

Sevier Middle School Student Handbook

OUR VISION

Students focused, challenged, and prepared for their next opportunity in life, ready to serve as leaders in our community.

MISSION STATEMENT

Developing Innovative Leaders, One Student at a Time.

Contact Information

Sevier Middle School

1000 Piedmont Park Road
Greenville, SC 29681
864.355.8200

School Financial Officer

Mrs. Joy Bailey
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Assistant Principal

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6th Grade Counselor

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8th Grade Counselor

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Cafeteria Manager

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School Nurse | Health Room

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Attendance Office

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Principal

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Counseling Department Clerk/School Records

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Athletic Director

Mr. Jacob Bagley
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Social Media Accounts

www.greenville.k12.sc.us/sevier
Facebook | @SevierMiddleSchoolSC
Twitter | SevierMiddleSC

Dress Code

Sevier Middle School students are expected to dress and be groomed in such a way as to not distract or cause disruption to the educational process or orderly operation of the school. Personal appearance and hygiene of students should promote health and safety, contribute to a climate conducive to learning, support career readiness, and project a positive image of the school to the community.

1. Clothing and/or hair should not be so extreme or inappropriate to the school setting as to disrupt the school. Therefore, clothing deemed distracting, revealing, overly suggestive, or otherwise disruptive will not be permitted.
2. No clothing or jewelry is permitted that displays profanity, suggestive phrases, advertisements for, or messages or pictures that depict or suggest alcohol, tobacco, drugs, or sex.
3. Students may not display tattoos.
4. Wearing accessories or clothing that could pose a safety threat to oneself or others is not allowed.
5. Attire must not evidence membership or affiliation with a "gang" in any negative sense of the term.
6. Attire must not be immodest, obscene, profane, lewd, vulgar, indecent or offensive.
7. All students will wear a polo-type or button front shirt. This collared and sleeved shirt or pullover top must be designed to fully close across the chest to the neck if completely buttoned, snapped, or zipped.
8. Crew-neck shirts will be allowed without a collared shirt on any school day. These shirts must be fully closed to the neck.
9. Students may not display a tank top under an open shirt front, nor tie up the shirt to expose an undershirt or midriff.
10. Clothing must cover the waist and back with no skin showing between the top and bottom garments, to include while seated or raising your hand.
11. Pants, jeans, shorts, and skirts:
 - Wear at the natural waistline -- undergarments (including athletic shorts) must not be visible
 - Wear a belt if necessary to keep pants in place
 - May not be too baggy nor immodestly form to the body
 - Pajama pants are not allowed.
 - No tears, shreds, or holes in lower garments may show from 4 inches above the knee.
 - Shorts, skirts and dresses must be no more than 4 inches above the knee AND must assure modesty when seated, traveling the stairs, or managing daily activities.
12. Students must wear shoes at all times. Rubber flip flops and bedroom slippers are not allowed.
13. Students may not wear hats or sunglasses on campus (except for Field Day).

The administration will make the final judgment on the appropriateness of clothing and/or appearance and reserves the right to prohibit students from wearing any articles of clothing or other items that lead to or may result in the disruption of or interference with the school environment.

In the event the administration determines a student's dress is inappropriate for school in accordance with this policy, the administration either will require the student to change, contact the family to provide a change of clothes, or assign a disposition.

Personal Electronic Devices (cellphones/smartwatches/technology usage)

Electronic devices are defined as telecommunications devices that emit an audible signal, vibrate, display a message or otherwise summon or deliver a communication to the possessor.

Policy: Students are not permitted to use their personal devices on campus between the hours of 7:30 and 3:25. Students who choose to bring their personal devices to school must keep them silenced and put away during these hours. Headphones, earbuds and other listening devices are included in this policy. Headphones may only be used with Chromebooks for instructional purposes at the direction of the teacher.

Communication During School Hours: If you need to send a message to your student during the school day, you can email them to their school email, call the school office, or message your child's personal device, which they can turn on at 3:25 to look for messages. We want to keep these messages to a minimum since they do distract students from their school work and interrupt the operations of the school day.

Violations: Students who violate the personal device policy will be asked to place their phone in a secure locker for the remainder of the school day. On the 4th offense an incident report will be created and submitted for a phone violation. This will result in a parent conference to discuss options for correcting the violation. The 5th offense and beyond will result in disciplinary action including detentions, ISS and suspension from the school. Students who refuse to comply with the directive of a staff member to place their phone in a secure locker are in violation of the student code of conduct for insubordination, and will be assigned appropriate disciplinary dispositions.

Lockers: Students may request a locker to secure their phone in during the school day. These lockers are only accessible at the beginning and end of the school day.

Tardy/Early Dismissal Procedures

Early Dismissals:

Early dismissals are either excused or unexcused. The following are considered excused: medical appointments, illness of student or immediate family members, death in the immediate family, or dismissals approved by an administrator.

Early dismissals count against class attendance records, and repeated early dismissals may result in loss of credit for high school credit courses.

Pre-arranged Early Dismissal

Parents who must take a student out of school during the day should send a note with the student's name, time for dismissal, and a phone number where the school can reach the parent.

- On arrival in the morning, the student will bring the note to the front office to get an Early Dismissal pass.
- At the time arranged in the note, the student will show the dismissal pass to the teacher and report to the front office.
- The parent will come into the office and sign the student out.

Early Dismissals that have not been pre-arranged:

- When the dismissal has NOT been pre-arranged, the student will be released ONLY at the beginning or end of a class period.
- An office staff member will call for the student within one (1) minute of the start or end of class or during the class change.
- If possible, the parent should call ahead to request the forgotten early dismissal, so that office staff can manage release of the student and minimize wait time. (355-8201)

Office staff will not disturb class over the intercom to get a student for dismissal.

After 2:25 p.m., the school will only release PRE-ARRANGED dismissals.

ARRIVING LATE TO SCHOOL

Students who arrive after 8:30 must get a Late Permit from the office. Tardiness will be excused for doctor or dentist appointments or for a late bus. Other late arrivals are unexcused.

ARRIVING TARDY TO CLASS

A student is tardy if he/she is not in class and in their assigned seat when the tardy bell rings

If a student is in the building before the 1st period bell, but does not get to class on time, he/she must go to the classroom door, to be admitted by the teacher.

The student who is late to any class must:

- Enter the class quietly
- Sign in on the teacher's tardy roster
- If you have entered with a tardy pass, give it to the teacher
- Take a seat, without speaking to other students or interrupting instruction
- Follow the class procedure for late arrival

Consequences for Class Tardiness

- Parents will be contacted by the automated system after each tardy.
- Students who have on-going problems with tardiness are subject to further disciplinary action.

Late Buses

Students that arrive on a late bus will report to the front office, unless an administrator gives different instructions. Students will get a pass directly to class or get a pass after they eat breakfast. Permission to pick up breakfast is at the discretion of the administration.

Student Code of Conduct

Students are expected to follow all policies included in the Student Code of Conduct. This code contains both District policies and Sevier policies. A complete copy of the Student Code of Conduct can be found on the student page of our website and on the district website.

Visitors and Volunteers

Parents are always welcome, but are encouraged to make an appointment to see a teacher, team, or administrator. **Teachers and administrators are unavailable between 7:30-8:45 and 3:00-4:00, as all are supervising students and managing school procedures.**

For security and safety, all visitors, including school volunteers, are to use the main entrance, sign in, note the purpose(s) for your visit, and get a nametag.

An administrator or a counselor must approve your request to visit the classroom. Allow 24 hours for this arrangement.

Students and staff members are not allowed to open any door for visitors to enter. Visitors must enter through the front office.

Visitors must wait for someone to escort them unless directed otherwise. Your name tag must be visible at all times. This regulation is for student safety and the orderly operation of our school.

Visitors on campus who do not check in at the main office will be treated as an intruder.

Cafeteria Visitors

Parents and mentors are welcome to dine with your child during their designated lunch time. You may bring in outside food or purchase school lunch. However, you and your child will be asked to eat in an alternate location.

Medications

All School Nurses are licensed and attend a minimum of twelve hours annually in service education directly related to student services. All are also certified in First Aid and CPR.

Sevier Middle School is a certified Heart Safe Facility with two (2) defibrillators and certified First Aid Responders and AED administrators located throughout the building.

Medication Policy

All prescription and over-the counter-medication must be delivered to the school nurse or other designated school employee by the student's parent, legal guardian or a previously designated adult and MEDICAL FORM - 1 must be filled out before any medication can be left at school.

It is against School District Policy for a student to carry ANY medication on their person without prior approval. All medication must be maintained by the Health Room. Violations of the medication policy are dealt with sternly. Medication needed on field trips is also covered by this policy and must be administered by an individual designated by the principal.

For your student's safety please remember:

- Absolutely no medication will be given without the written permission from the parent. Prescription medications also require a written Physician's authorization. These forms are available through the school nurse.
- School nurses may not administer the first dose of any medication. The first dose must be given at home and the student must be monitored for at least two (2) hours for a reaction before coming to school.
- If your child must self administer medication at school, parents must fill out MEDICAL FORM - 2 before bringing the medication to school.
- School nurses are legally required to administer only medications with FDA approval.
- All prescription medication must be administered as labeled.
- OTC medication may not exceed package directions and the parent must provide written authorization on MEDICAL FORM - 3 for the medication to be kept in the health room.
- ALL MEDICATIONS MUST BE IN THE ORIGINAL CONTAINER.
- Any medication given every day for longer than TWO WEEKS must have written Physician's authorization.
- No medication containing ASPRIN OR PPA can be given at school without a doctor's authorization. This includes but is not limited to Pepto-Bismol, Excedrin, and some OTC cold medications.
- If your child forgets to take a morning dose of medication, school nurses are not allowed to give that dose at school. Parents may come to the Health Room to give the missed dose.
- No narcotic pain medications can be given at school (ex: Lortab, Darvocet, Tylox, etc).

Illnesses and Injuries

If a student becomes ill or is injured, he/she should speak to the teacher. The teacher will use his/her discretion and may write a pass that permits the student to go to the Health Room. Students may be sent with another student if the teacher feels the student needs extra help.

If the student comes to the Health Room and needs to go home, we must contact a parent or legal guardian. We cannot send a student home with anyone until a parent is notified. Please keep your contact numbers current. If the student has an emergency situation or needs immediate care that cannot be provided at school, those contacts listed on the Emergency Contact forms will be called IF we cannot reach a parent first.

If you think your student has an illness that can be spread to others, please keep him/her home and contact your doctor or clinic.

Please keep your student home from school if he/she has one of the conditions or illnesses listed below:

- Covid-19
- Chicken Pox or Varicella
- Diarrhea from Salmonella or E-coli
- Fever of 101 or higher
- Fever with rash or behavior change
- Head Lice

- Hepatitis A or Yellow Jaundice
- Impetigo
- Measles, Red Measles, or 10-day Measles
- Mumps
- Pink-Eye or Conjunctivitis
- Ringworm
- Scabies
- Shingles
- Strep Throat
- Tuberculosis (TB)
- Whooping Cough or Pertussis

Athletics

Seventh and Eighth Grade students are eligible to try-out for Interscholastic athletics in Girls Volleyball, Boys and Girls Basketball, Boys and Girls Soccer, Baseball and Softball. Athletes must meet all eligibility requirements and follow our student athlete code of conduct. These can be found on our athletics web page and later in this document.

Breakfast and Lunch Information

All families are asked to complete the free/reduced lunch form either online or on paper (return to 1st period teacher).

These prices are subject to change and will be announced through the public media.

Eligibility for Free and Reduced Meal Prices

Students who were eligible for free and reduced priced meals at the end of the previous year will begin the school year temporarily under that same arrangement. Students must submit a new subsidized meals application within the first week of school for a review of eligibility. Failure to submit this application in a timely manner can result in unnecessary charges to the student's lunch account. These charges cannot be removed, even if the student is later approved for free or reduced meal prices.

Expected Behavior in the Cafeteria

- Choose a line immediately and stay in place
- Wait your turn in line and do not cut in line
- Keep your voice low, your hands and feet to yourself
- Once seated, remain seated at your table
- Tell an adult if you see something happening that you know is wrong.
- Ask your teacher for permission to go to the restroom
- Look for your teacher to leave
- Throw away all of your trash; leave your table clean
- Enter and leave orderly and promptly.

Charged Meals

Charged meals will be allowed as follows:

All students will be offered a reimbursable meal. Only reimbursable meals may be charged; no extra sale items may be charged.

For all students that owe money on their cafeteria account, a letter will be sent home to the parent notifying them of the charges.

When a student owes \$8.50 or more, the cafeteria is required to stop serving them a meal. Parents are urged to take careful notice upon the receipt of any letter stating that the student's meals account is overdrawn. Please contact the Food and Nutrition Services (FANS) office if you have further questions 355-8208.

GCS School Counseling/Guidance Information

The comprehensive counseling program provides services to students, parents, and staff. This service is consistent with identified student needs in academic, career, and personal/social areas. The counselors provide consulting, referral, and intervention to support student success.

Permission to see the Counselor will be granted after a student writes a request and gives it to a teacher or emails their counselor. If there is an emergency, the teacher will call the front office for help. For non-emergencies, the request will be passed on to the specified person who will find the student as soon as possible.

Special programs of counseling and character development at Sevier Middle School include: bullying prevention, transition services, small group and individual counseling, Red Ribbon Week activities, career assessments, career center visits, job shadowing, and college tours.

Eighth grade students develop an Individual Graduation Plan (IGP) in a conference held with each student and his parents.

Parent – Teacher Conferences

Parent-teacher conferences may be scheduled by contacting our Registrar at 355-8204. She will help you set an appointment and will contact the teachers for you. Conferences are generally scheduled during teacher planning times. If you are not sure with whom to discuss a problem either you or your student is having, please call the counselor's office and we will assist you or direct you to the proper connection.

No Tolerance for Bullying

Students at Sevier are a part of the Sevier Family where we show respect, bullying is not tolerated. Students are expected to follow Sevier's Social Contract. Students and staff agree to show RESPECT, RESPONSIBILITY, and INTEGRITY. Bullying is defined as intentional, repetitive, aggressive behavior. Students are taught to recognize, refuse, and report the behavior. When a student is reported to have bullied another student, a conference is held with an administrator and counselor and the Bullying Contract is signed. The initial conference serves as a warning and a plan is developed to correct the behavior. Students may face additional disciplinary action based on the incident. Violations of the Bullying Contract will result in short to long term suspensions from school.

Backpack information/Student Progress

Sevier Middle School presents a curriculum that is aligned with the South Carolina College and Career Ready standards. These standards increase in complexity every year. Performance in middle school has a direct effect on high school placement, opportunity and success.

Students select two Related Arts classes each semester. These courses encourage student interest, develop a variety of talents, and foster healthy, fulfilling lifestyles. Physical Education & Health is a semester class required of all students each year.

Students may select from a variety of special interest courses in a three-year period. Each should take at least one Fine Arts class -- Art, Chorus, Music, Band, or Strings.

Expectations for All Courses

The Sevier Middle School faculty and staff provide a high quality program that prepares each student for high school and further learning.

We expect all students to:

- Arrive on time and prepared for class
- Follow classroom procedures
- Listen carefully and follow the directions of the teacher
- Engage in class activities from bell to bell
- Stay alert in class, and focus on the lesson

- Apply sincere effort, completing class assignments and homework
- Ask questions and seek additional help, as needed
- Meet specified deadlines
- Deliver school correspondence to parents and return parent messages to teachers
- Respect the rights of others to learn
- Treat all classmates and adults with respect.

PROMOTION AND RETENTION POLICY

Students must pass all required academic subjects in order to be promoted to the next grade level. The required academic subjects are English Language Arts, Math, Science, and Social Studies.

Students who fail required academic subjects or have more than 10 unexcused absences may be retained or required to attend summer school for promotion.

A student who fails the semester in any course, to include any Related Arts class, is ineligible for school sports in the next semester.

Procedures for Makeup Work

- All work missed during any absence must be completed and returned to the teacher within 5 school days.
- Students are responsible to get makeup work from their teacher(s).
- Provisions to make up school work missed during extended absences are to be worked out with the teacher(s) concerned.

Bell/Daily Schedule

The table below contains our regular bell schedule.

	6th Grade	7th Grade	8th Grade
1st Period	8:30 - 9:00	8:30 - 9:00	8:30 - 9:00
2nd Period	9:03 - 9:59	9:03 - 9:59	9:04 - 9:49
3rd Period	10:02 - 10:58	10:02 - 11:42 (L)	9:52 - 10:37
4th Period	11:01 - 12:42 (L)	11:46 - 12:34	10:41 - 11:38
5th Period	12:45 - 1:41	12:37 - 1:25	11:41 - 1:22 (L)
6th Period	1:45 - 2:33	1:29 - 2:25	1:25 - 2:22
7th Period	2:36 - 3:25	2:28 - 3:25	2:25 - 3:25

(L) = Lunch Included during this class period.

Enrichment Bell Schedule: Most Fridays and special events.

	6th Grade	7th Grade	8th Grade
Enrichment	8:30 - 9:15	8:30 - 9:13	8:30 - 9:17
2nd Period	9:19 - 10:13	9:17 - 10:10	9:21 - 10:09
3rd Period	10:17 - 11:11	10:13 - 11:51 (L)	10:12 - 11:00
4th Period	11:14 - 12:53 (L)	11:54 - 12:39	11:04 - 11:54
5th Period	12:56 - 1:50	12:42 - 1:27	11:57 - 1:36 (L)
6th Period	1:54 - 2:38	1:31 - 2:26	1:39 - 2:30
7th Period	2:41 - 3:25	2:29 - 3:25	2:33 - 3:25

School ID Requirements/Procedures

ID badges must be worn by all students, faculty, and staff at all times. Students will be provided with a picture ID badge, and a lanyard or a clip and are encouraged to purchase a back-up set for \$5.00. Students are required to wear ID badges on break-away lanyards around their necks or clipped to their collar whenever they are on campus, on field trips, or at daytime school functions. These serve as identification, but will also be used to scan purchases at lunch or check out media books and textbooks. Nothing should be hung with the ID except a house key. Pictures, name, and computer codes must be clear and visible at all times. If the badge is lost, stolen, defaced, etc., the student must pay \$5.00 for a replacement. Students must bring correct change or a check written for that purchase only. ID badges must be worn by the student to whom it was issued.

Each morning, student ID's will be checked as students enter the building. Students without ID's will be sent to the media center for corrective actions.

Homework

Homework assignments reinforce and extend classroom learning. It allows the student and teacher to check understanding of a concept or skill while the unit is progressing. Failure to do homework will impact progress and skill attainment in classes and negatively impact course grades.

We expect students to participate as learners and to excel. Failure to stay on task or to produce classwork or homework can result in limited privileges or disciplinary consequences.

Additional Information

Walking to and from School

Students who walk to or from school must obtain a walkers permit. While walking, students must be alert to traffic. Walk on the left side of the road facing traffic or on the side with a sidewalk. Behavior should be orderly and safe. Obey crossing guards at all times. If any student encounters a problem on the way to or from school, report it to an adult. All walkers enter school in the morning through the front doors.

Walkers

1. At 3:30, walkers are dismissed and are to exit through the door next to the front office and turn down the sidewalk.

2. Walkers must leave the campus at the crosswalk on Piedmont Park Rd. or to the right of the driveway toward Belvue Rd.

Students Walking to Paris Elementary

A parent who requests that their son or daughter walk to Paris Elementary in the afternoon must submit a written request to the Sevier MS office. This request should state the purpose of the walk to Paris Elementary and include a Paris Administrator's signature for approval.

Approved students will leave class with walkers. All report to the bus doorway for dismissal by an adult for the walk to Paris. No student may walk to Paris for pick-up.

Students Who Ride Cars to School

All vehicles enter the campus at the front driveway on Piedmont Park Rd. This is a one-way traffic circle.

At the front sidewalk, pull as far toward the crosswalk as possible. Students may not be dropped off in the rear, any parking lots nor at the sides of the school.

Students Who Ride Cars from School

All students will board vehicles on school property under the supervision of our staff.

Drivers arriving for pick up will double-stack in the front driveway. All drivers must pull forward in the lane toward the crosswalk.

A staff member will walk the car lines, and call out student numbers from dashboard signs into the building.

1. Student names and numbers post to classroom boards beginning at 3:23. Students will be dismissed to their pick up areas based on color codes and move to their cars in groups.
2. 7th and 8th grade students and those 6th graders who have 7th and 8th grade students riding with them must be picked up in the front driveway. Students exit the building next to the office, and when prompted, will walk the carline to find their ride.
3. No student may cross a line of cars. All enter from the center line or across the designated walkway.
4. Drivers will follow the signals of the adult on duty before pulling away.
5. If your rider has not boarded when your lane is released, pull into the parking lot. Your student will cross at the walkway to meet you when the next group is loading. Do not stop the line to address the adult in charge.
6. Students will not be released to the parking lot unless the ride has gone through the car line.
7. 6th grade students ONLY may be picked up in the rear car line. These numbers and names will post in **RED**. These car riders will exit the building through our elevator door and walk down the back sidewalk toward Paris Elementary.
8. No car may arrive for rear drive pick-up before 2:50 in the afternoon. Drivers in the 6th grade car pick-up may pull away and exit after their students are loaded.
9. At 3:45, staff will post the release of all remaining car riders, who will report to the front carline to await pick-up.

Car Rider Late Pick - Up in The Afternoon:

Dismissal is at 3:25pm. The carline with staff assistance ends at 4:00pm. If you arrive after 4:00, you must come in and sign-out your child. After you accrue three late pick-ups, we will require a conference with a school official to seek a solution. If the problem persists, students zoned for Sevier will be placed on a bus for afternoon dismissal. Students not zoned for Sevier may have their special permission removed.

No driver may pull to the side or rear of the school to pick up or drop off students. Do not wait for riders across the street in the church parking lots. They will not be allowed to meet you there.

Anti-Idling Policy:

Sevier Middle School has established a voluntary "anti-idling" policy. We ask that drivers turn off their engines while waiting in their cars to pick up students, weather permitting.

Please park in the parking lot if you are coming into the school.

Students Who Ride Buses to School

Bus riders arrive at school in the rear driveway. Students move directly to their designated supervision areas or to the cafeteria for breakfast.

All students stay in 6th period classes at the end of the day. Specific calls for dismissal begin at 3:25. When dismissed, students on the academic hallways may stop at lockers if needed, and then move quickly to the designated exit. Related arts students do not visit lockers at this time.

Athletes

All athletes will remain in 6th period class until 3:45. This applies from try-outs to the end of the season. After practice and games, fall and winter season athletes are picked up in the rear driveway next to the Gym. Spring season athletes are picked up in the front parking lot.

Release of Bus Riders

Bus riders are called as buses arrive, and will exit to the rear of the school. All bus riders remaining after 3:45 will be called to an after school supervision area.

School bus transportation is provided only for those students residing in the attendance area of the school they attend. Students on special permission do not receive bus transportation.

Students that ride a bus to WHHS during athletic seasons must coordinate their transportation with their coach and the Taylors Bus Center, 355-7330.

Transportation

No Sevier Middle School student is allowed to drive a motorized vehicle to or from school.

No Deliveries for Students Accepted

The school will not accept deliveries for students such as flowers, gifts, etc. The school also does not accept food deliveries for student lunches (i.e. Zaxby's, Chick-fil-A, other restaurants).

Emergency Procedures

Emergency drills are held throughout the school year. At teacher directive, students are to move quietly to the designated area, returning in the same orderly manner.

Expected Behavior for Emergencies

- Follow practiced procedures quickly
- Remain silent and under control
- **Cell phone use is strictly prohibited**
- Go straight to your designated location
- Look for and follow teacher directions immediately
- During evacuation stand in a single file line with the appropriate teacher
- Failure to comply with these behaviors may result in disciplinary action

Sevier Middle School has detailed safety procedures to follow in case of intruders or other acts that would impact the safety of the students and staff. All teachers have a copy of these procedures and are instructed on how to implement these plans.

Any student who notices an unfamiliar person on campus or in the building without a visitor's badge should immediately report their presence to the closest staff member.

School Wide Behavioral Expectations and Procedures

Students at Sevier are expected to act with Respect, Integrity, and Responsibility.

The Sevier faculty and staff will teach students what respect, integrity, and responsibility look like in the school setting. Our faculty and staff will also apply these same behaviors when caring for our students and working with their families. Teachers will outline a number of procedures with students as the year begins, and will review them as needed.

Though there will be clear consequences when misbehavior occurs, our focus will be on creating new patterns of behavior that will build a stronger and safer school environment.

Expected Student Behavior at ALL times and in ALL areas:

- Keep your hands and feet to yourself
- Keep your voice level low
- Follow directions the first time they are given
- Speak politely and kindly to everyone
- Tell an adult if you see something that you know is wrong
- Use school appropriate language
- Help new students learn established procedures

Expectations of Conduct for Students Who Participate in Athletics and School Organizations

Athletes or members of school organizations represent not only themselves and their families, but also their teammates, coaches or sponsors, the school, and the Greenville County School District. High standards of conduct and citizenship are essential. Students must exhibit a positive attitude, strong character, responsibility, and integrity. All shall abide by a code of conduct specifically for extracurricular activities.

Participation in extracurricular activities is a privilege, not a right. School officials may deny a student's participation when they determine that continued participation is not consistent with the standards of conduct expected of all participants. Unacceptable conduct includes, but is not limited to, disrespect, theft, vandalism, hazing, harassment, major infractions of The Student Code of Conduct, or violations of law.

When the conduct also violates the school's general code of conduct, the participant is subject to punishment under both the general code of conduct and the code for extracurricular activities. No student who has been suspended from school pursuant to the general code of conduct may participate in extracurricular activities during the suspension period.

Attendance Rule – A student shall not participate in a contest or practice on the day he/she has been absent from school without a reason beyond the control of the student (ex: school field trip, doctor/dental appointments, bereavement, religious holiday, etc.).

Individual Sponsor or Coach Rules – Coaches or sponsors may establish additional rules and regulations for their programs, approved by the athletic director and principal. The coach or sponsor must give all participants written copies of any additional rules and must explain the additional rules to all participants.

Academic Expectations for Student Athletes – The coach or sponsor, in consult with the school administration, may establish standards and sanctions related to class grades and completion of school work.

The full text of these policies is available in the Greenville County Schools Extracurricular Handbook.

Academic Requirements for 7th and 8th Grade Student Athletes:

1. Only students passing the sixth, seventh, and eighth grades by academic promotion are eligible for first semester sports.
2. 7th and 8th grade students must be passing all classes at the end of the first semester in order to be eligible for the second semester.

Student Behavior Code - Extracurricular Events

Students must conduct themselves in an orderly, courteous, dignified and respectful manner. This requirement refers to their actions toward other students and teachers, their language, their dress and their manners.

Students must know and respect the policies, rules and regulations of the school and District. Violations of such policies, rules and regulations will result in disciplinary actions.

Application of policy

Rules regarding student conduct are in effect during the following times and in the following places.

- on the school grounds during, and immediately before or immediately after, school hours
- on the school grounds at any other time when the school is being used by a school group
- off the school grounds at a school activity, function or event, and the bus stop.
- en route to and from school or a school activity on a school bus or other school vehicle
- at any time or in any place that impacts the school's ability to maintain order and discipline in the Greenville County Schools.

Student Chromebook Usage

School District of Greenville County Student Acceptable Use Policy (AUP) Agreement

The School District of Greenville County has developed a computer network that connects all schools to each other, the District Office, and the Internet. "Acceptable use" of this network is use that is consistent with the instructional goals of the District. The District takes precautions by using filtering software to keep inappropriate Internet sites out of the classroom. Electronic teaching and learning tools and online access are designed to support your education. If you break "acceptable use" rules, you may lose the privilege to use both classroom computers and/or the Internet. Further disciplinary and/or legal action may be taken at the discretion of school administration.

Please note that parents may choose for their child not to have access to the internet at school; however, students who do not have access to the internet will not be able to access email or web based programs that teachers may be using in class.

Your child has agreed to the terms and conditions of this document upon acceptance of the school district handbook. Violation of any of the terms or conditions will result in disciplinary action.

- Treat computer equipment with care and respect – Willful destruction of any computer equipment or software will be considered vandalism, and may warrant the involvement of local law officials.
Any written text, graphics or executable files created, downloaded, displayed, or exchanged with another student or teacher must be education-related and not offensive in any way.
- Do not use school computers for illegal activities such as planting viruses or hacking.
- Do not use school computers for commercial purposes.
- Follow copyright laws at all times – See District copyright policies for more information. If you have questions about the legality of using software, text, graphics, or music you find online, ask your teacher or media specialist for guidance.
- Keep your password secret – You will be held responsible for all computer activities associated with your password. For example, if you share your password with your friend and he/she signs on as you and breaks one of the rules outlined above, you may be held responsible.
 - All online communication must be polite and not threatening or offensive in any way – All students in grades 3-12 are issued filtered email accounts. The District has the right to review any email sent or received using District equipment and email accounts. Email accounts should be used for educational and district purposes only.
 - Do not give out personal information on the Internet. Never give out your phone number, social security number, full name, age, home address, or any other personal information.
 - A home directory, "Backpack", is provided to students for educational related work. Students should not store personal or non-school related work in home directories. The District reserves the right to review the contents of student's home directories.

Please contact your school if you do not want your child to have access to the internet and email.

Chromebook Device Use Policy

Student Expectations

- Students are required to bring their device to school every day, fully charged. Students who fail to consistently bring their device to school may lose the privilege of taking it home.
- Students are responsible for saving or backing up their documents.
- Students should not download any applications unless approved by the teacher.
- Students should not attempt to connect personal accounts (such as iTunes) to the device.
- Students will turn in their device at the end of the year or upon withdrawal from Sevier.
- Devices will be monitored by teachers and administrators for inappropriate content.
- Students are not to download or access inappropriate material at home or at school.
- Students are never to give their login information to other students.
- Each device is assigned to an individual student. Students should never “swap” or “share” their device with another student. If a student gives their device to others to use, the student is responsible for any content viewed on the device, any material downloaded and any damage that may occur while it is out of their possession.
- Devices should be in a student’s possession, or secured in their designated charging area at all times.
- If a student is participating in an activity that is not conducive to using their device (i.e. field trip, assembly, etc.), they are required to leave their device in their designated charging area or locked in their locker. This practice also applies after school during sports practices, musical rehearsals, or other after-school activities. If any student needs help finding a secure place after school, he/she should ask the teacher/sponsor of the activity or put the device in a secure area.
- Always keep the device secure and in the case provided as you are walking in the building.
- Students who do not take their device home may pick up their device from the designated charging area each morning, and are required to return their device to the charging area at the end of each day. Students are responsible for making sure their device is plugged in for recharging each night.
- Teachers will establish standards for device use in their respective classrooms. Devices are to be used only on school-related activities in the classroom. File sharing must be approved and directed by the teacher.
- Students are not allowed to download or install software, music or video files including MP3, AVI, MPEG, MP4 (or similar types), interactive online games nor play music (audio CD’s, online music sources, etc.) on the District owned device.
- No online chatting at school, or downloading of chat software unless required by a specific assignment and under a teacher’s supervision.
- Only Greenville County Schools email addresses are allowed. No web-based email accounts are allowed (Hotmail, yahoo mail, etc.).
- The \$25.00 technology fee covers the school-issued device if it is damaged accidentally.
- If the device is stolen from a secure location (i.e. locked car), a police report must be filed and presented to the school in order for the student to receive a replacement device.
- The \$25.00 fee does not cover a lost device. If the device is not recovered/found, it is the students’ responsibility to cover the cost at fair market value.

Quarter 1 Student-led Accountability Form

Step 1: Use backpack to check your grades in all of your classes. Write down your current grade next to 7 Week Grade.

Step 2: Write down the total number of NHIs for each of your classes. Then, prioritize which NHIs need to be completed before the end of Q1. Start with any missing major grades and then the most recent minor grades.

Step 3: Ask your teachers for the last day they will accept late work. Write that date next to By October _____. Ask your teachers to initial your paper.

Step 4: Answer the reflection questions.

Step 5: Have a parent/guardian sign this paper.

Step 6: Complete your NHI work and turn it in to your teacher by the deadline.

Step 7: Write down your 9 Week Grade at the end of the quarter.

2nd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials:** _____ **9 Week Grade** _____

3rd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials:** _____ **9 Week Grade** _____

4th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials** _____ **9 Week Grade** _____

5th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials:** _____ **9 Week Grade** _____

6th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials:** _____ **9 Week Grade** _____

7th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By October _____ **Teacher Initials:** _____ **9 Week Grade** _____

Reflection Questions

1. What connection do you notice between the number of NHI assignments you have in classes and your 7 week grade?
2. Did you have any GFAs? If so, how did that impact your 7 week grade? How can you keep that from being an issue in the future?
3. What are 2 specific steps you can take to be more successful in your classes in Quarter 2?

Parent / Guardian Signature _____ **Date** _____

Quarter 2 Student-led Accountability Form

Step 1: Use backpack to check your grades in all of your classes. Write down your current grade next to 7 Week Grade.

Step 2: Write down the total number of NHIs for each of your classes. Then, prioritize which NHIs need to be completed before the end of Q2. Start with any missing major grades and then the most recent minor grades.

Step 3: Ask your teachers for the last day they will accept late work. Write that date next to By December _____. Ask your teachers to initial your paper.

Step 4: Answer the reflection questions.

Step 5: Have a parent/guardian sign this paper.

Step 6: Complete your NHI work and turn it in to your teacher by the deadline.

Step 7: Write down your 9 Week Grade at the end of the quarter.

2nd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials:** _____ **9 Week Grade** _____

3rd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials:** _____ **9 Week Grade** _____

4th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials** _____ **9 Week Grade** _____

5th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials:** _____ **9 Week Grade** _____

6th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials:** _____ **9 Week Grade** _____

7th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By December _____ **Teacher Initials:** _____ **9 Week Grade** _____

Reflection Questions

1. What connection do you notice between the number of NHI assignments you have in classes and your 7 week grade?
2. Did you have any GFAs? If so, how did that impact your 7 week grade? How can you keep that from being an issue in the future?
3. What are 2 specific steps you can take to be more successful in your classes in Quarter 3 ?

Parent / Guardian Signature _____ **Date** _____

Quarter 3 Student-led Accountability Form

Step 1: Use backpack to check your grades in all of your classes. Write down your current grade next to 7 Week Grade.

Step 2: Write down the total number of NHIs for each of your classes. Then, prioritize which NHIs need to be completed before the end of Q3. Start with any missing major grades and then the most recent minor grades.

Step 3: Ask your teachers for the last day they will accept late work. Write that date next to By March _____. Ask your teachers to initial your paper.

Step 4: Answer the reflection questions.

Step 5: Have a parent/guardian sign this paper..

Step 6: Complete your NHI work and turn it in to your teacher by the deadline.

Step 7: Write down your 9 Week Grade at the end of the quarter.

2nd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials:** _____ **9 Week Grade** _____

3rd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials:** _____ **9 Week Grade** _____

4th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials** _____ **9 Week Grade** _____

5th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials:** _____ **9 Week Grade** _____

6th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials:** _____ **9 Week Grade** _____

7th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By March _____ **Teacher Initials:** _____ **9 Week Grade** _____

Reflection Questions

1. What connection do you notice between the number of NHI assignments you have in classes and your 7 week grade?
2. Did you have any GFAs? If so, how did that impact your 7 week grade? How can you keep that from being an issue in the future?
3. What are 2 specific steps you can take to be more successful in your classes in Quarter 4?

Parent / Guardian Signature _____ **Date** _____

Quarter 4 Student-led Accountability Form

Step 1: Use backpack to check your grades in all of your classes. Write down your current grade next to 7 Week Grade.

Step 2: Write down the total number of NHIs for each of your classes. Then, prioritize which NHIs need to be completed before the end of Q4. Start with any missing major grades and then the most recent minor grades.

Step 3: Ask your teachers for the last day they will accept late work. Write that date next to By May _____. Ask your teachers to initial your paper.

Step 4: Answer the reflection questions.

Step 5: Have a parent/guardian sign this paper.

Step 6: Complete your NHI work and turn it in to your teacher by the deadline.

Step 7: Write down your 9 Week Grade at the end of the quarter.

2nd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials:** _____ **9 Week Grade** _____

3rd period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials:** _____ **9 Week Grade** _____

4th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials** _____ **9 Week Grade** _____

5th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials:** _____ **9 Week Grade** _____

6th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials:** _____ **9 Week Grade** _____

7th period subject: _____ **Teacher:** _____ **7 Week Grade** _____

Number of NHIs: _____ **Number of GFAs:** _____

I need to complete:

1)

2)

3)

By May _____ **Teacher Initials:** _____ **9 Week Grade** _____

Reflection Questions

1. What connection do you notice between the number of NHI assignments you have in classes and your 7 week grade?
2. Did you have any GFAs? If so, how did that impact your 7 week grade? How can you keep that from being an issue in the future?
3. What are 2 specific steps you can take to be more successful in your classes in Next Year?

Parent / Guardian Signature _____ **Date** _____

