

**BOILING SPRINGS INTERMEDIATE SCHOOL**  
 2055 Hanging Rock Road  
 Boiling Springs, SC 29316  
 Phone: 864/578-2884 Fax: 864/578-2426  
 www.bsisonline.com

**ADMINISTRATION**

Tammy Greer, Principal  
 Stacey Kimble, Asst. Principal  
 Josh Patterson, Asst. Principal

Tonya Stone, Guidance Counselor, Male students  
 Jessica Yates, Guidance Counselor, Female students

**STAFF**

Sharon Brown, Secretary/SASI  
 Terrie Hopson, Secretary/Bookkeeper  
 Susan Dempsey, Receptionist

**SCHOOL HOURS**

The morning bell rings at 7:50 am. The morning late bell at BSIS rings at 8:05. In the morning, students are to stay in the car until school personnel open the doors at 7:00 am. The afternoon dismissal bell rings at 3:13 pm. Students must be picked up by 3:20. Students who are not picked up by 3:40 will be charged \$8.00 for afterschool care. Students will be charged \$8.00 per hour or any part of an hour once they are taken back to PAWS.

**Bell Schedule 6<sup>th</sup> grade:**

7:50	1 <sup>st</sup> Bell/Locker Break
7:50-7:55	1 <sup>st</sup> lockers to lockers/2 <sup>nd</sup> lockers to homeroom
7:55-8:00	2 <sup>nd</sup> lockers to lockers/1 <sup>st</sup> lockers to homeroom
8:05	Tardy bell
8:00-8:10	Morning exercises, news, attendance, lunch count
8:10-9:09	1 <sup>st</sup> Period
9:12-10:11	2 <sup>nd</sup> Period
10:14-11:13	3 <sup>rd</sup> Period
11:13-11:19	Locker Break
	11:13-11:16 1 <sup>st</sup> lockers
	11:16-11:19 2 <sup>nd</sup> lockers
11:19-1:01	4 <sup>th</sup> Period
	11:19-12:02 2 <sup>nd</sup> lunch
	12:02-1:01 4 <sup>th</sup> Period for 2 <sup>nd</sup> lunch
	11:19-12:18 4 <sup>th</sup> Period for 3 <sup>rd</sup> lunch
	12:18-1:01 3 <sup>rd</sup> lunch
1:04-2:03	5 <sup>th</sup> Period
2:03-2:09	Locker Break
	2:03-2:06 1 <sup>st</sup> lockers
	2:06-2:09 2 <sup>nd</sup> lockers
2:09-3:08	6 <sup>th</sup> Period
3:08-3:13	Announcements

**Bell Schedule 5<sup>th</sup> grade:**

7:50-7:55	Locker Break (alternate top/bottom)
7:55-8:00	Locker Break (alternate top/bottom)
8:05	Tardy bell
8:00-8:10	Morning Exercises, news, attendance, lunch counts

Teacher schedules for remainder of the day including the 2<sup>nd</sup> locker break.

10:35-11:18	1 <sup>st</sup> lunch
11:19-12:02	2 <sup>nd</sup> lunch
12:18-1:01	3 <sup>rd</sup> lunch
3:08-3:13	Announcements

**ADDRESSES OF STUDENTS**

Please inform the school secretary of any change of address or telephone number. Only students who live in Spartanburg School District Two are eligible to attend schools in Spartanburg School District Two. The school reserves the right to request a new proof of residence at anytime during the year (only a valid, current utility bill will be accepted).

**BOOKS**

Please take proper care of your textbooks. Textbooks are the responsibility of the student. If a textbook is lost the student must purchase the book. The fees are:

5 <sup>th</sup> grade Science	\$40.73
Reading	\$16.28
Social Studies	\$34.09
6 <sup>th</sup> grade Science	\$54.30
Math	\$48.76
Reading	\$42.23
Social Studies	\$37.51

If the book is found after it has been paid for, the student will be given a refund. Fees will be charged for damaged books at 20% of lost book charge for minor damages and 50% of lost book charge for major damages.

**CAR LOADING AND UNLOADING**

- Staff members will be present in the loading/unloading area to supervise car riders each morning and each afternoon.
- Drop off and pick up only in designated traffic circle. Please do not drop off or pick up in the teacher's parking lot or on Hanging Rock Road. Let's work together to make this a safe year for your child.
- Please pull your car all the way up to the marked line near the mailbox when dropping off or picking up your child.
- Please do not drop off or pick your child up in any other area. The school cannot be responsible for the safety of students who are not dropped off or picked up in the designated areas.

**MORNING GUIDELINES**

1. The building will open at 7:00. Car riders must wait in their car for school personnel to open the doors.
2. Car riders are to report directly to the assigned area.
3. No loitering in the hallways or restrooms.
4. Library passes and restroom passes – students must obtain a library pass or restroom pass from a teacher on duty in their assigned area in order to enter the library or restroom.
5. From 7:25 – 7:50, time will be designated for silent study, reading, and preparation for the day. In order to maintain this opportune learning environment, the students will be asked to refrain

from talking or disrupting others. Students who interfere with the learning of others will receive the following consequences: 1<sup>st</sup> offense – warning, 2<sup>nd</sup> offense – lunch detention, 3<sup>rd</sup> offense – 1 hour detention, 4<sup>th</sup> offense – 2 hours detention.

#### AFTERNOON GUIDELINES

1. Students are to go directly to the car loading area or designated bus.
2. Students cannot stop by their lockers or the restroom without a note from a teacher.
3. Car riders are to sit quietly in their assigned area. To ensure student safety and prompt dismissal, talking is not permitted. Talking will result in: 1<sup>st</sup> offense – warning, 2<sup>nd</sup> offense – lunch detention, 3<sup>rd</sup> offense – 1 hour detention, 4<sup>th</sup> offense – 2 hours detention.
4. Car riders must load in the assigned areas only and all students **must exit from the front of the building.**

#### HALLWAY GUIDELINES

1. Students must walk quietly on the right side of the hallway.
2. Students are to remain in their pod area unless reporting to activity classes.
3. No loitering in hallways, restrooms, or at the water fountains.
4. When the bell rings, all students must be in their assigned classrooms.
5. No food or drinks will be allowed in the hallways.

#### CONFERENCES AND VISITS

To insure an uninterrupted instructional program, visits by students from other schools are not allowed. Students are not to bring guests to school. Only Boiling Springs Intermediate School students will be permitted in class.

Parents of students are always welcome to visit the school campus. When visiting the school during the school day, **all visitors must report to the office first.** Parents are encouraged to arrange conferences with individual pods or teachers by appointment. These conferences may be held after school or during individual teacher planning periods.

#### STUDENT DRESS

All students are expected to dress in school-type clothing as accepted in the manner of ladies and gentlemen. Any form of wearing apparel that is unsafe, unhealthy, or that tends to disrupt a class or the school will not be permitted. Clean, neat clothing (worn as designed to be worn) and a well-groomed appearance is required. Clothing or make-up that is distracting to other students should not be worn to school. ***Shorts are acceptable if they come below the middle finger when standing upright.*** Brief shorts and tops will not be acceptable. ***The midriff will be covered.*** We do not allow open midriff blouses or shirts, ***low cut shirts***, tank tops, sheer or see-through clothing tending toward immodesty by exposure or excessive emphasis of body features. No hats or head covering is to be worn in school. Students can not wear pajamas to school. Clothing

that has profane or offensive language, signs or symbols including any references to alcohol, tobacco or drugs, sex, or anything that may be disruptive will not be permitted. ***“Sagging” of pants is not allowed. If the dress code is violated, students will be given clothing to wear.*** State health regulations require that shoes be worn in the school building. Heely’s are not allowed. Hair should be clean and well groomed. Unnatural/artificial hair coloring (i.e., blue, green, red, etc.), which can cause classroom disruptions and distractions, is not allowed. This includes the use of hair coloring spray cans. If students use this, they will wash it out at school. No body piercing other than ears is permitted. Temporary tattoos and other ink markings on the body are not permitted.

#### ACTIVITY FEES

A \$10.00 activity fee is charged for each student at the opening of school. The fee is used to help defray the cost of consumable materials used by the student in the classroom.

#### SUPER SURFERS AWARD 9 – WEEK BEHAVIOR REWARD

To promote a positive learning environment for all students, each 9-weeks the students will be rewarded for their behavior in the classroom. The criteria for participation will start over each 9-weeks, although consequences for behavior will remain cumulative throughout the year. The following are the guidelines for participation per 9-weeks:

- No office referrals
- No lunch detentions

#### SURFING TO HIGH TIDES AWARD

At the end of each grading period, students who improve a letter grade (without dropping in any subject or having a grade of F in any subject) will be in the Surfing to High Tides Club. These students will receive a pizza party.

#### HAWAII 5-0 ATTENDANCE AWARD

At the end of each 9-week grading period, students will be recognized for all day perfect attendance. For students to receive this reward, they must be in school each day from 8:05 – 3:13.

#### FUN ACTIVITIES

Boiling Springs Intermediate School strives to make the students’ years here memorable and fun. The following is a list of activities planned for 2009-2010:

Clubs, band, orchestra, chorus, parents to lunch, family dinner, 9-week behavior reward, PTO fun day, all A’s celebration, Surfing To High Tides celebration, MAP celebration, cookout, shaved ice on Friday, fundraisers, ice cream parties, extra recess, 100 Book Challenge celebration, perfect attendance celebration, Red Ribbon Week celebration, Beach Day, Christmas Party, Valentine’s Day Party, Fall and Spring field trips.

#### FIELD TRIPS & SPECIAL EVENTS

Field trips and special events are a privilege, as well as a learning experience, for students. To ensure student safety and an opportune learning environment for all students, the following are guidelines for participating in these activities:

- All fees must be paid in full (i.e. cafeteria, library, PTO, etc.)
- No OSS for the semester and no more than 1 for the year
- No more than 3 office referrals per 9-weeks

### PARTIES

BSIS will have 2 holiday parties during the school day, Christmas and Valentine's Day. Refreshments for the parties will be provided by the school. No other parties for students or teachers should be given at school. Please celebrate your child's birthday at home. We request that you not bring birthday treats in during the school day.

### REPORT CARDS

Report cards will be issued on the following dates: October 26, 2009, January 19, 2010 and March 25, 2010. These reports must be signed and returned to the teachers within two school days. The last report card will be mailed on June 1, 2010.

### INTERIM REPORTS

Interim reports will be issued on the following dates: September 18, 2009, November 17, 2009, February 16, 2010 and April 27, 2010. This report must be signed and returned to the homeroom teacher within two school days.

### STANDARDIZED TESTS

PASS Testing – May 11-14, 2010. Students should be on time and present each day.

### DELIVERY OF ITEMS TO STAFF AND STUDENTS

Personal deliveries (flowers, balloons, food, etc.) to staff and students are not allowed at school.

### STUDENT ACCIDENT INSURANCE

Student accident insurance is available and highly recommended for students. School-time and twenty-four hour coverage, as well as optional dental coverage, will be available. The student must notify the supervising teacher at the time of any accident. It is the responsibility of the student to have forms completed by physician, dentist, or hospital and have these returned to the school. All claims must be processed by the school before they are mailed to the insurance company. Insurance claims must be received by the insurance company within the specified time on the policy. If a student is enrolled in the after school daycare, they must purchase the 24 hour coverage.

### LEAVING SCHOOL WITH OTHERS

If a student is to leave school, other than his regular way or at a different time, a note from the parent/guardian must be signed by the principal or school secretary before the end of the day.

### SCHOOL BUS TRANSPORTATION

School bus service is provided for students legally eligible for this service. Riding the bus is a privilege. All students must obey the Spartanburg District Two School Bus Policy, or their bus privilege may be denied. Your child will be instructed by his/her teacher on bus rules and the consequences if violated. **If your child is to ride a**

**different bus, they must have a note from the parent signed by the office before the end of the day. Please note that due to the overcrowding of some buses, there may not be available seats for your child.**

\*\*If you have any questions concerning bus transportation, please contact the Transportation Director, at 599-9564.

### EARLY DISMISSAL POLICY

If your child needs to leave school early for an appointment, please sign him/her out between class changes. It is our goal to refrain from interrupting any classroom instruction. Please avoid signing your child out prior to dismissal at the end of the day.

### BSIS LOCKERS

Each student will be issued a locker with a lock and a combination. Students are to only use the locker issued to them. Students are not allowed to trade lockers. Lockers will only be used during designated locker breaks. The lockers are the property of the school and are subject to search at any time. Students are not to share lockers with other students. Locks must be kept locked at all times. No items should be placed on the inside or outside of lockers including stickers, tape, mirrors, pictures, posters, shelves, (etc.). Students who do not abide by the rules concerning lockers may have their locker privileges suspended. Lost locks will cost \$8.00 to replace.

### BSIS SCHOOL MEALS

Our cafeteria staff prepares nutritious lunches. Students may pay for school meals by the day on the lunch line or pay for up to a year in advance. You are encouraged to pay in advance for meals. No child will be able to charge more than one week of meals on their account. When they go over by \$10.00, they will be given an alternate lunch until the balance is paid in full. This includes any negative balances transferred in from their previous school. Payments can be made between 7:00 and 7:55 am each morning in the cafeteria. The prices of meals are as follows:

<b>Lunch</b>	<b>\$1.75 per day</b>
	<b>\$8.75 per week</b>
<b>Breakfast</b>	<b>\$1.10 per day</b>
	<b>\$5.50 per week</b>

Anyone needing to get in touch with our cafeteria staff can call 864/578-2884.

Breakfast will be served from 7:00 until 7:50 am each morning. Students are expected to be on time to their first period class. Therefore, students who ride in cars, and wish to eat breakfast at school, need to be at school before 7:40 am to eat. Car riders will be required to leave the cafeteria at 7:50 am.

Free and reduced price meals are available for students who are determined by local authorities to be unable to pay full price. Application forms for free or reduced meals are available in the cafeteria.

### LUNCH ROOM RULES

One of the aims and purposes of the cafeteria is to promote good lunch habits. Students are expected to use good table manners. Students who wish to bring lunch to school must

eat in the cafeteria. No students may take food into classrooms or other places in the building. Extra milk may be purchased for \$.50, but must be consumed in the cafeteria. ***Parents are invited to eat lunch with students at any time. Food from restaurants is not to be brought into the cafeteria.***

### SNACKS

There will be a designated snack time each day. Please encourage your child to bring a healthy snack. Only unflavored water is allowed in the classrooms.

### PRESCRIPTION MEDICATION AT SCHOOL

**Students are not allowed to bring prescription medications to school except as directed below:**

1. Before the principal or her designee will administer prescription medication, the student must submit a dated request, signed by his/her parent/guardian to the school office. It must include:
  - child's name
  - physician's name
  - name of the medication
  - time to be administered
  - dosage
  - possible side effects
  - termination date for administering the medication

**Permission Request Forms are available in the school office.**
2. The student must bring Permission Request Forms for each new or different prescription medication, or if the dosage changes. A new form is also needed if the time that the medication is to be administered changes.
3. One Permission Request Form per year will suffice for medications which will be given on a long-term basis or those medications which must be administered in case of exposure to allergens, for example, adrenaline for bee stings.
4. The principal or designee is authorized to give oral medication as outlined above. The principal or designee will keep a record of the administration of all medication.
5. Parents will reclaim any unused medications within one week of the termination of treatment or within one week of the last day of school. The school will destroy any unused medications after this time.
6. The school district personnel will not be responsible for any adverse drug reaction when the medication has been given in the manner prescribed.
7. The school district retains the discretion to reject requests for administration of medicine.
8. Over-the-counter medication will be administered by school personnel provided the parent completes the medication form.
9. Medication must be in the original container.
10. Tylenol will no longer be provided by the school! Parents/Guardians must bring Tylenol in its original bottle if they want their child to have it available for use at school.

### HEALTH ROOM

The health room is for student illnesses and emergencies. Band-aids, ointment, etc. are available in each classroom. Students must have a note from their teacher to go to the health room. Abuse of health room privileges will result in disciplinary action.

### PRINCIPAL'S HONOR ROLL

Principal's Honor Roll – 93 or above average in every subject and an S in all activity and exploratory classes. Students who make the Honor Roll will:

1. Be given an invitation to an "Honors Party" where refreshments will be served.
2. Honor Roll students will have their names in the school newsletter and local newspaper.

### GRADING SCALE

A = 93 - 100, B = 85 - 92, C = 77 - 84, D = 70 - 76, F = 0-69

### GRADING GUIDELINES

Grading –

- 6<sup>th</sup> grade: 80% tests, 20% homework/classwork
- 5<sup>th</sup> grade: 90% tests, 10% homework/classwork
- Minimum of 6 test grades and 6 homework/classwork grades each 9 weeks
- Must be tied to SC Standards
- Grades should be assigned for work completed. No signed papers, items brought in for teacher/class, behavior, or participation should be assigned as a grade to be calculated
- No grades should be given for an assessment of material not taught by the teacher

Homework –

- Should be aligned to the Standards taught
- Should be an extension of the Standards addressed during the teacher's class
- Discuss with team to ensure sufficient workload
- Try not to assign over weekends and holidays

Extra Credit –

- Extra Credit work **will not** be given to any student
- Bonus points on tests or projects are not considered extra credit

### MAKE-UP WORK

It is the responsibility of the student to make up work when absent. If a student is absent from school for more than one day, work can be requested. Work requests must be made prior to 8:00 am to be picked up by the end of the day. Any requests after that time may be picked up the following day after 3:13 pm. Please do not request work if you are unable to pick it up.

If absent, a student has one day for every day absent to complete assignments and turn them in (i.e. a student is out Wednesday and Thursday and returns to school on Friday the work will be due on Tuesday). It is the student's responsibility to get their assignments on the day they return. If a student has not completed the work by the

assigned date, he/she may turn in the work according to the **Late Work** policy. Tests will be made up at the discretion of the teacher. Note to parents: if a child is absent for one day, you do not need to call to get the work. If you would like the assignments for one day please go to the school web site ([www.bsisonline.com](http://www.bsisonline.com)), choose the teacher(s), and click [schoolnotes.com](http://schoolnotes.com) for assignments. If a child is absent for 2 or more days, contact the office by 8:00 am to pick up assignments after 3:13 pm.

### **LATE WORK**

Work should be turned in on the date it is due. Late work will be accepted and graded based on the following scale:

1 day late	10% off
2 days late	20% off
3 days late	50% off

Work will not be accepted more than 3 days after due date. This does not apply to daily homework assignments.

### **LOST AND FOUND**

Any item lost on the school grounds should be reported to the office. Any item found should be turned into the office. Any items not claimed by the end of each month will be turned over to needy families.

### **JUNIOR BETA CLUB**

The purpose of the Junior Beta Club is to encourage effort and reward merit among the students of the junior grades of the public schools, and to promote these qualities of character that make for good citizenship in the school community.

**Requirements for membership are as follows:**

1. Students must have an average of 90 or above in **every** subject at the end of their previous year.
2. Students must maintain an average of 90 or above in every subject in order to remain in the BETA club. If a student drops below a 90, they will be put on probation for one 9-week period.
3. A student with a poor conduct record will not be considered for membership.

### **STUDENT COUNCIL**

The Boiling Springs Intermediate School Student Council will have three executive officers selected from the 6<sup>th</sup> grade: President, Vice President, and Secretary/Treasurer.

In addition to the 3 executive officers, one student will be selected to represent each homeroom from 5<sup>th</sup> and 6<sup>th</sup> grade on the Student Council. The Student Council advisor will meet with the Student Council periodically. The purpose of the Student Council is to provide student leadership, to provide a means of hearing student requests or suggestions, and to allow students to actively participate in school functions.

### **Requirements to hold office:**

1. A scholastic average of at least 85 on **every** subject for the preceding school year.
2. Shall maintain a scholastic average of 85 on all subjects while in office.

3. Maintain satisfactory conduct toward administration and staff.
4. Must have appropriate approval from Election Committee.
5. Officers whose grades drop below 85 will be put on probation for one nine-week period. If their grades don't improve, they will be removed from office.

### **CLUBS**

Students will have the option to choose from various clubs sponsored by the teachers. Membership to participate in the Beta Club and Student Council are pre-established. See handbook for requirements and guidelines. Membership to a specific club may be limited due to high interest and enrollment. Clubs will end at 4:00. All students must be picked up by 4:10. A second offense of late pickup will result in dismissal from club activities.

### **TARDINESS**

Please be on time to school and to all classes. The late bell rings at 8:05 am. Any student who is not in their first period class when the late bell rings is considered tardy to school. **Any student who is tardy to school must report to the office.** An unlawful tardy includes oversleeping, riding with another student who is tardy, or other unlawful causes. In order for a tardy to be excused, the parent/guardian must come in with the student to explain the reason for the tardy. Excused tardies include flat tires, auto accidents, dead car battery, etc., depending on the number of tardies a student has. **Students arriving after the late sign is displayed must report to the office with a parent/guardian to get a pass to class. After the 3<sup>rd</sup> time of coming in late without a parent, students will not be allowed to report to class until the parent returns to sign him/her in.** The consequences for being tardy to homeroom and each period is as follows:

1 <sup>st</sup> – 3 <sup>rd</sup>	warning
4 <sup>th</sup>	note sent home to be returned signed
5 <sup>th</sup>	call home
6 <sup>th</sup> – 8 <sup>th</sup>	lunch detention
9 <sup>th</sup> – 11 <sup>th</sup>	1 hour after school detention
12 <sup>th</sup> +	2 hours after school detention

### **PERSONAL BELONGINGS**

These are the personal and direct responsibility of each student. Students are discouraged from having large sums of money while at school or bringing anything to school that has a significant monetary value such as jewelry, baseball (sports) cards, coin collections, etc.

### **Toys, Tape Recorders, Radios, etc.**

Items that may cause disruptions or prove harmful, (i.e., toys, knives, tape recorders, radios, virtual pets, laser pointers, water guns, skateboards, baseball cards, etc.) should not be brought to school. This eliminates theft, classroom distractions, and arguments. Unauthorized items brought to school will be taken by the teacher and kept until the parent comes for them.

Students are also not allowed to buy, sell, or trade with other students at school. Students should not borrow money or other items from fellow students.

### CELLULAR PHONES

School District Policy does not allow students to use cellular phones on school premises during normal school hours. These items will be confiscated if used while at school and must be picked up by a parent.

### TELEPHONE

**Students are not allowed to use the school telephone. Arrangements to go home should be made prior to the child coming to school. Students are not allowed to call home for forgotten books, assignments, instruments, notes, detention, or previously scheduled after school meetings.** The school telephone number is 578-2884. Brief messages for teachers and/or students will be taken, but may not be delivered immediately because the office is usually very busy. Important and emergency messages will be delivered promptly. **Student messages will be delivered at the end of the day.** If a student is sick, they need to go to the office or the health room where someone will call for them. Students are allowed to use the phone for emergencies and if after school meetings are cancelled.

### LIBRARY MEDIA CENTER

The library media center is open each day for students between the hours of 7:30 and 3:13. Students who visit the library before school must obtain a pass from a teacher on duty. Students may check out two books at one time with consideration given to special projects. Students should return books on time or be subject to the fine of ten cents per day. In the case of a lost book, the full price to replace the book will be charged. When a book is damaged, a fine will be charged based on the damage.

Students are encouraged to use their library media center independently with permission from a teacher, but will also visit with their classes routinely. Students should always come prepared to the LMC with paper and pencil. Reference skills will be taught in correlation with students' classroom subjects.

### VISITORS

We always welcome parents to our school. However, when visiting the school during the school day, **all visitors (including parents) must report to the office upon entering the building, sign in, and receive a visitor's badge.** Parents and other visitors are not allowed to go directly to any classroom to speak with their child or the teacher.

### DISTRICT ATTENDANCE REGULATIONS

Elementary/middle school

1. Students will be allowed ten lawful absences per year as defined in Policy JBD. The principal may allow additional days for school activities that will not count in the ten day total. Violations of these regulations may result in non-promotion to the next grade level.
2. Intervention: When students have three consecutive, or a total of five unexcused absences, the school will contact parents/legal guardians and develop a plan for improved attendance. Students exceeding ten days of unexcused absences may be reported to the family court.

3. Written physicians' excuses will be accepted for absences for medical reasons.

Generally, absences can be divided into four types.

1. Medical absences: Student illness certified by either a parent's excuse or a written excuse from a physician, should be turned in within 3 days of the child returning to school. There is no limit on the number of physician excuses which will be accepted. In the case of a serious or chronic illness documented by a chronic illness form from a physician, parental excuses will be accepted for absences above the ten allowable absences.
2. Absences for school-sponsored activities: With prior approval from the principal, students may be excused for a portion of, or the entire school day, for school-sponsored activities such as field trips, academic competitions, athletic events or other extracurricular activities.
3. Religious holidays: Students will be excused for days recognized by their religion as religious holidays.
4. General absences: All other absences

The principal and superintendent, or his/her designee, will consider extenuating circumstances when appealed to the principal for absences which cause the student to be denied credit. The principal at each school will serve as the designee for contacting students who are in violation of the attendance regulation.

**Violations of these regulations may result in referral to family court and/or non-promotion or non-credit in each course or grade.**

It is the goal of Spartanburg School District Two employees to educate every child to the highest levels of achievement possible. We know that parents appreciate and share that objective. An important way for you to help ensure that your children reach that goal is to get them to school, on time, every day. You know that we cannot teach your child if he/she is not here. However, we realize that there are times when your child is ill or cannot attend school due to extenuating circumstances. In those instances, we request that you send a note to school excusing the absence(s). Parents need to understand that according to District Policy JBD and JBD-R which reflect the Code of Laws of South Carolina §59-65-90, "Students will be allowed ten lawful absences per year...Violations of these regulations may result in non-promotion to the next grade level." Additionally, according to the policy, "There is no limit on the number of physician excuses which will be accepted."

In other words, parent excuses will be accepted for up to ten days of absence per year. Written excuses from a physician must be secured for more than ten total absences or non-promotion may occur.

Other provisions of JBD and JBD-R are available for your examination at the school.

### OPENING AND CLOSING OF SCHOOL (BAD WEATHER)

If it becomes necessary to delay or close school in Spartanburg School District Two because of dangerous weather conditions, announcements will be made over the

LOCAL Radio and TV stations beginning at 6:00 am or earlier, if possible. Delays and closings will also be posted on our website, [www.bsisonline.com](http://www.bsisonline.com). If there is any doubt that school will be in session on a day of adverse weather conditions, listen for the broadcast on the radio or TV. If a radio or TV is not available, please telephone a friend for information or have a friend telephone you. **PLEASE DO NOT CALL THE SCHOOL OR THE DISTRICT OFFICE.** We need to keep these lines of communication open in order to expedite decisions concerning your child's safety. WSPA AM (950 on your dial) is a good station for closing information.

#### **DETENTION HALL (AFTER SCHOOL)**

Students will be assigned to Detention Hall for disciplinary purposes by the administration. Detention Hall will be held after school hours.

1. Students must report to Detention Hall at 3:13 pm.
2. Students should bring some type of study or working materials. (Absolutely no games, TV, radio.)
3. Absolutely no talking or sleeping!
4. Missed detention time will need to be made up as scheduled by administration.
5. If a student skips detention, he/she will receive ISS and will need to make up the detention skipped.
6. If a student is dismissed from detention hall because of discipline problems, he/she will be suspended out of school.

#### **ISS RULES**

1. All assignments must be completed during the school day or will result in a zero.
2. Failure to comply with teacher requests to remain on task will result in an additional day of ISS.
3. Absolutely no talking, laughing, sleeping, making noises, etc. will be permitted!
4. Students must remain in their seats at all times.
5. Students who are disruptive in ISS will receive out of school suspension.

#### **LUNCH DETENTION**

The following is the policy after the 5<sup>th</sup> lunch detention per 9-weeks:

- 6<sup>th</sup>-8<sup>th</sup> lunch detention and 1 hour after school detention  
9<sup>th</sup>-11<sup>th</sup> lunch detention and 2 hours after school detention  
12<sup>th</sup>-14<sup>th</sup> lunch detention and 1 day ISS  
15<sup>th</sup>-20<sup>th</sup> lunch detention and 2 days ISS  
21<sup>st</sup>+ lunch detention and 1 day OSS

The lunch detention count starts over at the start of each nine weeks.

#### **COURT DOCUMENTS**

If for any reason a parent is forbidden by court order from seeing a child, a copy of this court order must be on file at the school. Without this, we cannot legally refuse to let a legal parent see his/her child.

#### **SCOLIOSIS SCREENING**

The school nurse will screen all 6<sup>th</sup> grade students for scoliosis. **Any parent who does not want his/her child screened should send a note to the school nurse.** Permission forms will no longer be given.

#### **100 BOOK CHALLENGE**

Students must read in the cafeteria or gym each morning. Students are assigned to read nightly for the 100 Book Challenge. It is very important that you watch your child read and sign their log nightly. Incentives are given for goals met during the 9-weeks. Lost 100 Book Challenge books and folders must be replaced. Each lost book will cost \$7.00. Each lost folder will cost \$2.00

#### **BSIS Website**

Visit us at [www.bsisonline.com](http://www.bsisonline.com). This site provides you with important information about our school. Teachers' lesson plans are posted on the site. To find out class work and homework each week, click on **teacher websites**, the **teacher's name** and **schoolnotes.com**.

#### **AGENDA**

The agenda is a very important means of communication between the teachers and the parents. Parents are to sign their child's agenda each day. Students are rewarded for getting their agenda signed. The consequences for students not having their agenda in class:

- |       |                                |
|-------|--------------------------------|
| 1 - 2 | note sent home                 |
| 3 - 4 | lunch detention                |
| 5 - 6 | 1 hour after-school detention  |
| 7 +   | 2 hours after-school detention |

The cost of replacing an agenda is \$8.00.

#### **HARASSMENT, INTIMIDATION & BULLYING**

The board of trustees of Spartanburg School District Two recognizes that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, and bullying, like other disruptive or violent behaviors, disrupt both a student's ability to learn and a school's ability to educate its students in a safe environment. Therefore, harassment, intimidation, and bullying are prohibited on all school premises, on school buses, at official school bus stops, and at all school-sponsored events, whether or not the event is held on school premises.

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

1. harming a student physically or emotionally, damaging a student's property, or placing a student in a reasonable fear of personal harm or property damage; or
2. insulting or demeaning a student or group of students causing substantial disruption in or substantial interference with the orderly operation of the school.

Consequences for students who engage in harassment, intimidation, or bullying may include, but not be limited to,

mandated counseling, in-school suspension, out-of-school suspension, and expulsion from school, based on the severity of the incident.

**ACCEPTABLE USE POLICY**

In order to provide for the appropriate use of the Internet in keeping with the district board policy, the following acceptable use policy has been developed. It requires student and parental agreements as well as employee and guest agreements. All computers having Internet access must be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this acceptable use policy will result in revocation of access privileges and for students, could result in disciplinary actions under school discipline codes. Some violations may also constitute a criminal or civil offense and may result in legal actions being taken.

Students in grades K5-12 will have access to the district Internet connection only as part of instructional activities scheduled by the teachers. Students and parents must sign the acceptable use agreement in order to gain authorized access to the district Internet connection. Also, staff members and any guest users must sign an acceptable use agreement for access as well. Principals at each school will be responsible for obtaining and filing parental consent forms. A student must have an approved form on file prior to being allowed access to the Internet.

Spartanburg School District Two follows the South Carolina DHEC School Exclusion List for student illnesses. A copy of this list can be obtained from the school or you can visit [www.scdhec.gov/health/disease/exclusion.htm](http://www.scdhec.gov/health/disease/exclusion.htm) to obtain a copy.