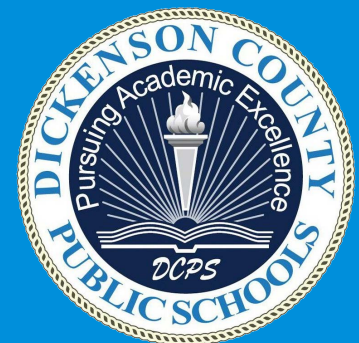


2020-2021

Dickenson County Public Schools Handbook of Expectations and Consequences for Students



Dickenson County Public Schools
P.O. Box 1127
Clintwood, Virginia 24228
(276) 926-4643



A Message from the Superintendent

Welcome to the 2020 – 2021 School Year!

As a group of caring, dedicated, and professional staff and faculty members, the Dickenson County Schools is committed to providing the safest environment to all our students while at the same time providing the best educational experiences. This commitment serves as our focus and moral guide to ensure that our students reach their highest academic and social potential and become positive contributors in our society.

This Handbook is one of many ways that we communicate clear expectations to our students as to how they should conduct themselves. These expectations include the development of good character and decision making skills achieved by first respecting themselves, respecting others, treating others as they would like to be treated, and taking responsibility for their own actions and behaviors.

We invite each of you, our parents, families and guardians, to join us in this collaborative partnership. It takes all of us as a community to help raise and educate our children. There is not a nobler or worthier cause. Thank you for joining in this most important work.

My best wishes for a fantastic 2019 – 2020 school year.

Haydee L. Robinson, Division Superintendent

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Expected Student Behaviors

I will show Respect for...

Myself by:

- Attending school regularly and being on time.
- Following rules and directions of adults.
- Doing my schoolwork and homework neatly and completely.
- Practicing positive behavior choices.
- Remaining on school grounds unless I have permission to leave school.
- Learning from consequences of my behavior.
- Choosing not to bring tobacco, alcohol, other drugs, or weapons to school.
- Dressing in a way that is appropriate for the learning environment.

Others by:

- Being understanding of other's feelings.
- Using positive words with others (no putdowns).
- Treating others like I want to be treated.
- Not bullying or threatening.
- Being honest by telling the truth, and admitting to things I have done.
- Working with others in positive ways.
- Keeping my hands to myself.
- Refraining from using profanity in school.
- Working together and/or with adults to manage negative behaviors and emotions.
- Using a respectful, positive, and considerate tone of voice and body language when I am speaking to others.
- Listening when others are speaking to me.

Expected Student Behaviors

I will show Respect for...

Learning by:

- Following school rules and school staff directions.
- Keeping focused on my work.
- Coming to school prepared to work.
- Participating in class activities and discussions.
- Completing my own schoolwork and homework.
- Keeping my eyes on my own paper when taking quizzes and tests.

Property by:

- Taking care of things in my school and on school grounds.
- Not bringing dangerous or distracting things, such as matches, lighters, weapons, toys, fireworks, alcohol/tobacco/other drugs, medicine not prescribed for me, etc.
- Using school materials or a classmate's materials for their intended purpose.
 - *Using computers as directed by adults.*
- Following rules about safety:
 - *Refraining from touching a fire alarm unless there is an emergency.*
 - *Using playground equipment in a safe manner.*

Levels of Consequences

The Code of Student Conduct shall apply to all students at all times on all Board of Education property, including:

- in school buildings
- on school grounds
- in all school vehicles
- at all school, school-related, or Board-sponsored activities, including but not limited to:
 - school field trips
 - school sporting events (*whether such activities are held on school property or at locations off school property, including private business or commercial establishments*)

Levels of Interventions and Consequences for Violations of the Code of Student Conduct

As with any incident of student behavior, school administrators must exercise informed judgment as to whether a student's actions constitute a violation of the Board policy and/ or the Code of Student Conduct. The levels shown on the following page guide administrators in using *progressive interventions* to change student behaviors. The administrator always has the option to use an intervention from a lower level as long as one from the prescribed level is also employed. Moreover, if a behavior is deemed a criminal offense by local authorities and such offense is not identified in this *Code of Student Conduct*, the consequence may be expulsion from the Dickenson County Public Schools. Restitution for loss or damage will be required in addition to any other prescribed consequences.

Levels of consequences and options for progressive interventions follow.

Repeated chronic or cumulative offenses may require higher levels of interventions/ consequences. For serious violations, interventions/ consequences may begin at a higher level.

Levels of Consequences

Level	Options	
1	<i>Classroom Level interventions/consequences</i>	
	Teachers use the following interventions to help the students change behavior in the classroom. If these interventions are successful, referral to the school administrator may not be necessary.	
2	Warning Letter of apology Loss of privileges Use of Student Problem-Solving worksheet Seat change Parent contact Teacher conference with student Mentoring	In-class time-out Time-out in another classroom setting Reinforcement of appropriate behaviors Written reflection about incident After school detention with office and parent notification Behavior contract Suspension of computer privileges
	<i>Appropriate when Level 1 intervention/consequence has been ineffective</i>	
3	Parent/guardian involvement Phone call/letter to parent or guardian Confiscation of item Conference with parent or guardian Behavior contract	Teacher and/or administrator conference with student and/or parent Parent contract Parent or guardian accompany student to school Suspension of computer privileges In-school suspension-Office Referral Required (1-3 days) Detention
	<i>Appropriate when Level 2 intervention/consequence has been ineffective</i>	
4	Office referral required Parent/guardian notification required Out of School Suspension (1-3 days) In-school suspension (1-3 days) Detention	Campus clean-up with parent's permission Suspension of computer privileges Class or schedule change
	<i>Appropriate when Level 3 intervention/consequence has been ineffective</i>	
5	Office referral required Parent/guardian notification required Out of School/In School Suspension (3-5 days) Restricted activity Modified school day	Possible referral to Dickenson County Disciplinary Committee Referral to Alternative Learning Program Adjustment transfer to another school (for out of district students) Loss of parking privileges/Car towed Suspension of computer privileges
	<i>Appropriate when Level 4 intervention/consequence has been ineffective</i>	
6	Office referral required Parent/guardian notification required Out of School/In School Suspension (6-10 days) Referral to Dickenson County Disciplinary Committee	
	<i>Appropriate when Level 5 intervention/consequence has been ineffective</i>	
	Office referral required Parent/guardian notification required Expulsion (to be considered only in the most extreme cases)	Referral to Alternative Learning Program

Note: All alcohol and drug infractions require referral to the Dickenson County Disciplinary Committee for a hearing as required in Policy JGD/JGE. All weapon infractions require action as described in Policy JGD/JGE.

Consequences for Students in Grades K-5

Offense/Violation	Level of Consequence						Reportable to Police
	1	2	3	4	5	6	
Absence - Unexcused (A1T) Excessive absences may result in loss of credit for the semester	■	■	■				
Altercation (F1T)	■	■	■	■	■		
Ammunition (W1P)			■	■	■	■	■
Arson/Fire (AR1 or AS1 or AS2 or AS3)				■	■	■	■
Assault/Battery (on Students, Others, or Staff): (BA1 – BA5)		■	■	■	■	■	■
Bullying (BU1)		■	■	■	■	■	■
Cyber-bullying (BU1)		■	■	■	■	■	■
Cell Phone Misuse/Electronic Device Misuse (C1M - Beepers) (C2M - Cellular Telephones) (C3M - Other Electronic Devices)	■	■	■	■			■
Cheating (S2V) (May fail or not receive credit for assignment or course)	■	■	■	■			
Computer Misuse: (T1C - Unauthorized Use of Technology or Information) (T2C - Causing/Attempting to Cause Damage to Computer/ Hardware, Software/Files) (T3C - Violation of Acceptable Use Policy) (T4C - Violation of Internet Policy)	■	■	■	■	■		■
Destruction of Property/Vandalism (VA1, VN1, VN2, VN3)		■	■	■	■		■
Disorderly Conduct/Insubordination (D1C) – Disrespect (walking away, etc.) (D2C) – Defiance (refuses requests) (D3C) – Disruptive Demonstrations (D4C) – Possession of Obscene or Disruptive Literature (D5C) – Classroom or Campus Disruption (D6C) – Using Obscene or Inappropriate Language or Gestures (D8C) – Minor Insubordination		■	■	■	■		
Dress Code Violation (S1V)	■	■	■	■	■		If causes disruption
Drugs and Alcohol: (Use appropriate DCV Code) Possession, Use and Distribution Automatic suspension until Disciplinary Committee hearing.					■	■	■
False Fire Alarm- Office referral required. (B04)		■	■	■	■		■
False Information/Accusations (S2V)	■	■	■	■	■		
Fighting: (FA2)		■	■	■	■	■	■
Fireworks/Explosives (Use appropriate DCV Code)			■	■	■	■	■
Gambling (G1B)		■	■	■			
Harassment/Intimidation (See Sexual Harassment) (Use appropriate DCV Code)		■	■	■	■	■	■
Hazing (H1Z)			■	■	■	■	■
Inappropriate Language (Use appropriate DCV Code)	■	■	■	■			
Improper Physical Contact (Use appropriate DCV Code)	■	■	■	■			If causes injury

Inciting or Participating in a School Disturbance (Use appropriate DCV Code)	■	■	■	■			■
Leaving School Grounds Prior to Dismissal (A1T)		■	■	■			■
Matches/Lighter(s): Possession of (S3V)		■	■	■			
Public Show of Affection (Use appropriate DCV Code)	■	■	■	■	■		■
Putting substances in another person's food or drink or on a person's body			■	■	■	■	If illegal
Sexual Activity (Use appropriate DCV Code)		■	■	■	■	■	If illegal
Sexual Harassment (See Harassment/Intimidation) (SX0)		■	■	■	■	■	If illegal
Stealing and/or Theft (Use appropriate DCV Code)	■	■	■	■	■		■
Threat/Intimidation-Against staff or students. (TI1 or TI2)		■	■	■	■	■	
Tobacco and Nicotine Vapor Products (Possession) (TC2)		■	■	■			■
Tobacco and Nicotine Vapor Products (Use) (TC1)			■	■	■	■	■
Trespassing (TR1)	■	■	■	■	■		■
Unauthorized Leaving of Class/Skipping (S3V)	■	■	■	■			
Unsupervised/Unauthorized Area	■	■	■	■			■
Weapons as defined in Policy JFCD (Use appropriate DCV Code) See Policy JGD/JGE.			■	■	■	■	■

Consequences for Students in Grades 6-8

Offense/Violation	Level of Consequence						Reportable to Police
	1	2	3	4	5	6	
Absence - Unexcused (A1T) Excessive absences may result in loss of credit for the semester	■	■	■				
Altercation (F1T)		■	■	■	■		
Ammunition (W1P)			■	■	■	■	■
Arson/Fire (AR1 or AS1 or AS2 or AS3)			■	■	■	■	■
Assault/Battery (on Students, Others, or Staff): (BA1 – BA5)			■	■	■	■	■
Bullying (BU1)			■	■	■	■	■
Cyber-bullying (BU1)			■	■	■	■	■
Cell Phone Misuse/Electronic Device Misuse (C1M - Beepers) (C2M - Cellular Telephones) (C3M - Other Electronic Devices)		■	■	■	■		■
Cheating (S2V) (May fail or not receive credit for assignment or course)		■	■	■			
Computer Misuse: (T1C - Unauthorized Use of Technology or Information) (T2C - Causing/Attempting to Cause Damage to Computer/ Hardware, Software/Files) (T3C - Violation of Acceptable Use Policy) (T4C - Violation of Internet Policy)	■	■	■	■	■		■

Destruction of Property/Vandalism (VA1, VN1, VN2, VN3) ISS and/or OSS depending on the severity of the incident and payment for the damaged or destroyed property. May include immediate report to law enforcement.							▪
Disorderly Conduct/Insubordination (D1C) – Disrespect (walking away, etc.) (D2C) – Defiance (refuses requests) (D3C) – Disruptive Demonstrations (D4C) – Possession of Obscene or Disruptive Literature (D5C) – Classroom or Campus Disruption (D6C) – Using Obscene or Inappropriate Language or Gestures (D8C) – Minor Insubordination		▪	▪	▪	▪		
Dress Code Violation (S1V)		▪	▪	▪	▪		If causes disruption
Drugs and Alcohol: (Use appropriate DCV Code) Possession, Use and Distribution Automatic suspension until Disciplinary Committee hearing.							▪
False Fire Alarm-Office referral required. (B04)		▪	▪	▪	▪		▪
False Information/Accusations (S2V)		▪	▪	▪	▪		
Fighting: (FA2) First Offense – 3 days OSS Second Offense – 5 days OSS Third Offense – Disciplinary Committee							▪
Fireworks/Explosives (Use appropriate DCV Code)			▪	▪	▪	▪	▪
Gambling (G1B)		▪	▪	▪			
Harassment/Intimidation (See Sexual Harassment) (Use appropriate DCV Code)			▪	▪	▪	▪	▪
Hazing (H1Z)			▪	▪	▪	▪	▪
Inappropriate Language (Use appropriate DCV Code)	▪	▪	▪	▪			
Improper Physical Contact (Use appropriate DCV Code)	▪	▪	▪	▪			If causes injury
Inciting or Participating in a School Disturbance (Use appropriate DCV Code)		▪	▪	▪			▪
Leaving School Grounds Prior to Dismissal (A1T) First Offense: 2 days OSS and 1 days ISS Second Offense: 3 days OSS and 2 days ISS Third Offense: Disciplinary Committee							▪
Matches/Lighter(s): Possession of (S3V)		▪	▪	▪			
Public Show of Affection (Use appropriate DCV Code) First Offense: Warning Second Offense: 1 day ISS Third Offense: 2 days ISS Fourth Offense: 2 days OSS and 1 day ISS Fifth Offense: Disciplinary Committee							▪
Putting substances in another person's food or drink or on a person's body			▪	▪	▪	▪	If illegal
Sexual Activity (Use appropriate DCV Code)			▪	▪	▪	▪	If illegal
Sexual Harassment (See Harassment/Intimidation) (SX0)			▪	▪	▪	▪	If illegal
Stealing and/or Theft (Use appropriate DCV Code)			▪	▪	▪		▪
Threat/Intimidation-Against staff or students. (TI1 or TI2)			▪	▪	▪	▪	
Tardiness (A1T) Accumulation of 5 unexcused tardies – 1 day ISS Accumulation of 10 unexcused tardies – 2 days ISS Accumulation of 15 unexcused tardies – Discipline Committee							

Tobacco and Nicotine Vapor Products (Possession) (TC2) First Offense: 1 day ISS Additional possessions will be treated the same as use.			■	■	■		■
Tobacco and Nicotine Vapor Products (Use) (TC1) First Offense: 2 days of ISS Second Offense: 1 day of OSS and 2 days ISS Third Offense: 5 days OSS Fourth Offense: Disciplinary Committee							■
Trespassing (TR1)			■	■	■		■
Unauthorized Leaving of Class/Skipping (S3V) First Offense: 1 day ISS Second Offense: 2 days ISS Third Offense: 3 days OSS Fourth Offense: Disciplinary Committee							
Unsupervised/Unauthorized Area First Offense: Warning 1 day ISS Second Offense: 1 day ISS Third Offense: 2 days ISS Fourth Offense: 2 days OSS and 1 day ISS Fifth Offense: Disciplinary Committee							
Weapons as defined in Policy JFCD (Use appropriate DCV Code) See Policy JGD/JGE.			■	■	■	■	■

Consequences for Students in Grades 9-12

Offense/Violation	Level of Consequence						Reportable to Police
	1	2	3	4	5	6	
Absence - Unexcused (A1T) Excessive absences may result in loss of credit for the semester	■	■	■				
Altercation (F1T)		■	■	■	■		
Ammunition (W1P)			■	■	■	■	■
Arson/Fire (AR1 or AS1 or AS2 or AS3)			■	■	■	■	■
Assault/Battery (on Students, Others, or Staff): (BA1 – BA5)			■	■	■	■	■
Bullying (BU1)			■	■	■	■	■
Cyber-bullying (BU1)		■	■	■	■	■	■
Cell Phone Misuse/Electronic Device Misuse (C1M - Beepers) (C2M - Cellular Telephones) (C3M - Other Electronic Devices)		■	■	■	■		■
Cheating (S2V) (May fail or not receive credit for assignment or course)	■	■	■	■			
Computer Misuse: (T1C - Unauthorized Use of Technology or Information) (T2C - Causing/Attempting to Cause Damage to Computer/ Hardware, Software/Files) (T3C - Violation of Acceptable Use Policy) (T4C - Violation of Internet Policy)	■	■	■	■	■		■
Destruction of Property/Vandalism (VA1, VN1, VN2, VN3) ISS and/or OSS depending on the severity of the incident and payment for the damaged or destroyed property. May include immediate report to law enforcement.							■

Disorderly Conduct/Insubordination (D1C) – Disrespect (walking away, etc.) (D2C) – Defiance (refuses requests) (D3C) – Disruptive Demonstrations (D4C) – Possession of Obscene or Disruptive Literature (D5C) – Classroom or Campus Disruption (D6C) – Using Obscene or Inappropriate Language or Gestures (D8C) – Minor Insubordination		■	■	■	■		
Dress Code Violation (S1V)		■	■	■	■		If causes disruption
Drugs and Alcohol: (Use appropriate DCV Code) Possession, Use and Distribution Automatic suspension until Disciplinary Committee hearing.							■
False Fire Alarm-Office referral required. (BO4)		■	■	■	■		■
False Information/Accusations (S2V)		■	■	■	■		
Fighting: (FA2) First Offense – 3 days OSS Second Offense – 5 days OSS Third Offense – Disciplinary Committee							■
Fireworks/Explosives (Use appropriate DCV Code)			■	■	■	■	■
Gambling (G1B)		■	■	■			
Harassment/Intimidation (See Sexual Harassment) (Use appropriate DCV Code)			■	■	■	■	■
Hazing (H1Z)			■	■	■	■	■
Inappropriate Language (Use appropriate DCV Code)	■	■	■	■	■		
Improper Physical Contact (Use appropriate DCV Code)		■	■	■	■		If causes injury
Inciting or Participating in a School Disturbance (Use appropriate DCV Code)		■	■	■			■
Leaving School Grounds Prior to Dismissal (A1T) First Offense: 2 days OSS and 1 days ISS Second Offense: 3 days OSS and 2 days ISS Third Offense: Disciplinary Committee							■
Matches/Lighter(s): Possession of (S3V)		■	■	■			
Plagiarism (S2V)			■	■	■		
Public Show of Affection (Use appropriate DCV Code) First Offense: Warning Second Offense: 1 day ISS Third Offense: 2 days ISS Fourth Offense: 2 days OSS and 1 day ISS Fifth Offense: Disciplinary Committee							■
Putting substances in another person's food or drink or on a person's body			■	■	■	■	If illegal
Sexual Activity (Use appropriate DCV Code)				■	■	■	If illegal
Sexual Harassment (See Harassment/Intimidation) (SX0)			■	■	■	■	If illegal
Stealing and/or Theft (Use appropriate DCV Code)			■	■	■		■
Tardiness (A1T) Accumulation of 5 unexcused tardies – 1 day ISS Accumulation of 10 unexcused tardies – 2 days ISS Accumulation of 15 unexcused tardies – Discipline Committee							
Threat/Intimidation-Against staff or students. (TI1 or TI2)			■	■	■	■	
Tobacco and Nicotine Vapor Products (Possession) (TC2) First Offense: 1 day ISS Additional possessions will be treated the same as use.							■

Tobacco and Nicotine Vapor Products (Use) (TC1) First Offense: 2 days of ISS Second Offense: 1 day of OSS and 2 days ISS Third Offense: 5 days OSS Fourth Offense: Disciplinary Committee							▪
Trespassing (TR1)			▪	▪	▪		▪
Unauthorized Leaving of Class/Skipping (S3V) First Offense: 1 day ISS Second Offense: 2 days ISS Third Offense: 3 days OSS Fourth Offense: Disciplinary Committee							
Unsupervised/Unauthorized Area First Offense: Warning 1 day ISS Second Offense: 1 day ISS Third Offense: 2 days ISS Fourth Offense: 2 days OSS and 1 day ISS Fifth Offense: Disciplinary Committee							▪
Weapons as defined in Policy JFCD (Use appropriate DCV Code) See Policy JGD/JGE.			▪	▪	▪	▪	▪

TOBACCO PRODUCTS AND NICOTINE VAPOR PRODUCTS

The use of tobacco products or nicotine vapor products by staff, students, and visitors is prohibited on school property.

In addition, students are prohibited from possessing or distributing any tobacco products or vapor products on school property.

For purposes of this regulation

1. "School property" means:

- All interior portions of any building or other structure used for instruction, administration support services, maintenance or storage.
- Any indoor facility or portion of such facility owned or leased or contracted for and used for the provision of regular or routine health care, day care, or early childhood development (Head Start) services;
- All vehicles used by the division for transporting students, staff, visitors or other persons.
- All school grounds and property – including athletic fields and parking lots – owned, leased, rented or contracted by the Dickenson County School Board.
- All school-sponsored or school-related events on-campus or off-campus.

2. "Tobacco product" means any product made of tobacco and includes cigarettes, cigars, smokeless tobacco, pipe tobacco, bidis, and wrappings.

3. "Nicotine vapor product" means any noncombustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form. "Nicotine vapor product" includes any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and any cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device.

Students that possesses, distributes, and/or uses tobacco products or nicotine vapor products on school property will be disciplined as provided for in the Dickenson County Public Schools Handbook of Expectations and Consequences for Students.

Staff that uses tobacco products or nicotine vapor products on school property will be subject to appropriate discipline, up to and including termination.

Visitors that use tobacco products or nicotine vapor products on school property may be asked to immediately leave school grounds and/or may be banned from school grounds for a period of time.

Bus and School Transportation Behavior

Consequences for Violations Related to Transportation for all students include, but are not limited to:	
Initially (Minor discipline problems or violations of rules)	The bus driver will try to resolve the discipline problem or violation of rules directly. The bus driver will also attempt to confer with parents and to request their cooperation in resolving the problem. (Actions taken will be documented by the bus driver)
First Discipline Referral (For problems not resolved in step above or for more serious discipline problems or violations of rules)	Unless more severe sanctions are warranted, the administrator will: 1. give the student a formal warning, 2. notify the parents, and 3. provide the parents with a copy of the discipline referral
Second Discipline Referral (For problems not resolved above or for more serious initial discipline problems or violations of rules)	1. The administrator will advise the student of the charge. 2. Student's bus riding privilege will be suspended for 5 days. 3. The administrator will immediately notify the parents of the bus suspension and provide a copy of the discipline referral. 4. The administrator will meet with the parents prior to reinstatement of the student's bus riding privileges.
Discipline Referral after Previous Suspension of Bus Riding Privilege	1. The administrator will advise the student of the charge. 2. Student's bus riding privilege will be suspended for 10 days. 3. The administrator will immediately notify the parents of the bus suspension and provide a copy of the discipline referral. 4. The administrator will meet with the parents prior to reinstatement of the student's bus riding privileges.
Discipline Referral after Two Previous Suspensions of Bus Riding Privileges	1. The administrator will advise the student of the charge. 2. Student's bus riding privilege will be suspended for 30 days. 3. The administrator will immediately notify the parents of the bus suspension and provide a copy of the discipline referral. 4. Bus riding privileges will not be reinstated until a meeting with the student, parents, bus driver, administrator, and Director of Transportation takes place.
Severe or Continuing Problems	The principal or Director of Transportation may suspend the student's bus riding privileges and additional 15 days until an informal hearing is scheduled before the superintendent for the purpose on considering the revocation of riding privileges for the remainder of the current school year. (An appeal of any decision of the superintendent revoking privileges may be made to the school board.)
These guidelines shall not preclude the school principal or Director of Transportation from eliminating any of the steps in the process, if in their judgment the misconduct warrants more severe action.	
Nothing contained in this policy shall preclude the imposition of other disciplinary measures as appropriate, including suspension or expulsion from school, in accordance with other policies and procedures.	

Riding the school bus is a privilege. A copy of the misconduct report will be returned to the school bus operator. Generally, misconduct on a school bus will not deny a student access to the classroom. School suspension, including expulsion, will occur only in special cases of misconduct that warrant this type of action.

Video Cameras and Audio Recording Devices

Many school buses are now equipped with video cameras and audio recording devices. These tools monitor the passenger area of the bus. The objective is to provide an important additional tool to assist the driver in managing student conduct on school buses, an important safety consideration that benefits all.

Bus and School Transportation Behavior

Bus Behavior Expectations & Safety Requirements for All Students

Riding the school bus is a privilege. This privilege may be temporarily denied or permanently revoked if misconduct jeopardizes the safe operation of the school bus or the safety of students riding the bus.

School Suspension is a possible sanction.

Students are expected to observe the following rules for safety and courtesy on the bus. Parents are responsible for the supervision and safety of students from home until they board the bus, and from the bus stop to home

1. At the Bus Stop	2. When the Bus Arrives
<ul style="list-style-type: none"> Exercise safe pedestrian practices while on the way to the waiting area for the bus stop. Arrive at the waiting area for the bus stop ten (10) minutes before bus pickup. Wait in a quiet and orderly manner. Stay on your side of the roadway controlled by the bus warning lights. Be aware, cautious, and respectful of traffic. Wait in a safe place, clear of traffic, and away from where the bus stops. Respect private property. 	<ul style="list-style-type: none"> Remain at the waiting area until the bus comes to a complete stop. Check traffic from all directions, then check again. Before walking from the waiting area to the entrance of the bus be certain that the bus warning lights are activated and that all traffic in all directions has stopped. When safe to board, do so promptly. When boarding, be aware of and avoid the "danger zone", the ten foot area immediately surrounding the stopped school bus. Be sure that you can see the bus driver's eyes when in the vicinity of the school bus. If crossing a street controlled by bus warning lights is necessary, cross promptly after checking that all traffic in all directions has stopped. Cross in front of the bus only. Upon entering the bus proceed directly to an available or assigned seat.
3. On The Bus	4. Exiting the Bus
<ul style="list-style-type: none"> Follow instructions of bus personnel. Be respectful of all people, including all bus personnel. Use language appropriate for the school setting. Keep the bus neat and clean. Do not eat or drink. Talk quietly and politely. Sit at assigned seat, if one has been assigned by bus or school site personnel. Stay in seat; keep aisles and exits clear. Carry-on items are limited to those that can be held in your lap. No hazardous materials, nuisance items, or animals are permitted on the bus. Be respectful of the rights and safety of others. Do not extend head, arms, or objects out of bus windows. Cell phones are prohibited (off and out of sight) Remember that school rules apply to the school bus. For example, use or possession of tobacco, alcohol, and other drugs is not allowed. 	<ul style="list-style-type: none"> Remain seated until the bus comes to a complete stop. Exit the bus and the bus stop area in an orderly manner. Exit at your assigned bus stop. Check traffic from all directions, then check again. Before exiting the bus, be certain that all traffic in all directions has stopped. When safe to exit, do so promptly. Be aware of and avoid the "danger zone", the ten foot area immediately surrounding the stopped school bus. Be sure that you can see the bus driver's eyes while in the vicinity of the school bus. If crossing a street controlled by bus warning lights, cross promptly after checking that all traffic in all directions has stopped. Cross in front of the bus only. Exercise safe pedestrian practices while on the way from the bus stop of your home.

Getting Help with a Problem

School Problems

If students have a problem related to discipline, security, personal safety or welfare, or vandalism, the student should:

1. Tell the nearest teacher or adult staff member.
Tell him/her exactly what has happened to the student or what the student has observed happening to someone else. Problems of discipline, security, and personal safety are considered very serious.
2. Talk to the principal or assistant principal right away.
3. Express feelings. It is natural to feel worried and upset. Talk to someone who will listen and understand — perhaps a teacher, school counselor, school psychologist, social worker, or an adult mentor. It is important to talk to a trusted adult.
4. Ask to talk to a school counselor, school psychologist, or social worker who can help students learn ways to deal with problems so that they may feel safer and more comfortable when faced with similar problems in the future.
5. In addition to alerting school personnel, a student should tell his/her parents about the problem. They will want to know.

It is important for students to know that when a report is made to the school about an incident of this nature, every effort will be made to keep the information and identity confidential.

Personal Problems

For help with personal problems which may affect a student's school life or activities:

1. If possible, discuss the problem with parents/guardians.
2. If a student and his/her parents/guardians cannot solve the problem, there are a number of people in the school who may be able to offer additional help. The student may speak to a teacher with whom he/she feels comfortable.
3. School counselors, psychologists, and social workers at the school are trained to offer help with personal problems.
4. The assistant principal and the principal will also be able to discuss the problem with the student and attempt to work on a solution. If they are unable to do so, they will seek assistance.

Academic Problems

For help with an academic problem, the student should:

1. See the teacher who teaches the subject. Students may seek out the teachers on a personal basis. Teachers routinely work with individual students who are having academic problems. The teacher may recommend help sessions or mentoring, or may make a referral for additional assistance. The teacher may ask for a conference with the student and his/her parents/guardians.
2. If the teacher is unable to help the student resolve the problem to the student's satisfaction, the student should go next to the department chairperson or lead teacher.
3. Further help can be obtained through the school counselor.
4. For problems that are still not resolved after the student has talked with the school counselor, the student should discuss the matter with his/her parents/guardians and with the principal or assistant principal. Parents/guardians may wish to join the student in discussions with the principal.
5. Solving an academic problem requires the student's help, along with the help from teachers and sometimes parents/guardians, school counselor, and other school professionals.

Extracurricular Activities

For help with problems involving extracurricular activities, the student should:

1. See the advisor assigned to the activity at a time when he/she can give you his/her undivided attention. Try not to discuss the problem during the activity period itself.
2. If the activity involves athletics or cheerleading, see the athletic director of your school.
3. If the student does not know who is assigned as advisor to the activity, the student should see an administrator.
4. If the student is unable to get help in solving the problem by doing the above, discuss the matter with parents/guardian and with the principal. Parents/guardians may wish to join the student in discussions with the principal.

Getting Help with a Problem

Group Problems

For help with a group problem related to discipline, security, personal safety, or welfare:

If a group of students feels it shares a common problem, the best way to seek assistance is for the group to send two or three representatives to the teacher or administrator involved and present the group's point of view on the matter. Communication between one or two people and a large group is extremely difficult and is an ineffective approach to problem-solving. The most effective approach is one that involves communication between representatives of the groups involved.

Bullying, Harassment, Intimidation, & Hazing

Bullying and cyber-bullying, harassment and intimidation, and hazing are unsafe and do not reflect respect for others as defined by the Code of Student Conduct. If you or someone you know is a target of one of these behaviors, tell a staff member, who will respond quickly and provide a practical, private, and safe place to report.

If You are Being Bullied...

- Tell someone — a parent, a teacher, a counselor
- Try not to show anger or fear
- Calmly tell the student to stop...or say nothing and walk away
- Try to avoid situations where bullying is likely

If You Know Someone who is Being Bullied...

- If you feel safe, tell the bully to stop
- If you don't feel safe...
 - Don't encourage the bully by laughing or joining in
 - Tell other bystanders how to help stop bullying
 - Tell an adult
 - Encourage the bullied student to talk to someone

If an administrator determines that one of these behaviors has occurred, the students involved will receive support from a school counselor, school psychologist, school social worker, pupil personnel worker, or school health staff person to be sure everyone involved feels safe and supported and understands how to avoid these situations in the future.

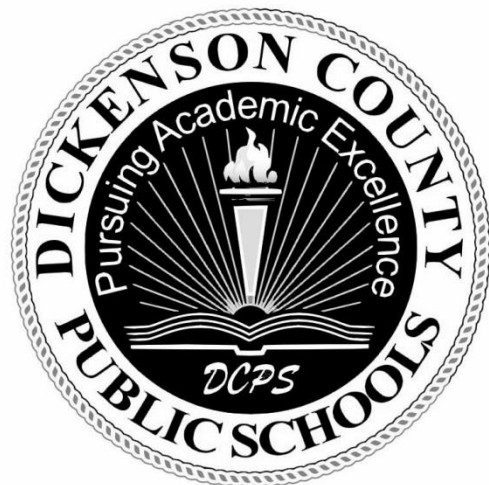
Confidentiality in Counseling

When a student indicates that he or she is thinking about hurting himself or herself or other students, school personnel are required to take action to ensure the safety of the student or other students. This action will include sharing of information with the school principal, parents, and may include other outside agencies.

Where to Get Help

You may seek assistance through the following staff members or programs, which may be available at schools:

- School Nurses
- Teachers • School Counselors
- Principals • School Administrators
- School Psychologists • School Social Workers
- School Resource Officers



Attendance

Frequently Asked Questions

Q: At what age must a child attend school?

A: State law requires every parent, guardian, or other person having control or charge of any child who will have reached the fifth birthday on or before September 30 of any school year and who has not passed the eighteenth birthday to send such child to a public school or otherwise provide the child with an education in accordance with state law.

Q: Is Kindergarten mandatory?

A: In Virginia, parents/guardians must ensure that a child, who has reached his or her fifth birthday on or before September 30 of any school year, attends school in compliance with the state compulsory attendance law as specified in §22.1-254 of the Code of Virginia.

Parents/guardians who believe that a child is not mentally, physically, or emotionally prepared to attend school, must notify the Superintendent in writing that they want to delay compulsory attendance until the following year, if the child has not reached his or her sixth birthday on or before September 30.

Q: What absences from school are considered excused?

A: An excused absence includes illness, prearranged appointments, family death or emergency, religious observances, extenuating circumstances, or exceptional circumstances, and is determined by the administration at your school.

Q: What should I do if I am absent from school?

A: When a student is absent from school, a parent/guardian is responsible for notifying the school the day of the absence. When the student returns to school, a written explanation from the parent/guardian or doctor/dentist is required and should contain the following: date of the absence, reason for the absence, and the signature of the parent/guardian or doctor/dentist.

Q: Will the school contact my parents/guardians if I am absent?

A: Yes, the school will make a reasonable effort to notify parents/guardians if you are absent. Notification may be made by an automated phone call or a direct phone call. For this reason, it is important parents/guardians ensure the school has their correct contact information.

Q: What happens if I do not bring in a written explanation?

A: If a parent/guardian fails to submit a written explanation, the absence will be considered unexcused.

Q: Do I need to bring in a note if I arrive late to school or leave early?

A: Yes, a parent/guardian will still need to submit a note to the school explaining the reason for being late or leaving early. A student arriving late to school or leaving school early may be considered unexcused without a written explanation.

Attendance

Frequently Asked Questions

Q: Can the school require a doctor's note?

A: Yes, the school can require a doctor's note based on the student's attendance history. Once required, any absence without a doctor's note will be considered unexcused.

Q: What happens if I accumulate unexcused absences?

A: When a student accumulates three unexcused absences, the school will notify the parent/guardian by phone or letter that the student has accumulated three unexcused absences and remind parents/guardians that a valid excuse must accompany the student upon his or her return to school.

When a student accumulates five unexcused absences, Virginia law requires the school to attempt to resolve the attendance issues or concerns with the parent/guardian by developing an attendance plan and explaining the consequences of additional unexcused absences.

If additional unexcused absences occur after the development of the plan, the school's administration will schedule a conference with the parent/guardian in a second effort to resolve the student's attendance issues or concerns at the school.

Upon an additional unexcused absence after the attendance conference, a meeting will be scheduled at the Central Office, and a petition may be filed against the parent/guardian or student seeking the court's assistance with the student's nonattendance.

Q: What happens if my parents or I refuse to participate in resolving my attendance issues or concerns with the school?

A: If you or your parents refuse to participate in resolving your attendance issues or concerns, the school division will have no choice but to file a petition with the court system.

Q: At what age can I drop out of school?

A: The Compulsory Attendance Law (Code of Virginia §22.1-254) outlines the requirement that juveniles under the age of 18 are required to attend school.

Q: What does chronic absenteeism mean?

A: Virginia defines chronic absenteeism as missing 10% of the school year, normally around 18 days, for any reason, excused or unexcused.

Q: Who do I contact if I have a question about attendance or the attendance policy?

A: You can contact the principal at your school or call the Dickenson County School Board Office at (276) 926-4643.

Student Dress Code

A. General Guidelines

1. Students shall wear appropriate clothing and footwear and groom themselves for school in a manner that does not offend the common rules of decency or reflect negatively on or distract from any phase of the educational program. Appropriate dress is clothing that covers the body sufficiently so as not to attract excessive attention to one's self.
2. Messages on clothing, jewelry and personal belongings that relate to drugs, alcohol, tobacco, sex, vulgarity, violence or that represent gang activity or membership or that advertise obscenities or that reflect adversely upon persons because of their race, sex, color, creed, national origin or ancestry are not permitted.
3. Any article of clothing, footwear, jewelry or other accessory that suggest, identifies or otherwise promotes "gang" related and/or endorses/promotes subversive activities will not be permitted.
4. For health and safety purposes, appropriate footwear must be worn at all times. Going barefoot is not acceptable.

B. Specific Guidelines

The following guidelines are examples that are intended to be age appropriate for all students in kindergarten through grade 12. They include but are not limited to:

1. Any item of clothing, jewelry, adornment, etc. which may be distracting or may materially and substantially interfere with the requirements of appropriate discipline in the operation of the school or which represents a potential danger to self or others will not be permitted.
2. Footwear must be worn at all times and should be appropriate for normal activities. Socks without other footwear are not considered appropriate. Tennis shoes are appropriate. It is recommended to not wear flip flops (beach type) to school. Other open-heeled footwear is deemed appropriate. Sport shoes with cleats are not acceptable for inside wear.
3. Some school programs, such as industrial technology, laboratory activities, physical education and interscholastic athletics may require special hair care and clothing to ensure the health and safety of all students.
4. Hats, visors, bandannas, sunglasses and/or other headwear (unless required by a physician) may not be worn inside the building.
5. Shorts/dresses/skirts must be of appropriate length. Shorts/dresses/skirts should be no shorter than mid-thigh when standing. The following shorts are not acceptable: very short shorts, such as the thin nylon, athletic type shorts with side slits, biker, jogging, swimwear, cut-offs, gym shorts (except in physical education classes and athletic practices). Athletic and cheerleading uniforms, which do not meet the criteria established above, may not be worn during classes.
6. Shirts or blouses should be of sufficient length so they may be tucked in the waistband. Pants/shorts/skirts shall be appropriately sized and worn at the natural waistline.
7. No undergarments (including boxer shorts and sports bras) should be readily visible or be worn as outer garments.
8. Strapless tops, tops with "spaghetti" straps, traditional tank tops with narrow straps and cut-away underarms, tube tops, bare back or bare midriff style, mesh or "fish net" style apparel are not permitted. If sleeveless garments are worn, underwear may not be readily visible.
9. Clothes with holes exposing underwear or private areas are not permitted.
10. T-shirts, articles of clothing and badges or buttons that have writing, symbols or slogans encouraging the use of alcohol, drugs, sex, profanity, vulgarity, violence, promotion of racial prejudice, or subversive activities may not be worn.
11. Clothing usually worn outdoors such as heavy coats, raincoats, jackets or gloves should not be worn in the building under normal circumstances.
12. In schools where lockers are provided, backpacks will not be permitted in the classroom. Backpacks should be placed in lockers upon arrival at school and not picked up until school is dismissed.
13. Accessories typically, referred to as "animal jewelry" such as heavy chains, dog collars, or spiked collars are not permitted.

School Calendar

2020-2021

<u>August</u> <ul style="list-style-type: none"> Teacher Workdays – Monday, 17th - Friday, 21st (9:00-3:00) Mon 24th - Schools Open –Full Day Schedule 	<u>January</u> <ul style="list-style-type: none"> Mon 4th – Students Return from Christmas and Winter Break Fri 15th – End of 1st Semester (Day 90) Mon 18th - Teachers Workday (9:00-3:00) – No School for Students Tues 19th – Students Return Begin 2nd Semester
<u>September</u> <ul style="list-style-type: none"> Mon 7th – Labor Day – Schools Closed 	<u>February</u>
<u>October</u> <ul style="list-style-type: none"> Mon 26th – End 1st Nine Weeks Grading Period (Day 45) 	<u>March</u> <ul style="list-style-type: none"> Fri 5th and Mon 8th – Spring Break Wed 24th – End 3rd Nine Weeks Grading Period (Day 145)
<u>November</u> <ul style="list-style-type: none"> Tues 3rd – Election Day – Schools Closed Wed 25th through Fri 27th – Thanksgiving and Fall Break - Schools Closed 	<u>April</u> <ul style="list-style-type: none"> Fri 2nd and Mon 5th – Easter Break
<u>December</u> <ul style="list-style-type: none"> Fri 18th – Last Day before Christmas and Winter Break Early Dismissal for Students Mon 21st – Sun, Jan 3rd – Christmas and Winter Break Schools Closed 	<u>May</u> <ul style="list-style-type: none"> Fri 28th – Last Day of School End 2nd Semester -- (Day 180) Early Dismissal for Students Mon 31st – Memorial Day - Schools Closed Tues, June 1st and Wed, June 2nd – Teacher Workdays (9:00 – 3:00)

*The school calendar may be adjusted during the school year due to unforeseen circumstances including inclement weather.

** Easter and Spring Break days may be used as School Make Up Days if 10 or more days have been missed due to inclement weather.

* **Report cards mailed to students pm of last teacher workday**

August	6	January	19
September	21	February	20
October	22	March	21
November	17	April	20
December	14	May	20
	80 days		100 days

The Mission of Dickenson County Public Schools

The mission of Dickenson County Public Schools is to provide a safe, nurturing environment to educate and inspire students to become lifelong learners and to encourage intellectual, social and physical growth in a diverse and changing society.