Welcome to Elbert County Primary School. We believe all students can and will learn. When we (parents, community, teachers, staff, and administration) work as advocates for students and as one active educational team, positive results are great. Our continued goal is to provide the learning environment needed for our students to grow academically, physically, and socially.

Please Keep for your Information

**The last sheet needs to be completed on each student and sent back to your child’s homeroom teacher.**
Dear Parents and Students,

Welcome to Elbert County Primary School! We are very excited and ready to start our year at the Primary school. I am looking forward to meeting all of the parents and students as we begin an exciting year.

I would like to let you know some things about me because many of you may not know who I am. I began my teaching career in 1979 & I have experience in Kindergarten through seventh grade. I became Principal of ECPS in 2012. My husband, Jimmy, and I married in November of 1982 and we live in Bowman. He owns and manages Ray's Food Store, which has been in business for many years. We have one son, daughter-in-law and a granddaughter that live in Atlanta. We also have a dog named Boss.

This handbook is being provided so that you will be made aware of the general procedures for our school. Parents and students are encouraged to read through this handbook together and become familiar with its contents. The rules and regulations in this handbook are based on Local and State Board Policies. You will find our Local School Board Policy and Elbert County Primary's Policy on the website at www.elbert.k12.ga.us. There is also an Infinite Campus link on this website. It will allow you access to your child’s current grades and other school related information.

I want this school to be a united community, and I want you to know that you are always welcome. Parents, we urge you to take advantage of the various opportunities we provide for you to visit in the school. I believe that Parent Involvement is critical for the success of our students. We plan to have frequent Parent Nights and PTO events. Parents are also invited to have lunch with their children. Please stop by the office if you would like to visit any teacher, classroom, or your child.

Please feel free to call me at any time if you have any concerns. I do ask that you communicate with teachers first any concerns that you may have with your child and his/her education. It is very important that we work together. Your interest, cooperation, and enthusiasm will be greatly appreciated throughout the school year.

Sincerely,
Rosa Harris
Rosa Harris, Principal

Phone 706.213.4700 http://www.elbert.k12.ga.us/4/home Fax 706.283.8878
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Elbert County Schools Mission, Vision & Beliefs

**Mission Statement – Elbert County Schools**

The Elbert County School System will create the structure and opportunities needed for all students to learn.

**Vision – Elbert County Schools**

The Elbert County School System will unite with the community to equip all students with the necessary skills to become academically successful and productive in a global society.

**Beliefs – Elbert County School System**

- Every student can learn
- Learning is lifelong
- Being data driven
- Every student is unique and valuable
- Rigorous, relevant, research based curriculum
- Today’s schools shape tomorrow’s workforce

**Elbert County Goal Areas**

- Attaining High Achievement & Success
- Stakeholder Engagement & Loyalty
- Developing Organizational Effectiveness
- Learning and Growth

Elbert County Primary Mission and Vision
ELBERT COUNTY PRIMARY

Mission:
It is our mission to send out readers, writers, thinkers, and problem solvers who can get along with others.

Vision:
It is our vision to see every child reach his/her potential at each grade level.

Slogan:
Big journeys begin with little hops!
Attendance Protocols (Summary) for the Primary School

At the beginning of each school year, parents will sign a statement acknowledging they have reviewed policies/procedures and consequences for absences, tardies/early dismissals. Students age 10 by September 1 will also be required to sign the statement. A brief overview of attendance policies/procedures and consequences are included in student handbooks. You can access the full document online by visiting our school website, http://www.elbert.k12.ga.us/4/home.

Your signature is requested at the end of this handbook to indicate receipt of this written statement.

The compulsory school attendance law (Official Code of Georgia Annotated, O.C.G.A., section 20-2-690.1) now requires that local school systems provide parents with a written summary of the possible consequences for violating the attendance law. As required by the State of Georgia, the Elbert County School System is hereby providing you with the mentioned required notification:

The Official Code of Georgia Annotated, 20-2-690 states that parents or guardians are required to send children to school on a continuous basis, and that failure to do so is a misdemeanor offense. Violation of the compulsory attendance law may result in the following consequences imposed by a court of law:

“...a fine not less than $25.00 and not greater than $100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties...”

Attendance Definitions

**Unexcused Absence** - when a student is out of school and the parent does not send a parent note or a doctor’s excuse.

**Parent Note** - Parents have up to 5 days to write an excuse telling why

**Tardy** - when a student arrives to his/her classroom after the 7:55 a.m. bell.

**Early Dismissal** - when a child is picked up from school before all class time is over.

Early Dismissal/Tardiness

All students will be dismissed by 3:00 p.m.

If a child needs to be dismissed early, he/she should bring a note to the teacher stating the time and reason. Parents are encouraged to schedule doctor or other appointments outside school hours or on school holidays, whenever possible.

**Students may not be dismissed early from school on a regular basis. Those students that either arrive late (after 7:55 A.M.) or leave early (prior to 2:55 P.M.) on a regular basis will be referred to the social worker. No student should leave his/her classroom before regular dismissal time without having first been signed out in the office.**

Did you know that your child will miss critical instruction each time he is tardy or leaves early?

PARENTS ARE URGED TO LEAVE CHILDREN IN SCHOOL ALL DAY!
<table>
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<th>Unexcused Absences</th>
<th>Notification <em>Per School Year</em></th>
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<td><strong>Beginning of School Year OR Upon Enrollment</strong></td>
<td>Written Notice to Parents: Parent will receive notice of the school attendance policy along with the consequences and penalties for failing to comply with Georgia attendance laws at the beginning of the school year.</td>
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<td><strong>1+</strong></td>
<td>Phone Call: Parent will receive a phone call from the school indicating the number of unexcused absences and reminding the parent of the importance of regular school attendance.</td>
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<tr>
<td><strong>5</strong></td>
<td>Letter: Parent will receive a letter from the school explaining the student has missed 5 unexcused days of school and notifying them of consequences of continued unexcused absences (as required by GA law). The school social worker will receive a copy of letter.</td>
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<td>Meeting: Parent will be contacted and an Attendance Support Team (AST) meeting will be scheduled to discuss supports that can be provided to facilitate improved attendance. An Attendance Contract will be developed by the AST Team. Failure to comply with contract/continued absences may result in legal consequences.</td>
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<tr>
<td><strong>10+</strong></td>
<td>Letter: Once the 10(^{th}) unexcused absence has occurred and been validated as unexcused, the parent will receive a letter from the school informing them the student is considered truant per the Juvenile Code of Georgia and a referral may be made to the State Court and/or the Juvenile Court of Elbert County. Legal Consequences: Family may be referred to Juvenile court and in extreme cases of continued unexcused absences the parent may be arrested on misdemeanor charges for Failure to Educate under O.C.G.A 20-2-690.1. Court Referral: Parent will be notified by the appropriate court of the date and time to appear in court.</td>
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<td>Notification <em>Per Semester</em></td>
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<td>Phone Call: Parent will receive a phone call from the school indicating the student has a total of 6 tardies/early checkouts and reminding the parent of the impact of tardiness on students. Letter: Parents of students at ECMS will also receive a letter as notification of the disciplinary consequences for tardies/early checkouts per the ECMS handbook.</td>
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<td><strong>10+</strong></td>
<td>Letter: Parent will receive a letter from the school indicating the student has 10 tardies/early checkouts and reminding the parent of the impact of tardiness on students. Attendance Support Team (AST) meeting may be scheduled and an Attendance Contract may be developed by the team. Note: Students at ECMS and ECCHS may be subject to disciplinary consequences.</td>
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<td><strong>15+</strong></td>
<td>A referral may be made to Juvenile or State Court when all efforts have been exhausted by the Board of Education to reduce the number of tardies and early checkouts particularly when excessive tardiness and checkouts occur in addition to excessive unexcused absences.</td>
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**Attendance Procedures** - In addition to the following procedures, the Principal or designee may address students and/or parent(s)/guardian(s) by phone, mail, or in person, at any time school attendance is a concern.
Send a Note

IF YOUR CHILD IS ABSENT: PLEASE TURN IN A DOCTOR’S NOTE OR WRITTEN PARENT EXCUSE.

IF YOUR CHILD IS LATE: AFTER 7:55 YOU MUST WALK YOUR CHILD IN AND SIGN HIM/HER INTO SCHOOL.

Instructional Day

The instructional day at Elbert County Primary begins at 7:55 a.m. and ends at 2:55 p.m. Students arriving at school after 7:55 a.m. or leaving before 2:55 p.m. are considered tardy. Students arriving after 7:55 are required to be checked in by parents in the office before going to class and breakfast will be over. Excessive tardiness will be reported to the proper authorities. Car Riders should not arrive before 7:15 a.m. since there is no one to supervise them. Breakfast ends at 7:55.

****If you would like for your child to have time to eat at school, please have him/her here no later than 7:45.

Transportation

Transportation changes

The bus drivers & transportation staff of Elbert County Schools are dedicated to safely transporting your student(s) to and from school each day. When students have frequent bus changes, it makes it difficult for bus drivers to monitor riders and to know where each disembarks each day. Effective January 6, 2015, students will be provided transportation to one primary address and one alternate/emergency address only.

Any student riding a different bus to his/her alternate location on a certain day (i.e. going to grandmother’s house) must bring a note from home stating that a parent has given permission for the change in routine. The note should be approved by the principal and then shown to the bus driver when the student boards the bus in the afternoon.

Morning Drop Off

Parents bringing car riders to school in the morning should bring them to the front entrance of the school where they will be met by the Principal and Assistant Principal. Do not drop off in the back of the school or at the annex.

Car Riders

Parents should enter the parking lot at the front of the school to pick up their children. Parents please do not encourage your child to come to you until the teacher has dismissed him/her. The safety of our children is most important. Your cooperation will be appreciated.

Parents MUST NOT, under any circumstances, park on the side of the street to drop off and/or pick up students. You must get in the car rider line. It is an endangerment to your child and to others when you do not comply.

Bus Riders

Students will load/unload at the back entrance of the building. Teachers will be on duty to supervise students as they load and unload. Students will not be allowed to ride a different bus unless they have written permission and phone number from his/her parent/guardian sending the student to his/her alternate address that was previously provided to the school.
Bus Privileges

Riding is a privilege which can be denied to any student who chooses not to follow bus rules and regulations.

ELBERT COUNTY SCHOOLS BUS RULES

1. The bus driver is in full charge of the bus and passengers at all times. Any violations of the following rules will be reported to the principal of the school for appropriate disciplinary action as though such conduct had occurred on the school premises.
2. Students should be ready for the bus at least five minutes before the time it usually arrives. Changing weather and road conditions make it impossible for the bus to arrive at the same time each morning. Drivers are not expected to wait or signal by horn for late comers.
3. Students should stand well (at least 10 feet) off the road while waiting for the bus. Always remain clear of the bus until it has completely stopped before boarding. Students will wait in an orderly line and avoid playing.
4. When loading or unloading, students should pass at least 10 feet in front of the bus. The student will look at the driver for a hand signal and then look both ways before crossing the road and always cross in front of the bus – never behind it.
5. Students should not carry on unnecessary conversations with the driver or distract his/her attention in any way. This jeopardizes the safety of every student on the bus. When boarding the bus, students will go directly to an available or assigned seat when entering the bus. Keep aisles and exits clear. Students will remain properly seated, back against the back of the seat, bottom against bottom of the seat, and keep hands to themselves. Seats are designed for 3 students and saving seats will not be permitted. The driver or principal has the authority to assign seats or seating order.
6. Students and drivers share the responsibility of keeping the bus clean. Help keep the interior free of dirt and debris by placing it in the proper container located at the front of the bus.
7. Students should not extend any part of their body outside the windows.
8. The use of obscene gestures, profane, and/or abusive language on the bus is prohibited by all passengers and bus drivers.
9. Damage to the bus should be reported to the driver or to proper authorities. Restitution for damages may be pursued by the school system from the parents of students causing damage to the school bus.
10. Students are to be transported only to the school where they attend. The driver is not permitted to make unauthorized stops at stores or businesses. Exceptions are permitted only with express written instructions from the Director of Transportation.
11. Students will not be permitted to change buses without written approval from the parent and consent of the principal. They should ride their regular assigned buses to and from school.
12. Students will not eat, drink, chew gum, or bring tobacco, alcohol or drugs on the bus.
13. Students will not carry drink bottles, cans or glass containers onto the bus.
14. If students stand they must do so at a point behind the front seat. No student is permitted to ride in the step well or anywhere within the driver’s seat area. On mini-buses students are not permitted to sit or stand on the engine compartment.
15. Students are prohibited from playing musical instruments or using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radio, tape or compact disc players without headphones; or any other electronic device in a manner that might interfere with school bus communications equipment or the school bus driver’s operation of the school bus.
16. Students are not allowed to tamper with emergency doors or exits or any of the controls or devices on the buses.
17. Students should talk in low tones. Improper language, horseplay, or misbehavior of any kind will not be tolerated.
18. Students will be totally silent at railroad crossings and must respect the driver’s request for silence at any time.
19. No animals dead or alive of any description may be brought on the bus without the approval of school authorities.
20. Students are not to have in their possession any knives, guns, ammunition, explosives, incendiary materials, dangerous chemicals or any devices by which any materials may be projected or propelled.
21. No pushing or shoving when loading or unloading is permitted.
22. Students are not allowed to use mirrors, lasers, flash cameras or any other reflective devices in a manner that could interfere with the driver’s operation of the school bus.
23. Riding the bus is a service provided at the expense of all taxpayers. Acceptance of this service implies a willingness to abide by all rules governing conduct. Students who violate safety and codes of conduct may have their right to ride the bus suspended or terminated and may subject such violator to other disciplinary actions including suspension or expulsion from school.
24. Students must provide a written note, signed by a parent or guardian and a school official, giving permission to ride a different bus or get on or off the bus at a different bus stop location.

Consequences for Bus Infractions

School buses are the safest way to get to and from school, but bus safety depends upon student cooperation with our drivers. It is impossible for drivers to give full attention to driving when students are misbehaving. In addition to the bus rules and guidelines found in the Student Code of Conduct, five basic rules are posted on all buses. They are easy to understand (for all ages) and are essential for the safety and orderly operation of our buses. Those rules are:

1. The bus driver has complete charge of students riding his/her bus.
2. Follow the directions of the driver the first time they are given.
3. Stay in assigned seat, with feet on the floor, at all times.
4. Keep hands, feet, objects, and negative comments to self. Profanity is strictly prohibited.
5. Do not eat or drink on the bus.
6. All other policies in the Student Code of Conduct also apply when students are on a bus.

The administration will reserve the right to administer consequences as the situation warrants. Infractions considered being MORE SERIOUS such as fights, threats, severe disrespect, bullying, destruction, or tampering with bus control, etc. will be dealt with according to the DANGER it may have presented to others on the bus. The appropriate suspension period will be applied independent of number of referrals.

System/School Calendars

The system calendar includes important events for Elbert County Schools. A calendar listing important events and activities for Elbert County Primary students will be posted on the school’s website and Facebook page. We will also send home monthly school newsletters as well as notes providing information about upcoming
events. We hope this will help you plan your schedule to include these opportunities to visit Elbert County Primary.

Dress Code

Daily appearance should be in good taste and must not have a negative effect or be disruptive to the educational process. Clothing that is tight or immodest is not acceptable. The Principal/Assistant principal has the right to determine if a student, parent, or visitor’s attire and grooming meet reasonable and appropriate guidelines. Those that do not meet the dress code will be asked to cover up, bring/send more clothes or a belt to school or asked to leave the building.

➢ No skin is to be exposed at the midriff.
➢ Shirts must be buttoned unless appropriate clothing is worn underneath.
➢ Most of the back of the student should be covered with their shirt/dress.
➢ Shorts and dresses should be worn at an appropriate length. No buttocks showing.
➢ Clothing advertising alcoholic beverages and tobacco products or clothing containing inappropriate language and/or offensive messages will not be allowed. (For example: “sister for rent”, “trouble is my middle name”, “top ten reasons I didn’t do my homework...”)
➢ Shoes are to be worn at all times, no bare feet. Tennis shoes are recommended due to physical education activities. No shoes with wheels are allowed.
➢ Jackets, book bags, etc. should be labeled with the student’s name.
➢ Pajamas, hats, and caps will only be allowed on special designated days.
➢ Clothing or hairstyles which distract from a learning atmosphere will be addressed.
➢ Pants that hang excessively below the waist are unacceptable. Underwear/undergarments must not be visible.

Please label all jackets, book bags, etc. This will help with your child’s things not ending up in the lost and found. Our lost and found is located in the gym.

Perfume – Cologne

Students are not permitted to wear perfume and/or cologne to school. This is due to students/teachers that may have allergies and/or asthma.

Social Media

Students, parents, or visitors that post inappropriate pictures, text messages and/or videos to social media websites that negatively impact the operation of our school are subject to disciplinary action.

Toys/Cell Phones/Jewelry/Book Bags/Purses

Students should not bring toys, jewelry, games, cell phones, Gameboys, Nintendo DS, or other unnecessary items to school. They tend to cause classroom distractions, or they get stolen. Any of the above mentioned items are not the responsibility of the school and if they are lost or stolen, we will do what we can to help retrieve the item. However, please understand we will not be liable for any lost, damaged, or stolen items that are not to be at school.

Any unnecessary items that are brought to school will be returned at the discretion of the principal. Toy guns brought on the bus or to school will not be tolerated. Bringing a toy gun may result in a suspension from school or the bus. The use of book bags (no wheels) and purses are permitted unless they become storage for unnecessary items that disrupt the learning environment.

Students may not bring cell phones to school. If a student brings a cell phone to school, the cell phone will be taken from the student and given to the principal. Parents may pick up the cell phone from the principal.
Birthday/Party Invitations—Gifts and Valentine’s Day
Birthday / Party invitations and gifts should not be brought to school unless everyone in your child’s class receives an invitation or gift. Please send a note to the teacher.

In kindergarten, birthday parties are allowed and must be pre-arranged with the classroom teacher as not to interfere with instruction. In first grade we do not have birthday parties. If you would like to send in treats for recess that day, you may do so if you have made arrangements with the teacher.

We have parties at Christmas, Valentines, and Easter for both grade levels. You will be asked if you would like to send in any supplies or help.

Per Elbert County Board of Education Policy Valentine’s Day deliveries of any kind (florist or walk-in) are not allowed for students or teachers. Do not bring balloons, flowers, or stuffed animals to the school. They will not be allowed past the office. Please save these gifts for home or another special day.

Visiting the School
We always welcome parents at EC Primary; but for our children’s protection visitors and parents are required to stop by the main office, sign in with a valid government issued ID and pick up a visitor sticker before entering any other area of the school.

Additional guests and young children
We respectfully request appropriate supervision of small children visiting the building to prevent disruption in the instruction of our school children. REMEMBER...when visiting our building; please do not be offended if a member of the staff asks your identity or purpose for being in the building. For this reason, PROUDLY display your visitor’s pass. We do ask that students from other schools only visit at lunch and not in the classroom.

School Conferences
Conferences can be set up by calling the office or contacting the teacher. The school calendar is enclosed in your handbook. Additional conferences may be arranged if necessary. Conferences should be scheduled in advance at a time that is convenient for both teachers and parents. Conferences cannot be scheduled at times that will interrupt or interfere with a teacher’s class. Morning walk in conferences are not allowed. Please be considerate of the teachers’ time and students’ safety, by setting up a conference for when students are not present. We encourage parents to attend all PTO meetings and parent visitation days. Notification of dates and times will be sent to parents a few days prior to each visitation.

Eating lunch with your child
You are welcome to come and eat lunch with your child in the cafeteria. Lunch is $3.00. Food Nutrition Services does not accept bills over $10.

Fast Food is prohibited in the Cafeteria and Classroom
Per Food Nutrition Service Policy, please do not bring in soft drinks, soft drink containers or fast food when you visit your child for lunch. Also, it is against Food Nutrition Service Policy to bring in fast food for breakfast. If you would like to eat fast food with your child on a special occasion, you will need to sign him/her out of school to do so. You may take the child out to eat or eat outside at our picnic area.

School Nutrition Program
**Breakfast and lunch are available to all students at no cost.** The Elbert County School Nutrition Program participates in the Community Eligibility Option offered through USDA. Because of this partnership, all students enrolled in Elbert County Primary School will receive breakfast and lunch at no cost to parents. There is no need to complete a Free and Reduced Price Meal Application to receive this benefit.
Elbert County Primary School will continue to sell healthy a la carte items. If your child wishes to purchase these items, he/she must have cash or money deposited on the account. No charges will be allowed for a la carte purchases.

If your child has any food allergy, USDA requires a physician’s note stating what the allergy is and what food substitutions should be made. No food substitutions will be made without a doctor’s note. This includes milk.

No soft drinks, soft drink containers or fast food is allowed at school by students.

For sanitary purposes, the school strongly discourages the students from giving or accepting food from others in the cafeteria.

Parent Engagement

Phone Numbers
Our school provides an automated notification service to inform parents of upcoming events or school closings. The office needs several numbers where you can be called in time of need and/or an emergency. We must be notified as soon as any of your emergency information changes. **The office must have the phone number of a contact person at all times.** Many parents have to conserve minutes on their phones, so please provide the number of someone that could text you if necessary. If we cannot reach you or any of your contacts, we will notify the school social worker and your child may not be allowed to school until you provide the school with updated contact information.

Communication Folders
ECPS provides communication folders for all students. This is how you and the classroom teacher communicate information and student progress on a daily basis. It is the parents’ responsibility to check student folders daily. Please clean out the folder and return what is due the next day. This is also a way for you to send correspondence to your child’s teacher. **Do not send loose money in your child’s folder.** It may be lost and never make it to the teacher. Please put it in a labeled envelope.

Parent Volunteers
We are very proud of our volunteer program! Please contact your child’s teacher to let him/her know you are interested in volunteering for ECPS. You will be given a “Ways I Can Help” form to complete and we will put you to work! There are many ways you can help us at home and here in the building. Any work provided by volunteers is welcomed in our school.

Field Trips
Field Trips may be planned throughout the school year to enhance the instructional program. Prior to any field trip, permission forms will be sent home for a parent signature. These trips are for instructional purposes; therefore, siblings should not accompany parent volunteers. Due to space limitations, parent volunteers will be asked to make their own travel arrangements to meet the class at the destination.

School Council & P.T.O
The EC Primary School Council is a group consisting of two teachers, two parents, two business leaders, and the principal. They meet four times a year. All parents are invited to attend these meetings. Parents are asked to join the P.T.O. and become actively involved. Your input and support are very important in planning activities for our students.
Title 1
We are a Title 1 school. Parents are welcome to visit at any time. They must sign in at the office before visiting classrooms. We will provide you with a copy of our Parent and Family Engagement Plan, Title 1 School Wide Plan, School-Parent Compact, Fraud, Waste and Abuse Information, Federal Program Complaints Information, and/or the Code of Ethics Information at your request. You can access all documents online by visiting our school website, [http://www.elbert.k12.ga.us/4/home](http://www.elbert.k12.ga.us/4/home). Meetings will be held and surveys will be posted to provide opportunities for parental input on Title documents. Input may also be given through a link on our webpage.

Curriculum and Instruction

Georgia Standards of Excellence (GSE)
Parents may find the standards that will be taught to their child at the Georgia Department of Education’s Website. Here is a link: [https://www.georgiastandards.org](https://www.georgiastandards.org)

Comprehensive Reading Solutions
By implementing the Georgia Department of Education Literacy Plan, focusing on reading, writing, speaking and listening in all content areas, we will integrate reading and writing into an English Language Arts (ELA) block. Students will be using authentic literature instead of traditional textbooks.

We use data-driven placement for placing students at the appropriate instructional level, whether the student is at risk, on grade level or an advanced learner. We also provide continuous curriculum-based assessments and remedies that allow teachers to monitor student progress and correct errors as they occur.

All teachers and paraprofessionals have had and still receive extensive coaching and professional development to properly implement this reading program in order to meet the needs of all learners.

Cognitively Guided Instruction (CGI)
Cognitively Guided Instruction, often abbreviated as CGI, is an approach to teaching mathematics that builds on children’s natural problem-solving strategies. Based on over 20 years of research, CGI identifies specific strategies students use to help teachers understand how students think so that they can guide them toward mathematical understanding.

Physical Education
Physical Education is a state required course, and therefore, all students must participate. A student who is not to participate in P.E. for health or medical reasons must bring a note from parents or a doctor specifying the nature of the problem and the length of time the excuse should cover. If a student needs to miss more than three days, a doctor’s excuse will be required. Tennis shoes must be worn or there will be deductions from the student’s PE grade. Students are graded on performance standards, behavior and participation.

Fine Arts
Students at ECPS are served by the Fine Arts Department on a rotational basis. We have a full time Art teacher that serves each class one week per month. We share a Music teacher with the Elementary School. Students receive music class 2-3 times per month.
Elbert CountyGifted Education Program
Elbert County provides services for gifted identified students at all grade levels. The Gifted Education Program is designed to meet the needs of these students and extend competencies in the areas of cognitive skills, collaboration, problem solving, creativity, reference skills, and communication skills beyond the experience of the regular classroom assignments. Content will be differentiated when appropriate. Gifted Learners will also participate in Advanced Content classes that are structured to meet the needs of gifted learners.

Elbert County’s Gifted Education Program is state funded. The procedures for identification and placing students in the gifted program are governed by the Georgia Department of Education.

MTSS
MTSS stands for Multi Tier System of Support. When students have special academic or social needs, there is a process required to meet those needs.

- All students receive what is called Tier 1 (T1) instruction. This is the core instruction taking place in all classroom.
- If a student needs extra support, a committee is formed including the teacher, parent, and other support personnel. Permission is requested to provide the student with additional support. This is called a Tier 2 (T2) intervention. Tier 2 interventions take place in addition to the student’s regular Tier 1 instruction.
- If a student is not showing improvement/growth with T1 and T2, the committee reconvenes to add another level of support for the student. This is called a Tier 3 intervention. At this time screening for special services may begin.

Homework
Homework will be assigned by the teacher when she/he deems it necessary. There are several reasons for homework:

✓ To provide parents with an opportunity to see what their child is studying and how well he/she is progressing.
✓ To provide an opportunity to learn good work habits.
✓ To provide extra practice on learning skills.
✓ To provide further learning in areas covered in the classroom.

The daily homework is not to be viewed as punishment, but rather as a way for practicing and extending learning. The amount of homework should be reasonable. In the event you feel it is not, please speak with your child’s teacher. Students who do not complete his/her homework may not be permitted to do other activities until it is completed.

Please parents encourage your child/children to read to you whenever possible!

Textbooks and Media Center Materials
At the beginning of school every child is issued textbooks and they are responsible for the care of his/her books. If textbooks or media center material are lost or damaged, they must be replaced at the expense of the student before another is issued. If a child owes money at the end of the year, then the amount owed will be placed into Infinite Campus, and it will remain on the student’s record until it is paid.
Report Cards & Progress Reports

In accordance with the Board approved school calendar report cards are issued each nine weeks. Progress reports will be sent home every 4 ½ weeks. Please sign and promptly return them to your child’s teacher the next day.

Report Card Definitions

1:1 Help: Your child is getting lots of extra help to complete his/her work. He/she cannot work alone.

Modified Work: Your child’s assignments have had to be made different from the rest of the class for him/her to have any success.

Working below Grade Level: Your child is not able to do his/her current grade level’s work and is having to catch up with the rest of the class. He/she is behind and at risk of failing the current grade.

Set up a Conference: The teacher really needs to talk with you and share ways for you to help your child with his/her school work. The teacher is asking you to set up a time that suits your schedule and expecting you to follow through.

Retention of Students

Parents are to be notified, in writing, by mid-term of the possibility of their child being retained. This is a precautionary measure our school takes in order to make parents aware of the seriousness of the student not meeting academic standards.

Parents or guardians shall be notified annually that placement or promotion of a student into a grade, class, or program will be based on the academic achievement of the student on criterion-referenced assessments and other criteria established by the Board.

- Kindergarten: First grade placement decisions are made on an individual basis, using the Georgia Kindergarten Inventory of Developing Skills (GKIDS) results in concert with teacher recommendations and other relevant information.
- IEP: Promotion/retention decisions for students who receive services through an Individualized Education Program (IEP) in accordance with the Individuals with Disabilities Education Act (IDEA) shall be determined by the IEP team.
- Appeals: A student’s parent or teacher(s) has the right to appeal the decision of the school Placement Committee to the System Placement Committee.
- Grades 1-5: The student’s teacher shall review the student’s overall academic achievement, including the Georgia Milestones, and make a recommendation to the principal, consistent with State Board Rule and this policy, as to whether the student should be promoted or retained. The principal, in consultation with the grade level team and with input from the Student Support Team as appropriate, shall make a decision as to whether the student will be promoted or retained.

Withdrawing Your Child/Transferring Schools

Please contact your child’s teacher or the school secretary before your child’s last day at our school. Also inform the teacher or secretary of your future destination. All outstanding fees must be paid and your child must return all textbooks and library material before his/her withdrawal is complete. All records will be forwarded at a later date upon notification of enrollment from the receiving school.
Positive Behavioral Interventions and Supports (PBIS)

“Discipline is teaching, not punishment.” T. Berry Brazelton

The Elbert County School System has implemented a Positive Behavioral Interventions and Supports Program (PBIS) in every school. PBIS focuses on creating and sustaining school-wide, classroom, and individual systems of support that improve the educational environment for all children. Our aim is to explicitly teach behavioral expectations and then recognize the positive behaviors shown by students. Our goal is to use positive feedback and acknowledgement when students follow the rules and corrective feedback and consequences when they are not following the rules. We want to use rule violations as an opportunity to teach correct behavior and increase students’ repertoire of possible appropriate responses.

Be R.E.A.L.
Elbert County Primary Schools’ Behavioral Expectations are that we will …

Be R.E.A.L.
Responsible - Engaged – Accountable - Leaders

Consequences, both positive and negative, can co-occur and in many cases, should occur in addition to the teaching of correct behavior. Consequences should be clear, specific, logical, and arranged in a hierarchy. Positive consequences are based on reinforcement procedures designed to acknowledge and promote rule and procedural compliance. Negative consequences are designed to reduce the occurrence of noncompliance and could include rule reminders, changing seats, time-out in class, time-out out of class (lunch or after/before-school detention), phone call home, etc.

All staff members will establish regular, predictable, positive learning and teaching environments. The staff members will serve as positive role models to students as they teach expected school behaviors. Our school also has a system in place for recognizing and rewarding expected behaviors. By improving the school environment, we hope to increase learning time and promote academic and social success for every student.

Citizen of the Month
Each month every class will look at and discuss the “Good Citizen” criteria below. The class will decide who will represent their class for the month. These students will be recognized by the administration and their picture will be posted on our website.

Who is a Good Citizen?
Someone who has ‘empathy’ for other people.
Someone who cares and shares.
Someone who respects others and their ideas.
Someone who understands that rules are made for good reasons and does not break them.
Someone who looks at a person on the outside but sees them on the inside.
Someone who cares about our school, our community, and our world.

Froggy Bucks
At ECPS we are wanting to “Catch Students” on their best behavior. All adults in the building and our bus drivers have Froggy Bucks to freely give out when they notice students being “REAL”: RESPONSIBLE, ENGAGED, ACCOUNTABLE, LEADERS and showing kindness, good manners, thoughtfulness, etc. The bucks are a way to brag on our students’ behavior and actions. In addition to positive reinforcement, these bucks give students
opportunities to purchase rewards in the classroom or from the “Happy Store” every other Friday. The store includes stickers, pencils, no homework passes, toys, buddy lunch passes, etc. We accept donations.

**Student Conduct**

Teachers and students will review expected behaviors, procedures, rewards and consequences on a regular basis. It is our goal to promote a positive learning environment. All adults in our school strive to guide our students to make wise choices and teach them appropriate behaviors, manners, etc.

Students are reminded that any teacher or staff member in the school has the right to correct inappropriate behavior at any place and at any time. Discipline will be administered when any individual’s actions interfere with the right of teachers to teach and students to learn.

Parents will be contacted if there are missing assignments or academic struggles in the classroom. If any behavior problems arise, parents will be contacted by the teacher. If repeated offenses occur in the classroom, and the parent and teacher have discussed the behavior and there is no improvement, the student may be sent to the office with a discipline referral (write up). Discipline forms need to be signed and returned on the following day. This will let the school know you are aware of the problem and the action taken.

Consequences for inappropriate behavior will/can include loss of privileges, time-outs, behavior plans, and conference with administration, suspension from school.

**Parents will be notified if a child needs early pick-up, is suspended, or if corporal punishment needs to be used to correct behavior.**

**Discipline Consequence Definitions**

**Time Out**- Student is sent to another classroom or the office for disruptive behavior.

**Writing Assignment**- Student misses recess or special event writing sentences.

**Early pick up**- Coming to get your child when administration calls. Student is in need of parental intervention. This is not recorded on the child’s permanent record unless repeated incidents have occurred.

**Suspension**- Your child is not allowed to come on to school premises and the event is recorded on permanent record.

**Parental Suspension**- Your child cannot come back to school until you personally bring him/her in and meet with the teacher and the event is placed on permanent record. Failure to honor suspension will result in further action.

**Bus Suspension**- Your child is not allowed on ANY Elbert County Bus for any reason/event and it is recorded on permanent record. Failure to honor suspension will result in further action.
### Primary/Elementary Behavior Definitions

<table>
<thead>
<tr>
<th>Minor Problem Behaviors</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unkind words</td>
<td>Student engages in low-intensity instance of unkind words that are not directed at someone. Student uses replacement words such as “freaking”, “gay”, “retarded”, etc.</td>
</tr>
<tr>
<td>Physical Contact</td>
<td>Student engages in non-serious, but inappropriate physical contact such as not keeping hands and feet to self, pushing/shoving, picking up other students, hugging in line, etc.</td>
</tr>
<tr>
<td>Defiance</td>
<td>Student engages in brief or low-intensity failure to respond to adult requests. Example: If a student is asked to complete assignment and responds, “No, I don’t want to”.</td>
</tr>
<tr>
<td>Disrespect</td>
<td>Student engages in brief or low-intensity verbal or non-verbal display of rudeness or discourtesy. Example: arguing, tone of voice, eye rolling, etc.</td>
</tr>
<tr>
<td>Disruption</td>
<td>Student engages in low-intensity, but inappropriate disruption such as noises, rocking chair, tapping pencil, etc.</td>
</tr>
<tr>
<td>Dress Code</td>
<td>Student wears clothing that is not within the dress code guidelines outlined in the student handbook such as wearing a hat, hood up, pants low, clothes with offensive designs or writing, etc.</td>
</tr>
<tr>
<td>Property Misuse</td>
<td>Student engages in low-intensity misuse of property such as writing on books, writing on walls, tipping chairs back, destroying pencils, etc.</td>
</tr>
<tr>
<td>Stealing</td>
<td>Student engages in minor acts of stealing. Example: takes pencils from another student.</td>
</tr>
<tr>
<td>Other</td>
<td>Student engages in any other minor problem behaviors that do not fall within the above categories. Example: running, inappropriate volume.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Major Problem Behaviors</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abusive Language</td>
<td>Student delivers verbal messages that include swearing, name calling or use of words in an inappropriate way that is directed at someone.</td>
</tr>
<tr>
<td>Fighting/Physical Aggression</td>
<td>Student engages in actions involving serious physical contact where injury may occur. Examples: hitting, punching, biting, hitting with an object, kicking, hair pulling, scratching, throwing chairs or other objects, etc.</td>
</tr>
<tr>
<td>Defiance</td>
<td>Student engages in refusal, or continuous refusal, to follow directions, talks back and/or delivers socially rude interactions.</td>
</tr>
<tr>
<td>Disrespect</td>
<td>Student engages in continuous verbal or non-verbal displays of rudeness or discourtesy such as inappropriate gestures, arguing, yelling, etc.</td>
</tr>
<tr>
<td>Harassment/Bullying</td>
<td>Student delivers disrespectfull messages (verbal or gestural) to another person that includes threats and intimidation, obscene gestures, pictures or written notes. Disrespectful messages include negative comments based on race, religion, gender, age and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.</td>
</tr>
<tr>
<td>Theft</td>
<td>Student is in possession of, having passed on, or being responsible for removing someone else’s property without that person’s permission.</td>
</tr>
<tr>
<td>Lying/Cheating</td>
<td>Student delivers message that is untrue and/or deliberately violates the rules.</td>
</tr>
<tr>
<td>Other</td>
<td>Student engages in problem behavior that is not listed above.</td>
</tr>
</tbody>
</table>
## PBIS Behavior Expectations Matrix

**How Can I Be R.E.A.L.? (Responsible, Engaged, Accountable, Leader)**

<table>
<thead>
<tr>
<th>Environment</th>
<th>Level</th>
<th>Expectation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bathroom</td>
<td>0-1</td>
<td>Use it, Flush it, Wash it!</td>
</tr>
<tr>
<td>Hallway</td>
<td>0-1</td>
<td>Peace and Quiet</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>0-3</td>
<td>Get it, Eat it, Clean it!</td>
</tr>
<tr>
<td>Playground</td>
<td>0-5</td>
<td>Be safe! Be kind! Be a friend!</td>
</tr>
<tr>
<td>Bus</td>
<td>0-1</td>
<td>Seat to Seat, Back to Back, Hands to self</td>
</tr>
</tbody>
</table>

*I stay seated when riding the school bus.*
ECPS Code of Conduct

Elbert County Primary Code of Conduct

ECPS will operate using the “FROG” rules:

**Follow directions** - this means listening to and doing what is asked of you the first time you are asked.

**Respect others, our classroom, and ourselves** - this means that we are kind and treat others like we would like to be treated in return. We respect our classroom by taking care of what we have. We respect ourselves by doing what we know is right.

**Our hands, feet, and objects are kept to ourselves** – this means that we only use our hands to work, our feet to walk, and objects to play.

**Get ready to learn** - this means that we have the supplies we need for class, we listen, we stay in our seats, we raise our hands, and we are on task

**General Expectations:**

**Hallway/Restrooms:**
1. Quiet voices
2. Keep your hands to yourself
3. Walk on the right side of the hall
4. No running or horseplay

**Lunchroom:**
1. Quiet voices
2. Always walk
3. Keep your area clean and pick up your trash
4. Stay on your seat
5. Listen carefully to the adult helpers and do as they ask

**Playground/Gym:**
1. Be a good sport and encourage your classmates
2. Do not pout if you lose
3. Listen carefully to instructions
4. Keep your hands to yourself
5. Wear gym shoes
6. Rough play, fighting, bullying is not allowed

**On the Bus**

- Seat to seat: your bottom stays on the seat.
- Back to back: your back stays on the back of your seat and you face forward.
- Hands to yourself – your hands do not touch anyone on the bus. You do not put your hands in the seat in front of, behind, or beside you.
- Voice level 0 - 1 – your voice should not be loud. You will not yell across the bus, make loud noises, or say mean words.
- RESPECT to driver – your attitude should be respectful. Do not: talk back, roll your eyes, suck your teeth, or cause a scene.
Student Health

If a student is injured or becomes ill at school, the teacher will give them a note and/or assist them to the nurse or office. Parents will be contacted. Please make sure you notify the school any time your number changes.

Sickness

Any student with a temperature of 100.0 or higher, vomiting, diarrhea, or signs and symptoms of a possible communicable disease, will be sent home. Please keep students home until they remain fever-free for 24 hours without the aid of medication and free of vomiting or diarrhea symptoms for 24 hours prior to returning to school. Thank you for helping keep your child’s school healthy!

Medication

Students needing prescription medication while at school must have an authorization form signed by a doctor and parent/guardian. A copy of the form is located in the nurse’s office. Prescription and Nonprescription medications must have a completed form on file BEFORE medications can be given at school. All medications MUST be in the original container and nonprescription medication dosages cannot exceed manufacturer’s recommendations for age and weight.

All medications must be signed in by parent/guardian. Only properly labeled medication with written instructions will be administered to students. We also need for you to make the front office aware of any medical issues your child has so we can put it in our database.

First Aid

The nurse will administer first aid should the need arise. However, this does not include giving aspirin. Over the counter medication will not be administered by staff members.

IF ANYONE HAS A PHYSICAL IMPAIRMENT AND REQUIRES ASSISTANCE, PLEASE LET US KNOW SO THAT WE MAY CONTACT YOU AND DISCUSS YOUR NEEDS.

Injury

If your child appears to have a life-threatening or serious illness/injury EMS and then the parent/guardian will be notified. PLEASE be sure all the contact numbers with the school are always kept current. In the event the school is unable to contact the parent/guardian when the student is ill or injured, the nurse will then contact those persons so designated by the parent/guardian. Only those designated individuals will be allowed to pick up the student.

If you have any questions or concerns regarding your child’s health, please do not hesitate to contact your child’s school nurse.
ELBERT COUNTY SCHOOL SYSTEM POLICY ADDRESSING THE PRESENCE OF WEAPONS ON THE SCHOOL CAMPUS [Revised 7/15/02]

The Elbert County School system’s policy addressing the presence of weapons on the school campus is intended to insure the safety and well-being of all students and school personnel. Any violation of this policy creates a hazardous situation that cannot and will not be tolerated regardless of the intent or actions of the violator.

It is unlawful for any person to carry, possess or have under control any weapon at a school building, school function, or on school property or off campus or on a bus or other transportation furnished by the school.

The term “weapon” includes both firearms and non-firearm weapons. Firearms include: any weapon including a starter gun which will or is designed to or may readily be converted to expelling a projectile by the action of gunpowder; or any other destructive device including any explosive, incendiary charge of more than one-quarter ounce, mine, or similar device; any pistol, revolver, rifle, or shotgun which has any barrel with a bore of more than one-half inch in diameter. Non-firearm weapons include: any bow and arrow, dirk, bowie knife, switchblade knife, ballistic knife, any knife, straight-edge razor, razor blade, spring stick, metal knuckles, blackjack, any bat, club, or other bludgeon-type weapon, or 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 chukka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or Taser that is powered by electrical charging units such as batteries and emits an electrical charge in excess of 20,000 volts or is otherwise capable of incapacitating a person by an electrical charge, and mace, tear gas, pepper gas or similar chemical, gun or implement whether used for defensive or offensive purposes. No weapon may be transported to any part of a school campus (including parking areas) or to any school related function. Weapons used for hunting are not permitted at school. These include rifles, knives, bows & arrows, ammunition, etc. Transporting such items to any part of a school campus is a violation of the weapons policy. Any unauthorized person found to be in possession of a firearm on a school campus is in violation of the Gun Free School Zone Act of 1990. Punishment can include a $5,000.00 fine and up to five (5) years in a federal prison.

Students in violation of the school system’s weapons policy are in clear jeopardy of severe and swift disciplinary measures as well as arrest and prosecution by the legal authorities, and expulsion from school. The consequences of such actions can seriously threaten college admittance and future employment opportunities.

School officials may conduct searches of personal possessions, locker, and vehicles when reasonable suspicion exists that a weapon is present on campus. Any weapon found may be used as evidence in a court of law. Students will be searched when reasonable suspicion exists that the student has in his/her possession any weapon defined in the policy. These procedures currently being used to emphasize the seriousness of the weapons policy in no way minimize the requirement that students abide by any and all other system and school behavioral policies.

All students in grades four through twelve shall be required to read and sign a copy of the above policy. The signed copy shall be maintained as part of the student’s permanent school record and shall remain valid as long as he/she is enrolled in Elbert County Schools.

Firearms Disposition:
1st offense: 10 days OSS, legal authorities notified, and may recommend expulsion for a minimum of one year.

Other Weapons Disposition:
1st offense: OSS / May Legal / May recommend placement in Crossroads Alternative School.

DRUGS/ALCOHOL/CONTROLLED SUBSTANCES

The term drugs shall mean all substances including but not limited to alcoholic beverages, prescription drugs, over-the-counter drugs, inhalants, pills, tablets, capsules, and all other legal and/or illegal drugs or substances. Any student required to take medication at school must have a medication form filled out by the nurse or front office. All medicines must be in their original container.

A student is in violation of this section if he/she attempts to sell and/or distribute drugs or substances represented to be drugs by the seller or distributor and/or thought to be drugs by the buyer or receiver, on school property, or on property being used by the school, or at any school function, or while the student is on his/her way to or from school.

A student is in violation of this section if found in the possession of and/or distributing drug related paraphernalia. Drug related paraphernalia includes but is not limited to: pipes, water pipes, clips, rolling paper, etc., and other items used or related to drug use.

Students shall not possess, sell, use, transmit, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, cocaine, marijuana, controlled substance, alcoholic beverage, anabolic steroids, or intoxicant of any kind, at school or on school property at any time, off the school grounds at a school sponsored activity, function, or event, en-route to or from school. The Elbert County Sheriff’s Department has to be notified if any of the above are found.
ADDENDUM: Student Reporting of Acts of Sexual Abuse or Sexual Misconduct

(a) Any student (or parent or friend of a student) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school.

(b) Any teacher, counselor or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school principal or principal’s designee, and shall submit a written report of the incident to the school principal or principal’s designee within 24 hours. If the principal is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent’s designee.

(c) Any school principal or principal’s designee receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral report immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and followed by a written report in writing, if requested, to a child welfare agency providing protective services, as designated by the Department of Human Resources, or, in the absence of such agency, to an appropriate police authority or district attorney.

Reports of acts of sexual misconduct against a student by a teacher, administrator or other employee not covered by O.C.G.A. 19-7-5 or 20-2-1184 shall be investigated immediately by school or system personnel. If the investigation of the allegation of sexual misconduct indicates a reasonable cause to believe that the report of sexual misconduct is valid, the school principal or principal’s designee shall make an immediate written report to the superintendent and the Professional Standards Commission Ethics Division.

Listed below are definitions for “sexual abuse” and “sexual misconduct”:

**Sexual abuse** means a person’s employing, using, persuading, inducing, enticing, or coercing any minor who is not that person’s spouse to engage in any sexual act as defined in O.C.G.A. 19-7-5.

“**Sexual misconduct**” includes behavior by an educator that is directed at a student and intended to sexually arouse or titillate the educator or the child. Educator sexual misconduct by an educator may include, but is not limited to, the following behavior:

| Made sexual comments, jokes, or gestures. | Talked repeatedly about sexual activities or sexual fantasies. |
| Showed or displayed sexual pictures, photographs, illustrations, or messages. | Made fun of your body parts. |
| Wrote sexual messages/graffiti on notes or the internet. | Called students sexual names. |
| Spread sexual rumors (i.e. said a student was gay or a lesbian). | Flashed or “mooned” students. |
| Spied on students as they dressed, showered or used the restroom at school. | Touched, excessively hugged, or grabbed students in a sexual way. |
| Forced a student to kiss him/her or do something else of a sexual nature. | Talked or asked about a student’s developing body, sexuality, dating habits, etc. |

INTERNET ACCEPTABLE USE and SAFETY POLICY

Please read the following carefully before signing the attached contract. This is a legally binding document.
MISSION: To provide students, faculty and staff guidelines to access the Internet by or through computers, networks or other devices belonging to the Elbert County School System and to clarify Internet objectives of the Elbert County School System.

INTERNET SAFETY: The Superintendent shall, with respect to the mission statement, institute, maintain and enforce procedures or guidelines which:
1. Insure that a qualifying “technology protection measure,” as that term is defined in section 1721 of the Children’s Internet Protection Act, CIPA, of 2000, is installed and in continuous operation.
2. institute, maintain, and enforce procedures or guidelines which provide for monitoring the online activities of users and the use of the chosen technology protection measure to prevent access to visual depictions that are (i) obscene, (ii) child pornography, or (iii) “harmful to minors,” as that term is defined in section 1721 of the CIPA of 2000.
3. Provide for monitoring the online activities of users to limit, to the extent practicable, access by minors to inappropriate matter on the Internet and World Wide Web.
4. Are designed to promote the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications.
5. Are designed to prevent unauthorized access, including so-called “hacking,” and other unauthorized activities by users online.
6. Are designed to prevent the unauthorized disclosure, use, and dissemination of personal identification information.
7. Allow administrators and faculty to review files and electronic messages stored, transmitted or received on school-based computers.

EXPECTATIONS IN USE OF THE INTERNET
STUDENTS, FACULTY AND STAFF shall not access material that is obscene, pornographic, child pornography, “harmful to minors,” or otherwise inappropriate for educational uses.
STUDENTS, FACULTY AND STAFF shall not use school resources to engage in “hacking” or attempts to otherwise compromise system security.
STUDENTS, FACULTY AND STAFF shall not engage in any illegal activities on the Internet.
STUDENTS, FACULTY AND STAFF shall only use electronic mail, chat rooms, and other forms of direct electronic communications for school-related purposes.
STUDENTS, FACULTY AND STAFF shall not disclose personal information, such as name, school, address, and telephone number outside of the school network.
STUDENTS, FACULTY AND STAFF should understand that access to the Internet is a privilege, not a right.
STUDENTS, FACULTY AND STAFF use of the Internet must be in support of education and research and consistent with the educational objectives of the school system.
STUDENTS shall not download software, games, etc. onto a computer without the consent of a teacher.
TEACHERS shall guide students toward topics that have been matched to specific learning objectives rather than allowing the students to “surf” the Internet.
FACULTY AND STAFF should monitor the online activities of users to limit, to the extent practicable, access by users to inappropriate matter on the Internet and World Wide Web.

ENFORCEMENT OF POLICY:
The Elbert County School System uses technology protection measures that block and/or filter Internet access to limit access to some Internet sites that are not in accordance with the policy of the Elbert County School System.
Elbert County School System staff will monitor ALL USERS use of the Internet, through either direct supervision, or by monitoring Internet use history, to ensure enforcement of the policy.

ANY VIOLATION OF SCHOOL POLICY MAY RESULT IN LOSS OF SCHOOL-PROVIDED ACCESS TO THE INTERNET.
ADDITIONAL DISCIPLINARY ACTION MAY BE DETERMINED IN KEEPING WITH EXISTING PROCEDURES AND PRACTICES.
WHEN AND WHERE APPLICABLE, LAW ENFORCEMENT AGENCIES MAY BE INVOLVED.

Elbert County School System believes that the benefits to students provided by access to the Internet far exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Elbert County School System supports and respects each family’s right to decide whether or not to permit a child Internet access. Only students who have returned a signed Internet user agreement including parental permission may request access to the Internet.

Signature/Commitment Page
Child’s Name____________________________ Homeroom Teacher___________________

**PLEASE READ EACH SECTION CAREFULLY, SIGN BELOW, AND RETURN TO YOUR CHILD’S HOMEROOM TEACHER.**

This is to certify that we have reviewed the following with our child.
Student Handbook 4. Bus Rules
Acceptable Use of Internet Policy 5. Weapons Policy
Attendance Law and Protocol 6. ECPS Code of Conduct

Parent Signature_____________________________ Date___________________

I grant permission for my child to be photographed or videotaped for positive recognition in connection with ECPS activities, news releases, program tapes, Elbert County School website, Facebook, ElbertonNet Broadnet T.V.

_____Yes

_____No

Parent Signature_____________________________ Date___________________

As a user of the Elbert County School system’s computer network, I have read and hereby agree to comply with the Elbert County School System’s Acceptable Use of the Internet Policy.

_____I grant permission for my child to use the internet. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for my child’s appropriate Internet use.

_____I deny permission for my child to use the internet. I understand that my child will not be able to participate in or use Accelerated Reader, iReady, Destiny and any other web-based educational programs.

Parent Signature_____________________________ Date___________________

***Granting permission will allow your child to use our computers for supervised web based interventions and classroom activities or enrichment.***