result in serious bodily harm.
- AGGRAVATED BATTERY: A person commits the offense of aggravated battery when he maliciously causes bodily harm to another by depriving him/her of a member of his body, by rendering a member of his/her body useless, or by seriously disfiguring his/her body or a member thereof.
- BYSTANDER BATTERY: A student who does not start a fight but ends up in it will be charged with Bystander Battery if he/she could have avoided the fight.

#### **Weapons and/or Explosive Devices**

A student shall not supply, possess, handle, use, threaten to use, or transmit any weapon or any other tool or instrument capable of inflicting bodily injury as a weapon. The term "weapons," "tools," or "instruments" shall include by way of illustration but is not limited to:

- any loaded or unloaded firearm (e.g., pistol, blank pistol, signal pistol, starter pistol, revolver, rifle, shotgun, stun-gun, pellet or BB gun, look-alike firearms, etc.)
- any knife (e.g., Bowie, Dirk, lock-blade, hunting, pen, pocket, switchblade, utility, knives of any size)
- any razor (e.g., straight, regular, retractable, etc.)
- any "martial arts" device (e.g., Chinese star, nunchaku, dart, etc.)
- any tool or instrument which by way of illustration, shall include, but shall not be limited to, blackjack, chain, club, metal/brass or any artificial knuckles, night stick, rings, pipe, studded or pointed bracelets, ax handles, etc.

A student shall not supply, possess, handle, use, threaten to use, or transmit any explosive device or item that ejects or releases a spray, foam, gas, spark, fire, smoke, odor, etc. By way of illustration, such devices or items shall include, but are not limited to:

- bullets
- ammunition of any type
- fireworks of any type and size
- smoke bombs
- paint bombs
- stink bomb

- any type of homemade bomb, or item which by virtue of its shape or design gives the appearance of any of the aforementioned (e.g., fake bombs, fireworks, fuses, etc.).

A student is deemed to be in possession of an illegal and/or banned item(s) under this section when such item is found on the person of the student, in his/her possessions, or in his/her storage cubby.

### **Non-facsimile Water Guns and/or Matches**

The use, possession or transmittal on school property or at any school function or activity of non-facsimile water pistols or matches, is not permitted.

### **Alcohol, Drugs and Other Related Substances**

The term "drugs" shall mean all substances including, but not limited to, alcohol, and alcoholic beverages, prescription drugs, over-the-counter drugs, look-alike drugs, inhalants, pills, tablets, capsules, and all other legal or illegal drugs or substances.

A student is in violation of this section if he/she:

- sells or attempts to sell and/or distribute drugs or substances REPRESENTED to be drugs by the seller or distributor and/or thought to be drugs by the buyer or receiver, on school property, at a school function, on property used by the school with the permission by the owner, at any school event held away from the school, or while the student is on his/her way to school.
- is in possession of drugs or under the influence of (or using) drugs, or substances thought to be drugs or represented to be drugs by the student on school property, or property used by the school, on the person of the student, in his/her possession, or in his/her locker, at a school function, on property used by the school with permission by the owner, or at any school event held away from school.
- is in possession of or distributes drug-related paraphernalia. Drug-related paraphernalia includes, but is not limited to, pipes, water pipes, clips, rolling papers, etc., and other items used or related to drug use.

NOTE: Any student required to take medication while at school will follow the procedures set forth by York School District 1.

### **Use and/or Possession of Tobacco or Tobacco Related Products**

Students may not use or possess tobacco products, paraphernalia, or other novelty items that look like tobacco including, but not limited to, lighters, matches, cigarettes, cigars, pipes, bidis, kreteks, smokeless tobacco, mint snuff, snuff, candy gum, beef jerky cigarettes, and alternative nicotine products (i.e., e-cigarettes) within all district facilities; on school buses, vehicles, and grounds; at all district-sponsored events whether on or off school grounds or during any other time they are under the direct administrative jurisdiction of the school whether on or off school grounds.

### **School Disturbance**

Acts which cause substantial disruption of the school environment and/or threaten the safety or well-being of other students, which may include sit-downs, walk-outs, rioting, picketing, trespassing, inciting disturbances, threats, pranks, or actual violence during the period of disruption are not tolerated.

### **Sexual Harassment**

Sexual harassment of students by school/district employees or other students is prohibited. All students and employees must avoid any action or conduct which could be viewed as sexual harassment.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors and other verbal and physical conduct of a sexual nature when:

- Submission to such conduct is made either expressly or impliedly a condition of a student's education
- Submission to or rejection of such conduct by an individual is used as the basis for any decisions affecting a student

- Such conduct has the purpose or effect of unreasonably interfering with the student's education or creating an intimidating, hostile or offensive school environment.

Any student who feels that he/she has been subjected to sexual harassment is encouraged to file a complaint.

Any employee or student who is found to have engaged in sexual harassment will be subject to disciplinary action, up to and including termination in the case of the employee or expulsion in the case of a student. All other appropriate steps will be taken to correct or rectify the situation.

Students who wish to file a complaint should contact the principal. If the principal is the alleged offender, the superintendent/designee should be contacted. Parents may file complaints on behalf of their children.

### **Inappropriate Bodily Contact (Including, but not limited to, Sexual Contact)**

Sexual misconduct/activity between or among students on school property or away from school which may adversely affect the educational process or endangers the morals, health, safety or well-being of other students, teachers, or employees within the school system is strictly prohibited.

### **Harassment, Intimidation, or Bullying**

Harassment based on a student's gender, race, national origin or disability is a violation of State and Federal law as well as York County District One policy. Harassment can take the form of verbal or physical threats or conduct. Examples of harassment may include, but are not limited to: vulgar or obscene comments and/or jokes, unwelcome hugging or touching, referring to someone in demeaning terms based on gender, race, national origin or disability. The board prohibits acts of harassment, intimidation, or bullying of a student by students, staff, and third parties that interfere with or disrupt a student's ability to learn and the school's responsibility to educate its students in safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

For purposes of this policy, harassment, intimidation, or bullying is defined as a gesture, electronic communication, or a written, verbal, physical or sexual act reasonably perceived to have the effect of either of the following:

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

Any student who feels he/she has been subjected to harassment, intimidation or bullying is encouraged to file a complaint in accordance with procedures established by the superintendent. Complaints will be investigated promptly, thoroughly and confidentially. All school employees are required to report alleged violations of this policy to the principal or his/her designee. Reports by students or employees may be made anonymously.

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

The board expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. Students and employees have a responsibility to know and respect the policies, rules, and regulations of the school and district. Any student or employee who is found to have engaged in the prohibited actions as outlined in this policy will be subject to disciplinary action, up to and including expulsion in the case of a student or termination in the case of an employee. Individuals may also be referred to law enforcement officials (see JICFAA-R). The district will take all other appropriate steps to correct or rectify the situation.

### ➤ **Olweus Bullying Prevention Program**

Our school cares about the safety and well-being of our students. We want to make sure our school is a good place for students to learn. To do this we are going to be using a program called the Olweus Bullying Prevention Program.

The Olweus Bullying Prevention Program (OBPP) is one of the best-known bullying prevention programs. OBPP has been proven to prevent or reduce bullying. The goals of OBPP are to reduce bullying problems and prevent new bullying problems from happening.

The program also works to make relationships better among students. The program is for all students, not just those who are being bullied or who are bullying others. Parents and guardians play a key role in this program. Your child will be asked to tell an adult at school and at home if he or she is bullied or sees bullying happening at school. It will be very important that you take any bullying seriously and tell our school staff. Our school staff members are being trained to deal with bullying situations when we are told about them.

We will also be having parent meetings where you can learn more about the program. We encourage you to come to these events as much as possible.

### ➤ **Our School's Anti-Bullying Rules**

1. We will not bully others.
2. We will try to help students who are bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

### **Cyberbullying**

Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding and cyberstalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that user activities are monitored and retained. **(School Board Policy IJNDB-R)**

### **Loitering, Trespassing (Going on School Campus Without Proper Authorization)**

A student is not allowed to enter the premises of a school other than his/her own school, unless prior permission is received from an administrator of the school to be visited. A student may not enter any building on weekends or after school hours without proper authorization.

**NOTE:** When a student refuses to leave school property and/or returns to school property after being instructed by school staff to leave, the matter will be referred to the York Police Department.

### **Vandalism**

Destruction of and/or threats to destroy school or public property which may include such actions as: setting fires and/or attempts or threats to destroy, damage or deface school property or property used by the school with the permission of the owner, and theft and/or attempted theft; extortion or attempted extortion; possession of stolen property; vandalism; destruction or defacement of public or private property located on the school premises, at a school function, on the property used by the school with the permission of the owner, or at any school event held away from school.

### **Repeated Violations/Misbehaviors**

Repeated violations of school rules and/or repeated misbehavior.

**ACTION:** Penalty may range from suspension to recommendation for expulsion. Prior to this charge being made, parent(s) must have been contacted about the past misbehavior, the student warned of possible other consequences, and a referral made to the appropriate resource personnel. Before the student is readmitted to school after a suspension or expulsion, a Student Behavioral Contract must be agreed upon and signed by the student and parent or guardian.

**Important Notice**

**THE CODE OF LAWS OF SOUTH CAROLINA, 1976, HAS BEEN AMENDED TO INCLUDE THE FOLLOWING STATEMENT:**

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

**DISCIPLINE OF STUDENTS WITH DISABILITIES**

Students with disabilities are not exempt from school disciplinary processes, nor are they entitled to remain in a particular educational program when their conduct substantially impairs the education of other children in the program. However, federal and state laws and regulations require the public schools to meet the individual educational needs of each disabled student while providing specific procedural safeguards.

A disabled student's staffing committee may prescribe or prohibit specified disciplinary measures for an individual student by including appropriate provisions in the student's Individual Education Plan (IEP). Disciplinary provisions contained in a disabled student's Individual Education Plan will be observed except that the IEP may not prohibit the initiation of proceedings for suspension or expulsion which are conducted in accordance with regulations regarding discipline of disabled students.

Prior to a suspension for up to 10 days or the expulsion of a disabled student, a multi-disciplinary team will meet to determine whether there is a direct or causal relationship between the misconduct and the student's disability. If no relationship is determined to exist, the administration may proceed with standard procedures for handling the misconduct. If it is determined the misconduct is a manifestation of the student's disability, the student's current individualized education program will be reviewed and revised as necessary to address the student's difficulties.

The administration may suspend a student with a disability for up to 10 cumulative days unless a suspension is prohibited by the student's IEP. Once 10 days accumulate, manifestation procedures as described above will be utilized to determine relationship to disability. Subsequent disciplinary procedures will be determined based upon the decision of the manifestation meeting.

Prior to a recommendation for expulsion, manifestation procedures as described above will be utilized to determine if a causal relationship exists between the misconduct and the student's disabling condition. If such a causal relationship exists, the disabled student may not be expelled, but the individual education program will be reviewed and revised as necessary to address the difficulties. If no relationship exists, the disabled student may be expelled from school. In the case of an expelled special education student, the district is required to continue educational services necessary to provide a free, appropriate public education.

Discipline regarding students with disabilities who bring weapons (excluding guns) to school will be handled according to the district procedures regarding suspension and/or expulsion of disabled students. A disabled student who brings a gun to school will automatically be removed from the school setting with no educational services provided for a period of 10 days. During this time, a multi-disciplinary team will determine the programming content for a 45 school-day alternative education placement. During the 45-day period, the multi-disciplinary team will make a determination concerning the

relationship of the gun possession and the student's disability. If no relationship is found, the student will be expelled under the stipulations of the Gun-Free Schools Act.

Expelled special education student will continue to receive the educational services required to guarantee a free, appropriate public education. If a relationship is found to exist, the Individual Education Plan of the student will be reviewed and revised as necessary to address the student's needs as well as provide for the safety of others.

Nothing contained in this regulation shall be construed as limiting an administrator's ability to remove a disabled student from the school immediately under emergency conditions.

### **Camera Surveillance**

Any person entering the building may be subject to camera surveillance while on the premises.

**Student Dress** The school recognizes that there are fads and styles, which affect student dress. Students should come to school dressed in a manner not hazardous to their health or safety or disruptive to classroom routine. We ask both parent and student cooperation in maintaining a standard of dress appropriate for school.

There appears to be a definite relationship between good dress habits, good work habits, and proper school behavior. The school district realizes that dress and grooming are personal matters; however, students should not distract fellow classmates from the important business of learning by displaying extreme fads in clothing or grooming. York School District 1 seek the cooperation of the students and parents as we work together toward having our students enjoy today's styles while at the same time they are developing good taste in grooming and dress. The responsibility for the dress and appearance of the students shall rest with individual students and parents. They have the right to determine how the student shall dress, providing that such attire is not destructive to school property, complies with requirements for health and safety, and does not interfere with the educational process. The administration is authorized to take action in instances where individual dress is determined to be disruptive to instruction or the orderly operation of the school or school events. Consequences will be issued at the discretion of the administrator.

The following, while not an exhaustive list, are examples of inappropriate dress and will not be permitted in classes in York School District 1:

- Tight fitting and/or revealing clothing (i.e., midriff, strapless, undergarments, or are see-through)
- Tank tops with spaghetti straps
- Clothing with obscene or suggestive language; any clothing or jewelry with advertisements or symbols of alcohol, drugs, tobacco, sex or violence.
- Hats, bandanas, head bands, or any garments which cover the head
- Sunglasses/shades
- Pants, shorts or jeans worn below the student's natural waistline.
- Pants, shorts or jeans with holes or tears higher than mid knee must be worn with shorts or leggings underneath.
- Pajamas/nightwear/bedroom/house slippers
- Flip flops and/or slip-ons are strongly discouraged.
- Tennis shoes must be worn on PE day.

**NOTE: It is also requested that parents and visitors to comply with these same rules while visiting the school.**

### **Electronic and/or Telecommunication Equipment**

The purpose for this policy is to establish the basic structure for student possessions/use of paging devices, cell phones, and camera devices on school property, to include buses. Schools will comply with the South Carolina law.

For purpose of this policy, paging devices are defined as any telecommunications device (including cellular telephones, etc.) that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor.

The board believes that the use of paging devices, cell phones and camera devices during school hours may have an adverse effect on educational activities and the operation of a school or school bus. If a student's cellular phone or any other paging device distracts from the learning environment, interrupts instruction, or interferes with the safe operation of a school bus or activity bus, the device will be taken by the teacher or bus driver and turned over to the school administration.

- First occurrence will result in the school administration contacting a parent/guardian and returning the device to the student at the end of the day.
- A second occurrence will result in the school administration contacting the parent, scheduling a parent conference and returning the device to the parent.
- A third occurrence will result in the device being confiscated until the end of the school year at which time the device may be returned to the parent upon request and appropriate discipline as determined by the school administration.

### **Illegal and Unethical Uses of Camera Devices**

News reports have shown that cellular phones with built-in cameras, as well as other electronic devices with photographing capabilities (camera devices), are being used for unethical and illegal purposes. These purposes have included cheating on tests and taking and distributing unauthorized photographs of other people. When someone takes pictures of others without their permission, he/she risks invasion of privacy and harassment lawsuits. The individual also may face criminal prosecution. These devices also can be used to reproduce copyrighted material, so the misuse can lead to penalties under federal copyright laws. To address these concerns, in addition to our existing guidelines on the use/possession of paging devices and cell phones, the following guidelines apply to possession and use of camera devices.

- Camera devices may not be used in any unethical or illegal manner
- Camera devices may not be used to photograph another person who has a reasonable expectation of privacy without the person's knowledge and consent
- Camera devices may not be used in a way that would violate another person's copyright
- Camera devices may not be used to harass, intimidate or bully another person or to invade another person's privacy
- An image taken using a camera device may not be published, broadcasted or transmitted to any other person, by any means, without the knowledge and consent of each person appearing in that image who had a reasonable expectation of privacy at the time the image was recorded or the person who owns copyright to the material appearing in that image.
- Camera devices may not be used in any classroom without a teacher or principal's written permission. Such permission will state the specific purpose for which the camera device may be used and the specific date(s) on which the camera may be used.
- Camera devices may not be used in any locker room, restroom or any other place where other people have a reasonable expectation of privacy.

### **Use of Technology Resources in Instruction**

#### **Personally-owned devices policy**

Students should keep personally-owned devices (including laptops, tablets, smart phones and cell phones) turned off and put away during school hours unless in the event of an emergency or as instructed by a teacher or staff for educational purposes. Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the school network without express permission from IT staff.

## Bus Conduct



York School District 1 Transportation Office 803-684-1952

Late Bus Information Line 803-818-6199

Facebook.com/york1Transportation

## York School District 1

### Rules and Policies for Students Riding Buses

#### *York School District One Rules and Policies for Students Riding Buses*

To help ensure safe, efficient transportation, parents/legal guardians, and students should familiarize themselves with all York School District One policies and state laws and regulations so they will know their responsibilities. Riding the bus is a privilege rather than a right for each student to enjoy. Students who fail to follow established rules could lose the privilege to ride any York School District One bus.

A student must have permission to ride to and from school on the bus. To request a bus assignment or make any changes to a student's bus assignment, parents should contact their student's school before noon (12:00PM) of the day transportation is needed. Requests received after noon (12:00PM) are not guaranteed for afternoon routes.

Students are prohibited from bringing the following items on the bus: animals; drinks/food not approved by the district or driver; glass containers; weapons; balloons; oversize items - including band instruments - which obstruct the driver's view, block the aisle or exits or displace a student from a seat; and any other item or object which will interfere with the safe operation of a school bus. Electronic devices and handheld electronic games will be permitted if equipped with headphones and if they cannot be heard by the driver or other students. Any item carried on to the bus must remain in the student's book-bag or in the student's immediate possession/on the student's lap at all times.

Any student not present at their assigned stop for five (5) consecutive days, will be removed from bus rosters and routing. To reschedule transportation, parents/guardians must contact YSD1 Transportation office prior to 5:30PM on the day before transportation is to resume.

#### **Pre-K through Second Grade Students**

For the safety of primary-aged students, a parent/legal guardian or responsible party must be visible to the driver before he/she can discharge a Pre-K through second grade student at home or at the designated stop. If no one is visible, the school will be contacted and the child(ren) will be returned to the school for parent/legal guardian or responsible party pick-up. (*AR EEAC-R Bus Scheduling and Routing*). After three occurrences, students may lose bus riding privileges for five school days. After five occurrences, students may lose bus riding privileges for the remainder of the school year.



### **Guest Riders on School Buses**

To ensure adequate, safe seating conditions for all passengers, the district will be unable to allow guest riders on school buses, morning or afternoon. Guest riders are students who do not ride the same bus as their "host" or students who are requesting transportation service on a bus other than the one which serves their residences or regular before/after school care location. (AR EEAC-R Bus Scheduling and Routing)

The following students are not considered guest riders:

- students who ride a bus and are wanting to go to the home of someone else who rides the same bus (these students must have written authorization from the school)
- students who are living temporarily (more than one day) with someone other than parents/legal guardians
- students who are typically car riders but temporarily need to ride the bus which serves their residence/daycare

A student who is eligible to ride buses may ride to and from his/her residence or a documented before/after school care location, which is a place other than a student's residence designated by a student's parents/legal guardians as a daily pick-up/drop-off site. These locations cannot be changed randomly or at will. To be eligible to ride a bus, a student must:

- live in the attendance zone for the school he/she attends
- live more than 1.5 (one and one-half) miles from the school

While a complete listing of district rules related to student transportation is available in the York School District One Board Policy Manual under *AR EEAEC-R Student Conduct on Buses*, the following will result in disciplinary action. Discipline records or violations are cumulative; repeated violations may lead to more serious disciplinary actions.

Disorderly Conduct	Disruptive Conduct	Criminal Conduct
<ul style="list-style-type: none"> <li>• Using profanity, abusive language, or obscene gestures towards or amongst students</li> <li>• Failure to comply with Driver/Monitor instruction/direction</li> <li>• Getting on or off the bus at an unauthorized stop or riding the wrong bus without permission</li> <li>• Littering on or out of the bus</li> <li>• Standing or sitting improperly while bus is moving</li> <li>• Minor acts of public displays of affection</li> <li>• Violating safety procedures</li> <li>• Using rude or discourteous behaviors toward others</li> <li>• Having hands, arms, head, etc. outside bus doors or windows</li> <li>• Providing false information, including forged notes</li> <li>• Failure to arrive to the bus in a timely manner</li> <li>• Horseplay</li> <li>• Other disorderly acts as determined by administration</li> </ul>	<ul style="list-style-type: none"> <li>• Refusing to sit in assigned seat</li> <li>• Using profanity, abusive language, or obscene gestures directed toward adult</li> <li>• Vandalism<sup>1</sup></li> <li>• Harassing, threatening, intimidating, or bullying others</li> <li>• Refusal to obey school personnel</li> <li>• Other disruptive behavior as determined by administration</li> </ul>	<ul style="list-style-type: none"> <li>• Theft and/or possession or sale of stolen property</li> <li>• Throwing objects on or out of the bus resulting in damage to property or striking a person</li> <li>• Physically abusing or threatening faculty or staff members</li> <li>• Acting in a manner as to interfere with the safe operation of the bus<sup>2</sup></li> <li>• Sexual Misconduct or Offense or Indecent exposure</li> <li>• Unlawful use of electronic device</li> <li>• Vandalism<sup>1</sup></li> <li>• Arson</li> <li>• Assault and battery<sup>2</sup></li> <li>• Fighting</li> <li>• Possessing or distributing obscene literature, pictures, or devices</li> <li>• Possessing, transferring, threatening to use, or distributing object(s) that may be used as a weapon, explosive, or other incendiary device, or object(s) that creates disruption, property damage, and/or injury</li> <li>• Possession, use, or distribution of any illegal or controlled substance or paraphernalia, including tobacco products or other unauthorized substances as defined by law or local school board policy</li> </ul>

<sup>1</sup>Any vandalism will result in student billed for property damage minimum of \$50.

<sup>2</sup>Any student who is charged with assault on a school bus or is charged with interference of the operation of a school bus will be automatically suspended from riding the bus for one calendar year. A second offense of the above noted charges, whether at school or on the bus, will result in a permanent expulsion from school bus transportation.

School administration or YSDI Transportation Director may alter consequences as deemed necessary to ensure student safety and appropriate bus conduct.

**The York School District One board of trustees has authorized the use of video and audio recording devices on all buses used by the district. The district will use these devices to monitor student behavior in order to maintain a safe environment. Students and parents/legal guardians are hereby notified that the content of the recordings may be used in a student disciplinary proceeding. (AR EEAEC-R, 3110109)**

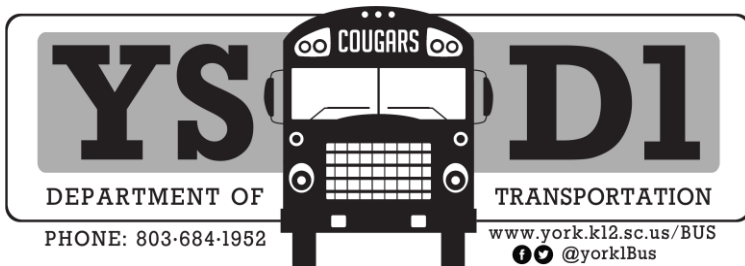
### **Electronic Devices**

The use of electronic devices may have an adverse effect on the safe operation of a school bus. If a student's electronic device interferes with the safe operation of a school bus or activity bus, the student will be directed by the driver to put the device away. Failure to comply with driver directive may result in loss of riding privilege. *(J1CJ, Possession I Use of Paging Devices I Cell Phones I Camera Devices in School)*

### **Request of Parents/Legal Guardians**

- Parents/legal guardians are responsible for the safety, conduct and timely arrival of their children to, from and at the designated school bus stop before the arrival of the school bus for pick up and transport to school and the timely departure of the child after the school bus leaves the designated school bus stop after transporting the children from school. *(SC-59-67-415)*
- Parents/Legal guardians should encourage students to observe all safety and conduct regulations established for the safe and efficient operation of the school bus and stress the importance of good behavior on the buses.

Online links to S.C. laws, S.C. Department of Education regulations, and York School District One policies and administrative rules are available through the district website at [www.york.k12.sc.us](http://www.york.k12.sc.us).



*The mission of YSD1 Transportation is to transport students to and from school activities safely and timely each day.*

***Late Bus Information: 803-818-6199***

## Transportation Conduct Agreement

I understand that safely transporting students-whether to and from school or on a school field trip-is a primary concern for the York School District One Transportation Department and that proper student behavior is required to make this possible. I also understand that riding a school bus is a privilege and that for my child to remain eligible to ride a bus, he or she will be required to observe the following York School District One Safe Practices for Bus Students:

I have read the York School District One Rules and Policies for Students Riding Buses and I agree to help my child understand the importance of safe, proper behavior while riding a bus. I understand that if my child fails to follow these practices, rules, and policies, he or she is subject to disciplinary action up to and including suspension of bus privileges for the remainder of the school year. Remember: poor conduct on a bus puts everyone's life in danger.

*By signing the acknowledgement form on page 35 in the student handbook, you are agreeing that you have read and understand the Transportation Conduct Expectations for York School District One.*

## Technology Use

# Internet User Agreement

### **Acceptable Use**

New technologies are shifting the ways that information may be accessed, communicated and transferred. Those changes may also alter instruction and student learning. York School District 1 offers its students and staff access to the electronic information highway, the Internet. Use of the district network and network resources must be in support of education consistent with the goals and objectives of the district.

Along with access to computers and people all over the world comes the availability of materials that may not be considered appropriate in the workplace. However, on a global network it is impossible to control all materials. Ultimately, the staff is responsible for setting and conveying the standards that should be followed when using media and information sources.

All students and staff must be instructed on the appropriate use of our network. All staff must complete a User Agreement form prior to the establishment of their network accounts. Students must also sign a User Agreement form indicating that they understand the district's guidelines on the use of the network resources. In addition, parents must give their permission for students to access the network and its resources.

Internet activities will be monitored by the district to ensure that users are not accessing inappropriate sites. In addition, the district will use filtering technology to protect its users from those inappropriate sites as required by the Child Internet Protection Act of 2000.

### ***Internet Use Rules and Responsibilities***

Users are responsible for good behavior on computer networks just as they are in an office setting. Communications on the network are often public in nature. General rules for behavior and communications apply.

The Internet is provided for users to conduct research and communicate with others in relation to schoolwork. Access to network services is given to users who agree to act in a considerate and responsible manner. Access is a privilege not a right. Therefore, based upon the acceptable use guidelines outlined in this document, the system administrator will deem what is inappropriate use and his/her decision is final. The system administrator may close an account at any time. The administration, faculty and staff of York School District 1 may deny, revoke or suspend specific user accounts.

Individual users of the Internet are responsible for their use of the network. The use of their account must be in support of education and research and must be consistent with academic expectations of York School District 1. Use of other organizations' networks or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of U.S. or state regulations including copyrighted, threatening or obscene materials is prohibited. Use for commercial activities by for-profit organizations, product promotion, political lobbying or illegal activities is strictly prohibited. Use of public property for personal gain is a felony and subject to prosecution.

The user is expected to abide by the following rules of etiquette:

- **Be polite.** Do not write or send abusive messages. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- **Transmission of obscene material is prohibited.** Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges.

- **Do not reveal the personal address, phone number or any other personally identifiable information about yourself or other individuals.**
- **Electronic mail is not guaranteed to be private.** People who operate the system do have access to all mail. Inappropriate messages can result in suspension of privileges.
- **Vandalism** – any malicious attempt to harm or destroy data of another user – will not be tolerated. Any questionable action will result in the cancellation of user privileges.
- **Do not disrupt, harass or annoy other users with language, images or threats.**
- **Do not share passwords.**
- **Never access inappropriate or blocked sites that contain obscene or other material not directly related to education for which access is being provided.**
- **Do not install personal software on district computers.** Violation of any of the above mentioned rules and responsibilities will result in a loss of access and may result in other disciplinary or legal actions.

### ***Disclaimer***

The district makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district is not responsible for any damages suffered by any user. This includes loss of data resulting from delays, non-deliveries, misdirected deliveries or service interruption.

### **Student Agreement**

After reading the Internet Use Rules and Responsibilities on the back, please complete this form to indicate that you agree with the terms and conditions outlined. The signatures of both the student and parent/guardian are mandatory before access may be granted to the Internet.

This document, which incorporates the Internet Use Procedures, reflects the entire agreement and understanding of all parties. As a user of the York School District 1 computer network, I have read and hereby agree to comply with the Internet Use Rules and Responsibilities.

### **Parent Agreement**

As parent/legal guardian of the student signing above, I grant permission for my child to access networked computer services such as the Internet. I have read and agree to the Internet Use Procedures and I understand that I may be held responsible for violations by my child. I understand that some materials on the Internet may be objectionable; therefore, I agree to accept responsibility for guiding my child, and conveying to him/her appropriate standards for selecting, sharing and/or exploring information and media.

***By signing the acknowledgement form on page 35 in the student handbook, both the student and the parent are agreeing that you have read and understand the Internet User Agreement and Expectations for York School District 1.***

## **Parent and Community Involvement**

### **Communication to Non-Custodial Parents**

Non-custodial parents may contact the school office to receive copies of school communications. We encourage non-custodial parents to stay involved in their children’s education and to focus on the needs and progress of their children through opportunities like Parent/Teacher Conferences. Parents may at any time eat lunch with a student, unless court documents specify that visitation is supervised.

**Electronic Communication:** We communicate through electronic connections and social media (face book). Please leave an updated email address with the office and your child’s teacher. We can also provide you a paper copy of information only if requested.

### **Written Communications**

- School Parent Memo through email and PeachJar.
- Parent communication folder from classroom teachers (behavior and academics – every Wednesday-Fifth Grade)
- School handbook for parents and students (outlining school policies and procedures)
- School web site (updated with calendar of events and school information)
- Web Address: <http://www.york.k12.sc.us> (Click on Middle Schools and then YIS Intermediate)
- School marquee (displays upcoming events)
- School yearbook
- York SD 1 and SchoolMsgR apps (FREE)
- York School District 1 and YSD1Transportation Facebook pages
- School Newsletter:

### **Telephone Communications**

- An automated calling system for school and district announcements and emergency communications.

### **School Programs/Meetings**

- Orientation Session/Open House
- PTO/SIC meetings
- Student musical programs
- Student recognition programs
- Field Day
- School events
- End-of-Year Awards Day
- Book Fairs
- Fall For Reading
- Scheduled Parent Conference Days

To inform parents about these and other important meetings, we send a letter from the office and place information about the upcoming events:

- In the electronic school newsletter
- Email
- Peachjar
- On the school marquee
- On the school website
- Use automated system to call each home

### **PTO and Parent Volunteers**

We welcome parents' help as volunteers and will assist parents in choosing an area in which to participate. Parents may assist in the library, duplicate material, serve as a classroom mother or assistant, or help with activities sponsored by the PTO. Volunteer surveys sent out at the beginning of school year (includes checklist for parents who may wish to volunteer at home by making materials, etc. and parents who might want to talk to students about their careers or hobbies) York County School District One requires background checks for all volunteers and training.

Students are more successful in school when parents are interested and involved in education and school activities. We invite and encourage you to become an active member of our school's parent-teacher organization.

### **School Improvement Council**

An SIC is a broad-based body intended to advise the principal and school, and is focused on helping to achieve school improvement. Parent, teacher, and community member representatives serve on an SIC, as do the school's principal and other ex-officio members. Parents are elected by the parents of the school to serve. Teachers are elected by their fellow teachers. Community members are appointed by the principal. SIC duties focus primarily on the school improvement process.

SICs:

- provide input and feedback during the development of the school's five-year renewal (improvement) plan and annual updates;
- assist in implementation of school improvement programs and activities;
- monitor and report on progress toward improvement goals in the annual *SIC Report to the Parents* and with the principal in the narrative to the *SC School Report Card*;
- provide other assistance as requested by the principal.

### Visitors

**Everyone coming into our school must first check in at the Main Office with a valid Driver's License.**

If you wish to speak with your child's teacher, please make an appointment with the office secretary.

Visitors, parents, and guests entering the security door must present a valid driver's license will be given a visitor's pass to wear. Before leaving the school, visitors are asked to stop at the main office and sign out. Visitors will **NOT** be allowed entry without a driver's license.

## Safety and Medical Attention

### Emergency Procedures

Fire drills are held monthly throughout the year so that our students will understand what is expected of them in case of an emergency. Every precaution is taken to ensure the safety of your children. Evacuation routes are posted in each room. Other drills, such as lock-down, shelter-in-place, tornado, and earthquake are held once or twice a school year.

During an emergency drill, students are to line up immediately inside the room in single file and follow the route described for the evacuation of each room. No talking is permitted during emergency drills.

If students are in school when a *tornado watch* or *thunderstorm warning* is issued, students will remain in school and be dismissed at the regular ending time. If a *tornado warning* is issued, students and staff will remain in school until an all-clear is given. All will take shelter in designated areas.

Please do not call school during severe weather unless it is an emergency. School lines must remain open to receive incoming messages. All staff will be available to assist students. Only parents, guardians, and pre-designated adults may pick up students at school during any severe weather. All students must be signed out at the office. For information regarding inclement weather or early dismissal, you may check the district website or Facebook page or tune to one of the following:



**TELEVISION:**

Rock Hill..... CN2  
Charlotte ..... Channel 3 WBTV  
Charlotte ..... Channel 9 WSOC  
Charlotte .....Channel 36 WCNC

When school operates on a delayed schedule, **do not bring your child at the regular time.** There will not be anyone at the school to supervise them. Please make plans for such situations. Have an emergency plan for your child in case school is dismissed early. Breakfast **will not** be served when school opens on a two (2) hour delay.

**School Closing Due To Weather**

In case of unexpected bad weather, please do not call the school. Our phone must be kept open for emergencies. The closing of school will be announced by authority of the superintendent over local radio, TV stations and the use of automated phone system. Parents may also consult our District Website ([www.york.k12.sc.us](http://www.york.k12.sc.us)), Twitter (@[york1schools](https://twitter.com/york1schools)) and Facebook ([facebook.com/york1schools](https://facebook.com/york1schools)) for emergency announcements.

**Emergency Procedures (illness or accident)**

Every effort is made to prevent accidents. If a student becomes ill or is injured during school hours, the school nurse is contacted. The school nurse will determine the seriousness of the illness or injury and upon her determination, a parent, or legal guardian may be contacted. If neither parent nor legal guardian can be contacted, those persons listed on the emergency form may be contacted. In emergencies, it may become necessary to transport your child by ambulance to an emergency care facility.

*IMPORTANT NOTE: No treatment other than first aid will be administered by school personnel. Please keep the school informed with the most up-to-date information concerning:*

- a. Changes in name, phone number, home address, work phone number, or family doctor
- b. Names of alternate contacts in the event parents cannot be reached.

**School Counseling Services**

The school counseling program is an important part of the overall educational process. The school counselor provides developmental appropriate information and instruction in the following areas: learning to live, learning to work, and learning to learn. The counselor helps students adjust to new in-school and out of school situations through counseling and support and/or referral to outside agencies. Students may request or be referred by the teacher to meet with the counselor.

**In-School Mental Health Services**

SkyCare Services has a satellite office on our campus. For more information, interested parents should contact his/her child’s school counselor.

**School Nurse Services**

Any student who is not feeling well or has been hurt will be sent or taken to the school nurse by his teacher. If the nurse is not in the health room, the student will be helped by office personnel. If a child is too ill or too uncomfortable to remain at school, parents will be notified to come for the child. Parents will be contacted if the child has a fever.

**Sickness**

- Children with temperatures of 100 degrees or higher should stay home. They should not return to school until they have had a normal temperature for 24 hours without the help of medication.
- Prescribed antibiotics should be taken for 24 hours before your child returns to school.

- Children with vomiting or diarrhea should not return to school until they have been free of symptoms for at least 24 hours.
- Children complaining, but without any symptoms, should be sent to school. They will be sent home if they become sick during the day.

### **Medicines Policy**

Prescription or nonprescription medications required by a student should be administered by a parent or by the student's medical provider. Parents should use every effort to have medication times set for time periods other than school hours. When this is not possible, the York County School District staff may assist in the administration of medication during school hours, subject to the medical policy.

### **Students with Special Health Care Needs**

Many health care services can be provided for students to keep them at school where they can learn and participate with other students. Our goal is to provide information to parents and legal guardians about some of the services and programs available for addressing the health care needs of students during the school day to help students succeed in school. It is important that the necessary health care information is shared with the appropriate people—such as teachers on duty during recess, bus drivers, and cafeteria employees—to make sure that the students' needs are met throughout the school day.

### **Individual Health Care Plans or Individual Health Plans (IHPs)**

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

### **Medical Homebound Instruction**

Medical homebound instruction is a service that is available for students who cannot attend school for a medical reason even with the aid of transportation. A physician must certify that the student has such a medical condition but may benefit from instruction, and must fill out the medical homebound form that the school district provides. The school district then decides whether to approve the student for medical homebound services. The school district will consider the severity of the student's illness or injury, the length of time that the student will be out of school, the impact that a long period away from school will have on the student's academic success, and whether the student's health needs can be met at school. To learn more about medical homebound services, contact the Director of Special Services at 803-684-1905.

**York Intermediate School  
Student/Parent Handbook  
2020-21**

Dear Parents,

Please sign and return this form to the school office after you have reviewed the following:

- Student/Parent Handbook
- School Attendance Information
- FERPA Rights of Parents and Guardians (Student Directory Information Notice)
- Bus Conduct Agreement
- Internet User Agreement
- Attendance Policy

Thank you,

Keith McSwain, Principal

***“I have read, reviewed, and agree to follow the following policies and procedures: The Student/Parent Handbook, FERPA Rights of Parents and Guardians (Student Directory Information Notice), Bus Conduct Agreement, and the Internet User Agreement.”***

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**Student Name (Please Print)**

**Date:**

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**Parent/Guardian Signature**

**Date:**



**First and Last Days for Students**

**August 24, 2020**

**June 11, 2021**

**Student Holidays**

**September 7, 2020 Labor Day**

**October 16 & 19, 2020 No School Teacher Professional Development**

**November 3, 2020 Election Day**

**November 25, 26, 27 2020 Thanksgiving Break**

**December 18, 2020 Half Day dismiss at 10:30**

**December 21, 2020 - January 1, 2021 Winter Break**

**January 15, 2021 No School Teacher Professional Development**

**January 18, 2021 Dr. Martin Luther King Jr. Day**

**February 15, 2021 No School \*Bad Weather make up day**

**March 12, 2021 No School Teacher Professional Development**

**April 2, 2021 No School Bad Weather make up day**

**April 5 - April 9, 2021 Spring Break**

**May 7, 2021 No School \*Bad Weather make up day**

**May 31, 2021 No School \*Bad Weather make up day**

**June 3, 2021 Half Day dismiss at 10:30**

**Inclement Weather Make Up Days**

**February 15, 2021**

**April 2, 2021**

**May 7, 2021**

**May 31, 2021**

**State Testing Dates**

**SC READY**

**SCP ASS SCI & SS**

**to be announced**