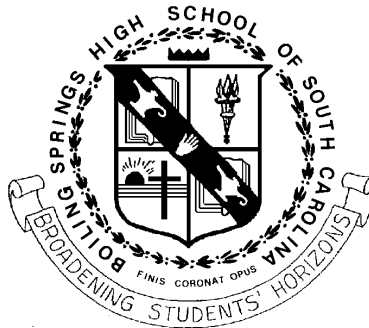


**Boiling Springs High School
9th Grade Campus
Student Handbook
2019-2020**



**Boiling Springs High School 9th Grade Campus
3655 Boiling Springs Road
Boiling Springs, SC 29316**

**Our BSHS 9th Grade Campus website
<https://bs9.spart2.org/>**

**Boiling Springs 9th Grade Campus
ADMINISTRATIVE STAFF**

Dr. Kristi Woodall..... Principal
Mr. Ben Enloe.....Assistant Principal

Telephone Numbers

Boiling Springs 9th Grade Campus.....578-2610
Fax - BSHS-9th Grade Campus.....578-2620
BS9 – Cafeteria.....216-4108
Boiling Springs High School (2251 Old Furnace Road).....578-8465
School District Two Bus Information Number.....342-2046
Transportation Office.....599-9564

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DEAR STUDENTS,

On behalf of the faculty, staff and administration, it is our pleasure to welcome each of you to Boiling Springs 9th Grade Campus. The upcoming school year offers the opportunity to be involved in both academics and extra-curricular activities during your first year of high school. Your transition from middle school to high school will be an easy adjustment shared with your classmates.

You will have talented, dedicated teachers and staff members at BSH-9th Grade Campus. They will be working with you daily, helping you to grow intellectually and socially. I have high expectations that this year will be one of your most successful years.

I would like to wish you an enjoyable school year. The memories you make and the accomplishments you achieve will always be remembered.

Your Principal,

Dr. Kristi Woodall

MISSION STATEMENT

Our mission is to prepare students for a global community by providing strategic and innovative educational experiences in a safe and supportive environment.

ACADEMIC INFORMATION

THE SCHOOL DAY

The school day is from 8:00 a.m. until 3:15 p.m. The school opens for students at 7:00 a.m. Students are expected to be in their first period classes when the 8:00 a.m. bell rings.

BUILDING HOURS FOR STUDENTS

The building will be open from 7:00 a.m. until 4:00 p.m. on school days. Upon arrival to school bus riders will report to the cafeteria and car riders to the gym until 7:53 a.m. The library will open at 7:30 a.m. and will remain open until 3:30 p.m. Students should not be in the buildings after 3:30 p.m. unless they are under the direct supervision of a faculty member. Students may not loiter about the building or on campus after their daily programs or night activities are completed.

OPENING ACTIVITIES DURING ANNOUNCEMENTS

In accordance with Spartanburg County School District Two regulations, Boiling Springs High School 9th Grade Campus students will collectively participate in the Pledge of Allegiance and a state mandatory Minute of Silence. Any individual who chooses to abstain is expected to remain quiet and to respect the right of others to participate.

CLOSING OF SCHOOL DUE TO INCLEMENT WEATHER

When inclement weather occurs, the district administrators will make a decision if the school will open or close early. **Students and parents should listen for announcement on local television and radio stations.** Please do not call the school or district office. A cancellation of school activities due to weather also cancels any after-hours activities as well. The principal must approve exceptions to this. **Days missed due to weather must be made up either at the end of the school year or on teacher workdays during the school year.**

GRADING SYSTEM

The grading system for all Spartanburg County District Two schools reflects the statewide requirements for South Carolina schools.

GRADING SCALE

- A.....90-100
- B.....80-89
- C.....70-79
- D.....60-69
- F..... Less than 60

A numerical average with .5 and above will be considered the next highest whole number.

COURSE DESCRIPTIONS

Resource Courses—These courses provide a structured classroom environment where students work on their individual level and at their own pace.

College Preparatory Courses—These courses are designed to prepare students for admission to the military, two or four-year colleges and universities. Students should work with their counselor to ensure that they are taking the necessary courses.

Honors Courses—These courses lead to an advanced placement level course. To participate, students must meet the honors course guidelines. The courses are academically challenging, requiring independent study and the use of higher thinking skills. Students taking these courses will be expected to take the AP level courses.

INITIAL REGISTRATION

- A. Registration takes place during individual guidance conferences or when a new student enrolls in school.
- B. All students will be given written information about courses and assistance in their selection of courses.
- C. Teacher recommendations are required for enrollment in academic courses with specific criteria. (Examples include English, math, chorus, and band).
- D. Parents may request a student be placed in a different level of a course (a level other than recommended by the teacher) by signing a conflict form.

PROMOTION POLICY

Grade 9 to 10: Must have a total of 5 units
(One unit must be English I and One unit must be Math)

GRADUATION REQUIREMENTS

Subject	Units Required
English/Language Arts	4
Mathematics	4
Science	3
U. S. History and Constitution	1
Economics	.5
U. S. Government	.5
Other Social Studies	1
Physical Education or Junior ROTC	1
Computer Science (incl. Keyboarding)	1
Foreign Language or Career and Technology (CATE)	1
Electives	7
Total 24	24

PROGRESS REPORTS (INTERIM REPORTS)

Progress reports will be sent home in the middle of each report card period and/or as needed for all students.

REPORT CARDS

Report Cards are issued at the end of each nine-week period.

Information on the cards is intended to give students and parents a means of evaluating the quality of work the student is doing at school.

HONOR CODE

Opportunities for cheating will always be present; therefore, each person must realize that honor and integrity are an individual responsibility. Students giving or receiving information which appears on a test or exam, or copying or plagiarizing another person's homework, programs or projects, or research papers are considered cheating. Students found to be cheating will receive a "zero" and the teacher will contact parents. If a conference is necessary the teacher will inform the appropriate administrator.

POWERSCHOOL PARENT PORTAL

Parents have access to student grades and attendance by using the PowerSchool Parent Portal. If you used PowerSchool last year, you will use the same login and password. If you have not obtained the login and password, you must show a photo ID to receive the information.

<http://pschool.spartanburg2.k12.sc.us/guardian>

TUTORING

Tutoring in math and English is offered before and after school or during Power Hour and may be available in other subjects.

SCHOOL NOTES

Parents and students are encouraged to check out the school website for *School Notes* and *Daily Announcements*. The website can be accessed by going to <https://bs9.spart2.org/>.

On *SchoolNotes* each teacher posts lesson plans, class work, and homework assignments along with deadlines on special projects. There is also included a link to the teacher's email addresses. School Notes is an excellent place to check for work that students might have missed during an absence.

HOMEWORK PHILOSOPHY

A student cannot learn all that is necessary to master a particular subject in the allotted class time. Assigned work away from the supervision of the teacher helps students develop independent study habits as well as test their understanding of what has been taught. Therefore, the administration and faculty of Boiling Springs 9th Grade Campus encourage homework assignments as part of the course requirements. These assignments may range from daily assignments to long-term projects, which require even more discipline on the part of the student to budget time and work independently. Teachers emphasize the importance of these assignments so that they are taken seriously. A system of spot-checking, grading or testing is used.

PROCEDURE FOR MAKEUP WORK

Arrangements for makeup of schoolwork missed during excused absences shall be worked out with the teacher(s) concerned at the earliest time possible, **but the time should not exceed five (5) days after the student returns to school.** Provision for makeup of school work missed during unlawful absences will be at the discretion of the individual teacher. Teachers are not obligated to accept make-up work for unlawful absences. Work not made up will be recorded as a zero. It is the responsibility of the student to make arrangements to make up missed assignments.

SCHOOL-WIDE "DO OVER" POLICY

1. Students may request a "do-over" on a test one time each 9-week grading period in all 4 classes. Exams, 9-week tests, essays, and projects do not qualify for a "do-over."

2. Students will receive the higher of the two grades.
3. The student must make arrangements with the teacher within one week to establish a time for the “do-over” test.
4. Before a “do-over” test will be given, the student must receive some type of remediation to be determined by the teacher.

ATTENDANCE PROCEDURES

Boiling Springs 9th Grade Campus has adopted uniform rules to assure that students attend school regularly. Students are counted present only when they are actually in school, on homebound instruction, or are present at an activity authorized by the principal. Attendance is taken in each period.

RETURNING AFTER AN ABSENCE

1. Each time you are absent, turn in your note or excuse from home/doctor to the front office the day you return to school. This is a must for each absence for a full or partial school day.
2. Notes (parent or medical) must be turned in within five days of returning to school. If not submitted within five days medical excuses and other excuses may not be accepted.
3. The note from home should contain the following information: **Student’s full name, date(s) of absence, reason for absence, parent or guardian’s signature and a daytime phone number.**
4. It is the student’s responsibility to get makeup work from teachers.

PROCEDURES FOR EARLY DISMISSAL OR EMERGENCY DISMISSALS OF STUDENTS

1. Only a parent or guardian or their designated representative may sign a student out of school. Parents may designate other family members to sign a student out. However, we must have this in writing and on file in the front office. A form is provided to allow parents to designate other family members to sign a student out of school.
2. All early dismissals must be completed through the front office. Students who leave without following proper procedures will be considered cutting class and could be disciplined.
3. **Picture identification is required for anyone signing a student out of school.**
4. Parents or their representatives **must come to the front office to sign out the student** at the time of the requested early dismissal.
5. Upon returning to school, students are to turn in medical excuses or parent notes in the main office.

ARRIVING TO SCHOOL LATE

When arriving to school after classes have begun, use the following procedures:

1. If you are late for any reason report directly to the front office. You will be sent to class, but you will not be marked present unless cleared by the attendance.
2. If you do not report directly to the front office and/or miss the entire period without parental permission you will be considered as having “cut” your class.

TYPES OF ABSENCES

When a student is absent from class or school the absence falls into one of these four categories:

- A. **Excused Absences**--These include students who are ill and whose attendance at school would endanger their health or the health of others; students in whose immediate family there is a serious illness or death; students who may be excused from attendance in school for a recognized religious holiday of their faith; or students who may be excused from attendance in school according to local board policies. Students who are suspended “In-School” shall be counted present.
- B. **Unexcused Absences**--These include students who are absent from school willfully without knowledge of their parents; students who are absent without acceptable cause with the knowledge of their parents; students who are absent for non-school sponsored trips; and student illnesses without a written note. Suspensions are unlawful and count as part of the total absences.
- C. **Excused Medical Absences**--These are absences due to student illnesses for which a written doctor’s excuse is required. These types of absences are still subject to seat time requirements. In the case of a chronic illness documented by a doctor’s note, parental notes will be accepted. Excuses should be presented within five (5) days or upon the student’s return to school. Students who are out of school for extended periods due to medical conditions should request homebound instruction. Forms are available from the guidance department.
- D. **Absences for School-Sponsored Activities**--With approval from the principal, students may be absent for a portion of the school day or the entire day for school-sponsored activities such as field trips, academic competitions, athletic events, or other extra curricular activities.

ATTENDANCE CREDIT FOR CLASSES

- A. To receive credit in a one-unit course, a student must not miss more than a total of five (5) unexcused days.
- B. Students with medical absences documented by a doctor's note are expected to make up the work in a timely fashion according to make-up guidelines and are still subject to state seat time requirements. Students who are absent for medical reasons for extended periods of time cannot expect to be passed without meeting course requirements. They will be given extra time as their condition permits to do the work and must meet course requirements at their teacher's convenience.
- C. If you leave class early, you will be counted absent. In order to receive attendance credit for a class period, students must be in the class for more than 45 minutes. This is time in the class and not the time that the student arrived on campus.

FIELD TRIPS

- ❖ Field trips can add depth to the classroom experience. In order to go on field trips, students must have submitted, in advance, a permission form and liability waiver signed by parents or guardians. Students on overnight field trips must have emergency medical forms completed as well. These are obtained from the teacher who is coordinating the field trip.
- ❖ No student will be permitted to go on a field trip until these forms are completed and on file.
- ❖ Teachers will set higher behavioral and academic standards for participants on a field trip.
- ❖ Students participating in a field trip must complete the necessary forms, which require teacher and parent signatures.

HOMEBOUND INSTRUCTION

Homebound instruction is provided for students who, because of illness, accident, pregnancy, or congenital defect cannot, even with the aid of transportation, attend school.

To be eligible for homebound instruction, a student must secure certification from a licensed physician indicating the student is unable to attend school even with the aid of transportation. The process for obtaining homebound instruction includes:

- Securing an application from the District Office.
- Obtaining certification by a licensed physician.
- Submit forms to District Office for approval by the Director of Special Services, Spartanburg School District Two. To be counted in membership in a homebound instructional program, a student must meet all of the criteria:

- Be officially enrolled at Boiling Springs 9th Grade Campus.
- Complete the homebound instruction application.
- Secure the signature of a licensed physician.
- Gain approval for homebound instruction
- Receive instruction in the minimum number of class periods per week for homebound students.

STUDENT RECORDS

CHANGE OF NAME OR ADDRESS

- A. Students are requested to inform the Front Office of any change in address, emergency information, or phone numbers. It is vital that this information be kept current and accurate. Proof of residency is required when the address is changed.
- B. **Students should also ensure that their proper names are used consistently on all records.**
 The name used should be the same as appears on the birth certificate. This will prevent any confusion in completing diplomas and future requests for information and transcripts.

STUDENTS LIVING OUT OF DISTRICT TWO

It is illegal for students who live outside District Two to attend school in District Two without written authorization from the District Office. Special permission from Ms. Tabitha Talley is required for this. Students in attendance illegally will be dismissed immediately and may be assessed a fee based on the number of days they were in attendance without authorization.

WITHDRAWING OR TRANSFERRING

- A. Students who wish to transfer or withdraw from Boiling Springs 9th Grade Campus should report to the main office to complete proper withdrawal or transfer forms. Parents will need to accompany the student as well.
- B. Transfers or withdrawals may not be completed until the student has cleared all obligations and turned in all books and materials.
- C. Students who are under 17 years of age may not withdraw from school per state law.

RELEASE OF STUDENT INFORMATION
SPARTANBURG DISTRICT TWO POLICY

Schools will treat each student's education records as confidential and primarily for school use. The exception to this rule is for directory information, which includes: the student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diploma or certificate and awards received. The most recent previous educational agency or institution attended by the student and other similar information.

The district will not release directory information to any person or agency for commercial use. The district expects its employees to use good judgment in releasing directory information so it serves the best interest of the student.

Should a parent of a student wish to restrict or prohibit the distribution of any part or all of this information, they must submit notification in writing to the school principal within 15 days of the receipt of this student handbook. The written notification will become part of the student's records.

Spartanburg County School District Two, in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the employment provisions (title I) of the American with Disabilities Act of 1990, Age Discrimination and Employment Act, and all other applicable civil rights laws, does not discriminate on the basis of race, sex, color, religion, national origin, age, disability, or veteran status in employment/provision of educational opportunities.

Contacts: Section 504 – Fran Metta; Title IX – Carlos Brooks.

Title IX, Section 504, and Title II of the Americans with Disabilities Act of 1990 Grievance Procedures

Spartanburg County School District Two recognizes that in accordance with Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1972, a procedure is required whereby parents, employees, and students can be assured of a prompt and fair disposition of their grievances. These complaint procedures will be placed on bulletin boards of schools and will be distributed to parents and students.

A grievance is defined herein is a written complain, registered by identifiable individuals, involving an alleged violation of the Federal Laws or regulations governing Title IX, Section 504, and Title II by the local educational agency. The right to file a complaint shall be afforded to any parent, employee, and/r student and shall begin with a written statement by said parent, employee and /or student alleging a violation of the Federal law or include, as a minimum, the following information:

- a. The name and address of the party or parties alleging the violation, and
- b. A description of the alleged violation of the Federal law or regulation by the local educational agency.

Persons who desire to register complaints relative to the Title IX of the Educational Amendments of 1972 should direct these inquiries to the District Office, Spartanburg County School District Two, Administration Building, 4606 Parris Bridge Road, Boiling Springs, SC 29316, Telephone (864) 578-0128.

Persons who desire to register complaints relative to the Section 504 of the Rehabilitation Act of 1972 or Title II of the Americans with Disabilities Act should direct these inquiries to the Superintendent, Spartanburg County School District Two, Administration Building, 4606 Parris Bridge Road, Boiling Springs, SC 29316, and Telephone (864) 578-0128. Upon receipt of a complaint, Spartanburg County School District Two shall adhere to the following procedures:

1. The superintendent shall investigate the alleged violation within 15 days from the date it is received and shall render a written resolution of the complaint within thirty (30) days.
2. The superintendent shall provide an opportunity for the complainant or the complainant's representative, or both, to present evidence, including an opportunity to question the parties involved.

Upon receipt of the superintendent's resolution to the complaint, the party or parties alleging the violation have the right to appeal this decision to the Board of Trustees within thirty (30) days.

Título IX, sección 504, y título II del acta: Ciudadanos Americanos con Discapacidades de 1990 el Sistema de tramite de quejas

El distrito dos de la escuela del condado de Spartanburg reconoce que de acuerdo con el título IX de las enmiendas de la educación de 1972 y de la sección 504 del acto de la rehabilitación de 1972, un procedimiento está requerido para que los padres, los empleados, y los estudiantes puedan ser asegurados de una disposición pronta y justa de sus quejas. Estos procedimientos de queja serán puestos en tabloncitos de anuncios en las escuelas y distribuidos a los padres y a los estudiantes.

Un agravio se define como una queja escrita o una queja formal, colocado por los individuos identificados, implicando una violación alegada de las leyes o de las regulaciones federales que gobiernan el título IX, la sección 504, y el título II por la agencia educativa local. El derecho de presentar una queja será otorgada a todos los padres, empleados, y/o estudiante y comenzará con una declaración escrita por

el padre, el empleado y/o el estudiante dichos alegando una violación de la ley federal o incluirá, como mínimo, la información siguiente:

- a. El nombre y la dirección del partido o de los partidos que alegan la violación, y
- b. Una descripción de la violación alegada de la ley o de la regulación federal por la agencia educativa local.

Las personas que deseen presentar quejas relativas al título IX de las enmiendas educativas de 1972 deben dirigir estas investigaciones a la oficina del distrito escolar número dos, oficina de administración, calle 4606 Parris Bridge Boiling Springs, SC 29316. Teléfono 578-0128.

Las personas que deseen presentar quejas con relativas a la sección 504 del acta de Rehabilitación de 1972 o Título II del Acta Ciudadanos Americanos con Discapacidades, deberán dirigir estas investigaciones al superintendente, del distrito dos, Oficinas de administración, calle 4606 Parris Bridge Boiling Springs, SC 29316. Teléfono 578-0128. Al recibir la queja, el distrito escolar número dos de la ciudad de Spartanburg se sujetara a los siguientes procedimientos:

1. El superintendente investigará la violación alegada en el plazo de 15 días a partir de la fecha que se recibe y que rendirá una resolución escrita de la queja dentro de treinta (30) días.
2. El superintendente proporcionará una oportunidad para que los demandantes o el representante del demandante o ambos, a presentar la evidencia, incluyendo una oportunidad de hacer preguntas a los partidos implicados.

Y una vez recibidas, el superentiéndete, encontrara una resolución a las quejas, los partidos o partido tienen el derecho de alegará sobre la decisión a los de la mesa directiva dentro de treinta (30) días.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY NOTICE **SPARTANBURG DISTRICT TWO POLICY**

DIRECTORY INFORMATION

Students participate in a variety of school-related events and activities that are subject to some form of publicity – from honor rolls to media coverage of special events. In publicizing student accomplishments or school events, due care is taken to ensure that it serves the best interest of students. A school or district office employee is present whenever a student is photographed or interviewed. Information about students may appear in newspaper articles, on television, in radio broadcasts, on displays, on the World Wide Web (a part of the Internet), or in district or school promotional pieces (school annuals, brochures, fliers, newsletters, programs for sports or culture events, television shows, videotape, etc.).

The Family Educational Rights and Privacy Act allows schools to release “directory information”, i.e., student’s name, address, telephone number, date and place of birth, photograph, subject of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, diploma or certificate and awards received, the most recent previous school attended, and other similar information. In addition, federal laws require schools to provide military recruiters, upon request, with three directory information categories – name, address, and telephone listings – unless parents have advised the school that they do not want their student’s information disclosed. If for some reason you object to your child’s inclusion/identification in publicized school recognitions/events/activities or wish to opt out of the provision for contact information to the military, you must, within 15 days of this notice, advise the principal in writing (annually) of the specific type of the above-referenced directory information to withhold.

EDUCATION RECORDS

Individual student records are not available for public inspection. However, the Family Rights and Privacy Act (FERPA) afford parents and students over 18 years of age (“eligible students”) certain rights with respect to student’s education records:

1. *To inspect and review the student’s education records within 45 days of receipt of written request access*

Parents or eligible students should write to the school principal, identifying the record(s) that they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. *To request the amendment of the student’s education records that the parent or eligible student believes to be inaccurate or misleading (FERPA provisions do not apply to grades and educational decisions made by the school personnel)*

Parents or eligible students may ask Spartanburg County School District Two to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identifying the part of the record they want changed and specifying why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and of the right to a hearing regarding the request for amendment. With this notification, the district will provide additional information regarding the hearing procedures.

3. *To consent to disclosures of personally identifiable information contained in the student’s record, except to the extent that FERPA authorizes disclosure without consent*

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the school board; a person/company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee (such as disciplinary or grievance committee) or assisting a school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review and education record in order to fulfill his or her professional responsibility.

Upon request and without consent, the district discloses education records to officials of another school district in which a student seeks or intends to enroll.

4. *To file a complaint with the US Department of Education concerning alleged failures by the district to comply with the requirements of FERPA*

The contact information for the office that administers FERPA is:

Family Policy Compliance Office
US Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

STUDENT SERVICES

GUIDANCE

Guidance services are available for every student in the school. These services include: assistance with educational planning, interpretation of test scores, occupational information, career information, study help, help with home, school and/or social concerns, or any questions the student may wish to discuss with a counselor.

Appointments can be made to see the counselor. The student is encouraged to leave a note or message for the counselor, who will schedule an appointment for a later time. **Students should not go to the counselor during regular class periods without an appointment.**

HEALTH SERVICES

If a student becomes ill or injured, they should notify their teacher. Teachers will use their discretion, and may write a pass that permits the student to go to the office/nurse. If it is necessary for a student to go home, the front office/nurse will contact a parent and clear the dismissal.

MEDICATION PROCEDURES

Boiling Springs High School 9th Grade Campus recognizes that there are times when students need to take prescription drugs during the school day. Reference Board Regulations JGCD-R, the following guidelines will be followed:

1. If a student must have prescription or controlled substance medication (any drug prescribed by a doctor on a written prescription) daily either on a short-term or long-term basis, then the parent must follow procedures in the district regulations.
 - a. The school will not administer prescription medicines without authorization on the proper form.
 - b. The form will need to be renewed each year.
 - c. A separate form is needed for each prescription.
 - d. Only prescriptions from licensed physicians will be accepted and the principal has the discretion to reject requests for administration of medicine.
 - e. Medications must be brought to the school in a current, individual, pharmacy-labeled container.
 - f. Medications will be kept in a locked container.
 - g. Injections will not be administered to staff or students except in life-threatening situations.
 - h. Changes in dosage will require notification from the student's doctor.
 - i. Students may keep inhalers/epi-pens in their possession if stated on doctor's orders. Students with these items need to let the nurse know that they have these items in their possession and proper forms must be completed and on file in the office.
 - j. The same regulations apply to students on field trips.
 - k. If a student distributes drugs (controlled or prescription) to another student, even though this procedure has been followed, they will be subject to the same drug penalties listed in Level III of the Disciplinary Code.
2. The following procedures should be followed for over-the-counter drugs:

Non-prescription medication can be given by the nurse. Appropriate forms for permission must be completed. The parent needs to bring this medication to the nurse's office.

If a student distributes these drugs to another student, then they are in violation of the District Two Drug Policy and Level III of the Boiling Springs 9th Grade Campus Disciplinary Code.

MEDIA CENTER

- A. All students should have a flash drive for saving work in the library.
- B. The media center is open from 7:30 a.m. until 3:30 p.m. Books and materials may be checked out and used during these times. A student must have a pass from a teacher to be allowed in the library any time without a teacher.
- C. Books may be checked out of the media center for a two-week period and may be renewed as needed, unless there is a waiting list for the book.
- D. Fines will be charged for overdue books when school is in session. Students who are absent on the day that a book is due should return the book on the day they return and notify the library of the absence so the charge will not be made.
- E. If a book is lost, the price of the book will be charged to the student. If the book is found after the student has paid the charge, the student will be given a refund minus the fine that has accumulated from the time that the book was due until it was purchased.
- F. **READissance** is our reading incentive program that rewards students who read 9 or more books per semester. Students record information on the books they read using an inventory form which is available in the media center. All students are encouraged to read as much as possible during their ninth grade year.

LITERACY GOALS:

- 1. Increase student reading across the curriculum.
- 2. Write weekly in all classes.
- 3. Use reading and writing strategies to enhance learning in all classes.
- 4. All core courses will be taught with rigor and high expectations.

TELEPHONES

STUDENT PHONE IN FRONT OFFICE

Students must have a note from a teacher in order to use the phone in the main office during the school day. The student phone is limited to two (2) minutes before it disconnects.

STUDENT CELL PHONES/COMMUNICATION DEVICES

Cell phones are illegal inside the school building from 7:53 until the bell rings to dismiss school at 3:15 except at lunch and during class change in the hallways. Cell phones are not allowed outside during PE class, band, etc. or during lunch. They are not to be seen or heard. Any phone that goes off, beeps, or makes any kind of sound will be taken

up. Phones that are seen out in the open, phones that are being used or sending or receiving text messages will be taken up by the teacher or school personnel. Phones will be turned over to the principal. Videos and pictures are allowed for instruction only. **No listening devices are allowed at any point during the school day.**

1st Offense – phone confiscated; returned to the student

2nd Offense – phone confiscated; returned to the parents and 1 day ISS may be assigned for student

3rd Offense – phone confiscated; returned to the parents and 1 day ISS/OSS may be assigned for student

For each subsequent violation, an additional day of suspension may be assigned.

If a student refuses to give the cell phone to a teacher or administrator, the incident will be handled as insubordination which is a Level 2 Discipline Offense.

CAFETERIA AND LUNCH PROCEDURES

Students using the cafeteria will observe the following regulations:

All food must be eaten in the cafeteria.

Glass-bottled drinks are not allowed in the cafeteria or any area of the building.

FOOD AND DRINKS

1. Students are allowed to have a water bottle for hydration. The bottle must be see-through plastic with a screw on top. Food may only be consumed at designated times during the school day.
2. The vending machines will be available before school, during lunch, and after school.
3. **Deliveries of food and drink for students will not be permitted.**
4. Glass bottles are not permitted at Boiling Springs 9th Grade Campus because of the hazard that they create.

STUDENT RESPONSIBILITY

SCHOOL SUPPLIES

Students are responsible for having pencils, paper, notebooks, and textbooks in class with them every day. Teachers will also tell you of other materials that are required for their classes. Mark all notebooks, school supplies, gym equipment and jackets/clothing with your name.

CARE OF SCHOOL PROPERTY

We hope that you share our pride in Boiling Springs 9th Grade Campus and will at times help keep all parts of the buildings, equipment, and grounds in their best appearance. Students are responsible for the proper care of all books, supplies, and furniture provided by the school.

Students who deface property or furniture will be required to pay for the damage that is done or replace the item. Disciplinary action will be taken for willful acts of damage or destruction to property.

LOCKERS AND LOCKS

- A. If a student is assigned a locker, a lock will also be issued. Any damage to the locker will be charged to the student. If locks are lost, \$6.00 will be charged to the student.
- B. Students may not place their own locks on the lockers. Any locks not issued by the school will be removed.
- C. The administration reserves the right to search a student's locker. Students cannot expect their lockers to be free from inspection when the administration considers a search necessary to maintain the safety or the integrity of the school.
- D. Under no circumstances should students leave valuables in their lockers. The school is not responsible for items that are lost, misplaced, or stolen from lockers.
- E. Only the person assigned to the locker should use the locker.
- F. Lockers cannot be used as an excuse for being tardy to class.

BOOKS AND MATERIALS

- A. Students are accountable for their books and materials. Since textbooks are owned by the state, students who lose or damage them are expected to pay. Students are to care for iPads as well.
- B. All subject teachers will make a book check each nine weeks. Lost books should be promptly replaced. Deficiency notices for lost or damaged books will be issued.
- C. Students should not tamper with barcodes on state-owned textbooks. Students will be charged \$5 for tampering with or removing barcode labels from textbooks.

PUBLIC DISPLAY OF AFFECTION (PDA)

Public affection is in poor taste. Students should refrain from kissing, embracing, and similar behavior on school property. Chronic violations will result in disciplinary action.

SCHOOL DELIVERIES

Students are not allowed to receive flowers, balloons, restaurant food, etc. at school. This is a District Two Policy.

UNAUTHORIZED AREAS

- ❖ No one is to be on the 100 hallway or the 200 hallway before 7:53 a.m. without a pass.
- ❖ Students must either be in the cafeteria or the gym before 7:53 a.m.
- ❖ Students should never be behind brick building classrooms or band room.
- ❖ No one is to be on the football field or bleachers except when approved by physical education teachers.
- ❖ No one should be in the front of the school building before school, during break, or lunch.
- ❖ Students must remain inside the designated areas when outside during lunch period.
- ❖ After school bus riders must remain in the cafeteria until their bus number is called. Only car riders are allowed out front of the school in the afternoons.

HALLS

1. Students are to be in the halls only during class changes. **During class, students must have a pass stating the reason for being in the halls.**
2. Students should expect to be challenged by any faculty member when found in the halls during class and will cooperate in providing information as to their business.
3. Students found in the halls during their lunch period are subject to disciplinary action.
4. Students should walk to the right side of the hall at a normal speed. Running is not permitted.

NON-STUDENTS ON SCHOOL GROUND

1. **ALL VISITORS MUST REPORT TO THE MAIN OFFICE.** For legitimate business, they will be issued a visitors pass. The pass will give the time and location of their business. Visitors are not to deviate from the information on the pass.
2. To insure an uninterrupted instructional program, visits by students from other schools or other out-of-school students are not allowed except with the permission of the principal. Boiling Springs 9th Grade students may not bring guests to school. Only Boiling Springs 9th Grade Campus students will be permitted in class unless the principal grants exceptions.
3. Parents are welcome to visit. An appointment to confer with a teacher during an unscheduled period may be made by telephoning the guidance office.

VALUABLES ON CAMPUS/LOST AND FOUND

- A. Students are warned not to bring valuable items to school and store them in their lockers, gym lockers, or keep them on their person. Students should bring only the amount of money to school that is

necessary for that particular day. **The school cannot and will not be held responsible for lost, misplaced, or stolen items or valuables. This includes cell phones, iPods, cameras, laptops, iPads, e-Readers, MP3 players, portable game devices, etc.**

- B. Students should not leave any valuables, books, or materials unattended anytime.
- C. Items that are found on campus should be brought to the Assistant Principal's Office or the Front Office. Students should report missing items to the Assistant Principal. Items not claimed will be donated to charity, after announcements have been made for the students to claim their items.

TARDY POLICY

Once a student enters a classroom, he/she is not allowed to leave the classroom without permission from the teacher. Students are given 5 minutes between each class, and they should be prompt in reporting to class. Students are expected to be in the room when the bell rings. Students who go to class without an excuse may be asked to stand in the back of the room. If standing becomes disruptive or tardies are repetitive, teachers will issue a discipline referral. If for some reason a student needs to be late for a class he/she should go by the class and get permission from the teacher.

DRESS CODE

Spartanburg County School District Two students are expected to dress and be groomed in such a way as to not distract or cause disruption in the educational program or orderly operation of the school. Personal appearance of students should promote health and safety, contribute to a climate conducive to teaching and learning and project a positive image of the district to the community. School administrators will be responsible for determining dress code violations. Students should dress for the educational setting and not the recreational one.

- **Clothing and or hair should not be so extreme or inappropriate to the school setting as to disrupt the educational process. Therefore, clothing deemed distracting, revealing, overly suggestive or otherwise disruptive will not be permitted. Unusual hair styles, unnatural hair color, and excessive or unusual use of cosmetics may not be allowed. Pajamas or lounge pants will not be allowed.**
- **Wearing accessories or clothing that could pose a safety threat to one's self or others is not allowed. This includes heavy chains not made as jewelry, fishhooks, multiple-**

finger rings (rings welded together resembling brass knuckles or rings that can be used as a weapon), studded bracelets or collars, nose/lip to ear chains, etc. Unusual body piercings that is disruptive to the order of the school or is a distraction to the learning environment will not be allowed.

- **Attire must not suggest evidence of membership or affiliation with a gang in any negative sense of the term. Bandanas are not allowed on campus and will be confiscated. Hats are not allowed in school buildings. Picks or combs are not allowed in hair. Hair items such as plastic headbands, barrettes and ribbons are permitted. School administrators will not be held liable for confiscated items.**
- **Proper shoes must be worn at all times. Bedroom slippers are not permitted.**
- **Attire must not be immodest, obscene, profane, lewd, vulgar, indecent or offensive. Attire cannot reference or depict alcoholic beverages, illegal drugs or drug/alcohol paraphernalia.**
- **Lower garments should be of adequate length to assure modesty when the student is seated or engaged in school activities. Minimum length is considered fingertip length when standing. When leggings are worn, the shirt or dress must completely cover the hip area (front and back). When tights are worn, the shorts, dress, or skirt must meet dress-code guidelines above.**
- **No holes in lower garments above the knee.**
- **Pants must be worn at the natural waistline and undergarments are not to be visible. If they do not fit properly, a belt must be worn to keep them in place.**
- **Blouses/tops made to be worn on the outside of pants must extend at least to the waistline. Clothing must cover waist, shoulders and back with no skin showing between the top garment and bottom garment.**
- **Sleeveless attire cannot reveal undergarments. Shoulder straps must be at least 2 inches wide. Shirts cannot be tight, low cut, or show cleavage. Tank tops, halter-tops, skirts with spaghetti straps and see through shirts will not be allowed (no sleeveless shirts for males).**
- **No exposed undergarments.**
- **No transparent or mesh clothing without an appropriate shirt underneath.**
- **No clothing that is excessively form-fitting (i.e. spandex).**

- **No sunglasses may be worn inside the buildings**
- **No wallet chains or other type chains that may be dangerous or disruptive.**
- **Students may not continue to attend class wearing inappropriate clothing. Neither parents/legal guardians nor students will place the burden of enforcing the dress code solely on the school. Parents/Legal guardians and students are expected to comply with this regulation to ensure that a comfortable, safe and non-confrontational environment is provided for all students. Administrators are expected to strictly enforce the dress code at all times.**

Violations of the dress code will result in the following:

Students will be required to change into appropriate attire or parent/legal guardian can bring proper clothing to school or student will be sent to ISS.

Repeated violations of this dress code will be treated as disruptive behavior in violation of the student code of conduct.

SEXUAL DISCRIMINATION AND HARASSMENT OF STUDENTS

Sexual harassment of students includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, which does the following: (1) is made a condition so that submission to such conduct is either expressly or impliedly a condition of the student's participation in an educational program or activity; (2) has an educational consequence, so that submission to or rejection of such conduct is used as a basis for an educational decision affecting a student; or (3) is an offensive educational interference, so that such conduct has the purpose or effect of unreasonably interfering with a student's performance or creating an intimidating, hostile, or offensive educational environment.

Sexual harassment may include, but is not limited to, the following: (1) verbal harassment including epithets, sexually offensive comments or slurs; (2) physical harassment or physical interference with movement or work; or (3) visual harassment such as sexually offensive cartoons, drawings or posters. Sexual harassment is prohibited against members of the opposite sex as well as against members of the same sex.

TYPES OF BEHAVIOR WHICH CONSTITUTE INAPPROPRIATE CONDUCT OF A SEXUAL NATURE WITH STUDENTS

Inappropriate conduct of a sexual nature by an employee toward a student includes inappropriate sexual advances, requests for sexual

favors, or other verbal or physical conduct of a sexual nature. Inappropriate conduct of a sexual nature may include any behavior by an employee towards a student, which would reasonably cause the student to feel uncomfortable or would reasonably give the appearance of impropriety or unprofessional conduct, regardless of whether the behavior is overtly sexual and regardless of whether such behavior would constitute a crime.

Inappropriate conduct of a sexual nature is prohibited against students of the opposite sex as well as against students of the same sex. Additionally, students are prohibited from directing inappropriate conduct of a sexual nature toward employees, whether of the opposite or same sex.

BEHAVIOR PROHIBITED OF ALL EMPLOYEES AND STUDENTS

No employee or student of this District will create a sexually hostile, offensive, or charged educational environment for any student by engaging in any sexual harassment or inappropriate conduct of a sexual nature with a student. No employee or student of this District will assist any individual in doing any act that constitutes sexual harassment or inappropriate conduct of a sexual nature against any student.

Any student who believes that he/she has been the object of, or witness to, sexual harassment or inappropriate conduct of a sexual nature is encouraged to file a complaint with the principal or designated contact persons at his/her school. A parent may also file a complaint on behalf of his/her child. However, under no circumstances will a student or employee be required to first report such allegations to the principal or designated contact persons if that person is the individual who is accused of the harassment or inappropriate conduct. In such cases, the student or employee should file the complaint with the District's Title IX Coordinator. All allegations will be investigated in an appropriate manner.

All employees and students will cooperate with and maintain the confidentiality of any investigation of alleged acts of sexual harassment or inappropriate conduct conducted by the District or by an appropriate governmental agency. No employee or student of this District will take any action to discourage any student from reporting alleged sexual harassment or inappropriate conduct of a sexual nature.

The District's Sexual Harassment Policy can be accessed in its entirety at www.spartanburg2.k12.sc.us.

CRIMINAL OFFENSE/POLICE INVOLVEMENT

Students at Boiling Springs 9th Grade Campus need to be aware that criminal activities committed on school grounds and/or at school functions, must, by state law, be reported to the authorities and will

result in police intervention. Just because a student is in the school building or on school grounds, he/she is not exempted from legal action or being arrested by the police.

ALCOHOL AND DRUG ABUSE POLICY
SPARTANBURG COUNTY SCHOOL DISTRICT TWO

The board of Trustees adopts the stipulations of the Drug Act passed by the SC Legislature. This act states that it is unlawful for any person to knowingly or intentionally possess a controlled substance or prescription drug (depressant, stimulant, counterfeit, or illegal drug) unless obtained from or pursuant to a valid prescription or ordered by a practitioner. Students who violate this act are subject to suspension and/or expulsion from school and prosecution by law enforcement officers. In addition, students are to be notified that any person over eighteen years of age who distributes a controlled substance to any person under eighteen years of age shall be imprisoned with no suspension and no probation as provided for by the Drug Act.

Students are not allowed to knowingly possess, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate or marijuana, alcoholic beverage, or intoxicant of any kind, this includes off school grounds at a school activity, function, or event. The District Office has provided each secondary school with a Passive Alcohol Sensor which can be used to detect the presence of alcohol in a container and/or the presence of alcohol on the breath of students. All school administrators have been trained on the proper use of this instrument.

VIOLATION CONSEQUENCES

A. *Possession, use, and/or Under the Influence:

1. If possible, the drugs are confiscated.
2. Parents or guardians are notified and asked to come to the school.
3. The violation and the accompanying evidence are reported to the police.
4. The first offense may result in permanent expulsion.

B. **Selling, Transmitting (Pushing)

1. If possible, the drugs are confiscated.
2. Parents or guardians are notified and asked to come to the school.
3. The violation and the accompanying evidence are reported to the police.
4. The student may be permanently expelled from school.

Students guilty of a combination of offenses (possession, use, under the influence, transmission) are to be disciplined in accordance with the penalty prescribed for the most serious of the multiple offenses.

Note: State law extends and carries severe penalties for possession, attempted distribution, distribution, sale, or use of any controlled substance or paraphernalia within one-half mile of any school property.

**Possession is construed to mean on the person him/herself, in his/her locker, books, desk, or any other student property which at the time is or was on school property.*

***A distinction is to be made between the casual distribution or transfer of drugs and the so-called "pusher". A student guilty of the casual sharing of drugs is considered being in "possession".*

SMOKING POLICY

SPARTANBURG COUNTY SCHOOL DISTRICT TWO

It is the policy of Spartanburg County School District Two that students shall not be permitted to use or possess tobacco products while on school grounds, in the school buildings, on buses, or during any other time that the student is under the direct administrative jurisdiction of the school whether on or off the school grounds. The following actions will be taken for violations of the district policy prohibiting the use or possession of tobacco.

- A. First Offense - Three days suspension from school.
- B. Second Offense - Five days suspension from school.
- C. Third Offense - Ten days suspension from school and recommended for expulsion.

Students are warned that this policy applies to all school sponsored activities including field trips and athletic events such as football games - regardless of time of day and location.

SEARCH AND SEIZURE

Under the provisions of a law passed by the General Assembly of the State of South Carolina, and based on an U.S. Supreme Court decision, searches will be conducted according to the following guidelines:

- A. Any person entering the Boiling Springs 9th Grade Campus property shall be deemed to have consented to a reasonable search of his person and effects.
- B. School officials may conduct reasonable searches on school property of lockers, desks, vehicles, and personal belongings such as purses, wallets, and satchels with or without probable cause.
- C. School principals or their designees may conduct reasonable searches of the person and property of visitors on school premises.
- D. No strip searches will be conducted.
- E. Lockers are school property and are loaned to students as a convenience. Therefore, the administration reserves the right to search a student's locker. This includes hall, gym, and athletic lockers. Students cannot expect their lockers to be free from

inspection when the administration considers a search necessary to maintain the safety or the integrity of the school.

- F. The school and the administration reserve the right to seize any prohibited item defined in this handbook. Items that are not illegal but banned from the campus shall be turned over to the parents or returned to the student at the end of the school year. Items that are illegal (weapons, drugs, etc.) will be turned over to law enforcement authorities.

CANINE SEARCHES

District Two Schools has contracted with an outside agency to assist with periodic, unannounced searches of the school, school grounds, and all personal property on school grounds. The outside agency uses highly trained dogs to search for a variety of contraband to include, but not limited to, drugs.

Be aware that vehicles and other personal property are subject to search as by state law. If any contraband is found, law enforcement officials will be contacted. Parents will be contacted, and an arrest is likely. Contraband may include but is not limited to the following: Any type of illegal drug or controlled substance; any kind of weapon. Please note that many times the searches will result in discipline offenses for tobacco violations, beepers, cellular phones, etc.

THE PURPOSE OF THIS PROGRAM IS TO DISCOURAGE AND HOPEFULLY PREVENT ILLEGAL AND PROHIBITED MATERIAL FROM ENTERING THIS CAMPUS SO THAT A SAFE AND ORDERLY ENVIRONMENT IS POSSIBLE. ALL PROPERTY AND PEOPLE ON THIS CAMPUS (NOT JUST STUDENTS) ARE SUBJECT TO THIS POLICY.

SCHOOL BUS DISCIPLINE POLICY **SPARTANBURG COUNTY DISTRICT TWO**

The Board of Trustees of Spartanburg County District Two, the Superintendent and the District Administrators are concerned about the health and safety of all students in the district. Therefore, we are certainly concerned about student passengers and driver safety where buses are concerned. *Although riding a bus is a privilege afforded our students, the Board and the District Administration feel that this privilege should not be abused.* Necessary action will be taken promptly at all times. When there is evidence of misconduct by either the passengers or drivers on our buses, immediate action will be taken to correct the situation and/or remove the passenger(s) or driver(s) from the bus(s).

Neither the Board of Trustees, Superintendent, nor the District Two administrators will tolerate any behavior that might lead to accident or injury on our buses. The privilege of riding a bus will, when necessary,

be denied as the safety of the District Two students is of utmost importance.

The state law provides that the school bus driver shall be responsible for the conduct of passengers while riding the bus under his/her control, and that the driver shall report to the school authorities, to which the students are transported, any offenses committed by the student on the bus.

Should there be misconduct reported that is not addressed in the levels presented here, the individual principals will use their discretion in dealing with the matters. The Directors of Transportation are always available for conferences and/or consultation where misconduct referrals are concerned.

When an incident occurs involving students from two or more schools, the administrators in charge of buses at each school shall consult with each other as to the disposition of the problem.

When a student is suspended from riding a bus, he/she cannot ride another bus during suspension. Should a student ride another bus while under suspension from his/her regular bus, he/she will be subjected to further disciplinary action by his/her school authorities and a parental conference will be required.

Beginning with the 1986-87 school year, the bus referrals for students in grades 6 through 12 will be cumulative. Any student who has been referred in any previous year beginning in grade 6 and has reached the point where he/she has been removed from the bus for the remainder of the school year can be removed from the bus for the remainder of any new school year if he/she is referred due to any misconduct on the buses of School District Two. All records (bus referrals) of those students who have been removed from the bus for a school year will be forwarded to the high school principal from the middle or junior high schools so that appropriate decisions can be made regarding student misconduct. Care should be taken to see that the Directors of Transportation will also monitor those students who have been chronic problems on the district buses.

Level I Breach of Conduct:

1. Disorderly Conduct
2. Misconduct at the bus stop (Depending upon severity)
3. Disembarking from the bus at as authorized stop without permission
4. Entering or leaving the bus by way of the emergency door
5. Possessing bottled or canned drinks on the bus
6. Littering on the bus

7. Standing while the bus is moving or violating other safety procedures
8. Riding the wrong bus
9. Continually making loud noises, yelling, etc.
10. Pushing, Tripping, general horseplay
11. Rude behavior directed at passengers

Level I Consequences:

First Offense: Probation and/or warning given by school administrator. Probation shall remain in effect for the school year in progress. Parental contact made concerning the misconduct.

Second Offense: Bus riding privilege may be denied for up to 10 school days. Parental contact made concerning the misconduct.

Third Offense: Bus riding privilege may be denied for the remainder of the school year in progress. Parental contact made concerning the misconduct.

Level II Breach of Conduct:

1. Disruptive Conduct
2. Misconduct at the bus stop (depending upon the severity)
3. Smoking on the bus
4. Throwing object out or on the bus
5. Refusing to sit in an assigned seat
6. Use of profanity or any abusive language among or between students
7. Having hands, arms, heads, etc., out of the bus windows and/or doors
8. Any rude, discourteous behavior directed at other passengers (threats, stealing, etc.)
9. Fighting on the bus

Level II Consequences:

First Offense: Bus riding privileges may be denied up to 10 school days. Parental contact made concerning the misconduct.

Second Offense: Bus privileges may be denied for the remainder of the school year in progress.

Parental contact made concerning the misconduct. Level II behaviors may also require OSS, ISS, referral to supporting agencies, and/or restitution of property as stipulated in the Boiling Springs High School – 9th Grade Campus Discipline Code.

Level III Breach of Conduct:

1. Criminal Conduct
2. Misconduct at the bus stop (Depending on the severity)
3. Carrying weapons, explosives, fireworks, etc., on the bus
4. Persistent, Uncontrollable conduct

5. Possession, use, or distribution of alcohol, drugs, or any controller or unauthorized substance on the bus
6. Any pushing or tripping that leads to injury
7. Vandalism; destruction of seats or interior and/or exterior part of the bus
8. Criminal behavior directed at passengers (sexual offenses, extortion, assault, theft, arson)

Level III Consequences:

Bus riding privileges denied for the remainder of the school year in progress. Level III behavior may also require OSS, recommended expulsion, restitution of property and damage referral to supporting agencies, and/or enforcement of the District Alcohol and Drug Abuse Policy as stipulated in the Boiling Springs High School Discipline Code.

BUS SCHEDULE INFORMATION

Occasionally, bus delays may occur due to driver illness, mechanical problems, etc. To aid parents in obtaining information concerning interruptions in bus schedules, the district has implemented a voice mail telephone service. The bus information number is 342-2046; a message will apprise you of any delays. If you have further questions or need additional information, please call the Transportation Office at 599-9564.

GENERAL INFORMATION

FIRE AND OTHER EMERGENCY DRILLS

Safety is Paramount! Fire drills and other evacuation and emergency drills will be conducted throughout the year both on a notice and a no-notice basis. Teachers will review plans with every class. To prevent a possible tragedy, we must all cooperate to ensure that everyone knows his/her proper route out of the building in case of an emergency. Students should always stay with their class and follow the instructions of faculty and staff members. Under no circumstances should teachers and students attempt to take personal possessions with them in an emergency. **Note: Anyone found tampering with a fire alarm will be subject to severe penalties consistent with the discipline code and state law.**

RETURNED CHECKS

All returned checks will be handled by Envision Payment Solutions. A service fee will be assessed in accordance with state law and federal guidelines.

www.EnvisionPayments.com

DEFICIENCY NOTICES

When a student owes a debt or obligation, a deficiency notice will be issued. The student's report card will be withheld until this problem has been cleared. The student may not be allowed to enroll for school until the debt is cleared.

PRESS RELEASE

All press releases are to come directly from the principal's office.

SALES/FUNDRAISING

Only school-related fund raising may be conducted on campus. All sales and fund raising activities must be approved in advance by the principal.

Boiling Springs 9th Grade Campus BULLDOG Bell Schedule

Morning Duty	7:10
Breakfast	7:30
Library Opens	7:30
Faculty Arrival	7:30

Bell	7:53	Start moving to First
BNN	8:00-8:10	Announcements with Pledge
First Block	8:10 – 9:40	First Block Class

Bell	9:40	Start moving to Second Block
Second Block	9:45 – 11:15	Second Block

First Lunch Schedule

First Lunch	11:15-11:45
Move to class	11:45-11:50
SSR	11:50-12:10
Third Block	12:10-1:40

Second Lunch Schedule

Move to Third Block	11:15-11:20
Third Block	11:20-12:05
Second Lunch	12:10-12:40
Return to 3rd	12:40-12:45
SSR/Third Block	12:45-1:40

Bell	1:40
Fourth Block	1:45 – 3:15
Dismissal	3:15

Afternoon Duty	3:15 – 3:35
Lock Doors	4:00