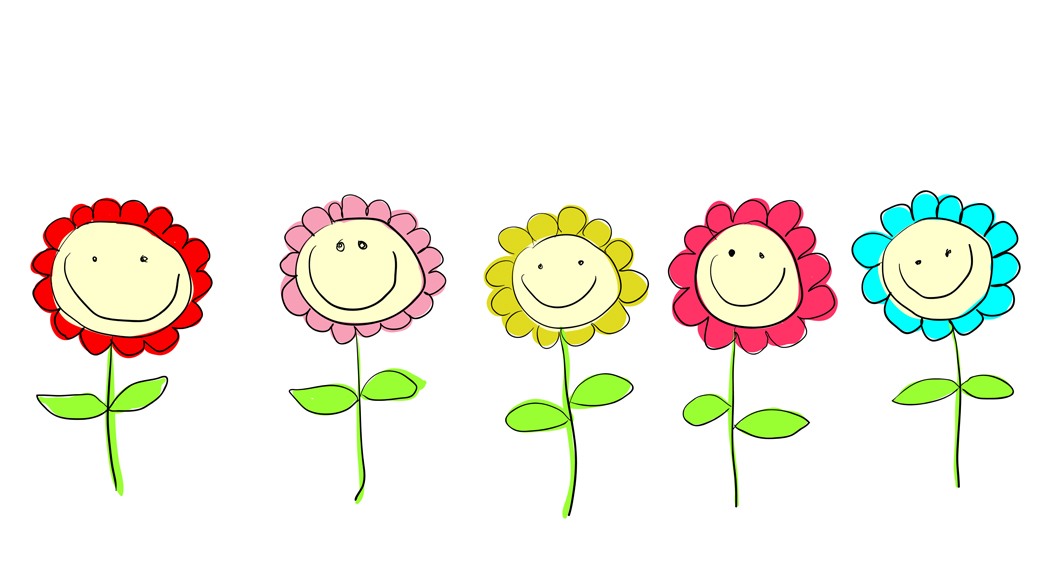
**LOVE IT**

**LIVE IT**

**LEARN IT**

DODSON BRANCH SCHOOL

2017-2018



EVERY CHILD IS A DIFFERENT KIND OF FLOWER, AND ALL TOGETHER, MAKE THIS WORLD A BEAUTIFUL GARDEN!

**WE GROW**

STUDENT HANDBOOK

RULES & REGULATIONS

2017-2018

Principal: Mrs. Tammy Woolbright

Assistant Principal Mrs. Tena Lynn

Assistant Principal Mrs. Jackie Rush

Director of Schools Mr. Joe D. Barlow

Dodsonbranch.com

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2017-2018

School Calendar

Jackson County School System

WEDNESDAY, August 2nd REGISTRATION for all students 8-10

Friday, August 4th First Full Day of School

Monday, September 4th Labor Day, NO SCHOOL

October 2-6 FALL BREAK- NO SCHOOL

Parent- Teacher Conferences

November 22, 23, & 24 THANKSGIVING HOLIDAYS- NO SCHOOL

Wednesday , December 20th Early Dismissal 10:00 a.m.

December 21-Jan 2, 2017 Christmas Vacation

Wednesday, January 3rd Students return to school-full day

Monday, January 15, 2018 MARTIN LUTHER KING DAY NO SCHOOL

Monday, February 19, 2018 President’s day- NO SCHOOL

Parent-Teacher Conference 3-6 p.m.

March 12-16 2018 SPRING BREAK NO SCHOOL

March 30-April 2, 2018 EASTER BREAK NO SCHOOL

May 18th Last day of School EARLY DISMISSAL

\*Note Our DBS call system is used in the event of weather emergencies, changes to schedule, or special events- PLEASE KEEP ACCURATE CONTACT INFORMATION ON FILE IN THE OFFICE!!!!

Website – dodsonbranch.com—our website has pictures, information about current events, special announcements, and newsletters CHECK IT OUT!!!!!!!!!

**Dodson Branch Wildcat Belief Statements**

1. We believe all students can learn.
2. We believe all students should receive well-planned, proper instruction to meet the needs of their individual learning styles.
3. We believe learning must take place in a safe, caring, and orderly school environment.
4. We believe physical education should be integrated into the curriculum.
5. We believe the teaching of character should be integrated into the curriculum.
6. We believe in the importance of assessing student progress and using the results of these assessments to drive instruction to meet the needs of each child.
7. We believe education is the shared responsibility of parents, school personnel, students, and the community.
8. We believe all school policies must be consistent and students should be dealt with fairly, appropriately, and promptly.
9. We believe all educators and parents should have high expectations for students.
10. We believe in the importance of on-going scientifically based researched professional development for faculty and staff members.
11. We believe teachers and staff members are role models and will hold themselves to a higher standard and present a positive image.
12. We believe up-to-date technology training should be a part of every child’s curriculum.
13. We believe in a shared decision making process according to all school policies and procedures.

**DBS Wildcat Mission Statement:**

**Working** to reach our highest potential

**Identifying** individuality and independence

**Leading** lifelong learners

**Developing** healthy, respectful, accountable, and productive citizens

**Creating** a unique community of shared learning

**Appreciating** the value of education and technology

**Teaching** one another

**Supporting** a positive and secure environment

**DBS Wildcat VISION STATEMENT**

All students will become lifelong learners who value education and reach their full potential as responsible, productive citizens.

*DODSON BRANCH ELEMENTARY CODE OF CONDUCT*

*- Notice-*ALL RULES APPLY WHILE ON SCHOOL GROUNDS, SCHOOL TRANSPORTATION, OR AT A SCHOOL SPONSORED EVENT.

***GENERAL SCHOOL RULES***

* Students dress will be according to the Jackson County Board Policy
* Possession of unlawful substances (drugs, tobacco products, weapons, alcohol, drug paraphernalia, etc.) is prohibited on school grounds and on transportation (Students who break this rule could be subject to up to 365 days of out of school suspension and prosecuted in a court of law).
* Respect yourself, others, and school property.

When a student is sent to the principal a variety of discipline procedures could be administered based on the level within the level the misconduct occurred.

**\*Grades 5th through 8th- Students who are assigned to in school suspension (ISS) on three different occasions will receive on the 4th occurrence one day of Alternative school.**

***Discipline for LEVEL ONE***

***Definition:*** Acts that are minor but interfere with normal classroom, school, and/or bus operation.

***Examples are but are not limited to:*** Classroom, playground, hallway, lunchroom, bus or gymnasium misconduct, tardiness, dishonesty, abusive or foul language, and/or failure to carry out direction (including homework), gum, running/horseplay in hallway

***Disciplinary Actions:*** Conference with student and/or verbal reprimand, ISS, Corporal punishment, after school detention

***Discipline for LEVEL TWO***

***Definition:*** Frequent or serious acts that disrupt the learning climate of the classroom, school, and/or bus operation.

***Examples are but are not limited to:*** Continuation of level one acts of misconduct, internet use violation, use of forged notes or excuses, defiance and/or disrespect to administration, faculty, or staff or substitutes, public displays of affection

***Disciplinary Action:*** 2nd or 3rd conference with student and/or verbal reprimand, ISS, corporal punishment, alternative school, after-school detention, suspension from school-sponsored activities, or OSS not to exceed ten *(10)* school days.

***Discipline for LEVEL THREE***

***Definition:*** Acts directed against persons or property whose consequences do not seriously endanger the health and safety of others in the school.

***Examples are but are not limited to:*** Continuation of level one and two acts of misconduct, fighting, vandalism, stealing, minor threats to others, and sexual harassment, or pornography

***Disciplinary Actions:*** ISS, corporal punishment, after-school detention, alternative school, or OSS not to exceed ten *(10)* school days.

***Discipline for LEVEL FOUR***

***Definition:*** Acts which result in violence to another’s person or property or which pose a threat to the safety of others in the school. These acts are so serious that they require administrative actions, which result in immediate removal of the student from the school, the intervention of law enforcement authorities, and/or action by the Board of Education.

***Examples are but are not limited to:*** Continuation of level one, two, and three acts of misconduct, bomb threat, major threats of violence to others, possession/use/transfer of dangerous weapons**\***, possession/use/transfer of unlawful substance (e.g. drugs, alcohol, etc.)**\*,** tobacco/E Cigarette\*\*, and assault/battery

***Disciplinary Actions:*** OSS, alternative school, or other hearing authority or board action that results in appropriate placement. Disciplinary Committee will determine discipline action.

**\*\* Tobacco use or possession is an automatic petition to the court.**

**ALC (Alternative Learning Center) Placement is a minimum of three days-** Attendance at Alternative Learning Center is mandatory. Transportation will not be provided. Bullying Behavior Chart

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Verbal** | **Non-Verbal** | **Verbal** | **Non Verbal** | **Verbal** | **Non Verbal** |
| **Level**  **1** | **Taunting**  **Expressing a physical superiority** | **Making threatening gestures Defacing property Pushing/shoving**  **Taking small items from others** | **Insulting remarks**  **Calling names**  **Teasing about possessions, clothes, appearance, or mocking, etc.** | **Giving dirty looks Holding nose or other insulting gestures** | **Gossiping**  **Starting/Spreading rumors**  **Teasing publicly about clothes, looks, etc.** | **Passively not including in group**  **Playing mean tricks** |
| **Level**  **2** | **Threatening physical harm**  **Blaming targeted students** | **Damaging property**  **Stealing**  **Initiating fights**  **Scratching**  **Tripping or causing a fall** | **Insulting family**  **Harassing w/phone calls, text messaging, and/or computer**  **Messaging**  **Insulting appearance, intelligence athletic ability, etc.** | **Defacing schoolwork**  **Falsifying schoolwork**  **Defacing personal**  **Property, clothes, etc.** | **Insulting race, gender,**  **Increasing gossip/rumors**  **Undermining other relationships** | **Making someone look foolish**  **Excluding from the group** |
| **Level**  **3** | **Making repeated and/or graphic threats**  **Practicing extortion** | **Assaulting**  **Destroying property**  **Setting Fires**  **Biting**  **Physical cruelty**  **Making Repeated violent threatening gestures** | **Frightening with Phone Calls**  **Challenging in Public** | **Ostracizing**  **Destroying personal property or clothing** | **Threatening total group exclusion** | **Arranging public humiliation**  **Total group rejection/ostracizing** |

**All bullying behavior will be disciplined per levels of Code of Conduct.**

**ELECTRONIC DEVICES**

**NO Cell Phones between 6:45a.m. - 3:00 p.m. or (Until last bus is loaded)**

1st offense- Parent Notification Pick up after 3 days

2nd Offense- Parent Notification Pick up after 5 days

3rd Offense- Parent Notification Pick up after 5 days 3 days ALC

Inappropriate texting or picture messaging can result in revoked phone privileges and/or legal action.

\*\*Unauthorized usage of electronic devices including but not limited to, I- Pods, MP3, cameras, and CD players are not allowed at school. (DBS is not responsible for stolen/broken items)

Consequences

1st offense-Verbal Warning-Confiscate item for a day

2nd offense-Confiscate item- Parent notification & Pick up

3rd offense- ISS/Principals discretion

**Jackson County Board Of Education Dress Code (Grades K-12)**

School clothing and individual grooming must not distract from the learning environment or jeopardize health or safety of others.

1. All shorts, jams, short outfits, and skirts **must not be shorter than 3 inches above the top of the knee**. Layers of shorts and cut off sweat pants are not allowed.
2. Jeans and pants should:
   1. Fit or be belted at the waist.
   2. Not expose underwear at any time including P.E. and athletic events.
   3. Not be holey, ragged, or cut above the knee
   4. NOT TOUCH THE FLOOR AT ANY TIME (IN-SEAM LINE).
3. Sweat pants should not be unnecessarily tight.
4. No sleepwear/pajamas ( exception pajama day- cleared by office)
5. No midriffs, stomachs, backs, chest, etc. should be exposed. Tops and T-shirts must come below the waistbands of jeans, pants, skirts, etc.
6. Shirts must be buttoned up to within two buttons from the top.
7. No see through or mesh shirts or tops.
8. No strapless, tube tops or spaghetti strap tops allowed. The arm holes should be snug on sleeveless tops and no undergarments showing.
9. Clothing must not contain:
   1. Suggestive or foul language including inappropriate slogans.
   2. References to drugs or alcohol.
   3. References to tobacco products.
   4. References to death, weapons, or violence.
   5. References to wrestling.
   6. References to the occult.
   7. References to the confederacy or “rebel flag”.
10. No sexually suggestive brand names are allowed.
11. Proper undergarments must be worn at all times.
12. Bandannas, toboggans, heavy chains and dog collars are not to be worn on school grounds.
13. Pierced ears with appropriate jewelry, studs, ornaments, etc., are acceptable.
14. No extreme hair color or hairstyles are allowed. Braids must be worn close to the head. No extreme makeup and/or nail color including lipstick and/or black nail polish.
15. No tinted glasses/sunglasses are permitted in the school building unless doctor prescribed.
16. Footwear must be safe and worn at all times. Teachers may determine the type of footwear appropriate for activities in their classroom, i.e. tennis shoes for the gym floor or closed shoes for work in the Ag shop.
17. Caps or other headdress for boys or girls are not allowed at school during school hours. Medical exceptions only with permission of administration.
18. All trench/duster style coats that fall below the knee are prohibited.
19. Purses should be of a medium size or smaller. All instrument carrying cases and sports travel bags will be stored upon arrival in the appropriate place.
20. **Students must have tennis shoes for P.E. Students may store shoes in locker rooms- Any Questions- See Coach Smith**

Principals and/or assistant principals will be charged with determining all dress code violations. Common sense and good judgment should be used in a fair and impartial manner. When extenuating circumstances exist, modifications should be made during such time. (Example- sunglasses while being treated for an eye infection.)

***Students at Dodson Branch Elementary- Dress Code Violations***

**1st Offense: Opportunity to change**

**2nd Offense: In- School Suspension** **3rd Offense: Alternative School**

**Attendance Policy**

School attendance in Tennessee is mandatory until the child reaches his/her eighteenth birthday. An excused absence includes a student’s person illness or family illness requiring temporary help from the student, death in the family; or a religious holiday. Parental excuse explaining the reason for an absence is required. It is the student’s responsibility for turning in excuses to the homeroom teacher within 3 days of an absence. The note should give a reason for the student’s absence, parent signature, and phone number where the parents may be reached. If no note is brought to school, the absence will be counted as UNEXCUSED and missed or make-up will not be accepted. Five parent notes per year and three doctor’s excuses per semester will be accepted. If doctor’s excuses are exhausted, a parent/school meeting will be requested by the school. The school deems seven unexcused absences excessive which will result in the student being considered truant.

* Upon the 5th absence from school, the teacher will notify the parent or guardian.
* Upon the 7th unexcused absence, the student will be referred to the Truancy Board. Students and parents will be required to meet with the Truancy Board. If students or parents fail to attend the scheduled meeting of the Truancy Board, the student will be cited to Juvenile Court. The Truancy Board will determine if mitigating circumstances should cause absences to be excused.
* If the Truancy Board finds no mitigating circumstances, the student will be informed that upon the 10th unexcused absence that student will be cited to Juvenile Court.
* Upon the 10th unexcused absence, the Attendance Supervisor will cite the student to Juvenile Court.

*Other Absences*

In the event of a planned absence, **a notice of at least one (1) week is**

**required and must be approved by administration.**

*20 day Absentee Policy*

**If a student is absent 20 days or more in the school year be it an excused or unexcused absence, unless there are extenuating circumstances such as hospitalization, etc., that student will automatically be retained. An attendance committee will review and analyze the circumstances the resulted in the 20 or more days of absences and will make a determination as to the student being retained or promoted. The committee will consist of the principal, assistant principal, school counselor, and classroom teacher.**

**Tardiness**

**School starts at 7:35 a.m. Anyone who is not in class by 7:45 a.m. will be considered tardy. The individual who is dropping off the student must sign in tardy students. Students who leave before 2:30 p.m. must use a parent note or bring a doctor’s excuse to eliminate receiving an early dismissal tardy. Five tardies/early dismissals will result in an unexcused absence. ( NOTE: Please see Attendance policy regarding absences and Truancy Board)**

**Class Tardies**

**5th, 6th, 7th, & 8th grade Class Tardy policy- Upon 2nd tardy to class, parents will be contacted. Upon 4th tardy to class, student will receive corporal punishment or a day of in-school suspension (ISS). Any student with 6 or more tardies during a nine weeks period will receive Corporal Punishment or Alternative School. Class Tardy can be late to class or unprepared/without books/paper/pencil/materials**

*Visitors*

**All persons other than faculty, staff, and students** *must* **report to the office, sign in, and obtain a visitors pass.** *This is a STATE LAW.* **Visitors are always welcome at our school. Please be considerate of our school day!! If you are picking your child up at the end of the day, Please wait outside or in your vehicle. This ensures us to complete end of day messages for busses and will provide safety for all students. Thank you for your consideration in this matter.**

*Sign In/Out Policy*

**Students who arrive late to school must sign in at the office before going to class. No student is to leave school early unless officially excused and signed out in the office by a parent, guardian, or approved parental person. A list of approved persons to sign out a student must be provided to the office by the parent as soon as possible. A parent, guardian, or a person's name on the sign out list provided by the parent, which is kept in the office, can only sign out a child.**

*School Cancellation/Early Dismissal, Etc.*

**The Jackson County School News Hotline (931-268-4050) provides 24-hour day information concerning school activities, school openings and closings, snow cancellations along with other important school events.**

**The school suggests that an emergency procedure be set up in advance with your child in case of an early school closing.**

**KEEP ACCURATE CONTACT # on file in office for Call System.**

*Academics*

*Grading Scale 93-100 A E-Excellent*

*85-92 B G-Good*

*75-84 C S-satisfactory*

*74-70 D N-Needs to Improve*

*Below 70 F U-Unsatisfactory*

*Grading*

**The issuance of grades serves to promote continuous evaluation of student performance, to inform the student and parents of the student’s progress, to reflect how well students’ understand essential skills in each subject, and to provide a basis for bringing about change in student performance. Grades for each nine-week will be determined from daily work, oral and written assignments, homework, participation grades, and/or tests. This permits the teacher to allow for individual differences among students in the grading process. All 5-8 students will receive a skyward Log-in to access grades at home.**

**If as a parent you have a concern dealing with your child’s education,** first contact your child’s teacher. **If the teacher does not resolve this concern, he/she will inform you on what procedures to follow to remedy the situation.**

*Mid 9wks Progress Reports*

**The homeroom teacher will give progress reports to students the 5th week of every 9wk-grading period. These reports will consist of grades that have been accumulated by the teacher for the four and one-half period.**

*Report Cards*

**Report cards are given to students at 9-week intervals during the course of the school year. Report cards are to be signed by parents or guardians and returned to the homeroom teacher within two (2) days.**

*Promotion/Retention*

**The professional faculty will place a student at the grade level best suited for them academically, socially, and emotionally. Retentions will be made when, in the judgment of the teacher, such retentions are in the best interest of the students. Decisions to retain are subject to review and approval of the principal after consultation with the teacher. Jackson County Board Policy 4.603**

**3rd-8th Retention**

Retention will be considered for any student who fails one or more academic subjects. Any 3-8 student failing ONE class will be required to attend after school tutoring. Student’s progress will be evaluated as needed. Summer School will not be an option for students. In grade fifth (5th)- eighth (8th), students who fail two (2) or more academic subjects shall be retained. Attendance along with other considerations may factor in the decision to promote or retain a student. Decisions to retain are subject to review and approval of the principal after consultation with the teacher. JACKSON COUNTY BOARD POLICY 4.603. The appropriate school officials SHALL make promotion and retention decisions.

*Make-up Work*

**Students absent from school or who check out before school is over are responsible for all work that is missed in each class. The student must see each teacher for which they were absent about make-up work on the first (1st) day back following an absence. Make-up work must be turned into the teacher(s) by the end of the third (3rd) day after returning to school. The teacher in certain situations may make allowances. An attempt to make-up test(s) must be made by the end of the third day upon returning to school. If make-up work or test(s) are not made up or an attempt to make up is not done by the end of the third day, zeroes (0) will be given.** *Unexcused absences will result in a “0” for any work/tests missed.* **For students who are absent or who checkout early, a complete list of the current day’s assignment(s) and reading(s) will be available in the office upon request and posted on the website. *dodsonbranch.com***

*DBS FIELD TRIP POLICY*

*Any student who is failing two or more subjects during the current nine weeks and/or has five unexcused absences for the year, will not be eligible to participate in school trips.*

*Valedictorian/Salutatorian*

**The determination of valedictorian and salutatorian for eighth (8th) graders will be established in the 3rd 9 weeks of the 8th grade year. This honor will be a culmination of final grades received in the years of fifth (5th) through eighth (8th) grade.**

*Classroom Interruptions*

**Classroom interruptions need to be held to a minimum.**

*Sign Out*

**In order for a student to leave school early, they must be signed out in the office; the person signing the student out must be on the students sign out list.**

*Phone Calls*

**Students will not be permitted to answer incoming personal phone calls except for emergencies. Messages must be left with the office, and the message will be delivered to the student as soon as possible. If parents need to speak with a teacher during the day, a message should be left with the office, and the teacher will return the call as soon as possible.**

*Visitors*

**All persons other than faculty, staff, and students must report to the office and obtain a visitors pass. This is a** STATE LAW**. Parents will not be allowed to visit with teachers during school hours without an appointment with the teacher or prior permission of principal. Visitors are always welcome at our school. Please be considerate of our school day !! If you are picking your child up at the end of the day, Please wait outside or in your vehicle. This ensures us to complete end of day messages for busses and will provide safety for all students. Thank you for your consideration in this matter.**

*Parent/Teacher Conferences*

**Parent/teacher conferences are held each year in the fall and spring after school from 3-6 p.m. At these times your child’s teacher will discuss your child’s progress in school. These meetings are** *very important* **and need to be attended if at all possible. Teachers may also need to talk to parents periodically either by phone or by scheduled meeting throughout the school year. If as a parent you have a concern regarding your child’s education, you may call the office to leave a message to speak with the teacher at any time or schedule a meeting to meet with the teacher.**

*Curriculum*

**The students’ elementary curriculum consists of but is not limited to reading, language arts, spelling, handwriting, mathematics, social studies, science, health, physical education, music, and art. Technology and library studies are also integrated to make the student a well-rounded individual.**

*Physical Education*

**The proper clothing must be worn when attending physical education**

**Class. All students are required to participate in physical education unless a physician’s written statement is submitted to the office stating the reason that a student cannot attend physical education. If your child has any medical condition such as allergies, asthma, diabetes, epilepsy, heart condition, etc. please notify the office in writing.**

*Middle School Curriculum- Grades 5-8*

**This curriculum consists of many subjects that grades will be taken and recorded on the students’ academic record. These subjects consist of mathematics, reading, English, science, social studies, math lab, health, physical education, music, and art.**

***Library***

**Our library provides an educational opportunity for students to learn how to research and gather information, provide access to on-line facilities and loan books to students. Students may check out books. If a student has an over-due book, they may not check out until the overdue materials are returned or the fine is paid. Lost or damaged books are the responsibility of parents/guardians and must be paid for by the end of the year or the student’s report card will be withheld. Please contact Ms. Shelly/office with any questions/concerns regarding check out policy.**

*School Health Services*

*Medication*

**If medication has to be taken during school hours, the following rules and procedures must be followed:**

1. **All prescription medications must be in the appropriate prescription bottle with a prescription label bearing: child’s name, name of prescription, name of physician, time to be administered, dosage and directions for administration, and termination date for administering the medication.**
2. **Non-prescription medicine must be in the original container labeled with: child’s name, medication name, time to be administered, and directions for giving the medication.**
3. **All medications must be accompanied by a parents’ note containing all the information in #1. Also the parents must complete a medication form, which can be obtained in the office. This form will be kept on file in the office.**
4. **All medications must be kept in the office at all times.** Students are not to keep any type of medicine with them at any time. Students who take any medication without following these procedures stated above could be suspended for up to 365 days.
5. **When a student is required to take medication, a parent must bring the medication in personally. No medication is to be brought in by a student.**

*Head Lice Policy*

**The Jackson County School System has adopted a policy, which states parents will be notified with a letter to explain the condition and requirements for readmission and deadlines for completion of the treatment.**

**Prior to readmission, satisfactory evidence must be submitted to school personnel the student has been treated for head lice. Evidence may include but not limited to: proof of treatment with head lice shampoo or satisfactory examination by a school health official.**

**Any subsequent incidents of head lice for a student during the school year shall require submission of satisfactory evidence of treatment for head lice and be found free of lice by a school official.** The Jackson County Board of Education Policy only allows two (2) days per year of treatment if a child is infested. **All days in excess shall be marked an unexcused absences and referred to the attendance supervisor.**

*Immunization Requirements*

**Any student initially entering school must have a permanent Tennessee Certificate of Immunization; the only exemptions will be medical or religious. Any student transferring from out of state or a nonpublic school will not be permitted to enroll in school without an immunization certificate. Students transferring from public schools within the state without proof of immunization must obtain proof of immunization** within 30 calendar days **in order to remain in school.**

*Transportation*

**PROCEDURE FOR JACKSON COUNTY BOARD OF EDUCATON**

**BUS CONDUCT RULES GOVERNING passed by Board May 27, 2014**

**TRANSPORTED PUPILS**

The following rules and regulation are developed to ensure a thorough understanding of proper conduct and the safety of all students while riding Jackson County school buses. Bus transportation is a **privilege**, not mandatory. However, **school attendance** is **mandatory**. Rules and regulation formulated by the State Board of Education for all public schools in Tennessee, in accordance with Tennessee Code Annotated 49-6-2102 state:

A pupil shall become ineligible for pupil transportation when his behavior is such as to cause dissension on a school bus, or when he disobeys State or Local Rules and Regulations pertaining to pupil transportation. A pupil shall be responsible for his/her own transportation for the first 10 days if he/she is assigned to alternative school.

The bus driver shall be competent, adhere to all state laws concerning pupil transportation and fair in dealing with students. The driver shall report to the principal for the conduct of students on the bus. The driver shall plan and arrange to provide all pupils the safest, most comfortable and least troublesome journey to and from school; therefore, drivers are requested to report infractions of rules to the **school principal** for **disciplinary action**. **Students are under the supervision and** **control of the bus driver while on his/her bus and all reasonable directions given by him/her shall be followed**. The following are some of the rules and regulations your child should follow and by doing so will help us transport all students to school in a safe and efficient manner.

1. **Bus Stop: The STUDENT SHALL**:
   1. Be on time
   2. Stay clear of traffic while waiting for the bus
   3. Wait until the bus comes to a complete stop before attempting to board
   4. When getting off the bus, cross the street only when the driver tells you it is safe and move away from the bus quickly. Never cross behind the bus.
2. **Safety on the bus: The STUDENT SHALL:**
   1. Remain seated at all times while bus is in motion
   2. Keep arms, head, and hands inside the bus
   3. Keep books, coats, feet, etc. out of aisles
   4. In case of a road emergency, remain seated until instructions are given by the driver
   5. Be absolutely quiet when approaching or crossing railroad tracks
3. **Conduct on the bus: The STUDENT SHALL**:
   1. Avoid loud talking and yelling
   2. Avoid profane or immoral language
   3. Not throw any object on bus or out of bus window
   4. Accept special seating arrangement when given by the driver
   5. Not smoke, eat, or drink on the bus
   6. Not engage in any physical or verbal assault.
   7. Take responsibility for the condition and upkeep of the bus and report any damages to the driver at once
   8. Be courteous to fellow pupils and your driver while riding the bus. Help us keep a safe bus by your cooperation and good behavior.

The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. **All school rules must be followed on the bus.**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| **DISICIPLINE PROCEDURES RECOMMENDED FOR MISCONDUCT ON BUSES** | | |  |
|  |  |  |  |
| **VIOLATION** | **1ST OFFENSE** | **2ND OFFENSE** | **3RD OFFENSE** |
|  |  |  |  |
| getting out of seat | conference with pupil | notice to parent | principal administer punishment |
| destruction of property | Pay/ 5 day susp. | Pay/susp balance yr |  |
| Fighting/threatening bodily harm | 5-day suspension | 10 day suspension | Suspension balance of year |
| Pushing | notice to parent | 3-5 day suspension | 6-10 day suspension |
| Tripping | notice to parent | 3-5 day suspension | 6-10 day suspension |
| excessive mischief | notice to parent | 3-5 day suspension | 6-10 day suspension |
| smoking/use of tobacco | 10 day suspension | 20 day suspension | 30 day suspension |
| eating/drinking | notice to parent | 3-5 day suspension | 6-10 day suspension |
| Littering | notice to parent | 3-5 day suspension | 6-10 day suspension |
| rude/discourteous | notice to parent | 3-5 day suspension | 6-10 day suspension |
| unacceptable language | notice to parent | 3-5 day suspension | 6-10 day suspension |
| disobey driver | notice to parent | 3-5 day suspension | 6-10 day suspension |
| throwing objects | notice to parent | 3-5 day suspension | 6-10 day suspension |
| hands/head out of window | notice to parent | 3-5 day suspension | 6-10 day suspension |
| yelling/hollering | notice to parent | 3-5 day suspension | 6-10 day suspension |
| alcohol/drugs | board policy on alcohol and drugs | |  |
| Inappropriate contact/kissing/fondling, etc. | notice to parent | 3-5 day suspension | 6-10 day suspension |
| Any other conduct prejudicial to good order on bus-disciplinary action to be at principal's discretion. Multiple | | | |
| offenses of any nature will be treated as second and/or third step offenses. | | |  |
| Bus riding is a privilege which may be revoked. Parents are urged to discuss this privilege with their child. | | | |
| By doing so, you will help us to provide the safest transportation possible for all children. | | | |

*Bus Duty*

***Morning:***

**When students arrive at school, they are to go directly to the gymnasium. Students are not to stand in the hallways before 7:45 a.m. We encourage all students who plan to eat breakfast at school to be here by 7:20 a.m. in order to have adequate time to eat.**

***Afternoon:***

**Two teachers per day will be on afternoon bus duty with one teacher outside to supervise walkers and car riders. At 2:35, buses will be dismissed. Bus students will line up in the hallway with little bus on one side of the hall and big bus on the other side. Students will be escorted to the proper bus. At 2:45 walkers and riders will be escorted to the front of the building.**

Traffic Flow

##### School

Parking

OUT

IN

*DODSON BRANCH HWY*

**The inside and outside lanes of the circle drive are for parent pick-ups (afternoon, outside lane) and drop-offs (morning, inside and outside lanes). In the afternoons as your vehicle approaches the safety patrol, follow the directions from the safety patrol personnel. For the safety of all students, there will be no pick-ups or drop-offs at the side of the building.**

*Walkers and Bike Riders*

**Students walking to and from school or riding a bicycle to school need to have a parent or legal guardian sign a permission form. *Permission forms will be sent home in the registration packet or upon request.* These permission forms need to be sent back as soon as possible.**

*School Hours & Transportation Changes*

**The school building opens at 6:45 a.m. School begins at 7:35 a.m. ends at 2:35 p.m. Upon arrival students must go directly to the cafeteria where a supervising teacher will be on bus duty. Permission to leave the cafeteria must be given by the teacher in charge.**

*\* In the event you need to change your child’s plans for afternoon pick up- Please call the school by* ***2:00 p.m.*** *to ensure that we can get the message to your child.*

**\*To ride a different bus or ride with another student, a child must have a parent note stating the student’s destination and a phone number where parent can be reached.**

*Parent-Teacher Organization*

**The PTO is an active organization at Dodson Branch Elementary School. All parents and guardians of the attending students are welcome to join; the sign up months to join the PTO are August and January. Parents of students transferring from another school or parents of students who are entering school late may join at the date the student is enrolling.**

*Food Services*

**Well –balanced breakfasts and lunches are served daily following menus furnished by the food services supervisor. Free and reduced breakfasts and lunches are served to those who qualify under the federal guidelines. Free and reduced lunch forms are made available on the first day of school and should be returned to the school office as soon as possible. We encourage all students who plan to eat breakfast at school to be here by 7:20 a.m. in order to have adequate time to eat.**

**All students will receive free breakfast & lunch. A La Carte items may be purchased at register daily.**

**Adult/visitor breakfast 1.50 Adult/visitor 3.25 .**

**USDA IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER**

*Disaster Drills*

**Disaster drills are held once a month throughout the school year so students will know what to do and expect in case of emergency. Specific instructions will be given in the classrooms on what to do for that specific emergency. A students’ personal safety will depend on the way that they carry out these instructions.**

*Extracurricular Activities*

*4-H* **– Students in grades 4-8 have the opportunity to join and learn about agriculture, horticulture, etc.**

*Basketball***- Dodson Branch Elementary has both boys and girls basketball for grades 4-8.**

Volleyball- DBS

Baseball- JCMS

Football- JCMS

Soccer- JCMS

Cummins Falls Run Club & Archery

*School and County Website Addresses*

**Jackson County Schools:** [**www.jacksoncoschools.com**](http://www.jacksoncoschools.com)

**Dodson Branch School:** [**www.dodsonbranch.com**](http://www.dodsonbranch.com)

TENNderCare

TENNderCare is Tennessee’s commitment to see that children and teens have the best start to a healthy life. TennderCare is a free program of check ups and health care services for children from birth to age 21 who are TennCare eligible.

A check up includes: a health history, complete physical exam, Lab Tests (as appropriate), vision/hearing, screening, developmental and behavioral screenings (as appropriate) and advice on how to keep your child healthy. in addition, dental and behavioral health services are available.

In JACKSON COUNTY for more information, call the local health department at 931-268-0218. To speak directly with a Community Outreach TENNderCare Representative, contact Jackie Stone at 268-0218.

Jackson County School System Policies

***Nondiscrimination Policy***

It is the policy of the Jackson County School System not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs, activities, or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments and Section 504 of the Federal Rehabilitation Act of 1973.

Title VI of the Civil Rights Act of 1964 states: No person in the United States shall on the grounds of race, color, or national origin, be excluded from participation in, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Inquiries regarding compliance with Title VI, TitleIX and Section 504 may be directed to Joe D. Barlow or Betty Pruett at the Jackson County Board of Education, 711 School Drive, Gainesboro, TN 38562. If you feel you have been discriminated against or have a complaint please contact Mr. Barlow or Mrs. Pruett at 931-268-0119. If you have a complaint, there are forms at each school and at the Central office to register the complaint.

In accordance with the policy of the Board, the following procedure governs the processing of student discrimination/harassment grievances:

1. Any student who wishes to file a discrimination/harassment grievance against

another student or employee of the district may file a written or oral (recorded if

possible) complaint with the superintendent, principal, counselor, or Title IX

coordinator. The administrator taking the complaint will document the time,

place, complaint, and incident and immediately forward the complaint to the

grievance committee. The grievance committee will appoint a senior

administrator to investigate the grievance. The grievance shall set forth the

circumstances of the incident and identity of the students(s) or employee(s)

involved.

1. The superintendent, or appointed administrator, shall initiate an investigation of the incident and shall protect the confidentiality of the grievant.
2. The investigation shall be completed within ten (10) days of the filing of the grievance. Results of the investigation, along with the recommendations and suggestions, shall be shared with the grievant, unless it violates another student’s confidentiality.
3. If the grievant believes the issues are not resolved after considering the recommendations and suggestions of the superintendent or investigating administrator, the grievant may request a hearing by the grievance committee.
4. Upon receiving a request for a hearing, the grievance committee shall schedule

The hearing to occur within twenty (20) days from the date of the request.

1. Both the grievant and the person against whom the complaint was made

(respondent) may be represented by legal counsel at the hearing.

1. Within ten (10) days of the hearing, the grievance committee shall furnish a

written report of its findings and recommendations of the committee or furnish

a report to the grievant explaining why the recommendations will not be

implemented.

1. Upon receipt of the superintendent’s report, the grievant may file a written appeal with the Board. The Board shall within thirty (30) days from the date the appeal was received, review the report and affirm, overrule, or modify the decision of the grievance committee.

**Transfer Option for Students**

**Victimized by Violent Crime at School**

Under the Tennessee State Board of Education’s Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-111(g) or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 30-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district. Additional information regarding this option may be obtained by contacting Joe Barlow (Director of Schools) at 268-0119.

**Special Education Child Find**

**Identification and location of children with Disabilities and /or Gifted**

The Jackson County School system provides special education and related services, and special accommodations to children who are disabled and/or gifted. Under state and federal laws, public schools are required to provide a free, appropriate, public education to all children who are disabled and/or gifted between the ages of three and twenty-two, and may not on the basis of disability, discriminate against these children. This notice is part of an effort to locate and serve those children who may need special education, gifted

services and related services, and/or special accommodations. If you know a child, age three to age twenty-two, who may qualify for special education services or gifted services and is not receiving available services, please call or write to:

Jackson County Board Of Education

Attn: Special Education Supervisor

711 School Drive

Gainesboro, TN 38562 Phone: (931) 268-0119

**Jackson County Board Of Education**

**Parent/Family Involvement Policy**

The Jackson County School District shall be governed by the statutory definition of parent involvement as sited in the Elementary and Secondary Education Act (ESES), and shall carry out programs, activities, and procedures in accordance with this definition.

The Board shall implement the following as required by federal and state legislation:

* The Jackson County School District will put into operation activities and procedures for the involvement of parents in all of its schools. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents.
* The Jackson County School District shall incorporate activities and strategies that support this district-wide family and community engagement policy into its Tennessee Comprehensive System-wide Planning Process (TCSPP)
* The TCSPP shall include procedures by which parent may learn about the course of study for their children and have access to all learning materials.
* The TCSPP shall include strategies for parent participation in the district’s schools which are designed to improve parent and teacher cooperation in such areas as homework, attendance, and discipline.
* If the Jackson County School District’s TCSPP is not satisfactory to the parents, the school district shall submit any parent comments with the plan when the school district submits the plant to the State Department of Education.
* To the extent practicable, the Jackson County School District and its schools shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform formant and including alternative formats upon request, and to the extent practicable, in a language parents understand.
* The Jackson County School District shall appoint a Family and Community Advisory Council that will annually assess, through consultation with parents, the effectiveness of the Family and Community Engagement Program and determine what action needs to be taken, if any, to increase parental and community participation. In order to accomplish this, each advisory council shall be composed of representatives from parent of students in elementary, middle and high schools, community business leaders, a member of the school board, and representatives from the school district.
* The Jackson County School District shall ensure Title I schools are in compliance with the No Child Left behind Act.

\* INDIVIDUAL SCHOOL PARENT/FAMILY INVOLVEMENT PLANS WILL BE DISTRIBUTED AT THE TITLE I ANNUAL MEETING.

Jackson County School System Mission

Parent Notification

The Jackson County School System is committed to providing the best education for each student. We realize that parents play a vital role in the accomplishment of this mission so we encourage their involvement and strive to keep them informed of their rights.

* **Jackson County School System does not discriminate on the basis of race, sex, color, national origin, age religion, or handicap in the provision of educational opportunities, activities, or other administered programs.**
* **A parental involvement policy and parent-teacher-student compact will be distributed to parents by each Title I school. A copy of each document may also be obtained by contacting the school office. In schools eligible for Title I funds, a written parental involvement policy will be developed jointly with and distributed to parents of children. Each Title I school will also hold at least one annual meeting for parents to inform them of the schools participation in programs funded under the No Child Left behind Act.**
* **Parents have the right to request information regarding the professional qualifications of classroom teachers who instruct their children. If students are provided services by paraprofessionals, parents may also request information regarding the qualifications of paraprofessionals. Teacher certifications can be found by accessing the Tennessee Department of Education Teacher Licensing Web site (**[**www.k-12.state.tn.us/tcertinf**](http://www.k-12.state.tn.us/tcertinf)**) or by contacting the school principal or the school system’s federal projects’ director.**
* **Parents must receive notification if their child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.**
* **Parents will be notified of their child’s eligibility for service in migrant, homeless, or Limited English Proficiency programs.**
* **Parents will have access to system and school report cards as developed by the State Department of Education (usually available in late fall of each year) through the web site (**[**www.state.tn.us/educaiton**](http://www.state.tn.us/educaiton)**) or at the school and /or system office. Results will also be publicized through local media.**
* **Parents must receive information on the achievement level of their child on each of the state academic assessments as soon as is practically possible after the test is taken. Assessment results will be distributed by the child’s school.**
* **Parents may visit the State Department of Education web site (**[**http://tennessee.gov/education/ci/standards/index.php**](http://tennessee.gov/education/ci/standards/index.php)**) or visit the school to access a description of the Tennessee curriculum standards, assessment information, and proficiency levels students are expected to meet.**
* **Parents must be notified if their child is enrolled in a school identified for improvement, corrective action, or restructuring. Currently no school in Jackson County has been identified as in need of improvement.**
* **If a school fails to make adequate yearly progress, parents will be informed regarding the availability of school choice options and supplemental education services.**
* **Under the Tennessee State Board of Education’s Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-111 (g), or the attempt to commit one of these offenses as defined under Annotated 40-38-111(g) or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 30-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district.**
* **Parents of a student identified as having limited English proficiency (ELL-English Language Learner) must be notified in a timely manner of the child’s participation in the ELL program, details of the program, right to waive participation, and specific information on the child’s level of English Proficiency.**
* **Parents must be informed of and involved in violence and drug prevention efforts including program content and activities. Parents may request in writing their child’s exemption from participation in such activities.**
* **Parents will be notified regarding their rights before any third-party surveys are distributed to students.**
* **Schools in which at least 40% of the children are from low-income families have school-wide program authority under which schools may consolidate funds from federal, state, and local sources to upgrade the entire educational program of the school.**
* **Parents of secondary school students have a right to request that their child’s name address, and telephone number not be released to a military recruiter without prior written consent. Requests should be addressed to the federal projects director at Central office.**
* **Federal law affords parents and students over 18 years of age certain rights with respect to educational records. School Board Policy relating to student privacy and parental access to information in available in the School Board Policy Manual located at each school and at eh central office. Notification of Rights and Release of Directory Information under FERPA (Family Education Rights and Privacy Act) will also be conducted through local media announcements.**
* **The Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act require our district to take steps to find all children, including preschool-age children, with disabilities who live in our district, screen them to determine their disabilities, and provide them with appropriate special education services. Also Part C of IDEA requires our district and state to notify the community of services available for children with disabilities under age 3 and take steps to find and screen these children so that they can receive appropriate special education services.**

**Policy for Unsupervised Students on Campus** No student allowed on campus without supervision of a Jackson County School employee: (i.e. loitering, skate boarding, etc.) after school hours. Consequence-student could be charged with trespassing.

**Policy for Student Equal Access (Student Meetings)**

A written copy of the policy for student meetings can be obtained from principal at school or district office.

**Policy for Testing Programs/2017-2018 calendar**

**Purpose- to demonstrate student’s mastery of the state approved curriculum, the following tests are required.**

**Grade 2 Assessment April 23- May 4**

**Grade 3-8 Assessment April 16- May 4**

**Aimsweb Screeners August/December/May**

**Benchmark Assessments every 9 weeks**

**Student Discrimination, Harrassment, Bullying, Cyber-Bullying and Intimidation Policy**

The Jackson County Board of Education has determined that a safe, cicil, and supportive environment in school is necessary for students to learn and achieve high academic standards. In order to maintain that environment, acts of bullying, cyber-bullying,discrimination, harassment, hazing and or any other vicitmiztion of students, based on any actual or perceived traits or characteristics are prohibited.

This policy shall be disseminated annually to all school, staff, students and parents. This policy shall cover employees, employees’ behviors, studens and students behaviors while on school property, at an school sponsored activity, on school provided equipment or transportaiton , or at any official school bus stop. If the act takes place offs choolproperty or outside of a school-sponsored activity, this policy is in effect if the conduct is directed specifically at a student or students and has the effect of creating a hostile educaitonal environment or otherwise creating a substantial disruption to the education environoment or learning process.

Building administrators are responsible for educating and training their respective staff and students as to the definition and recognition of discriminiation/harrasmment.

**DEFINITIONS**

Bullying/Intimidation/Harrassment-An act that sustantially interferes with a student’s educaitonal benefits, opportunities, or performance, and the act has the effect of :

* Physically harming a student or damaging a student’s property
* Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student’s property
* Causing emotional distress to a student or students; or
* Creating a hostile educational environment

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

Cyber- bullying – A form of bullying undertaken through the use of electronic devices, Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, websites or fake profiles.

Hazing- An intentional or reckless act by a student or group of student that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone or tolerate hazing activities.

“Hazing” does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

**COMPLATINTS AND INVESTIGATIONS**

Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher, counselor or building administrator. All school employees are required to report alleged violations of this policy to the principal/designee. All other members of the school community, including students, parents, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy.

While reports may be made anonymously, an individual’s need for confidentiality must be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation or to take necessary actions to resolve a complaint and the identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with need to know.

The principal/designee at each school shall be responsible for investigating and resolving complaints. Once a complaint is received, the principal/designee shall initiate an investigation within forty-eight (480 hours of receipt of the report. If a report is not initiated within (48) hours, the principal/designee shall provide the director of schools with appropriate documentation detailing the reasons why the investigation was not initiated within the required timeframe.

The principal/designee shall notify the parent/legal guardian when a student is involved in act of discrimination, harassment, intimidation, bullying, or cyber bullying. The principal/designee shall provide information on district counseling and support services. Students involved in an act of discrimination, harassment, intimidation, bullying, or cyber bullying shall be referred to the appropriate school counselor by the principal/designee when deemed necessary.

The principal/designee is responsible for determining whether an alleged act constitutes a violation of this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

It has a substantially detrimental effect on the student’s physical or mental health;

It has the effect of substantially interfering with the student’s academic performance; or

It has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.

Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and complete investigation of each alleged incident. All investigations all be completed and appropriate intervention taken within twenty (20) calendar days from the receipt of the initial report. If the investigation is not complete or intervention has not taken place within (20) calendar days, the principal/designee shall provide the director of schools with appropriate documentation detailing the reasons why the investigation has not been completed or the appropriate intervention has not taken place. Within the parameters of the federal Family Educational Rights and Privacy Act (FERPA) at 0 U.S.C 1242g, a written report on the investigation will be delivered to the parents to the complaint, parents of the accused students and to the Director of Schools.

**RESPONSE AND PREVENTION**

School administrators shall consider the nature and circumstances of the incident, the age of the violator, the degree of harm, previous incidences or patterns of behavior, or any other factors, as appropriate to properly respond to each situation.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

An employee disciplined for violation of this policy my appeal the decision by contacting the Federal Rights Coordinator or the Jackson County Board of Education. Any student disciplined for violation of this policy may appeal the decision in accordance with disciplinary policies and procedures.

**REPORTS**

When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of physical harm to a student or a student’s property, the principal/designee of each middle school, junior high school, or high school shall report the findings and any disciplinary actions taken to the director of schools and the chair of the board of education.

By July 1 of each year, the director of schools/designee shall prepare a report of all of the bullying cases brought to the attention of school officials during the prior academic year. The report shall also indicate how the cases were resolved and or the reasons they are still pending. This report shall be presented to the board of education at its regular July meeting, and it shall be submitted to the state department of education by August 1.

The director of schools hall develop forms and procedures to ensure compliance with the requirement of this policy and TCA 49-6-4503

**RETALIATION AND FALSE ACCUSATIONS**

Retaliation against any person who reports or assists in any investigation of an act alleged in this policy is prohibited. The Consequences and appropriate remedial action for a person who engages in retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act.

False accusations accusing another person of having committed an act prohibited under this policy are prohibited. The consequences and appropriate remedial action for a person found to have falsely accused another may range from positive behavioral interventions up to and including suspension and expulsion.

**Jackson County Schools**

**Acceptable Use Policy**

**Student Permission Form**

Please sign and return this form to your child’s teacher:

**Student User Agreement:**

As a student of the Jackson County Schools, I hereby agree to comply with the statements and expectations outlining in this document and to honor all relevant laws and restrictions.

Please initial each item below and sign:

\_\_\_\_\_\_\_ agree to use the network responsibly.

\_\_\_\_\_\_\_ grant permission to have my materials published to the school web page

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/Guardian Permission:**

As a parent, I have read and agree to the above Acceptable Use Policy. I grant permission for the above named student to access the Internet and to have his/her materials published on the school’s web page. These permissions are granted for an indefinite period of time unless otherwise requested. I understand that individuals and families may be held liable for violations. I understand that some materials on the Internet may be held liable for violations. I understand that some materials on the Internet may be objectionable, but I accept responsibility for guidance of Internet use-setting and conveying standards for my son or daughter to follow when selecting, sharing or exploring information and media.

As a parent I can review the Responsible Use Policy at <http://www.jacksoncoschools.com> by clicking the resource tab at any time.

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_

**Consent to Publish Student’s Name/Picture**

**I agree to the following release of information regarding my child:**

The school or school district may feature my child in the public broadcast or print media, on the school or school district web site, and in other publications and programs.

Student’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE READ CAREFULLY, SIGN AND RETURN THIS PAGE**

**THE SCHOOL HAS PERMISSION TO POST/PUBLISH MY CHILD’S HONOR ROLL INFORMATION.**

Please circle: **YES NO**

**MY CHILD HAS PERMISSION TO PARTICIPATE IN ACADEMIC/CAREER GUIDANCE THAT IS PROVICED BY THE SCHOOL**

Please circle: **YES NO**

**MY CHILD HAS PERMISSION TO PARTICIPATE IN PERSONAL/SOCIAL COUNSELING THAT IS PROVIDED BY THE SCHOOL**

Please circle: **YES NO**

DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this page to homeroom teacher