

Franklin County Schools

Student Code of Conduct 2009-10



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Introduction

The Code of Conduct for students in the Franklin County Schools is presented as rules and sanctions. Each rule is accompanied by the consequences (sanctions) for breaking that rule. These consequences are stated as minimum and maximum for each rule violation. Additionally, the grade designation is also included with each violation.

While this book contains most of the rules and regulations that deal with anticipated types of behavior, it is impossible for school officials to draft rules that anticipate all types of behavior. At times, school officials will have to impose disciplinary sanctions for a range of unanticipated conduct that is disruptive to the educational process.

Teachers, principals, and other authorized personnel (including teacher assistants, substitute teachers, before/after school daycare, cafeteria, custodial, secretarial staff and bus drivers) are responsible for monitoring student conduct.

Title IX of the Education
Amendments of 1972

It is the policy of Franklin County Schools not to discriminate on the basis of sex in its educational programs, activities, or employment policies as required by Title IX of the Education Amendments of 1972.

Inquiries regarding compliance with Title IX may be directed to:

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ZERO TOLERANCE:

- Weapons*
- Assaults*
- Alcohol*
- Illegal Substances*

Code of Conduct

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Disciplinary Action Levels

Consequences range from Level 1 to Level 7

Students who break rules are subject to disciplinary action by teachers, administrators, or other school personnel. There are seven levels of disciplinary actions.

Level 1: Conference

Staff members may conduct a conference among any of the following:

- Teacher/Student
- Teacher/Parent
- Teacher/Counselor
- Teacher/Student/Administrator
- Teacher/Student/Counselor/Parent
- Administrator/Student
- Administrator/Parent
- Telephone Conference with Administrator/Parent
- Telephone Conference with Teacher/Parent
- Other parties deemed necessary

Level 2: Intervention

Any of the following interventions:

Referral	To School Counselor, Student Support Team, Attendance Staff (Social Worker), and/or other outside agency
Time-Out	The temporary denial of a student's right to attend class; The student will be assigned for a period of one to six hours
Detention	Detaining a student for disciplinary reasons before or after school hours
Staffing	A meeting of school personnel and other individuals to consider the behavior of the student and make recommendations
Contract with Student/ Parent	A statement is written listing steps to be taken to improve behavior; The statement also describes the support to be provided by school staff and/or parent/guardian as well as the date when the contract will be reviewed
Restricted Activity	The denial of participation in school activities and extracurricular events or the use of common areas or other parts of the school
Removal for Conference	Separation of student from class/school for up to one day to parent for conference
In-School Intervention	May include but not limited to Saturday School, work assignment, behavior essays, transportation restriction
Probationary Period	A write-up for the discipline offense with a defined period of good behavior to prevent suspension
Mediation	Referral to conflict mediation

Level 3: Suspension of 1-5 days

Level 4: Suspension of 6-10 days

Level 5: Suspension of 10 days

Level 6: Long-term suspension

The dismissal of a student for more than ten days but not to exceed the time remaining in the school year.

Level 7: Expulsion

The dismissal of a student from school in accordance with the North Carolina General Statute 115C-391 (d).

Serious or repeated violations of one or more rules would suggest a need for strong parent-administrator communication, coordination, consideration of outside assistance, and may result in suspension and a possible recommendation for expulsion.

School personnel will take disciplinary action against any student who violates one or more of these rules in accordance with the consequences stated. Disciplinary action may include, but is not limited to, reprimand, after-school work, repayment for damages, cleanup, restitution, revocation of privileges associated with school activities, and/or suspension or expulsion.

Corporal Punishment

School officials in Franklin County Schools are empowered by the Franklin County Board of Education and the North Carolina Legislature to use corporal punishment in the exercise of lawful authority for the limited use of correcting their pupils and of maintaining order.

In general, types of behavior that result in short and/or long term suspension may also result in corporal punishment.

Procedures for the administering of corporal punishment has been adopted by the Franklin County Board of Education in Board Policy #4365, which is published in its entirety on the Franklin County Schools' website at www.fcschools.net.

Driver's License Eligibility

North Carolina law requires that people under the age of 18 be enrolled in school and progressing toward high school graduation or equivalency to obtain or retain a NC Driver's License. In addition, students enrolled in four courses in a semester must pass at least three of those courses to keep his or her driver's license. Students enrolled in three or fewer classes in a semester must pass all classes they are enrolled in. Additional infractions that can lead to loss of license or permit are:

1. Possession or sale of alcohol or a controlled substance on school property or at a school related event of any kind.
2. Bringing, possessing or use of a weapon or firearm on school property.
3. Assault on a teacher or other school personnel on school property or at a school related event of any kind.

Level of
Disciplinary Action

		Attendance Violations	Min.	Grade	Max
Rule 1.		Attendance: A student is to attend school (including all classes) each day of the school year. In addition, a student is to report to school and all classes on time. A student of compulsory school age who does not attend school is in violation of the law, and the student and his/her parent(s)/guardian are subject to its penalties. Efforts will be made to communicate with parents/guardian of absent or truant students.	1	(PK-12)	3
	A.	Tardiness: Failure to be in a place of instruction at the assigned time without valid excuse.	1	(PK-12)	3
	B.	Class cutting: Failure to report to class without proper permission, knowledge, or excuse by the school or teacher.	1	(PK-12)	3
	C.	School cutting: Failure to report to school without prior permission, knowledge, or excuse by the school or the parent.	1	(PK-12)	3
	D.	Excessive absences or tardies: Excused or unexcused absences, which are felt to affect adversely the student's education.	1	(PK-12)	3
		Discipline Violations			
Rule 2.		Food/Beverages: A student will not eat in unauthorized areas of the school.	2 1	(PK-12) (PK-12)	2 2
Rule 3.		Medication: PK-5 students must have written instructions, signed by the parent or guardian and licensed health care provider, before any medication is administered. All medication at elementary schools is administered by school personnel except for inhalers, insulin or epinephrine. Students who are in sixth grade and above who have developed the competency and are learning self-care behavior may be allowed, with written parent permission, to manage their own medication, including over-the-counter medication. No controlled substances will be self-managed by students.	1 1	(PK-5) (6-12)	6 6
	A.	Student Distribution: A student will not distribute prescription drugs or over-the-counter drugs of any type to other students.	1	(K-12)	6
Rule 4.		Student Dress: A student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct. Student dress that disrupts the school environment or clothing that indicates gang identification or reflects gang symbols will not be tolerated.	1	(PK-12)	3
	A.	Clothing must be age appropriate, not disruptive to the teaching-learning process, and cannot be provocative, revealing, indecent, vulgar, or obscene.	1	(PK-12)	3
	B.	Students should be covered from mid-chest to mid-thigh. No shorts higher than mid-thigh; no skirts and dresses more than three inches above the top of the knee; no shirts and blouses that expose waist or midriff.	1	(PK-12)	3
	C.	No clothing which promotes alcohol, tobacco, or the use of controlled substances, or which depicts violence, sexual, or racially offensive, or disruptive nature; no clothing, jewelry or symbols which convey membership or affiliation with a gang.	1	(PK-12)	3
	D.	No excessively baggy clothing or visible underwear. No hats, sunglasses, sweatbands or bandannas. No tank tops or spaghetti straps. No tight clothing, such as spandex bike pants. No chains on clothing.	1	(PK-12)	3

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 5.		Personal Property: A student will not bring or possess any object that has no educational purpose and may distract from teaching and learning. For example:	1	(PK-12)	5
	A.	Toys: Possession of any toys, games, etc., without permission of the administration.	1	(PK-12)	2
	B.	Radio: Possession of radio, walkman, etc., without permission of the administration.	1	(PK-12)	2
	C.	Tape recorder: Possession of tape recorder or similar device without permission of the administration.	1	(PK-12)	2
	D.	Cellular telephone: Cell phones are prohibited from view and use during school-day hours.	1	(PK-12)	5
	E.	Beeper, pager, and similar device: Possession of these devices on school property without permission of the administration.	1	(PK-12)	5
	F.	Other: Possession of any object that could disrupt the normal course of school to include but not limited to personal security alarms, look-a-like beepers, etc. <i>All items will be confiscated and the administration will not be liable for lost items.</i>	1	(PK-12)	3
Rule 6.		Misrepresentation: A student will not lie or cheat. For example:	1	(PK-12)	3
	A.	Altering report cards or notes: Tampering with report cards, official passes and notes in any manner, including changing grades or forging names to excuses.	1	(PK-12)	6
	B.	False information: Making false statements, written or oral, to anyone in authority.	1	(PK-12)	4
	C.	Cheating: Violating rules of honesty, such as plagiarism, copying another student's test, assignment, etc.	1	(PK-12)	4
Rule 7.		Disrespect: A student will behave in a respectful manner. Examples of disrespectful behaviors are:	1	(PK-12)	4
	A.	Walking away: Leaving while a staff member is talking to you.	1	(PK-12)	4
	B.	Talking back: Responding orally in a rude manner to a staff member.	1	(PK-12)	4

Level 1 - Conference; **Level 2** - Intervention; **Level 3** - Suspension (1-5 days);
Level 4 - Suspension (6-10 days); **Level 5** - Suspension (10 days);
Level 6 - Long-term Suspension (11-180 days); **Level 7** - Expulsion; See Pages 4-5

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 8.		Insubordination: A student will obey the lawful direction of any authorized staff member during the time the student is in school, participating in a school activity, or on school property. For example:	1	(PK-12)	4
	A.	Failure to comply with proper and authorized direction or instruction of a staff member: Failure to follow any authorized direction given by a staff member.	1	(PK-12)	3
	B.	Refusal to work in class: Failing to do assigned work during class.	1	(PK-12)	4
	C.	Refusal of Detention: Failure to report to after-school detention as directed by a staff member.	1	(PK-12)	4
	D.	Refusal to participate in in-school alternatives: Failure to report to in-school alternatives as directed by a staff member.	1	(PK-12)	4
	E.	Refusal to report to office: Failure to report to the administrative office as directed by a staff member.	1	(PK-12)	3
Rule 9.		Profanity/Obscenity: A student will not use profane or obscene language or make obscene gestures. For example:	1	(PK-12)	5
	A.	Swearing: Saying anything that conveys an offensive, racial, obscene, or sexually suggestive message.	1	(PK-12)	5
	B.	Obscene/offensive gestures: Making any sign that conveys an offensive, racial, obscene or sexually suggestive message.	1	(PK-12)	5
	C.	Derogatory written materials: Having any written material or pictures that convey an offensive, racial, obscene, or sexually suggestive message.	1	(PK-12)	4
	D.	Directed at staff member: Writing, saying, or making gestures that convey an offensive, racial, obscene, or sexually suggestive message toward a staff member.	1	(PK-12)	5
Rule 10.		Disruption: No student may disrupt the class, school, or bus activity. For example:	1	(PK-12)	5
	A.	Chronic talking: Repeated talking in the classroom without permission.	1	(PK-12)	3
	B.	Throwing objects: Throwing any object in any part of the school, bus, or school grounds, unless directed by a staff member pursuant to instructional purposes.	1	(PK-12)	5
	C.	Horse playing: Rough or noisy play or pranks.	1	(PK-12)	3

Level of
Disciplinary Action

Rule		Disruption, continued	Min.	Grade	Max.
Rule 10.					
	D.	Teasing/Bullying: Pestering or tormenting other students.	1	(PK-12)	5
	E.	Refusing to remain in seat: Getting out of seat or moving seat without permission of staff member.	1	(PK-12)	3
	F.	Rude noises: Making any unnecessary noise.	1	(PK-12)	3
	G.	Leaving without permission: Leaving the classroom, building, school campus or assigned area without obtaining approval of the teacher and/or administrator.	1	(PK-12)	5
	H.	Chronic lack of supplies: Repeatedly reporting to the class lacking necessary materials such as books, class supplies, etc.	1	(PK-12)	3
	I.	Shoving and/or kicking: Willfully pushing and or kicking anyone.	2	(PK-12)	5
	J.	Throwing objects at someone: Willfully throwing anything that could serve to harass or harm another.	2	(PK-12)	4
	K.	Hitting, biting, spitting, pinching, which causes harassment to another student or adult: Hitting, biting, or spitting at a student or adult for the purpose of harassment, or which could cause harm.	2	(PK-12)	5
	L.	Other: Any other action that disrupts or interferes with educational activities or the school environment.	1	(PK-12)	4
Rule 11.		Tobacco: A student may not have or use tobacco products on school premises.	2	(PK-12)	4
Rule 12.		Threatening: A student will not threaten another student or staff member. For example:	2 4	(PK-5) (6-12)	4 7
	A.	Against a staff member: Threatening to strike, attack or harm any staff member.	2 4	(PK-5) (6-12)	4 7
	B.	Against a student: Threatening to strike, attack or harm any student or other person.	2 4	(PK-5) (6-12)	4 7

Level 1 - Conference; **Level 2** - Intervention; **Level 3** - Suspension (1-5 days);
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Level 6 - Long-term Suspension (11-180 days); **Level 7** - Expulsion; See Pages 4-5

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 13.		<p>Fighting: Fighting and assaults on students and other people are prohibited. A student who is attacked may use reasonable force in self-defense, but only to the extent necessary to get free from the attacker and notify proper school authorities. A student who exceeds reasonable force may be disciplined even though someone else provoked the fight.</p> <p>No student shall engage in fighting for physical aggression towards others, including but not limited to: hitting, slapping, shoving, scratching, biting, blocking the passage of, or throwing objects at another person in an aggressive or confrontational manner.</p>	2 5	(PK-5) (6-12)	4 7
	A.	Assault on a Student: No student shall cause serious physical injury to any student, attempt to cause serious physical injury to any student, or intentionally behave in such a manner that could reasonably cause serious physical injury to any student.	2 5	(PK-5) (6-12)	4 7
	B.	Assault on a School Employee or Other Adult: No student shall assault or attempt to cause physical injury or behave in such a manner that could reasonably cause physical injury to any school employee or other adult.	2 5	(PK-5) (6-12)	4 7
	C.	Assault Involving a Weapon: Any violation of Rule 13 by a student in Grades K-12 which involves the use of a weapon or dangerous instrument that could reasonably be considered a weapon shall result in long-term suspension (see Section E below) for the remainder of the school year and may result in suspension for 365 days or expulsion where required by law.	2 5	(PK-5) (6-12)	4 7
	D.	A student who is at least 13 years old , enrolled in an elementary school, and violates Rule 13 will receive a consequence reserved for students in Grades 6 through 12.	5	(6-12)	7
	E.	A long-term suspension for a violation of Rule 13C shall be suspended from school for the current semester and one additional semester.			
	F.	Instigating a fight: Students will not instigate a fight.	1	(K-12)	5
Rule 14.		Trespassing: A student will not enter any school property or school facility without proper authority (including entering any school during a period of suspension or expulsion).	1	(PK-12)	4
Rule 15.		Reckless Vehicle Use: A student will not operate any motorized or self-propelled vehicle on school grounds in a manner that is a threat to health or safety, or a disruption to the educational process.	3	(8-12)	7

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 16.		Vandalism: A student will not willfully or maliciously damage or destroy property belonging to another including school or private property. A student or parent/guardian will be held financially responsible, as allowed by North Carolina law, for willful or malicious destruction of property. For example:	1 1	(PK-5) (6-12)	4 7
	A.	Writing on school property: walls, mirrors, desks, lockers, or any other school property.	1 1	(PK-5) (6-12)	4 7
	B.	Damaging another person's clothing.	1 1	(PK-5) (6-12)	4 7
	C.	Graffiti: Willful or malicious defacing of public or private property.	1 1	(PK-5) (6-12)	4 7
Rule 17.		Gambling: A student will not play games of chance for money or property.	1 1	(PK-5) (6-12)	4 7
Rule 18.		Alcohol and Other Drugs: A student will not use, purchase, sell, distribute, be under the influence of or possess any kind of alcoholic beverage or any kind of controlled substance as defined by state law. In the event of an infraction, law enforcement will be notified. This prohibition includes, but is not limited to, anabolic steroids, counterfeit or imitation controlled substances, and drug paraphernalia. For example:	2 5	(PK-5) (6-12)	4 7
		<i>Special provisions to allow for a partial waiver of suspension may be available for first time offenses of consumption of or possession of a controlled substance through the FCS Parent-to-Parent Program. See Page 19 for procedure.</i>			
	A.	Alcohol Use/Under the influence: Drinking any alcoholic beverage in school, on school grounds, to and from school, on school bus, or at any school function, or coming to school or school activities after consumption.	2 5	(PK-5) (6-12)	4 7
	B.	Possession: Possessing any alcoholic beverages in school, on school grounds, to and from school, on school bus, or at any school function.	2 5	(PK-5) (6-12)	4 7
	C.	Sale/Distribution: Distributing or attempting to distribute any alcoholic beverage in school, on school grounds, to and from school, on school bus, or at any school function.	2 6	(PK-5) (6-12)	4 7

Level 1 - Conference; **Level 2** - Intervention; **Level 3** - Suspension (1-5 days);
Level 4 - Suspension (6-10 days); **Level 5** - Suspension (10 days);
Level 6 - Long-term Suspension (11-180 days); **Level 7** - Expulsion; See Pages 4-5

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 18.		Alcohol and Other Drugs, continued			
	D.	Other Drug Offenses Use/Under the influence: Using any narcotic, illegal or controlled drug, anabolic steroid or any illegal substance, on school grounds, to and from school, on school bus, or at any school function, or coming to school or school activities after consumption.	2 5	(PK-5) (6-12)	4 7
	E.	Possession/Attempted: Possessing or attempting to possess any illegal or controlled substance or any action that contributes to the possession of any illegal or controlled substance.	2 5	(PK-5) (6-12)	4 7
	F.	Paraphernalia: Possessing, distributing or using any drug-related paraphernalia.	2 5	(PK-5) (6-12)	4 7
	G.	Inhalants: Possessing, distributing or inhaling any substance/product (off-the-shelf, controlled or illegal) for mind-altering effects.	2 5	(PK-5) (6-12)	4 7
	H.	Sale/Distribution/Purchase/Attempt: Distributing, selling or purchasing any illegal or controlled substance; attempting to sell distribute or purchase any illegal or controlled substance; or any action that contributes to the possession of any illegal or controlled substance.	2 6	(PK-5) (6-12)	4 7
Rule 19.		Sexual offenses: A student will not engage in sexual behavior. For example:	2 4	(PK-5) (6-12)	6 7
	A.	Offensive touching: Inappropriate fondling: placing of hands on another person's private parts.	2 4	(PK-5) (6-12)	6 7
	B.	Sexual harassment: Verbal or physical abuse of a sexual nature, or any other unwanted behaviors of a sexual nature.	2 4	(PK-5) (6-12)	6 7
	C.	Consensual sex: Sexual activity involving willing participants.	2 4	(PK-5) (6-12)	6 7
	D.	Indecent exposure: Intentional exposure of private parts of one's body (including "mooning").	2 4	(PK-5) (6-12)	6 7
Rule 20.		Computer trespass: A student will not misuse a computer or computer network with the intent to do any of the following:	2 5	(PK-5) (6-12)	4 7
	A.	Data removal or alteration: Remove or disable any computer data.	2 5	(PK-5) (6-12)	4 7
	B.	Downloading and installing software (including games, instant messaging, music and other non-approved applications) is prohibited.	2 2	(PK-5) (6-12)	4 5
	C.	System malfunction: Intentional cause of a computer system to malfunction.	3 3	(PK-5) (6-12)	7 7

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 20.		Computer trespass, continued			
	D.	Property damage: Physical damage to computer or computer system.	2 5	(PK-5) (6-12)	4 7
	E.	Harassment: e.g., threatening e-mails, stalking, pornography, viruses, exploitation and cyber bullying through instant messaging, message boards or any other means of Internet communication.	2 5	(PK-5) (6-12)	7 7
	F.	Banned website access: Students will not view or attempt to view websites that have been blocked from view due to inappropriate material.	2 2	(PK-5) (6-12)	7 7
	G.	Personal Use of Technology Resources: Students are prohibited from using any and all technology resources for non-educational reasons (personal entertainment, including parties, private business, etc.)	2	(PK-12)	7
Rule 21.		Theft: A student will not steal or possess stolen property.	2 5	(PK-5) (6-12)	4 7
	A.	School property: Unlawfully taking and/or carrying away property belonging to Franklin County Schools.	2 2	(PK-5) (6-12)	4 7
	B.	Staff property: Unlawfully taking and/or carrying away property belonging to a staff member.	2 2	(PK-5) (6-12)	4 7
	C.	Student property: Unlawfully taking and/or carrying away property belonging to another student.	2 2	(PK-5) (6-12)	4 7
	D.	Student locker: Removing any property from a locker other than the one assigned.	2 2	(PK-5) (6-12)	4 7
	E.	Possession of stolen property: Having in one's possession property obtained without the permission of the owner.	2 5	(PK-5) (6-12)	4 7
Rule 22.		Burglary: A student will not break into school board property for the purpose of stealing. For example:	2 5	(PK-5) (6-12)	4 7
	A.	Attempted: Unlawfully attempting entry into a school.	2 2	(PK-5) (6-12)	4 7
	B.	Actual: Unlawful entry into a school with the intent of committing a felony, or to steal and/or to take away the property of another.	2 6	(PK-5) (6-12)	4 7
Rule 23.		Robbery: A student will not take another person's property by force or violence. For example:	2 5	(PK-5) (6-12)	4 7
	A.	Attempted: Attempting to take property from a person by force or violence.	2 5	(PK-5) (6-12)	4 7

Level of
Disciplinary Action

			Min.	Grade	Max.
Rule 23.		Robbery, continued			
	B.	Actual: Taking property from a person by force or violence.	2 5	(PK-5) (6-12)	4 7
Rule 24		Extortion: A student will not take or threaten to take the property of others through intimidation. For example:	2 5	(PK-5) (6-12)	4 7
	A.	Attempted: Use of threats or intimidation in an attempt to obtain money or property from another.	2 5	(PK-5) (6-12)	4 7
	B.	Actual: Use of threats or intimidation to obtain money or property from another.	2 5	(PK-5) (6-12)	4 7
Rule 25.		False Alarm: Calling 911, or signaling or setting off an automatic signal falsely indicating the presence of a fire or an emergency is prohibited. This includes making statements/phone calls that such an emergency exists in the school.	2 6	(PK-5) (6-12)	4 7
Rule 26.		Arson: A student will neither set fire nor attempt to set fire to school property.	2 6	(PK-5) (6-12)	4 7
Rule 27.		Failure to Disperse: A student will not fail to leave a congregated area immediately when ordered to do so by a school or law enforcement official.	2 5	(PK-5) (6-12)	4 7
Rule 28.		Affray: A student will not engage in a brawl or a fight on school grounds, adjacent to school grounds, or during any school activity.	2 6	(PK-5) (6-12)	4 7
Rule 29.		Disorderly Conduct: (See Rule 13)			
Rule 30.		Initiating a Riot: A student will not willfully incite or urge others to engage in a riot.	2 6	(PK-5) (6-12)	4 7
	A.	Attempted: Attempting to engage others in a public disturbance involving violence, confusion, or disorder in the school or on school grounds.	2 6	(PK-5) (6-12)	4 7
	B.	Actual: Engaging others in a public disturbance involving violence, confusion, or disorder in the school or on school grounds.	2 6	(PK-5) (6-12)	4 7
Rule 31.		Assault and Battery: See Rule 13, Fighting			

		Min.	Grade	Max.	NCWISE Definition
Rule 32.	Weapons and Dangerous Instruments/Objects: A student will not possess, handle, transport, or use any weapon, dangerous object, object that can reasonably be considered a weapon, or substance that could cause harm or irritation to another individual. (This rule does not apply to normal school supplies unless they are used as weapons.) For example:	2 5	(PK-5) (6-12)	4 7	UB: Possession of weapon
	A. Bomb/Bomb Threats: Any device brought to school that contains combustible material, or making statements that such a device exists in school.	365 day s	(PK-12)	7	RO: Bomb Threat
	B. Explosive: Any device containing combustible material and a fuse.	2 6	(PK-5) (6-12)	4 7	UB: Inappropriate Items on School Property
	C. Knife: Possession of any size or shape of knife including blades or other sharp devices.	2 6	(PK-5) (6-12)	4 7	RO: Possession of weapon
	D. Toy knife: Possession of any size or shape toy knife.	2 6	(PK-5) (6-12)	4 7	UB: Inappropriate Items on School Property
	E. Razor blade/Box cutter: Possession of a razor blade, box cutter or similar device for cutting.	2 6	(PK-5) (6-12)	4 7	RO: Possession of weapon
	F. Ammunition: Possession of any bullets or shells or any objects that could be considered to be ammunition or resemble ammunition.	2 6	(PK-5) (6-12)	4 7	UB: Inappropriate Items on School Property
	G. Fireworks, small explosives: Possession of firecrackers or small explosive devices including caps and snapper pops.	2 6	(PK-5) (6-12)	4 7	UB: Inappropriate Items on School Property
	H. Antipersonnel spray: Possession of chemical (such as mace) or pepper sprays.	2 6	(PK-5) (6-12)	4 7	UB: Other school defined offense
	I. Possession of an instrument or device that resembles or looks like a pistol, revolver or other weapon not capable of propelling a missile. May include but not be limited to a cap pistol, water pistol or any look-alike gun.	2 6	(PK-5) (6-12)	4 7	UB: Inappropriate Items on School Property

Level 1 - Conference; **Level 2** - Intervention; **Level 3** - Suspension (1-5 days);
Level 4 - Suspension (6-10 days); **Level 5** - Suspension (10 days);
Level 6 - Long-term Suspension (11-180 days); **Level 7** - Expulsion; See Pages 4-5.

Level of
Disciplinary Action

Rule		Weapons and Dangerous Objects, continued	Min.	Grade	Max.
Rule 32					
	J.	Other: Possession of any object or substance that could cause injury, including but not limited to slingshots, ice picks, multi-fingered rings, metal knuckles, nunchucks, clubs, or stun guns; the use of any object or any substance that will potentially cause harm, irritation or bodily injury to students or any other persons.	2 5	(PK-5) (6-12)	4 7
	K.	Cigarette Lighter	2 3	(PK-5) (6-12)	4 7
Rule 33.		Firearms: A student will not possess, handle, or transport any pistol, revolver, firearm, or any other weapon designed or intended to propel a missile of any kind.	365 days	(PK-12)	7
	A.	Possession of a pistol, revolver, or any other firearm (loaded or unloaded). See note below.	365 days	(PK-12)	7
	B.	Possession of any other weapon or device other than Item A above. Examples may include, but are not limited to, starter pistol, BB gun or flare gun. All items will be confiscated and the administration will not be liable for lost items. <i>NOTE: N.C. General Statute § 115C-391 requires the total cessation of all educational services for a period of 365 days unless the superintendent decides otherwise on a case-by-case basis.</i>	2 6	(PK-5) (6-12)	4 7
Rule 34.		Gang Activity: No student shall commit any act which furthers gangs or gang-related activities. A gang is any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of criminal acts and having a common name or common identifying sign, colors, or symbols. Students who are suspended for 10 days due to gang activity will attend a gang awareness program approved by Franklin County Schools. Conduct prohibited by this policy includes:	1 6	(PK-5) (6-12)	4 7
	A.	Wearing, possessing, using, distributing, displaying or selling any clothing, jewelry, emblems, badges, symbols, signs or other items which may be evidence of membership or affiliation in any gang.	1 4	(PK-5) (6-12)	4 7
	B.	Communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.), to convey membership or affiliation in a gang.	1 4	(PK-5) (6-12)	4 7

Level 1 - Conference; **Level 2** - Intervention; **Level 3** - Suspension (1-5 days);
Level 4 - Suspension (6-10 days); **Level 5** - Suspension (10 days);
Level 6 - Long-term Suspension (11-180 days); **Level 7** - Expulsion; See Pages 4-5.

Level of
Disciplinary Action

Rule			Min	Grade	Max
Rule 34		Gang Activity, Continued			
	C.	Tagging, or otherwise defacing school or personal property with gang or gang-related symbols or slogans.	3 5	PK-5) (6-12)	6 7
	D.	Requiring payment of protection, insurance, or otherwise intimidating or threatening any person, related to gang activity.	3 6	(PK-5) (6-12)	6 7
	E.	Inciting other students to intimidate or to act with physical violence upon any other person, related to gang activity.	3 6	(PK-5) (6-12)	7 7
	F.	Soliciting others for gang membership.	3 6	(PK-5) (6-12)	7 7
	G.	Committing any other illegal act or other violation of school district policies that relates to gang activity.	3 6	(PK-5) (6-12)	7 7
Rule 35.		A Serious or Repeated Violation: A serious or repeated violation of one or more rules requires a need for strong parent-administrator communication, coordination, consideration of outside assistance and will result in suspension and/or possible expulsion.	2	(PK-12)	7
Rule 36.		Out-of-School Misconduct. Students can be disciplined for out-of-school misconduct. The school's authority to discipline its students reaches beyond the school within certain limits, particularly for instances of assaultive or dangerous behavior that would affect the general welfare of the school.	2	(PK –12)	7
	A.	Students arguing or disagreeing on school campus that leads to a physical altercation off campus are subject to disciplinary action.	2	(PK-12)	7
	B.	Students involved in any disruption or altercation at a visiting school are subject to the same consequences as if they were on their own campus.	2	(PK-12)	7

Long-term suspensions in the last 45 days of school

For any long-term suspension incurred during the last forty-five days of the school year, the superintendent upon the recommendation of the principal may extend the suspension through the first semester of the new school year.

<p>Level 1 - Conference; Level 2 - Intervention; Level 3 - Suspension (1-5 days); Level 4 - Suspension (6-10 days); Level 5 - Suspension (10 days); Level 6 - Long-term Suspension (11-180 days); Level 7 - Expulsion; See Pages 4-5.</p>
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Due Process Procedures for Short-Term Suspension

Begin in the school

The Appeal Process begins in the school with the suspending administrator. The Code of Conduct gives the principal or designee the authority to make a determination based on an investigation that a student has violated a rule that may require a suspension for ten days or less.

Meet with the principal with written request for appeal

If the student is suspended by a principal's designee, the appeal is to the principal. The parent(s)/guardian must request in writing a review of the suspension decision within three school days or the decision becomes final.

The principal will review the incident and within three days will report the decision in writing to the parent/guardian.

Review by superintendent/designee

If the parent is requesting an appeal of the principal's decision to suspend a student, the written request must be submitted within three school days of the principal's decision or the decision becomes final. The appeal is submitted to the office of the superintendent.

Within three school days after receipt of the notice of appeal, the superintendent or designee will review the actions taken by the principal/designee, and confirm or disapprove such action based on an examination of the record of the student's behavior.

Review by the Board of Education

A request must be made to the Board of Education within three school days after the receipt of the Superintendent's decision.

Due Process Procedures for Long-Term Suspension or Expulsion

Principal's recommendation

Principal notifies student and parent(s)/guardian of recommendation for long-term suspension or expulsion.

Review by the superintendent/designee

Within ten school days after the date of suspension, a hearing will be conducted in accordance with the provisions on Suspension and Expulsion from Attendance and North Carolina General Statutes.

Appeal to the School Board

Appeals to the Board of Education of decisions regarding long-term suspension or expulsion shall be made within ten days of the receipt of the decision to suspend or expel. Notice of appeal shall be directed to the Chair of the Board of Education.

The School Board hears the final appeal in the disciplinary process.

The Board:

- Provides a hearing within thirty days of any appeal
- Provides all due process rights to the student within seven school days after the appeal hearing, provides a written report of its actions to the principal, parent(s)/guardian, and student.

All days included in a due process and appeal procedure are student school days, not calendar days.

Violation of Rule 18

Evidence of, the consumption of, or the possession of a controlled substance prior to attending or while attending school or any school related event and/or the possession of materials generally used for the consumption of drugs while attending school or any school-related event will result in the following action:

VIOLATIONS—GRADES K-5

Offense One

- A. Suspension from school (minimum three days) until conference held with parents, principal, academic teachers, school counselor.
- B. Documentation of participation in a recommended program through either school, mental health, or private services.
- C. Failure to comply with the above policy will result in an automatic ten-day suspension.

Offense Two

- A. A recommendation for long-term suspension up to the remainder of the school year, provided that the principal may waive the recommendation for long-term suspension and allow a student to return to school after a designated period of time under the following conditions.
 1. The student completes a chemical assessment at an agreed facility and,
 2. The student follows through with the prescribed recommendations made by this facility.
- B. Failure to comply with the above policy will automatically result in a recommendation to the superintendent for long-term suspension.

VIOLATIONS—GRADE 6-12

Offense One

Ten-day suspension and a recommendation to the superintendent that the student be suspended for an additional four weeks; provided, however, that the recommendation for an additional four weeks be waived and the suspension reduced if the student has a chemical assessment and the student's parent(s) or guardians agree to attend and provide documentation of enrollment and completion of the alcohol and drug education program Parent-to-Parent. The chemical assessment is to establish whether a student is exhibiting symptoms of chemical abuse or chemical dependency. Both the student and the parent(s) or guardians must follow through with recommendations by the trained substance abuse professional. Failure to complete the required program will result in enforcement of the original recommendation without a waiver.

Offense Two

Automatic ten-day suspension and a recommendation to the superintendent for long-term suspension for the remainder of the school year. The student shall be referred to the appropriate alcohol or drug agency for assessment and may be referred to an outpatient or inpatient program. The student will be processed under the juvenile and criminal laws of the state.

Exit Conference and Referral Process for Students Classified as “Dropouts”

When school building-level officials determine that a student plans to drop out of school, the principal or designee will conduct an exit conference with the student and parent/guardian. At a minimum, the individual(s) conducting the conference should:

- discuss the reason(s) for the student's decision to drop out;
- provide information to the student on the seriousness of dropping out of school; i.e., lower lifetime expected earnings, unfulfilled employment potential, etc;
- provide information on other educational alternatives, which includes their positive attributes and shortcomings; and
- discuss how dropping out impacts graduation requirements.

If, after repeated intervention efforts by school system personnel, a student chooses to drop out of school, he/she will be referred to an appropriate alternative for further educational services.

- "Appropriate" shall be defined as that program or service which best meets the needs of an individual student according to his/her age, present grade level, academic ability, and interests.
- Referral of a student to appropriate services shall occur at the time he/she drops out of the high school program in which he/she is currently enrolled.
- This referral process applies only to students aged 16 or older.
- A student may be referred to an appropriate educational program with or without his/her consent.

If at the end of six weeks, Franklin County Schools has not received verification of the student's enrollment from the program to which he/she was referred, the social worker from the home school will make contact with that educational program to determine the student's status. Franklin County Schools will develop a systematic process for follow-up activities regarding dropouts.

Disciplinary Action for Students with Disabilities

Disciplinary Action for Students with Disabilities as identified by the state of North Carolina guidelines will conform to Procedures Governing Programs and Services for Children with Special Needs as adopted by the State Board of Education. If the procedures manual does not fully address a particular issue, the director of exceptional children will develop any necessary protocols consistent with state and federal laws.

ISS, Short-term suspension, long-term suspension, expulsion activity consequences

Any student who is assessed in school suspension, short-term suspension, long-term suspension or expulsion is prohibited from participating in or attending any extra activity on school property or any activity associated with Franklin County Schools at any location during the suspension or expulsion period.

Attendance

ABSENCES

The Board and the State of North Carolina recognize seven situations in which a student may be excused for temporary non-attendance in school.

1. **Illness or injury:** When the absence results from illness or injury which prevents the student from being physically able to attend school.
2. **Quarantine:** When isolation of the student is ordered by the local health officer or by the State Board of Health.
3. **Death in the immediate family:** When the absence results from the death of a member of the immediate family of the student. For the purpose of this regulation, the immediate family of a student includes, but is not limited to, parents, grandparents, brothers and sisters.
4. **Medical or dental appointment:** When the absence results from a medical or dental appointment of a student.
5. **Court or administrative proceedings:** When the absence results from the attendance of a student at the proceedings of a court or an administrative tribunal if the student is a party to the action or under subpoena as a witness.
6. **Religious observance:** When the student is absent due to a religious observance required or suggested by the student or the student's parent, with prior approval of the principal.
7. **Educational opportunity:** When it is demonstrated that the purpose of the absence is to take advantage of a valid educational opportunity, such as travel. Approval for such an absence must be granted by the principal prior to the absence.

Personal contact and/or written notification from the parent, guardian or custodian of the student should be submitted within three days upon the student's return to school for the absence to be excused. An administrator may require a physician's validation of illness for a student who misses an excessive number of days because of illness.

The absence of a student who misses school without permission from a parent/guardian/custodian for one of the seven reasons listed under excused absences shall be unexcused. The absence of a student who misses school without the knowledge/consent of the parent/guardian and/or permission from the principal/designee shall be unexcused, and the student shall be considered truant.

MAKE-UP WORK

It is the responsibility of the student to request and the responsibility of the teacher(s) to give, on the first day the student returns to school following an excused or unexcused absence, assignment of work to be made up for the period of the absence. Make-up work will be completed promptly. Students will have two days to complete make-up work for every one day absent. Make-up work does not have to be the same as the work that was missed. Grades assigned to make-up work shall be considered in computing the student's overall grade for the particular grading period. Failure of a student to satisfy make-up requirements can be the basis for denying credit for a specific course. All scheduled tests/exams may be made up for full credit for all absences in accordance with the above make-up work guidelines.

PROMOTION AND COURSE CREDIT

Any student in an elementary or middle school must be in attendance for a minimum of 160 days to be eligible for promotion. A student must be in school for at least one-half of the school day to be counted present. Once a student has accumulated 15 absences, *excused or unexcused*, the principal shall notify the student's parents that the student is in jeopardy of retention and will be allowed to have absences prorated on the basis of the number of school days remaining in the school year. Students transferring from another school system will be provided a copy of this policy at the time of enrollment.

In order to obtain credit in any given high school course, a student must be in attendance for a minimum of 80 days out of a possible 90 days for semester courses and 160 days out of a possible 180 days for year-long courses. A student must be in attendance at least one-half of a class period to be counted present for that class.

Any student who attends fewer than 80 days in a semester course will not receive credit for the course; however, the student may appeal to the principal/designee to be allowed to obtain credit for the course. Such appeal must be supported by proper documentation for extended illness or other compelling reasons.

School Board Policy #4400, Attendance, details important additional information on student and parent responsibility for compulsory attendance, chronic tardiness and early dismissals. The full policy is available at any school or on the Franklin County School's homepage on the internet at www.fcschools.net.

Dress Code for Students

Policy # 4050

The Franklin County Board of Education respects a student's right to choose his or her style of dress or appearance; however, students are expected to adhere to standards of cleanliness and compatibility with a good school environment. If a student's dress or lack of cleanliness is such that it constitutes a threat to health or safety, the principal or principal's designee may require the student and the student's parents to take appropriate action to remedy the situation. In addition, if a student's dress or appearance is so unusual, inappropriate or lacking in cleanliness that it clearly disrupts classroom or educational activities, the student will immediately be required to change his or her dress or appearance.

Student violations of this policy shall be handled by the principal or designee in accordance with the Student Code of Conduct and the school's Student Handbook.

Principals will maintain guidelines to assist students in determining appropriate dress and appearance for school, copies of which will be made available to parents and students. Items listed below shall be included in all school guidelines and shall apply to all students at school or during a school sponsored activity. Reasonable accommodations will be made by the school principal or designee for those students who, because of religious belief, cultural heritage, or medical reason request a waiver of a particular guideline for dress or appearance. Reasonable accommodation shall be made by the principal for students involved in special duties, activities or projects approved by the school, including but not limited to athletics, vocational classes and projects, special events or other activities that would allow for non-conforming dress on a school campus or during a school activity.

- Clothing must be age appropriate, not disruptive to the teaching-learning process, and cannot be provocative, revealing, indecent, vulgar, or obscene.
- Hats, sweatbands, bandannas, or sunglasses will not be worn inside the school buildings.
- Shorts may be no higher than mid-thigh.
- Skirts and dresses must be no higher than three inches above the top of the knee.
- Shirts and blouses may not be tank top or spaghetti straps.
- Clothing will not be allowed which promotes alcoholic beverages, tobacco, or the use of controlled substances; depicts violence; is of a sexual nature; or is of a disruptive nature.
- Shirts and blouses must cover the waist, midriff, and go past the waistline.
- Clothing is not to be sheer or mesh and cannot have excessive holes.
- Clothing may not have chains attached.
- No sagging pants are allowed. All pants should be worn at the waistline.
- Tight clothing such as knit or spandex bicycle/biker pants or overly tight pants are not allowed.
- Proper footwear is required. Shoes that have laces must be laced, tied, and fit.
- Abnormal hair coloring or hair styles that disrupt classroom or educational activities will not be allowed.
- Undergarments are not to be visible.
- Clothing must be worn appropriately; for example, nothing may be worn inside-out or backwards, pant legs may not be rolled up, bib overalls must be fastened, belts must be buckled and worn at the waistline.
- Clothing articles commonly recognized as being related to a group or gang which provoke others to act violently or be intimidated by fear of violence shall not be worn on the campus at any school activity.
- There shall be no jewelry affixed to a student's nose, tongue, lips, cheek, eyebrow or other areas of the student's body if the jewelry so worn disrupts classroom or educational activities.

Use of the Internet

Access to the Internet is available to all students and staff in Franklin County Schools through a combination of Wide Area Network and dial-up connections. These connections offer vast, diverse and unique resources. The goal in providing this access is to promote educational excellence by facilitating resource sharing, innovation and communication.

The use of the Internet is a privilege, not a right, and inappropriate use will result in loss of this privilege.

To promote responsible, efficient, ethical, and legal utilization of the network resources, all users will sign an "Acceptable Use Agreement" prior to being given access to the Internet. If a parent or guardian wished to withhold consent for student access to the Internet, a request must be made within two weeks after the beginning of attendance for the student during each school year.

Franklin County School Board Policy #3225, "Internet and the Educational Program," which details specific behavior expectations for Internet use, is available at any school and is published on the Franklin County Schools website on the Internet at www.fcschools.net.

Family Education Rights and Privacy Act

Under the federal Family Education Rights and Privacy Act, student directory information is public information and may be made available to the public unless a parent or guardian requests that any or all of the information not be released without prior consent. The Franklin County Board of Education has designated the following as directory information: the student's name and grade, school currently attending; dates of attendance; date of graduation; diplomas, certification, honors and awards received; participation in officially recognized activities and sports; weight and height of members of athletic teams; most recent previously attended school or educational institution; and pictures or videos taken on buses, school grounds, in school buildings, and at school activities unless the picture or video reveals confidential information about a student. If a parent or guardian wishes to withhold consent, a request must be made in writing within two weeks after the beginning of attendance for the student during each school year.

Asbestos Notification

In compliance with the United States Environmental Protection (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), Federal Register (40 CFR Part 763), inspections were performed in the fall of 1988 to record asbestos-containing materials located in Franklin County Schools' buildings. The inspection findings are recorded in each facility's AHERA Management Plan, located in the main office of each school and at the maintenance shop at Franklin County Schools.

The Environmental Protection Agency requires re-inspection of asbestos-containing materials every three years. During the spring of 2007, an accredited asbestos inspector performed the re-inspection. An accredited management planner received the results and recorded the recommended actions necessary to safely manage asbestos-containing materials.

Anyone interested in viewing this information may do so by written request to Franklin County Schools, 53 West River Road, Louisburg, NC 27549, Attention: Thomas E. Piper requesting an appointment during regular school hours Monday through Friday from 7:30 a.m. to 4:00 p.m. Questions may also be directed to the LEA. To inquire, call (919) 496-2600.

School Bus Safety

<p>School bus passengers are NOT allowed to:</p> <ul style="list-style-type: none">• Bring bookbags/school projects/athletic equipment onto the bus that will not fit in the lap or under their seat• Stand up or move around while the bus is moving• Check the mail during a passenger stop• Eat, drink or smoke on the school bus• Throw objects on the school bus• Horseplay or fight on the school bus• Sit on or jump/tumble over seat backs• Damage the bus in any way• Walk around the bus for any reason• Bring weapons or unsafe objects on the bus• Bring radios, tapes, CDs or electronic audio/video devices on the bus	<p>School bus passengers should:</p> <ul style="list-style-type: none">• Sit in assigned seats facing forward at all times• Talk in 'normal' tones only with students sharing the same seat row• Be at the bus stop five minutes early every day• Be supervised by an adult at the bus stop• Keep all body parts inside the bus at all times• Cooperate with the driver at all times• When preparing to board, allow the bus to come to a complete stop; then board the bus in an orderly manner• When getting off at a bus stop, remain seated until the bus comes to a complete stop; then leave in an orderly manner• Cross the road (if necessary) in front of the bus
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Afternoon Drop-off of Pre-K and Kindergarten Students

Bus drivers will not allow a Pre-K or Kindergarten student to get off the bus during the afternoon run unless the parent or some previously approved adult is waiting at the stop to receive the student.

If there is no adult at the bus stop to receive the student, the bus driver will bring the student back to school. The student will be placed in after-school care, and the parent will be charged for the service. The school should contact the parent and tell him/her that his/her child is at school.

The first time that a parent fails to meet the student at the bus stop, the principal or his/her designee will send a warning letter to the parent that states that the next incident will lead to the student's bus-riding privileges being suspended for five days. On the second occurrence, bus-riding privileges will be suspended for five days. On the third occurrence, bus-riding privileges will be suspended for the remainder of the semester.

A violation is when the bus is on time at the bus stop location and the parent is not, regardless of the reason. The only exception to this procedure is when the bus is not on time at the bus stop. It is the responsibility of the schools, bus drivers, and transportation department to run buses on a regular and consistent schedule.