St. Paul Elementary School
2026-2027

Student-Parent
Handbook

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ST. Paul Elementary School
2026-2027

We have been provided a copy and have read the Saint Paul Elementary School Student Handbook.

PARENT AND STUDENT SIGNATURES ARE REQUIRED.

Parent's Name_____
Please Print

Parent's Signature_____ Date_____

Student's Name_____
Please Print

Student's Signature_____ Date_____

This page MUST be completed and returned to St. Paul Elementary School by each student.
This handbook is revised and updated each year.

A MESSAGE TO PARENTS

This handbook should answer many of the questions you have regarding the policies and procedures concerning your child in school. Please take time to thoroughly read it and remember to discuss the important points with your child.

We welcome your visit to St. Paul Elementary School. If you have questions, concerns or you need to schedule an appointment with your child's teacher, you may call the school at 762-5941.

MISSION STATEMENT

The mission of St. Paul Elementary School is to prepare each individual student to be a productive citizen, to be an informed responsible decision maker, and to be a lifelong learner.

PHILOSOPHY AND OBJECTIVES

The purpose of St. Paul Elementary School, as it works within the framework of the Virginia Standards of Learning, is to meet the mental, physical, social, and psychological needs of each individual student. Each student will be prepared to succeed as a child and an adult.

OBJECTIVES

- to promote the intellectual, personal, social, physical and aesthetic development of each student
- to offer an accelerated, enriched, concentrated, specialized curriculum to ensure the success of each student in academic and talent-related areas
- to establish a climate conducive to learning by using a variety of learning activities to interest and motivate students
- to provide a social and physical climate in which each child will relate to and have respect for the environment
- to teach students to develop a positive and realistic concept of self and others

STANDARDS OF LEARNING (SOL TESTING)

The Virginia SOL tests will continue to be administered in the spring of each school year in grades 3, 4, 5, 6, 7, and 8. All Grade 7 and 8 SOL tests will be administered the last two weeks of the school year.

2026-2027 School Calendar

Approved 2/9/26

The 2026-2027 School Calendar is subject to change due to inclement weather

ST. PAUL ELEMENTARY SCHOOL

FACULTY AND STAFF

2026-2027

Karen Dickenson, Principal

Gina Almarode, Assistant Principal

Allison Billings and Melissa Cook, School Counselors

Jennie Paxton, Guidance Clerk

Vickie Hobbs, Bookkeeper

Hannah Ellis and Angela Horne, Secretary

TEACHER ROSTER

PRE-K .....Mahala Blevins, D.J. Sabo, and Amy Woods

KINDERGARTEN .....Abigail Arquette, Kathryn Justice, Chasity Milgrim

GRADE 1 .....Jenna Christian, Priscilla Hall, Mary Ryan

GRADE 2 .....Leslie Hylton, , Zoe Phillips, Katie Musick

GRADE 3…… …… Beth Eads, Jennifer Owens, and Kaci Smith

GRADE 4 .....Twila Compton, Alana Broyles, and Beverly Sutherland

GRADE 5 ……..LaDon Casey, Donna Perrigan, and Courtney Smith

GRADE 6,7, and 8…..…… Adrianna Lewis, Jessica Barrett, Kesha Rasnick, Britany Salyer, Kim Helbert, Jeffrey Hunsaker, Melissa Slemp, and Lynn Shupe

SPECIAL EDUCATION .....Melissa Surratt , Sherri Martin, Keely Trent, Amanda Mathews, and Erica Dudley

TITLE 1…… …….....Virginia Alsbrooks, Tiffany Evans, and Ann Worley

MATH COACH……Kim Helbert

Reading Intervention……Amber Hughes, Raqueal Thompson

Resource……..…Vanessa Sexton

FEC……..….Chasity Cathey

GUIDANCE…….... Melissa Cook and Allison Billings

Guidance Clerk……Jennifer Paxton

Communities in Schools ……..……Cheyanne Bellamy

SPEECH THERAPIST .....Madison Branham

Speech Paraprofessional…….…….Becky Bradley

Librarian.....Cindy Merricks

Music.....Melissa Galliher

Band……Jason Bailey

Art…….Dania Wood

Technology/Business……Megan Johnson

P.E……....Lorren Evans and Dustin Perrigan

FCS.....Jennie Lawson

Spanish…….Justyn Colon

Technology .....Conner Short

SRI Coordinator……..……Tara Campbell

PRE-K Paraprofessionals…….……Marian Davis, Angel McReynolds, Joceyln Broyles, Jennifer Salyers, Montana Jenkins

Special Education Paraprofessionals…..Teresa Hamilton, Samantha Bond, Martha Hubbard, Desiree Taylor, Jessica Powers, Emily Baker, and Krista Rasnick

Instructional Paraprofessional……..Jaquelin Siffored

Algebra Readiness……..Vicki Helbert

NURSE .....Stephanie Collins

CUSTODIAL STAFF .....Bill Bradley, Ashley Jacobs, and Dyan Reynolds

CAFETERIA STAFF .....Rhonda Moore, Kayla Harvey, Tabitha Witt, Kelisah Kiser, Amanda Owens and Jessica Killen

Cafeteria Monitor……Erica Martinez, Tammy Jordan

ITRT .....Josh Reynolds

Technology…….. Eli Hopkins

Bookkeeper……...Victoria Hobbs

Secretary……...Hannah Ellis and Angie Horne

Resource Officer……..Matthew Smith

Virginia Department of Education
Parent Notification Letter

Right to Request Information on Teacher Qualifications
As Required Under the No Child Left Behind Act of 2001

Dear Parent,
On January 8, 2002, the No Child Left Behind Act of 2001 (NCLB) was signed into law. Section 1111(h)(6)(A) states that as a parent of a student attending Wise County Schools receiving Title I funds, you have the right to know the professional qualifications of the classroom teachers instructing your child. Federal law requires the school division to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact Amber Boggs or Marcia Shortt at 328-6220.

Sincerely,
Amber Boggs and Marcia Shortt

Virginia Department of Education
Office of Program Administration and Accountability
P. O. Box 2120
Richmond, Virginia 23218
NEW - Parental Notification of Assessment Opt Out Policies under Section 1112(e)(2) of The Every Student Succeeds Act of 2015 (ESSA)
On December 10, 2015, The Every Student Succeeds Act of 2015 (ESSA) was signed into law. Section

1112(e)(2) of ESSA states that parents of students in Title I schools have a right to know about
state or division policies regarding student participation in any assessments mandated by ESSA,

including any policy, procedure, or parental right to opt students out of such assessments. If you
would like to receive information about this topic, contact, Mrs. Karen Dickenson Principal at
276-762-5941 or 276-762-5200.

Amber Boggs and Marcia Shortt

SCHOOL HOURS

School will begin 8:30AM and dismiss at 3:30PM

PARENTS PICKING UP CHILDREN DURING THE SCHOOL DAY

Parents should not pick students up earlier than the normal dismissal time unless it is necessary for their health or safety. If it is necessary to pick up your child before regular dismissal, please use the buzzer at the front office of your child's respective school.

PARENTS PICKING UP CHILDREN AT THE END OF DAY

Parents may pick up students through our pickup line located at our breezeway area between buildings each evening beginning at 3:25pm. Parents are recommended to pick their students up from the pickup line each day to create safe and efficient habits; however, parents picking up at the front door will have to wait until 3:35 to get their students.

CLASS BELLS

Upon arrival students will report to the cafeteria for breakfast. All students will go to their classroom hallway after breakfast. Grades 5-8 will go to the middle school after breakfast.

Morning Bells – 8:30 AM--School begins
Students arriving after this bell are considered tardy and must check in at the main office to receive an admit slip.

AFTERNOON DISMISSAL - BREEZEWAY

- 3:25 breezeway dismissal

AFTERNOON DISMISSAL - BUS

- 3:25 Prek-8

Bus order:
Bus 71-1st load
Bus 67
Bus 16
Bus 45
Bus 25
Bus 71- 2nd load

MEDICATION TAKEN AT SCHOOL

The Wise County School System attempts to discourage administration of medication during school hours. We request that whenever possible, medication be scheduled other than school hours. We recognize that this is not always possible and will cooperate in administration of medication that must be given during school hours if the following regulations are met:

- Written orders using a school supplied form (available on request at the school office or from the school nurse) from a physician detailing the name of the drug, dosage, and time interval medication is to be taken.
- The signature of the parent or guardian on the same form mentioned above requesting that the school comply with the physician's order.
- Medication must be in a container appropriately labeled by the pharmacy or physician with a current date.
- Medication, including over the counter and prescription, should be brought to school by a parent or guardian.
- All medicine must be taken to the main office at the elementary school.

STUDENT ILLNESS

File: JED

When a student becomes ill at school, the teacher should be notified. The teacher makes the decision as to whether the student needs to be referred to the nurse/office. The nurse/office personnel will check the student's temperature. If necessary, the parents are contacted by the nurse/school personnel. If at all possible, students are encouraged to remain at school.

STUDENT ABSENCES/EXCUSES/DISMISSALS

File: JED

I. Student Attendance Policy

Student attendance is a cooperative effort and the School Board involves parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age is responsible for such child's regular and punctual attendance at school as required under provisions of the law.

Parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

- for middle and high school students, one school day per school year to engage in
- a civic event
- a maximum of 12 school days per academic year for participation in a 4-H educational program or activity; no credit will be provided for a student whose participation in a 4-H educational program or activity occurs during scheduled Standards of Learning assessments or during any period of time that the student is suspended or expelled from school; the student's principal or assistant principal may request a representative of 4-H to provide documentation of a student's participation in order for the student's absence to be excused
- subject to guidelines established by the Virginia Department of Education, students who are members of a state- or federally-recognized tribal nation that is headquartered in Virginia shall be granted one excused absence per academic year to attend such nation's pow wow gathering provided that the student's parent provides the student's school advance notice of the absence in the manner required by the school
- a civic event

- illness (if over two days, the school may require a note from the doctor)
- court appearance
- death in the family
- religious holidays
- field trips and school-related activities
- extenuating circumstances which are determined by the school administration

The superintendent, by regulation, establishes procedures for appropriate interventions when a student engages in a pattern of absences for less than a full day, the explanation of which, if it were a full-day absence, would not be an excused absence.

The superintendent's regulations include procedures for excusing students who are absent by reason of observance of a religious holiday. Such regulations ensure that a student is not deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which the student missed by reason of such absence, if the absence is verified in an acceptable manner.

Students shall attend school for a full day unless excused by the principal or principal's designee.

An attendance officer, or a division superintendent or superintendent's designee when acting as an attendance officer pursuant to Va. Code § 22.1-258, may complete, sign, and file with the intake officer of the juvenile and domestic relations district court, on forms approved by the Supreme Court of Virginia, a petition for a violation of a school attendance order entered by the juvenile and domestic relations district court pursuant to Va. Code § 16.1-278.5 in response to the filing of a petition alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228.

Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the division superintendent to seek immediate compliance with the compulsory school attendance law.

II. Compulsory Attendance Procedures

Whenever a student fails to report to school on a regularly scheduled school day and no information has been received by school personnel that the student's parent is aware of and supports the absence, or the parent provides a reason for the absence that is unacceptable to the school administration, the school principal, principal's designee, attendance officer or other school personnel or volunteer notifies the parent by phone, email or other electronic means to obtain an explanation. School staff records the student's absence for each day as "excused" or "unexcused". Early intervention with the student and parent or parents takes place for repeated unexcused absences.

A. Upon Fifth Absence Without Parental Awareness and Support

If (1) a pupil fails to report to school for a total of five scheduled school days for the school year, and (2) there is no indication that the pupil's parent is aware of and supports the absence; and (3) a reasonable effort to notify the parent has failed, then the principal or principal's designee makes a reasonable effort to ensure that direct contact is made with the parent in person, through telephone conversation, or through the use of other communication devices to obtain an

explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance. The school principal or principal's designee, the pupil, and the pupil's parent shall jointly develop a plan to resolve the pupil's nonattendance. Such plan shall include documentation of the reasons for the pupil's nonattendance.

B. Upon Additional Absences Without Parental Awareness and Support

If the pupil is absent for more than one additional day after direct contact with the pupil's parent and school personnel have received no indication that the pupil's parent is aware of and supports the pupil's absence, the school principal or principal's designee shall schedule a conference with the pupil, the pupil's parent and school personnel. Such conference may include the attendance officer and other community service providers to resolve issues related to the pupil's nonattendance. The conference shall be held no later than 10 school days after the tenth absence of the pupil, regardless of whether the student's parent approves of the conference. The conference team shall monitor the pupil's attendance and may meet again as necessary to address concerns and plan additional interventions if attendance does not improve. In circumstances in which the parent is intentionally noncompliant with compulsory attendance requirements or the pupil is resisting parental efforts to comply with compulsory attendance requirements, the principal or principal's designee shall make a referral to the attendance officer. The attendance officer shall schedule a conference with the pupil and pupil's parent within 10 school days and may (i) file a complaint with the juvenile and domestic relations district court alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228 or (ii) institute proceedings against the parent pursuant to Va. Code § 18.2-371 or § 22.1-262. In filing a complaint against the student, the attendance officer shall provide written documentation of the efforts to comply with the provisions of this policy. In the event that both parents have been awarded joint physical custody pursuant to Va. Code § 20-124.2 and the school has received notice of such order, both parents shall be notified at the last known addresses of the parents.

III. Report for Suspension of Driver's License - N/A at Saint Paul Elementary

IV. Attendance Reporting

Student attendance is monitored and reported as required by state law and regulations. At the end of each school year, each public school principal reports to the superintendent the number of pupils by grade level for whom a conference was scheduled pursuant to Part II (B) above. The superintendent compiles this information and provides it annually to the Superintendent of Public Instruction.

V. Dismissal Precautions

Principals do not release a student during the school day to any person not authorized by the student's parent/guardian to assume responsibility for the pupil. Students are released only on request and authorization of parents or guardians. The

superintendent establishes procedures for release of pupils who are not residing with or under the supervision of a parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal check-out system is maintained in each school.
Adopted: July 13, 2021
Adopted: June 14, 2022

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-227.1, 22.1-254, 22.1-258,

22.1-260, 22.1-279.3, 46.2-323, 46.2-334.01, and 54.1-3900.
8 VAC 20-730-10.
8 VAC 20-730-20.

Cross Refs.: IGAJ Driver Education
JFC Student Conduct

Students attending Wise County Public Schools are subject to the following compulsory school attendance laws of the Commonwealth of Virginia:

Upon the Fifth Unexcused Absence
If a pupil fails to report to school for a total of five scheduled school days for the school year, and there is no indication that the pupil's parent is aware of and supports the absence; and reasonable efforts to notify the parent of the absences have failed, then the principal or principal's designee shall make a reasonable effort to ensure that direct contact is made with the parent in person, through telephone conversation, or through the use of other communication devices to obtain an explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance compulsory school attendance laws of the Commonwealth of Virginia.

Upon Additional Unexcused Absences
If the pupil is absent for more than one additional day after direct contact with the pupil's parent and school personnel have received no indication that the pupil's parent is aware of
and supports the pupil's absence, the school principal or principal's designee shall schedule a conference with the pupil, the pupil's parent and school personnel. Such conference may include the attendance officer and other community service providers to resolve issues related to the pupil's nonattendance. The conference shall be held no later than 10 school days after the tenth absence of the pupil, regardless of whether his parent approves of the conference. In circumstances in which the parent is intentionally noncompliant with compulsory attendance requirements or the pupil is resisting parental efforts to comply with compulsory attendance requirements, the principal or principal's designee shall make a referral to the attendance officer.

Tardy Unexcused
For compulsory school attendance purposes, three times tardy to school will count as one

absence. A checkout will be treated as a tardy; therefore, three checkouts will equal one absence. Tardies and checkouts will be counted as excused or unexcused according to established guidelines for determining excused and unexcused absences.

Grades K through 4

1. Students who are absent should bring a parental note on the first day the student returns to school stating the reason for the absence and/or the principal may at his/her discretion to accept a verbal explanation of the absence(s). However, students have a limit of three school days after an absence to turn in doctor's excuses or excuses written by parents. Refer to # 5 below. Additionally, doctor's excuses are required after five days of absence each semester. Refer to # 4 below.
2. The only excuses for absence that shall be deemed acceptable are:
a. illness (if over two days, the school may require a note from the doctor)
b. court appearance
c. death in the family
d. religious holidays
e. field trips and school-related activities
f. extenuating circumstances which are determined by the school administration
3. All students will be permitted to make up missed work.
4. Students will be expected to make up all work missed within 5 days after returning to school. Extenuating circumstances, however, may be considered by the principal or his/her designee in extending the time limit for makeup, and extensions shall be liberally granted in order to ensure that a student is allowed to make up missed work. Additionally, extenuating circumstances caused by a chronic or childhood illness may be considered when determining the actual amount of work to be made up. Makeup work for grades K-4 should be commensurate with instructional time.
5. After five excused or unexcused absences or a combination of both equaling to five within any term (90-day period), the student shall be required to provide a doctor's excuse for the remainder of the term in order for any absences to be excused.
6. Students have three school days after an absence to turn in doctor's excuses or excuses written by parents. Excuses from doctors and parents will not be accepted after the three-day limit.

Grades 5 through 8

1. Students will have 3 school days from the day they return to school to make up missed assignments or tests.
2. Students turning in missed assignments within the required three days will receive full credit for all work.
3. Assignments will be accepted after the three days, but the maximum credit a student will receive for the work will be a grade of 70, and the assignments must be completed by the last day of the nine weeks.
4. After five excused or unexcused absences or a combination of both equaling to five within any term (90-day period), the student shall be required to provide a doctor's excuse for the remainder of the term in order for any absences to be excused.

5. Students have three school days after an absence to turn in doctor's excuses or excuses written by parents. Excuses from doctors and parents will not be accepted after the three-day limit.

GENERAL PROVISIONS

Each principal will ensure that teachers are accountable for the following:

a. checking the roll each day in every class;

b. communicating with a student's parents if poor attendance is affecting the student's progress, and keeping a log of those contacts;

c. Including participation, which may be affected by attendance, in their student evaluation procedures.

Awards for exemplary attendance will be issued by each individual school. Students may earn an award in one of the following three categories:

Category 1: **Perfect Attendance -** No absences, tardiest, or checkouts
Category 2: **Excellent Attendance** - No absences, with all tardiest and/or checkouts excused because of medical or emergency situations
Category 3: **Outstanding Attendance** – Maintenance of 97% attendance throughout the school year
Amended: July 14, 2020
Adopted: June 14, 2022

PARENTAL NOTICE OF THE REQUIREMENTS OF COMPULSORY SCHOOL ATTENDANCE

The Wise County School System is required by law to provide parents with a copy of the compulsory school attendance law (attached).

Excerpts from the CODE of VIRGINIA, including 1996 amendments.

Article 1.
Compulsory School Attendance

§ 22.1-254. Compulsory attendance required; excuses and waivers; alternative education program attendance; exemptions from article.

A. Except as otherwise provided in this article, every parent, guardian, or other person in the Commonwealth 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 shall, during the period of each year the public schools are in session and for the same number of days and hours per day as the public schools, send such child to a public school or to a private, denominational, or parochial school or have such child taught by a tutor or teacher of qualifications prescribed by the Board

of Education and approved by the division superintendent, or provide for home instruction of such child as described in § 22.1-254.1.

As prescribed in the regulations of the Board of Education, the requirements of this section may also be satisfied by sending a child to an alternative program of study or work/study offered by a public, private, denominational, or parochial school or by a public or private degree-granting institution of higher education. Further, in the case of any five-year-old child who is subject to the provisions of this subsection, the requirements of this section may be alternatively satisfied by sending the child to any public educational pre-kindergarten program, including a Head Start program, or in a private, denominational, or parochial educational pre-kindergarten program.

Instruction in the home of a child or children by the parent, guardian, or other person having control or charge of such child or children shall not be classified or defined as a private, denominational or parochial school.

The requirements of this section shall apply to (i) any child in the custody of the Department of Juvenile Justice or the Department of Corrections who has not passed his eighteenth birthday and (ii) any child whom the division superintendent has required to take a special program of prevention, intervention, or remediation as provided in subsection C of § 22.1-253.13:1 and in § 22.1-254.01. The requirements of this section shall not apply to (a) any person 16 through 18 years of age who is housed in an adult correctional facility when such person is actively pursuing a general educational development (GED) certificate but is not enrolled in an individual student alternative education plan pursuant to subsection E, and (b) any child who has obtained a high school diploma or its equivalent, a certificate of completion, or a GED certificate, or who has otherwise complied with compulsory school attendance requirements as set forth in this article.

B. A school board shall excuse from attendance at school:

1. Any pupil who, together with his parents, by reason of bona fide religious training or belief is conscientiously opposed to attendance at school. For purposes of this subdivision, "bona fide religious training or belief" does not include essentially political, sociological or philosophical views or a merely personal moral code; and

2. On the recommendation of the juvenile and domestic relations district court of the county or city in which the pupil resides and for such period of time as the court deems appropriate, any pupil who, together with his parents, is opposed to attendance at a school by reason of concern for such pupil's health, as verified by competent medical evidence, or by reason of such pupil's reasonable apprehension for personal safety when such concern or apprehension in that pupil's specific case is determined by the court, upon consideration of the recommendation of the principal and division superintendent, to be justified.

C. Each local school board shall develop policies for excusing students who are absent by reason of observance of a religious holiday. Such policies shall ensure that a student shall not be deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, for any which he missed by reason of such absence, if the absence is verified in a manner acceptable to the school board.

D. A school board may excuse from attendance at school:

1. On recommendation of the principal and the division superintendent and with the written consent of the parent or guardian, any pupil who the school board determines, in accordance with regulations of the Board of Education, cannot benefit from education at such school; or

2. On recommendation of the juvenile and domestic relations district court of the county or city in which the pupil resides, any pupil who, in the judgment of such court, cannot benefit from education at such school.

E. Local school boards may allow the requirements of subsection A to be met under the following conditions:

For a student who is at least 16 years of age, there shall be a meeting of the student, the student's parents, and the principal or his designee of the school in which the student is enrolled in which an individual student alternative education plan shall be developed in conformity with guidelines prescribed by the Board, which plan must include:

a. Career guidance counseling;

b. Mandatory enrollment and attendance in a general educational development preparatory program or other alternative education program approved by the local school board with attendance requirements that provide for reporting of student attendance by the chief administrator of such GED preparatory program or approved alternative education program to such principal or his designee;

c. Counseling on the economic impact of failing to complete high school; and

d. Procedures for reenrollment to comply with the requirements of subsection A.

A student for whom an individual student alternative education plan has been granted pursuant to this subsection and who fails to comply with the conditions of such plan shall be in violation of the compulsory school attendance law, and the division superintendent or attendance officer of the school division in which such student was last enrolled shall seek immediate compliance with the compulsory school attendance law as set forth in this article.

Students enrolled with an individual student alternative education plan shall be counted in the average daily membership of the school division.

F. A school board may, in accordance with the procedures set forth in Article 3 (§ 22.1-276.01 et seq.) of Chapter 14 of this title and upon a finding that a school-age child has been (i) charged with an offense relating to the Commonwealth's laws, or with a violation of school board policies, on weapons, alcohol or drugs, or intentional injury to another person; (ii) found guilty or not innocent of a crime that resulted in or could have resulted in injury to others, or of an offense that is required to be disclosed to the superintendent of the school division pursuant to subsection G of § 16.1-260; (iii) suspended pursuant to § 22.1-277.05; or (iv) expelled from school attendance pursuant to § 22.1-277.06 or § 22.1-277.07 or subsection B of § 22.1-277, require the child to attend an alternative education program as provided in § 22.1-209.1:2 or § 22.1-277.2:1.

G. Whenever a court orders any pupil into an alternative education program, including a program of general educational development, offered in the public schools, the local school board of the school division in which the program is offered shall determine the appropriate alternative education placement of the pupil, regardless of whether the pupil attends the public schools it supervises or resides within its school division.

The juvenile and domestic relations district court of the county or city in which a pupil resides or in which charges are pending against a pupil, or any court in which charges are pending against a pupil, may require the pupil who has been charged with (i) a crime that resulted in or could have resulted in injury to others, (ii) a violation of Article 1 (§ 18.2-77 et seq.) of Chapter 5 of Title 18.2, or (iii) any offense related to possession or distribution of any Schedule I, II, or III controlled substances to attend an alternative education program, including, but not limited to, night school, adult education, or any other education program designed to offer instruction to students for whom the regular program of instruction may be inappropriate.

This subsection shall not be construed to limit the authority of school boards to expel, suspend, or exclude students, as provided in §§ 22.1-277.04, 22.1-277.05, 22.1-277.06, 22.1-277.07, and 22.1-277.2. As used in this subsection, the term "charged" means that a petition or warrant has been filed or is pending against a pupil.

H. Within one calendar month of the opening of school, each school board shall send to the parents or guardian of each student enrolled in the division a copy of the compulsory school attendance law and the enforcement procedures and policies established by the school board.

I. The provisions of this article shall not apply to:

1. Children suffering from contagious or infectious diseases while suffering from such diseases;

2. Children whose immunizations against communicable diseases have not been completed as provided in § 22.1-271.2;

3. Children under 10 years of age who live more than two miles from a public school unless public transportation is provided within one mile of the place where such children live;

4. Children between the ages of 10 and 17, inclusive, who live more than 2.5 miles from a public school unless public transportation is provided within 1.5 miles of the place where such children live; and

5. Children excused pursuant to subsections B and D.

Further, any child who will not have reached his sixth birthday on or before September 30 of each school year whose parent or guardian notifies the appropriate school board that he does not wish the child to attend school until the following year because the child, in the opinion of the parent or guardian, is not mentally, physically, or emotionally prepared to attend school, may delay the child's attendance for one year.

The distances specified in subdivisions 3 and 4 of this subsection shall be measured or determined from the child's residence to the entrance to the school grounds or to the school bus stop nearest the entrance to the residence of such children by the nearest practical routes which are usable for walking or riding. Disease shall be established by the certificate of a reputable practicing physician in accordance with regulations adopted by the Board of Education.

(Code 1950, § 22-275.1; 1952, c. 279; 1959, Ex. Sess., c. 72; 1968, c. 178; 1974, c. 199; 1976, cc. 681, 713; 1978, c. 518; 1980, c. 559; 1984, c. 436; 1989, c. 515; 1990, c. 797; 1991, c. 295; 1993, c. 903; 1996, cc. 163, 916, 964; 1997, c. 828; 1999, cc. 488, 552; 2000, c. 184; 2001, cc. 688, 820; 2003, c. 119; 2004, c. 251; 2006, c. 335; 2010, c. 605.)

PARTNERS IN EDUCATION

Absenteeism is a problem that needs to be addressed by parents and the school. When a student is absent, the student does not benefit from valuable classroom instruction and interaction with teachers and peers. Continuity is lost and make up work is much more difficult when completed out of sequence. In addition, students must finish the regular assignments. This, as well as the make-up work, can become frustrating to students, often resulting in incomplete work and poor grades.

Frequent student absenteeism also causes extra record keeping. Make-up assignments must be prepared, graded, and recorded. Often the teacher must coax students to complete make-up work. In addition, valuable classroom time must be used to review missed work and help students who are behind due to absenteeism.

Parents can help by keeping sick children home and taking them to the doctor if necessary. When students return to school, parents should encourage them to complete make-up work and to give up free time for review if necessary. Parents should schedule

medical appointments early or late in the day so students can attend the majority of the school day.

Every possible effort should be made to ensure students arrive at school on time. Parents should set a regular bedtime and wake-up schedule in addition to an established routine for getting ready for school.

Parents and the school must do everything possible to encourage excellent school attendance. Good attendance habits for school will prepare students for good work habits as adults and will ensure them getting the best education possible.

EDUCATIONAL LEAVE POLICY

Students requesting educational leave, excused absences during regular school hours, shall meet the following criteria:

- The extra-curricular program for which a student is requesting educational leave must have stated educational objectives which either
  - correlate with the Wise County SOLs for the student's grade level
  - exceed the expected learning outcomes of Wise County Schools, or
  - broaden and enrich the course offerings of our school.

IN ORDER FOR A STUDENT TO BE GRANTED EDUCATIONAL LEAVE, THE STUDENT MUST……

- Be involved in some type of instructional setting with a certified teacher or other qualified personnel. This may be a classroom setting, field trip, camp, small or large group setting, etc. The student must be directly involved in the program and be required to give some type of feedback or finished product in direct relation to the stated educational objectives of the organization. This feedback may be oral, written, dramatic, artistic, technological, or another manner of interaction. For example, a student who goes to Jamestown as a tourist but is not required to give specific feedback from the tour may not be granted educational leave while a student who attends a two-day camp at Jamestown in which he/she is actively involved and is required to evaluate the learning in some manner, may be granted educational leave;
- Have placed in a regional or local competition involving some specific talent or skill such as gymnastics, dance or sport's competition, and have advanced to the next level of competition. The student cannot be entering the event for the first time in the hope of advancing to the next level of competition;
- Travel outside the continental United States or abroad when certain specific circumstances as determined by the principal or his designees are deemed to enrich the student's education, or whenever family circumstances may necessitate the situation such as a parent traveling outside the U.S. in a work-related situation, a family crisis; or
- Participate in a fine arts or cultural arts program, such as a play put on by an outside organization, as long as our school does not offer a similar program, which requires leaving school early for a stated period of time.

- Any student granted educational leave will be required to do the following:
    - Demonstrate or give an oral and/or written presentation of their travels according to the classroom teacher's discretion;
    - Be required to make up class work or do extra assignments if their absences have prevented them from doing an assignment or follow-up activity.
    - Situations which do not fit into the categories above are subject to the principal's and/or his designee's discretion.

GRADING AND RECORDING

File: IKFB-R

GRADING AND RECORDING KINDERGARTEN

GRADING

- The teacher of a kindergarten student has the responsibility of determining and recording a progress report each nine weeks (4 times per school year).
- Teachers or parents may initiate a teacher parent conference to discuss pupil performance or progress as the need may arise.
- The last (fourth) copy of the Kindergarten Progress Report Card is to be filed in the students cumulative record at the end of the school year.

RECORDING PROGRESS

1. It is expected that teachers will maintain adequate records and examples of student work to support the symbols used to report progress or lack of progress.
2. Levels of achievement and progress will be reported using symbols as follows:

✔ Applies most of the time
P Making progress, has some command of the task but is not able to apply correctly and consistently in daily work
N Needs more help - Student is having major difficulty in demonstrating or applying the skill after receiving appropriate instruction.
 Not instructed - Reporting block left blank indicates that the item has not been introduced or taught.

EXAMINATIONS

No subject area examinations are given in kindergarten.

AVERAGING GRADES

There is no averaging of letter symbols to determine a final "grade."

PROMOTION
Students are assigned to grade 1 based on levels of achievement and progress which are necessary for success in first grade. Those students who do not qualify to be promoted may be placed to the next grade level with school administration approval. Students who are retained must have a letter of approval from the parent placed in their permanent record.

HONOR ROLL
No formal honor rolls are maintained for kindergarten students. However, principals and teachers are encouraged to recognize superior levels of achievement and progress.

GRADING AND RECORDING
GRADE 1

GRADING

1. The teacher of a student will report student progress in achieving the important instructional goals, objectives, knowledge, concepts, and skills expected at the current grade level placement and record these for each nine weeks using letter symbols which are on the report card.
2. The teacher will indicate the level of performance in reading and mathematics for each of the three report periods. Students in grade 1 will receive a readiness report for the first nine weeks.
3. All student work will be evaluated using Standards of Learning Curriculum and work requirements.
4. Only one grade will be given per subject to a student enrolled in remedial classes.

RECORDING GRADES
1. Student achievement and progress for the areas of Reading, Spelling and Mathematics will be reported in letter grades (A, B, C, D, F)
A=90-100 C=70-79 F=Below 60
B=80-89 D=60-69 **I=Incomplete**
2. Additional listing on the report card: Handwriting, Grammar/Composition, Science, Health, Social Science, Physical Education, Art, Library, and Music will be reported using S or N.
A. **S = Satisfactory Progress** - Student shows understanding of concepts and skills taught and can apply knowledge, skills, and concepts in most situations.
B. **N = Not Progressing** - Student is unable to work independently in most instances and is **not able** to master **minimal** level objectives for the grade level placement.

3. Teacher Comments - This section may be used to provide additional information about student's progress or lack of progress.

4. Conference Requested -This feature may be used to indicate the need for a meeting between the teacher and parent(s)/guardian(s).

5. Examinations - No subject area examinations will be given in grades one and two.

6. Averaging Grades - Teachers will maintain numerical grades in the grade book but convert numerals to letter equivalents on report card for the subject applicable. The final column will reflect the student success in achieving grade level requirements and readiness to begin work at the next higher grade level.

7. Promotion - For a student to be assigned to the next higher grade level, he/she should demonstrate satisfactory or above progress in English, mathematics, social science and science. Assignment to the next grade level will also be based on the student's success in achieving grade level requirements and readiness to begin work at the next grade level. Those students who do not qualify to be promoted may be placed to the next grade level with school administration approval. Students who are retained must have a letter of approval from the parent placed in their permanent record.

8. Honor Roll - No formal honor rolls are maintained for grade 1 and grade 2 students. However, principals and teachers are encouraged to recognize superior levels of achievement and progress.

GRADING AND RECORDING
GRADE 2

GRADING
1. The teacher of a student will report student progress in achieving the important instructional goals, objectives, knowledge, concepts, and skills expected at the current grade level placement and record these for each nine weeks using letter symbols which are on the report card.
2. The teacher will indicate the level of performance in reading and mathematics for each of the three report periods. Students in grade 1 will receive a readiness report for the first nine weeks.
3. All student work will be evaluated using Standards of Learning Curriculum and work requirements.
4. Only one grade will be given per subject to a student enrolled in remedial classes.

RECORDING GRADES
1. Student achievement and progress for the areas of Reading, Spelling, Mathematics, and Grammar will be reported in letter grades (A, B, C, D, F)

A=90-100 C=70-79 F=Below 60
B=80-89 D=60-69 I=Incomplete

2. Additional listing on the report card: Science, Social Studies, Handwriting, Health, Physical Education, Art, Library, and Music will be reported using S or N.
A. S = Satisfactory Progress - Student shows understanding of concepts and skills taught and can apply knowledge, skills, and concepts in most situations.

B. N = Not Progressing - Student is unable to work independently in most instances and is not able to master minimal level objectives for the grade level placement.

3. Teacher Comments - This section may be used to provide additional information about student's progress or lack of progress.

4. Conference Requested -This feature may be used to indicate the need for a meeting between the teacher and parent(s)/guardian(s).

5. Examinations - No subject area examinations will be given in grades one and two.

6. Averaging Grades - Teachers will maintain numerical grades in the grade book but convert numerals to letter equivalents on report card for the subject applicable. The final column will reflect the student success in achieving grade level requirements and readiness to begin work at the next higher grade level.

7. Promotion - For a student to be assigned to the next higher grade level, he/she should demonstrate satisfactory or above progress in English, mathematics, social science and science. Assignment to the next grade level will also be based on the student's success in achieving grade level requirements and readiness to begin work at the next grade level. Those students who do not qualify to be promoted may be placed to the next grade level with school administration approval. Students who are retained must have a letter of approval from the parent placed in their permanent record.

8. Honor Roll - No formal honor rolls are maintained for grade 1 and grade 2 students. However, principals and teachers are encouraged to recognize superior levels of achievement and progress.

GRADING AND RECORDING
GRADES 3 – 4

GRADING

1. The teacher of a student in a given subject has the responsibility of determining and recording the nine-weeks grades and the semester grades for that student.
2. Only one grade will be given per subject to a student enrolled in remedial classes.

RECORDING GRADES
1. For core subjects
    English
    Literature
    Language Skills (includes process writing)
    Mathematics
    Science/Health
    Social Studies

grades will be designated by letters: A, B, C, D, F and recorded by letters on report cards and permanent records.
2. Grades for art, handwriting, music, band and physical education will be given and recorded as S (satisfactory) and N (needs improvement).

A=90-100 C=70-79 F=Below 60
B=80-89 D=60-69 I=Incomplete

EXAMINATIONS
No subject area nine-week test or examinations will be given in grades three or four.

AVERAGING GRADES
1. An annual average of D or above on a core subject is passing in that subject.
2. The two semester grades will be averaged for the annual average in a subject.

PROMOTION
For a student to be promoted to the next grade level, he/she must pass three core subjects, including both mathematics and English. Those students who do not qualify to be promoted
may be placed to the next grade level with school administration approval. Students who are
retained must have a letter of approval from the parent placed in their permanent record.
Honor Roll Requirements
1. For First Honor Roll (nine-weeks or semester), a student must have all A's or all A's except one B.
2. For Second Honor Roll (nine-weeks or semester), a student must have no grades below B.
3. Courses graded with an S or N are not computed in determining honor roll.

GRADING AND RECORDING
Grades 5-8

GRADING
The teacher of a student in a given subject has the responsibility of determining and
recording the nine-weeks grades and the semester grades for that student.

RECORDING GRADES
1. For core subjects
English*
Literature
Language Skills (including process writing)
(Grade 5 will still have 2 grades: Literature and Language Skills)
(Grades 6-8 will have only 1 grade: English)
Mathematics
Science

Social Studies
A. Grades will be recorded in numerals in teacher grade books.
B. Nine-weeks grades and semester grades will be recorded as letter grades
(1) on report cards
(2) on permanent records will be reported in letter grades (A, B, C, D, F)

A=90-100 C=70-79 F=Below 60
B=80-89 D=60-69 I=Incomplete

2. Grades for handwriting may be given and recorded as S (satisfactory) or N (needs improvement).
3. Letter grades or S(satisfactory) or N(needs improvement) for art, band, music, health and physical education may be recorded in teacher grade books and on report cards.

AVERAGING GRADES
1. The nine weeks grade will include test grades, daily work, class participation, projects, and other assignments.

2. An annual average of 60 or above on core subjects is passing in that subject.

3. The two semester grades will be averaged for the annual average in a subject. For block courses which receive a Carnegie unit of credit, the term grade will be the final grade.

PROMOTION
To be promoted from fifth grade to sixth grade, from sixth grade to seventh, or from seventh grade to eighth grade, a student must pass three core subjects including passing mathematics and English (for the purpose of promotion, the literature and language skills grades will be averaged). Those students who do not qualify to be promoted may be placed to the next grade level with school administration approval. Students who are retained must have a letter of approval from the parent placed in their permanent record.

PROMOTION FROM EIGHTH TO NINTH GRADE
An eighth-grade student may earn up to four high school credits for completing any high school course that successfully meets the required 140 clock hours of instruction. Letter grades will be awarded for all classes receiving high school credit. For any high school level credit bearing course taken in middle school, parents may request that grades be omitted from the student's transcript, and the student not earn high school credit. The request must be submitted in writing after completion of the course(s). Dropping the transcript grade for the credit bearing course will not affect the promotion or retention status of the student.

Promotion, placement, or retention of eighth grade students shall be based upon the following guidelines and criteria listed below:

1. Eighth grade students must pass five eighth grade blocks of instruction, two of which

must be English and mathematics. If a student passes five blocks of instruction, he/she has attained the achievement level for the completion of eighth grade and shall be promoted to the ninth grade.

2. In the case in which a recommendation for retention is made for an 8th grade student, the final decision will be made by a school-based committee comprised of an administrator, counselor, teacher(s), special education teacher (if applicable), student and parents. The committee will carefully consider the following factors: student achievement, age (overage for grade level), previous retentions, student goals and other relevant factors.

3. It should be noted that because of limited eighth grade offerings and/or scheduling difficulties, a student retained in the eighth grade may be required to repeat a course even though a passing grade was earned.

Honor Roll Requirements
1. For First Honor Roll (nine weeks or semester), a student must have all A's or all A's except one B.
2. For Second Honor Roll (nine-weeks or semester), a student must have no grades below B.
3. Courses graded with an S or N are not computed in determining honor roll.

Amended: August 8, 2000
Amended: May 22, 2001
Amended: August 13, 2002
Amended: September 13, 2005
Amended: February 13, 2006
Amended: March 26, 2007
Amended: January 11, 2010
Amended: January 28, 2020 (Administration)
Amended: July 1, 2021 (Board Approval)
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SCHOLASTIC RECORDS

STUDENTS RECORDS POLICY

In order to ensure the sequential educational development of students in Wise County Public Schools, accurate and up-to-date student scholastic record data are maintained on students in their respective schools. Student records are maintained in accordance with local policy and State Department of Education regulations. Each year the school division by means of the announcement and/or publication in the student handbook will make parents/guardians and students aware of student record policies and procedures.

Data shall be collected and utilized by the principal and/or his designees for all students pursuant to the guidelines, as set forth by local school board policy and in the publication,

management of the students' scholastic records in the public schools of Virginia 1989. The content of the scholastic record shall be limited to data needed by the school in order to assist the student in his/her personal, social, educational, vocational, directory information, Category I information and Category II information. Student scholastic records shall not be released to third parties without the written consent of the eligible student, parent, or legal guardian. This provision applies to the release of records to prospective employers, colleges, other schools, etc.

Parties have the right to inspect and review the scholastic records relating directly to their children or legal wards. Eligible students may inspect and review their own scholastic records with written parental authorization. Upon request, within a reasonable time frame, parents, guardians, and/or eligible students may obtain a copy of the records policy or a copy of the record of an eligible student for a fee not to exceed the cost of reproduction.

The parents or eligible students who believe that information contained in the scholastic record of the student is inaccurate, misleading, or violates the privacy or other right of the student, may request that the records be amended by the school which maintains the records. Such requests shall be submitted in writing to the school principal. The request may be resolved through informal meetings or discussions. If the request is not satisfactorily resolved, the parent or eligible student may appeal the decision of the school by filing a complaint with the Family Educational Rights and Privacy Act Office.

Periodically, Category I records will be reviewed by professional personnel to permit removal of data no longer educationally useful. Category II records will be destroyed five (5) years after the student leaves or five (5) years after the records are no longer useful. Records of transferred students shall be sent directly to the school receiving the student upon request of the receiving school.

Questions regarding the maintenance of records for students should be referred to the principal or guidance director of the school who is responsible for the maintenance of these records.

AWARDS DAY

Achievement Awards will be given at the end of each school year during an awards ceremony in the following categories:

- Math Highest Average
- Reading/Language Art Highest Average
- Math Highest SOL
- Reading Highest SOL
- History Highest SOL
- Science Highest SOL
- Attendance Awards
- Honor Roll Awards A/B

- Honor Roll - All A's
- 600 SOL
- Citizenship
- Advance SOL (Reading and Math)
- Accelerated Reader
- Resource Credit Class Awards- Spanish, Keyboarding, Art, Music

HOMEWORK

File: IKB-R

Homework provides an essential communication link between the school and the home. One measure of a program or course is the quality of the work done at home by the student. A strong home-school partnership, with many lasting benefits for the individual student and the student's family, can be greatly enhanced by a sound program of homework. In addition, homework should be an important tool in developing independent thought, self-direction and self-discipline. It assists the student in developing good work habits and in the wise use of time.

Guidelines for homework include:

- Homework should be assigned after introduction and thorough explanation of the skills necessary to successfully complete the assignment.
- Homework should be assigned in such a manner that it will be clearly understood by all students.
- Homework should serve a valid purpose and be closely related to classroom activities.
- A student's access to resource materials should be considered when making assignments.
- Homework should be evaluated promptly and returned to the student. Appropriate rewards should be given to those students who successfully complete assigned work. Effort and competency should be recognized and rewarded.
- Teachers should seek to determine the cause if a student regularly fails to complete assigned work. Teachers should not avoid giving homework because they believe students will not do the work.
- Excessive homework, like the absence of homework, should be avoided.
- Homework should not be used for disciplinary purposes
- Teachers and administrators should take appropriate steps to communicate with parents regarding the division's homework policy and to solicit their support.

Amended: October 8, 2002
Amended: August 11, 2008
Adopted: May 13, 2014

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.
Cross Ref.: IB Academic Freedom

IGBC Parental Involvement

IKA Parental Assistance with Instruction

HOMEWORK
File: IKB-R
Homework shall be governed by a written school board policy developed with the advice of parents and teachers. The policy shall include guidelines for the amount and timing of homework and shall outline the responsibility of students, teachers, and parents. (Virginia Accrediting Standard, C.23).

Homework is generally recognized as an integral part of the learning process for all students. The quantity and quality of homework directly influence the success or failure that students experience in school. Consequently, the policy of the Wise County School Board is that teachers should judiciously utilize homework to enhance mastery of instructional concepts and objectives. The use of homework as disciplinary strategy is not sound educationally and is, therefore, not sanctioned by the School Board.
The amount and timing of homework will be determined by each teacher consistent with the teacher's assessment of the need for practice to ensure the mastery of instructional concepts and objectives. In many cases work to be completed out of class will begin in class, and each student will proceed at a pace which varies from every other student.

Not all subjects require homework, and other subjects do not require daily homework. For these and other reasons, the specific timing of homework is best left to each teacher. Indicated below are flexible weekly timing guidelines:
Grades K - 3: 0 hours
Grades 4 - 6: 2 - 5 hours
Grades 7 - 9: 5 - 10 hours
Grades 10 - 12: 5 - 15 hours
Pursuant to the above commitment, the following guidelines have been adopted to outline the responsibility of students, teachers, and parents:

RESPONSIBILITY OF THE STUDENTS
1. Assignments should be clear and concise so students will know exactly what they are expected to do.
2. Students shall be responsible for getting assignments and asking questions necessary to complete the assignment.
3. Students and teachers shall work cooperatively to satisfy the requirements of work missed due to excused absences.
4. Students shall be expected to complete homework within a reasonable and specified time frame.
5. Students should complete homework in a neat, legible fashion in accordance with directions provided by the teacher.

RESPONSIBILITY OF THE TEACHERS
1. Homework should be utilized to reinforce and clarify instructional objectives and concepts.

2. Homework should be used to stimulate voluntary effort, initiative, independence, responsibility, and self-direction on the part of students.
3. Assignments should usually be an extension of learning provided in the classroom.
4. Homework should be evaluated by the teacher within a reasonable period of time.
5. Homework of a short-term or daily nature should be discouraged for weekends and holidays, leaving such time free for use on long-range projects/research papers and the like.
6. The teacher should utilize strategies which ensure that every student has an opportunity to clearly know what he/she is expected to do.

RESPONSIBILITY OF THE PARENTS

1. Parents should provide an appropriate environment for home study, encourage good study habits, discuss school activities, and provide support and assistance with the child's assignment.
2. In no case should anyone other than the student actually completes the homework assignment.
3. Through knowledge of homework assignments, parents should gain an understanding of what the child is expected to learn as a result of class work and homework.
4. The parents should initiate teacher conferences to discuss any problems concerning the student and his/her progress.

STUDENT CONDUCT CODE

File JFC

Discipline is the backbone of education. Public education involves students from many and varied backgrounds, and while the school allows for individuality and growth, it must have rules in order to function effectively. The student's attitude toward discipline in school stems from his/her attitude towards discipline in the home. The tone for discipline is set at home. Respect for authority and regulations are products of years of growing. Parents must accept responsibility for the conduct of their children in school and out of school. When problems arise, the school will work within the framework of the policies provided by the School Board. Rules will be enforced with firmness and fairness. When it becomes necessary to involve the parents in the disciple process, WE EXPECT FULL COOPERATION.

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STUDENT CONDUCT

File: JFC-R

The standards of student conduct are designed to define the basic rules and major expectations of students in the public schools of Wise County. It is the responsibility of the Wise County School Board to adopt policy and regulations and the administration to issue regulations establishing rules of conduct for student behavior in order to protect the health, safety and welfare of its students. The local school principal has the responsibility and authority to exercise reasonable judgment in enforcing this Code of Conduct. Principals are responsible for ensuring that all students, staff members, and parents are provided the opportunity to become familiar with this policy.

The superintendent shall issue Standards of Student Conduct, and a list of possible corrective actions for violation of the Standards of Conduct. Each parent of a student enrolled in a public school has a duty to assist the school in enforcing the standards of student conduct and compulsory school attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons or property, and supportive of individual rights. The Standards of Student Conduct, a notice of the requirements of section 22.1-279.3 of the Code of Virginia, 1950, as amended, and a copy of the compulsory school attendance law shall also be sent. Parents shall be notified that by signing the statement of receipt, parents are not deemed to waive, but expressly reserve, their rights protected by the constitution or laws of the United States or Virginia. Each school shall maintain records of the signed statements. The school principal may request the student's parent or parents, if both have legal and physical custody, to meet with the principal or his designee to review the School Board's Standards of Student Conduct and the parent's or parents' responsibility to participate with the school in disciplining the student and maintaining order, to ensure the student's compliance with compulsory school attendance law, and to discuss improvement of the child's behavior, school attendance, and educational progress. The administrator of the building should exercise reasonable judgment and consider the circumstances in determining the disciplinary action to be administered. Each student has the right to expect an educational environment in which he or she can strive to achieve his or her intellectual potential. The student is expected to attend school regularly, be diligent in his/her studies and conduct him/herself in such a way that the rights and privileges of others are not violated. The student is expected to accept and demonstrate the obligation of good citizenship to help prevent problems from happening and help solve problems if they occur.

All parents are expected to assume responsibility for the student's behavior and assist the school in enforcing the Standards of Student Conduct and compulsory school attendance. Parents are also expected to maintain regular communication with school authorities, monitor and require daily attendance, and bring to the attention of the school authorities any problem that affects the student or other children in the school. It is the parents' responsibility to notify the school of any unusual behavior pattern or medical problem that might lead to serious difficulties. The school principal may notify the parents of any student who violates a School Board policy or the compulsory school attendance requirements when such violation could result in the student's suspension or the filing of a court petition, whether or not the school administration has imposed such disciplinary action or filed such a petition. The notice shall state (1) the date and particulars of the violation; (2) the obligation of the parent to take actions to assist the school in improving the student's behavior and ensuring compliance with compulsory school attendance;(3) that, if the student is suspended, the parent may be required to accompany the student to meet with school officials; and (4) that a petition with the juvenile and domestic relations court may be filed under certain circumstances to declare the student a child in need of supervision.

The principal or his/her designee shall notify the parent of any student involved in an incident required to be reported to the superintendent and Virginia Board of Education.

No suspended student shall be admitted to the regular school program until such student and his parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or his designee determines that readmission, without parent conference, is appropriate for the student.

If a parent fails to comply with the requirements of this policy, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent in accordance with the requirements of the Code of Virginia.
Students are subject to corrective action for any misconduct that occurs:
- in school or on school property
- on a school vehicle
- while participating in or attending any school sponsored activity or trip
- on the way to and from school.
- off school property, when the acts lead to (1) an adjudication of delinquency pursuant to Va. Code §16.1-305.1 or a conviction for an offense listed in Va. Code § 16.1-260 or (2) a charge that would be a felony if committed by an adult.

Unlawful acts which will lead to police notification and may lead to suspension from classes, exclusion from activities, or expulsion include but are not limited to:
- possession or use of alcohol, illegal drugs, including anabolic steroids, or drug paraphernalia
- selling drugs
- assault/battery
- sexual assault
- arson
- intentional injury (bullying, fighting)
- theft
- bomb threats, including false threats, against school personnel or school property
- use or possession of explosives (see Policy JFCD)
- possession of weapons or firearms (see Policy JFCD)
- extortion, blackmail, or coercion
- driving without a license on school property
- homicide
- burglary
- sex offenses (indecent exposure, obscene phone calls, sodomy and child molestation)
- malicious mischief
- shooting
- any illegal conduct involving firebombs, explosive or incendiary devices or materials, hoax explosive devices or chemical bombs
- stabbing, cutting or wounding
- unlawful interference with school authorities including threats
- unlawful intimidation of school authorities
- other unlawful acts including being an accessory to any of these or other unlawful acts.

Any student involved in a reportable drug or violent incident shall participate in prevention and intervention activities deemed appropriate by the Superintendent or

his/her designee. Further, any student who has been found to be in possession of or under the influence of drugs or alcohol on school property or at a school sponsored activity may be required to (1) undergo evaluation for drug or alcohol abuse and (2) participate in a drug and/or alcohol treatment program if recommended by the evaluator and if the parent consents.

The superintendent shall issue regulations listing additional actions which may be cause for corrective action and if serious enough or exhibited repeatedly may lead to suspension or expulsion.

The School Board shall biennially review the model student conduct code developed by the Board of Education to incorporate into policy a range of discipline options and alternatives to preserve a safe and non disruptive environment for effective learning and teaching.
Amended: July 13, 1999
Amended: August 8, 2000
Amended: October 9, 2001
Amended: April 29, 2003
Amended: June 24, 2004
Amended: August 2, 2005
Amended: August 14, 2006
Legal Refs.: Code of Virginia, 1950, as amended, sections 16.1-260, 18.2-308.1, 18.2-308.7,
22.1-78, 22.1-200.1, 22.1-253.13:7.B.3., 22.1-254, 22.1-276.3, 22.1-277, 22.1-277.2, 22.1-279.1, 22.1-279.3, 22.1-279.3:1, 22.1-279.6
Cross Ref.: CLA Reporting Acts of Violence and Substance Abuse
ECAB Vandalism
JFHA/GBA Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion
JGA Corporal Punishment
JGD/JGE Student Suspension/Expulsion
JGDA Suspension of Disabled Students
JGDB Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
JN Student Fees, Fines and Charges

STANDARDS OF STUDENT CONDUCT

File: JFCG-R
The following are standards of student conduct established by the School Board for all students under its jurisdiction. Consequences shall be determined on the basis of the facts presented in each instance of misconduct in the reasonable discretion of the Board, its designated committees and other appropriate school officials.

SCHOOL DRESS - STUDENT

School personnel have the responsibility to protect the health and safety of students and to maintain proper and appropriate conditions which promote learning. Based on the

belief that school is a place of business where students are learning both academic and social skills, the School Board requires that students dress appropriately. In accordance with the purpose of the dress code, no student shall present himself or herself to school in a manner which is likely to cause disruption.
The school, in its discretion, shall prohibit any clothing, jewelry, or similar attachments which it deems to have a substantial and material disruptive effect on the school atmosphere.
School clothing should be appropriate as to time, place and weather. Any form of dress or appearance which disrupts or distracts from the purpose or conduct of school, considered contrary to good hygiene, or threatens the safety of one's self or others will not be permitted.

Generally
1. Students shall wear appropriate clothing and footwear and groom themselves for school in a
manner which 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 oneself.
2. Messages on clothing, jewelry, person and personal belongings that relate to drugs, alcohol, tobacco, sex, vulgarity, violence 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 suggests, identifies, or otherwise promotes "gang" related activities will not be permitted.
4. For health and safety, appropriate footwear must be worn at all times. Bare feet are not acceptable.

Decisions regarding the appropriateness of clothing, footwear, and accessories will be made by the building principal or a designee. Items initially deemed inappropriate will be called to the parent's attention for corrective action. Students may be required to call home for a change of clothes and/or will be assigned to In-School-Suspension for the remainder of the day.
Repeated violations of the dress code will result in further disciplinary action.

Amended: July 27, 1999

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

1. Any item of clothing, jewelry, etc. which is distracting or dangerous will not be permitted. Any article of clothing that represents potential danger to one's self or others will not be permitted.

2. Footwear must be worn at all times and should be appropriate for normal activities.

Tennis shoes are appropriate.

3. Hats, visors, head scarves, bandanas, and sunglasses (unless required by physician) may not be worn inside the building.

4. Shorts/dresses/skirts must be of appropriate length; very short shorts, such as the thin nylon, athletic type shorts with side slits or biker shorts, are not acceptable. The hem of shorts/dresses/skirts must hang below the extended fingertips when standing.

5. Shirts or blouses should be of sufficient length so that they may be tucked in the waistband.

6. No undergarments (including boxer shorts) should be showing or worn as outer garments.

7. Strapless tops, tops with "spaghetti" straps, tube tops, bare back or bare midriffs style, mesh or "fish net" style apparel are not permitted. If sleeveless garments are worn, underwear may not show.

8. Clothes with holes in areas exposing private areas or underwear are not permitted.

9. Pants or shorts shall be appropriately sized and worn and secured at the natural waistline. Clothing which hangs on the body below the waist will not be allowed even if covered by a shirt. The crotch of the clothing must fit at the natural crotch of the person.

10. T-shirts or any other articles of clothing that have imprints of writing, symbols, slogans, or pictures that clearly relate to alcohol, drugs, sex, profanity, vulgarity, violence, or promotion of (or interpreted as promotion of) racial prejudice may not be worn.

11. Clothing usually worn outdoors such as heavy coats, jackets or gloves should not be worn in the building.

12. Accessories, typically referred to as "animal jewelry," such as heavy chains, dog collars, or spiked collars are not permitted.

Amended: July 27, 1999
Amended Administratively: July 19, 2011
File: JFCG-R

STUDENT CONDUCT

GENERALLY

The Wise County School Board establishes expectations for student conduct so that public education is conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights.

In addition to the types of conduct prohibited below, the superintendent issues Standards of Student Conduct and a list of possible actions for violations of those Standards.

This Policy and the Standards of Student Conduct apply to all Wise County school students. They are enforced when the student's conduct occurs when the student is

- On school property.
- Traveling to school or from school.
- Traveling to, at, and from bus stops.
- In School Board vehicles.
- In attendance at any school-sponsored activity.
- Off school property if the conduct disrupts the learning environment.

The School Board and superintendent biennially review the model student conduct code developed by the Virginia Board of Education to incorporate into policy and the Standards of Student Conduct a range of discipline options and alternatives to preserve a safe and non-disruptive environment for effective learning and teaching.

PARENTAL INVOLVEMENT AND RESPONSIBILITY

Each parent of a student enrolled in Wise County schools has a duty to assist in enforcing this policy, the Standards of Student Conduct and compulsory school attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights. This policy, the Standards of Student Conduct, a notice of the requirements of Va. Code § 22.1-279.3, and a copy of the compulsory school attendance law is sent to all parents within one calendar month of the opening of schools simultaneously with any other materials customarily distributed at that time. A statement for the parent's signature acknowledging the receipt of this policy, the Standards of Student Conduct, the requirements of Va. Code § 22.1-279.3 and the compulsory school attendance law is also sent. Parents are notified that by signing the statement of receipt, they are not deemed to waive, but expressly reserve, their rights protected by the constitution or laws of the United States or Virginia. Each school maintains records of the signed statements.

The school principal may request the student's parent or parents, if both have legal and physical custody, to meet with the principal or principal's designee to review this policy, the Standards of Student Conduct and the parent's or parents' responsibility to participate with the school in disciplining the student and maintaining order, to ensure the student's compliance with compulsory school attendance law and to discuss improvement of the child's behavior, school attendance and educational progress.

The school principal may notify the parents of any student who violates a School Board policy, the Standards of Student Conduct, or the compulsory school attendance requirements when such violation could result in the student's suspension or the filing of a court petition, whether or not the school administration has imposed such disciplinary action or filed such a petition. The notice shall state (1) the date and particulars of the violation; (2) the obligation of the parent to take actions to assist the school in improving

the student's behavior and ensuring compliance with compulsory school attendance; (3) that, if the student is suspended, the parent may be required to accompany the student to meet with school officials; and (4) that a petition with the juvenile and domestic relations court may be filed under certain circumstances to declare the student a child in need of supervision.

The principal or principal's designee notifies the parent of any student involved in an incident required to be reported to the superintendent and Virginia Board of Education as described in Policy CLA Reporting Acts of Violence and Substance Abuse.

If a parent fails to comply with the requirements of this Policy, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent in accordance with the requirements of the Code of Virginia.

A parent, guardian or other person having control or charge of a student is notified in writing of any disciplinary action taken with regard to any incident upon which an adjudication of delinquency or conviction for an offense listed in Va. Code § 16.1-260.G was based and the reasons therefor. The parent or guardian is also notified of the parent or guardian's right to review, and to request an amendment of, the student's scholastic record, in accordance with regulations of the Board of Education governing the management of scholastic records.

PREVENTION, INTERVENTION, AND TREATMENT ACTIVITIES AND PROGRAMS

Any student involved in a reportable drug or violent incident, as described in Policy CLA Reporting Acts of Violence and Substance Abuse, participates in prevention and intervention activities deemed appropriate by the superintendent or superintendent's designee. Further, any student who has been found to be in possession of or under the influence of drugs or alcohol on school property or at a school sponsored activity may be required to (1) undergo evaluation for drug or alcohol abuse and (2) participate in a drug and/or alcohol treatment program if recommended by the evaluator and if the parent consents.

PROHIBITED CONDUCT

The following conduct is prohibited. Students engaging in such conduct are subject to disciplinary action.

BULLYING AND USE OF ELECTRONIC MEANS FOR BULLYING

Bullying is prohibited. "Bullying" means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument or peer conflict.

GANG ACTIVITY

Gang activity, as defined in Policy JFCE Gang Activity or Association, is prohibited.

HARASSMENT
As provided in Policy JFHA/GBA Prohibition Against Harassment and Retaliation, students are prohibited from harassing other students, school staff, volunteers, student teachers or any other person present in school facilities or at school functions.

HAZING
Hazing is prohibited.

Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.

INTENTIONAL INJURY OF OTHERS
Students are prohibited from intentionally injuring others.

SELF-DEFENSE
Whether a student acted in self-defense is considered when the student's conduct is evaluated for disciplinary action.

THREATS: INTIMIDATION
Students are prohibited from making any verbal, written or physical threat of bodily injury to another person.

TRESPASSING
Students, including students who have been suspended or expelled, are subject to disciplinary action for trespassing on school property
Use and/or Possession of Alcohol, Tobacco Products, Nicotine Vapor Products, Anabolic Steroids, and Other Drugs
Students are prohibited from possessing, using, or distributing any of the restricted substances listed below on school property, on school buses or during school activities, on or off school property.
Students are prohibited from attempting to possess, use, consume, procure and/or purchase, any of the restricted substances listed below or what is represented by or to the student to be any of the restricted substances listed below or what the student believes is any of the restricted substances listed below.
Students are prohibited from being under the influence of any of the restricted substances listed below, regardless of whether the student's condition amounts to legal intoxication.
Restricted substances include but are not limited to alcohol, tobacco products as defined in Policy JFCH Tobacco Products and Nicotine Vapor Products, nicotine vapor products as defined in Policy JFCH Tobacco Products and Nicotine Vapor Products,

inhalant products, and other controlled substances defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia, such as anabolic steroids, stimulants, depressants, hallucinogens, marijuana, imitation and look-alike drugs, drug paraphernalia and any prescription or non-prescription drug possessed in violation of School Board policy.
In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

USE OF PROFANE OR OBSCENE LANGUAGE AND CONDUCT
Students are prohibited from using profane or obscene language or engaging in profane or obscene conduct.

VANDALISM
Students are prohibited from vandalizing school property and the property of any School Board staff member or any other person.

The School Board may recover damages sustained because of the willful or malicious destruction or, or damage to, public property pursuant to Policy ECAB Vandalism.
Amended: May 12, 2020
Amended: July 13, 2021

Legal Refs.: Code of Virginia, 1950, as amended, §§16.1-260, 18.2-56,18.2-308.1, 18.2-308.7, 22.1-23.3, 22.1-78, 22.1-200.1, 22.1-253.13:7.C.3; 22.1-254, 22.1-276.3, 22.1-277, 22.1-277.08, 22.1-277.2, 22.1-279.1, 22.1-279.3, 22.1-279.3:1, 22.1-279.6, 22.1-288.2.
Model Guidance for Positive and Preventive Code of Student Conduct Policy and Alternatives to Suspension, Virginia Board of Education January 2019.

Cross Refs.: CLA Reporting Acts of Violence and Substance Abuse

EBB Threat Assessment Teams
ECAB Vandalism
IIBEA/GAB Acceptable Computer System Use
JFCE Gang Activity or Association
JFCF Drugs in School
JFG Search and Seizure
JFHA/GBA Prohibition Against Harassment and Retaliation
JGA Corporal Punishment
JGD/JGE Student Suspension/Expulsion

JGDA Disciplining Students with Disabilities
JGDB Discipline of Students with Disabilities for Infliction of

Serious Bodily Injury

JN Student Fees, Fines and Charges

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

ASSAULT AND BATTERY
A student shall not assault or commit battery upon another person. Voluntary fighting resulting in physical injury to another person shall be considered assault and battery. Physical assault includes any physical confrontation that may result in no injury, minor injury, or serious injury that includes, but may not be limited to, kicking, shoving, pushing, hitting and fighting. Battery is the unlawful application of force to the person of another.

GAMBLING
A student shall not bet money or other things of value, or knowingly play or participate in any game involving such a bet, on school property or during any school related activity.

USE AND/OR POSSESSION OF ALCOHOL, TOBACCO, AND ANABOLIC STEROIDS, AND OTHER DRUGS
A student shall not possess, use, and/or distribute alcohol, tobacco and/or tobacco products, or other drugs on school property, on school buses, or during school activities, on or off school property. This includes, but may not be limited to, smokeless tobacco, anabolic steroids, lookalike drugs, drug paraphernalia, and any prescription or non-prescription drug not possessed in accordance with Policy JHCD.

A student shall not possess, procure or purchase or attempt to possess, procure, or purchase, or be under the influence of (legal intoxication not required), or use or consume or attempt to use or consume, any of the restricted substances listed in this regulation or what is represented by or to the student to be any of the restricted substances listed in this regulation or what the student believes is any of the restricted substances in this regulation. This regulation incorporates Policy JFCF.

Restricted substances include alcoholic drinks, marijuana, narcotic drugs, hallucinogens, stimulants, depressants, and anything else covered by the Drug Control Act referenced below, as well as inhalants including any abusable glue, paint and similar materials, anabolic steroids and both prescription and non-prescription drugs if they are not taken according to the prescription or directions on the package, and includes anything that a student represents to be a restricted substance or which a student believes is a restricted substance.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the division superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

DISTRIBUTION OR SALE OF ILLEGAL DRUGS OR POSSESSION OR DISTRIBUTION WITH INTENT TO SELL
Students shall not manufacture, give, sell, distribute or possess with intent to give, sell or distribute marijuana or other controlled substance as defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia.

DEFIANCE OF AUTHORITY OF SCHOOL PERSONNEL
Students shall comply with any oral or written instructions made by school personnel within the scope of their authority as provided by Board policies and regulations.

POSSESSION OR USE OF WEAPONS OR OTHER DANGEROUS ARTICLES
Students shall not have in their possession any type of unauthorized firearm or other article which may be used as a weapon, regardless of whether it is commonly accepted as such. This regulation incorporates Policy JFCD.

THEFT
A student shall not intentionally take the personal property of another person without consent under duress, threat or otherwise.

BEHAVIOR ON SCHOOL BUS
Students shall not behave in a disruptive manner or otherwise violate these Standards of Conduct while waiting for a school bus, while on a school bus or after being discharged from a school bus.

CHEATING
Students shall not cheat, plagiarize or knowingly make false statements with respect to any assigned school work or tests.

POSSESSION OF BEEPERS, CELLULAR TELEPHONES, PERSONAL DIGITAL ASSISTANTS OR SIMILAR DEVICES
Students may possess a beeper, cellular telephones, Personal Digital Assistant (PDA) or other communications device on school property, including school buses, provided that the device must remain off and out of sight during the school day. If a student possesses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device may be confiscated from the student and returned only to the student’s parent.

REPORTS OF CONVICTION OR ADJUDICATION OF DELINQUENCY

Any student for whom the superintendent has received a report pursuant to Va. Code §16.1-
305.1 of an adjudication of delinquency or a conviction for an offense listed in subsection G of Va. Code §16.1-260 may be suspended or expelled.

LASER POINTERS
Students shall not have in their possession laser pointers.

ACCEPTABLE USE OF THE INTERNET
Students shall abide by the Wise County School Division's Acceptable Internet Use Policy and Regulation.

FELONY CHARGES
Students charged with any offense, wherever committed, that would be a felony if committed by an adult may be disciplined and/or required to participate in prevention/intervention activities.

BOMB THREATS
Students shall not engage in any illegal conduct involving firebombs, explosive or incendiary materials or devices or hoax explosive devices or chemical bombs as defined in the Code of Virginia. Moreover, students shall not make any threats or false threats to bomb school personnel or school property.

OTHER CONDUCT
In addition to these specific standards, students shall not engage in any conduct which materially and substantially disrupts the ongoing educational process or which is otherwise a violation of federal, state or local law.

The following corrective actions are among those available to the school administration for violation of the Student Code of Conduct. Each offense shall be considered fully in determining reasonable corrective actions.
1. Counseling
2. Admonition
3. Reprimand
4. Loss of privileges, including access to the school division's computer system
5. Parental conferences
6. Tasks or restrictions assigned by the principal or his designee
7. Detention after school or before school
8. Suspension from school-sponsored activities or events prior to, during, or after the regular school day
9. Alt. Education
10. Out-of-school suspension
11. Referral to an alternative education program
12. Notification of legal authority where appropriate

13. Recommendation for expulsion
14. Mandatory expulsion for bringing a firearm onto school property or to a school-sponsored activity or use or possession of a controlled substance, imitation controlled substance or marijuana, as defined in Chapter 34 of Title 54.1 and §18.2-247 of the Code of Virginia, on school property or at a school sponsored activity.
15. Evaluation for alcohol or drug abuse.
16. Participation in a drug, alcohol or violence intervention, prevention or treatment program.

Amended: July 27, 1999
Amended: September 12,
2000 Amended: October 9,
2001 Amended: July 8, 2003
Amended: June 24, 2004
Amended: August 2, 2005
Amended: August14, 2006
Amended: November 10, 2008
Amended: July 6, 2009
Legal Refs.: Code of Virginia, 1950, as amended, sections 18.2-56,18.2-83, 18.2-85, 18.2-
87.1, 18.2-308, 18.2-308.1, 18.2-308.7, 18.2-310, 18.2-322.1 and 18.2-433.1.
22.1-70.2, 22.1-78, 22.1-202, 22.1-253.13:7.B.3.,22.1-276.3, 22.1-277,
22.1-277.1, 22.1-277.01, 22.1-277.01:1, 22.1-277.02, 22.1-277.02:1, 277.07:1,
22.1-277.1, 22.1-277.2, 22.1-278.2, 22.1-279.1, 46.2-323, 46.2-334.001
Student Conduct Policy Guidelines 2005 Update, Virginia Board of Education,
September 21, 2005
Cross Ref.: CLA Reporting Acts of Violence and Substance Abuse
ECAB Vandalism
IIBEA Acceptable Computer System Use
IIBEA-R Acceptable Computer System Use Regulation
IEA Pledge of Allegiance
IGAJ Driver Education
JED Student Absences/Excuses/Dismissals
JFC Student Conduct
JFCD Weapons in School
JFCE Gang Activity or Association
JFCF Drugs in School
JFHA/GBA Sexual Harassment/Harassment Based on Race, National
Origin, Disability and Religion
JGA Corporal Punishment
JGD/JGE Student Suspension/Expulsion
JGDA Disciplining Students with Disabilities
JGDB Discipline of Students with Disabilities for Infliction of
Serious Bodily Injury
JHCD Administering Medicines to Students

JN Student Fees, Fines and Charges

WEAPONS IN SCHOOL - File: JFCD

I. Generally

Carrying, bringing, using or possessing any firearm, dangerous device, or dangerous or deadly weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without the authorization of the school principal or the superintendent or superintendent's designee is prohibited, and grounds for disciplinary action. The superintendent or superintendent's designee is permitted to give authority to possess a firearm on school property only to persons expressly authorized by statute to possess a firearm on school property.

Such weapons include, but are not limited to:

- any pistol, shotgun, stun weapon, revolver, or other firearm listed in Va. Code § 22.1-277.07, designed or intended to propel a projectile of any kind, including a rifle,
- unloaded firearms in closed containers,
- any air rifle or BB gun,
- toy guns and look-alike guns,
- any dirk, bowie knife, switchblade knife, ballistic knife, machete, knife or razor,
- slingshots,
- spring sticks,
- brass or metal knuckles, blackjacks,
- any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain,
- any disc, of whatever configuration, having at least two points or pointed blades, and which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart,
- explosives, and
- destructive devices as defined in Va. Code § 22.1-277.07, and
- other dangerous articles.

II. Expulsion for Possession of Firearms

A student who has possessed a firearm on school property or at a school sponsored activity as prohibited by Va. Code § 18.2-308.1 or who has possessed a firearm or destructive device as defined in Va. Code § 22.1-277.07, or a firearm muffler or firearm silencer, or a pneumatic gun as defined in Va. Code § 15.2-915.4 on school property or at a school-sponsored activity may be expelled for at least one year in accordance with Policy JGD/JGE Student Suspension/Expulsion. The School Board may determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. The School Board authorizes the superintendent or the

superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. If it is determined by the superintendent or superintendent's designee that a disciplinary action other than expulsion is appropriate, such disciplinary action is taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

III. Students with Disabilities

A. Students with disabilities are subject to this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.

B. Additional authority to remove a student with a disability from school for a weapons violation.

1. In addition to the authority granted in subsection A above, a student with a disability may also be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.

2. For purposes of this forty-five (45) school day removal, the weapon must meet the following definition: "a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2 ½ inches in length." Amended: May 12, 2020 Amended: July 14, 2020

____ Legal Refs.: 18 U.S.C. § 930. 20 U.S.C. § 1415. File: JFCD Page 3 © 5/20 Code of Virginia, §§ 15.2-915.4,18.2-308, 18.2-308.1, 18.2-308.7, 22.1- 277.07, 22.1-277.07:1, 22.1-280.2:4. 8 VAC 20-81-10. Cross Refs.: GBEB Staff Weapons in School JGD/JGE Student Suspension/Expulsion JFC Student Conduct JGDA Disciplining Students with Disabilities JGDB Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
JFCD

TOBACCO PRODUCTS AND NICOTINE VAPOR PRODUCTS
File JFCH-R/GBEC-R/KGC-R

Generally

Students are prohibited from possessing any tobacco product or nicotine vapor

product on a school bus, on school property, or at an on-site or off-site school sponsored activity.

In addition, the use or distribution of any tobacco product or nicotine vapor product, on a school bus, on school property, or at an on-site or off-site school-sponsored activity is prohibited.

The superintendent is responsible for developing a regulation which contains

- provisions for the enforcement of this policy among students, employees, and visitors, including the enumeration of possible sanctions or disciplinary actions, and
- referrals to resources to help staff and students overcome tobacco addiction.

Definitions

"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. "Nicotine vapor product" does not include any product regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act.

"Tobacco product" means any product made of tobacco and includes cigarettes, cigars, smokeless tobacco, pipe tobacco, bidis, and wrappings. "Tobacco product" does not include any nicotine vapor product, alternative nicotine product, or product that is regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act.

Amended: August 12, 2014
Amended: November 12, 2019

TOBACCO-FREE SCHOOL CAMPUSES

The Wise County School Board recognizes the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The Board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and visitors.

The Board acknowledges that adult employees and visitors serve as role models for students. The Board recognizes it has an obligation to promote positive role models in schools and to promote a healthy learning and working environment, free from unwanted smoke and tobacco use, for students, employees, and visitors on the school campus.

TOBACCO USE PROHIBITED

No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours (24/7):

- in any building, facility, or vehicle owned, leased, rented or chartered by the Wise County Public Schools;
- on any school grounds and property – including athletic fields and parking lots – owned leased, rented or chartered by Wise County Public Schools; or
- at any school-sponsored or school-related event on-campus or off-campus.

In addition, school division employees, school volunteers, contractors or other persons performing services on behalf of Wise County Public Schools are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds.

Further, no student shall be permitted to possess a tobacco product while in any school building; while on school grounds or property; or at any school-sponsored or school related event, or at any other time that students are under the authority of school personnel.

Tobacco products may be included in instructional or research activities in public school buildings, if the activity is conducted or supervised by the faculty member overseeing the instruction or research project, and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

DEFINITION OF NICOTINE VAPOR PRODUCTS, TOBACCO PRODUCTS AND TOBACCO USE.

“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. "Nicotine vapor product" does not include any product regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act.

"Tobacco product" means any product made of tobacco and includes cigarettes, cigars, smokeless tobacco, pipe tobacco, bidis, and wrappings. "Tobacco product" does not include any nicotine vapor product, alternative nicotine product, or product that is regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act. “Tobacco use” includes smoking, chewing, dipping, or any other use of tobacco products.

Wise County Public Schools
Vape/E-Cigarette/Tobacco/Drug Policy

Offense	Definition	First Offense	Second Offense	Third Offense
Possession, Use, or Sale of Tobacco	Includes Cigarettes, smokeless tobacco, Cigars, Vape Pens, Electronic Cigarettes and/or Look-A-Like Devices	2 days of ISS	3 days of ISS	1 day of OSS
Possession, Use, or Sale of Drug Paraphernalia	Includes any form of drug, mind altering drug paraphernalia, any illegal substance as deemed by law enforcement. example includes; THC Vape Pens	OSS, Court referral, and referral to the Wise County Discipline Committee Meeting for placement change	OSS, Court referral, Possible removal from Wise County in person learning and distance learning option explored	

SIGNAGE
Signs will be posted in a manner and location that adequately notify students, staff and visitors about the 100 percent tobacco-free school division policy.

ENFORCEMENT FOR STUDENTS
Consequences for students engaging in the prohibited behavior will be provided in accordance with the Student Code of Conduct. Students who violate the school district's tobacco use policy will be referred to the guidance counselor, a school nurse, or other health or counseling services for all offenses for health information, counseling and referral. Parents/guardians will be notified of all violations and actions taken by the school.

ENFORCEMENT FOR STAFF AND VISITORS
Consequences for employees who violate the tobacco use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property or leave the premises. Law enforcement officers may be contacted to escort the person off the premises or cite the person for trespassing, if the person refuses to leave the school property. Forfeiture of any fee charged for admission will be enforced for visitors violating this policy.

OPPORTUNITIES FOR CESSATION

The administration will consult with the county health department and other appropriate health organizations to provide students and employees with information and access to support systems, programs and services to encourage them to abstain from the use of tobacco products.

PREVENTION EDUCATION
The administration will consult with appropriate health organizations to identify and provide programs or opportunities for students to gain a greater understanding of the health hazards of tobacco use and the impact of tobacco use as it relates to providing a safe, orderly, clean and inviting school environment.

PROCEDURES FOR IMPLEMENTATION
The administration will develop a plan for communicating this policy which includes information in student and employee handbooks, announcements at school-sponsored or school-related events, and appropriate signage in buildings and around the school campus. An enforcement protocol, which identifies consequences for students, staff and visitors who violate the policy, will be created and communicated to all students, staff, parents, and community members.

Amended: August 12, 2014
Amended: November 12, 2019

GIFTED AND TALENTED

St. Paul Elementary School will provide a program of gifted education to include identification and special education opportunities to develop unique abilities/talents. Parents, students, teachers, and others can refer students for screening. Grades 3 through 8 will be screened annually in an effort to identify students who may need a program of gifted education.

NATIONAL JUNIOR HONOR SOCIETY

This is a signal honor that is bestowed upon students because of their outstanding qualities of Citizenship, Scholarship, and Leadership. Students are required to maintain a minimum grade point average and an excellent behavior record. Students can be removed from participating in activities and field trips if they receive certain discipline measures or their grades decline. There are several trips and activities throughout the year.

1. All students with a 3.5 GPA will be inducted to the NJHS at the beginning of their 7th grade year. The exception is any student with any OSS must wait one calendar year from the infraction date to be inducted into the Jr. Beta Club.

   a. Beginning with the class of 2032, the GPA needed to be in NJHS is 3.65. This change is a result of the use of a 10-point grading scale by Wise County Public Schools.
2. Any OSS during 7th and 8th grades removes the student one full calendar year from the NJHS.
3. After the eligible student enters 7th grade, upon the assignment of the equivalent of a total of 2 full days of ISS, the student will be ineligible for any trips for one calendar year from the date of the ISS equivalent. This requirement is a cumulative equivalent of 2 days of ISS during their 7th and 8th grade years.
4. For quantitative purposes 1 ASD is equal to 1/2 of a day of ISS, 1 block is 1/4 of a day and one period is 1/8 of a day.
5. Any student who is considered chronically absent at the time (has missed more than 10% of the school year at the time) is not eligible for trips until they are no longer considered chronically absent.

STUDENTS LEAVING SCHOOL

A student will not be permitted to leave school during school hours without permission from the principal. If permission is granted, the student must be signed out by the parent or the parent's designee. If the early leave is excused, the student is responsible for getting the assignments from the teacher (s) whose class was missed. It is the responsibility of the student who leaves school early to find out about any lessons assigned during the time missed that particular day and make up the work.

All students must return home in their regular manner unless the office has been notified by phone or a note from the parent. Please notify the school before 2:30 PM so we can guarantee successful delivery of the message.

ONLY PRINCIPALS AND THEIR DESIGNEE (S) MAY RELEASE

Teachers are not to release a pupil (s) from school without prior approval.
A pupil (s) will not be released from school to go with any adult other than the parent or guardian of the child or others listed on the student update form that is signed by the parent or guardian. The principal or his designee will obtain the following information:

- The name of the person with whom the child is going
- That a valid reason exists for the child to be released

STUDENTS TRANSPORTED BY BUS

- No student who rides the bus will be permitted to get off the bus except at school and at home without written permission from their parents or guardian.
- Students are expected to stay seated and follow school bus safety rules at all times.
- Not following school bus safety rules will result in disciplinary actions.

GENERAL REGULATIONS REGARDING THE CAFETERIA AND HALLWAYS

St. Paul Elementary School expects that all students will conduct themselves properly during the lunch periods, practice good table manners, and abide by the following rules:

- Walk to and from the cafeteria with your group.
- Students will form a single line at the service area to pick up their tray. Each student is provided one free lunch tray. Students are able to purchase extras if desired.
- Students will remain seated at their table until dismissed by their teacher.
- Conversation at lunch tables is desirable. However, loud and boisterous talk, yelling, screaming, etc., are definitely unacceptable.
- Students will refrain from throwing or flipping any object-regardless of how small, for however short a distance.
- Students will leave the table clean and suitable for use by other students.
- Glass bottles are prohibited due to safety concerns.
- Students should not bring toys to lunch.

PUSHING,SHOVING, AND RUNNING IN HALLWAYS ARE PROHIBITED.

STUDENT USE OF TELEPHONE

The telephone in the office is for school business only. Students will not be allowed to use the phone except in cases of emergency.

VISITORS AND GUESTS OF STUDENTS

Pupils may not bring or invite guests to school unless they have prior permission from the principal.

VOLUNTEER PROGRAM

Volunteers for St. Paul Elementary School are appreciated and encouraged. We need help in all non-teaching areas.
ALL volunteers must be fingerprinted and have a background check on file.

CHEWING GUM

Chewing gum is discouraged in the school building. Final discretion lies with the teacher.

BREAKFAST/LUNCH PROGRAM

All students wishing to eat breakfast must do so between 7:45 AM and 8:20 AM. . Breakfast will be served every day**.** Breakfast and lunch will be provided for all students at no charge.

EATING DISORDERS

Eating disorders are serious health problems that usually start in childhood or adolescence and affect both girls and boys. With early diagnosis, eating disorders are treatable with a combination of nutritional, medical, and therapeutic support. Recognizing the importance of early identification of at-risk students, the 2013 Virginia General Assembly passed a law requiring each school board to provide parent educational information regarding eating disorders on an annual basis to students in the fifth through twelfth grades.

It is important to note that eating disorders are not diagnosed based on weight changes as much as behaviors, attitudes, and mindset. Symptoms may vary between males and females and in different age groups. Often, a young person with an eating disorder may not be aware that he/she has a problem or keeps the issues secret. Parents/guardians and family members are in a unique position to notice symptoms or behaviors that cause concern. Noting behaviors common to people with eating disorders may lead to early referral to the primary care provider. It is important for eating disorders to be treated by someone who specializes in this type of care.

If you think your child may be showing signs of a possible eating disorder, please contact your primary health care provider, school nurse, or one of the resources listed below.

- **Academy for Eating Disorders (AED)**
  http://www.eatingdisorderhope.com/information/help-overcome-eating-disorders/non-profits-organizations/aed

- **Families Empowered and Supporting Treatment of Eating Disorders (F.E.A.S.T.)**
  www.feast-ed.org

- **National Eating Disorders Association**
  www.nationaleatingdisorders.org

Toll free, confidential Helpline, 1-800-931-2237

Additional resources may be found at:

- **Virginia Department of Education**
  http://www.doe.virginia.gov/support/health_medical/index.shtml, under the section titled, Eating Disorders

ASSEMBLY PROGRAMS

Assembly programs may be held in the high school auditorium, gymnasium or the multi-purpose room. Parents will be notified beforehand.

FIRE DRILLS

The following rules should be followed:

- During fire drills, pupils are not to converse with one another or with the teacher.
- Pupils must remain absolutely quiet during the entire fire drill.
- Pupils are to move as rapidly as possible but should not run.
- Pupils should walk back into the building with the teacher leading.
- Displays of routes are posted in each classroom.

LOCK DOWN DRILLS

Each school must have at least 2 lock-down drills during the first 20 days of school and one additional lock-down drill after the first sixty days of school. Each school must give notice at least 24 hours before the school conducts any lock-down drill. (This notice is not required to provide the exact date and time of the drill.

PreK and Kindergarten are exempt from mandatory participation in lock-down drills during the first 60 days of the school session. Each PreK and Kindergarten student will be expected to participate in each lock-down drill after the first 60 days of each school session.

TEXTBOOKS

Students will be responsible for all textbooks issued to them. All damaged or lost books must be paid for before the student will receive his/her report card at the end of the year. Students will receive one textbook in each subject.

CELEBRATION DAY

Students will have celebration days at the end of each school year to acknowledge the students' hard work.

DROP-OUT PREVENTION

To encourage students to stay in school, teachers are trying several approaches. Monday through Friday mornings from 8:00 AM – 8:20 AM are set aside each week as a time to offer extra help to those students who may need this special attention.

Teachers stress the fact that every student is different but no less important than anyone else; each of us has a special talent, ability, or skill. Students are encouraged to develop that talent, ability, or skill to its fullest. Students are involved with creating essays or posters using the theme of staying in school.

EXTRA HELP SESSIONS

Students will be provided extra help as needed.

PARENT VISITATION

Parents are welcome during special classroom functions. Teachers will notify parents about events parents may attend. If you need to see a teacher or visit at any other time make an appointment through the office. Upon arrival, check in at the front office to receive a visitor's pass.

STUDENT LED GROUPS

Student-led groups may meet during non-instructional times. Student attendance is strictly voluntary. Please discuss with your child if you have reservations about participation in such groups.

NO PARKING

St. Paul Elementary requests that the NO PARKING signs in front of the school be respected and obeyed. Parking in this area creates a safety problem for all students at St. Paul Elementary. This space is reserved for emergency vehicles only. Please use the parking in the adjoining lot.

Between the hours of 2:30-3:45 parents that need to come to the building will have to park in the parking lot and walk to the building. Vehicles will not be allowed in the circle in front of the building.

MORNING DROP OFF

All students grades Prek - 4th will be dropped off through the main circle in front of the elementary school. The back parking lot will NOT be used for drop off. The back parking lot is available for parents that wish to park and walk their children to the main entrance at the elementary school.
Grades 5 -8 will be dropped off at the middle school building following the same driving pattern as evening pick ups. Students in grades 5 - 8 that wish to have breakfast can be dropped off in the main circle in front of the elementary school.

INCLEMENT WEATHER SCHEDULE

Schedule change information will be shared with an Alert Now. The change will also be posted on the county website and will be disseminated to local media.

CHILD FIND

WCPS implements on-going and continuous strategies to identify, locate, and evaluate children aged 2-21 suspected of having a disability as defined in the Virginia Regulations, including students parentally placed in a private school or home-school. If you suspect that your child has a disability and requires special education, contact the school counselor or the Director of Special Education & Student Services at 328-8017.
Following is a link to the Parent's Guide to Special Education:
www.doe.virginia.gov/special_ed/parents/parents_guide.pdf

HEALTH SCREENING

All children within sixty (60) administrative working days of initial enrollment in a public school shall be screened in the following areas to determine if formal assessment is indicated:

A. Speech, voice, and language
B. Fine and gross motor functions
C. Vision and hearing

Specific measure or instruments will be employed which use:
Both observational and performance techniques

Techniques which guarantee non-discrimination

D. Students in grades 5-6-7-8 will be screened for scoliosis
E. hearing and vision (grades PreK, K, 1, 3, 5, 7 & 10)
F. speech, voice, language, & fine/gross motor (new enrollees, including grade PreK and K)
G. scoliosis (information provided to parent)

STUDENT SCREENING SERVICES

Wise County Schools will screen all new students in the areas of speech, voice, language, and fine and gross motor skills within sixty days of enrolling in school. Students in grades K, 1, 3, 5, 7, and 10 will be screened for vision and hearing. Scoliosis screens will be conducted on grades 5 -10 upon parent request.

Your child may have participated in the scoliosis screening program in the Wise County Schools. Screenings are offered to children in grades 5 through 10. As required by the Department of Education, we are providing information regarding scoliosis.

Scoliosis is a condition in which the spine curves abnormally from side to side rather than being straight. According to medical information, scoliosis most commonly occurs in children between the ages of 9 and 14, and is more often found in girls. Scoliosis usually does not cause pain and is not obvious until the curvature is moderate to severe.

Some early signs that parents may observe are:

- One shoulder may appear higher than the other
- One hip may appear higher than the other
- One shoulder blade may stick out more than the other one
- The waistline may look uneven
- The child's ribs may look higher on one side
- Clothing may not fit well or hems may hang unevenly

If your child has an abnormal curvature of his/her spine, observation or treatment may be recommended. Sometimes treatment may involve bracing or even surgery. If you are unsure, you may ask your child's school nurse to screen your child.

The procedure for screening is simple. The school nurse looks at your child's back while he/she is standing in the forward, bending position and then places a small instrument called a scoliometer on his/her back, or by observing with the eye for any curvatures or uneven areas on the back. The nurse will then inform you if you need to follow up with your child's physician.

If you would like your child to be screened or have questions regarding scoliosis, please contact your child's school nurse.

Beverage Policy

Saint Paul Elementary School is committed to providing a healthy, focused learning environment for all our students. Adequate hydration is essential for student brain function, memory, concentration, and overall physical health. This beverage policy ensures all students have consistent, barrier-free access to drinking water throughout the school day, while promoting a classroom environment without distractions.

Permitted Containers: Students are **encouraged** to bring a reusable, leak-proof and spill-proof water bottle, preferably a one with a CLEAR, flip-top straw lid.

Classroom Hydration: Teachers will designate an easily accessible area within the classroom to keep student water bottles. While students may sip water as needed, designated times will be provided to refill bottles (e.g., during morning arrival, transitions, before/after recess, and lunch) to minimize classroom disruptions.

Permitted drinks: Student water bottles can only be filled with PLAIN, UNFLAVORED water. Soda, juices, teas, and other sugary drinks that are brought from home will only be permitted during lunch and/or designated snack times. These drinks must be in a separate container than that of the student's classroom reusable water bottle.

Unpermitted drinks: To foster a safer environment for our students, **energy drinks, or any drink categorized as an energy drink**, **will not** be permitted on school property, including buses, or any other school-sponsored event.

If you have any questions regarding the changes in this policy, please feel free to reach out to the school. We appreciate your support and understanding of this change in our beverage policy so that our students are provided with the safest and most focused learning environment possible.

VIRGINIA ATTENDANCE LAWS

Compulsory School Attendance

The Commonwealth of Virginia law defines the responsibility of the school system when a student does not attend school regularly. When a student is absent from school, school personnel must attempt to notify the parent of the absence. After five unexcused absences (if school personnel have received no indication that the parent is aware of and supports the absence) school personnel must make contact with the parents to obtain a reason for the student's absence and a plan must be developed to improve the student's attendance. Upon the next unexcused absence, a conference must be scheduled with the parents to discuss attendance issues.

If all of these interventions fail and the student continues to accrue unexcused absences, then the law empowers attendance officers to make a complaint with the Wise County Juvenile and Domestic Relations Court alleging that the student is a Child In Need of Supervision (CHINS) or to file charges against the parent(s) relating to violations of the compulsory school attendance laws.

The following information may be obtained from the Wise County Public Schools Student Code of Conduct. For additional information pertaining to attendance, please consult the Code of Conduct.

Attendance at school is the responsibility of parents and students. To assist parents in meeting their responsibility, the schools will make a reasonable effort to notify parents of student absences. It is recognized that absences from school may be necessary in certain circumstances. However, every effort should be made by students, parents, teachers, and administrators to keep absences and tardiness to a minimum, as regular school attendance is related to student success in school.

So as to receive consideration for an excused absence, a note of explanation must be provided to the school by the parent/guardian upon return of the student to school.

EXCUSED ABSENCES

- Illness or injury of the student
- Principal approved absence
- Death in the family
- Family Emergency
- Medical appointment
- Religious Holiday

UNEXCUSED ABSENCES

Truancy, which shall include: absence of the student from school without the knowledge and permission of his/her parents or guardians or school authorities; absences of the student which are excessive and/or which interfere with the student's educational program; absence of the student for any reason other than one approved by the principal.

- Skipping, cutting or leaving class without permission after reporting to school
- Absences not accompanied by a note from the parent/guardian upon the student's return to school
- All absences not covered under excused absences

DID YOU KNOW:

- Virginia Law requires a child to attend school all day every day until the age of 18 or until the completion of an approved program.
- Five days of unexcused absences is considered a truancy problem.
- The school attendance laws require students to attend for the full day so being tardy and leaving early are counted as part of truant behavior.
- For compulsory school attendance purposes, three times tardy to school will count as one absence. A checkout will be treated as a tardy; therefore, three checkouts will equal one absence.
- Every parent or guardian is responsible for their child's regular and punctual attendance at school.
- High school students can be sent to detention for failing to comply with compulsory school attendance or can lose their privilege to drive.
- Parents or guardians can face fines or jail time for failing to follow the school attendance laws.

WHAT PARENTS CAN DO TO HELP:

1. Contact the school each day your child is going to be absent.
2. Send a note with your child explaining their absence.
3. If your child is ill and sees a doctor, get a medical excuse that explains how long your child needs to be out of school.
4. If your child has an ongoing medical condition that is affecting his/her ability to attend school, please make sure the school is aware.
5. Schedule family trips and appointments when school is not in session.

6. Support the school by setting consequences for your child if they go to school late or are absent from school.

7. Talk with your child about the importance of an education.

8. Parent notes may be submitted for the first five absences of each semester. After five unexcused or excused absences or a combination of both equaling to five within any semester, the student shall be required to provide a doctor's excuse for the remainder of the semester in order for any absences to be excused. Excuses will not be accepted after the three-day limit.

9. Utilize Home Access Center to keep track of important school information such as your child's grades and attendance. If you have not signed up for Home Access Center, you can contact your child's guidance counselor to receive login information.

10. Provide updated contact information such as phone number and address to the schools regularly. You may contact the school to update your information or you may submit updated information online using the link provided on the Wise County Public Schools website, located under the Parents tab.

SAINT PAUL ELEMENTARY SCHOOL CELL PHONE POLICY

STUDENT CELL PHONE AND SMART DEVICE POSSESSION AND USE
Definitions
As used in this policy and related regulations,
"Bell to bell" means after the first bell rings at the start of the school day to begin instructional time until the dismissal bell rings at the end of the school day. "Bell to bell" includes lunch and time in between class periods.
"Smart device" means any personal electronic device that can connect to the internet and wirelessly collect, process, and transmit data, including smart watches and tablets.
Generally
The Wise County School Board establishes age-appropriate and developmentally appropriate restrictions for student use and possession of cell phones and smart devices on school property from bell-to-bell.
The superintendent issues regulations setting forth the restrictions and procedures to be followed to effectuate this policy. Any regulations issued in accordance with this policy may include additional exemptions, including procedures for emergency communications with students.
Student Cell Phones and Smart Devices on School Property
Students are permitted to use and possess cell phones and smart devices on school property before or after bell to bell, subject to additional regulations as may be issued. Such permitted use must not result in distractions or disruptions to the learning environment, disruptive behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws.
From bell to bell, students are restricted from using or possessing cell phones on school property in accordance with this policy, issued regulations, and applicable laws.
Restrictions By Age Group
Elementary Schools (Kindergarten through Grade 5):
The Superintendent establishes the related regulations and exemptions.
Middle Schools (Grades 6 through 8):
The Superintendent establishes the related regulations and exemptions.

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High/Secondary Schools (Grade 9 through 12):
The Superintendent establishes the related regulations and exemptions.
Exemptions
Any student who, pursuant to an Individualized Education Plan, Section 504

Plan, individualized health care plan, or Limited English Proficiency plan, is permitted to possess and use a cell phone or smart device on school property, including in the classroom, from bell to bell to monitor or address a health concern or as an accommodation or assistive technology support.

Wise County Schools will allow the use of a smart device at after-school activities. Any evidence of inappropriate use will result in disciplinary action. Wise County Schools will assume no responsibility in any circumstance for the loss or damage or phone bills related to a cellular phone or other communication device as specified on the form or otherwise.

Implementation and Enforcement

The superintendent and the school administration of each elementary and secondary school in the division are responsible for implementing and enforcing this policy. Any implementation and enforcement of this policy minimizes, to the extent possible, any conflict with the instructional responsibilities of teachers or any disturbance to instructional time and does not involve any school resource officer employed in any school in the division.

Discipline of Students

No student will be suspended or expelled solely for a violation of this policy. Any violation of this policy that involves, coincides with, or results in an instance of disruptive

behavior, bullying, harassment, crime, or any other behavior that violates other policies, regulations or laws, is subject to discipline, addressed in accordance with the Standards of Student Conduct and applicable policies and regulations.

Adopted: June 9, 2025

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.3:1, 22.1-

276.01, 22.1-277, 22.1-279.6.

Cross Refs.: GAB/IIBEA Acceptable Computer System Use

JFC Student Conduct
JFCA Teacher Removal of Students from Class

File: JFCM
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JFHA/GBA Prohibition Against Harassment and Retaliation
JGD/JGE Student Suspension/Expulsion
JGDA Disciplining Students with Disabilities
JRCA School Service Providers' Use of Student Personal

Information

Grades PreK-8
No cell phones or Smartwatches

Students in grades Prek-8 are not allowed to have their cell phones/Smart Watches at school. Students in grades 5-8 may fill out a waiver if parents sign. This means that only students with a signed exemption waiver should have a cell phone at school. Students that have permission to bring their phone/Smart watch to school have to turn it into the office as soon as they get to school and pick it up at the end of the day. If faculty/staff notice that a student has a cell phone the following will take place:

- First offense, the teacher takes the phone and holds it till the end of school.
- Second offense, administration meets with the students, contacts the parent/guardian and keeps the phone in the office until the end of the day.
- Third offense, administration contacts the parent/guardian and the parent has to pick up the phone.
- Fourth offense, the parent/guardian is contacted and has to pick up the phone. The student is not allowed to have the phone at the school for the year

Student Cell Phone Policy in the Student Handbook:

Students are not allowed to do the following with their phones while at school or on the bus.

- Texting or Calling parents on their phone without permission
- Taking pictures/videos of students without permission
- Visiting websites that are not approved
- Posting on social media without permission from a staff member.
- All communication with parents/guardians must come through the school. Students that are sick must see the school nurse in order for parents to be notified. Cell phones will not be used by the student for this purpose.

Student Signature_____

Parent / Guardian Signature_____