

August 2007

Dear Student and Parent/Guardian,

Welcome to Boyds Creek Elementary School (BCES) whether you are a new or a returning student! I thank you, parents and students, for your hard work and cooperation in making last year another successful year. My goal for the year is to promote educational excellence and good citizenship by providing a nurturing and safe atmosphere for learning. I believe that the educational process involves a partnership between teachers, students, parents, and the community. Both students and parents are welcome in my office whenever I can be of help.

To make our third year at BCES a great year we all must work together and strive to do our best at all times. I am expecting you to be proud of your school and of the great educational opportunity you have here. I want us all to love our Bobcats and wear the maroon and gold of BCES proudly. I know we are going to have a great year!

Sincerely yours,

John R. Wade
Principal

Discrimination /Grievance Procedure

The Sevier County School System does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap, veteran status in provision of educational opportunities, program, activities, or employment opportunities and benefits. Inquires or completed grievance forms should be referred to the Title VI Coordinator, 226 Cedar Street, Sevierville, Tennessee 37862.

School Schedule

You may bring your children at 7:10 a.m. when teacher supervision begins, and they must be picked up by 3:30 p.m. when teacher supervision ends. School begins at 8:00 a.m. and ends at 3:00 p.m.

Visitors

For the safety and security of the students and the school, parents and other visitors must come to the office and secure a visitors pass before entering any other part of the

building. Students not enrolled in BCES will not be allowed to visit at any time during school hours.

Attendance Policy

The requirements for school attendance are mandated as part of state and county law. When a student is absent, he or she must bring a note from the parent. The note must include the name of the student, the date (s) of absence, the reason for the absence, and a parental signature and date. If a doctor was seen, a doctor's note written on their letterhead should be brought in place of a parental note. The note should be brought to the office before school on the day following the absence. If the student fails to bring a note, the absence is considered unexcused.

If the student desires to be absent for other reasons such as a family vacation, the parent will need to discuss the issue with the principal or assistant principal before the absence to determine if the absence will be excused. Failure to discuss the absence beforehand will result in an unexcused absence.

If it becomes necessary for a student to be picked up early, he/she must be checked out through the office. Students will be allowed to go home only with parents or persons designated by the parent on the authorization form kept in the office.

Emergency School Closing

In the event of inclement weather, school may be closed, dismissed early, or starting delayed. You will find notification of changed school schedules over radio station WSEV and TV channels 6, 8, and 10. In the event that school is dismissed early for weather, threats, or facility problems, students leaving by private vehicle will be allowed to go home only with persons designated by the parent on the authorization form kept in the office.

Make-Up Work for Excused Absences

Students who have an excused absence will be able to make up missed work. Board policy allows one school day for each excused absence to make up work beginning with the day the student returns to school. It is the student's responsibility to see each teacher and request needed assignments. Students will get assignments for make-up work the day they return to school, not before the absence.

Parent-Teacher Conferences

Parents are encouraged to attend each conference and stay involved in your child's education. If you are unable to attend the scheduled conferences, you may call your child's teacher at the school to schedule a conference.

Athletics

Before participation in any sport, a student must provide proof of a physical examination, student insurance, and parental permission. These forms are provided for you to complete.

The school sponsors the following teams: basketball for 7th and 8th grade boys and girls, volleyball for 7th and 8th grade girls, cheerleading for 7th and 8th grade basketball, and middle school football in conjunction with Seymour Middle.

General School Rules

1. Treat others with respect: profanity, name calling, racial slurs, sexual innuendoes, and/or putting down others will not be tolerated.
2. No rough-housing or running will be permitted anywhere in the building or on the bus.
3. The boy-girl relationship policy is **no touching**.
4. Students are not allowed to buy, sell, or trade articles at school.
5. Gang signing, gang clothing, or any gang related activity will not be tolerated
6. Cheating is not permissible. Students giving or receiving help automatically receive a "0" for their work.
7. Do not take, borrow, or use other people's property.
8. No chewing gum is allowed in the school.
9. No student will be allowed to drive any vehicle to school.
10. No bike, skates, scooters, skateboards, or rollerblades are allowed on school property before or after school.
11. No pornographic or obscene literature or articles will be tolerated.
12. No tape player, radios, cameras, CD players, water guns, electronic games, toys or other devices that may interfere with the educational process will be allowed at school.
13. No cellular telephone or pagers of any type will be allowed on school grounds during regular school hours or school activities.
14. The office telephone is not for student use except in case of an emergency.
15. No animals are allowed at school.
16. A student should not threaten any other student. All threats will be taken seriously. Any student making a threat is subject to suspension, placement at the ALC, or expulsion.

School Board Policies

BP602 Attendance (Absences, Tardies, and Early Checkout)

Acceptable excuses:

1. Personal illness
2. Illness of immediate family member
3. Death in the family
4. Extreme weather conditions
5. Religious observances
6. School bus failures
7. Circumstances which in the judgment of the principal create emergencies over which the student had no control

BP628A Standardized Dress and Grooming Code—6-8: The Sevier County School System recognizes the effect which student dress and grooming has upon student behavior and commitment to learning. Attire considered disruptive to health or safety is not appropriate. The following rules concerning dress and grooming are mandatory in grades 6-12, beginning with the 1999-2000 school year.

Bottom wear must be size appropriate for the wearer with no sagging or bagging, and must be worn securely around the waist so as not to reveal undergarments and to prevent pant legs from touching the floor. Large bell bottoms that expose less than one fourth of the top of the foot, large pockets (pockets that are excessively large or expand to be excessively large), spandex or leggings shall not be allowed. Skirts, shorts, or skorts must be no shorter in length than four (4) inches above the knee in grades 6 through 8. Slits must be no higher than four (4) above the knee in grades 6 through 8. Belts are required if pants do not fit securely around the waist. Belts must be fabric or leather only.

Shirts must be size appropriate for the wearer, having sleeves which cover the Deltoid muscle, and must be worn either tucked in or no more than three inches below the top of the waist band but in no event shall the bottom of the shirt cover any portion of a pocket opening. Bare midriffs shall not be allowed. Size appropriate fleece pullovers; light jackets; long sleeve crewneck, v-neck, or cardigan sweater vests, or sweatshirts may be worn over an approved shirt. Girls may wear dresses appropriately sized for the wearer with the length no shorter than four inches above the knee in grades 6 through 8. Dresses may either have sleeves or be a sleeveless dress as long as no undergarments are visible. Dresses will not have string or spaghetti straps but will have straps that come to the edge of the shoulder.

Shoes must be worn at all times.

Coats, heavy jackets, or raincoats shall not be worn inside the building unless otherwise directed by the school principal or his/her designee in an unusual situation. Clothing shall be neat, clean, hemmed, and shall not have holes, rips, cuts, or frayed edges. Articles of clothing shall not be worn which imply or promote alcohol, sex, drugs, tobacco, violence, gangs, racial slurs, or offensive language.

No headgear or sunglasses will be worn in the building (except those worn for obvious medical reasons and the results therefore)

Any accessory that is studded, spiked, contains chains or can tabs, or in any way presents a potential danger or harm to self or others is prohibited.

Tattoos whether permanent or temporary will be covered if possible. Visible body piercing jewelry (except of the ears) is prohibited. Hair is not to be sprayed or dyed in unnatural colors (such as blue, pink, green, orange yellow, etc.), spiked, or mohawked.

Schools may develop special dress days for special occasions at the direction of the school principal.

If a student cannot comply with the standardized dress code based on special conditions or religious beliefs, his or her parent or guardian may write a letter explaining the situation to the Superintendent of Schools or his/her designee, with a copy to the school principal or his/her designee. Each case will be dealt with on an individual basis. To insure the health and safety of students, the school principal or his/her designee is allowed to further restrict manner of dress or style of hair in specific curriculum areas (shop, chemistry lab etc.)

Book bags must be constructed from materials which allow the contents of the book bag to be visible. Any band instrument or necessary sports bag must be dropped off at an area designated by the building level principal.

Any student not attired in accordance with the foregoing policy shall be subject to disciplinary consequences as per board policy. In addition to the foregoing, when a student is attired in a manner that is likely to cause disruption or interference with the operation of the school, the principal shall take appropriate action.

BP628 Standardized Dress and Grooming Code for Grades K- 5: Clothing will be appropriate to the season and should be neat, clean, inoffensive, and decent. Some examples of inappropriate attire are headgear/sunglasses (unless prescription or required by physician) worn in the building; bare midriffs; obscene or profane language; lewd pictures; symbols of alcoholic beverages, tobacco, drugs, or drug paraphernalia on clothing; hair rollers; clothing which allows undergarments to be visible when the student is sitting or walking; tanks tops or mesh shirts worn as outer garments. For health and safety, some type of reasonable footwear is necessary. Book bags must be constructed from material(s) which allow the contents of the bag to be visible.

Short pants and mini-skirts may be permitted in grades 4 & 5 as long as they are no shorter than four inches above the top of the kneecap. The ability of the child to play comfortably without revealing undergarments shall be the determining factor for gauging the appropriateness of length in grades K through 3. Purposely frayed clothing is not permitted in any grade level.

A student will not dress, groom, or wear or use emblems, insignias, badges, or other symbols where the effect thereof is to distract unreasonably the attention of other students, or otherwise to cause disruption or interference with the operation of the school.

To ensure the health and safety of students, the school principal or his/her designee is allowed to further restrict manner of dress or style of hair in specific curriculum areas.

Any student not attired in accordance with the foregoing policy shall be subject to disciplinary consequences as per board policy. In addition to the foregoing when a student is attired in a manner that is likely to cause disruption or interference with the operation of the school, the principal shall take appropriate action.

Youth Tobacco ACT K-8: Any student having tobacco in his/her possession will receive a citation and will have a mandatory Juvenile Court appearance. Fines and court cost must be paid the day of the court appearance by the defendant's parent/guardian.

Tobacco, Drugs, Alcohol, and Weapons: A student shall not use or have possession of tobacco products, drugs, or alcohol in any form on school premises, on school buses, or at school-sponsored activities. A student may be suspended or sent to the Alternative Learning Center for unlawful use, possession, or distribution of barbitol drugs, legend drugs, marijuana, and/or alcohol. A student shall not possess, handle, or transport any weapon or dangerous instrument. Knives and other sharp objects are considered weapons. Any student having a weapon is subject to suspension, placement at the ALC, or expulsion.

Sexual Harassment: The Sevier County Board of Education is committed to safeguarding the right of students and employees within the Sevier County School System to learn and work in an environment free from all forms of sexual harassment. The Board prohibits all forms of sexual harassment. It shall be a violation of Board Policy 224 for any student to harass a student through conduct or communication of a sexual nature as defined by the policy.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct, or communication of a sexual nature.

Sexual harassment charges will be dealt with in a thorough manner. Charges will be filed with the Board of Education and will be kept on file until the student graduates from high school.

Sevier County Schools Family Educational Rights and Privacy Act (FERPA): The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that the Sevier County School System, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Sevier County School System may disclose appropriately

designated “directory information” without written consent, unless you have advised the system to the contrary in accordance with system procedures. The primary purpose of directory information is to allow the Sevier County School System to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation programs and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

If you do not want the Sevier County School System to disclose directory information from your child’s education records without your prior written consent, you must notify the system in writing within one week of enrollment in the Sevier County School System. The Sevier County School System has designated the following information as directory information:

- * Student’s Name * Photograph
- * Address * Major Field of Study
- * Telephone Listing * Dates of Attendance
- * Grade Level
- * Participation in Officially Recognized Activities and Sports
- * Weight and Height of Members of Athletic Teams
- * Degrees, Honors, and Awards Received
- * The Most Recent Educational Agency or Institution Attended

You must indicate your decision regarding release of information by completing a form that is in the registration packet. The form will stay on file for one school year. You must indicate your decision regarding release of information by completing a form that is in the registration packet. The form will stay on file for one school year.

Safe School Choice

Every public school shall annually notify parent that if their child is the victim of a violent crime at school, the child has the right to attend another grade-appropriate public school in the district.

Professional Qualifications

“Parents’ Right to Know”—NCLB requires that all schools notify parents of all children that they have a right to request and receive timely information on the professional qualifications of the teachers and paraprofessionals working with their children.

Notices

1. No person shall enter onto the grounds or into the buildings of any school during the hours of student instruction, except students assigned to the school, the staff of the school, parents or students, and other persons with lawful and valid business on the school premises. TCA 49-6-2008
2. Lockers, other storage areas, containers, and packages brought into the school by students, or visitors are subject to search for drugs, drugs paraphernalia, dangerous weapons, or any property which is not properly in the possession of the student. TCA 49-6-4204
3. Vehicles parked on school property by students or visitors are subject to search for drugs, drug paraphernalia, or dangerous weapons. TCA 49-6-4204
4. All visitors must sign-in in the main office.
5. Felony: State law prescribes a maximum penalty of six years imprisonment and a fine not to exceed three thousand dollars for carrying weapons on school property. TCA 39-17-1309
6. A student may be subject to physical search because of the results of a locker search, or because of information received from a teacher, staff member, student, or other person, if such action is reasonable to the principal or her designee.
7. No smoking on school property. TCA 39-17-1604.