

GAMEWELL ELEMENTARY SCHOOL
<http://ges.caldwellschools.com>

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If the planner is lost, the student is required to purchase a replacement. Parents should expect students to bring planners home on a daily basis. Students will have recorded their assignments, and teachers will communicate positive comments and suggestions for improvement.

August 25, 2005

Dear Students and Parents:

On behalf of the faculty and staff, it is our pleasure to welcome you to Gamewell Elementary School and to the new and exciting experiences you will find here. The time and effort you put forth in doing your very best will make your educational experiences both happy and memorable.

The Gamewell Elementary School Handbook will tell you about our school. The information, policies, and rules that govern our time here at Gamewell will enable all of us to learn, work, and play together.

I hope you and your child will take time to read this handbook carefully. It is important that you understand everything. If you have questions, please ask your teacher or any staff member. It is through open and clear communication that we understand each other and that we can assure the success of all our students.

We are proud to be a part of the Gamewell Elementary Family. Gamewell Elementary will be whatever you choose to make it. Be proud to come to school here. Take excellent care of it and take part in all your school has to offer. Only you have the power to determine success or failure, so always do your very best.

Please let Gamewell Elementary become a part of your extended family and we welcome and encourage your support and seek your participation in PTO. Please visit and volunteer in our school whenever you can. We look forward to an exciting and challenging school term. Working together we can make this a successful and rewarding year.

In Education,

Donna Burch, Principal

Tommy Puett, Assistant Principal

Mission:

Gamewell Elementary School will provide a positive learning environment that enables intellectual, physical, emotional, social, and moral development for all students. Students will be challenged with high expectations using research-based strategies that address individual student needs. We will model and teach empathy, cooperation, problem solving, and appreciation of cultural diversity. We will partner with our families in valuing, empowering, and celebrating children.

Vision:

Every student will fulfill his or her potential while feeling safe, respected, and loved. Our students will be inspired to appreciate one another as well as all members of their community while taking these early steps in their journey as lifelong learners.

STUDENT ARRIVAL AND DEPARTURE

The safety of our students is of utmost importance when arriving or departing from our campus. The official school day for students begins at 7:50 A.M. and ends at 2:20 P.M. Any student arriving after 7:50 will be counted tardy, and must get a tardy slip from the office.

Arrival - Students should arrive at school no earlier than **7:30 A.M.** Students arriving before 7:30 A.M. will need to go to daycare. Students arriving by automobile should be discharged **ONLY AT LOWER ENTRANCE OF SCHOOL BUILDING. PARENTS SHOULD NOT PARK IN THE DRIVEWAY AREA OR IN THE BUS PARKING LOT.** Once arriving at school, they should go directly to the cafeteria if they are eating breakfast; otherwise they should go to their designated area.

Departure - Bus riders, car riders, and walkers are dismissed between 2:20 – 2:25 P.M. Parents of car riders will be given a name card to be placed in the front windshield. **CAR RIDERS ARE NOT TO BE PICKED UP IN THE REAR OF THE BUILDING.** Buses loading and unloading in this area make it congested and dangerous to pedestrian traffic. Parents entering the building to wait for their children **MUST REMAIN IN THE LOBBY AND SHOULD NOT ARRIVE BEFORE 2:00 P.M.** Car riders must be picked up by 2:35 P.M. or they will have to go to daycare.

Daily Schedule -

- 7:15 - Breakfast**
- 7:40 - Bell to go to class**
- 7:50 - Tardy bell/attendance/morning announcements**
- 10:45 – 12:30 - Lunch**
- 2:20 – Dismissal of buses**
- 2:25 - Dismissal of car riders and walkers**

EARLY DISMISSAL/CHANGE IN TRANSPORTATION

If a student needs to leave school before the end of the school day, a **PARENT OR DESIGNEE MUST COME TO THE OFFICE AND SIGN FOR THE RELEASE OF THE CHILD.** The office will call the child from the classroom. **DO NOT WAIT IN THE HALLWAY BESIDE CLASSROOMS OR GO TO THE CLASSROOM FOR THE CHILD.** We follow this procedure for the protection of your child.

In order for your child to achieve his or her fullest potential, it is important for him or her to remain the entire school day. We strongly discourage taking students out of school early unless it is an **EMERGENCY.**

If your child will be going home by a different means of transportation other than the usual, we must have a note from parents explaining the change. **WITHOUT PROPER NOTIFICATION, A STUDENT WILL NOT BE ALLOWED TO GO HOME A DIFFERENT WAY.** This procedure is a safety precaution for your son or daughter.

When schools in Caldwell County are dismissed early because of weather conditions. Gamewell Elementary School will dismiss 30 minutes prior to the announced dismissal time. This allows our dual bus system with Gamewell Middle to operate efficiently and safely.

BUS TRANSPORTATION AND CONDUCT

The Caldwell County School System has policies to ensure the safety of all students who ride the bus. The following rules concern students' behavior on the bus:

1. Follow driver directions.
2. Remain seated at all times.
3. Do not bring food, drinks, and toys on the bus.
4. Keep hands, feet, arms, and personal belongings to yourself.
5. Do not shove, or push when loading and unloading.
6. Stay in assigned seat.
7. Remain quiet with no loud noises.
8. No profanity is allowed.
9. Always help to keep the bus clean.

Violation of rules result in the following consequences:

1st offense – Written warning

2nd offense – 3-day bus suspension

3rd offense – 5-day bus suspension

4th offense – 10-day bus suspension with recommendation for suspension for remainder of school year

Any behavior that endangers the safety of students and driver will be handled quickly with possible suspension.

If a student needs to ride a different bus other than the one he/she is assigned to, **they must have a note from the parent**. The principal or assistant principal must then sign the note.

STUDENT REPORT CARDS

Grades K-2

Letter grades will not be used in grades K-2. Early academic success is crucial for students, especially in the early grades. Therefore, parents of K-2 students will receive a written report each grading period that details student progress. Teachers will schedule personal conferences with parents as needed.

Grades 3-5

Reading, Written Composition, Spelling, Math, Social Studies, and Science/Health will be graded A-F. Conduct for these classes will also be graded A-F.

A = 93-100

B = 85-92

C=77-84

D=70-76

F=69 and below

Other required courses taught separately (Physical Education, Music, Visual Art) will be graded S+-S-N-U. Conduct for these classes will also be graded S+-S-N-U.

Caldwell County Schools provide Academically/Intellectually Gifted Services for students meeting eligibility criteria. Contact the AIG Specialist at your school for information.

Report cards will be issued each nine weeks. During each 9-week grading period, mid term reports indicating a child's progress will be sent to parents. Parents should sign and return both the mid term report and the report card. Students should return them promptly to their teacher.

HOMEWORK

Learning does not end at school. Teachers will assign homework that is directly related to activities in the classroom. Homework will serve as reinforcement and practice of information and skills introduced in the classroom.

Students should set aside at least 30 minutes of quiet time to read and do homework. This is also an excellent opportunity for you to work with your child and to see the quality of work he/she can accomplish.

TESTING

All students in grades K-5 are involved in the annual testing program provided through the county or state. Students in grades 3-5 are given reading and math EOG tests in mid May. Third and fifth grade students will be required to make a Level 3 or above to be promoted to the next grade. The testing program is aligned to the curriculum and challenges students to write, think, and calculate.

Fourth grade students will also take the N.C. Writing Test in March. Students must score at least a Level 3.

K-2 students will complete literacy and math assessments throughout the school year. Assessments and student portfolios will be used to determine whether students meet guidelines for promotion.

PHYSICAL EDUCATION

All students are expected to participate in physical education unless a doctor's excuse or a note from a parent is presented. Clothing and shoes must be appropriate for physical activities.

HONOR ROLLS

The purpose of honor rolls is to recognize and encourage quality student performance. Since educational goals include academics and behavior, both are reflected on the honor rolls.

Grades 3-5

A Honor Roll – No grade less than **A**, no grade of Unsatisfactory for a subject, no grade of D, F, or Unsatisfactory on conduct in any area.

B Honor Roll – No grade less than **B**, no grade of Unsatisfactory for a subject, no grade of D, F, or Unsatisfactory on conduct in any area.

Principal's List – **B** average with no grade less than **C**, no grade of Unsatisfactory for a subject, no grade of D, F, or Unsatisfactory on conduct in any area.

CONFERENCES WITH TEACHERS

We encourage conferences concerning your child's progress. Parents who desire a conference should write a note to the teacher. The teacher will then contact the parent to schedule a day and time. Conferences must be scheduled before or after school to prevent interruption of the school day.

ATTENDANCE

Regular attendance is a necessity for two reasons: 1) It is required by state law. 2) It is essential to your child's success, enjoyment, and achievement in schoolwork. Irregular attendance may lead to a loss of interest in school, poor and careless study habits, a lack of achievement, and possible failure.

Attendance at school is vital for learning. When a child has to be absent, teachers and staff will do everything possible to help him/her make up missed work, but it is impossible to make up the experiences lost. Good attendance is established early in the formative years and carries throughout one's lifetime.

All students must have a written excuse signed by a parent/guardian to his/her teacher on the FIRST day back to school. The note should have the child's name, date(s) of absence(s), reason for absence(s) and the parent/guardian signature. The school will request a doctor's note for frequent or lengthy absences for illness. Absences without a note are coded truancy.

1. A student must be in attendance for at least half the school day (11:05 a.m.) to be counted present.
2. Student absences are coded "lawful", "unlawful", or "suspension".
3. A student must bring a note from home following an absence or the parent can call the school the day of the absence. Without a note or a call, the absence is coded "unlawful".
4. Family trips and vacations should be scheduled other than during the school days.
5. Students who have ten or more tardies or early dismissals will not be eligible to receive perfect attendance certificates.
6. The principal/assistant principal may require a doctor's excuse when a student reaches more than five excused absences per semester.
7. Every student who has been absent shall meet with his/her teacher(s) to make up missed work.
8. Parents of students who are out of district and who have more than five excused absences, or three unexcused absences, tardies, or early dismissals per semester may be contacted in writing by the principal or designee and advised that their out of district status may be in jeopardy if the problem is not corrected.

Regular attendance is an integral part of school success. The following attendance plan was developed to improve attendance school-wide.

1. An attendance committee has been appointed to review all incidents when students have excessive absences and/or tardies.
2. The school staff will work daily to improve attendance by making phone calls, going on home visits, and having parent conferences. Staff may also counsel with students who have poor attendance.
3. Each classroom teacher will develop an individual attendance plan in conjunction with the school-wide plan.
4. Each winning class will display the attendance banner on their door.
5. Each student who has perfect attendance at the end of each nine weeks grading period will receive an attendance pencil and be treated to a perfect attendance celebration.
6. Each student who has perfect attendance for the year will receive a perfect attendance certificate.
7. Each month the top two classrooms having the best attendance are treated to a special snack from our business partner, Food Lion.

TELEPHONE USE

Telephone use by students is limited to emergencies. If an emergency should arise, parents or guardians who need to contact children may call the office (758-1193, 754-7725) to leave a message.

STUDENT DRESS

Student dress and appearance are the responsibility of the parents. Student dress often establishes a pattern for classroom behavior. It also determines how children feel about themselves. Students enrolled in Caldwell County Schools should come appropriately dressed for learning activities, weather conditions, and safety. **A student's appearance, mode of dress, or condition of personal hygiene shall not distract or disrupt the learning environment or constitute a threat to the safety, health, or well being of students and staff.** Clothing should fit appropriately and not expose too much of the body.

Clothing and accessories that contain obscene, threatening, or suggestive writing/pictures are not permitted. The display of alcoholic beverages, drugs, or tobacco products is also prohibited.

Shoes must be worn at school at all times. Students should wear safe and comfortable shoes. Tennis shoes are encouraged to allow students safe participation in daily activities and may be required for specific activities such as Physical Education.

Some examples of inappropriate dress include, but are not limited to:

- **Hats inside the building**
- **Sunglasses**
- **Visible undergarments or undergarments worn as outer garments**
- **Unsafe Shoes**
- **Body Piercing other than ears**
- **Excessively Revealing Clothing**
- **Items that could be considered a weapon**
- **Please put your child's name on labels inside coats and jackets.**

Student dress or appearance that interferes with or disrupts the learning environment may be prohibited at the discretion of the principal or her designee.

ITEMS TO BE LEFT AT HOME

- Cosmetics, make-up, fingernail polish, perfume, etc. .
- Expensive jewelry
- Money beyond what is needed for lunch, field trips...
- Fireworks, matches, explosives, lighters . . .
- Glass containers
- Tobacco, alcohol, drugs, medication unless prescribed by a doctor and delivered by a parent to school.
- Toys, games, trading cards.
- Knives, toy guns, sharp objects or anything that resembles a weapon.
- Radios, tape players, CD players, electronic games, cell phones – (the school will not be responsible for these items if lost or broken).

At the discretion of Gamewell Elementary faculty or staff, some of the above such as games or electronic items, may be permitted for special activities. Those are the only times these items should be brought to school.

FIELD TRIPS

During the school year each class is permitted to take at least one educational field trip. A blanket permission form will be sent to you early in the year, but teachers will also provide information and another form for specific trips.

It is a privilege for students to participate in off-campus activities. For students who cannot behave appropriately at school, a decision may be made that your child will not go with his/her class on a trip. Each grade level will provide information on guidelines for participation in these activities.

FLORAL DELIVERIES

Floral deliveries to students are not allowed at any time during the school day.

HEAD LICE CONTROL

Students found to have head lice and/or their nits are to be excluded from school until treated and nits are removed from the hair. The absences accrued from exclusion due to lice infestation shall be excused for the day the lice were discovered and the following day **ONLY**. If the lice are found on Friday or the day before a holiday, students are expected back the first day school resumes. Designated personnel in each school will be trained in the identification of head lice and the appropriate execution of school policy and procedures. Parents are required to accompany a child returning to school, so that the child can return home if additional nits or lice are found. Chronic cases are to be reported to the County Health Department and the Department of Social Services.

INSURANCE

American Advantage will offer insurance coverage to our students. At school coverage is \$13.00 and 24-hour coverage is \$60.00.

MEDIA CENTER

The Media Center operates on a flexible schedule, which allows students to exchange library books at any time. Students' books are checked out for a one-week period, but may be returned as soon as they finish reading them by getting a book exchange pass from their classroom teacher. Students are encouraged to read and return books frequently throughout the school year.

SCHOOL VISITORS

To provide a safe, secure, and orderly environment on all Caldwell County School Campuses, all persons except students entering a school building during the school day, must report to the school office before proceeding to any other part of the building. Therefore, all visitors must sign in upon arrival in the school office. Please respect the time your child and his/her teacher have together, by causing as few disruptions as possible.

LUNCH MONEY COLLECTION

Students at Gamewell Elementary may participate in both breakfast and lunch programs. However, if they prefer, they may bring their lunches and purchase milk, juice, etc. We want our students to develop good eating habits, and this is an important part of our health education emphasis.

Students will be served from the items on the bar. Remember, three items constitute a full lunch. Students can purchase only one extra sweet, e.g. a cookie or an ice cream. Moving through the lunch line quickly and quietly will better assure you of sufficient time to enjoy your lunch. **NOTE:** If a student owes any money, the purchase of a la carte items, e.g. ice cream, juicy juice, snack cakes will not be allowed until charges are paid in full. When a student owes approximately \$4.00, a letter will be sent home to alert parents that their child owes money to the cafeteria. Once a student's charges total \$7.00, the student will be sent to the school office to confer with the principal/assistant principal regarding calling the parent to bring money. When a student has a negative balance he or she will only be allowed to charge meals.

To avoid delays in serving, lunch money should be paid for by the week on **Monday mornings**. However, lunch money may be paid on other days. Please place money or check in an envelope with the student's name, number, teacher's name, and amount enclosed written on the outside.

SICKNESS OR INJURY

Should your child become sick or injured at school, you will be called to come for him or her. The school does not provide aspirin, Tylenol, eardrops, cough syrup, or any other medication. Gamewell Elementary will follow medication procedures as outlined in Policy A-3270:

1. Within the first week of school all parents of students in Caldwell County Schools will receive a brochure on the medication policy in Caldwell County Schools.
2. Only medication in a pharmacy labeled container which includes the child's name, the name of the medication, the unit dosage to be given, the number of dosage units, the time medication is to be given, and how it is to be administered will be accepted by designated school personnel.

It is important that you report address and phone number changes promptly, so we will be able to contact you if an emergency occurs.

STUDENT DISCIPLINE AND CONDUCT

Students in the Caldwell County School System are expected to behave in a manner that will reflect favorably on themselves and their schools during school hours and at any out of school activity. Such behavior will promote a safe, orderly learning environment for all students. It is the shared responsibility of the home and school to develop self discipline skills within students appropriate to their age. While the exercise of individual rights and liberties within schools is encouraged and protected, it is also recognized those rights and liberties are muted by the need of the system to provide a quality education to all.

Schools should develop activities that promote self-discipline; reward good conduct and develop understanding of the board's expectations for student behavior. Additionally, staff should be educated in techniques that support and enhance these efforts. Students are expected to:

- ❖ Support and participate in all school activities.
- ❖ Be respectful, cooperative and honest with others.
- ❖ Be informed regarding their rights and responsibilities.

- ❖ Assist the school staff in operating a safe school.
- ❖ Exhibit self-discipline and self-motivation.

Any behavior, which causes deterioration in the safety, moral or the learning environment of the school, or infringes materially on the rights of others will not be tolerated and may subject the student to corrective measures. Such measures shall be determined on the basis of the facts presented in each instance of misconduct by appropriate school officials under the guidance of applicable Board policies, statutes and school rules. The primary responsibility for classroom discipline rests with the teacher and incidents should be handled within the classroom whenever possible. Reasonable force may be used to control behavior or to remove a person from a scene when it becomes necessary.

The consequences listed are intended to serve as guidelines for staff using reasonable discretion and appropriate due process for students who violate board policy or school regulations. Potential consequences include but are not restricted to the following:

- ❖ Student warning
- ❖ Removal of privileges
- ❖ Parent notice
- ❖ Time out in office or classroom
- ❖ Referral to student support services
- ❖ After-school detention
- ❖ Parent conference
- ❖ Saturday detention
- ❖ Restitution
- ❖ In-school suspension
- ❖ Corporal punishment may be used only under the following guidelines:
 - Corporal punishment should be used only after other disciplinary alternatives have been tried without achieving the improved behavior.
 - Corporal punishment must not be used in the presence of other students.
 - Parents/students must be given prior notice of the types of misconduct that might result in corporal punishment.
 - Only a teacher, principal or assistant principal may administer corporal punishment.
 - Teachers may administer corporal punishment only in the presence of a school administrator.
 - Administrators may administer corporal punishment only in the presence of certified staff.
 - In the student's presence and before the punishment takes place the witness must be told the reason for the punishment.
 - The child's parents must be notified in writing that corporal punishment has been administered.
 - Such notice shall include the name of the witness, the offense, the time of day and the punishment administered.
- ❖ Out-of-school suspension
- ❖ Long-term suspension or expulsion.

The following are examples of student misconduct:

1. **Disruptive Behavior**

Students shall not engage in conduct that is disruptive of any school activity, function or process, or is dangerous to the health, welfare or safety of themselves or others.

2. Profane or Abusive Language

Students shall not use profane, obscene, or abusive language/gestures. Verbal agitation, communicating a threat or verbally intimidating, extorting, blackmailing or substantially invading the rights of others, etc., shall be considered to be abusive.

3. Dishonesty: Lying, Cheating, Plagiarism, etc.

It is imperative that students conduct themselves with utmost integrity. Lying, cheating, plagiarism and other dishonest activities will not be tolerated.

4. Fighting

A student shall not fight with fellow students or others.

Consequences

As a general rule the penalty is out-of-school suspension from 1-10 days or long-term suspension if warranted. When appropriate the incident will be reported to law enforcement authorities for their action.

5. Stealing or Damage to Property

Students shall not steal or damage school property or the property of others. School property includes textbooks, buildings, equipment, grounds, furnishings, buses, etc.

6. Possession/Use of Tobacco or Tobacco Products

The Caldwell County Board of Education believes that the use of tobacco or tobacco products is injurious to health; therefore, students shall not possess or use tobacco/tobacco products while on school property or during school-sponsored events.

7. Drug and Alcohol Use - (See Policy 3310: Alcohol and Drug Abuse)

8. Sexual Misconduct and Harassment

Conduct of a sexual nature, whether verbal or physical, is prohibited in the school setting. Sexual harassment is defined as unwelcome conduct of a sexual nature. Sexual misconduct is any other conduct of a sexual nature that is not considered harassment.

9. Possession/Use of Weapon

No student shall possess or use any weapon, substance or instrument, which may cause bodily harm or is used against another while on school property or at school events.

Consequences

In all cases, law enforcement authorities and parents shall be notified immediately. Possession of weapons and use of objects as weapons may result in up to a 10-day suspension from school and a recommendation to the Superintendent for long-term suspension of 365 days. Upon being suspended by the Superintendent, the letter of suspension will be placed in the cumulative record of the student, to be removed upon written request after the student graduates or has two years of good behavior.

10. False Fire Alarms and Bomb Threats

False fire alarms and bomb threats expose others to unnecessary danger and anxiety. Because these actions violate state statutes they are strictly prohibited.

Consequences

All incidents shall be reported to law enforcement agencies and the fire marshal for their investigation and action. A mandatory, ten day out-of-school suspension will be administered for conveying a bomb threat or sounding a fire alarm without justifiable cause, as determined by the principal.

11. Disrespect to or Assault/Battery on Staff

The school's staff is assigned the difficult responsibility of maintaining order and providing an instructional environment that promotes learning. Their ability to perform these tasks shall not be diminished by disrespectful acts, intentional disobedience or assault.

12. Fireworks or Explosives

Fireworks and explosives by their design are dangerous to all. Their possession or use on school properties or at school events is prohibited.

13. Gambling

Students shall not gamble or participate in related games of chance involving payoffs of any kind.

14. Inappropriate Dress – See Dress Code

15. Bus Misconduct - See also Transportation

Bus riders are expected to ride the bus assigned by the principal, take their seats promptly, and remain seated throughout the trip and refrain from conduct that would distract the driver or endanger anyone. Student conduct at bus stops also falls under the jurisdiction of the school. All school rules will be applied on the bus or at the bus stops, as they would be at school.

Consequences

For initial and repeat violations, the administrator shall have discretion, which may include the suspension of riding privileges.

16. Leaving Campus

Once students officially arrive at school it is expected that they will remain until the end of the day or until they have been officially excused by the administration upon request by the parents. Parents expect students to remain at school unless they are aware students are leaving.

17. Acts With Intent to Create Terror

Students shall not disrupt or intend to disrupt school or a school-sponsored activity by engaging in the following activities:

- ❖ Make a false report of a device, substance, or material at school or at a school-sponsored activity designed to cause harmful or life-threatening illness or injury to another;
- ❖ Perpetrate a hoax by concealing, placing, displaying, or disseminating a device, machine, instrument, artifact, letter, package, material or substance to cause a person to reasonably believe it is capable of causing harmful or life-threatening illness or injury to another;
- ❖ Threaten to commit an act of terrorism likely to cause serious injury or death;
- ❖ Make a false report of an act of terror;
- ❖ Conspire to commit any of these acts.

Consequences

The principal or designee shall suspend for 10 days and recommend to the Superintendent a suspension for 365 days or expulsion. If the student is suspended for 365 days, the letter of suspension will be placed in the student's cumulative record. Such notice may be removed upon written request after two years of good conduct or the student graduates.

18. Bullying

Students have the right to learn in a safe environment and not be intimidated or harassed. School bullying undermines the academic mission of a school, jeopardizes the safety of a school, and hostile and dangerous acts of harassment and abuse can victimize students. Bullying will not be tolerated in any school, at any time. Caldwell County Schools will not allow or tolerate retaliation in any form against any individual that reports a valid complaint of bullying or is a corroborating witness. It is the duty of all teachers, including student teachers, substitute teachers, teacher assistants, and all school staff to maintain good order and discipline in their respective schools, report and intervene in all acts of bullying and provide other information about related behaviors, school safety and discipline problems. It is the expectation that all administrators will properly discipline offenders.

Bullying Defined:

Bullying is an act of violence defined as harassing behavior in which someone is perceived to be more powerful (the bully) than another (the victim) and subjects someone to abusive treatment that may be physical, verbal, and/or emotional in nature. These actions are deliberate. They may take place just once, but more often they are repetitive.

Types of bullying behavior include:

Direct Acts (both physical and verbal) – Physical attacks of any type and/or threats of physical attacks include but are not limited to: any unwanted physical touching, contact, or assault (punching, poking,

pinching, shoving, hitting, choking, biting, spitting, cornering, threatening play), deliberate impeding or blocking of movements, or any intimidating blocking of movements, or any intimidating interference with normal work or movement, sexual harassment whether physical or verbal. Verbal assaults include but are not limited to: threatening words spoken to another, name-calling, insulting, taunting, teasing, hurtful slurs, etc.

Indirect Acts (emotional and/or passive-aggressive behaviors) include but are not limited to: deliberately excluding, rejecting, isolating, ranking, or rating an individual, hateful looks, mean gestures, nasty notes or graffiti, starting and/or spreading hurtful rumors about someone, manipulating peer relationships, forcing someone to relinquish money and/or food, demanding servitude, stealing/taking things, deliberately setting up someone to get him/her in trouble, destruction of property (i.e. clothing, books, book bags, etc.)

Consequences

For elementary students, consequences will range from an initial warning/in-school disciplinary action up to five days out-of-school suspension.

REASONABLE FORCE

Reasonable force may be used to control behavior or to remove a person from a scene when it becomes necessary (a) to quell a disturbance threatening injury to others; (b) to obtain possession of a weapon or other dangerous objects on the student's person or within his control; (c) for self-defense; or (d) for the protection of persons or property. Such reasonable use of force is not considered to be corporal punishment.

SCHOOL SAFETY

School safety is a top priority for school administrators, teachers, and staff. Gamewell Elementary has a Crisis Management Plan that addresses major crises, such as bad weather, armed intruder on campus, chemical spill, etc., and defines the steps that should be taken to ensure the safety of all children. Law enforcement and emergency agencies work closely with school administrators to prevent or prepare for these incidents that would threaten the safety of students. As our culture and environment continue to change, crisis response is modified to meet the most current demands in society. If you would like more information concerning our school safety plan, please feel free to contact the school at 828-758-1193.

PTO/VOLUNTEER SCHEDULE

PTO meetings will be scheduled for the second Tuesday of designated months. Please make every effort to attend these meetings. The PTO membership fee is \$1.00 and is collected during the first semester.

PTO officers for the 2005-2006 school year:

- Jenny Huffman – President
- Sue Kanupp – Vice-President
- Hoss & Lisa Moore – Co-Secretaries
- Jamie Greene – Treasurer

Volunteer Coordinators – Karen Reid, Jennifer Campbell and Rhonda Raby.

SPECIAL RECOGNITION OF STUDENTS

Students are recognized throughout the year for good work and cooperative behavior. We feel that all efforts to encourage positive participation in school results in better performance.

The following activities are our special recognition activities:

- Citizens of the Week
- Super Students of the Month
- Awards Day (annually)
- Honor Roll
- Thumbs Up
- Perfect Attendance
- Birthday Certificate

SCHOOLS/STUDENT DIRECTORY INFORMATION

Under Federal Family Educational Rights and Privacy Act, public schools may release certain “Directory Information” about students so that their awards, honors, participation, etc. can be noted to the media and others. However, before Directory Information may be released, the school must inform parents that such a release may be authorized unless the parent or student over age 18 requests that the Directory Information be withheld.

Gamewell Elementary may release Directory Information about students including name, address, telephone listing, date and place of birth, participation in school activities, height, weight, class rank of athletic team members, dates of attendance, degrees and awards received and school last attended. Such information will be available for release unless the parent or student over age 18 requests that such information be withheld.

Parents or eligible students have the right to object to the release of directory information or challenge the accuracy of the information by informing the school principal in writing. If dissatisfied with the principal’s decision, the parent or eligible student may appeal to the Superintendent.

MASS HEARING AND SPEECH/LANGUAGE SCREENINGS

Mass Hearing Screenings will be conducted annually for Kindergarten, First, Third and Fifth Grades as well as all self contained classes. Parents who do not wish for their child to participate in Mass Hearing Screenings will need to inform the school in writing within 5 days of starting school. Students in other grades who are suspect for hearing difficulties will be screened individually after obtaining parental permission.

Mass Speech and Language Screenings will be conducted annually for Kindergarten and First Grade Students. Parents who do not wish for their child to participate in Mass Speech and Language Screenings will need to inform the school in writing within 5 days of starting school. Students in other grades who are suspect for speech and language delays will be screened individually after obtaining parental permission.

SIGNATURE PAGE

 This certifies that I have read and understand all information within the handbook.

Student Signature: _____

Parent Signature: _____

Date: _____

MUST BE SIGNED BY PARENT OR GUARDIAN AND STUDENT. Please Detach and Return