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Lillian Black Elementary School
Home of the Jaguars
2020-2021
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Spring Lake, NC 28390
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Kamal Watkins
Principal

Corinna Davis
Assistant Principal

Dr. Marvin Connelly
Superintendent

PRINCIPAL'S MESSAGE

Welcome to Lillian Black Elementary School, where **Learning Begins in Elementary School**. We are so happy to extend your membership into the Jaguar family! The entire faculty and staff are committed to providing a safe, caring, and nurturing environment that will guarantee academic success for all students. We are dedicated to promoting the success of all students by understanding, responding to, and influencing the culture of the school and community. We will create an environment that will encourage students to reach their fullest academic potential while fostering physical, emotional, and social development

Parents, we are honored that you have entrusted your children's education and care to us. We do not take this awesome responsibility lightly. Our goal is to educate children today to enable them to become lifelong learners by providing them with a firm, solid foundation upon which their educational experiences will be built. Therefore, it is our belief that each child is capable of learning, each at his/her own pace, each at his/her own level, when provided the appropriate opportunities. We know that with our collaboration and support this year will be successful and rewarding. By working together, we plan to meet our collective and individual goals and celebrate the achievement of our students.

Sincerely,
Kamal Watkins, Principal

MISSION STATEMENT

Lillian Black Elementary is committed to supporting the instructional process by identifying and eliminating barriers to learning, advocating for the needs of the whole child, and empowering all students to become lifelong learners in the 21 century.

VISION STATEMENT

- *We will* prepare our students to become independent learners with the desire to achieve dreams and skills necessary for lifelong learning.
- *We will* enrich good values and morals.
- *We will* focus on developing strong bodies and minds.
- *We will* create a student-centered learning environment, guided by teachers, and supported by home and community.

SCHOOL HOURS

Our school hours are from 7:30 a.m. until 2:10 p.m. each day. Students should not arrive on campus prior to 7:05 a.m. or remain on campus after 2:20 p.m. unless they are participating in a supervised school activity. School doors will not open until 7:05 a.m. each day.

IMMUNIZATIONS/PHYSICAL FORM

All Students: In accordance with state law, parent/guardian enrolling a student for the first time into a North Carolina school MUST present proof of immunizations and a current NC Health Assessment Transmittal Form within 30 days of the first day of school. All students entering school for the first time shall have completed or have started the course of immunizations. Students who do not meet this 30 day requirement will be dismissed until the appropriate immunizations/NC Health Assessment form are received with proper documentation.

MEDICATION POLICY

In an effort to do all that we can to assure the health and safety of all children, we are seeking your support in the full implementation of the Cumberland County Schools' policy dealing with medication at school. Effective immediately, the following procedures will be utilized by all schools for the administration of medication by school personnel:

1. All medicine, including aspirin, cough syrup, sunscreen, insect repellent, etc., administered by school personnel at school, must have written permission. Parents will fill out a medication form as required by board policy.
2. Parents are responsible for transporting to and from school all medicines to be administered by school personnel. **Children are not allowed to transport medicine to and from school.**
3. Medicine will be counted in the presence of the parent.
4. Medication should be in the original container prepared by the pharmacist, which includes name, dosage, instructions and storage information.
5. School personnel designated by the principal will administer medicine to your child.
6. A log will be kept of medication administered at school.

MEDICAL SUPPLIES, SICKNESSES, EMERGENCIES

Students **may not** go to the office for aspirin or medicine without a medication form signed on file. It is against the law for school officials to supply medicine for a student who is ill. The school can help with such things as emergency first aid. If a student is too ill to attend classes, he/she is too ill to remain in school, and parents will be notified that the student needs to be picked up.

SCHOOL BREAKFAST AND LUNCH

We are a CEP school! Cumberland County Schools (CCS) Child Nutrition Services is excited to announce The Community Eligibility Provision (CEP) is being offered at Lillian Black Elementary and many other CCS schools during the 2021-2022 school year. This provision enables each student enrolled in the participating schools to receive a breakfast and lunch at no charge on days when school is in session. Students enrolled at participating CEP schools are not required to submit a lunch application to receive meals at no charge. Students are allowed to purchase additional items at lunch time based on availability. Please visit the Child Nutrition website if you have further questions regarding CEP.

OUTSIDE FOOD

Food brought in for the purpose of celebrations, birthdays, holidays, etc. will not be consumed during instructional time. All food must be store-purchased. We ask that parents refrain from bringing fast-food into our school cafeteria, as it does not support our commitment to healthy eating in our cafeteria.

SCHOOL BUSES

School buses are a means of transportation provided by the State of North Carolina. Students who ride buses are expected to conduct themselves in an orderly manner. Students who misbehave on the school bus may be suspended from riding the bus for an indefinite period of time. Utilizing school transportation is a privilege and may be revoked due to repeated inappropriate behavior. The school principal and assistant principal have authority to suspend pupils from riding the bus for the following infractions:

1. *Delaying the bus schedule.*
2. *Fighting, smoking, using profanity, or refusing to obey instructions of school authorities or a bus driver while riding a school bus.*
3. *Tampering with a school bus.*
4. *Refusing to meet the bus at designated stops*
5. *Unauthorized leaving of the bus when in route to school or returning home.*
6. *Playing, throwing trash, paper or other objects while the bus is in operation.*
7. *Failing to observe established safety rules and regulations*
8. *Electronics are not allowed on school buses.*
9. *Any ball, special project, large box, etc. that is brought on a school bus is to be checked in with the bus driver.*
10. *Balloons, flowers, party items, birthday items, etc. will **not** be transported on the bus.*

Misconduct on the school bus could endanger the safety of other pupils. Each student is expected to do his/her part in making our buses safe.

Because of space limitation and insurance purposes, no student will be allowed to ride a school bus if he/she has not been assigned to that bus in accordance with his/her resident address. Any request to change a bus assignment must be presented in advance in writing and approved by the principal or assistant principal prior to the change.

PROMOTION STANDARDS

The Cumberland County Board of Education holds high expectations for all students and believes staff, students, parents, and the community must share accountability for student achievement. Local student standards and performance guidelines are based on the need for students to demonstrate proficiency in all academic areas and a

belief in the need to provide early and ongoing assistance to students who are not performing at a proficient level. It is imperative that promotion standards be rigorous enough to provide students with the skills, knowledge, and confidence they need to be successful at the next grade level. Recognizing the state's guidelines for retention, the Board of Education acknowledges the necessity of thoughtful decisions regarding retaining students. The complex dimensions of all promotion/retention decisions make clear that each child's placement deserves to be decided on its own merits. The school principal has the ultimate responsibility for promotion/retention decisions in accordance with General Statute 115C-288(a) and in alignment with North Carolina Student Accountability Standards.

GRADING

Grades K-2

- IV Above Grade Level
- III On Grade Level
- II Below Grade Level
- I Well Below Grade Level

Grades 3-5

- 90 – 100 = A
- 80 – 89 = B
- 77 – 79 = C
- 60 – 69 = D
- < 59 = F

Support Areas & Conduct

- S – Satisfactory
- N – Needs Improvement
- U – Unsatisfactory

PARENT PORTAL

The Parent Portal is a wonderful tool for parents to ensure they are staying on top of their child's grades throughout the school year. Login information for the Parent Portal is sent home to all parents during the month of September. Each child has specific login information. There is no generic login. If you have any questions about logging in to the Parent Portal throughout the year, please contact our Data Manager.

PHYSICAL EDUCATION-FITNESS GOALS

The administration, faculty, and parents of Lillian Black consider the fitness of our students a high priority. Activities that promote emotional, social, and physical development are necessary to help each child achieve academic success and physical maturity. **State law requires at least 30 minutes of daily exercise for all students.**

The following goals have been established for the physical education program:

1. Students will be able to understand what is meant by physical fitness.
2. Students will have the opportunity to learn and apply a variety of activities and skills to develop individual fitness levels.
3. Students will participate in large group, small group and individual activities that focus on teamwork, sportsmanship, and honesty.
4. Students will have an opportunity to expand individual interests in a variety of extra-curricular clubs.
5. Students will be given opportunities to participate in community efforts to support health related charitable organizations.
6. Students will be exposed to curriculum integration activities in physical education that incorporate math skills, knowledge of science concepts, and health awareness issues.
7. Students will learn a variety of lifetime fitness activities.
8. Students will assume leadership roles in the physical education program.

** If you have questions, suggestions, or comments, please contact:

David Culbreth at (910) 678-2445.

VERIFICATION OF ADDRESS

Each student must complete a Verification of Address form at the beginning of the school year or upon enrollment during the year. This form must be on file for each student. Notify the office and classroom teacher of any change in address or phone numbers during the school year. **Student addresses and phone numbers should always be current to enable us to contact parents in case of emergency.** We need at least three (3) emergency numbers on file. All students attending Lillian Black Elementary must live in our school district or be approved by Central Services to attend our School of Choice program. Proof of residency will be required.

VISITORS

Due to Covid-19 concerns, visitors and volunteers will be subject to prior approval from administration and handled on a case by case situation.

All visitors must go to the RECEPTIONIST DESK for information to include signing in before going to any classroom. **VISITOR PASSES MUST BE DISPLAYED AT ALL TIMES.** As visitors leave the building, they must stop by the office and sign out. **Parents and visitors will be asked to leave a valid ID at the front desk with the receptionist in exchange for a badge. Any adult on campus must have a valid ID to enter. This applies to all adults, even if you are well-known to school staff.** This will help ensure that all of our visitors sign in and out at the front office. Best practice, arrive 30 minutes prior to special events during school hours to verify identification. **Beginning this school year, adults will no longer be allowed in the building at morning drop off without permission from the front office. We will allow parents to walk in with students during the first week of school only. From then on all parents must follow our visitor policies at all times of day. Please refer to our CCS Visitor Policy which is included in the back of this handbook. Thank you in advance for assisting us with ensuring the safety of our students and staff.**

WITHDRAWAL FROM SCHOOL

The procedure for withdrawal from school is as follows:

1. Parents need to notify the school either by phone or in person as soon as you are aware that your child will be withdrawing. We need at least a **two-day** notice to properly process withdrawal papers.
2. A withdrawal form will be given to the classroom teacher by the office.
3. A parent may pick up the withdrawal form in the office at the end of the student's last day in school unless other arrangements have been made.

ABSENCES/ATTENDANCE

When a student is absent for one or more school days, an explanatory note must be sent to the teacher by the parent or guardian stating the reason for the absence. Such notes should contain the date of the absence, the specific reason for the absence, and the signature of the parent or guardian.

A perfect attendance certificate is earned only if the student is in attendance every day for at least half of the school day. **A half day is considered to be either arrival to school before 10:55 a.m. or departure from school after 10:55 a.m.** The student must be in attendance for a minimum of 3 hours and 25 minutes to be counted present for the day. In addition, the student tardies should not exceed 5 per nine weeks. Please, note that 3 tardies within a 9 week period constitutes an absence. **RETURNING PARENTS, PLEASE NOTE THIS CHANGE DUE TO THE EXTENSION IN OUR SCHOOL DAY.**

MAKE-UP WORK

All work must be made up within five days after the student returns, unless the absence was for an extended period (five days or more). Written permission to stay after school must be received and approved by the teacher at least 24 hours in advance. Parents are responsible for transportation home.

SCHOOL RULES

Any student shall be subject to disciplinary action and/or suspension for violation of the following rules:

1. Violation of Board policies, regulations issued by the individual school, or the NC General Statutes as stated in CUMBERLAND COUNTY SCHOOLS STUDENT CODE OF CONDUCT.
2. Being disrespectful to faculty and staff
3. Violating school bus rules
4. Using profanity and obscenity in any form
5. Truancy or leaving school campus without permission
6. Failing to carry out a reasonable request
7. Damaging school property
8. Dishonesty in any form
9. Smoking or possession of cigarettes, or other tobacco products, lighters or matches on the school campus are not allowed.
10. Fighting
11. Bullying/Harassment
12. Students are discouraged from bringing their own athletic equipment, toys, or any personal item that creates a distraction to the educational environment and for which the school is not responsible.

DRESS CODE

We take pride in our appearance here at Lillian Black Elementary School. Students should dress with modesty and good taste. Our dress code guidelines are listed below. If you have any questions, please feel free to contact the school.

Female Code of Dress

- **Shirts:** Long or short sleeve, oxford style (button-down collar), turtleneck, or the school T-shirt. Tops should cover the torso (no midriff, halter, or spaghetti strap tops). Shirts with offensive pictures or language are prohibited.
- **Slacks/Shorts/Skirt/Jumper:** Shorts/Skirts/Jumpers must be knee-length. Pants must be worn at the waist
- **Shoes:** No open toes. **Flip-flops are prohibited**, no heelys, heel height should not exceed 1 ½ inches in height due to safety concerns.
- **Jackets/Coats:** Coats are not necessary during the school day while students are in the classroom and in the school building unless the student is cold. Coats are required to be worn outside during cold weather.

Male Code of Dress

- **Shirts:** Long or short sleeve, oxford style (button-down collar), turtleneck, or the school T-shirt. Tops should cover the torso (no midriff, halter, or spaghetti strap tops). Shirts with offensive pictures or language are prohibited. Shirrtails must be tucked inside of slacks, shorts, or skirts.
- **Slacks/Shorts:** Shorts must be knee-length. No baggy, sagging pants.
- **Shoes:** No open toes. **Flip-flops are prohibited**, no heelys
- **Jackets/Coats:** Coats are not necessary during the school day while students are in the classroom and in the school building unless the student is cold. Coats are required to be worn outside during cold weather.
- **Headgear:** Students should not wear hats, caps, bandannas, etc. inside the building, except for special events, medical, or religious reasons.
- **Hair:** Hair coloring and styling are permitted as long as it doesn't cause a disruption within the learning environment.
- **Accessories:** Chains hanging out of pockets or from clothing are not permitted.

Students violating the dress code will be given a verbal warning. Continued noncompliance after a verbal warning is given, will result in a Dress Code Violation Form being sent home requiring a parent's signature. A student out of compliance multiple times could result in "N" or "U" in conduct on the student's progress report/report card.

THE ADMINISTRATION HAS DISCRETION IN MAKING JUDGMENTS RELATING TO THE APPROPRIATENESS OF DRESS. THE APPEARANCE OF OUR STUDENT BODY REFLECTS UPON THE CLIMATE OF OUR SCHOOL. STUDENTS ARE EXPECTED TO ADHERE TO STANDARDS OF DRESS AND GROOMING THAT ARE ACCEPTABLE IN A POSITIVE LEARNING ENVIRONMENT.

SCHOOL PHONE POLICY/CHANGES IN TRANSPORTATION

In an effort to provide safety and security for all of our students, please refrain from calling to alter your child's normal daily routine, add or delete persons on your checkout list, or change the set method of transportation to and from school. It is impossible to verify by phone that we are speaking with a parent, guardian, or other person(s) responsible for your child's welfare. Please submit all change requests in writing with your signature and date. **EMAILS WILL NOT BE ACCEPTED. THE DAILY DEADLINE TO SUBMIT A TRANSPORTATION CHANGE IS 11:55 AM.** Your child should be aware of persons who are on the checkout list. Please discuss with your child the importance of following their set route and method of transportation to and from school each day. **Please be assured that we will assist you if an emergency arises.** Friends and relatives are not to call students at school. Students will not be called out of class to answer a phone call.

CHECKOUT POLICY AND PROCEDURES

Cumberland County Board of Education Policy states that *"no staff member shall excuse any pupil from school or class prior to the end of the school day or class, or into any person's custody, without the direct prior approval and knowledge of the principal or his designee."*

Students being checked out in the afternoon must be signed out through the office before 1:45 p.m. Only in an extreme emergency will students be allowed to check out after 1:45 p.m. This will ease the heavy flow of traffic in front of the school and allow the classroom teachers an uninterrupted period of time to close out the day and give final instructions for homework, projects, etc. This time in the afternoon is also used for school wide announcements. **ONLY** persons listed on the checkout form may sign out students. Those persons must report to the office and sign a checkout sheet. Students will be called from the class over the telephone paging system. **Picture ID is required for all checkouts.**

SAFETY DRILLS

Safety drills (bus, fire, tornado, lock down, etc.) are practiced to help maintain a safe and orderly environment. Being aware and understanding procedures of a crisis should prevent situations from escalating. Any student causing a disruption or failing to follow adult directions during a safety drill may receive a disciplinary consequence as these drills are specifically in place to ensure safety in crisis or emergency situations.

PARENT/TEACHER COMMUNICATION

Parents are encouraged to stay in contact with their child's teacher. However, parent conferences (via phone or face-to-face) will be limited to after school and during planning periods. This administration is committed to preserving our students' and teachers' instructional day. Therefore, if you call a teacher during instructional time, a message will be taken. **Class Dojo** is also another way teachers and parents can communicate. There is a Class Dojo app that can be added to your phone to keep in regular contact with your child's teacher and the school. All teachers will be using Class Dojo this year as well as the principal making regular school announcements through this mode of communication. Parents have shared that they find this tool very useful and sometimes prefer it to other modes of communication.

PARENT-TEACHER CONFERENCES

We will set aside time in the fall and in the spring to schedule Parent-Teacher Conferences. The conferences enable parents and teachers to discuss the educational development of the student and to explore other areas that may be relevant. Parents who would like a conference with a teacher at other times during the year should make an appointment with the individual teacher by calling the school. These appointments should be made after school at 2:30 PM. Parent Teacher conferences may be conducted virtually, via phone or in person.

VOLUNTEER PROGRAM

We aim to have a strong parent volunteer program at Lillian Black. We urge every parent to become actively involved in "your school." You send a strong message to your children about the importance of education each time you walk into the building.

All potential volunteers must complete the CCS Volunteer application which includes a background check. This must be completed each year and for each school at which you wish to volunteer. When you volunteer in the school, please sign in and sign out in the office. This is the only way we can keep track of the number of volunteer hours served in our school. We invite you to be a part of our team.

You Can Be a Volunteer

- Complete the [CCS Mentor/Volunteer Registration](#) (criminal background check)
- Complete **Community Volunteer Training**. This training can be completed at the school site on a CCS' computer with Internet access.
- Contact the school principal or his/her designee to inquire about volunteer opportunities at the school. Visit the links on the CCS Volunteer website to see volunteer and mentor opportunities in our schools.
- **Get Started!** Work with the school staff to determine a date and time when you can get involved.

Thank you for your interest in becoming a Cumberland County Schools (CCS) volunteer. Volunteers are a very important resource for our schools. Potential volunteer opportunities include but are not limited to teacher assistant, lunch monitor, reading to a class, guest speakers, school-based mentoring, and tutoring.

WHAT YOU CAN DO TO HELP YOUR CHILD LEARN

1. Start each day right; a calm beginning at home makes the school day much better.
2. Encourage your child to have a good breakfast and lunch. Make certain that your child sleeps at least 8½ hours each night.
3. Praise your child each day for something he/she has done. Have a special place to put school work or things brought home.
4. Laugh and talk with your child about school experiences and listen to what is said about your child's school day experiences.
5. Stress attendance. If the child is ill, home is the best place; otherwise, your child needs to be at school every school day.
6. Keep the lines of communication open between yourself and your child's teacher. Inform the teacher of any family situation that could influence your child's behavior. Also if he/she is reluctant to go to school, let the teacher know so that together you can find the reason.
7. Take your child to the public library and encourage reading for pleasure.
8. Stress organization of school notebooks, materials, etc.
9. Check your child's book bag daily and or assignments.
10. Work at home with skills taught at school.

SCHOOL COUNSELING INFORMATION

Lillian Black School Counseling Mission

The mission of the Lillian Black Elementary school counseling program is to support every student while fostering lifelong academic excellence, responsibility, and personal growth. We recognize that all students have individual needs. The Lillian Black Elementary school counseling department will address collective and individual academic, career, and social-emotional needs and equip our students for future success and continual learning through collaboration with parents, guardians, school staff, and community resources.

Lillian Black Elementary School Counseling Vision

Lillian Black Elementary is committed to supporting all students by identifying and eliminating barriers to their learning as well as advocating for the needs of every student while empowering them to become lifelong learners. Our Comprehensive School Counseling Program supports this mission by ensuring that all students have social, emotional, academic as well as career readiness support.

All students at Lillian Black Elementary School will be able to participate in a rigorous comprehensive school counseling curriculum that encourages development in academics, social-emotional and career readiness. Our program also strives to foster positive relationships between students, staff, families, and the community in order to equip all students with the resources needed to reach their full potential.

Our vision for our students is based on the following beliefs

- All students can learn and grow academically, socially, and emotionally
- We believe all students have unique talents and gifts
- Race is not a determining factor of success, all students can and will achieve growth and success with the provided appropriate support at LBES
- We believe all students can become lifelong learners.
- All students have the right to participate in a comprehensive school counseling program delivered by a licensed school counselor

Comprehensive School Counseling Program Components

Classroom Guidance

Once a week the School Counselor will go into classrooms (K-5) to teach lessons that fall under academic, personal/social, and career development. Examples of lessons are: kindness, speaking up, conflict resolution, how to be a good friend, college and career exploration, bullying prevention, and organizational skills.

Group Counseling

Group counseling is available to all students who all are working toward a common goal based on their needs. Groups range from 4 to 8 students and meet during lunch or any other time that does not take them away from instruction. Generally, there are 6-8 sessions with groups and they meet once a week. Examples of groups include new students, school success, anxiety, grief, loss, social skills, changing families, etc.

Individual Counseling

The School Counselor is able to meet with students individually when the need arises. The counselor may meet with students on personal, social, and academic goals. All students may meet with their counselor by self-referral or by being referred by a teacher or parent.

Consultation

Teachers, staff, administration, and parents are encouraged to contact the counselor if they have a concern about more effective strategies that may help a student succeed in the classroom. Reasons for consultation include but are not limited to: academic performance, social skills, grief, behavioral concerns, and/or family struggles. Please contact the counselor if you have any questions or concerns.

PARENTS RIGHT TO KNOW STATEMENT

As required by the Elementary and Secondary Education Act (ESEA), Title I Part A. Information is available at our school to include but is not limited to the following:

- the school improvement plan
- qualifications of your child's teacher and/or teacher assistant
- professional development opportunities for teachers and assistants to ensure highly qualified personnel
- opportunities for parent involvement and input
- the district improvement plan
- the district parent involvement policy
- the district report card and the school report card

Please contact our school and we will be glad to provide you with this information upon request.

DECLARACION DEL DERECHO A SABER DE LOS PADRES

Como requerido por el Acto de Que Ningún Niño se Quede Atrás (NCLB) del 2001,

Título 1 Parte A. Información está disponible en nuestra escuela que incluye pero que no está limitada a lo siguiente:

- Plan de Mejoría de la Escuela

- Calificaciones del maestro(a) de su hijo/a
- Oportunidades del desarrollo profesional de los maestros y de los asistentes para asegurar personal altamente calificados
- Oportunidades para la participación y las opiniones del padre
- Plan de Mejoría de las Escuelas del Condado de Cumberland
- El Plan del Título 1 para la Participación de los Padres y el Plan para la Participación de los Padres en las Escuelas
- Reporte de Calificación del Condado de Cumberland
- Reporte de Calificación de la Escuela

Favor de comunicarse con nuestra escuela y será nuestro placer en proveerle con información a su petición.

NON-DISCRIMINATION STATEMENT

The Cumberland County Schools does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, genetic information, or other prohibited basis in its programs and activities and provides equal access to designated youth groups. The following office has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title: Office of School Support

Address: P.O. Box 2357, Fayetteville, NC 28302

Telephone: (910) 678-2495

Cumberland County Schools is committed to Title IX compliance. Inquiries concerning Title IX may be referred to each school's principal, who serves as the Title IX coordinator for each school, or to the United States Department of Education Office of Civil Rights.

BOARD POLICIES REFERENCED IN THIS HANDBOOK

Below you will find some of the CCS Board Policies referenced earlier in this handbook. Please know you may access all CCS Board Policies via our county website. These are just a few policies and regulations that may pertain to your child's experience in the CCS schools, but are certainly not the only ones you may need to reference throughout the school year.

Policy Code: 4300 Student Behavior Policies

All decisions related to student behavior are guided by the board's educational objective to teach responsibility and respect for cultural and ideological differences and by the board's commitment to create safe, orderly and inviting schools. Student behavior policies are provided in order to establish: (1) expected standards of student behavior; (2) principles to be followed in managing student behavior; (3) consequences for prohibited behavior or drug/alcohol policy violations; and (4) required procedures for addressing misbehavior, including guidelines on the use of reasonable force.

A. PRINCIPLES

The reasons for managing student behavior are (1) to create an orderly environment where students can learn; (2) to teach expected standards of behavior; (3) to help students learn to accept the consequences of their behavior; and (4) to provide students with the opportunity to develop self-control. The following principles apply in managing student behavior.

1. Student behavior management strategies will complement other efforts to create a safe, orderly and inviting environment.
2. Character education and other standards of behavior will be integrated into the curriculum.
3. Student behavior strategies will promote safety and prevent harm to students, employees and visitors in the school.
4. All students will be treated with dignity and respect and within the guidelines of reasonable force established by applicable law, policy and procedure.
5. Positive behavioral interventions will be employed to address student behavior in a positive and safe manner.
6. Disruptive behavior in the classroom will not be tolerated.
7. Consequences for unacceptable behavior should help a student learn to comply with rules and to learn to accept responsibility and develop self control.
8. Strategies and consequences will be age and developmentally appropriate.

B. COMMUNICATION OF POLICIES

Board policies related to student behavior are codified mainly in the [4300](#) series of the board policy manual. The superintendent shall incorporate information from such policies into a Student Code of Conduct that notifies students of the behavior expected of them, conduct that may subject them to discipline and the range of disciplinary measures that may be used by school officials. At the discretion of the superintendent, the Student Code of Conduct may include additional rules as necessary to implement the board's student behavior policies.

Each school may create a student behavior management plan to elaborate further on processes for addressing student misbehavior and use of intervention strategies and consequences (see policy [4302](#), School Plan for Management of Student Behavior). The Student Code of Conduct shall incorporate by reference any additional student behavioral standards, prohibited conduct or disciplinary measures identified in individual school behavior

plans developed in accordance with policy [4302](#), provided such measures are consistent with law and board policy. The Student Code of Conduct shall not impose mandatory long-term suspension or expulsion for specific violations unless otherwise provided in state or federal law.

At the beginning of each school year, principals shall make available to each student and parent all of the following: (1) the Student Code of Conduct, (2) any behavior policies of the board that are not a part of the Code of Conduct, (3) any related administrative procedures, (4) any additional discipline-related information from the school's student behavior management plan, including behavioral standards, prohibited conduct or disciplinary measures, and (5) any other schools rules. This information shall be available at other times upon request and shall be made available to students enrolling during the school year and their parents.

For purposes of board policies related to student behavior, all references to "parent" includes a parent, legal guardian, legal custodian or other caregiver adult authorized to enroll a student under policy [4120](#), Domicile or Residence Requirements.

C. APPLICABILITY

Students must comply with the Student Code of Conduct and other behavior policies established by the school principal in the following circumstances:

1. while in any school building or on any school premises before, during or after school hours;
2. while on any bus or other vehicle as part of any school activity;
3. while waiting at any bus stop;
4. during any school-sponsored activity or extracurricular activity;
5. when subject to the authority of school personnel; and
6. at any time or place when the student's behavior has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

D. CONSEQUENCES FOR VIOLATIONS

Violations of the Student Code of Conduct shall be dealt with in accordance with the guidelines established in the school's behavior management plan (see policy [4302](#), School Plan for Management of Student Behavior).

1. Minor Violations

Minor violations of the Student Code of Conduct are those less severe infractions which involve a lower degree of danger and harm. Examples of minor violations include the use of inappropriate or disrespectful language, noncompliance with a staff directive, dress code violations and minor physical altercations that do not involve weapons or injury. Aggravating circumstances, however, may justify treating an otherwise minor violation as a serious violation.

Minor violations of the Student Code of Conduct may result in disciplinary measures or responses up to and including short-term suspension. Further information regarding the procedures for short-term suspensions is provided in policy [4351](#), Short-Term Suspension. Other disciplinary measures or responses may include, but are not limited to, the following:

1. parental involvement, such as conferences;
2. time-out for short periods of time;
3. behavior improvement agreements;
4. instruction in conflict resolution and anger management;
5. peer mediation;
6. individual or small group sessions with the school counselor;
7. academic intervention;
8. in-school suspension;
9. detention before and/or after school or on Saturday;
10. community service;
11. exclusion from graduation ceremonies;
12. exclusion from extracurricular activities;
13. suspension from bus privileges; and
14. disciplinary reassignment to an alternative school.

The parent or guardian is responsible for transportation that may be required to carry out the consequence. With the exception of suspension from bus privileges, if a parent or guardian is unable to provide transportation, another consequence will be substituted.

2. Serious Violations

Serious violations of the Student Code of Conduct may result in any of the consequences which may be imposed for minor violations. In addition, serious violations that either (1) threaten the safety of students, staff or school visitors or (2) threaten to substantially disrupt the educational environment may result in long-term suspension or expulsion. Certain violations involving firearms or explosive devices may result in a 365 day suspension. Further information regarding the standards and procedures for long-term suspensions, 365-day suspensions and expulsions is provided in policies [4351](#), Short-Term Suspension, and [4353](#), Long-Term Suspension, 365 Day Suspension, Expulsion. (See also policy [4333](#), Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, for information regarding 365-day suspensions for certain firearms violations.)

E. ENFORCEMENT

The superintendent is responsible for supervising the enforcement of the Code of Student Conduct to ensure that school disciplinary policies are uniformly and fairly applied throughout the school system.

Legal References: [G.S. 115C-47](#), [-288](#), [-307](#), [-390.2](#)

Cross References: Goals and Objectives of the Educational Program (policy [3000](#)), Domicile or Residence Requirements (policy [4120](#)), Student Code of Conduct Administrative Procedure [4300-R](#)

Replaces: JCDA (adopted March 13, 2007)

Adopted: May 10, 2011

Revised: August 9, 2011

A. ASSIGNMENT OF STUDENTS TO CLASSES

The principal of each school has the authority to assign students to classes subject to applicable legal requirements. The principal is encouraged to seek input from the professional staff in making these decisions. Parents may submit to the principal written requests for assignment or reassignment of their children so long as the parents provide a compelling reason for the request. The principal shall consider parental requests in assigning students to classes. Unless otherwise required by law or the special circumstances described below, the principal shall balance any individual request against the welfare of other students and the efficient operation of the school.

Policy Code: 5015 School Volunteers

The board recognizes the valuable contributions that school volunteers make to the learning process and the educational goals of the school system. Instructional programs are enhanced through the contributions of students' parents, community members, and local business and industry. These volunteers contribute time, resources, and expertise that assist the school system to reach the goal of providing a sound basic education to all children.

The superintendent shall provide for parents to be notified of their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in [G.S. 95-28.3](#).

The board encourages school administrators to develop and implement plans and procedures for utilizing school volunteers. The superintendent and designees are responsible for implementing and supervising school volunteer programs.

School volunteer programs must provide the following:

1. recruitment of volunteers according to method(s) established by the school principal;
2. adequate screening of volunteers based upon the amount of contact they will have with students; such screening may include criminal background checks, reference checks, or other assessments;
3. the requirement that volunteers comply with policy [5020](#), Visitors to the Schools;
4. reasonable supervision of volunteers based at least in part upon the amount of contact they will have with students; and

All school volunteers are expected to be professional and dependable in their volunteer activities.

Legal References: [G.S. 115C-36](#), [-47](#), [-203 to -209.1](#)

Cross References: Parental Involvement (policy [1310/4002](#)), Visitors to the Schools (policy [5020](#))

Replaces: IFCD (adopted July 1, 1985)

Adopted: May 15, 2012

Policy Code: 5020 Visitors to the Schools

The board encourages the community and parents to be involved in and support the schools and the educational program of the schools.

A. OPPORTUNITIES TO VISIT THE SCHOOLS

To encourage involvement, the following opportunities are provided to visit the schools:

1. Visitors are welcome to observe and learn about the educational program at each school subject to reasonable rules developed by school administrators.
2. Visitors are encouraged to use school facilities made available to the public, such as media centers or meeting spaces, as provided in policy [5030](#), Community Use of Facilities.
3. Visitors are invited to attend school events that are open to the public, such as athletic events, musical programs, and dramatic productions.

B. REQUIREMENTS OF VISITORS TO THE SCHOOLS

While the school board welcomes visitors to the schools, the paramount concern of the board is to provide a safe and orderly learning environment in which disruptions to instructional time are kept to a minimum. The superintendent and each principal shall establish and enforce reasonable rules to address this concern.

1. Classroom visits must be authorized in advance by the principal or designee in order to ensure the least interference with the instructional program.
2. All school visitors (any person not employed by the school system) during the school day must report immediately to the administrative office at the school to request and receive permission to be in the school. Each principal shall ensure that signs are posted in the school to notify visitors of this requirement. This requirement does not apply on those occasions when large numbers of visitors have been invited to attend a school-sponsored event such as an open house, performing arts event, or athletic event.
3. School visitors should schedule conferences or appointments with teachers to avoid interference with instructional time when possible. The principal may decline or reschedule visitations that may be unduly disruptive.

- School visitors are expected to comply with all school rules and school board policies, including policy [5025](#), Prohibition of Alcoholic Beverages; policy [5026/7250](#), Smoking and Tobacco Products; and policy [5027/7275](#), Weapons and Explosives Prohibited.
- Persons who are subject to policy [5022](#), Registered Sex Offenders, must comply with the provisions of that policy.

C. ADDITIONAL REQUIREMENTS OF PROBATION OFFICERS

To minimize disruption to student learning and school operations, the board establishes the following additional requirements for visits by probation officers during the school day:

- Probation officers may not visit students on school property during school hours unless the visit is conducted through the Division of Community Corrections' School Partnership Program.
- Visits by probation officers must be authorized in advance by the school principal or designee or be the result of a request for assistance by a guidance counselor or school resource officer. The principal or designee at each school shall coordinate with probation officers to plan and schedule visits to occur at times least disruptive to the student's academic schedule and to school operations.
- To protect the privacy of students, the principal or designee shall designate a private area for probation officers to meet with students away from contact with the general student population. Initial contact with the student will be made by a designated school employee, who shall direct the student to the private area to meet with the probation officer.
- Probation officers may not initiate direct contact with any student while the student is in class or between classes.
- All visits must be conducted in accordance with this policy and any additional guidelines developed by the superintendent or designee.

D. VISITATIONS BY OUTSIDE AGENCIES

Visits by outside agencies for purposes of interrogations are governed by policy [4245](#) Investigations and Interviews of Students.

E. UNAUTHORIZED, DISRUPTIVE OR DANGEROUS VISITORS

If a school employee becomes aware that an individual is on a school property without having received permission or that an individual is exhibiting unusual, threatening or dangerous behavior, the employee must either direct the individual to the administrative office or notify the principal, designee or school resource officer, depending on the circumstances.

If a school employee suspects that an individual is on school property in violation of policy [5022](#), Registered Sex Offenders, the employee must immediately notify the principal, designee or school resource officer.

Students will be instructed to notify a school employee of any unusual or suspicious behavior by visitors. School employees shall inform the principal or designee immediately of a student's report of suspicious behavior on the part of a school visitor.

When an individual disrupts the educational environment, acts in a disorderly manner, damages school property, or violates board policy or the law, the principal or designee has authority to

- order the individual to leave school property;
- notify law enforcement; or
- take any other action deemed appropriate under the circumstances.

Failure to comply with a request to leave school grounds may result in the filing of trespass charges or other charges as appropriate against the offending individual.

The superintendent, upon recommendation from the principal, may deny an individual permission to come onto school grounds or enter a school facility for up to one school year if the individual exhibits disruptive or dangerous behavior on school grounds.

Legal References: [G.S. 14-132](#), [-132.2](#), [-159.11](#), [-159.12](#), [159.13](#), [-208.18](#); [115C-523](#), [-524](#), [-526](#)

Cross References: Investigations and Interviews of Students (policy [4245](#)), Registered Sex Offenders (policy [5022](#)), Prohibition of Alcoholic Beverages (policy [5025](#)), Smoking and Tobacco Products (policy [5026/7250](#)), Weapons and Explosives Prohibited (policy [5027/7275](#)), Community Use of Facilities (policy [5030](#))

Replaces: KM (adopted July 1, 1985)

Adopted: May 15, 2012

Revised: February 12, 2013

Policy Code: 3226/4205 Internet Safety

A. INTRODUCTION

It is the policy of Cumberland County Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [[Pub. L. No. 106-554](#) and [47 USC 254](#)(h)].

B. DEFINITIONS

Key terms are as defined in the Children's Internet Protection Act:

- Technology Protection Measure: The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:
- Obscene, as that term is defined in [section 1460 of title 18, United States Code](#);

3. Child Pornography, as that term is defined in [section 2256 of title 18, United States Code](#); or
4. Harmful to minors.
5. Harmful to Minors: The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:
 6. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
 7. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 8. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
9. Child Pornography: The term “child pornography” means any visual depiction, including any photograph, film, video picture or computer or computer-generated image or picture, whether made or produced by electronic, mechanical or other means, of sexually explicit conduct, where:
 10. the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
 11. such visual depiction is a digital image, computer image or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
 12. such visual depiction has been created, adapted or modified to appear that an identifiable minor is engaging in sexually explicit conduct.
13. Sexual Act; Sexual Contact: The terms “sexual act” and “sexual contact” have the meanings given such terms in [section 2246 of title 18, United States Code](#).
14. Minor: For purposes of this policy, the term “minor” means any individual who has not attained the age of 17 years.

C. ACCESS TO INAPPROPRIATE MATERIAL

To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children’s Internet Protection Act, blocking shall be applied to audio and visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. The board has determined that audio or visual materials that depict violence, nudity or graphic language that does not serve a legitimate pedagogical purpose are inappropriate for minors. The superintendent, in conjunction with a school technology and media advisory committee (see policy [3200](#), Selection of Instructional Materials), shall make a determination regarding what other matter or materials are inappropriate for minors. School system personnel may not restrict Internet access to ideas, perspectives or viewpoints if the restriction is motivated solely by disapproval of the viewpoints involved. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

D. INAPPROPRIATE NETWORK USAGE

All users of school system technological resources are expected to comply with the requirements established in policy [3225/4312/7320](#), Technology Responsible Use. In particular, in accordance with the Children’s Internet Protection Act, users are prohibited from: (a) attempting to gain unauthorized access, including so-called ‘hacking’, and engaging in other similar unlawful activities; and (b) engaging in the unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

E. EDUCATION, SUPERVISION AND MONITORING

To the extent practical, steps shall be taken to promote the safety and security of users of the Cumberland County Schools online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. It shall be the responsibility of all members of the Cumberland County Schools staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children’s Internet Protection Act, the Neighborhood Children’s Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Executive Director of Technology or designated representatives.

The technology director or designated representatives shall provide age-appropriate education for students who use the school system’s Internet services. The training provided will be designed to promote the school system’s commitment to educating students in digital literacy and citizenship, including:

1. the standards and acceptable use of Internet services as set forth in policy [3225/4312/7320](#), Technology Responsible Use; and
2. student safety with regard to safety on the Internet, appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyber bullying awareness and response.

Following receipt of this training, the student must acknowledge that he or she received the training, understood it and will follow the provisions of policy [3225/4312/7320](#), Technology Responsible Use.

The superintendent shall develop any regulations needed to implement this policy and shall submit any certifications necessary to demonstrate compliance with this policy.

Legal References: Children’s Internet Protection Act, [47 U.S.C. 254\(h\)](#);

Cross References: Professional and Staff Development (policy [1610/7800](#)), Technology in the Educational Program (policy [3220](#)), Technology Responsible Use (policy [3225/4312/7320](#)), School Improvement Plan (policy [3430](#)), Use of Equipment, Materials and Supplies (policy [6520](#)), Network Security (policy [6524](#))

Adopted: February 9, 2010, after public notice (as policy IFAEA)

Renumbered: October 12, 2010

Revised: June 12, 2012; February 12, 2013

Policy Code: 4240/7312 Child Abuse – Reports and Investigations

The board of education recognizes child abuse and child neglect as serious social problems and shall actively cooperate with other segments of the community to identify suspected cases of child abuse and child neglect. The board supports all employees who in good faith make a report of suspected child abuse, neglect, dependency or death as a result of maltreatment.

Any school employee who knows or has cause to suspect child abuse, neglect, dependency or death as a result of maltreatment is legally required to report the case of the child to the Cumberland County director of social services. The report may be made orally, by telephone or in writing. The employee also shall immediately report the case to the principal.

Any doubt about reporting a suspected situation must be resolved in favor of reporting, and the report must be made immediately. A school employee is immune by statute from any civil and/or criminal liability when reporting in good faith suspected child abuse, neglect, dependency or death as a result of maltreatment. Failure on the part of any school employee to report may result in disciplinary action being brought against the employee by the school system or civil action under the law.

The principal may establish a contact person in the school to act as a liaison with social services. All employees shall cooperate fully with the department of social services in its investigation of suspected child abuse, neglect, dependency or death as a result of maltreatment. Employees shall permit the child to be interviewed by social services on school campuses during school hours and shall provide social services with confidential information, so long as the disclosure does not violate state or federal law. Any confidential information disclosed by the department of social services to employees will remain confidential and will only be redisclosed for purposes directly connected with carrying out the responsibilities of the school system or the employee.

Upon request and to the extent permitted by law, school system officials shall share with other agencies designated in [G.S. 7B-3100](#)(a) information that is relevant to (1) any assessment of a report of child abuse, neglect, dependency or death as a result of maltreatment by the department of social services; (2) the provision or arrangement of protective services in a child abuse, neglect or dependency case by the department of social services; or (3) any case in which a petition is filed alleging that a juvenile is abused, neglected, dependent undisciplined or delinquent. School system officials and the designated agencies must continue to share such information until the protective services case is closed by the department of social services or, if a petition is filed, until the juvenile is no longer subject to the jurisdiction of juvenile court.

The superintendent shall develop any necessary procedures for reporting suspected child abuse, neglect, dependency or death as a result of maltreatment, for sharing information with designated agencies and for cooperating with investigations by the department of social services. The board encourages school officials to provide staff development opportunities related to identifying and reporting child abuse, neglect, dependency or death as a result of maltreatment.

Legal References: Family Educational Rights and Privacy Act, [20 U.S.C. 1232g](#); [G.S. 7B-101](#), [-301](#), [-302](#), [-309](#), [-3100](#); [8-53.4](#); [14-318.2](#); [115C-400](#), [-402](#)

Cross References: Professional and Staff Development (policy [1610/7800](#)), Student Records (policy [4700](#))

Replaces: JGFH (revised July 21, 1994)

Adopted: May 10, 2011

Policy Code: 4301 Authority of School Personnel

The principal has the authority and responsibility to investigate and take appropriate action regarding any prohibited or criminal student behavior and any other behavior appropriately referred to him or her. The principal is responsible for informing students and parents of any standards or rules that if violated could result in short-term or long-term suspension or expulsion.

The teacher has the authority and responsibility to manage student behavior in the classroom and while students are under his or her supervision. The teacher is expected to implement the student behavior management plan and any other school standards or rules. The teacher may develop other standards or rules consistent with the direction provided by the board, superintendent and school principal. Every teacher, student teacher, substitute teacher, voluntary teacher, teacher assistant or other school employee is required to report to the principal all acts of violence occurring in school, on school grounds or at any school-sponsored activity.

Teachers and other school personnel have the authority to manage or remove disruptive or dangerous students from the classroom and other locations within the school building. School personnel may use reasonable force to control behavior or to remove a person from the scene in those situations when necessary:

1. to correct students
2. to quell a disturbance threatening injury to others;
3. to obtain possession of a weapon or other dangerous object on the person, or within the control, of a student;

4. for self-defense;
5. for the protection of persons or property; or
6. to maintain order on school property, in the classroom or at a school-related activity on or off school property. Except as restricted by [G.S. 115C-391.1](#), school personnel may use appropriate seclusion and restraint techniques reasonably needed in the circumstances described above as long as such use is consistent with state law and applicable board policies and procedures. (See policy [4302](#), School Plan for Management of Student Behavior.) The use of reasonable force shall not include the use of (1) corporal punishment or (2) the use of seclusion or restraint solely as a disciplinary consequence. (See policy [4302](#), School Plan for Management of Student Behavior.) School employees are immune from civil liability for using reasonable force in conformance with state law and local board policy.

Students must comply with all directions of principals, teachers, substitute teachers, student teachers, teacher assistants, bus drivers and all other school personnel who are authorized to give such directions during any period of time when they are subject to the authority of such personnel.

Legal Reference: [G.S. 115C-47](#), [-288](#), [-307](#), [-390.3](#), [391.1](#)

Cross References: School Safety (policy [1510/4200/7270](#)), School Plan for Management of Student Behavior (policy [4302](#)), Rules for Use of Seclusion and Restraint in Schools (regulation [4302-R](#))

Replaces: JDA (in part) (revised December 9, 1997)

Adopted: May 10, 2011

Revised: August 9, 2011

Under certain circumstances, students with communicable diseases may pose a threat to the health and safety of other students and employees. Decisions regarding the educational status of students with communicable diseases will be made on a case-by-case basis in accordance with this policy. Nothing in this policy is intended to grant or confer any school attendance or education rights beyond those existing by law.

This policy will be shared with school employees annually and with new employees as part of any initial orientation.

A. DEFINITION OF COMMUNICABLE DISEASE

A communicable disease is defined as an illness due to an infectious agent, or its toxic products, that is transmitted directly or indirectly to a person from an infected person or animal.

B. PREVENTION AND CONTROL OF COMMUNICABLE DISEASES

In order to prevent and/or control the spread of communicable diseases, the following procedures shall be followed:

1. Management of Sudden Illness

When a student at school is observed to have symptoms of a communicable disease, school personnel shall isolate the child in the health room and arrange for the student to be taken home. No child with symptoms of a communicable disease should remain at school unless neither a parent nor another responsible adult can be found to care for the child. Sick children should not be sent home by bus.

Unless advised otherwise by health authorities, students with a 100 degrees Fahrenheit (oral), vomiting, or diarrhea will be advised to remain at home until symptom-free for 24 hours.

Unless advised otherwise by health authorities, students with undiagnosed rash will be advised to remain at home until the rash disappears or written medical permission is granted for returning to school.

In the event of numerous cases of sudden illness in a school, the school nurse and principal shall notify the Cumberland County Health Department for epidemiology surveillance and recommendations.

Policy Code: 4318 Use of Wireless Communication Devices

The board recognizes that cellular phones and other wireless communication devices have become an important tool through which parents communicate with their children. Therefore, students are permitted to possess such devices on school property so long as the devices are not activated, used, displayed or visible during the instructional day or as otherwise directed by school rules or school personnel. Wireless communication devices include, but are not limited to, cellular phones, electronic devices with internet capability, paging devices, two-way radios and similar devices.

A. AUTHORIZED USE

Administrators may authorize individual students to use wireless communication devices for personal purposes when there is a reasonable need for such communication. Teachers and administrators may authorize individual students to use the devices for instructional purposes, provided that they supervise the students during such use.

Although use generally is permitted before and after school, use of cellular phones and other wireless communication devices may be prohibited on school buses when noise from such devices interferes with the safe operation of the buses. In addition, elementary and middle school students who participate in after-school programs are prohibited from using wireless communication devices during such programs. No pictures or video are allowed to be taken on school buses by students. Cell phone use that result in Code of Conduct infractions can result in suspension or expulsion.

B. CONSEQUENCES FOR UNAUTHORIZED USE

School employees may immediately confiscate any wireless communication devices that are on, used, displayed or visible in violation of this policy. Absent compelling and unusual circumstances, confiscated wireless communication devices will be returned only to the student's parent or guardian.

The disciplinary consequences for violations of this policy shall be consistent with Section D of policy [4300](#), Student Behavior Policies. The superintendent or designee shall list in the Student Code of Conduct the specific range of consequences that may be imposed on a student for violations of this policy.

Aggravating factors may be considered when assigning consequences. Aggravating factors may include, but are not limited to, using wireless communication devices (1) to reproduce images of tests, obtain unauthorized access to school information or assist students in any aspect of their instructional program in a manner that violates any school board policy, administrative regulation or school rule; (2) to bully or harass other students; (3) to send illicit text messages; and (4) to take and/or send illicit photographs.

C. SEARCH OF WIRELESS COMMUNICATION DEVICES

In accordance with policy [4342](#), Student Searches, a student's wireless communication device and its contents, including, but not limited to, text messages and digital photos, may be searched whenever a school official has reason to believe the search will provide evidence that the student has violated or is violating a law or a school rule. The scope of such searches must be reasonably related to the objectives of the search and not excessively intrusive in light of the nature of the suspected infraction.

D. LIABILITY

Students are personally and solely responsible for the security of their wireless communication devices. The school system is not responsible for the theft, loss or damage of a cellular phone or other personal wireless communication devices.

Legal References: [G.S. 115C-36](#)

Cross References: School Plan for Management of Student Behavior (policy [4302](#)), Disruptive Behavior (policy [4315](#)), Student Searches (policy [4342](#))

Adopted: November 15, 2012

Regulation Code: 4400-R1 Unexcused Tardiness/Early Check-Outs

School attendance is essential for student success and the habitual, chronic tardiness is a major factor in the loss of instructional time for students regardless of age. It is also one of the most valuable life skills a student can learn and can be easily transferred as a valuable asset for the future.

The Cumberland County School system is continuing its efforts of "Every Minute Counts" to ensure that students attend school for the entire school day unless excused. If a student is tardy, it is the parent/guardian's responsibility to inform the school in writing the reason for tardiness.

Parents should make every attempt to make appointments outside of the school day so interruptions and missed school time are minimal.

PROCEDURE

- Cumberland County Schools will utilize a public relations campaign that focuses on improving student attendance, emphasizing arriving at school on time and remaining in school throughout the instructional day as an important element of supporting student learning.
- The Cumberland County Schools Policy Regulation [4400-R1](#) Unexcused Tardiness/Early Checkouts will be posted on each school's website, in its handbook and other information outlets along with the start time of the school day indicating that any student will be considered tardy after the instructional day begins.
- Each school will communicate with parents/guardians and students on a regular basis regarding the immediate consequences for tardiness.
- The loss of instructional time due to tardiness and early checkouts may affect a student's grades, achievement, and overall success in school.
- All instances of tardiness are recorded, whether excused or unexcused, in the district data base (PowerSchool).
- A student is considered tardy after the start of the school day. "Bell to Bell" instruction is critical to optimize learning.
- A parent/guardian will be required to report to the school's attendance office/desk to sign the student in when tardy (elementary/middle).
- The Principal may use the Parent Link program to remind the parent/guardian of the time that school starts and of the Cumberland County Schools policy regulation on tardiness.
- After 3 unexcused cumulative instances of tardiness or early checkouts, the school social worker will notify the parent/guardian using the district form letters.
- After 6 unexcused cumulative instances of tardiness or early checkouts, the school social worker will notify the parent/guardian by letter that he or she may be in violation of the Cumberland County Schools' Policy Regulation 4400-R1 Unexcused Tardiness/Early Checkouts. The school social worker will work with the child and the parent to develop a plan for addressing the chronic tardiness.
- Choice School students are not allowed flexibility from attendance expectations. Principals will inform the Student Assignment office when the Choice School student has six (6) unexcused tardies. Choice parents will be required to attend Parent Accountability classes after their sixth (6th) instance of unexcused tardiness. The Student Assignment office will then provide a warning of pending dismissal to the parent/guardian in writing. After 10 cumulative instances of tardiness or early checkouts a Choice School student may be returned to the home school.

- After 10 cumulative instances of unexcused tardies or early checkouts, the school social worker will notify the parent/guardian by letter of the need for a meeting. In this meeting, the principal or the principal's designee will determine if the parent/guardian has made a good faith effort to comply with the regulation code. If the principal finds that the parent/guardian has not made a good faith effort, the school social worker will work with the child and the parent to develop a plan for addressing the chronic tardiness. Failure to attend this meeting may result in an immediate referral to attend Parent Accountability classes or a referral to the Cumberland County Truancy Mediation Council for violation of Cumberland County Schools' Regulation Code [4400-R1](#): Unexcused Tardiness/Early Check-outs.
- After 20 cumulative instances of unexcused tardies/early checkouts, the Principal/Social Worker may refer a parent to attend a series of mandatory Parent Accountability Sessions. Parents will be notified using the district form letter.
- After 25 cumulative instances of unexcused tardies or early checkouts, the Principal/Social Worker may refer a parent to Truancy Mediation Council (TMC).

Approved by the Superintendent: September 22, 2011

Revised: February 1, 2017

Regulation Code: 4400-R2 Coding Lawful Absences for Valid Educational Opportunities

The Cumberland County Board of Education has adopted a student attendance policy which permits prior approved absence of a student from school for a valid educational opportunity to be coded -lawful.

The principal shall require that all conditions listed below be satisfied before a student's absence(s) can be coded lawful relative to a valid educational opportunity.

1. The student shall seek prior approval from the principal or principal's designee for an absence to take advantage of a valid educational opportunity.
2. The student shall provide the appropriate school officials with the written educational objectives regarding the proposed educational opportunity.
3. The principal shall provide the student with written approval to be absent from school to take advantage of a valid educational opportunity.
4. The student shall provide the appropriate school officials with a written report covering the objectives of the approved educational opportunity within five (5) school days upon the student's return to school.

(Replaces JBD-R, dated November 20, 1986.)

Approved by the Superintendent on October 15, 2012.

2018-2019 CUMBERLAND COUNTY SCHOOLS' STUDENT CODE OF CONDUCT

VISION STATEMENT

Cumberland County Schools is committed to empowering all students to collaborate, compete, and succeed in an increasingly interconnected world.

MISSION STATEMENT

Cumberland County Schools' mission is to provide a safe and caring learning environment in which every student develops the skills and knowledge necessary to pursue a productive life, to be successful in a diverse and global society, and to empower students to become lifelong learners.

STATEMENT OF PURPOSE

An educated citizenry is essential to good government in this country and cannot exist without effective public schools that offer a high-quality education to all students. The goal of student discipline is to maintain safe and caring schools, to teach students to behave in ways that contribute to academic achievement and school success and to support a school environment where students and staff are responsible and respectful. As such, school disciplinary measures should be used to preserve the safety of students and staff. Cumberland County Schools is committed to providing an environment where teaching and learning take place in an atmosphere free from disruption and obstacles that impede learning.

NON-DISCRIMINATION STATEMENT

The Cumberland County Schools does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, genetic information, or another prohibited basis in its programs and activities and provides equal access to designated youth groups. The following office has been designated to handle inquiries regarding the non-discrimination policies:

Name and/or Title: Office of School Support

Address: P.O. Box 2357, Fayetteville, NC 28302

Telephone No: (910) 678-2495

Cumberland County Schools is committed to Title IX compliance. Inquiries concerning Title IX may be referred to each school's principal, who serves as the Title IX coordinator for each school, or to the United States Department of Education Office of Civil Rights.

GENERAL PROVISIONS

Students should recognize their responsibility to know the contents of this Student Code of Conduct and to ask the local school administration or staff for any clarification. All students, regardless of age, are subject to the rules and regulations of Cumberland County Public Schools. Each local school will review the contents of this handbook with its students.

All students are expected to comply with all rules governing behavior and conduct. It is the responsibility of the principal/assistant principal to investigate fully the cases of students appropriately referred to his/her office for misbehavior, to ensure fair treatment of such students and protection of their procedural and substantive rights, and to determine what, if any, disciplinary action is warranted. The teacher shall have the responsibility and authority to discipline students, except in those cases requiring the attention of the principal/assistant principal.

- Unless otherwise specified, and/or with the exception of a Class V violation as later defined, this code shall apply to all students in the system before, during, and after school hours while at school, in any school building, and on any school premises; on any school-owned vehicle or in any other vehicle used to transport students to and from any school or school activities; bus stops; off school property at any school-sponsored or school-approved activity, event, or function, including athletics; and during any period of time when students are subject to the authority of school personnel; to include conduct which occurs off school property which has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.
- The principal/assistant principal of the school to which the student is officially enrolled shall be responsible for imposing any disciplinary action upon the student for rule violations occurring away from the student's home school.
- Any student who drives a vehicle onto any Cumberland County Schools' property is responsible for the contents of that vehicle. Prior to coming onto Cumberland County Schools' property, students should ensure that the vehicle does not contain any contraband which would violate the law or any school rule.
- Possession shall be defined as the prohibited item being on the person, in the student's personal effects, vehicle, locker, desk, or in the immediate control of the student.
- The principal and superintendent may consider the student's intent, disciplinary and academic history, the potential benefits to the student of alternatives to suspension, and other mitigating or aggravating factors when deciding whether to recommend or impose a disciplinary reassignment or long-term suspension.

In assigning appropriate disciplinary consequences under this Code of Conduct, eligible students will be given all rights as provided by the IDEA, Section 504 of the 1973 Rehabilitation Act and the 1990 Americans with Disabilities Act. Procedures on implementing requirements for students with disabilities are found in **Policies Governing Services for Children with Disabilities and Section 504 Procedures and Guidelines** handbook.

During the period that a student is suspended or disciplinary reassigned to an alternative program, he/she is prohibited from entering the grounds of any school in the Cumberland County School system or from attending any school-related functions, including graduation, without the express permission of the building principal. During a period in which a student is long-term suspended or disciplinary reassigned to an alternative program, the student is prohibited from any Cumberland County School system property other than the alternative school/program to which the student has been reassigned.

Violation of Board policies, this student Code of Conduct, any behavior management plan or regulations issued by the individual school, or any North Carolina General Statutes may result in disciplinary action including expulsion or suspension of the student from Cumberland County Schools pursuant to the Due Process Procedures for Cumberland County Schools.

Violations of the Cumberland County Schools' Student Code of Conduct may result in a Disciplinary Reassignment to an alternative education program. If the principal determines that a Disciplinary Reassignment is appropriate, the principal may recommend to the superintendent or his/her designee that the student be reassigned to an alternative educational program.

Disciplinary reassignment of a student to a full-time educational program that meets the academic requirements of the standard course of study established by the State Board of Education and provides the student with the opportunity to make timely progress towards graduation and grade promotion is not a long-term suspension requiring the due process procedures described in Policy 4353 – Long-Term Suspension, 365-Day Suspension, Expulsion. In addition to the compulsory attendance law, if the student fails to enroll in and regularly attend the alternative educational setting as reassigned, or other appropriate school (e.g. private or charter school, North Carolina Virtual Public School, etc.), the disciplinary reassignment will continue until such time as reassignment to the home school is appropriate as determined by the superintendent or his/her designee. A disciplinary reassignment may continue for a period up to and including that which could be imposed for a long-term suspension. In addition, if the offense(s) leading to the disciplinary reassignment occurs during the final quarter of the school year, the reassignment may include a period up to the remainder of the school year in which the offense was committed and the first semester of the following school year.

VIOLATIONS & CONSEQUENCES

Violations of the Student Code of Conduct shall be dealt with in accordance with the guidelines established in the school's behavior management plan (see Policy 4302 – School Plan for Management of Student Behavior).

Minor Violations

Minor violations of the Student Code of Conduct are those less severe infractions which involve a lower degree of danger and harm. Examples of minor violations include the use of inappropriate or disrespectful language, noncompliance with a staff directive, dress code violations and minor physical altercations that do not involve

weapons or injury. Aggravating circumstances, however, may justify treating an otherwise minor violation as a serious violation.

Minor violations of the Student Code of Conduct may result in disciplinary measures or responses up to and including short-term suspension. Further information regarding the procedures for short-term suspensions is provided in Policy 4351 – Short-Term Suspension. Other disciplinary measures or responses may include, but are not limited to, the following:

1. parental involvement, such as conferences;
2. time-out for short periods of time;
3. behavior improvement agreements;
4. instruction in conflict resolution and anger management;
5. peer mediation;
6. individual or small group sessions with the school counselor;
7. academic intervention;
8. in-school suspension;
9. detention before and/or after school or on Saturday;
10. community service;
11. exclusion from graduation ceremonies;
12. exclusion from extracurricular activities;
13. suspension from bus privileges;

The parent or guardian is responsible for transportation that may be required to carry out the consequence. With the exception of suspension from bus privileges, if a parent or guardian is unable to provide transportation, another consequence will be substituted.

Serious Violations

Serious violations of the Student Code of Conduct may result in disciplinary reassignment or any of the other consequences which may be imposed for minor violations. In addition, serious violations that either (1) threaten the safety of students, staff or school visitors or (2) threaten to substantially disrupt the educational environment may result in long-term suspension or expulsion. Certain violations involving firearms or explosive devices may result in a 365-day suspension. Further information about the procedures for disciplinary reassignments is provided in Policy [4354](#) – Disciplinary Reassignments.

Information regarding the standards and procedures for long-term suspensions, 365-day suspensions and expulsions is provided in Policies [4351](#) – Short-Term Suspension and [4353](#) – Long-Term Suspension, 365-Day Suspension, Expulsion. (See also Policy [4333](#) – Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety, for information regarding 365-day suspensions for certain firearms violations.)

CLASS I VIOLATIONS

Behaviors that do not significantly violate the rights of others, and do not appear chronic.

Dress Code Violation

Inappropriate Items on School Property/Use

Falsification of Information

Inappropriate Language/Disrespect

Gambling

Medication

Honor Code Violation

Possession/Use of Tobacco

Insubordination

Truancy*

* Maximum of two (2) days suspension for each offense

Grade: PreK – 5

First Offense: This violation **will** result in disciplinary action as determined proper by the building principal to include documentation of notification to the parent/guardian.

Second & Subsequent Offense(s): This violation **may** result in disciplinary action as determined proper by the building principal which may include short-term suspension not to exceed 5 days.

Grade: 6-8

First Offense: This violation **will** result in disciplinary action as determined proper by the building principal to include documentation of notification to the parent/guardian and/or In-School Suspension.

Second & Subsequent Offense(s): This violation **may** result in assignment to In-School Suspension and/or short-term suspension not to exceed 5 days.

Grade: 9-12

First Offense: This violation **will** result in disciplinary action as determined proper by the building principal up to and including documentation of notification to the parent/guardian and/or In-School Suspension.

Second & Subsequent Offense(s): This violation **may** result in assignment to In-School Suspension and/or short-term suspension not to exceed 5 days.

CLASS II VIOLATIONS

Behaviors that significantly violate the rights of others or put others at risk of harm.

Bullying

Hazing

Communicating Threats to a Student Possession of Alcohol

Cyber Bullying

Possession of Chemical/Drug Paraphernalia

Possession of Counterfeit Items

Disruptive Behavior

Extortion

Property Damage – Less than \$1,000

Theft – Value Less than \$1,000

Harassment – Verbal

Use of Counterfeit Items

Disorderly Conduct

Grade: PreK-5

First Offense: This violation **may** result in short-term suspension or other disciplinary measures as deemed necessary by the building principal.

Second Offense: This violation **may** result in short-term suspension up to 10 days.

Third and Subsequent Offense(s): This violation **may** result in short-term suspension and/or disciplinary reassignment to an alternative program as deemed necessary by the building principal.

Grade: 6-8

First Offense: This violation **may** result in assignment to In-School Suspension and/or short-term suspension.

Second Offense: This violation **may** result in In-School Suspension, short-term suspension and/or disciplinary reassignment to an alternative program not to exceed 45 days.

Third and Subsequent Offense(s): This violation **may** result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension.

Grade: 9-12

First Offense: This violation **may** result in assignment to In-School Suspension and/or short-term suspension.

Second Offense: This violation **may** result in short-term suspension and/or disciplinary reassignment to an alternative program not to exceed 45 days.

Third and Subsequent Offense(s): This violation **may** result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension.

CLASS III VIOLATIONS

Behaviors that significantly violate the rights of others or put others at risk of harm, and violate CCS policies, or North Carolina policies or laws.

Adult Taking Indecent Liberties with Minor

Kidnapping

Affray

Off-Campus Consumption of Alcohol/Controlled Substances

Aggressive Behavior

Possession of a Weapon

Assault Involving Use of a Weapon (except firearms)

Possession of Controlled Substance/Selling

Assault Resulting in Serious Injury

Property Damage – More than \$1,000

Assault on Student

Assault/Other

Rape

Bomb Threats (dynamite, cartridge, bomb, grenade, mine, or powerful explosive)

Robbery With a Dangerous Weapon

Breaking/Entering a School Building/Property

Robbery Without a Dangerous Weapon

Burning of a School Building

Sexual Assault/Sexual Battery

Communicating Threats to an Adult

Sexual Misconduct

Communicating Threats of Mass Violence

Sexual Offense

False Fire Alarm

Theft – Value More than \$1,000

Fighting

Unlawfully Setting a Fire

Gang Activity
Use of and/or Distribution of Alcoholic Beverage
Harassment – Sexual
Use of Controlled Substance

Grade: Prek-5

First and Subsequent Offense(s): This violation **may** result in out-of-school suspension for up to 10 days and/or disciplinary reassignment to an alternative program depending on the severity of the offense.

Grade: 6-8

First and Subsequent Offense(s): This violation **may** result in short-term suspension for up to 10 days and/or disciplinary reassignment to an alternative program or long-term suspension depending on the severity of the offense.

Grade: 9-12

First and Subsequent Offense(s): This violation **may** result in short-term suspension and/or disciplinary reassignment to an alternative program or long-term suspension or expulsion.

CLASS IV VIOLATION

Intentional Assault on School Personnel – Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a school official, employee or school volunteer who is not a student.

Possession of Firearm or Destructive Device (a weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer. The term shall not include an inoperable antique firearm, a BB gun, stun gun, air rifle, or air pistol.)

All Grades:

Penalty: This violation may result in a 365-calendar day suspension. The superintendent may modify the consequence pursuant to Policy [4353](#) – Long-Term Suspension, 365-Day Suspension, or Expulsion or pursuant to Policy [4354](#) – Disciplinary Reassignment to an Alternative Program.

CLASS V VIOLATIONS

Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.

Grades: 9-12

In accordance with NC General Statute 115C-390.11(a), a local board of education may, upon recommendation of the principal and superintendent, expel any student who is 14 years of age or older whose behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. In accordance with N.C.G.S. §115C-390.11(a)(2), a local board of education may expel any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.

Death By Other Than Natural Causes

Penalty: Expulsion in accordance with 115C-390.11(a) The local Board of Education shall consider whether there is an alternative program that may be offered by the local school Administrative unit to provide educational services.

BUS MISBEHAVIOR VIOLATION

Bus Misbehavior

Grade: Pre K-5

First & Repeated Offenses: This violation **will** result in suspension from the school bus and/or disciplinary action deemed appropriate by principal.

Grades: 6-12

First & Repeated Offenses: This violation **will** result in suspension from the school bus and/or disciplinary action deemed appropriate by principal.

DEFINITIONS

CLASS I VIOLATIONS

DRESS CODE VIOLATION

The dress code violation includes wearing, decorating or adorning clothing that is inappropriate to the learning process. Clothing that reveals undergarments, chest, breasts, navel, buttocks, or any private body part will be considered inappropriate for the school setting. Any article that displays, suggests, promotes, or reveals a lewd, vulgar, unsafe, violent or sexual message through language, images and/or symbols is prohibited.

FALSIFICATION OF INFORMATION

Falsification of information is a false statement meant to deceive or give a wrong impression.

GAMBLING

Gambling means to bet money or wager anything on the outcome of a game, contest, or other events.

HONOR CODE VIOLATION

Cheating, plagiarism, dishonesty, falsification of assignments and signatures, violation of software regulations or copyright laws, and inappropriate computer access are considered honor code violations. Also, selling merchandise, magazines, newspapers, or other property on school grounds, unless the same is an approved school activity, is considered private enterprise and an honor code violation.

INAPPROPRIATE ITEMS ON SCHOOL PROPERTY/USE

Any device disruptive to the school environment to include electronic devices, including but not limited to cell phones, tablets, digital cameras, and laser devices, will not be displayed or utilized while on the school bus or on school premises during the school day unless utilized for educational purposes as approved by the school administration.

INAPPROPRIATE LANGUAGE/DISRESPECT

Any communication used to degrade, disrespect, or that is abusive in nature, whether by signs, symbols, or gestures is prohibited in the school environment.

INSUBORDINATION

Refusal to comply with all appropriate or reasonable directions of principals, teachers, School Resource Officers, substitute teachers, student teachers, teacher assistants, bus drivers, volunteers and all other school personnel who are authorized to give such directions during any period of time when students are subject to the authority of such school personnel.

MEDICATION

Unauthorized possession of any prescription or non-prescription drugs in violation of medication protocol.

POSSESSION/USE OF TOBACCO

The term "tobacco product" means any product that contains or is made or derived from tobacco and is intended for human consumption, including all lighted and smokeless tobacco products, as well as electronic cigarettes, vaporizers, and other electronic smoking devices even if they do not contain tobacco or nicotine.

TRUANCY

Each student will be assigned a school schedule and must adhere to that schedule except when excused by the principal or a teacher authorized to excuse a student.

CLASS II VIOLATIONS

BULLYING

Bullying is a form of harassment. Bullying means the repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted or emotional abuse or through destruction or theft of property of another. Bullying may include, but is not limited to, verbal taunts, name-calling, and put-downs, rumor spreading, extortion of money or possessions, implied or stated threats, and exclusion from peer groups.

COMMUNICATING THREATS TO A STUDENT

Threatening actions include language that reasonably threatens force of violence and any sign or action that reasonably constitutes a threat of force or violence toward another student.

CYBER BULLYING

Cyber bullying includes but is not limited to the following misuses of any school or non-school technology resources or networks: harassing, threatening, teasing, intimidating, humiliating, embarrassing, terrorizing another student or school employee by sending or posting such inappropriate or hurtful email messages, instant messages, text messages, text/digital pictures or images, or through social media websites and blogs.

DISORDERLY CONDUCT

Disorderly conduct is any action that disrupts the peace and order of the school. Trespassing/Loitering is also included as a part of disorderly conduct. Trespassing to include loitering is the presence of any student on the campus of another school in the Cumberland County School system without the knowledge and consent of the officials of the school he/she is visiting. Any student who has been suspended from school will be considered trespassing if he/she appears on school property during the suspension period without the express permission of the principal.

DISRUPTIVE BEHAVIOR

- Disruptive behavior constitutes any physical or verbal action which reasonably could or does substantially disrupt, disturb, or interfere with the peace, order, and/or discipline within the learning environment or during any school-related activity.
- Disruptive behavior also constitutes any verbal, physical, or visual forms (including cell phone and/or other digital images/recordings/sexting) of a sexual nature that create a hostile or abusive educational environment for other students.
- Disruptive behavior also includes the unauthorized photographing and audio and/or video recording of student voices and/or images by cell phone, digital camera, video recorder, or other device on school property or at a school-related activity that is disruptive to the school environment.
- Disruptive behavior is also any action, comments, or written messages intended to cause others to fight or which might reasonably be expected to result in a fight.
- Disruptive behavior also includes distribution of over the counter medications.
- No student shall possess or wear any clothing, jewelry, emblems, badges, symbols, signs or other items, which indicate a student's membership or desired membership or affiliation with a gang.
- No student shall possess pyrotechnics and incendiary devices or materials intended to result in an explosion and/or fire on school property, any school-sponsored event, or any activity representing Cumberland County schools. Pyrotechnics and incendiary devices include, but are not limited to: lighters, explosive caps for toy pistols, fireworks, snake and glow works, smoke devices, trick noisemakers, wire sparklers, and other sparkling devices.

EXTORTION

Extortion is the use of one's position or power to obtain property, funds, or patronage.

HARASSMENT-VERBAL

Verbal harassment means to worry, torment, trouble, verbally attack, or irritate persistently any student, school employee, or any other person.

HAZING

To annoy any student by playing abusive or ridiculous tricks upon him, to frighten, scold, or harass him or to subject him to personal indignity is hazing.

POSSESSION OF ALCOHOL

Any student possessing any malt beverages, fortified or unfortified wine, or spirituous liquor, in any amount or form to include any alcoholic beverage on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited.

POSSESSION OF CHEMICAL AND DRUG PARAPHERNALIA

Possession or delivery of drug paraphernalia or any other item used for inhaling/ingesting any controlled substance, narcotic, alcohol or chemical.

POSSESSION OF COUNTERFEIT ITEMS

Possessing any false item, which, without authorization, bears a trademark, trade name, or other identifying marks, imprint, number or device to include currency, is prohibited.

PROPERTY DAMAGE – LESS THAN \$1,000

Damage is intentionally damaging or attempting to damage, any school property or private property while under school jurisdiction.

THEFT – VALUE LESS THAN \$1,000

Theft is stealing, attempting to steal, or possessing stolen property having reason to know it was stolen.

USE OF COUNTERFEIT ITEMS

Use of any counterfeit item, which the person thereof obtains, or attempts to obtain, money, property, services, or something of value is prohibited.

CLASS III VIOLATIONS**ADULT TAKING INDECENT LIBERTIES WITH A MINOR**

Committing a sexual act with or in the presence of a child under the age of 16 years, by a person at least age 16 and at least five years older than the child, for sexual gratification, regardless of whether force was used, or whether the victim consented.

AFFRAY

An affray is a fight between three or more students on school property or at a school-related activity.

AGGRESSIVE BEHAVIOR

This attempted assault occurs when a student behaves in such a manner as could reasonably cause physical injury to any student or staff member. This definition also includes the accidental striking of an adult while attempting to break up a fight.

ASSAULT INVOLVING USE OF A WEAPON (except firearms)

Assault with a weapon or other object that could reasonably be considered a weapon. A weapon includes any incendiary device defined under Class II, or any weapon or dangerous instrument defined in Class III, or any firearms or explosive device defined in Class IV.

ASSAULT RESULTING IN SERIOUS INJURY

An intentional act or attempt by force or violence to do injury to the person of another that causes reasonable apprehension of immediate bodily harm resulting in one of the following: (1) substantial risk of death, (2) serious permanent disfigurement, (3) a coma, (4) a permanent or protracted condition that causes extreme pain, (5) permanent or protracted loss or impairment of the function of any bodily member or organ, or (6) that results in prolonged hospitalization.

ASSAULT ON STUDENT

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a student.

ASSAULT/OTHER

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a non-student or non-school employee.

BOMB THREATS (dynamite, cartridge, bomb, grenade, mine, or powerful explosive)

Communicating a report, while knowing or having reason to know the report is false, that there is located on any school premises a device designed to cause damage or destruction by an explosion, blasting, or burning. Placing on any school premises with the intent of perpetrating a hoax, any device that would appear to a reasonable person to be a bomb or similar instrument capable of causing injury and/or damage. (G.S. 14.69.1 et.seq. or G.S. 14-69.2)

BREAKING/ENTERING OF A SCHOOL BUILDING/PROPERTY

The wrongful breaking or entering of any school building, school-owned vehicle, or secured property of the Cumberland County Board of Education at any time is prohibited. This includes the CCS network, computers, systems, and programs.

BURNING OF A SCHOOL BUILDING

Any person who maliciously and willfully sets fire to, burns or causes to be burned i.e. aids, directs or procures the burning of any school building owned, leased or used by the public schools.

COMMUNICATING THREATS OF MASS VIOLENCE

It is a Class III Violation for any student to, by means of any form of communication, share, state, spread or circulate any sort of threat that an act of mass violence may or will occur on educational property or at any curricular or extracurricular activity sponsored by a school. For purposes of this rule, intent is irrelevant, and examples of covered forms of communication include any oral or written communication, creation of documents, drawings or images, threatening or symbolic gestures, or threatening, distracting, or provoking behavior concerning, directed toward, or in the presence of any person. Additional examples of prohibited forms of communication which violate this rule include creation or dissemination of a "hit list," list of "people to kill," list of "people to shoot," or any statement referencing bringing a weapon to school in order to harm people.

COMMUNICATING THREATS TO AN ADULT

Threatening actions include language that reasonably threatens force of violence and any sign or action that reasonably constitutes a threat of force or violence toward any school employee or any other adult.

FALSE FIRE ALARM

Students will not initiate a false fire alarm on any school premises.

FIGHTING

Fighting is the act of two or more persons involved in a physical conflict such as hitting or kicking another student or other person. A student who is attacked may use reasonable force in self-defense, but only to the extent to free himself/herself from the attack and notify proper school authorities. A student who exceeds this reasonable force may be disciplined even though he/she may not have provoked the fight.

GANG ACTIVITY

Gang activity shall be defined as any act(s) that further promotes gangs or gang-related activities or which threatens or intimidates another person or disrupts the educational environment on school premises or during any school-sponsored activity which includes, but is not limited to: (1) communicating either verbally or non-verbally (hand signs, gestures, handshakes, slogans, drawings, etc.), to convey membership or affiliation with a gang; (2) defacing school or personal property with gang-related graffiti, symbols or slogans; (3) requiring payment of protection, insurance, or otherwise intimidating or threatening any person related to gang activity; (4) inciting other students to intimidate or to act with physical violence upon any other person related to gang activity; (5) soliciting others for gang membership; (6) committing any other illegal act or other violation of the Cumberland County Schools' policies that relate to gang activity e.g. gang-related assault on student.

HARASSMENT – SEXUAL

Repeated unwelcome sexual advances and sexually-motivated physical contact are sexual harassment.

KIDNAPPING

Confining, restraining or removing from one place to another a person, without his/her or the victim's or a minor victim's parents' consent, for the purpose of committing a felony; or holding a victim as a hostage or for ransom, or for use as a shield. A parent taking a child in violation of a court order, although it may be a crime, is not kidnapping for this purpose.

OFF-CAMPUS CONSUMPTION OF ALCOHOL/CONTROLLED SUBSTANCES

The rule is violated when a student consumes any amount of alcohol or prohibited substance off-campus and then presents him or herself on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event and a school official detects the physical characteristics of, e.g., odor, slurred speech, erratic behavior, bloodshot/glassy eyes, etc., the student's consumption of alcohol or prohibited substance.

POSSESSION OF A WEAPON

Possessing, handling or transferring, whether openly or concealed, without educational permission or consent, any BB gun, stun gun, air rifle, air pistol, facsimile of a gun, knife, ice pick, dagger, slingshot, leaded cane, loaded cane, sword cane, machete, switchblade knife, blackjack, metallic knuckles, razors, razor blades, box cutters, pepper spray, mace, ammunition, explosives, explosive-making material, chemicals, or any other object that can reasonably be considered a weapon or dangerous instrument.

POSSESSION OF CONTROLLED SUBSTANCES/SELLING

This offense includes possession, distribution or sale by a student of a controlled substance of the N.C. Controlled Substances Act or any counterfeit controlled substance. This includes, but is not limited to, marijuana, synthetic marijuana (Spice or similar product), MDPV and mephedrone (e.g. bath salts) cocaine, methamphetamine, barbiturate, heroin, mescaline, LSD, codeine, opium, ecstasy, Vicodin, Percocet, oxycontin (or generic derivatives) or any other hallucinogenic drug. Possession shall be defined as the substance being on the person, in the student's personal effects, vehicle, locker or desk or in the immediate control of the student in any amount or in any form. This offense also includes the unauthorized distribution of any prescription drug.

PROPERTY DAMAGE – MORE THAN \$1,000

Damage is intentionally damaging or attempting to damage, any school property or private property while under school jurisdiction.

RAPE

Rape may be statutory or forcible. Forcible Rape is committed by force and without the consent of the victim, regardless of age. Statutory Rape is committed on a child under the age of 16 by a person who is at least 12 years old and at least four years older than the victim, regardless of whether the victim consented.

ROBBERY WITH A DANGEROUS WEAPON

This includes theft or attempted theft of anything of value from the person of another, or from the area under the immediate bodily control of the other, by using a dangerous weapon or by an act threatening use of a dangerous weapon. A dangerous weapon is any article, instrument or substance that is likely to produce death or great bodily harm. Forcible theft or attempted theft from a person without the use of a dangerous weapon should be reported under Robbery Without a Dangerous Weapon.

ROBBERY WITHOUT A DANGEROUS WEAPON

The taking or attempting to take anything of value from another's person, by force, or by an act threatening force or violence, which puts a victim in fear, without the use of a weapon. The stealing of someone's property without the use of force or from a source other than the victim's person is not included in this offense. If the taking from the person involves use of a dangerous weapon the incident is reported under Robbery With a Dangerous Weapon.

SEXUAL ASSAULT/SEXUAL BATTERY

A person is guilty of sexual battery if he/she, for the purpose of sexual arousal, sexual gratification, or sexual abuse, engages in sexual contact with another person by force and against the will of the other person, or if the person being assaulted is mentally disabled, mentally incapacitated, or physically helpless and the person performing the act knows or should reasonably know that the other person is mentally disabled, mentally incapacitated, or physically helpless.

SEXUAL MISCONDUCT

No student shall engage in behavior, which is indecent, disreputable, or of a sexual nature to include consensual sex and/or sexual acts.

SEXUAL OFFENSE

Sexual Offense may be forcible or statutory. Forcible Sexual Offense is committed by force and without the consent of the victim. Statutory Sexual Offense is a sexual act committed on a child under the age of 16 by a person who is at least 12 years old and more than four years older than the victim, regardless of whether the victim consented. Statutory Sexual Offense is also sexual acts committed on a person who is mentally handicapped or incapacitated or physically helpless, regardless of whether the victim consented.

THEFT – VALUE MORE THAN \$1,000

Theft is stealing, attempting to steal, or possessing stolen property having reason to know it was stolen.

UNLAWFULLY SETTING A FIRE

Intentionally starting a fire or attempting to start a fire or aiding and abetting in the starting or attempting to start a fire without educational permission or consent is prohibited.

USE OF AND/OR DISTRIBUTION OF ALCOHOLIC BEVERAGES

Consumption and/or distribution of an alcoholic beverage in any amount or form on school property owned or leased by the local Board of Education, school bus stop or at any school-sponsored event is prohibited.

USE OF CONTROLLED SUBSTANCES

This offense includes the use of, but not limited to, marijuana, synthetic marijuana (Spice or similar product), MDPV and mephedrone (e.g. bath salts), cocaine, methamphetamine, barbiturate, heroin, mescaline, LSD, codeine, opium, ecstasy, vicodin, percocet, oxycontin (or generic derivatives) hallucinogenic drug or any other chemical or product that may bring about a state of exhilaration or euphoria or otherwise alter the student's mood or behavior while on school property owned or leased by the local Board of Education, school bus stop, or at any school-sponsored event.

CLASS IV VIOLATION

INTENTIONAL ASSAULT ON SCHOOL PERSONNEL

Attempted or actual hitting, striking, emitting bodily fluids, utilizing any foreign substance, or other use of force upon a school official, employee or school volunteer who is not a student.

POSSESSION OF FIREARM OR DESTRUCTIVE DEVICE

Bringing or possessing a firearm or destructive device on educational property or to a school-sponsored event off of educational property, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or firearm silencer. A destructive device is a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, a device similar to those above. The term shall not include an inoperable antique firearm, a BB gun, stun gun, air rifle, or air pistol.

CLASS V VIOLATIONS

Behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of other students or school personnel. This includes any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18.

DEATH BY OTHER THAN NATURAL CAUSES

Death by other than natural causes is the killing of a living person done by another person including, but not limited to, murder, manslaughter and death by vehicle.

BUS MISBEHAVIOR VIOLATION

School transportation service is a privilege, not a right. While riding a school bus, students will at all times observe the directives of the school bus driver and all other rules outlined in this code of conduct. Failure to follow directives **will** result in suspension from riding the bus as determined by the principal/assistant principal.

PROVISIONS FOR ENFORCEMENT

1.
 1. **Temporary Suspension** – The principal/assistant principal may impose a temporary suspension prior to a hearing if the presence of the student creates a direct and immediate threat to the safety of other students or staff, or substantially disrupts or interferes with the education of other students or the maintenance of discipline at the school. In such cases, the principal shall give notice of the charges and an opportunity for an informal hearing as soon as practicable.
 2. **Short-Term Suspension**– The exclusion of a student from school attendance for disciplinary purposes for up to 10 school days from the school to which the student was assigned at the time of the disciplinary action. A short-term suspension does not include the removal of a student from class by the classroom teacher, principal or other authorized school personnel for the remainder of the subject period or one-half of a school day and/or changing the student's location to another room or place on the school premises. (4353) A student subject to short-term suspension shall be provided the following:
 1. The opportunity to take textbooks home for the duration of the suspension.
 2. Upon request, the right to receive all missed assignments and, to the extent practicable, the materials distributed to students in connection with the assignment.
 3. The opportunity to take any quarterly, semester or grading period examinations missed during the suspension period.
 3. **Long-Term Suspension**– suspension from school, school activities, and school grounds in excess of 10 days but not exceeding the time remaining in the school year except as provided in G.S. 115C-390.1(b)(7). This long-term suspension must have the approval of the superintendent.
 4. **Long-Term Suspension – 365 Days**– suspension from school, school activities, and school grounds for a period of 365 days as specified in G.S. 115C-390.10 Gun Possession. This long-term suspension must have the approval of the superintendent.
 5. **Expulsion** – indefinite exclusion from the Cumberland County School system of a student (1) who is 14 years of age or older and (2) whose behavior indicates that the student's continued presence in school constitutes a clear threat to the safety of employees or other students. Also, in accordance with N.C.G.S. §115C-390.11(a)(2), a local Board of Education may expel any student subject to sex offender registration pursuant to N.C.G.S. §14-208.18. Expulsion can only be authorized by the Board of Education, upon the recommendation of the principal and the superintendent.
 6. **Disciplinary Reassignments** – Reassignment to an alternative program
 7. **Calculation of Days**– number of days refers to days when schools are in session for students except for reference to a 365-day suspension, which refers to calendar days.
 8. **Two Class II Violations**– The principal may recommend to the superintendent a disciplinary reassignment or long-term suspension for a student who commits a third suspendable offense after having committed two Class II offenses or greater.
 9. **Mandatory Offenses Reportable to Law Enforcement**– When the principal has personal knowledge, a reasonable belief, or actual notice from school personnel that an act listed below has occurred on school property, regardless of the age or grade of the perpetrator or victim, the school principal must immediately report to law enforcement officials and the Safety/Security Director. The principal shall also notify the superintendent or his/her designee (Safety/Security Director) in writing or by electronic mail regarding any report made to law enforcement under this section. The superintendent or his/her designee shall provide the information to the local Board of Education. The mandatory reportable offenses are as follows:
 1. Assault resulting in serious personal injury
 2. Assault involving use of a weapon
 3. Kidnapping
 4. Possession of controlled substance in violation of the law
 5. Possession of a firearm in violation of the law
 6. Possession of a weapon in violation of the law
 7. Rape
 8. Sexual assault (not involving rape or sexual offense)
 9. Sexual offense
 10. Taking indecent liberties with a minor
 11. **Mandatory Reporting of Other Serious Violations** – In addition to the 10 reportable offenses listed above any Class III, IV, or V violation must be immediately reported to the Safety/Security Director.
 12. **Authority to Search** – School officials have authority to conduct reasonable searches and seizures in accordance with CCS' Board Policy 4342 for the purpose of maintaining a safe, orderly environment and of upholding standards of conduct established by the Board or school.

13. **Questioning of Students by School Personnel**– District administrators or the principal of each school, or his/her authorized representative(s), possess legal authority to question students in any reasonable manner in order to investigate possible student misconduct, student health, safety or academic issues, possible child abuse, neglect, or dependency, or possible violations of Board of Education policy.
14. **Questioning of Students by Law Enforcement, DSS, or Health Department Personnel**– Law Enforcement, Department of Social Services, or Health Department personnel may question students in order to discharge their official duties, with or without parents present as allowed by law, and those personnel are responsible for protecting the constitutional rights of the students who are questioned. Parents are advised that authorities may question students in a variety of situations, including when a student is suspected of committing a crime, when a student may have been a victim of a crime or child abuse or neglect or dependency, or when a student may possess information regarding criminal activities.

STUDENT ADMISSIONS

In accordance with G.S. 115C-366

(a4) When a student transfers into the public schools of a local school administrative unit, that local Board of Education shall require the student's parent, guardian, or custodian to provide a statement made under oath of affirmation before a qualified official indicating whether the student is, at the time, under suspension or expulsion from attendance at a private or public school in this or any other state or has been convicted of a felony in this or any other state. This subsection does not apply to the enrollment of a student who has never been enrolled in or attended a private or public school in this or any other state.

(a5) Notwithstanding any other law, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been suspended from a school under G.S. 115C-390.5 through G.S. 115C-390.10 or who has been suspended from a school for conduct that could have led to a suspension from a school within the local school administrative unit where the student is seeking admission until the period of suspension has expired. Also, a local Board of Education may deny admission to or place reasonable conditions on the admission of a student who has been expelled from a school under G.S. 115C-390.11 or who has been expelled from a school for behavior that indicated the student's continued presence in school constituted a clear threat to the safety of other students or staff as found by clear and convincing evidence, or who has been convicted of a felony in this or any other state. If the local Board of Education denies admission to a student who has been expelled or convicted of a felony, the student may request the local Board of Education to reconsider that decision in accordance with G.S. 115C-390.12.

STUDENT READMISSIONS

In accordance with G.S. 115C-390.12 and Policy 4362 – Requests for Readmission of Students Suspended for 365 Days or Expelled, all students suspended for 365 days or expelled may, after 180 calendar days from the date of the beginning of the student's suspension or expulsion, request in writing readmission to Cumberland County Schools.

DUE PROCESS

The Board of Education mandates and the law requires that all students be treated fairly and honestly in resolving grievances, complaints, or suspensions/expulsions.

Due process will be defined as fair and reasonable notices and approaches to all areas of student governance and discipline on the part of all school officials. The principal shall give full and complete consideration to the defense or excuses, if any, made by the student and dismiss the charges if not satisfied as to the guilt of the student or reduce the punishment if not satisfied as to reasonableness of the proposed disciplinary action under all the circumstances. Due process procedures will be followed in accordance with Policies 4351, 4353, 4370. A summary of those procedures is provided below. Students and parents should consult the relevant policy for complete information.

1. SHORT-TERM SUSPENSIONS (10 DAYS OR LESS) (Policy 4351)

Students and their parent/guardian will be given an opportunity for an informal hearing with the principal/assistant principal before a short-term suspension is imposed. Except in the circumstances described below, a student and their parent/guardian must be provided an opportunity for an informal hearing with the principal/assistant principal before a short-term suspension is imposed. The principal/assistant principal may hold the hearing immediately after giving the student and their parent/guardian oral or written notice of the charges against him or her. At the informal hearing, the student and their parent/guardian has the right to be present, to be informed of the charges and the basis for the accusations and to make statements in defense or mitigation of the charges. Following the hearing, the principal/assistant principal shall provide written notice to the parent of his or her final decision.

1. Temporary (Immediate) Suspension

A student may be removed from school immediately without a prior opportunity for a hearing if the student's presence in school poses a direct and immediate safety threat or is substantially disruptive. In that case, the notice and opportunity for an informal hearing will be provided as soon as practicable.

2. Notice to Parent or Guardian

The school administrator will notify the student's parent or guardian that a short-term suspension has been imposed. If English is the second language of the parent, the notice must be provided in English and in the parent's primary language, when the appropriate foreign language resources are readily available. Both versions must be in plain language and easily understandable. The notice will explain why the student has been

suspended and will describe the student's misconduct. The notice will be provided on the day of the suspension when reasonably possible, but no later than two days after the suspension is imposed.

3. **Review of Short-Term Suspension Procedure**

If the parent believes that the principal/assistant principal failed to provide the student with sufficient notice of the charges or opportunity to respond to the charges, then the parent shall have five (5) school days from the date of the principal's/assistant principal's decision to make a written request to the superintendent or his/her designee for a review of the suspension procedure. **There shall be no right to appeal a short-term suspension to the Board of Education.**

4. **DISCIPLINARY REASSIGNMENTS (Policy 4354)**

Students may be reassigned to an alternative program or school a disciplinary consequence. The alternative program or school will meet the requirements of the standard course of study and provide the student the opportunity to make timely progress toward grade promotion and graduation.

1. Before recommending a student for a disciplinary reassignment, the student will be provided the due process procedures applicable to short-term suspensions, described above.
2. The principal/assistant principal will provide the student with the due process procedures applicable for short-term suspensions, including written notice of charges and a hearing. In addition, the school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.
3. If the principal recommends a disciplinary reassignment, he/she shall submit such recommendation to the Associate Superintendent, Student Support Services, for approval/disapproval
4. The parent shall be provided an opportunity to present any further information to the Associate Superintendent, Student Support Services, regarding the proposed disciplinary reassignment through a Request for a Review of a Disciplinary Reassignment form provided by the principal. The form must be submitted to the Cumberland County Schools' Student Assignment Office within two (2) school days of the school administrative hearing.
5. A student attending school under a disciplinary reassignment is not eligible for athletic participation and is not permitted on his/her home school campus without prior permission from the principal.
6. A student is not entitled to appeal a decision to impose a disciplinary reassignment to the local Board of Education.
7. In addition to the compulsory attendance law, if the student fails to enroll in and regularly attend the alternative educational setting as reassigned, or other appropriate school (e.g. private or charter school, North Carolina Virtual Public School, etc.), the disciplinary reassignment will continue until such time as reassignment to the home school is appropriate as determined by the superintendent or his/her designee. A disciplinary reassignment may continue for a period up to and including that which could be imposed for a long-term suspension. In addition, if the offense(s) leading to the disciplinary reassignment occurs during the final quarter of the school year, the reassignment may include a period up to the remainder of the school year in which the offense was committed and the first semester of the following school year.
8. **LONG-TERM SUSPENSION, 365-DAY SUSPENSION, EXPULSION (Policy 4353)**
9. Long-term suspension, 365-Day suspension, and expulsion procedures will be followed in accordance with Policy 4353. These procedures include the right to written notice of the proposed discipline and the right to request a full hearing before the disciplinary penalty is imposed.
10. The school administrative hearing shall be held not less than two (2) school days from the date the Notice of Charges and Hearing was mailed or hand delivered to the parent or legal custodian.
11. A principal may recommend to the superintendent the long-term suspension of any student who willfully engages in conduct that violates a provision of the Student Code of Conduct that authorizes long-term suspension. Only the superintendent or his/her designee has the authority to long-term suspend a student.

PROHIBITION AGAINST BULLYING AND HARASSMENT

The Board of Education believes that all students can learn better in a safe school environment. Cumberland County Schools is committed to ensuring that our students are free from bullying or harassing behavior while at school. Behavior that infringes on the safety of students will not be tolerated. Students and parents are encouraged to report any incidents to school administration as set forth in our anti-bullying and harassment policies and procedures that can be viewed on the CCS' website at: www.ccs.k12.nc.us

SAFE AND CARING SCHOOLS

It is the position of the Cumberland County Board of Education to promote the safety and well-being of all students, staff, and visitors in our schools. To further that position, school personnel may employ appropriate seclusion and restraint techniques with students consistent with N.C.G.S 115C-391.1, state and local policies and procedures. The superintendent or his/her designee will provide copies of N.C.G.S. 115C-391.1 to parents/guardians and school personnel at the beginning of each year through the Cumberland County Schools' website or other appropriate method.

SAFE AND DRUG-FREE SCHOOLS

In an effort to create in each of our schools an environment highly conducive to learning and in compliance with Safe and Drug-Free Schools Act of 1994 – Title IV, Cumberland County schools provide comprehensive, age-appropriate, developmentally-based drug abuse and violence prevention education for all students from preschool level through

grade 12. School-based Student Services teams provide case management, intervention, and referral services and will ensure re-entry into school after treatment for those students who are otherwise entitled to services provided by the Cumberland County Board of Education.

STUDENT DRESS CODE

The Cumberland County Board of Education (Board) believes that the dress and personal appearance of students greatly affect their academic performance and their interaction with other students subject to Policy [4316](#). The Board requests that parents outfit students in clothing that will be conducive to learning. Generally, dress and grooming standards as determined by the student and his or her parents will be deemed acceptable. However, the Board prohibits appearance or clothing that does the following:

1. violates a reasonable dress code adopted and publicized by the school, including a uniform dress code approved by the Board;
2. is substantially disruptive;
3. is provocative or obscene;
4. endangers the health or safety of the student or others;
5. promotes products or activities that are illegal for use by minors or
6. is destructive to school property.

Each local school will establish and publish a dress code applicable to that school. A student who is not in compliance with these policies or a school dress code will be given a reasonable period of time to make adjustments so that he or she will be in compliance. Examples of prohibited clothing include without limitation attire that depicts, promotes, or advertises gang affiliation, illegal activity, or the sale, possession, or consumption of illegal drugs, alcoholic beverages or tobacco products, sagging pants, or clothing which contains messages or images which cause, contribute to, or constitute sexual harassment.

ELECTRONIC COMMUNICATIONS DEVICES

The Cumberland County Board of Education (Board) permits students to possess communication devices on a limited basis subject to Policies [3225/4312/7320](#), "Technology Responsible Use" and [4318](#), "Use of Wireless Communication Devices" and provides local school principals with the authority to set forth rules pertaining to student possession and use of such devices at their individual schools.

RIGHTS AND RESPONSIBILITIES

Rights of Students

Students shall have the right to:

1. Pursue a successful education in a safe environment without disruption
2. Receive fair and equitable treatment without discrimination in every aspect of the educational system
3. Be treated respectfully and as an individual
4. Be informed of their rights, responsibilities, and discipline policies

Responsibilities of Students

All students share with the administration and faculty responsibility to develop a safe learning environment within the school. Students shall have the responsibility to:

1. Attend school regularly, arrive on time, and bring materials
2. Respect the personal, civil, and property rights of others
3. Put forth conscientious effort in classroom work and homework
4. Groom and dress appropriately
5. Have knowledge of and conform to school rules and regulations
6. Not use indecent, obscene, or foul language
7. Report incidents or activities that may threaten or disrupt the school environment

Rights of Parent/Guardians

Parents shall have the right to:

1. Receive regular official reports of their child's academic progress
2. Receive an explanation for the basis of any grade given by the teacher
3. Request a conference with the teacher and/or principal
4. Receive a prompt report of their child's attendance to class or school
5. Bring, or have the District provide, an interpreter during disciplinary conferences or hearings, when a parent or student has limited English proficiency and the parent or student requests an interpreter or the school observes that a parent or student's limited English proficiency would deny them an opportunity to meaningfully participate in the conference or hearing

Responsibilities of Parent/Guardians

Parents/guardians shall have the responsibility to:

1. Ensure that their children between the ages of 6 and 16 enroll in schools regularly, on time and for the whole school day in accordance with the laws of the State of North Carolina
2. Present to school officials any concern in a calm, reasoned manner
3. Work with the school on academic, disciplinary, or other related matters pertaining to their child
4. Plan the time and place for homework assignments and provide necessary supervision
5. Talk with their child about school activities and expected behavior

6. Know the rules set forth in this Student Code of Conduct and review them with their child
7. Ensure that their child receives the periodic student health examinations that are required by law